

Questions/Answers for RFP 22-414

1. Please provide detailed job descriptions for all roles
 - a. Job descriptions will vary, depending on the assignment assigned.
2. Can you provide the average pay rates per position for 2021?
 - a. Pay will be between \$7.25 - \$9.00 per hour
3. Can you provide a breakdown of annual usage (spend, hours or headcount) for each site?
 - a. This will depend on the number of participants participating in the program. One or more participant(s) can be placed at a site.
 - b. Maximum number of hours per week is 20 hours or a total of 240 hours per placement. Placement may not exceed 12 weeks.
4. What type of solution do you have in place today? How long has it been in place?
 - a. We currently use a local Temporary Employment Agency and has been in place for several years.
5. How many vendors are you currently working with?
 - a. We are currently working with one vendor for our Employer of Record
6. How many vendors do you plan to select for this RFP?
 - a. One vendor will be selected.
7. What are the hours per shift, per site?
 - a. Hours range from 1-8 hours per day, per site.
8. Is automated timekeeping currently utilized for VR workers?
 - a. No, time is turned in manually.
 - b. If so, which system? N/A
9. Please outline your specific background and drug screening requirements
 - a. Requirements will be based on employer's policy.
10. Do you want all background/drug screen costs included in the bill rate?
 - a. Or would you prefer to have it billed as a separate pass-through cost?
 - i. Bill separately.
11. Please describe the orientation and training process that your hiring managers currently administer to temporary employees, including forklift certification.
 - a. Please refer to the RFP, Pg, 8, Sec 2.1 Responsibilities – TWC-VR and Board
12. Can you please provide your safety record for the Texas integrated workforce system for 2021?
 - a. N/A
13. Are the employers already selected for the VR to go to on the assignment?
 - a. Per RFP, Pg 8, Sec. 2.1 – TWC-VR staff are responsible for selecting worksites for all participants.
 - b. Please provide a list of employers in the program.
 - i. TWC-VR staff will have to provide list of employers participating in the program.
14. Will we be able to conduct a safety site evaluation at the participating employer's location(s)?

- a. Yes
15. How can we obtain the current vendor agreement?
- a. Current vendor agreement cannot be given out.
16. Will the Vocational Rehabilitation participant be a referral candidates?
- a. How many placements in a year do you anticipate?
 - i. Between 1-60 participates
 - b. What has the number of placements been historically?
 - i. Previous year, 49 participates
 - c. Will the VR's all be over 18 years of age?
 - i. Ages will be 16 years and up.
 - ii. If not, what age and what is typical % of those under 18?
 - 1. 80%-90%
 - d. What types of jobs will the under 18 typically work?
 - i. Light maintenance, food servers, dishwashing, receptionists, janitorial, etc.
 - ii. What types of work environments?
 - 1. Office, school settings, cafeteria.
17. Will the employer of record have the right of refusal on a given role or location based on its risk assessment?
- a. Negotiable
18. Please provide examples of the types of jobs filled and types of companies in the program?
- a. School Districts