

## Q & A for RFP2023-01

Date	Question	Answer
1/23/2023	Is the pay rates for most of the Admin/Clerical roles are still \$11/hr.?	The rate is undetermined at this time.
1/26/2023	What years and area do you want check with the background check?	Seven years and everywhere they had a residence.
1/26/2023	What should we be testing candidates for?	Keystrokes, for example, for general clerical work. It will depend on the role.
1/26/2023	Do you need a pre-assignment drug screen.	No, being a government entity we must be very careful to NOT pre-screen for drugs.
1/26/2023	Can we use another county entity as a reference?	Yes
1/26/2023	Have you contracted with a staffing agency before?	Yes, three years ago, we signed a 1-year contract with option to renew for 2 more years. This time, we want a 1-year contract with option to renew for 3 more years (total 4 years).
1/26/2023	When will you have hourly wage information? Before or during the contract?	We will try to have it before a contract is signed but cannot guarantee it. It is also subject to change during the contract based on things like market demands.
1/26/2023	Do you have any satellite offices?	No, only one office located at 13013 NW Freeway, Houston, TX 77040.
1/26/2023	Will you want to help screen and review/keep resumes?	Maybe at first, but our hope is that we can trust you to do that for us.

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1/26/2023	Would you be willing to go through a formal onboarding process with our firm and you as our client? So you will have a good understanding of our billing process, placement of candidates etc..	Yes, the more we know about each others expectations, the better off we will be.
1/26/2023	If you have the need for a high volume of temporary staff, how would you bring them in for orientation? Phased approach? All at once?	Some divisions bring temps in phases, sometimes we need a lot at once. We would rely on your best practices to make those decisions, as well.
1/31/2023	Please explain your requirement in Paragraph 13.b "Bonding"? Is it really needed?	Bonds aren't necessary.