

RFP for Temporary Staffing Services Questions and Answers

1. Are the employees paid 12 months a year, or only 9 months? If they are only paid 9 months a year, do the employees typically file and draw unemployment benefits due to a layoff during the summer months?

Career Coaches are paid on a monthly basis from July through June for the duration of their employment. They are not limited to a 9-month pay schedule and do not experience a summer layoff period. As a result, employees do not typically file for or receive unemployment benefits during the summer months.

2. Would Three Rivers be willing to sign an NDA regarding our financials or is there an alternative to this request?

TRPDD must establish financially stable or solvent. The Offeror must include copies of the last two (2) years' financial statements or financial documentation. If financial statements do not exist, the vendor must state the reason and, instead, submit sufficient information to enable TRPDD to assess the financial stability or solvency of the vendor, such as financial statements, credit ratings, a line of credit, or other financial arrangements sufficient to enable the vendor to be capable of meeting the requirements of this RFP.

TRPDD will not disclose private financial information to the public but may be required to provide it to AccelerateMS or other federal or state monitors.

TRPDD will not sign an NDA.

3. Would copies of the previously awarded RFP for the last contract year be available to view prior to submitting our proposal?

No.

4. Will staffing provider be required to pay Career Coaches for paid holidays and/or PTO time? Will Career Coaches be paid during breaks from the school? (Ex. Summer, Spring Break, Winter Break, etc.)

Career Coaches are paid a monthly salary from July through June for the duration of their employment. This salary is intended to cover all periods of the year, including school breaks (summer, spring, and winter). No additional compensation is provided specifically for holidays or PTO; any time off is incorporated into the annual salary structure.

5. Based on the job description, we see some travel will be required. In the case of an auto collision while traveling to/from location, would the vehicle liability be covered by the Career Coach's auto coverage, or the staffing provider?

Career Coaches are required to maintain their own auto liability insurance and sign a waiver of liability. In the event of an auto collision while traveling for work, the Career Coach's personal auto insurance is considered the primary coverage. The staffing provider does not provide vehicle liability coverage.