



Temporary Employment Services RFQ # 104
Questions and Answers

- 1) Would your company be flexible to negotiate with regards to set bill rates for specific positions? *As a non-for-profit entity we must make all attempts to keep our costs to a minimum. A maximum of a 48% make-up is all we are able to pay.*
- 2) Would there be opportunity for us to work with multiple locations? *We are located in Coral Gables and Key West. These are the only two locations we will have a possible need for temp services.*
- 3) Do you have job descriptions for any of the positions that this would include? *Job descriptions are difficult because we change our needs and wouldn't know specifics of those needs until the projects present themselves.*
- 4) How many consultants did you bring on in 2009? *One consultant but not related to temps hired.*
- 5) How many would you project for 2010? *0*
- 6) How many candidates are typically interviewed before a hiring decision would be made? *3- 5*
- 7) Would the background requirements need to be met after the decision has been made to hire the candidate? *Level two background check must be run and verified accurate before the temp begins work.*
- 8) How long would the awarded agency conduct staffing needs for ELCMDM once awarded? *1 year, with the option to renew for two (2) additional years.*
- 9) If we are to honor a 48% mark up will a company who submits a rate lower than 48% automatically win over us? *Yes*
- 10) Is the lowest mark up offered the single determinant in who will win the bid? *Yes*
- 11) Do the targeted pay rates come from ELCMDM or do we establish them ourselves? *The pay rate comes from ELC.*
- 12) Is there any flexibility or range of the targeted pay rates? *Very little.*
- 13) How many people did ELC get from staffing companies in 2009? (either consultants or those who went temp to perm) *One was hired in 2008.*

- 14) How many total people are projected for 2010? *Depends on projects and need. There is no way of knowing what we will need from year to year.*
- 15) If our agency is used for temp to perm hires what is the typical duration before the person would go perm? *All depends on the ELC need but usually 3 months.*
- 16) Is there a standard period the person must work before going to perm and is that period ever longer? *No standard*
- 17) Will there be any list of the open positions or projected openings before the bid is awarded? *No*
- 18) When does the awarded agency learn of the pay rate targeted for a specific position? *The mark-up cannot be higher than 48% of the rate of pay for the temp. The rate of pay for the temp varies and is determined by the ELC.*
- 19) If there is no way to determine the exact positions that will be upcoming could you at least provide me with the number of consultant or temp to perm people brought on in 2009 for various categories? *i.e. Accounting and Finance-4, IT-3, Administrative-2.*