

August 13, 2018

**BOARD OF COUNTY COMMISSIONERS
ORANGE COUNTY, FLORIDA**

**Y18-1142
TEMPORARY LABOR SERVICES-MAINTENANCE TECHNICIAN
ADDENDUM #1**

This Addendum is hereby incorporated into the bid documents of the project referenced above. The following items are clarifications, corrections, additions, deletions, and/or revisions to and shall be amended as follows.

A. Questions and Answers

Question 1: Are the extensive and costly background checks needed for short term assignments? The cost of \$98.35-\$120.85, dependent on where the fingerprinting takes place, plus drug testing, for a short-term assignment is cost prohibitive to the vendor. If so, can a separate mark-up be applied to the short-term assignments?

Answer: The extensive background checks are needed for all positions. The County feels the cost for the background checks are sufficient because most positions are filled on a long-term through the life of the contract. The County will not allow a separate mark-up to be applied to the short-term assignments.

Question 2: Is the drug test required a 5 or 10 panel?

Answer: Drug tests require a five (5) panel.

Question 3: Please provide all Current vendor, award dates, hourly billing rate for each category, current billing rates, current bill rates for the 3 positions.

Answer: All current contract information can be obtained at <http://apps.ocfl.net/OrangeBids/TermContracts/listtermcontract.asp>.

Question 4: Are cellular phones required?

Answer: The County will provide cell phones while the vendor is in performance of the Scope of Work/Services for Y18-1142, Temporary Labor Services-Maintenance Technician.

Question 5: Can language be added to the indemnification section?

Answer: The County will not add language to the indemnification section.

Question 6: In Scheduling of Services, it states the contractor shall provide resumes within one week of request for a non-emergency, and within 48 hour an emergency order. On page 31, it states that performance shall be no later than 1 calendar day. Please advise.

Answer: In the Scope of Work/Services, Paragraph II. SCHEDULING OF SERVICES, 1. Non-Emergency Services and III. EMERGENCY SERVICES denotes a requirement to adhere to/perform by the vendor. Page 31, BID RESPONSE FORM, IFB #Y18-1142-TJ denotes a time of performance per the Special Terms and Conditions, 7. PERFORMANCE addressing compliance with services after a delivery order has been provided and addressing the time a vendor must reply by, in the case of any delays after a delivery order has been provided.

Question 7: How often do you hire a temporary staffing associate as a permanent hire?

Answer: Hiring an assignee associated as a permanent hire is not done for recruitment. Assignees apply for employment through the Orange County Pubic postings.

Question 8: Will you be transitioning current temporary employees if new vendors are chosen?

Answer: Current temporary employees will transition on a case-by-case basis per the current term contract. Current temporary employee may negotiate their own transition with the proposed new vendor if both parties choose to do so.

Question 9: What are your challenges today?

Answer: The County has no challenges.

Question 10: We have some discrepancies in the rates of pay in the bid Y18-1142. The Maintenance person is listed as \$10.25 per hour on page 26, and \$10.50 per hours on page 29. Please clarify.

Answer: Maintenance Person rates shall be \$10.50 per hour.

Question 11: The Maintenance Tech is listed at \$14.00 per hour. It was bid at \$14 per hour 2 years ago and already proven to be difficult to fill at that pay rate. We respectfully ask that the rate of \$14 be researched, as the position calls for a \$15 rate to fill it properly.

Answer: The County will not raise the rate. The Maintenance Technician rate shall be \$14.00 per hour.

Question 12: What is the current budget for the contract?

Answer: The estimated budget annual budget is 200K. This is an estimated budget based off the last few years. This is an estimation and the usage could be more or less depending on the departments operational needs.

Question 13: How much was spent (dollar value) on this service last year?

Answer: The current estimated dollar value is around \$170,000.

Question 14: How much is intended to be spent once the contract is awarded?

Answer: The intended amount is to use the quantities on the bid response form with the operational needs of the department and finding qualified contract employees to fill positions.

Question 15: How many employees currently work under this contract?

Answer: There are two (2) current employees working under this contract.

Question 16: How many vendors will be awarded as a result of this solicitation?

Answer: The County intends to award to one (1) vendor.

Question 17: Please provide the prevailing/Living wage requirements at time of award?

Answer: The wage requirements at time of award are outlined in the Scope of Services, II. SCHEDULE OF SERVICES, Paragraph V. EMPLOYEE RATES AND TIME TRACKING.

Question 18: Bid tabulation from current award?

Answer: Previous solicitation/award (Bid Tabulation) records can be obtained by submitting a formal request to procurementrecords@ocfl.net or by physically coming into the Procurement Division, 2nd Floor, 400 E. South Street. Orlando, FL 32801.

B. ACKNOWLEDGEMENT OF ADDENDA

1. The bidder shall acknowledge receipt of this addendum by completing that applicable section in the solicitation or by completion of the acknowledgement information on the addendum. Either form of acknowledgement must be completed and returned no later than the date and time for receipt of the bid.
2. All other terms and conditions of the Y18-1142-TJ, Temporary Labor Services – Maintenance Technician remain the same.
3. Receipt acknowledge by:

Authorized Signature

Date

Title

Name of Firm