

## MEMORANDUM

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**TO:** Brent Morelock, Procurement/Contract Manager

**FROM:** Jennifer Guthrie, Chief HR Officer; David Sewell, Supervisor of Maintenance and Custodial Services

**DATE:** 1/17/23

**RE:** RFP FOR TEMPORARY EMPLOYMENT SERVICES

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It is the recommendation of the evaluation committee that we award to the vendor, Accuforce.

Accuforce has the lowest mark-up percentages out of the submitted proposals from the vendors for employees referred by Kingsport City Schools (KCS) and employees referred by the vendor. The mark-up percentages submitted from Accuforce for KCS referrals is 22.75% and by vendor 26%. Accuforce has over 20 years of experience in the Temporary Employment Services Industry and has good temp to hire provisions. This vendor can provide all of our staffing needs and have a thorough interview process for hiring their temporary employees. We will be assigned a primary staffing contact with each agency for all temporary assignments requested.

Should you need additional information or have any questions on this recommendation, please do not hesitate to contact us.

Thank you!