

Addendum 2
Okaloosa County
Temporary Staffing Services
RFP HR 07-17

This addendum is to answer the following questions and provide a copy of the loss-run report for vendors.

- 1) What is the expected date of award selection?
 - a. All proposals are due no later than January 9, 2017. It is anticipated that this matter will be presented to the Board of County Commissioners for approval in February.

- 2) Will a presentation be requested?
 - a. We do not anticipate a presentation at this time. However, the Selection Committee and/or the Board of County Commissioners may request presentations if deemed necessary.

- 3) What is the start date for services?
 - a. Upon full execution of the contract.

- 4) Is the full RFP document to be included with our proposal?
 - a. Not necessarily. However, you must include all pages requiring signatures and submit all information as required by the RFP

- 5) May we provide additional information that will be helpful to you in explaining our expertise and value or will you only be considering what has been specifically requested?
 - a. You can, but not required.

- 6) What is the County's goal – to select one vendor to fill all positions – or multiple vendors to provide services for various positions – do you intend to select a primary vendor, secondary, etc?
 - a. This is a non-exclusive contract that will allow multiple vendors to provide these services. The selection of an agency/agencies with whom the County has a contract will be based on cost to the County for temporary employee services, the types of jobs that can be covered/offered, previous experience of placing quality temporary employees and other articulable criteria as defined by the County.

- 7) Can you provide a listing of current vendors and the positions they staff?
 - a. The County currently has contracts with ExpressPros, Kelly Services, Labor Ready, Landrum and Pacesetter. These vendors staff everything from administrative to construction inspector to day labor personnel.

- 8) Can you provide a listing of the current pay rates for each of these positions?
 - a. We do not track this information.

- 9) May we provide a range of rates for the positions based on the pay rate? Or, are you requiring one markup rate for position regardless of the pay rate?
- a. You may provide a range of rates if necessary.
- 10) Can you provide a loss run history for the past 3-5 years?
- a. Attached.
- 11) The references form provides space for 3 references, would you want more than 3?
- a. You can certainly provide more than 3, but you must provide at least 3.
- 12) Does the provision for rate increases in the Specifications potentially allow for an increase based on inflation if the contract is extended additional years? Or, is this only for specific cost increases out of the vendor's control?
- a. The provision is added so that as your costs increase and/or employment regulations are passed/appealed, you can adjust your costs as necessary.
- 13) Will COI's need to be included in the proposal? - if yes, our carrier will need the following information: For the Waiver of Subrogation the carrier will require: Date of Project Start and length of Project: Class Code and wages estimate for project.
- a. A COI will only be required if awarded the contract.
- 14.) What was the Okaloosa site you referred us to for job pricing and comparisons?
- a. The pay rates will be different depending on the candidate, the difficulty placing someone in the position, and the budgets of the departments requesting the positions. We are asking that the companies provide a mark-up rate regardless of the pay rate to the employee. If a company can provide a discount based on the pay rate (i.e., \$10-\$12 is a 30% markup but \$12.01 to \$15 is a 25% markup) then they need to provide that structure.
- 15.) What is the RFP number for the current contracts and how may we obtain a copy of the Mark-Up submitted by each vendor awarded a contract?
- C00-0404-HR Kelly Services
 - C09-1692-HR Pacesetter Personnel Service
 - C11-1881-HR Landrum Staffing Services, Inc.
 - C15-2230-HR Express Employment
 - C08-1560-TDC Labor Ready
- 16.) RFP HR 07-17 asks the vendor to respond with Mark-Up Only and at the Pre-Proposal Meeting our representative was told to use the Counties Pay Scale. How do we find the Counties Pay Scale? Is it possible to obtain Specific Positions for each of the Job Descriptions on Pages GSC – 22 thru GSC – 33?

a. The positions cannot be defined as there are times when we need to fill a position that is not currently in the County's structure (e.g., nurse, a bus rider to collect ridership data, etc.). Therefore, we used workers' compensation codes to make the jobs more general. The pay rates will be different depending on the candidate, the difficulty placing someone in the position, and the budgets of the departments requesting the positions. We are asking that the companies provide a mark-up rate regardless of the pay rate to the employee. If a company can provide a discount based on the pay rate (i.e., \$10-\$12 is a 30% markup but \$12.01 to \$15 is a 25% markup) then they need to provide that structure.

17.) Will the selected be ask to sign a contract, is yes can you provide a copy to review?

a. Yes, they will be asked to sign a contract. However, due to the customized services that will be provided we will not be able to provide one prior to it being awarded. However, the vendor/vendors that are awarded the contract will be able to review the contract prior to signing.

Loss Run Summary
09/01/2016 - 09/30/2016

Valuation: 09/30/2016
Run Date: 10/02/2016 6:00:36PM

Report Criteria: Filter: Tier 2 Name = 'Okaloosa County Board of County Comms. (W) - 000185' and Client = 'Okaloosa County Board of County Comms.' and
Financials As Of: '09/30/2016' and Policy Set = 'Y'
Claim Year is Claim Year is 2013

Name: Okaloosa County Board of County Com	Co. Code: 702310
Liability Period: 13 10/1/2013 - 9/30/2014	As of: 09/30/2016
Specific Retention or Loss Limitation	500,000.00
Minimum aggregate Retention	2,200,000.00
1) Payments made this Month	2,188.63
2) Previously Paid this Liability Period	666,869.88
3) Paid to Date Adjustments (Subro, SDTF, ect.)	807.40
4) Total Paid to Date	668,251.11
5) Reserves for Open Claims	183,090.00
6) Total Incurred Losses to Date	851,341.11
7) Specific Excess (Recoveries)	0.00
8) Total Experience Chargable to Aggregate SIR	851,341.11
9) Incurred But Not Reported (IBNR)	18,309.00
10) Incurred Total with IBNR	869,650.11
11) Standard Premium this Month	0.00
12) Previously Reported Standard Premium	2,200,000.00
13) Standard Premium to Date	2,200,000.00
14) Aggregate Retention at 0.00%	0.00
15) Balance in Aggregate Retention	1,531,748.89
16) Loss Ratio with IBNR Factor	0.40
17) Loss Ratio without IBNR Factor	0.39
18) Claims Reported to Date	67
19) Total Number of Open Claims	6

Loss Run Summary
09/01/2016 - 09/30/2016

Valuation: 09/30/2016
Run Date: 10/02/2016 6:00:36PM

Report Criteria: Filter: Tier 2 Name = 'Okaloosa County Board of County Comms. (W) - 000185' and Client = 'Okaloosa County Board of County Comms.' and Financials As Of: '09/30/2016' and Policy Set = 'Y'
Claim Year is Claim Year is 2014

Name: Okaloosa County Board of County Com	Co. Code: 702310
Liability Period: 14 10/1/2014 - 9/30/2015	As of: 09/30/2016
Specific Retention or Loss Limitation	500,000.00
Minimum aggregate Retention	2,200,000.00
1) Payments made this Month	24,645.41
2) Previously Paid this Liability Period	672,579.51
3) Paid to Date Adjustments (Subro, SDTF, ect.)	0.00
4) Total Paid to Date	697,224.92
5) Reserves for Open Claims	92,976.03
6) Total Incurred Losses to Date	790,200.95
7) Specific Excess (Recoveries)	0.00
8) Total Experience Chargable to Aggregate SIR	790,200.95
9) Incurred But Not Reported (IBNR)	9,297.60
10) Incurred Total with IBNR	799,498.55
11) Standard Premium this Month	0.00
12) Previously Reported Standard Premium	2,200,000.00
13) Standard Premium to Date	2,200,000.00
14) Aggregate Retention at 0.00%	0.00
15) Balance in Aggregate Retention	1,502,775.08
16) Loss Ratio with IBNR Factor	0.36
17) Loss Ratio without IBNR Factor	0.36
18) Claims Reported to Date	52
19) Total Number of Open Claims	8

Loss Run Summary
09/01/2016 - 09/30/2016

Valuation: 09/30/2016
Run Date: 10/02/2016 6:00:36PM

Report Criteria: Filter: Tier 2 Name = 'Okaloosa County Board of County Comms. (W) - 000185' and Client = 'Okaloosa County Board of County Comms.' and
Financials As Of: '09/30/2016' and Policy Set = 'Y'
Claim Year is Claim Year is 2015

Name: Okaloosa County Board of County Com	Co. Code: 702310
Liability Period: 15 10/1/2015 - 9/30/2016	As of: 09/30/2016
Specific Retention or Loss Limitation	500,000.00
Minimum aggregate Retention	2,200,000.00
1) Payments made this Month	55,645.21
2) Previously Paid this Liability Period	213,529.67
3) Paid to Date Adjustments (Subro, SDTF, ect.)	0.00
4) Total Paid to Date	269,174.88
5) Reserves for Open Claims	143,755.05
6) Total Incurred Losses to Date	412,929.93
7) Specific Excess (Recoveries)	0.00
8) Total Experience Chargable to Aggregate SIR	412,929.93
9) Incurred But Not Reported (IBNR)	14,375.51
10) Incurred Total with IBNR	427,305.44
11) Standard Premium this Month	183,333.33
12) Previously Reported Standard Premium	2,200,000.00
13) Standard Premium to Date	2,383,333.33
14) Aggregate Retention at 0.00%	0.00
15) Balance in Aggregate Retention	2,114,158.45
16) Loss Ratio with IBNR Factor	0.18
17) Loss Ratio without IBNR Factor	0.17
18) Claims Reported to Date	67
19) Total Number of Open Claims	36