Coordinated Care Services Inc.

Questions & Answers

Staffing Services for
Monroe County Department of Human Services
COVID-19 Youth Residential Site

on behalf of
Monroe County Department of Human Services (MCDHS)

1. If employees do not have First Aid and CPR certification will you help them obtain that or is that a deal breaker?
   ✓ This is not a deal breaker. If needed, staff will be provided training, likely online at DHS expense.

2. We don’t see any mention of pricing. What are the payment terms/expectations? Pay rate, bill rate, etc.?
   ✓ We were asking each respondent to submit pricing requirements as noted in the “Rate & Unit” column of the expression of interest. We now realize that section is not a fillable form and as such ask that you include your requested pricing as part of your brief proposal. We appreciate the opportunity to clarify.
   ✓ We suggest a weekly rate based on the number of staff available to work an 8 hour shift. We are also asking for the number of available staff hours in 8 hour blocks.
      An example of pricing might be:
      X staff are available to work Y 8 hours shifts. Weekly pricing = Z hourly rate times 8 hours times Y 8 hour shifts.
   ✓ If you prefer, you may also submit one rate for each 8 hour shift along with the number of staff who are available to work an 8 hour shift.
      An example of pricing might be:
      Shift pricing = Z hourly rate times 8 hours. We have X staff available to work Y 8 hour shifts each week.
   ✓ Payment terms will be included in the contract and will be net 30 days upon receipt of invoice.

3. All of our employees are fingerprinted through the “TEACH” system and allowed to work in a K-12 school setting. Is that sufficient or will you need them to get certified through state central registry and office of children and family services?
   ✓ Yes, State Central Registry and SCL are required and covered by DHS.

4. For how long will you need these employees? How long is the assignment?
   ✓ The assignment will last for the duration of the COVID Crisis, which is undetermined at this point.