

Frequently Asked Questions

1. How long is the term?

Services are expected to be performed by the temporary staffing agency starting the beginning of April 2014 and continuing through December 2014; the Court, at its sole discretion, may elect to extend the master agreement past the initial term for up to two consecutive one-year option terms.

2. How many employees are we looking for?

There is not a specific number. We are looking for a vendor to fill our orders as needed.

3. What is the headcount and spend by location and skill set?

The Court does not guarantee that an agency will receive a specific volume of work, a specific total contract amount, or a specific order value under any master agreement executed pursuant to this RFP. Additionally, there will be no limit on the number of orders that may be issued under a master agreement, nor will there be any specific limitation on the quantity, minimum and/or maximum value of individual orders.

4. What are the payment terms in days upon receipt?

Payment terms will be specified in any agreement that may ensue as a result of the RFP.

5. Are there any special training or orientation requirements you expect built into the markup?

No, just the regular markup.

6. Are there any required SLA's, and if so, are there any attached financial penalties?

No.

7. Do you have a model in mind, meaning on vendor to manage the whole program, or are you choosing a select group of vendors, or many vendors? Is it expected for the supplier to manage your other sub-vendors into the program?

We are seeking to identify and retain a primary, qualified temporary staffing agency to expeditiously supply the Court with high-quality, cost-effective, clerical temporary employees.

8. In reference to 7.1.e.xx, will temporary employees be using their own cars or "court owned" company cars as transport?

The temporary employee will be using their own vehicles for transportation. However, mileage will be reimbursed if the employee travels from one court location to the other court location within the same working day.

9. Do the positions we fill for you require a prevailing wage?

No.

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10. What is your specific definition of emergency pay so we are able to address it correctly in our proposal?

Employee payments from any situation that arises which threaten physical harm, safety, immediate property damage and/or structural harm.