



ADDENDUM #1

Request for Proposals
Temporary Staff Augmentation and Recruiting Services for
Permanent Executive and Shared Services Positions
Solicitation No. 2024-5009

Originally Issued April 13, 2024

Addendum 1 – Issued April 25, 2024

To Offerors:

The following additions, deductions, changes and corrections to the proposal and specifications for the above referenced project shall hereby be incorporated into the work, and their affect on the proposal shall be reflected in the Offeror's proposal. Offerors shall also verify this fact by indicating the receipt of the addendum in their proposal.

QUESTIONS:

1. How many vendors will be awarded? **Please see Attachment A Scope of Work section 2.0. CMHA reserves the right to award 1 or more contracts pursuant to this solicitation.**
2. Who are the current providers? Please provide me with the response documents that they have submitted previously. **Current contracts are in place with Aquarius Professional Staffing, Cogent Infotech, Compunnel, David Gomez Partners, Eastern Personnel, E-Solutions, Infojnii, Lancesoft, Maven Workforce, Precision Staffing, Reqroute, Staffmark, TMDA, TRAK Group, and Volker & Associates. Proposals are available by public records request.**
3. Is this a re-compete RFP? **No, this is for supplemental services.**
4. What will be the estimated annual budget for this project? **Please refer to Attachment A Scope of Work Section 5.2.1.**
5. How many vendors agency is planning to select? **Please refer to Attachment A Scope of Work Section 2.2. The actual number of Pool participants chosen will depend on the number of qualified proposals received.**
6. Is subcontracting mandatory to be responsive for this RFP? **No.**

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7. Who is incumbent, and what was awarded value? **Current contracts are in place with Aquarius Professional Staffing, Cogent Infotech, Compunnel, David Gomez Partners, Eastern Personnel, E-Solutions, Infojii, Lancesoft, Maven Workforce, Precision Staffing, Reqroute, Staffmark, TMDA, TRAK Group, and Volker & Associates. Contract budget is \$1,800,000 annually.**
8. Is this a new initiative? If not, please provide the names of the current vendor(s) providing the services. **No, this is for supplemental services. Current contracts are in place with Aquarius Professional Staffing, Cogent Infotech, Compunnel, David Gomez Partners, Eastern Personnel, E-Solutions, Infojii, Lancesoft, Maven Workforce, Precision Staffing, Reqroute, Staffmark, TMDA, TRAK Group, and Volker & Associates.**
9. Can you please let us know the previous spending of this contract? **Contract budget is \$1,800,000 annually.**
10. Please confirm if we can get the proposals or pricing of the incumbent(s). **Proposals are available by public records request.**
11. Are there any pain points or issues with the current vendor(s)? **No.**
12. Please confirm the anticipated number of awards. **Please refer to Attachment A Scope of Work Section 2.2. The actual number of Pool participants chosen will depend on the number of qualified proposals received.**
13. Our team would like to confirm if there is going to be a Pre-Proposal Conference, if so kindly request the information to participate. **There is no pre-proposal conference for this solicitation.**
14. What would be the number of awards you intend to give (approximate number)? **Please refer to Attachment A Scope of Work Section 2.2. The actual number of Pool participants chosen will depend on the number of qualified proposals received.**
15. Please provide us with an estimated NTE budget allocated for this contract. **Please refer to Attachment A Scope of Work Section 5.2.1.**
16. What is the tentative start date of this engagement? **June, 2024.**
17. What is the work location of the proposed candidates? **1627 Western Avenue, Cincinnati, Ohio 45214.**
18. Is this a new contract or are there any incumbents? If there is an incumbent, could you please let us know the incumbent name and pricing and are the incumbents eligible to submit the proposal again? **No, this is for supplemental services. Current contracts are in place with Aquarius Professional**

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Staffing, Cogent Infotech, Compunnel, David Gomez Partners, Eastern Personnel, E-Solutions, Infojnii, Lancesoft, Maven Workforce, Precision Staffing, Reqroute, Staffmark, TMDA, TRAK Group, and Volker & Associates. Proposals are available by public records request.

19. Are there any pain points or issues with the current vendor(s)? **No.**

20. Could you please share the previous spending on this contract, if any? **Contract budget is \$1,800,000 annually.**

21. Is subcontracting mandatory? If yes, can we replace a subcontractor after an award? **No.**

22. In Section Economic Inclusion. Could the Authority please clarify in which section vendors can find the categories, as the website appears to be blank in that area? **Please refer to RFP Section 2.0.**

23. Could vendors provide their original W-9, or must they fill out the form provided in the Vendor Registration Form? **An original W9 is acceptable.**

24. Is this a new initiative (If No) OR is there any existing contract that going to expire (If yes). Please confirm. **No, this is for supplemental services.**

25. When the existing contract was started and what is the annual monetary spent value of the current contract since inception? Please confirm. **October 1, 2023. Contract budget is \$1,800,000 annually.**

26. Can you please share the name of incumbent vendors, and their pricing? **Current contracts are in place with Aquarius Professional Staffing, Cogent Infotech, Compunnel, David Gomez Partners, Eastern Personnel, E-Solutions, Infojnii, Lancesoft, Maven Workforce, Precision Staffing, Reqroute, Staffmark, TMDA, TRAK Group, and Volker & Associates. Proposals are available by public records request.**

27. Can outside of the Ohio, Cincinnati businesses compete? Please confirm. **Yes.**

28. Please confirm if there is any award preference for local vendors? Please confirm. **No.**

29. Are there any mandatory subcontracting requirements for this contract? If yes, is there any specific goal for the subcontracting? Please confirm. **No.**

30. Can we provide references of our Private sector clients OR government references are required? **Private sector references are acceptable.**

31. Please confirm if there will be any award preference/more points in evaluation will be given

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for the businesses providing government references? **There are no preference points. Please refer to RFP section 4.1.**

32. What is the tentative start date of this engagement? **June, 2024.**

33. Please provide us with an estimated budget allocated for this contract. **Please refer to Attachment A Scope of Work Section 5.2.1.**

34. The pricing schedule is listed as a flat rate per hour - this is a variable cost, as our burden, insurance, etc. costs vary based on the pay rate for each individual candidate. Are we able to present cost as a fixed percentage to be added to the pay rate for each candidate's hourly rate? **Yes. Please refer to Fee Submission Form page 2.**

35. What is the anticipated total spend on contingent labor/staffing services for each year? **Contract budget is \$1,800,000 annually.**

36. Is there an incumbent agency? If so, what agency? **Current contracts are in place with Aquarius Professional Staffing, Cogent Infotech, Compunnel, David Gomez Partners, Eastern Personnel, E-Solutions, Infojnii, Lancesoft, Maven Workforce, Precision Staffing, Reqroute, Staffmark, TMDA, TRAK Group, and Volker & Associates.**

37. How many vendors do you intend to award? **Please refer to Attachment A Scope of Work Section 2.2. The actual number of Pool participants chosen will depend on the number of qualified proposals received.**

38. What is the estimated budget of this contract? **Please refer to Attachment A Scope of Work Section 5.2.1.**

39. If it's a re-compete contract, then what was the budget of the previous contract? **This is for supplemental services. Contract budget is \$1,800,000 annually.**

40. Who were the incumbents of the previous contract? **Current contracts are in place with Aquarius Professional Staffing, Cogent Infotech, Compunnel, David Gomez Partners, Eastern Personnel, E-Solutions, Infojnii, Lancesoft, Maven Workforce, Precision Staffing, Reqroute, Staffmark, TMDA, TRAK Group, and Volker & Associates.**

41. Is it mandatory to be experience for this contract? **Please refer to RFP Section 4.1 for experience and qualifications requirements.**

42. We are Virginia based but also MBE NMSDC Certified still do we need to use subcontractor for MBE for 12% from state of Texas? **There are no certification requirements for this solicitation.**

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43. Is it mandatory to provide 1 reference from CMHA? **No.**
44. Can you please share the URL from where we can download the addendums or see the opportunity? **<https://cintimha.com/2024-5009-temporary-staff-augmentation-and-recruiting-services-for-permanent-executive-and-shared-services-positions/>**
45. How is rfp 2024-5009 different than the temp services we are actively participating in currently? **This is for supplemental services.**
46. How many active contractors are working on this contract currently? **15**
47. Please provide the names of the Incumbent vendors for this contract? **Current contracts are in place with Aquarius Professional Staffing, Cogent Infotech, Compunnel, David Gomez Partners, Eastern Personnel, E-Solutions, Infojnii, Lancesoft, Maven Workforce, Precision Staffing, Reroute, Staffmark, TMDA, TRAK Group, and Volker & Associates.**
48. What is the total spend per incumbent for the duration of the previous contract? **Contract budget is \$1,800,000 annually.**
49. What are any challenges or pain points with the present contract vendors? **There are none.**
50. What is the new budget for year for this RFP? **Please refer to Attachment A Scope of Work Section 5.2.1.**

END OF ADDENDUM TO DATE 4/25/24

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