



Supplier Information Sheet

Contract Description		Temporary Staffing Services	
Statewide Contract Number		99999-001-SPD0000136-0008	
Supplier ID Number		0000033081	
Supplier Name		Corporate Temps	
Effective Date	July 01, 2017	Expiration Date	June 30, 2027
Number of Suppliers Awarded	9	Contract Type:	Mandatory
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Supplier and Contract Information

Supplier Name & Address

Corporate Temps
5950 Live Oak Parkway, Suite 230
Norcross, Georgia 30093

Supplier Website:

<http://www.corporatetemps.com/>

Primary Supplier Contact**Alternate Supplier Contact**

Name: Renee White
Email: Renee@corporatetemps.com
Phone Number: 770-934-1710
Fax: 770-449-1944

Name: Shawn Menefee
Email: shawn@corporatetemps.com
Phone Number: 770-934-1710

General Supplier Email:

admin@corporatetemps.com

Contract Details

Remittance Address

5950 Live Oak Parkway, Suite 230 Norcross,
Georgia 30093

Discounts

N/A

Services provided: Service Areas

All (1-5) Regions

Payment Terms

Net 30 Days

Authorized Users

State and Local Government

Acceptable Payment Method(s)

Vendor will accept Purchase Orders and the Purchasing Card under this contract as permitted by current policies governing the Purchasing Card program.

General Contract Information

Through strategically sourced procurement, the State Purchasing Division of the Department of Administrative Services has established a new Statewide Contract(s) for Language Services, (99999—001-SPD0000136) with 9 suppliers. This new statewide contract replaces the prior statewide contract titled Temporary Staffing-Clerical & Light Industrial (SWC80781), which was awarded from January 2008 to 2017.

This statewide contract is a CONVENIENCE CONTRACT for all state of Georgia governmental entities subject to the State Purchasing Act. The statewide contract is also available on a Mandatory basis to all other governmental entities in the state of Georgia, including state authorities, local governments, municipalities, cities, townships, and counties. The contract term is from July 01, 2017, to June 30, 2019. In addition, the State has three (3) one-year renewals through June 30, 2022. The contract has been extended as the new solicitation is underway. It is on its fifth extension.

The purpose of this contract is to provide a reliable supply of temporary staffing services to meet the diverse needs of state and local government entities. For purposes of this eRFP, temporary staffing services have been separated into five (5) distinct categories based on (1) job families consisting of commonly grouped job titles or (2) other related support services closely associated with providing temporary staffing resources as follows: (a) Administrative Staffing (b) Professional Staffing (c) Industrial Staffing (d) Healthcare Staffing (e) Other Staffing Related Services. All Suppliers were awarded to serve the 5 regions.

Key Benefits of the Contract:

- Agencies or eligible public bodies don't need to run their own full procurement; they can simply issue purchase orders to vendors already vetted under this contract.
- Rates are established and reviewed by the Georgia Department of Administrative Services (DOAS), ensuring cost-effective staffing.
- Competitive pricing and cost savings
- Administrative Efficiency & Faster Procurement: saves time and reduces paperwork
- The contract complies with procurement Law; it is audit-ready and fully compliant
- This contract supports short-term, long-term, and project-based staffing needs across a wide range of roles.
- Conversion flexibility (via amendment), allowing conversion of temporary staff to full-time positions under defined terms.
- This contract provides choice and flexibility for multiple vendors awarded across various categories and skill levels under the same contract
- It is available to state agencies, local governments, universities, and other authorized users.

[SPD-NOA \(5\).pdf](#) to access the Notice of Award document to see the awarded categories and the awarded suppliers.

UPDATE: Amendment- EFFECTIVE DATE: 7/1/2021

Where the State agency seeks to change the status of an administrative temporary staffing resource, acquired under this Statewide contract, from temporary to permanent status, the following method shall be used to determine any applicable conversion fees due to the Statewide Contract supplier:

CONVERSION FEE: If, prior to completing 520 hours of a work assignment, the contractor converts to a full-time role, a fee equal to 160 hours of the rate of pay will be used

Step 1: The temporary resource meets the administrative temporary staffing conversion requirements

Step 2: Please contact the Statewide Contract Supplier Contract Manager to complete the resource conversion fee process
Affordable Care ACT Fee: Contractor acknowledges the State's intent to take advantage of the Safe Harbor provision relevant to third-party employment arrangements between Applicable Large Employers and temporary staffing firms in compliance with the Code, rules, regulations and other official guidance, under which an offer of coverage by the temporary staffing firm is deemed an offer of healthcare coverage by User Agencies. Contractor further acknowledges that the fees a User Agency pays to Contractor include an additional fee attributable to those individuals with MEC.

This additional fee shall be **\$ 2.00** per Contractor's Employee per month of MEC, as indicated in Contractor's cost proposal as ACA Safe Harbor Provision Fee", and shall be designated "ACA Compliance Charge" (or similar) on Contractor's invoice. The ACA Compliance Charge may appear as an aggregate total in the last weekly invoice of the month. Each of Contractor's last weekly invoices to a User Agency shall identify the number of Contractor's Employees who provided services to the User Agency during any portion of the month and, if different, separately identify the number of Contractor's Employees with MEC.



Regional Map

Regional Map - SWC Temporary Staffing Services - Administrative, Professional, Light Industrial & Healthcare





Region 1: 25 Counties / 8,261 Square Miles - Bartow (459.5), Butts (184.4), Carroll (499.1), Catoosa (162.2), Chattooga (313.3), Coweta (440.9), Dade (174.0), Fannin (389.7), Floyd (509.9), Gilmer (426.5), Gordon (355.8), Haralson (282.2), Heard (296.0), Lamar (183.5), Meriwether (501.2), Murray (344.5), Paulding (312.2), Pickens (232.1), Pike (216.1), Polk (310.3), Spalding (196.5), Troup (414.0), Upson (323.4), Walker (446.4), Whitfield (290.5)

Region 2: 39 Counties / 14,005 Square Miles - Banks (232.1), Barrow (160.3), Burke (827.0), Clarke (119.2), Columbia (290.1), Dawson (210.8), Elbert (351.1), Forsyth (224.0), Franklin (261.5), Glascock (143.7), Greene (387.4), Habersham (276.7), Hall (392.8), Hancock (471.8), Hart (232.4), Jackson (339.7), Jasper (368.2), Jefferson (526.5), Jenkins (347.3), Lincoln (210.4), Lumpkin (282.9), Madison (282.3), McDuffie (257.5), Morgan (347.4), Newton (272.2), Oconee (184.3), Oglethorpe (439.0), Rabun (370.0), Richmond (324.3), Screven (645.1), Stephens (179.1), Taliaferro (194.6), Towns (166.6), Union (321.9), Walton (325.7), Warren (284.3), Washington (678), White (241.3), Wilkes (447)

Region 3: 10 Counties / 2,974 Square Miles - Cherokee (421.7), Clayton (141.6), Cobb (339.6), DeKalb (267.6), Douglas (200.1), Fayette (194.3), Fulton (526.6), Gwinnett (430.4), Henry (322.1), Rockdale (129.8)

Region 4: 41 Counties / 14,664 Square Miles - Baker (341.9), Baldwin (257.8), Bibb (249.8), Calhoun (280.4), Chattahoochee (248.7), Clay (195.4), Colquitt (544.2), Crawford (324.9), Crisp (272.6), Decatur (597.1), Dooly (391.9), Dougherty (328.7), Early (512.6), Grady (454.5), Harris (463.9), Houston (375.5), Jones (393.9), Lee (355.8), Macon (400.6), Marion (366.0), Miller (282.4), Mitchell (512.1), Monroe (395.7), Muscogee (216.4), Peach (150.3), Pulaski (249.0), Putnam (344.6), Quitman (151.2), Randolph (428.2), Schley (166.9), Seminole (235.2), Stewart (458.7), Sumter (482.7), Talbot (391.4), Taylor (376.7), Terrell (335.4), Thomas (544.6), Twiggs (358.4), Webster (209.1), Wilkinson (447.3), Worth (570.7)

Region 5: 44 Counties / 18,976 Square Miles - Appling (507.1), Atkinson (339.4), Bacon (258.6), Ben Hill (250.1), Berrien (451.9), Bleckley (215.9), Brantley (442.4), Brooks (493.1), Bryan (436.0), Bulloch (672.8), Camden (613.0), Candler (243.0), Charlton (773.6), Chatham (426.4), Clinch (800.2), Coffee (575.1), Cook (227.2), Dodge (495.9), Echols (414.9), Effingham (447.7), Emanuel (680.6), Evans (182.9), Glynn (419.8), Irwin (354.3), Jeff Davis (330.7), Johnson (303.0), Lanier (185.3), Laurens (807.3), Liberty (489.8), Long (400.3), Lowndes (496.1), McIntosh (424.3), Montgomery (239.5), Pierce (316.5), Tattnall (479.4), Telfair (437.3), Tift (258.9), Toombs (364.0), Treutlen (199.4), Turner (285.4), Ware (892.5), Wayne (641.8), Wheeler (295.5), Wilcox (377.7)

Ordering Instructions

Please feel free to call or email Renee White with your request.

Renee White
770-934-1710
renee@corporatetemps.com

Corporate Temps (Services, Expertise, & Experience)

For over 35 years, we have provided exceptional staffing and placement services to corporations, businesses, and government agencies.

With more than 80 years of combined industry experience, Corporate Temps has established itself as one of the Southeast's leading professional staffing and career placement firms. Our team of highly qualified and experienced consultants is committed to delivering customized workforce solutions designed to meet the evolving needs of our clients. As a trusted staffing partner, we have developed long-standing relationships with organizations throughout the state and across the nation.

At Corporate Temps, we understand that every organization has unique staffing requirements. That is why we take a personalized approach to every client engagement. Every client is assigned a dedicated point of contact to ensure responsive communication, seamless coordination, and complete client satisfaction throughout the hiring process.

Our commitment to professionalism, integrity, and service excellence enables us to consistently deliver high-quality talent and dependable staffing solutions.

Contact us today to learn how Corporate Temps can support your workforce and staffing needs.

770-934-1710

renee@corporatetemps.com

We provide staffing in the following areas:

Administrative/Executive Assistant

Legal

Finance/Accounting/Payroll

Purchasing/Procurement

Compliance

Clerical/Data Entry

Customer Service/Call Center

Mailroom Operations

Information Technology

Warehouse/Distribution/Logistics

Food Service Worker

Custodian/Janitor

Groundskeeper/Landscaper

Maintenance Worker

Where to Find Additional Contract Documents

All additional contract documents may be found under the "Attachments" dropdown when viewing the contract in TGM, including, but not limited to:

- Pricing (current)
- Attachment A (original solicitation document)
- Original Contract/Terms and Conditions
- Program Requirements Document (PRD)
- Certificate of Insurance
- E-Verify Affidavit
- Renewals/Extensions/Amendments
- Notice of Intent to Award (NOIA)
- Notice of Award (NOA)
- Cost Workbook (from solicitation bid, for evaluation purposes)
- Mandatory Questions
- Mandatory Scored Questions
- Additional Scored Questions
- Addendums

v Attachments

Display Order

Attachment

	Supplier Information Sheet
2	Pricing
3	Original Contract
4	Contract Terms & Conditions
5	Attachment A
6	Mandatory Questions
7	Certificate of Insurance
8	E-Verify
9	Addendum 1
10	Addendum 2

Amendments / Renewals / Extensions

Base Term: July 1, 2017, to June 30, 2019

Renewal 1: July 1, 2019- June 30, 2020

Renewal 2: July 1, 2020, to June 30, 2021

Renewal 3: July 1, 2021 - June 30, 2022

Extension #1: July 1, 2022 - June 30, 2023

Extension #2: July 1, 2023 - June 30, 2024

Extension #3: July 1, 2024 - June 30, 2025

Extension #4: July 1, 2025- June 30, 2026

Extension # 5: July 1 ,2026- June 30, 2027

Contract NIGP Codes

96269	Personnel Services Temporary

DOAS CONTACT INFORMATION

DOAS Contract Manager

View **Contract Summary** Page in **Team Georgia Marketplace ("TGM")** to see the current contract manager and contact information.

- Please CC contract.management@doas.ga.gov on **all communications** to the contract manager, in case that the contract manager is unavailable to respond.

Procurement Help Desk

Telephone: 404-657-6000

Email: procurementhelp@doas.ga.gov