



Purchasing and Distribution Services
702 SE 291 Highway
Lee's Summit, MO 64063
Telephone: (816) 986-2213 Fax: (816) 986-2454

ADDENDUM NO. 2

DATE: June 4, 2019
TO: All Bid Recipients
FROM: Heather Falls, Purchasing & Distribution Coordinator
RE: Bid #2019-35 Temporary Staffing Services

The Lee's Summit R-7 School District is issuing an Addendum No. 2 to provide all interested proposers with the information below.

Added Scheduler Position to Form 6. See Below.

All questions, requests for information or clarification pertaining to this Addendum No. 2 for Bid #2019-35 must be submitted electronically in Public Purchase.

THE UNDERSIGNED HEREBY:

Certifies that he/she is an authorized agent of said company and has the authority to legally enter into a binding Service Agreement. **This entire Addendum No. 2 must be submitted with the entire Bid proposal by the deadline listed above.**

Vendor Name

Authorized Representative (Print Name)

Date

Authorized Signature

Telephone Number

Contact Email

FORM NO. 6: PRICING: TEMPORARY STAFFING SERVICES

Based on all items included in Specifications

| Job Title | Daily or Hourly Pay Rate | Markup | Daily or Hourly Bill Rate |
|--|---------------------------------|---------------|----------------------------------|
| Substitute Teacher/Interventionist | \$ | % | \$ |
| Substitute Teacher / Interventionist/ Special Education - Long term after day 11- not retro | \$ | % | \$ |
| Substitute Teacher/Special Education | \$ | % | \$ |
| Paraprofessional/Classroom Assistant/Paraprofessional Specialist | \$ | % | \$ |
| Paraprofessional/ Classroom Assistant / Paraprofessional Specialist / Long Term after day 11 not retro | \$ | % | \$ |
| Resource Aide | \$ | % | \$ |
| BASS / before and after - no long term | \$ | % | \$ |
| Resource Aide - Long Term after day 11- not retro | \$ | % | \$ |
| Clerical | \$ | % | \$ |
| Clerical - Long Term after day 11- not retro | \$ | % | \$ |
| RN | \$ | % | \$ |
| RN- Long Term after day 11- not retro | \$ | % | \$ |
| LPN | \$ | % | \$ |
| LPN- Long Term after day 11- not retro | \$ | % | \$ |
| Scheduler – In-House FTE | \$ | % | \$ |

Respondent must complete the following section in its entirety and sign and date where indicated. This agreement shall take effect upon the approval of the District.

The undersigned respondent hereby proposes to furnish all transportation, equipment, supplies, materials and perform all necessary labor to complete all work stipulated in, required by, and in conformity with the proposed agreement documents and specifications attached hereto and other documents referred to therein for and in consideration of prices as follows:

- A. **Acceptance of proposal by District:** The District shall have maximum ninety (90) calendar days from the date of the proposal opening to accept respondent's offer.

- B. **Response time/delivery:** As specified in requirements

- C. **District standard payment terms are Net 30 after receipt of invoice. Payment terms are negotiable. Please state any discounts offered:** _____

- D. **Submittals:** The following must be submitted with proposal
 - 1. **References and experience**
 - 2. **Personnel Qualifications**
 - 3. **Certificate of Insurance**
 - 4. **Return all parts of this complete document (respondents to keep copy of proposal submitted)**

Signature:

Typed Name and Title:

Telephone Number:

Date: