

Bid #4924

Substitute Teaching & Miscellaneous Staffing

Questions & Answers

1) Is this a new need?

Answer: Yes.

2) If not a new need, are there current vendors?

Answer: N/A.

3) If current vendors, are you satisfied with their performance?

Answer: N/A.

4) What are the current rates of pay?

Answer: \$80.00/day for certified teacher sub, \$65.00/day for non-certified teacher sub, \$7.50/hr. for classified employee sub

5) What is the expected spend?

Answer: Teachers – total - 5420, fill rate 85%

Ed Asst - total - 1322, fill rate 71%

Preschool asst - total 432, fill rate 88%

Secretary - total 121, fill rate 83%

6) Is the call out system you are looking for similar to a system such as Frontline, or are you talking about a different type of communications system?

Answer: We currently use SmartFind Express for our substitute calling system. We are looking to have the subs staffed through an outside agency.

7) Other than substitute teachers, what other positions do you anticipate needing staffed by this RFP?

Answer: Teachers – total - 5420, fill rate 85% (annual rate)

Ed Asst - total - 1322, fill rate 71%

Preschool asst - total 432, fill rate 88%

Secretary - total 121, fill rate 83%

8) If there are other positions, what is the anticipated daily and/or annual need for these positions?

Answer: Teachers – total - 5420, fill rate 85% (annual rate)

Ed Asst - total - 1322, fill rate 71%

Preschool asst - total 432, fill rate 88%

Secretary - total 121, fill rate 83%

9) In general, how many substitute teachers are generally needed per day?

Answer: 16.

10) How many hours per day will the substitute teachers (and other positions) work per day?

Answer: Teachers - 7.5 hours., Parapros - 7 to 8 hours.

11) What is the current pay rate for substitute teachers, and do you wish to maintain these pay rates?

Answer: \$80/day for certified teacher subs, \$65/day for non-certified teacher subs, \$7.50/hr. to sub for classified employee. Yes, current rates are to remain the same.

12) Besides the designated background check, what trainings and other qualifications are required for substitute teachers (and other positions)?

Answer: Normal sub training including ACS policies and practices.

13) If you have outsourced the staffing of these positions previously, what is the annual amount spent on outsourcing the positions?

Answer: Never outsourced this before. Everything was handled internally.