



ADDENDUM FOUR

DATE: August 28, 2023
TO: All Respondents
FROM: Sheila Brown, Procurement/Contract Administrator
RE: **ADDENDUM #4 Question and Answer #4**

What elements of your current contingent staffing program would you like to see retained? What can Elwood Staffing improve upon? **MHA Response: It is helpful when the staffing agency conducts employment verification as well as the other screening requirements for the candidates.**

What are the issues you face today that you find the most challenging? **MHA Response: Finding candidates that want to work.**

How much of an impact does temporary staffing have on your business? **MHA Response: Depending on the need (s) of the agency.**

Is the contract language negotiable, specifically areas surrounding indemnification language? **MHA Response: All parties must agree to the provisions of indemnification and/or limited liability only to the extent allowed by Alabama law.**

How many staffing suppliers do you intend to work with on this contract? If multiple, how will orders be distributed? **MHA Response: Possibly 2 to 3. Orders will be distributed at MHA's discretion and based upon the need of the agency.**

Can you provide the current hourly pay rates and job descriptions for each position needed? **MHA Response: This information will be given on an as-needed basis.**

What are your requirements for paying OT and DT? **MHA Response: Candidates will be paid time according to Fair Labor and Standards (FLSA).**

Do you want us to include ACA, WC or PTO costs in our markup or bill them back separately? **MHA Response: No**

Do you anticipate transitioning any current associates over into our payroll? If so, approximately how many? **MHA Response: It depends on the needs of the agency.**

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Previously we conducted a 5 panel DS. Is this still a requirement for each position listed? If not, please provide the required screening package. **MHA Response: Yes, and we prefer the 10 panel DS**

Can drug screens still be conducted in our branch by certified associates? **MHA Response: Yes, but only if the drug screen is sent out to a lab for results.**

Previously we conducted a 7yr Cnty Unlim Crim background screen. Is this still a requirement for each position listed? If not, please provide the current requirement. **MHA Response: Yes**

What PPE/uniforms/badging is required, and who is responsible for the cost? **MHA Response: The candidates should have shirts with the company name on it provided by the company. We supply PPE and badge.**

We are grateful for your interest in doing business with our Agency and we look forward to receiving a proposal from your firm.