



Agency Specific Term Contract

NCCCS 8110A - Temporary Staffing Services

Contract Number	NCCCS 8011A
Contract Name	Temporary Staffing Services
Contract Administrator	NCCCS Procurement Section (919) 807-7199
Effective Dates	August 14, 2024 through August 15, 2027
Contract Covers	<p>This convenience Agency Specific Term Contract (ASTC) is intended to cover the normal requirements for Temporary Staffing Services in the following categories:</p> <p>Category A: Professional</p> <p>Accountant I, Accountant II, Accountant III, Accountant IV, Accounting Clerk I, Accounting Clerk II, Accounting Specialist, Accounting Technician I, Accounting Technician II, Accounting Technician III, Administrative Associate I, Administrative Associate II, Economist I, Economist II, Paralegal I, Paralegal II, and Paralegal III</p> <p>Category B: Custodial</p> <p>Grounds Superintendent, Grounds Supervisor I, Grounds Supervisor II, Grounds Worker I, Grounds Worker II, Housekeeper, Housekeeping Manager, Housekeeping Supervisor I, Housekeeping Supervisor II, Housekeeping Supervisor III, HR Technician I, HR Technician II, HR Technician III, Maintenance/Construction Technician I, Maintenance/Construction Technician II, Maintenance/Construction Technician III, Maintenance/Construction Technician IV, Printing Equipment Operator I, Printing Equipment Operator II, Printing/Duplication Supervisor, Shipping/Receiving Supervisor I, Shipping/Receiving Supervisor II, and Warehouse Supervisor</p> <p>NCCCSO desires to hire one (1) or more agencies as necessary to provide flexible, temporary staffing support to meet specific business needs for either short-term or long-term assignments. NCCCSO desires to contract with qualified temporary staffing agencies to fill temporary staffing needs for daily workflow.</p> <p>Depending on the number of Vendors awarded, a participating community college may contact up to three (3) awarded Vendors to provide a quote for the temporary position requested. The participating community college will review all quotes and create an order to the Vendor that will meet the participating community college’s needs.</p>
Requirements	<p>Placements will be assigned to the participating community college on an as-needed basis. Assignments shall not exceed forty (40) hours of work per week, and the overall term of an assignment shall not exceed eleven (11) consecutive months.</p> <p>The Job Description List referenced is not exhaustive, meaning it does not necessarily reflect all the temporary positions for which may ultimately require Staffing Services. In the event that</p>

additional temporary positions become available, the participating community college reserves the right to request pricing for such additional positions, and to modify the nature and/or scope of its temporary staffing needs by amending this Contract.

To fill a temporary position with a Placement, each participating community college must complete the internal Temporary Job Assignment form and submit it to the participating community college's Human Resources (HR) office, who will in turn submit the form to Vendor. Once the request is submitted to Vendor, Vendor has five (5) business days to recommend a qualified candidate, or pool of qualified candidates, to participate in the participating community college's interview process. The participating community college shall notify the Vendor of the selected candidate(s), if any, within five (5) business days of completing all interviews for the position in question. The Placement's start date shall be mutually agreed upon by the participating community college and Vendor.

If a position is or partially federally funded, the participating community college will inform the Vendor prior to placing temporary employee. Forklift certification is a requirement in the shipping/receiving area. Classes are available and the related cost may be covered by the college. The participating community college will inform the Vendor of PPE prior to placing temporary employee. Job duties will depend on the additional requirements of each participating community college position. Mandated Paid Time Off, Vacation, etc., if applicable, will be determined by the participating community college. A Vendor Management System, utilized to manage order requests and requisitions, may be used and will depend on the participating community college. A Managed Service Provider (MSP) utilized or is this program run and managed by State of North Carolina may be used and will depend on the participating community college.

<p>Awarded Vendor(s), Contacts, & Pricing</p>	<p>Category A: Professional and Category B: Custodial Lowest Vendor Dan CM Consulting Robert Bowers (917) 578-7432 (718) 666-5943 (c) Pricing</p> <p>Category A: Professional 2nd Lowest Vendor Athena Consulting Emily Ditsch (301) 687-2454 Pricing</p> <p>Category B: Custodial 2nd Lowest & Category A: Professional 4th Lowest Vendor Apidel Technologies LLC Rishabh Thapliyal (847) 780-1731 Pricing</p> <p>Category A: Professional and Category B: Custodial 3rd Lowest Vendor Corporate Temps Renee White (770) 934-1710 Ext. 120 Pricing</p> <p>Category B: Custodial 4th Lowest Vendor Clovity Inc Vikas Soman (925) 264-6360 Pricing</p> <p>Category A: Professional 5th Lowest Vendor Marathon Staffing Resources, Inc. Amy Harland (978) 649-4632 Pricing</p> <p>Category B: Custodial 5th Lowest Vendor SoftSages Technology Anthony Merulla (484) 321-8314 Ext. 180 Pricing</p>
<p>Background Checks</p>	<p>Vendor and its personnel are required to provide or undergo background checks at Vendor's expense prior to beginning work with the State. A representative from each community college will be designated and provide the review.</p> <p>Vendor's response to these requests shall be considered a continuing representation, and Vendor's failure to notify the State within thirty (30) days of any criminal litigation, investigation or proceeding involving Vendor or its then current officers, directors or persons providing</p>

	<p>Services under this Contract during its term shall constitute a material breach of contract. The provisions of this paragraph shall also apply to any subcontractor utilized by Vendor to perform Services under this Contract.</p>
Drug Testing	<p>During the performance of this contract, the Vendor agrees to provide a drug-free workplace for their employees; post in conspicuous places, available to employees and applicants for employment, a statement notifying employees that the unlawful manufacture, sale, distribution, dispensation, possession, or use of a controlled substance or marijuana is prohibited in the workplace and specify the actions that will be taken against employees for violations of such prohibition; and state in all solicitations or advertisements for employees placed by or on behalf of the Vendor that the Vendor maintains a drug-free workplace.</p> <p>For the purposes of this section, “drug-free workplace” means a site for the performance of work done in connection with a specific contract awarded to a Vendor in accordance with this chapter, the employees of whom are prohibited from engaging in the unlawful manufacture, sale, distribution, dispensation, possession or use of any controlled substance or marijuana during the performance of the contract. The Vendor will perform pre-employment 10-panel drug and/or alcohol testing for all potential temporary employees prior to acceptance by the potential community college.</p>
Additional Information	<p>Community Colleges may access the Vendor’s response by clicking on Vendor name.</p>
Contract Addenda	<p>May 9, 2025: Athena Consulting LLC Contract Update</p> <p>January 5, 2026: Athena Consulting LLC Contact Update</p>