

## ADDENDUM NO. 1 RFP#3-2016/2017 Temporary Services

Addendum for RFP#3-2016/2017 Temporary Services is amended in the following particulars and in these particulars only. All provisions of the original documents shall remain in force, except as specifically modified or changed herein or by other Addenda issued by GCSC. This Addendum is hereby made part of the Contract Documents of the RFP.

## **RESPONSE TO WRITTEN QUESTIONS RECEIVED:**

**Question #1:** Will the college provide job titles and job descriptions for positions that will be procured under this RFP?

Response: As a temporary support position is requested, the college will provide a position description, work hours, hourly rate and appropriate dress code information

<u>Question #2:</u> Why is the college not using the current State of Florida Temporary Services Contract – 3141800-14-ACS for staffing?

## Response: RFP#3-2016/2017 is designed to meet the terms and conditions the college requires.

Question #3: Can you provide the name of current vendor and expenditures?

- \* <u>Response: Current vendor is Snelling Staffing Services, 1420 Airport Road, Panama City,</u> FL 32405.
- **\*** The college's fiscal year is July 1 to June 30 of each year.
  - Fiscal year 14 (July 1, 2013- June 30, 2014) = \$171,224.23
  - Fiscal year 15 (July 1, 2014- June 30, 2015) = \$127,274.79
  - Fiscal year 16 (July 1, 2015- June 30, 2017) = \$97,542.80

**Question #4:** Can you share the historical level of efforts for these services?

<u>Response: In question three of this addendum we provided the last three (3) years of expenditures to Snelling Staffing Services but services are only used as the college finds necessary. There is guarantee of need for temporary services on Gulf Coast State College campuses. This summary is in response to temporary hiring needs during those fiscal years.</u>

**<u>Ouestion #5:</u>** Can you provide bill rate and pay rate for current contract?

Response: The intent of this proposal is for each proposer to offer Gulf Coast State College competitive rates for necessary services.

**Question #6:** Is there any not to exceed budget limit for this contract?

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Response: The not to exceed budget and agreed upon budget will be the percentage shown on each vendors proposal form. This proposal will be evaluated based upon the items listed in the Criteria on page 10 of RFP#3-2016/2017.

**Question #8:** How long were the temporary and temp-to-hire candidates in their positions before rolling onto the college payroll?

- Response: It varied over three-years, from immediate hire up to 520 hours on contract through Snelling Staffing Services.
- **Question #9:** When will the contract be award?
  - ✤ <u>Response: Contract will be awarded according to the schedule shown on page 27 of RFP#3-2016/2017, after the District Board of Trustee (DBOT) approval.</u>

**Question #10:** What is the contract start date?

**Response:** A Notice of Award will be issued after DBOT approval and the three-year contract will expire from date of contract.

<u>**Ouestion #11:**</u> Are proposers required to propose one markup rate or can proposers provide a different markup based on the Workers Compensation codes?

Response: The markup percentage by each proposer must be all-inclusive to the college. The lump sum price should be the amount charged on top of temporary position times (x) proposer percentage. Worker Compensation, Insurance, Level 1 background and other required fees should be included in markup percentage.

**Question #12:** Can proposers offer a range of rates and offer discounts for higher paying position?

Response: The College prefers one flat rate by position. The college has not utilized Snelling Staffing Services for a position paying higher than \$11.50 an hour, since our currently Director of Human Resources has been employed.

Question #13:What is Gulf Coast Experience Modification Rate?☆Response: The information that the college can provide can be found in Exhibit A.

Question #14:Can we get a copy of Gulf Coast Loss Run History for the past three (3) years?♦Response: The information that the college can provide can be found in Exhibit A.

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**<u>Ouestion #15:</u>** Can Gulf Coast provides a current list of position staffed?

Response: We currently have a clerical support temporary and are in the process of securing four (4) custodial workers, and a support employee for Information Technology Services.

**<u>Question #16:</u>** What challenges exist with current vendor?

\* <u>Response: No challenges noted. The College is seeking to secure the most competitive rate</u> with additional support and flexibility.

February 16, 2017 at 4:00 PM is the last date and time vendor can submit final questions on this project. All vendors are responsible for receiving and reading Addendums on project. All Addendums will be posted at <a href="http://www.gulfcoast.edu/administration-departments/procurement/solicitations-awards/index.html">http://www.gulfcoast.edu/administration-departments/procurement/solicitations-awards/index.html</a>.

Fred Brown, CPP, CPPM Procurement Director

Signature

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## EXHIBIT A

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P: Compresation Courrages	000166-000583-WC-01	14 WKS DRULING SOME TURING, WHEN THE DRUL BYT JAMMED AND SPUN. HIS LT HAND INTO THE VYCE, RESULTING IN A FRACTURE IN THE LT.	м	Florida	CL.	CL.	4/6/13			certia	GCSC MAIN PAMA MAINT	231.50		123
P: Compensation Coverages	000144-030588-WC-01	WHELE SE WAS STITUDE AT HER DESK, SHE GOT DUZY AND BLACKED OUT. HER HUSBAND CAME AND TODIC HER TO THE DOCTOR: DR. TIA OR SEIZURE.	м	Florida	CL.	CL.	6/36/13	5/17/12	6/10/13	09120	GCSC MAIN PRANCLIKS	0.00	0.00	21
P: Compensation Coverages	0001ae-030e05-WC-01	WHER THE 65 WAS SETTING INTO A WORK VAN, HE STRUCK HIS LEFT THEMAGAINST A STORAGE RACK. HE SZSTAINED A CONTURION TO HIS LEFT. THICH.	M	Florida	CL	CL.	5/21/13	5/29/13	8/28/15	CÝ TÁO	GCSC MAIN PAMA MAINT	271.88	271.88	821
P Compensation Coverages	000166-030650-WC-01	WHELE THE BE WAS WRITING DOWN THE STRUGS IN THE STUDENT UNION (WISST THEID FLOOR), SHE MISSED THE LAST STEP AND FELL TO THE FLOOR. THES RESULTED IN PAIN TO HER LEFT MILLE.	м	Florida	CL.	a.	6/18/13	6/20/13	3/3/14	D#110	GCSC MAIN PRAMPROF AZALVASTR	821.54	821.59	254
It : Compensation Coverages	000166-030668-WC-01	WHER THE BE WAS STITING IN HER OFFICE, SHE BEGAN TO SPREINCE: NUMBERS TO HER UPPER BODY AND DISOREINTATION AS A RESULT OF PESTICIDES BEING USED TO TREAT ROMORES.	м	Florida	CL.	CL	6/10/13	7/2/13	10/06/13	D#113	GCSC WAIN PRAMPROF AZMANGUR	151.31	161.31	113
P: Compresation Coverages	0001aa-030790-WC-01	WHELE ON THE SOFTERLE FIELD SWINGING TO HIT GROUND BALLS, THE EE SUSTRIANED AN INUSINY TO THE PAULI OF HER LEFT HAND.	1	Florida	CL	CL.	8/22/13	96/13	4/32/15	09110	GCSC MAIN PAMAPROF ADM/VIS/TR	68,172.34	08,172.34	543
P1 Compensation Coverages	000144-030807-WC-01	WHELE THE ES WAS UNURANING THE BELACHERS, USING HIS FOOT, HE SUSTRINED A CONTUSION TO HIS ROUT FOOT.	м	Florida	CL.	CL.	9/10/13	9/12/13	8/26/15	09130	GCSC MAIN PMMA CUST	279.80	279.80	728
P: Compresation Coverages	000146-030849-WC-01	65 SUPPED ON WATER AND INJURED HER UPPER BACK ON THE LEFT SIDE.	м	Florida	ĊL.	ά.	10/9/13	10/9/13	8/26/15	09120	GCSC MAIN PRMACLIKS	1,424.08	1,635.68	
P1 Compensation Coverages	202146-030880-WC-01	IE EXPERIENCED PARE IN HER NECK. IE SUSTAINED NUMBERS IN HER. HINDS, FINGERS AND WRITE. IE WAS DAMINOSED WITH CARPAL TUNNEL. SYNDROME.	м	Florida	CL.	CL.	9/26/13	10/15/13	11/22/13	09130	GCSC MAIN PMMACLRCL	0.00		6
P: Compresation Coverages	000146-030888-WC-01	WHEE SOLITING IN THE CATCHERS POSITION, 65 TURNED, THISTING HEREST KNEE.	м	Florida	CL.	ά.	10/8/13	10/14/13	12/14/14	DÝ113	GCSC MAIN PAMAPROF ADM/VISTR	2,978.53	2,978.57	362
P: Compresation Coverages	0001ae-03090e-WC-01	IS EXPERIENCED BURNING EVES, BURNING LIPS AND THROAT, INJUSTAND HEADINGH POSSIBLY DUE TO SOMETHING IN THE ARE	M	Florida	CL	CL.	10/11/13	10/25/13	11/21/14	09113	GCSC MAIN PAMAPROF ADM/VIS/TR	415.24	415.74	383
P Compensation Coverages	000166-030915-WC-01	WHELCARRYING RECORDS TO THE SECOND FLOOR, THE FLOOR AND THE STARTS WERE WET, AND WHEN THE EE STEPPED FOR THE FIRST STEP, SHE SLEPPED AND FELL SHE SESTEMED AN ARRANDE TO HER LEFT ELEON, ANDIHE INLIKED HER LEFT HIP; LEFT SHOULDER, LEFT ELEON, AND HER REFERENCE.	1	Florida	CL.	CL.	10/18/13	15/29/13	12/2/14	D#113	GCSC WAIN PRAMPROF AZMANGTR	9,395.33	9,195.33	299
It : Compensation Coverages	000166-030951-WC-01	THE SE WAS POSHING A COT WHEN IT WAS CAUGHT BY A CIRITE WHICH CAUSED THE COT TO JUMP BACK AND GIVE HER RIGHT ARM. THE SE HAS CONTUSIONS TO HER RIGHT WHIST, ARM AND HAND	м	Florida	CL.	CL.	11/2/13	11/14/13	1/17/14	09343	GESE MAIN PIMA SEC	148.71	148.75	-
P Congenitation Cowrages	202146-031109-WC-01	A SCHEIN PROJECTOR FELL ON THE EE, INDOCINE HIM TO THE FLOOR AND STREAMS HIM ON THE HEAD. THE EE SUSTAINED A CONTUSION AND LACENTION TO THE HEAD.	м	Florida	CL.	CL.	2/11/14	2/12/14	6/36/14	D#113	GCSC MAIN PAMAPROF ADAI/VISTR	228.51	228.55	12
V*: Compensation Coverages										pen 0	Tetal		64,750.66	

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* Conpresation Coverages	0001e4-031220-WC-01	WHELE HE WAS SETTING UP SPEAKERS BELOW A SCAFFOLDING, HE STRUCK HELWERD ON A PEECE OF METAL. HE LACERTED THE TOP LEFT SEDE OF HELWERD ABOVE THE HARBLINE.	M	Fishida	a.	CL.	3/28/16	6/6/10	12/9/1	CV180	GESE MAIN PMMA STENT ASSTOLD	85	81 85	1.81 41
Compensation Coverages	0001e4-031221-WC-01	THE SE WAS PUTTING BOOKS WARY IN THE LIBRARY, WHILE BOOKS FELL AND STRUCK THE SE ON THE HEAD. SHE SUSTAINED A CONTUSION TO THE TEMPLERIND HOSE.	M	Fiscala	α.	CL.	6/1/16	6/6/1	6/15/1	CV180	GCSC MAIN PMMA STONT ASSTORD	2	-00 7	5.00 e
* Compensation Cowrages	000164-031364-WC-01	WHEE PERCOMMON HER NORMAL JOB DUTIES, THE CLAIMANT'S RESHT ELEOWSTARTED TO ITCH, WHICH LATER RESULTED IN INFLAMMATION	M	Fisrida	α.	CL.	\$/27/16	\$/32/14	7/30/1	DÝ113	GCSC MAIN PRMAPROF ADM/VISITE	19	44 15	6.01 6
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*: Comprehation Coverages.	000164-031382-WC-01	ANHLE THE EE WAS SHREEDING OLD DOCUMENTS IN THE RESIDESS OFFICE, HER TONICE AND FACE RECAME NUMB.	M	Fiscida	CL.	CL.	4/26/16	6/32/14	9/13/1	09120	GESE MAIN PRIMACURE			0.00
*: Congensation Coverages	0001ee-031672-WC-01	INNELE THE SET WAS CETTING THE STUDENT CARDIN CAST RELEDING, SHE TERMIND ON A FLOOR MAY AND FREE THESE SEGULTED IN ARRESIDENT TO HERE STATE AND AND THESE AND THE ACCURATE AND	c the	Fisrida	a	CL.	229/14	8.5/1	\$2325	29113	GESE MAIN PAMAPROF ADMINISTR	2,38	88 2,38	** 45
*: Compensation Cowrages	0001e4-031899-WC-01	WHELE THE BE WARE STREPTING OWER MY. EXPOSED THEE ROOT, STREPTING. DOWN OFF THE CURR, SHE EXPERIENCED HAVE IN RESULT AND IT. RESULTED IN A SPRANE TO HER RESULT AND L.	M	Fiscala	α.	CL.	8/18/10	8/20/14	7/26/1	09130	GCSC MAIN PMMACURL	12	57 12	7.57 20
* Compensation Coverages	000164-031519-bit-01	EX WAS WALKING UP AN INCLINED ASSEE WHEN SHE TRIPPED AND FELL INLIKING HER SECOND AND THIRD TOE ON HER LEFT FOOT, LEFT AND E.	M	Fisrida	α.	CL.	8/18/16	8/24/10			GCSC MAIN PAMAPROF ADM/VISITE	28	21 78	8.21 51
* Comprehation Coverages.	000164-031520-WC-01	EX TURNED TO LEAVE A CO WORKER'S OFFICE, WHEN HE FELL TO THE GROUND. EX EXPERIENCED FRIN IN HIS RESHT HIP, RESHT KNEE AND RESHT FOOT.	M	Fiscida	CL.	CL.	8/78/16	8/29/10	11/16/3	DV112	GCSC MAIN PAMAPROF ADM/VISTR	17.	55 12	2.55 87
P. Congensation Cowrages	000164-031305-WC-01	CLAMMAT ALLEGES THAT SHE WAS IN A METTING, AND WHELE AT THE METTING, THEY MENTIONED TERMARTION OF THE CLAMMAT'S POSITION. THIS LED TO THE CLAMMAT DEFENSIONS OF ANN AND DEFFCUETY. IRECTING.	ist.	Fisrida	CL.	CL.	11/12/14	11/26/14	12/3/1	09113	GESE WAIN PRAMPROF ADM/VISITE		1.00	0.00
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148.71			GCSC 10KIN P100APROF ADMINISTR		09110	3/25/34	18/14	4 1/1	1/12/14	2	L (	da (CL	Fig	14	144 EE TREPFED DISER A ROX AND FELL, STREKING HER RIGHT SIDE ON A COUNTER. THE EE SUFFERD A CONTUGION TO HER RIES.	0001ee-0320%-WC-01	ges.
1,031.05			GCSC MRIN PIMA CUST		09130	3/29/36	11/14	4 2/1	106/14	2	L 0	da CL	Fig	14		000144-032544-WC-01	ges.
478.90			CCSC NRIN PIMA CUST		04130	4/15/36	2578	a 3/2	2/16/14	2		44 CL	Fig	14	OT ADSTITUTED BY WAS SWEEPING THE EAST STARBULL OF THE ADVANCED. TECHNOLOGY CENTER WHEN HE TRIPPED ON THE TOP STEP OF THE THEID. FLOOR AND FELL TO THE LANDING.	0001ee-032801-WC-01	ger.
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W*. Compensation Coverages	000166-032766-WC-01	REMARD ON REOFF HAND ROTH SIDES, ON FACE (FOREHERD RECION, AND ON LIFT FOREHERD IN HT HOT LIGHD FROM FLIKE WHEN STOPPER EXPLORED. USINEHOT PLATE TO PREPRIE 29: STARCH,	м	Ronda	CL.	a	3/1/16	3/7/14	6/29/1		190	GCSC MAIN PIMA STDAT	65T/MD		0.00	0.0	a 57
		ISSUENCE WITH ONE GLOW FROM NOT PLATE. ALLOWED TO COLL FOR LESS THAN 5 MARTINE. CANCE WITH RESERS STOPPER (LICUID MAR THA SO THE FLARS), WITH GLOWE ON LEFT HAND, SHE INVESTIGLT FOR FLARS TO EXAMPLE IT MAR AND COMPLETELY AND THE ISSUENCE STOPPE FORCED DFF. HOT LICUID MAR THA SO THE FLARS), WITH GLOWED THAT AND THE ISSUENCE STOPPE FORCED DFF. HOT LICUID MAR THA SO THE FLARS.															
W* Compensation Coverages	200344-003873-007-01	THE EX UNDER THE TABLE TO EXCELLENT AND		Fighta		line .	3/28/16	4/2/14	11/14/1	27		VICTO MAIN INAMINING AN			229.54	204.54	-
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W*. Compensation Coverages		INDEXNIKO AND STRUCE CAN IN THE FOREHEAD.		Pagnala	GL	a	04/16	4/12/14	a 4001		130				20.48	252.44	1 1
W*: Compensation Courrages	000166-002956-WC-01	WHELE THE EE WAS LIFTING A MOP, HE FELT SOMETHING PULLED IN BACK. EE FELT PAIN IN BACK AND RIGHT LEG.		Flanda	CL.	CL.	5/25/16				130	ICCSC MAIN PMMA CUST			\$57.72		
W*: Compensation Coverages	000166-003057-WC-01	CLANINAT STREES THAT WHELE LIFTING UP PLATFORMS ON THE POOL DECK. HE SLIPHED ON WATER AND A PLATFORM CARENT HES RESHT FOOT GREAT TORNAL AND REPHED OFF THE MAL.	м	Florida	α.	a	2/11/16	2/19/16	\$727	- CO	190	GCSC MAIN PRMIKPROF A	M/NGTR		683.KD	662.80	2 54
W*: Compensation Coverages										Open 0				Total S	7.069.78	2.058.71	
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