

QUESTIONS AND ANSWERS

RFP 26-29 – TEMPORARY STAFFING SERVICES

- Are we required to bid on all categories, or can we choose categories to bid on? – It is not required to complete all categories. Choose the categories to bid on.
- Can staff start pending background check results; specifically for short-term, event staffing positions. In rare circumstances involving short-term, low-risk event support, individuals may be permitted to work under direct supervision and without access to sensitive systems or areas while results are pending, provided the assignment remains contingent upon successful completion of the background check.
- What does the University consider "appropriate training" for utilizing equipment? Will signed acknowledgements of training be required? The only equipment that they would use at the Arena is scanners and magnetometers. We would train on both.
- Can we utilize University equipment to train employees, either on-site or borrow in order to make video training? Yes
- Does the University prefer paper timecards? We use a geo-tracking timekeeping system where employees clock themselves in and out. Is this acceptable? Yes, if a supervisor is overseeing them, but would prefer a paper timesheet signed off by the supervisor.
- Does the University prefer uniforms with the agency's logo or plain shirts? Polo shirts with the agency's logo on them. Will need outside jackets also.