

Responses to Questions for IFB # 1128
Temporary Statewide Medical Staffing (Reissue)

Q1	Has OCFS used an outside vendor to procure these services previously?
A1	Yes.
Q2	How many firms were awarded a contract?
A2	Temporary Statewide Medical Staffing services is not a new initiative, however; the methodology of how bids are requested has been revised, as we are now requesting a percentage markup to be applied towards current pay rates. Please see IFB Section 4.2 Price for more information. Please be aware that the current OCFS contracts for these services are structured on a fixed amount basis, which is a different method than the one being used for this procurement. Per IFB Section 1.1 Overview , the list of previously awarded vendors and amounts are available here: https://ocfs.ny.gov/main/contracts/awards/#t1-2018-Award-Notifications After accessing the link, go to <i>2018 Award Notifications – IFBs - IFB 2018-06: Temporary Statewide Staffing</i> .
Q3	When was it last awarded?
A3	The last awards were made in 2018.
Q4	What were the names of the awarded firms?
A4	See A2.
Q5	What are the bill and pay rates by title?
A5	See A2.
Q6	What was the total spend for outside vendors for the in-scope roles over the past 3 years?
A6	Historical spending on similar contracts is not available. Any spending on contracts resulting from this procurement is dependent on the OGS statewide contract and the success of the RFQ they issue. This project is designed as a backup to the OGS contract.
Q7	If no (Q1), why is the OCFS looking to use an outside vendor now?
A7	Not applicable, as response to Q1 is yes.
Q8	Assuming there are incumbent firms: if any incumbents are not awarded a new contract, will OCFS facilitate transferring any currently working temporaries to a new vendor? How will OCFS determine which of the awarded vendors will receive the transferred staff?
A8	If current temporary staff wish to be transferred from an outgoing vendor to an incoming vendor, these staff will be provided the list of awarded vendors on contract, and it would be up to them to individually seek employment with one of those awarded vendors at their discretion. If current temporary staff choose not to pursue this avenue, then their service with OCFS will end and that specific position will be re-assigned through the process defined in IFB Section 4.1 Method of Award, Assignment of Work to Pool of Awarded Contractors .
Q9	Assuming OCFS has been filling the roles themselves, would it be prepared to transfer the existing employee database to a new vendor? a. If so, approximately how many employees would be eligible for transfer? b. If so, how will OCFS determine which of the awarded vendors will receive the transferred staff?
A9	Not applicable as OCFS has not been filling the roles ourselves.

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Q10	Under Eligible Bidders 3.1 paragraph 2, Bidders Must meet the minimum requirements: States In the past five (5) years, have placed a minimum total of at least 20 staff in each title in each region that is being bid. We have been staffing nationwide for many years. We are confident we would be able to staff your needs in these regions and are hoping we would still be eligible for consideration, even without the minimum 20 staff in each region.
A10	We are unable to waive any minimum requirements of this IFB. All prospective bidders must be treated equally. Per IFB Section 3.1 Eligible Bidders , the minimum requirements include: "In the past five (5) years, have placed a minimum total of at least 20 staff in each title in each region that is being bid." Any bidders who do not meet this requirement cannot be considered for funding.
Q11	Is there any preference given to the local vendors?
A11	No, all bidders will be treated the same.
Q12	Please share the details of the incumbent?
A12	See A2.
Q13	How many vendors does the agency intend to award?
A13	Per IFB Section 4.1 Method of Award , "Up to five (5) awards will be made on a regional basis for each title."
Q14	What is the annual monetary spent value of the current contract since its inception?
A14	See A6.
Q15	What will be the budget of this contract?
A15	There is no specified budget for this project as contract value will be based on bids received. The contract is a backup award to the OGS statewide contract for similar services; therefore, usage of these contracts may vary. Estimated numbers of hours can be found in Section 4.2 Price . Budget amounts of the resulting contracts will be based upon awardee bid rates and OCFS allotment of estimated hours.
Q16	Do you need actual resume or sample resume or just pricing?
A16	See Section 2.2 Packaging of IFB Response, Required Contents of Bid Proposal to see what is required for the bid. Percent mark-up pricing will be entered on the OCFS-0910 Request for Bid Form, and is one of the required items required with the bid. Resumes do not need to be submitted with your bid but may be required when there are OCFS requests for staff from awarded vendors. Per IFB Section 1.1 Overview , the vendors awarded an OCFS contract within the region of need as a result of this IFB, will be contacted concurrently. They will be provided the Request for Staff form (Attachment 3) with a not-to-exceed pay rate of requested title, given a minimum of 48 hours to respond with a staff with an appropriate pay rate for requested title, and must provide the license(s) and resume(s) of available staff in that title. Actual resumes must be submitted with the Request for Staff form response when the "Resumes Required" box is marked "yes" at the bottom of page 1.
Q17	Can we provide references of commercials?
A17	It is unclear what is meant by commercials. Regarding references, Section 3.1 Eligible Bidders requirements include: Two (2) written references must adequately show the offeror has provided similar services and has done an acceptable job in the performance of their duties. One (1) written reference must be within the past twelve (12) months and be based on services provided to any combination of titles from this procurement. Written reference form

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	must be completed by the organization providing the reference. Please use Attachment 6 – Written Reference Template .
Q18	Do you want experience particular in each title in each region?
A18	Yes. Per IFB Section 2.2 Packaging of IFB Response, Required Contents of Bid Proposal , all bid proposals must include Attachment 7 – Prior Staffing Placements with the total number of placements made for each title , in each region that you are bidding on, within the last five (5) years. OCFS reserves the right to request documentation of the placements made.
Q19	Can you also provide prices of ongoing contract?
A19	See A6.
Q20	Is this a new requirement or an existing requirement?
A20	The number of placements per region is a revised requirement. The requirements of the previous procurement for this service were difficult for some vendors to satisfy. The revised requirements in the current IFB are intended to be easier for prospective bidders to meet.
Q21	How many incumbents are there performing this work?
A21	See A2.
Q22	What are the incumbent names, contract #s, and revenues received under the incumbent contract?
A22	See A2.
Q23	How many FTEs were on the previous contract? Has the PWS Changed?
A23	This information is not available for contract years 2018, 2019 and 2020. There were approximately 8 title positions served in contract year 2021, and approximately 10 title positions served in contract year 2022. As this contract will be used as a backup to the OGS contract, and due to the length of some of the assignments, previous usages should not be used to indicate future need.
Q24	What did you like about the previous contract? Dislikes?
A24	<u>Likes</u> : The secondary contract was beneficial when the OGS contracts could not meet our needs. This allowed OCFS to obtain an additional set of vendors to fill needed positions. <u>Dislikes</u> : The pay rates became obsolete due to the COVID-19 pandemic, which led to difficulties obtaining temporary staff at viable pay rates. OCFS has included additional language in IFB Section 4.2 Price that will allow, at the discretion of OCFS, adjustments to the pay rates to be made during the term of the contracts. This will allow the contracts to remain relevant should any significant changes in current market rates occur.
Q25	What is the estimated budget for this opportunity?
A25	See A15.
Q26	What are your Key Performance Indicators?
A26	We do not use Key Performance Indicators.
Q27	If we have a teaming agreement with a subcontractor, does the subcontractor's experience count as experience for the prime?
A27	No, subcontractor's experience does not count towards meeting the minimum qualifications in this procurement. The prime (contractor) bid must meet all minimum requirements to be considered eligible to bid.