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Question Number	Bidder Question	SUNY-DMC Response
1	"Section III, #8, lines 174-175. Can tax returns from the last two fiscal years be submitted in lieu of audited financials?"	Yes, tax returns are acceptable.
2	"Also under Section III, #8, lines 178-179 - this section asks for a "brief description of experience" for management staff assigned to work with SUNY under the contract. The Mandatory Submission Checklist asks for Resumes of Assigned Staff. Which is preferable or should both be submitted?"	A brief description is acceptable.
3	"Are you looking for ONE prime Vendor, or multiple vendors?"	SUNY-DMC intends to award two contracts for the provision of temporary personnel services.  SUNY-DMC reserves the right to award two contracts or no contract at all.
4	"Is the use of Subcontractors for this scope of work allowed under this IFB?  Would you be open to an agency who can provide complete Vendor Management Services/MSP, meaning, you award one Vendor who then manages and contracts with Subcontractors to help supply the needs of your facilities? We would also manage the invoicing, timekeeping, reporting, etc. for your facilities. "	Yes, subcontractors are allowed under this IFB.  SUNY-DMC intends to award two contracts for the provision of temporary personnel services.  SUNY-DMC will consider all proposals that meet the criteria set forth in the IFB.  SUNY-DMC reserves the right to award no contract at all, or one to two contracts.
5	"Can you provide last year's usage for these services in either number of hours filled and/or total cost in dollar amount used for these services broken down by the positions solicited in this IFB?  If last year's usage is less than or greater than your anticipated \$1 Million annually, please explain your understanding of the difference in this usage."	SUNY-DMC has provided actual approximate annual hours for selected job titles. Please refer to the "Cost Proposal Grid Summary" for approximate annual hours; hours other than "100" reflect actual hours for the period June 1, 2013- May 31, 2014.  SUNY-DMC's needs for temporary service personnel vary.

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6	“What type of personnel do you require the highest usage for? (RNs, LPNs, CNAs, OR Techs, Radiology, therapy, admin staff, etc.)”	Please refer to the “Cost Proposal Grid Summary” for approximate annual hours; hours other than “100” reflect actual hours for the period June 1, 2013- May 31, 2014. The actual hours will indicate which job titles, generally speaking, generated the highest usage.
7	“Are the MWBE goals/subcontracting a requirement, or optional? Do we have to project and meet specific goals to keep the contract, or just be able to prove that we made best efforts to meet these goals, or do we have an option to not Subcontract any of the needs if we don’t wish to subcontract?”	The MWBE goals are a requirement. The MWBE goals established for this contract are 30% Total: 20%MBE, 10%WBE.  Where MWBE goals have been established herein, pursuant to 5 NYCRR §142.8, Contractor must document “good faith efforts” to provide meaningful participation by MWBEs as subcontractors or suppliers in the performance of the Contract. For further details about MWBE requirements, please refer to Attachment A.
8	“The requirement to prove that we have provided min. 60-70% of the positions in the References we provide; can this include our Subcontractors as well, or does this need to be the fill rate solely from our company alone? Can these numbers include nursing positions as well, or only the positions listed in this IFB?”	Yes, the 60%-70% can include positions filled by the vendor’s subcontractors. The 60%-70% can include nursing positions as well.
9	“Can you provide the current rates that you pay for these positions? “	Rates for temporary personnel can be obtained via a Freedom Of Information Law (FOIL) request. For further information on how to make a FOIL request, please email FOIL@Downstate.edu.
10	“Who is the current incumbent if you have one?”	The current contractor for temporary personnel services is Guidance Medical Personnel.
11	“What is the main cause or reason to send this project to bid?”	The current SUNY-DMC contract for Temporary Personnel Services is scheduled to expire.

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12	"What is the anticipated annual total spend for this project"	SUNY-DMC's needs, and therefore its costs for temporary personnel vary. Bidders are advised to base proposal costs on their research and industry experience.
13	"Are you looking for a full Manage Service Provider Program"	<p>SUNY-DMC seeks qualified firms to remain available to provide comprehensive Temporary Personnel Services for various positions when such service is required.</p> <p>The selected vendor(s) will provide a full range of services for all levels of staff where SUNY-DMC requires these services.</p> <p>Please refer to lines 8-151 in the IFB for further details on vendor responsibilities.</p>
14	"What is the current pricing for all of the positions listed in this IFB"	Rates for temporary personnel can be obtained via a Freedom Of Information Law (FOIL) request. For further information on how to make a FOIL request, please email FOIL@Downstate.edu.
15	"Do bidders have to bid on all positions listed or just selected positions"	Yes, bidders are required to provide the rates for all temporary services workers as specified in the 9 page "Cost Proposal job Titles Summary and the 3 page Cost Proposal Grid spreadsheets."
16	"Who is the incumbent supplier(s) for this project"	The current contractor for temporary personnel services is Guidance Medical Personnel.