



KANSAS

GEORGE VEGA, DIRECTOR

DEPARTMENT OF ADMINISTRATION
DIVISION OF PERSONNEL SERVICES

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MEMORANDUM

TO: Agency Human Resource Managers

FROM: George Vega, Director
Division of Personnel Services

DATE: March 28, 2006

SUBJECT: Statewide Temporary Services Contract (#08807)

The new Statewide Temporary Services contract (#08807) will replace the current contract (#06916). The new contract is located at the following website: <http://da.state.ks.us/purch/contracts/ContractData/08807.doc>. This two-year contract is effective April 1, 2006 through March 31, 2008 and includes job classification structures in the Administrative & Managerial, Administrative Support, Trades & Light Industrial, and Information Technology categories. Please read the new contract carefully. The contract details specific items such as terms of confirmation of requests, how to replace an unsatisfactorily assigned individual, conversion fees, and billing. Specific job categories, job classes, and bill rates for each county are listed in the contract document. For your convenience, you may print the contract document and the selected counties that your agency will utilize.

Agencies may choose from any of the temporary service contractor(s) listed for their county based on their preference. The contractors are responsible and are encouraged to develop effective customer relationships within the scope of the contract.

If you have any questions regarding this contract, please contact Elizabeth Wong, Division of Personnel Services at (785) 296-6895, email elizabeth.wong@da.state.ks.us, or Connie Schuessler, Division of Purchases at (785) 296-1171, email connie.schuessler@da.state.ks.us.

GV: EW