



September 13, 2022

TO: All Bidders under **RFQ No. 22-3003783 for Talent Search Firms Specializing in Recruiting Diversity Candidates**

FROM: Department of Purchasing and Contracting, DeKalb County, Georgia

ADDENDUM NO. 2

Request for Quotes (RFQ) No. 22-3003783 for Talent Search Firms Specializing in Recruiting Diversity Candidates, is hereby amended as follows:

1. Questions were received, and the responses are provided below:


<p>1.</p>	<p>Question: On Exhibit 1, Do you know the hours per week for each position or possible schedule?</p> <p>Answer: 40 hours per week is standard. The standard work week is Monday – Friday. Exceptions may occur. Opportunities for overtime are available.</p> <p>Work Schedule Four 10-hour days</p> <ul style="list-style-type: none"> ○ Crew Worker ○ Equipment Operator ○ Equipment Operator Sr. ○ Refuse Collector <p>12-hour shifts (48-hours week 1 & 36-hours week 2)</p> <ul style="list-style-type: none"> ○ E911 Communications Officer ○ Currently receive 3X overtime for hours worked over 40 in a work week ○ \$2/hr. shift differential paid for evening shift (5:45pm – 6:00am)
<p>2.</p>	<p>Question: Attachment B, Is the expectation the price for the price for the entire 6 months? If so, how many candidates are you intending on hiring?</p> <p>Answer: The contract is anticipated to last at least 6 months. The County anticipates hiring at least 50 employees.</p>
<p>3.</p>	<p>Question: What is the breakdown of the 50 employees between the jobs?</p> <p>Answer: The breakdown will be determined among the five identified job classifications based on need at time contract is executed.</p>
<p>4.</p>	<p>Question: Are the hourly wages provided the starting salaries for these positions?</p>

	Answer: Yes. However, higher hourly rates may be considered based on qualifications and experience.
5.	<p>Question: Is there typically a range for these positions? If so, please provide that range.</p> <p>Answer: Refuse Collector - \$15.00 Hr. – \$21.28 Hr. Crew Worker - \$15.00 Hr. - \$21.28 Hr. Equipment Operator - \$15.00 Hr. -\$23.96 Hr. Equipment Operator Sr - \$17.00 - \$26.64 Hr. E911Communications Officer I \$18.44 Hr. - \$27.98 Hr.</p>
6.	<p>Question: Will the County pay or contribute to relocation fees?</p> <p>Answer: Relocation is typically reserved for executive/senior level management positions. Relocation may be considered on a case-by-case basis below these levels.</p>
7.	<p>Question: Do you need the recruiting company to list the candidates on our payroll for six (6) months?</p> <p>Answer: No, see response to #8.</p>
8.	<p>Question: Will the candidates automatically work for DeKalb County?</p> <p>Answer: Yes. Acceptable candidates will be hired as DeKalb County employees.</p>
9.	<p>Question: Who is responsible for the training fees of the 911 Operator? The Respondent (Contractor) or DeKalb County?</p> <p>Answer: DeKalb County is responsible for 911 training costs as they are County employees.</p>
10.	<p>Question: Will the County consider alternative pricing models instead of the flat dollar amounts as providing on the pricing form?</p> <p>Answer: Yes, but flat dollar amount is preferred.</p>
11.	<p>Question: How many vendors will be awarded resulting this solicitation?</p> <p>Answer: The County prefers to contract with only one vendor.</p>
12.	<p>Question: Is the required drug testing a 5 panel or 10 panel?</p> <p>Answer: 5 panel</p>
13.	<p>Question: Is there any preference given to local vendors?</p> <p>Answer: Yes. Preference will be given to offices in the Metro Atlanta area. Vendor should know the Metro Atlanta recruiting area.</p>
14.	<p>Question: Will all selected vendors receive the order at the same? If not, with the award potential multiple vendors, can you provide your process to deliver orders to the vendors?</p> <p>Answer: The County anticipates selecting only one vendor. If there are multiple vendors, orders will be issued based on the makeup of vendor’s applicant pool.</p>
15.	<p>Question: In relation to the previous question. What will define your process?</p>

	Answer: See response to #14.
16.	Question: Who was the previous vendor? Answer: Not applicable. The County has not previously contracted for this service.
17.	Question: What was their quote? Answer: See response for #16.
18.	Question: Can you verify the number of addenda thus far? Answer: This is addendum two (2).
19.	Question: Are the salaries competitive with the market? Answer: Yes.
20.	Question: Are there any current challenges or known concerns within the Sanitation or E911 departments? Answer: The marketplace is very competitive for employees at this time and turnover is an issue.
21.	Question: For each referral, will the vendor be paid after license requirements are met? Or will they need to be on the job for a required time before payments is made? Answer: This can be negotiated.

2. It is the responsibility of each bidder to ensure that they are aware of all addenda issued under this RFQ. **Please sign and return this addendum.** You may email Sharice Feagins-Bailey at sfbailey@dekalbcountyga.gov before the bids are due to confirm the number of addenda issued.

3. All other conditions remain in full force and effect.


 Sharice Feagins-Bailey
 Procurement Technician
 Department of Purchasing and Contracting

ACKNOWLEDGMENT

Date: _____

The above Addendum #2 is hereby acknowledged:

(NAME OF BIDDER)

(Signature)

(Title)
