



MEMORANDUM

TO: RFP 23-016

FROM: Aaron Flure, Purchasing

DATE: March 03, 2023

RE: Addendum -RFP 23-016-01

I. Question and Answer

1. Is this a re-compete RFP? If yes, Could you please share the name of Current Suppliers (who are currently providing services to Agency)? **No**
2. Could you please share current Supplier's pricing and Proposals? **N/A**
3. When the existing contract was started, and what is the annual monetary spent value of the current contract since inception? **N/A**
4. How many resources are currently engaged in the current contract? **N/A**
5. Can you please share the no. of positions served in previous years under this contract? **N/A**
6. Can you please share the amount of business each vendor did under this contract in previous years? **N/A**
7. What will be the estimated annual budget for this project? **This is "As Needed" and therefore budget will vary depending upon need. However, conducting this RFP as we anticipate it may be over the amounts which require an RFP to be solicited.**
8. Is sub-contracting required for this contract? **No**
9. Please confirm the sub- contracting goal that can full-fill the requirement? **If your firm uses subcontractor for any portion of service, you will need to describe how they integrate with services and are used.**
10. How many positions we can expect under this contract throughout the given term? **Unknown due to the nature of services which are "As Needed"**
11. How many vendors agency is planning to select? **This is dependent upon the number of Responsive Offerors and upon the Evaluation Committee.**
12. Is there any local preference for this contract? **Please refer to Attachment 4 and Attachment 5**

Additional Q&A continued on page 2...

13. Can you please confirm the most commonly filled positions of this contract in past? **N/A, however, we anticipate using contracts from this RFP to be used for hard to fill executive leadership roles including VP's, Deans and Directors. This RFP includes all positions of the University in the instance that clerical positions may need to be filled as well.**
14. Are additional points awarded to firms who are or have Minority Business Enterprise (MBE) partners? **Only additional points are awarded based on Attachment 4 and Attachment 5.**
15. Would you be able to provide a little more information about the scope of positions covered by this RFP? We provide interim candidates for Interim Presidents, Senior Administrators, Deans, and Registrars. Are those positions included under the temporary staffing services that are being sought? **Yes, the positions you state in your question are part of this RFP. We encourage all potential offerors to participate in the RFP even if they only provide a subset or portion of the positions being sought in the RFP.**

***Offerors must acknowledge this amendment in Attachment 1 when submitting proposal.**