



September 25,2024 - Updated

Questions and Answers:

1. How many employees currently work (or will be anticipated to work under) this contract?

Because the temporary staffing services will be on an as needed basis, there is **no** guarantee of any expenditure with any approved agency. Since CECT has very limited experience in hiring temporary staff in West Central Texas, CECT does not have much historical data available. However, CECT anticipates the need to fill 7-10 positions per year.

2. Who are the present vendors?

The current vendor is Express Employment Professionals which was procured in May 2024 for a short-term period (June 2024 – September 2024).

3. How many vendors will be awarded as a result of this solicitation?

Only one vendor will be selected.

4. What are the current billable hourly rates or percentage mark-up rates?

We do not provide the current billable hourly rates for the current vendor. To facilitate open and free competition, we would like to receive each potential bidder's billable rates.

5. What were the hourly bill rates or percentage mark-up rates at the time of award?

We do not provide the current billable hourly rates for the current vendor. To facilitate open and free competition, we would like to receive each potential bidder's billable rates.

6. How much was spent (dollar value) on this service last year?

As of September 25, 2024, the expenditures total \$36,095.09.

AN EQUAL OPPORTUNITY EMPLOYER / PROGRAMS

Auxiliary aids and services are available upon request to individuals with disabilities
Relay Texas: 1-800-735-2989 (TTY); 1-800-735-2988 (Voice) or Relay Texas: 7-1-1

7. How much is intended to be spent (dollar value) once the contract is awarded?

Because the temporary staffing services will be on an as needed basis, there is no guarantee of any expenditure with any approved agency. Since CECT has very limited experience in hiring temporary staff in West Central Texas, CECT does not have much historical data available. However, CECT anticipates the need to fill 7-10 positions per year.

8. Is there a Prevailing/Living wage requirement associated with this project?

No.

9. Are additional appoints awarded to firms who are or have Minority Business Enterprise (MBE) partners?

The potential bidder must be certified as a historically underutilized business certified by the State of Texas, as that term is defined by Texas Government Code § 2161.001, including any certified women or minority owned businesses or enterprises.

To be awarded the points as a HUB, the Proposer must attach a copy of a current certification form in **Appendix H**.

10. May we attend the bid opening meeting person?

The only option available is a virtual meeting via Zoom. Potential bidders may call in or use the video conference feature. The meeting was held as on September 11, 2024 at 3 p.m. as noted in the RFP.

11. Please provide a historical breakdown of temporary workers and their job titles during your last contract year.

Because the temporary staffing services will be on an as needed basis, there is no guarantee of any expenditure with any approved agency. Since CECT has very limited experience in hiring temporary staff in West Central Texas, CECT does not have much historical data available. However, CECT anticipates the need to fill 7-10 positions per year.

12. Does CECT anticipate any additional workforce development board areas to be added to this contract this year?

At this time, we do not anticipate adding an additional workforce development board areas.

13. Who is your incumbent?

The current vendor is Express Employment Professionals which was procured in May 2024 for a short-term period (June 2024 – September 2024).

14. Please share incumbent pricing for the last contract year.

We do not provide the current billable hourly rates for the current vendor. To facilitate open and free competition, we would like to receive each potential bidder's billable rates.

15. Must the vendor have an office located in the workforce service area?

No. However, the vendor must be able to serve all offices in the area.

16. Please share job descriptions for the associated job titles?

The job summaries are attached.

17. What is the expected hiring process for the associated jobs?

When CECT has an opening, CECT's HR representative will notify the temporary agency representative and provide details regarding the position (job description, pay rate, etc.). The hiring process must be described by the bidder.

18. What is the resume/candidate submittal process?

We expect the Temporary Agency personnel to recruit and identify quality candidates. Once qualified candidates are identified, the resume will be forwarded to CECT's HR representative for consideration.