

Frequently Asked Questions—Temporary Employment Agency Services:

Question: Can you please share the previous spending on this contract, if any?

Answer: Spending varies from year to year. From time to time, CHFA administers programs for the State of Connecticut and may need the services from temporary employment agencies.

Question: Are there any pain points or issues with the current vendor(s)?

Answer: There is nothing to report on pain points or issues with current vendors.

Question: Please confirm the anticipated number of awards. How many vendors will be awarded?

Answer: CHFA does not know how many vendors will be awarded.

Question: What is the place of performance? Is it entirely onsite work or can it be done remotely to some extent? Do the services need to be delivered onsite or is there a possibility for remote operations and performance?

Answer: It is anticipated that all the work will be completed onsite.

Question: What is the estimated budget for this requirement?

Answer: There is no estimated budget.

Question: Is it mandatory to have past experience with CHFA?

Answer: It is not mandatory to have a past experience with CHFA.

Question: Are hourly rate ranges acceptable for proposed personnel?

Answer: Yes, ranges can be provided in the response.

Question: How many people are currently working onsite and offsite?

Answer: CHFA has a staff of approximately 128 working both remotely and onsite.

Question: Could you please provide the list of holidays observed by the CHFA?

Answer: CHFA follows the State of Connecticut holidays which can be found on the State of Connecticut Department of Administrative Services website, with the exception of working on Lincoln's birthday and taking the day after Thanksgiving off as a holiday.

Question: Is there mandated Paid Time Off, Vacations, etc.?

Answer: Temporary agency employees will not work on CHFA holidays. CHFA does not mandate paid time off. Paid time off is governed by the temporary agency policies/procedures.

Question: Kindly provide total number of temporary staff on current assignment?

Answer: There are currently no temporary staff on assignment at CHFA.

Question: What are the most frequently used job categories in the subject matter RFP?

Answer: The most frequently used job categories are listed in the RFP.

Question: What is the average length of the assignment?

Answer: The average length of assignment varies depending on each situation.

Question: Is there any specific format for EEO-1 report?

Answer: If your firm is required to file an EEO-1 report, please provide a copy in the format required by the Equal Employment Opportunity Commission.

Question: Does 20 single-sided pages limit include forms? If not, what is included?

Answer: The page limit does not include forms, and the copies of the statutes do not need to be included. The responses to the questions in the RFP are limited to 20 pages.

Question: What is the timeline for CHFA to make a decision?

Answer: It is anticipated that decisions will be made in January 2025.

Question: Please clarify the volume of needs that CHFA will have in the future for each discipline. Can you estimate the number of temporary personnel that CHFA may need over the next year?

Answer: CHFA does not know the volume of need for the future. From time to time, CHFA may administer programs for the State of Connecticut; and if CHFA does not have internal capacity, it may necessitate the need for temporary personnel.
