



STANDARD CONTRACT
Contract Number: RU22017

This contract entered into this 24th day of January, 2022, by ATTAC Group Inc, located at 7138 Adare Drive, New Port Richie, FL, 34653, hereinafter called the "Contractor" and Commonwealth of Virginia, **Radford University**, called the "Purchasing Agency or Radford University", located at 801 East Main Street, Radford, VA. 24142."

1. **WITNESSETH** that the Contractor and Radford University, in consideration of the mutual covenants, promises and agreements contained, agree as follows:
2. **SCOPE OF CONTRACT:** The Contractor shall provide On-Demand Recruitment Processing Outsourcing Services to Radford University as set forth in the Contract Documents.
3. **TERM OF CONTRACT:** From January 24, 2022 through January 23, 2023 with Four (4) one- year renewal options or as negotiated, to include all contractual provisions contained herein.
4. **THE CONTRACT DOCUMENTS SHALL CONSIST OF:**

This signed Radford University Standard Contract. Document;

Contractor's Pricing Summary;

Radford University's Request for Proposal (RFP) R22-004 dated October 22, 2021, Addendum One dated November 5, 2021;

Contractor's Proposal signed and dated November 17, 2021;

Radford University's Negotiation points and the Contractor's response dated January 10, 2022

5. **FINANCIAL COMPENSATION AND METHOD OF PAYMENT:** The Contractor shall be paid by Radford University in accordance with the contract documents
6. This Standard Contract identifies terms as negotiated and as agreed by both parties. In the event there is a conflict between the Standard Contract, Request for Proposal #R22-004, the Contractor's Proposal or Negotiation/Clarification points, the Standard Contract shall prevail.

IN WITNESS WHEREOF, the parties have caused this Contract to be duly executed intending to be bound thereby.

ATTAC Group, Inc.

Print Name: Dustin Chase Barr

Title: President

Signature: _____

Date: _____

1/25/2022 | 3:11 PM EST

RADFORD UNIVERSITY

Print Name: Kimberly Dulaney

Title: Executive Director of Strategic Source

Signature: _____

Date: _____

1/25/2022 | 3:12 PM EST



Pricing Summary

Firm Name: ATTAC Group Inc
Address 7138 Adare Dr
New Port Richey, FL 34653

Contact Information:
Phone: 858-531-0009
Email: cbarr@attacgroup.com

Talent Specialty:

We specialize in providing Talent Solutions (Recruiting Process Outsourcing, Executive Search, Direct Hire, Temp/Temp to Hire and Consultants) for clients in all industries for Finance & Accounting, Information Technology & Engineering, Human Resources & Administration, Operations, and Healthcare (Clinical & Operational).

Pricing: ATTAC Group has priced all positions at 15% of the yearly salary. Non RPO Model (Contingent Model Pricing)

Candidate Pay:	Placement Fee:
\$60,000	\$9000
\$70,000	\$10500
\$80,000	\$12000
\$90,000	\$13500
\$100,000	\$15000

Payment Terms: Net 30 payment Terms Billed on first day of candidates start date.

Net 15 – Paid within 15 days of receipt, ATTAC Group, Inc. will provide a 1.5% discount on fee.

RPO Pricing: RPO, ATTAC Group Inc manages the whole recruiting process for Radford with a Team of 4.

RPO Monthly Fee:	Placement Fee:
\$25000	10% of Candidates Annual Salary



REQUEST FOR PROPOSAL # R22-004

RECRUITMENT PROCESS OUTSOURCING (RPO)

OCTOBER 22, 2021

Note: This public body does not discriminate against faith-based organizations in accordance with the *Code of Virginia* §2.2-4343.1 or against an Offeror because of race, religion, color, sex, national origin, age, disability, or any other basis prohibited by state law relating to discrimination in employment.

REQUEST FOR PROPOSAL (RFP)
RFP # R22-004

GENERAL INFORMATION FORM

QUESTIONS/INQUIRIES: All questions/inquiries for information regarding this solicitation should be directed to:

Name: Kimberly Dulaney, CPSM
Phone: (540) 831-6092
Email: kddulaney@radford.edu.

Written questions to be submitted via email no later than: **November 4, 2021** Eastern Time

DUE DATE: Proposals will be received until **November 19, 2021** up to and including 3:00 PM Eastern Time

LATE PROPOSALS: To be considered for selection, proposals must be received by Radford University's Procurement and Contracts Department by the due date and time identified in this solicitation document. The official time used in documenting the receipt of proposals is that time identified on the automatic time stamp machine located in the Procurement and Contracts Department in the David E. Armstrong building on the main campus of Radford University. Proposals received in the Procurement and Contracts Department after the date and time designated are automatically deemed non-responsive and will **not** be given consideration. The University is **not** responsible for delays in delivery conducted by the U.S. Postal Service, private couriers, or the intra university mail system. **It is the sole responsibility of the Offeror to ensure their proposal reaches the Procurement and Contracts Department at Radford University by the designated date and time.**

ADDRESS: Proposals should be mailed or hand delivered to:

Radford University, Procurement and Contracts Department
P. O. Box 6885 (if via mail)
David E. Armstrong Complex, 501 Stockton St. (if via courier)
Radford, VA 24142-6885.

Identify the envelope package as instructed in **Attachment A** – Terms and Conditions.

UNIVERSITY CLOSINGS: If the University is closed as a result of an act of God or an emergency situation, the University's website shall post notices of said closings. It is the responsibility of the vendor to check the website at www.radford.edu for said notifications. If the University is closed on the day proposals are due, proposals will be accepted same time the next scheduled business day the University is open. If the University is closed on the day of a scheduled pre-proposal conference a written addendum will be issued to officially reschedule the conference.

TYPE OF BUSINESS: (Please check all applicable classifications). In order to qualify for assigned Small, Women and Minority (SWaM) points your business must be certified by the Virginia Department of Small Business and Supplier Diversity (SBSD), provide your assigned SBSB certification number. For assistance with SWaM certification, visit the SBSB website at <https://www.sbsd.virginia.gov/>

_____ **Large**

_____ **Small business** – A business that is at least 51% independently owned and controlled by one or more individuals who are U.S. citizens or legal resident aliens, and together with affiliates, has 250 or fewer employees, or average annual gross receipts of \$10 million or less averaged over the previous three years. One or more of these individual owners shall control both the management and daily business operations of the small business.

_____ **Women-owned business** – A business that is at least 51% owned by one or more women who are U.S. citizens or legal resident aliens, or in the case of a corporation, partnership, or limited liability company or other entity, at least 51% of the equity ownership interest is owned by one or more women who are citizens of the United States or legal resident aliens, and both the management and daily business operations are controlled by one or more women.

_____ **Minority-owned business** – A business that is at least 51% owned by one or more minority individuals who are U.S. citizens or legal resident aliens, or in the case of a corporation, partnership, or limited liability company or other entity, at least 51% of the equity ownership interest in the corporation, partnership, or limited liability company or other entity is owned by one or more minority individuals who are U.S. citizens or legal resident aliens, and both the management and daily business operations are controlled by one or more minority individuals, or any historically black college or university, regardless of the percentage ownership by minority individuals or, in the case of a corporation, partnership, or limited liability company or other entity, the equity ownership interest in the corporation, partnership, or limited liability company or other entity.

COMPANY INFORMATION/SIGNATURE: In compliance with this Request for Proposal and to all the conditions imposed therein and hereby incorporated by reference, the undersigned offers and agrees to furnish the goods or services in accordance with the attached signed proposal inclusive of all addenda, if applicable, and as mutually agreed upon by subsequent negotiation.

FULL LEGAL NAME (PRINT) (Company name as it appears with your Federal Taxpayer Number)		FEDERAL TAXPAYER NUMBER (ID#)	
BUSINESS NAME /DBA NAME/TA NAME (If different than the Full Legal Name)		BILLING NAME (Company name as it appears on your invoice)	
PURCHASE ORDER ADDRESS		PAYMENT ADDRESS	
CONTACT NAME/TITLE (PRINT)		EMAIL ADDRESS	
TELEPHONE NUMBER	TOLL FREE TELEPHONE NUMBER	FAX NUMBER	EVA VENDOR ID NUMBER
			VIRGINIA STATE CORPORATION COMMISSION REGISTRATION NUMBER

I acknowledge that I have received the following addenda posted for this solicitation.

1 _____ 2 _____ 3 _____ 4 _____ 5 _____ 6 _____ (Please check all that apply.)

SIGNATURE: _____

DATE: _____

1. PURPOSE:

The intent and purpose of this Request for Proposal (RFP) is to establish a contract through competitive negotiations for Recruitment Process Outsourcing (RPO) Services for Radford University located at 801 East Main Street, Radford, Virginia 24142, an agency of the Commonwealth of Virginia.

2. SMALL, WOMEN-OWNED AND MINORITY OWNED - SWaM BUSINESS PARTICIPATION:

The mission of Radford University is to ensure strategic business development practices are in place to promote Small, Women-Owned and Minority-Owned (SWaM) businesses to the maximum extent. Radford University encourages prime suppliers, Contractors, and service providers to facilitate the participation of small businesses, and businesses owned by women and minorities through partnerships, joint ventures, subcontracts, and other inclusive and innovative relationships.

Radford University has established SWaM goals that are posted on the Procurement and Contract website. Links to the University's SWaM initiative can be located at: [Procurement and Contracts | Radford University](#).

3. CONTRACT PERIOD:

The term of this contract is for one (1) year, or as negotiated. There will be an option for four (4) one-year renewals, or as mutually negotiated.

4. BACKGROUND

Radford University Background:

Radford University is a comprehensive public university of 11,870 students that has received national recognition for many of its undergraduate and graduate academic programs, as well as its sustainability initiatives. Radford University serves the Commonwealth of Virginia and the nation through a wide range of academic, cultural, human service and research programs. Well known for its strong faculty/student bonds, innovative use of technology in the learning environment and vibrant student life on a beautiful 204-acre American classical campus, Radford University offers students many opportunities to get involved and succeed in and out of the classroom. The University offers 76 bachelor's degree programs in 47 disciplines, three associate degrees, and six certificates at the undergraduate level; 27 master's programs in 22 disciplines and six doctoral programs at the graduate level; and 13 post-baccalaureate certificates and one post-master's certificate. A Division I member of the NCAA and Big South Conference, Radford University competes in 16 men's and women's varsity athletics. With over 300 clubs and organizations, Radford University offers many opportunities for student engagement, leadership development and community service. In addition to robust academic offerings and engaging student experiences on the main campus located in Radford, Virginia, Radford University also offers a clinical-based educational experience for more than 1,000 students living and learning in Roanoke, Virginia as part of Radford University Carilion, a public-private partnership focused on the cutting-edge delivery of health sciences programming, outreach and service.

Specific Background: Radford University is seeking to partner with an external vendor to continue to enhance/supplement our talent acquisition efforts with a customizable approach. The overarching goals are to ensure seamless and effective faculty and staff talent acquisition processes, enhance our employment brand and the ability to attract, source and manage prospective applicants and build a productive pipeline of talent to apply to posted positions.

5. EVA BUSINESS-TO-GOVERNMENT ELECTRONIC PROCURMENT SYSTEM: The eVA internet electronic procurement solution streamlines and automates government purchasing activities within the Commonwealth of Virginia. Radford University, and other state agencies and institutions, have been directed by the Governor to maximize the use of this system in the procurement of goods and services. We are therefore requesting that your firm register as a **self-registered** vendor in the eVA system.

There are transaction fees involved with the use of eVA. These fees must be considered within the provision of quotes, bids, and price proposals offered to Radford University. Failure to register within the eVA system may result in the quote, bid or proposal from your firm being rejected and the award made to another vendor who is registered in the eVA system.

Registration in the eVA system is accomplished on-line. Your firm must provide the necessary information. Please visit the eVA website portal at <https://eva.virginia.gov/register-now.html> and register with eVA. This process needs to be completed before Radford University can issue your firm a Purchase Order or contract. If your firm conducts business from multiple geographic locations, please register these locations in your initial registration.

For registration and technical assistance, reference the eVA website at <http://www.eva.virginia.gov>, or call eVA Customer Care at 866-289-7367 or 804-371-2525. Email eVACustomerCare@DGS.Virginia.gov

6. **CONTRACT PARTICIPATION-COOPERATIVE PURCHASING/USE OF AGREEMENT BY THIRD PARTIES**

Under the authority of §6 of the Rules Governing Procurement of Goods, Services, Insurance and Construction by a Public Institution of Higher Education of the Commonwealth of Virginia (see <https://vascupp.org/rules.pdf>), it is the intent of this solicitation and resulting contracts to allow for cooperative procurement. Accordingly, any public body, public or private health or educational institutions or lead issuing institution's affiliated corporations may access any resulting contract if authorized by the Contractor.

Participation in this cooperative procurement is strictly voluntary. If authorized by the Contractor, the resultant contract may be extended to the entities indicated above to purchase at contract prices in accordance with the contract terms. The Contractor shall notify Radford University in writing of any such entities accessing the contract. No modification of this contract or execution of a separate contract is required to participate; however, the participating entity and the Contractor may modify the terms and conditions of this contract to accommodate specific governing laws, regulations, policies, and business goals required by the participating entity. Any such modification will apply solely between the participating entity and the Contractor. The Contractor will provide semi-annual usage reports for all entities accessing the contract. Participating entities shall place their own orders directly with the Contractor and shall fully and independently administer their use of the contract to include contractual disputes, invoicing and payments without direct administration from Radford University. Radford University shall not be held liable for any costs or damages incurred by any other participating entity as a result of any authorization by the Contractor to extend the contract. It is understood and agreed that Radford University is not responsible for the acts or omissions of any entity and will not be considered in default of the contract no matter the circumstances.

Use of this contract does not preclude any participating entity from using other contracts or competitive processes as the need may be.

7. **CONTRACT ADMINISTRATION:** Radford University assigns Contract Administrators to each contract awarded. The Contract Administrator shall be the initial point of contact for the Contractor. Contract Administrators are charged with ensuring the terms and conditions of the contract are followed, payments are made in accordance to the contractual pricing schedule, and reporting noncompliance issues to the Procurement and Contracts Department at Radford University. Contract Administrators **do not** have the authority to authorize changes and/or modifications to the contract. Should noncompliance issues exist and cannot be resolved at this level or changes/modifications to the contract are required, the assigned Contract Officer in the Procurement and Contracts Department must be notified immediately by the Contract Administrator. The assigned Contract Administrator will be provided at time of contract award.

8. **STATEMENT OF NEEDS:** Radford University invites companies specializing in Recruitment Process Outsourcing (RPO) services to submit proposals to conduct nation-wide recruitment for highly qualified individuals to fill a variety of positions on an as-needed basis. The process will be conducted in accordance with Radford University policies and procedures which will be provided to the winning proposer on each engagement.

Companies must be able to provide such services as:

- A. Solicit input from Human Resources and other stakeholders to understand and ascertain required information to understand the role, responsibilities, qualifications, and experience needed for positions. The University anticipates using winning proposer for a variety of mid-level management positions such as Directors, Associate Directors, Managers, etc.
- B. Work with stakeholders to assist in the development and review of job specifications to enhance the recruitment process and present the University in a favorable position for candidate recruitment.
- C. Source job candidates through a number of different channels to attract qualified candidates. The winning proposer will be expected to source candidates locally, regionally and nationally.
- D. Create and manage candidate pool. Reach out to qualified candidates to gauge interest and confirm qualifications. Screen candidates in pool to ascertain if candidate is qualified.
- E. Verify educational background, licensing or required credentials to perform job.
- F. Meet with stakeholders on a regular basis to review candidate pool. Make recommendations on hires.
- G. Encourage candidates to submit application through the University Human Resources application portal. Answer candidates' questions representing the University. Ensure candidates understand the application process and submits all required documentation. Maintain communication with candidates throughout the application process.
- H. Notify candidates who were not selected.

9. **SPECIFIC REQUIREMENTS:**

Proposals should be as thorough and detailed as possible so that Radford University may properly evaluate your capabilities to provide the required goods or services. Offerors are required to submit the following information/items as a complete proposal:

- a. Provide an overview of your company including qualifications and experience in providing services outlined in this RFP. Include organizational structure, names of principles, location and other types of services offered. Provide a recruiting strategy that you employ. Discuss how you will represent the University and Southwest Virginia to recruit qualified candidates. Describe your company's Conflict of Interest policy relative to multiple client organizations and the same candidates. Provide your record of success with the RPO process such as number of positions filled and the amount of time it took to fill positions based on similar organizations.
- b. Provide a pricing table that outlines costs structure, preferably a flat fee that represents a tiered pricing structure representative of the position. Itemize any fees, expenses and optional costs separately. Outline payment terms and process for the positions that are not filled by company.
- c. **References:** Provide four (4) references, either educational (preferred) or governmental, for whom you have provided the type of services described herein. Include the date(s) services were furnished, the client name, address, and the name and phone number of the individual Radford University has your permission to contact.
- d. ***Participation of Small, Women-owned and Minority-owned business (SWaM) Business:** If your business cannot be classified as SWaM, describe your plan for utilizing SWaM subcontractors if awarded a contract. Describe your ability to provide reporting on SWaM subcontracting spend when requested. If your firm or any business that you plan to subcontract with can be classified as SWaM, but has not been certified by the Virginia Department of Small Business and Supplier Diversity (SBSD), it is expected that the certification process will be initiated no later than the time of the award. If your firm is currently certified, you agree to maintain your certification for the life of the contract. For assistance with SWaM certification, visit the SBSBD website at <http://www.sbsd.virginia.gov>.

10. SELECTION CRITERIA AND AWARD

A. Selection Criteria:

Proposals will be evaluated by Radford University using the following weighted evaluation criteria.

	Evaluation Criteria	Percentage of Points
1	Qualifications and experience of Offeror in providing the goods/services.	20%
2	Quality of products/services offered and suitability for the intended purposes.	15%
3	Specific plans or methodology to be used to provide the products/services.	30%
4	Financial (Cost)	25%
5	Participation of Small, Women-Owned and Minority-Owned (SWaM) Businesses.	10%
	TOTAL	100%

- B. **Award:** Selection shall be made of two or more Offerors deemed to be fully qualified and best suited among those submitting proposals on the basis of the evaluation criteria included in the Request for Proposals, including price, if so stated in the Request for Proposals. Negotiations shall be conducted with the offers so selected. Price shall be considered, but need not be the sole determining factor. After negotiations have been conducted with each Offeror so selected, Radford University shall select the Offeror which, in its opinion, has made the best proposal, and shall award the contract to that Offeror. Radford University may cancel this Request for Proposal or reject proposals at any time prior to award. Should Radford University determine in writing and in its sole discretion that only one Offeror has made the best proposal a contract may be negotiated and awarded to that Offeror. The award document will be a contract incorporating by reference all the requirements, terms and conditions of the solicitation and the Contractor's proposal as negotiated. See **Attachment B** for sample contract form. **Radford University reserves the right to award multiple contracts as a result of this solicitation.**

11. PROPOSAL PREPARATION AND SUBMISSION:

A. GENERAL INSTRUCTIONS:

1. **RFP Responses:** In order to be considered for selection, Offerors shall submit a complete response to this RFP to include.
 - a. **One (1) original paper copy of the entire proposal, INCLUSIVE OF ALL ATTACHMENTS.** Any proprietary information should be clearly marked in accordance with section 12.A.1.c below.
 - b. **One (1) electronic copy** in WORD format or searchable PDF (USB/Flash Drive) of the entire proposal as one document, **INCLUSIVE OF ALL ATTACHMENTS** mailed along with the hard copy above. Any proprietary information should be clearly marked in accordance with 12.A.1.c below.
 - c. Should the proposal contain **proprietary information**, provide **one (1) redacted** electronic copy in WORD format or searchable PDF (USB/Flash Drive) of the entire document **INCLUSIVE OF ALL ATTACHMENTS. All identified proprietary information should be blacked out.** This USB/Flash Drive should be marked **"Redacted Copy"**

- d. Response shall be submitted to:

Radford University
Procurement and Contracts Department
Attn: Kimberly Dulaney, CPSM
 P.O. Box 6885
 David E. Armstrong Complex
 501 Stockton Street
 Radford, VA 24142-6885

Identify the envelope/package as instructed in Attachment A – Terms and Conditions

No other distribution of the proposal shall be made by the Offeror.

B. PROPOSAL PREPARATION:

- a. **Sign and Complete:** Proposals shall be signed by an authorized representative of the Offeror. All information requested should be submitted. Failure to submit all information requested may result in Radford University requiring prompt submission of missing information and/or giving a lowered evaluation of the proposal. Proposals which are substantially incomplete or lack key information may be rejected by Radford University. Mandatory requirements are those required by law or regulation or are such that they cannot be waived and are not subject to negotiation.
- b. **Concise & Clear:** Proposals should be prepared simply and economically, providing a straightforward, concise description of capabilities to satisfy the requirements of the RFP. Emphasis should be placed on completeness and clarity of content.
- c. **Organization:** Proposals should be organized in the order in which the requirements are presented in the RFP. All pages of the proposal should be numbered. Each paragraph in the proposal should reference the paragraph number of the corresponding section of the RFP. It is also helpful to cite the attachment, paragraph number, sub letter, and repeat the text of the requirement as it appears in the RFP. If a response covers more than one page, the paragraph number and sub letter should be repeated at the top of the next page. The proposal should contain a table of contents, which cross-references the RFP requirements. Information which the Offeror desires to present that does not fall within any of the requirements of the RFP should be inserted at an appropriate place or be attached at the end of the proposal and designated as additional material. Proposals that are not organized in this manner risk elimination from consideration if the evaluators are unable to find the RFP requirements are specifically addressed.
- d. **Word Usage:** As used in this RFP, the terms “must”, “shall”, “should” and “may” identify the criticality of requirements. “must” and “shall” identify requirements whose absence will have a major impact on the suitability of the proposed solution. Items labeled as “should” or “may” are highly desirable, although their absence will not have a large impact and would be useful, but are not necessary. Depending on the overall response to the RFP, some individual “must” and “shall” items may not be fully satisfied, but it is the intent to satisfy most, if not all, “must” and “shall” requirements. The inability of an Offeror to satisfy a “must” or “shall” requirement does not automatically remove that Offeror from consideration; however, it may seriously affect the overall rating of the Offeror's proposal.
- e. **Binding:** The original proposal should be bound or contained in a single volume where practical. All documentation submitted with the proposal should be contained in that single volume.
- f. **Ownership:** Ownership of all data, materials and documentation originated and prepared for Radford University pursuant to the RFP shall belong exclusively to Radford University and be subject to public inspection in accordance with the Virginia Freedom of Information Act. Trade secrets or proprietary information submitted by an Offeror shall not be subject to public disclosure under the Virginia Freedom of Information Act. However, to prevent disclosure the Offeror must invoke the protections of Section 2.2-4342F of the Code of Virginia, in writing either before or at the time the data or other materials is submitted. The written request must specifically identify the data or other materials to be protected and state the reasons

why protection is necessary. The proprietary or trade secret material submitted must be identified by some distinct method such as highlighting or underlining and must indicate only the specific words, figures, or paragraphs that constitute trade secret proprietary information. The classification of an entire proposal document, line item prices and/or total proposal prices as proprietary or trade secrets is not acceptable and may result in the rejection of the proposal.

- g. **Legal Agreement:** Unless noted in the proposal, a signed and submitted proposal certifies that the firm's principals or legal counsel has reviewed the Request for Proposal General Terms and Conditions and the Special Terms and Conditions and agrees that these provisions will become a part of any final agreement, and that the principals or legal counsel has reviewed and approved the firm's entire proposal prior to submission to the University.

- C. **ORAL PRESENTATIONS:** Offerors who submit a proposal in response to this RFP may be invited to give an oral presentation of their proposal to Radford University. This will provide an opportunity for the Offeror to clarify or elaborate on the proposal but in no way will change the original proposal. The University will schedule the time and location of these presentations. Oral presentations may be conducted at the option of Radford University; therefore, proposals should be complete.

- 12. **INVOICES and PAYMENT:** Invoices for goods or services provided under any contract resulting from this solicitation should be submitted by email to acctspayable@radford.edu. Invoices shall be identified with the assigned contract number. Invoices shall identify contract pricing for all good/services payment is being requested. If submitting invoices by mail use the following address. **Email is the preferred method of invoice receipt.**

**RADFORD UNIVERSITY
ACCOUNTS PAYABLE
POST OFFICE BOX 6906
RADFORD, VA 24142-6906**

Payment will be made thirty days after receipt of proper invoice for the amount of payment due, or thirty days after receipt of goods / services, whichever is later, in accordance with the [Commonwealth of Virginia Prompt Pay Act](#).

- 13. **ADDENDUM:** Any **ADDENDUM** issued for this solicitation may be accessed on Virginia Business Opportunities by going to www.eva.virginia.gov. Since a paper copy of the addendum will not be mailed to you, we encourage you to check the web site regularly.
- 14. **COMMUNICATIONS:** Communications regarding this solicitation shall be formal from the date of issue, until either a Contractor has been selected or the Procurement and Contracts Department at Radford University rejects all proposals. Formal communications will be directed to the Contract Officer listed on this solicitation. Reference General Information – Questions/Inquiries. Informal communications, including but not limited to request for information, comments or speculations regarding this solicitation to any University employee other than a Procurement and Contracts Department representative may result in the offending Offeror's proposal being rejected.
- 15. **TERMS AND CONDITIONS:** This solicitation and any resulting contract/purchase order shall be governed by the attached terms and conditions. See **Attachment A**.
- 16. **ATTACHMENTS:**

Attachment A – Terms and Conditions
Attachment B – Sample of Standard Contract Form

Attachment A

TERMS AND CONDITIONS

A. [GENERAL TERMS AND CONDITIONS.pdf](#)B. **ADDITIONAL TERMS AND CONDITIONS:**

1. **ADDITIONAL GOOD AND SERVICES:** The University may acquire other goods or services that the supplier provides other than those specifically solicited. The University reserves the right, subject to mutual agreement, for the Contractor to provide additional goods and/or services, under the same pricing, terms and conditions and to make modifications or enhancements to the existing goods and services. Such additional goods and services may include other products, components, accessories, subsystems, or related services newly introduced during the term of the contract.
2. **AUDIT:** The Contractor hereby agrees to retain all books, records, and other documents relative to this contract for five (5) years after final payment, or until audited by the Commonwealth of Virginia, whichever is sooner. Radford University, its authorized agents, and/or state auditors shall have full access and the right to examine any of said materials during said period.
3. **AVAILABILITY OF FUNDS:** It is understood and agreed between the parties herein that Radford University shall be bound hereunder only to the extent of the funds available or which may hereafter become available for the purpose of this contract.
4. **CANCELLATION OF CONTRACT:** Radford University reserves the right to cancel and terminate any resulting contract, in part or in whole, without penalty, upon 60 days written notice to the Contractor. In the event the initial contract period is for more than 12 months, the resulting contract may be terminated by either party, without penalty, after the initial 12 months of the contract period upon 60 days written notice to the other party. Any contract cancellation notice shall not relieve the Contractor of the obligation to deliver and/or perform on all outstanding orders issued prior to the effective date of cancellation.
5. **CONTRACT DOCUMENTS:** The contract entered into by the parties shall consist of the Request for Proposal including all addendums thereof, the proposal submitted by the Contractor, the written results of negotiations, the University Standard Contract Form, all of which shall be referred to collectively as the Contract Documents.
6. **IDENTIFICATION OF PROPOSAL ENVELOPE:** The signed proposal should be returned in a separate envelope or package and identified as follows:

From

Name of Offeror	Due Date	Time Due
Street or Box Number		Solicitation Number
City, State, Zip Code		Solicitation Title
Name of Procurement Officer:		

The envelope should be addressed to:

RADFORD UNIVERSITY
Procurement and Contracts Department
P.O. Box 6885
501 Stockton Street
Radford, Virginia 24142

The Offeror takes the risk that if the envelope is not marked as described above, it may be inadvertently opened and the information compromised, which may cause the proposal to be disqualified. Proposals may be hand delivered to the designated location in the office issuing the solicitation. No other correspondence or other proposals should be placed in the envelope.

7. **NOTICES:** Any notices to be given by either party to the other pursuant to any contract resulting from this solicitation shall be in writing, hand delivered, mailed or electronically submitted to the address of the respective party at the following address:

If to the Contractor: Address Shown on the RFP Cover Page

Attention: Name of Person Signing RFP

If to Radford University:

RADFORD UNIVERSITY
Procurement and Contracts Department
Attn: Contract Officers Name
P.O. Box 6885
501 Stockton Street
Radford, Virginia 24142

8. **PUBLIC POSTING:** Radford University maintains a web-based contract database with a public gateway access. Any resulting cooperative contract(s) to this solicitation will be posted to the publicly accessible website. Contents identified and mutually negotiated, as proprietary information will not be made public.
9. **SEVERAL LIABILITY:** Radford University will be severally liable to the extent of its purchase made against any contract resulting from this solicitation. Applicable entities described herein will be severally liable to the extent of their purchases made against any contract resulting from this solicitation.

C. SPECIAL TERMS AND CONDITIONS:

1. ADVERTISING: In the event a contract is awarded for supplies, equipment, or services resulting from this solicitation, no indication of such sales or services to Radford University will be used in product literature or advertising. The Contractor shall not state in any of the advertising or product literature that Radford University has purchased or uses its products or services, and the Contractor shall not include Radford University in any client list in advertising and promotion materials without the express written consent of the University.

2. CONFIDENTIALITY OF PERSONALLY IDENTIFIABLE INFORMATION: The Contractor assures that the information and data obtained as to personal facts and circumstances related to faculty, students or staff and affiliates will be collected and held confidential, during and following the term of this contract, and will not be divulged without the individual's and the University's written consent and only in accordance with federal law or the Code of Virginia. This shall include FTI, which is a term of art and consists of federal tax returns and return information (and information derived from it) that is in contractor/agency possession or control which is covered by the confidentiality protections of the Internal Revenue Code (IRC) and subject to the IRC 6103(p)(4) safeguarding requirements including IRS oversight. FTI is

categorized as sensitive but unclassified information and may contain personally identifiable information (PII). Contractors who utilize, access, or store personally identifiable information as part of the performance of a contract are required to safeguard this information and immediately notify the University of any breach or suspected breach in the security of such information. Contractors shall allow the University to both participate in the investigation of incidents and exercise control over decisions regarding external reporting. Contractors and their employees working on this project may be required to sign a confidentiality statement.

Attachment B**SAMPLE CONTRACT FORM**

Standard Contract form for reference only
Offerors do not need to fill in this form.

**STANDARD CONTRACT**Contract Number: **Rxxxxx**

This contract entered into this ___ day of _____, 20___, by _____, located at (insert complete physical address), hereinafter called the “Contractor” and Commonwealth of Virginia, **Radford University**, called the “Purchasing Agency or Radford University”, located at 801 East Main Street, Radford, VA. 24142.”

1. **WITNESSETH** that the Contractor and Radford University, in consideration of the mutual covenants, promises and agreements contained, agree as follows:
2. **SCOPE OF CONTRACT:** The Contractor shall provide _____ to Radford University as set forth in the Contract Documents.
3. **TERM OF CONTRACT:** From _____ through _____ with _____ **year renewal options or as negotiated, to include all contractual provisions contained herein.**
4. **THE CONTRACT DOCUMENTS SHALL CONSIST OF:**

This signed Radford University Standard Contract. Document;

Radford University’s Request for Proposal (RFP) Rxx-xxx dated _____, Addendum xxx dated _____

Contractor’s Proposal signed and dated _____

Negotiation Summation:

5. **COMPENSATION AND METHOD OF PAYMENT:** The Contractor shall be paid by Radford University in accordance with the contract documents.

IN WITNESS WHEREOF, the parties have caused this Contract to be duly executed intending to be bound thereby.

CONTRACTOR:

Print Name: _____

Title: _____

Signature: _____

Date: _____

RADFORD UNIVERSITY

Print Name: _____

Title: _____

Signature: _____

Date: _____



Addendum Number One (1)

Date: November 5, 2021

Reference Request For Proposal Number:	R22-004
Commodity:	Recruitment Process Outsourcing (RPO)
Dated	October 22, 2021
For Delivery To:	Radford University Agency, Commonwealth of Virginia 501 Stockton Street Radford, Virginia 24142
Proposal Due Date/Time:	November 19, 2021, 3:00 pm

1. The following questions have been received in response to the aforementioned RFP:

Question 1. Do you have description on the roles you would include in this RPO program?

RU Answer: The types of roles will be primarily mid-level management such as Directors, Associate Directors, Managements and other non-academic roles. For example, we've recently engaged services for the roles of Associate Controller, Director of Capital Construction and Information Security Officer.

Question 2. Do you have the volume per role?

RU Answer: No, the scope of work will be negotiated based on the terms of the contract award as a result of this solicitation and will be specific to the role for which services are being requested.

Question 3. How many positions are you looking to fill in the 1-year period of the contract?

RU Answer: Unknown at this time. This will be an on-demand contract. Each position will be discussed in detail with the winning vendor prior to engagement with the terms negotiated during this RFP being the vehicle for which the engagement will executed.

Question 4. Do you currently have an incumbent RPO provider, or an ATS already set up?

RU Answer: This is a new contract for the University but we have worked with a provider in the past.

Question 5. What is the geographic scope of the request?

RU Answer: The winning vendor will be most successful with targeting candidates in the New River Valley and Southwestern Virginia area. We are open to all candidates regardless of geographical location.

Question 6. Are there any current pain points you are specifically looking to alleviate by implementing an RPO solution?

RU Answer: It is imperative that recruiting is targeted in this area and specific to Radford University to identify qualified candidates interested in working with Radford University.

Question 7. What is the compensation ranges of these roles?

RU Answer: It depends on the position but we will rely on the expertise of the winning vendor to assist in identifying benchmark salaries once a role is identified for the RPO process.

Question 8. What are the locations of these roles?

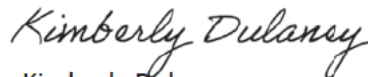
RU Answer: All roles will be based in Radford Virginia on the Radford University main campus or possibly in Roanoke Virginia with our Roanoke campus.

2. No further questions will be accepted for this RFP.

3. The due date and time remain Friday, November 19, 2021 at 3:00 pm.

Note: A signed acknowledgement of this addendum must be received at the location indicated on the RFP either prior to the proposal due date and hour or attached to your proposal. Signature on this addendum does not substitute for your signature on the original proposal document. The original proposal document must be signed.

Respectfully,



Kimberly Dulaney
Executive Director of Strategic Sourcing
Phone: 540-831-6092
Email: kddulaney@radford.edu

Name of Firm:	
Signature:	Title:
Print Name:	
Date:	

Radford University

RFP # R22-004 – Recruitment Process Outsourcing



Transparency. People. Collaboration.

Submitted to:

Radford University
Procurement and Contracts Dept.
David E. Armstrong Complex
501 Stockton St.
Radford, VA 24142-6885

Attn: Kimberly Dulaney, CPSM
(540) 831-6092
kddulaney@radford.edu

Submitted by:

Prime:

ATTAC Group, Inc.
7138 Adare Dr
New Port Richey, FL 34653
www.attacgroup.com

Dustin Chase Barr, CPBA
President
T: (858) 531-0009
cbarr@attacgroup.com

Sub:

COORS Leadership Capital
6135 Park South Dr, Ste 510
Charlotte, NC 28210
www.coorsleadership.com

Stephen Hartz, COO
800.507.6917 | 704.754.4350
sjhartz@coorsleadership.com

November 19, 2021 at 3:00 PM Local Time

ATTAC Group: DVBE/SBE: 2010056
COORS: Small, Women-Owned Business (SWaM) Cert. No.: 726120

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RFP SECTION 9.A

9.A: OVERVIEW, QUALIFICATIONS, EXPERIENCE

Provide an overview of your company including qualifications and experience in providing services outlined in this RFP. Include organizational structure, names of principles, location and other types of services offered.

ATTAC Group (prime)

ATTAC Group was formed in 2018 by a Wounded Combat Veteran, Chase Barr. During a tour of duty in Iraq, his Team encountered an IED, causing him bodily injury and to take stock of his future. Chase asked himself: How can I take the best parts of being a Marine and translate them into a business? ATTAC Group treats recruiting as a mission, managed with the same qualities found in the best of our Troops – Fearlessness, Discipline, Consistency, Courage, Commitment and Skill.

Chase started ATTAC Group to bring transparency to the market and to better serve candidates, translating into better results for our clients. We are about providing purpose-driven employment for our partners and their families. ATTAC is based out of CA, has an office in FL, and operates remotely from locations across the country.

ATTAC operates as a commercially useful function within the staffing industry. We provide Management Consulting, Project Staffing, and Recruiting for organizations of all sizes and industries.

ATTAC Group, Inc. is a C-Corporation. Our President & Founder, Dustin Chase Barr, leads the organization, followed by directors, recruitment teams, business development personnel, and account support staff.

Principle: Dustin Chase Barr, CPBA: President

ATTAC is based out of CA, with an office in FL, and remote work performed across the country, giving us boots on the ground in multiple markets.

FL: 7138 Adare Dr, New Port Richey, FL 34653

CA: 160 Paseo Vista, San Clemente, CA 92673

CA: 18012 Cowan, Suite 200, Irvine, CA 92614

ATTAC Provides Resource Process Outsourcing on the Medi-Cal Rx Project

End Client: California Department of Health Care Services

Direct Client: Magellan Rx Management, LLC

Contract Number: 1-16-65-51

Recently, ATTAC won one of the largest national contracts, providing RPO services in support of the Medi-Cal Rx project for the state of CA.

ATTAC's scope centers around building/staffing a clinical contact center for a major Pharmacy Benefit Management operation. ATTAC sources, recruits, and schedules qualified candidates for interviews with the hiring managers for direct placement. Using a consultative approach, ATTAC assists the workforce development team and hiring managers in developing staffing strategies to build their Pharmacy Benefit Management operation.

Since Feb. 2020, we have placed 528 direct-hire and contingent candidates, filling clinical, call center, IT, and operational roles.

The key to our rapid turnaround has been our ability to work with our client to identify the true needs and provide candidates not only expediently, but who are going to fit the team. We are professional profilers, rather than niche recruiters; we recognize if a person is going to fit the team dynamic or not.

Chase Barr built and trained a cross-functional team of industry experts and local talent to assist in filling these positions for the go-live date. We have been successful in large part due to Chase's ability to build strong teams that communicate, understand the mission, and work cohesively.

In addition to quick time-to-fill with quality candidates, ATTAC is bringing in a new vendor for our client to utilize for language testing. Their current vendor does not provide all the testing necessary. The new one does and costs \$24 less per language test. Finding better vendors is an additional way in which we support our clients.

Other Types of Services Offered

- Management Consulting

When ATTAC comes in, we sit down with you, and we figure out what area is causing the biggest economic issues for you. What is the biggest problem we need to solve for you right now, from a financial standpoint? We figure out how we can help solve it, and who we need to bring in to do so.

We are skilled in building project teams. For example, we know that a project team is comprised of someone who can analyze, the idea guy, the person who can take the idea and implement it, a project coordinator to support the person implementing, and the resource individual to bring in the resources, typically the leader.

When we partner with a client on their needs, we provide management consulting within human capital and the development of staff. We take a consultative approach by engaging directly with our clients, working to identify key issues and find the root causes.

Is there a specific pain point in terms of talent acquisition, whether it is recruiting, training, retention, engagement? We support our clients not only with their recruiting,

but we also train and develop the managers and executives on how to identify talent, engagement strategies for retention, staff planning, professional development, and specialized training.

For our largest client, Magellan Health, we developed a certified pharmacy technician training pilot program within a pharmacy benefits management call center. This program was designed to reduce attrition from the lowest levels of the call center by providing a certification program for upward mobility within the company, saving money on excess recruiting.

- **Contingent Staffing of All Positions**
As the employer, ATTAC maintains all necessary personnel and payroll records.
Employer of Record
Payrolling
Onboarding
Background Checks
I-9 / E-Verify
Drug Screening
Health, Vision, Dental, and 401K Benefits (optional benefits which vary by contract)
- **Recruiter Consultants** – We provide recruiters to a client in-house to perform the recruitment and to train staff on recruitment policies and procedures that will lead to quicker and higher-quality placements.
- **Direct Hire, including Executive Search**

COORS and Associates, INC. dba COORS Leadership Capital (COORS) (sub)

COORS brings vast human resources recruitment and development experience in academia. For over 22 years, COORS has provided retained executive search and leadership development to the academia and healthcare industries. COORS is a certified SWAM in Virginia as a women owned, service-disabled veteran run organization. COORS is a vendor within the Virginia Education system, providing executive retained search and leadership development to the University of Virginia via a 10-year Master Service Agreement. We are an approved vendor in the eVA system. COORS is a soft mentor to ATTAC in the Education space, while ATTAC is an expert at RPO.

Started in 1999 by Cheryl Coors, COORS is a full-service recruitment and consulting firm with a core area of focus being academia. COORS has grown and developed our recruiting niche within the academic arena and has added various consulting services to assist our clients with improving organizational effectiveness, communication, executive leadership, profitability, and the professional growth of their people. The greatest testament to COORS' professionalism, service and success is that over 97% of our business is repeat and referral business from satisfied clients.

Throughout our recruitment process, candidates and clients are treated with the utmost respect and professionalism. We develop a thorough understanding of our client's

organizational culture and mission, as these elements are as essential as the job specifications in recruiting for any position. COORS recognizes that the recruiting process changes lives, the lives of the new hire, the lives of those in the organization, and the lives of those in the community the organization serves. COORS is committed and dedicated to making the right fit, and in doing so, making a positive change for all.

Organizational Structure: S-Corp

Principle: Cheryl Coors: Owner & CEO

Offices in Charlotte, NC; Virginia Beach; and Alexandria, VA

Other Types of Services Offered

- Leadership Training

COORS can provide several coaches and trainers who have taught and implemented training, organizational development, coaching, and facilitation initiatives during their time in the military and civilian employment. This service will help you improve your organization.

We approach this scope of work with Certified Behavioral Analysts who use a series of different assessments that focus on behavioral style, driving forces and emotional intelligence to establish a base line of the organization. Additionally, we conduct a two-day onsite assessment to learn and determine the culture of the organization and individual departments to develop a comprehensive plan with senior leadership to address concerns in organizational development, leadership, communication, strategic planning, and succession planning. Typically, we provide one to two Courses of Action (COAs) to meet the goals and desires of the team.

Each course of action always begins with a baseline training of all team members in the concepts of High Reliability, to ensure all members of the team have been given the same baseline training and education.

We utilize the following:

- TRIMETRIX EQ assessments
 - 360 Evaluations
 - High Reliability Training (HRO) focused on organizational culture and transformation.
 - Focus Groups
 - Virtual and In-Person lectures and exercises
- Interims – Temporary Placement of Executives
 - Retained Executive Search

9.A: RECRUITMENT STRATEGY

Provide a Recruiting Strategy that you Employ.

1) INTAKE MEETING & STRATEGY DEVELOPMENT

- a. Thorough intake meeting with key stakeholders. We are experts at asking the right questions to understand the need behind the need for proper strategy development and solutioning.

Stephen Hartz, the COO of COORS, graduated from Virginia Tech University and knows the area very well. Stephen's local understanding of the community and the housing will be an asset to our partnership with Radford.

- b. Radford will be assigned a single point of contact (POC)/project manager. All of Radford's needs will funnel through the POC, who will distribute them to the teams for fulfillment.
- c. POC will intake Radford's needs, and changing priorities, as they arise. POC will continually work with Radford stakeholders in a consultative capacity to evolve strategy for continuous improvement.
- d. POC will work with Radford to develop job descriptions and job/dept-specific value propositions. POC will obtain approval by Radford on role descriptions before sourcing.

2) RECRUITMENT

Our recruiters work together like an assembly line to streamline the process. All members of the project team are involved in the recruitment of each candidate. This method is efficient and effective. One person focuses on sourcing, another focuses on screening and interviewing, another on the client interview. All collaborate with each other to support the team's efforts, the candidate, and the client. Our processes incorporate Lean and Six Sigma methodologies.

a. SOURCING & AI MATCHING (HUNT & FARM)

Our Project Coordinators deploy targeted recruitment processes, utilizing LinkedIn/Indeed/Networking to find qualified candidates – locally, regionally, and nationally.

We use AI matching software connected to our LinkedIn to focus our searches and find the right talent that is open to opportunities in the job market.

AI takes the job description and the skills required and allows you to designate which is more important – job description, or skills, or somewhere in the middle. It comes back with top candidates, each with a percentage at which they match the criteria. The candidates are ranked in a list by the level at which they match the desired job description and skills.

b. TESTING (VALIDATE)

Narrow down initial applicant pool via testing.

Testing will be per Radford's requirements and/or for ATTAC/COORS' candidate gauging purposes of both technical and general business skills. TestGorilla is an assessment tool we use.

TestGorilla tests five areas, examples of which include: personality, analytics, excel, administration, and job-specific assessments. Each test is performed with the camera on the candidate, to ensure integrity. The program takes all the information from the five assessments, breaks it down, analyzes it, and creates a profile for the candidate, providing valuable insight into their areas of strength, personality, and what type of hiring manager they will fit well with.

Project Coordinators will review the data and decide which candidates to move forward in the process. They will contact those candidates to set up interviews with the Recruiters.

c. FIRST PASS (ALIGNMENT & INTEREST)

Phone Interview: Our Recruiters will spend time with each candidate to explain everything about the role, including team dynamics, role objectives, and background on Radford University. We will analyze responses to key questions presented by the Radford hiring manager and align the candidate's skills and history to ensure a good fit for the position.

If the Recruiter believes the candidate is a possible match, they will request them to complete our Candidate Summary Sheet. This tool prompts the candidate to showcase their experience and accomplishments directly related to the role. It provides a full synopsis of the individual, beyond the resume. This template is below for your reference.

Candidate Summary Sheet:

- *Summary of background as it relates to the job description*
If a candidate wishes to talk about something that is not in their resume, they can do so here.
- *Interpersonal skills*
What do they think of themselves? This is an effective way to find out about their persona. What is their state of mind right now? How do they collaborate with the team? Are they a communicator? These are the types of skills interpersonally that build relationships within a company.
- *Reasons for leaving last three positions*
This is to understand if they were terminated or laid-off, or if they resigned; and if so, the circumstances. This is also to get their take for comparison to the information provided by their previous employers during employment verification.
- *Education/certifications*

In addition to earned degrees and certifications, is there anything they want to work toward? Are they looking for professional development within this space but have yet to do it? This gives the employer an idea of where the individual's mindset is and what they are looking for.

- *Tools and Applications*

What systems/applications/software have they utilized in the past? What technologies are they using now? The goal here is to align them with the systems on the job description and what the client is looking for in terms of the candidate's technical capacity.

- *Notable achievements*

These are accomplishments that saved the company money, made the company money, or streamlined a process. By specifying actions and the results, the candidate can monetize their significant contributions.

Candidate Summary Form:

Candidate Profile	
<i>Position Applying For:</i>	
<i>Name:</i>	
<i>Industry:</i>	
<i>Compensation:</i>	
<i>Availability:</i>	

Candidate Summary

Please discuss a summary of your background as it relates to the job description. As well, discuss anything you feel necessary or pertinent that is not in your resume.

Interpersonal Skills: |
Reason for Leaving: | List the positions if applicable....

Qualifications
<i>Education/Certifications</i>
<ul style="list-style-type: none"> • Please include degree & any certifications you have received or will receive
<i>Tools / Application Experience</i>
<ul style="list-style-type: none"> • i.e. Microsoft Suite • i.e. Salesforce
<i>Notable Achievements</i>
<ul style="list-style-type: none"> • i.e. <ul style="list-style-type: none"> ○ Reduced Average Call Work (ACW) by 50% through daily focus meetings, recognition programs, team challenges, and once on one CCR coaching sessions.

d. SECOND PASS (CONFIRM & CLEAR)

Once the candidate has completed the Candidate Summary Sheet, the Recruiter reviews it with them.

The Recruiter proceeds to conduct an in-depth behavioral- and competency-based interview to further analyze and confirm the match from the standpoints of technical skills, general business skills, leadership qualities (as applicable), and cultural fit. Recruiter will ensure candidate's answers remain consistent and aligned with the position and Radford's interests. At ATTAC, we are professional profilers, rather than niche recruiters.

3) DIRECT TOP CANDIDATES TO APPLY THROUGH UNIVERSITY'S HR APPLICATION PORTAL

At the onset of each search, we will post the job in your system, as well as on job boards and within our various recruitment channels. To not clog up your system, we will perform our sourcing, testing, and screening through our applicant tracking system, Ceipal. Once a candidate is identified as a potential match, we will direct them to apply directly within your system, so they become part of your database. Candidates can be directed to your system earlier in the process if desired. We will make sure the candidates supply any required documentation with their application, such as their resume.

For each candidate we submit for review, we will also provide the hiring manager their Candidate Summary Sheet, TestGorilla profile, and recruitment notes.

4) FACILITATE INTERVIEWS

ATTAC/COORS will facilitate all interview logistics, utilizing hiring managers' calendars or other resources available.

ATTAC/COORS will support Radford as requested in preparation for each interview, familiarizing Radford on the candidate's background. We will also help prepare each candidate, for the most effective use of everyone's time.

We will keep candidates informed of the interviewing process and close out unsuccessful candidates to maintain positive public relations for all parties.

5) REFERENCE CHECKS

Reference checks are comprised of both behavioral and situational questions, which can be tailored to the specific needs and goals of Radford. ATTAC/COORS will perform three reference checks per finalist candidate, conducted as a 30-minute phone interview.

1. Request three professional references from candidate
2. Prepare questions

3. Contact each reference to arrange a telephone meeting
4. Evaluate reference checks
5. Summarize feedback and send to the hiring manager

Standard Reference Check Questions

(These questions will vary based on the position and specific needs for each role, but generally, we follow this format.)

1. When did X work at your company and what was their title?
2. In what capacity did you work with X?
3. Describe X's character.
4. Describe X's job performance.
5. How well did X work under pressure?
6. Why did X leave your company?
7. What were X's main responsibilities?
8. How did X respond to feedback?
9. Name two or three of X's strengths & weaknesses
10. What skills could X further develop?
11. Describe a time when X managed conflict between team members.
12. Do you think X could take on a more senior role? Why or why not?
13. Given the opportunity, would you rehire X?

6) OFFER AND NEGOTIATION

We support our clients in the negotiation of salaries and relocation packages (as applicable). We have a strong hire retention rate in finding people outside the general areas. Magellan Health is a client of ATTAC Group's for whom people have moved from Louisiana, Los Angeles, and other locations to assume roles in Sacramento.

7) MANAGE OR PERFORM BACKGROUND CHECKS, EMPLOYMENT/EDUCATION/I9 VERIFICATION & DRUG SCREEN

Manage: We will facilitate and manage these items on behalf of Radford.

Perform: At Radford's request, we will perform these items, in the manner specified below:

We use a third-party vendor, such as Universal Background. We load the candidate into their portal and request to run a full background check and drug screening. A notification is sent to the candidate, and they are requested to fill out an application. Once the application is complete, the candidate receives a notification that they have 48 hours to take the drug test.

BACKGROUND CHECKS

- Social security
- Known aliases
- I9 verification through E-Verify.

Criminal Background Searches

- National criminal jurisdiction
- Criminal record
- Federal district and national sex offender

Civil Record Check

- National sanctions search—terrorists, narcotics trafficker
- Fraud, waste, and abuse sanctions
 - FACIS Level 3, specific to healthcare
 - Medicaid/Medicare fraud
 - Searches conducted: OIG, DEA, FDA, Tricare

Record Checks

At the client's request, we can run the following through the third-party vendor:

- Credit check
- Driver's license history

EMPLOYMENT VERIFICATION

We verify the most recent seven years' employment history, or that specified by the client. A third party contacts all employers the candidate has identified as can be contacted. If an employer is marked as do not contact, we ask for documentation from the candidate, such as W2s (redacted to show only the information necessary), 1099s, or paystubs.

If there is any mismatch in a job title or dates employed, we give the candidate a chance for correction by requesting the documentation listed above. If a significant mismatch remains, this is an integrity issue, and the candidate will be dismissed from the process. If the client offers leniency in this regard, this will be a consideration, and the candidate may be allowed to proceed.

EDUCATION VERIFICATION

- Candidate identifies their highest level of education achieved.
- A Student Clearinghouse Search is performed for verification.

If there is a mismatch, we will be asked to review it. We request documentation from the candidate, such as a copy of their high school diploma, college transcripts, or a copy of their college diploma (as appropriate). We will determine the mismatch and ask the candidate for justification, as we value integrity. If the candidate does not provide sufficient justification, they will be dismissed from the process.

Professional Licensure (as applicable):

We check all LLR (Labor Licensing Regulation) boards for any sanctions or disciplinary actions.

ADJUDICATIONS

ATTAC performs adjudication on a candidate's education or any criminal background checks to ensure they are suitable for the role. We use common sense and internal protocols in adjudicating to determine who we allow to proceed in the process. Regarding certain background checks, the candidate must explain what happened, when it happened, and why. We look for remorse. If the incident was a one-time occurrence and the candidate provides a good explanation, is apologetic, and is trying to better their life, we may move forward.

Radford will be apprised of any adjudications. If you wish to adjudicate a claim or the background check, we are happy to include your security team on any final adjudication and will provide the justifications received from the candidate.

DRUG SCREEN

We use a 10-panel drug test:

- Five major drug categories
- Five additional categories, such as benzodiazepines

The drug test can be per the client's requirements, for both the manner of test (urine, blood, hair, nail) and the drugs tested.

The test is performed pre-employment only, unless random testing is required by Radford.

9.A: REPRESENTING THE UNIVERSITY

Discuss how you will represent the University and Southwest Virginia to recruit qualified candidates.

During the initial intake meeting, we will discuss with Radford the value proposition for working for the University. We will use this intelligence to develop a general statement to represent the University and Southwest Virginia in recruiting qualified candidates. Our marketing strategy will present our understanding of your values and mission, as gleaned from collaboration with you.

We will also work with the various departments to uncover the underlying dynamic in each team. Who are our placements going to be working with? What's the team like? What will their potential for growth be within their career? This knowledge will inform a value proposition for each position/department, which will complement the overall message.

Our general understanding at this point for marketing to qualified candidates is:

Radford University can be seen as the Jewel of the New River Valley. It is a beautiful campus on the New River, in a community that has been bolstered by significant capital investment over the last decade. Radford is a good school, in an area with a relatively low cost of living. It's part of the new river valley tech corridor, which is largely into science. The only smart room in the country is nearby.

Radford's main campus offers easy access to popular surrounding areas. It is situated 45 miles south of Roanoke, the largest commercial city in Southwest Virginia and the home of Radford's second campus. It is off major arteries 81 and 85, two hours from Charlotte, and 1.5 hours from Bristol, TN.

Come find your sparkle with us, and contribute to providing a quality, higher education to our students.

9.A: CONFLICT OF INTEREST POLICY

Describe your company's Conflict of Interest policy relative to multiple client organizations and the same candidates.

ATTAC and COORS ensure that any candidate provided to Radford will not be utilized for other clients. Candidates are not utilized to mass fill positions across a continuum of clients, as both ATTAC and COORS are seeking the best qualified for the position, but more importantly, the best cultural fit for the organization.

9.A: RECORD OF RPO SUCCESS

Provide your record of success with the RPO process such as number of positions filled and the amount of time it took to fill positions based on similar organizations.

ATTAC provides RPO services on the Medi-Cal Rx Project.

Within eight months of the contract commencement in Feb. 2020, we placed 450+ candidates in operational, clinical, IT, and support roles to build and stand up a clinical contact center for a major Pharmacy Benefit Management operation. Roles ranged from directors to customer service associates. Some positions had been open for 100+ days and were filled by ATTAC within multiple weeks.

By being flexible and creating ways for our client to save money, we were able to save Magellan \$2.2MM in Year One on their hiring process.

On October 25, 2021, we were given 48 direct hire requests under this contract to fill within three months. We have filled 18 in less than a month. We should have the remainder filled by Jan. 1, 2022. These positions include multiple and singular roles of the following:

- Billing Specialist
- Lead Clinical Pharmacist Reviewer
- Lead Business Systems Analyst
- Sr Technical Writer
- Director, Clinical Pharmacists
- Sr Data and Integration Engineer
- IT Production Operations Specialist Associate
- Sr Quality Specialist Remote
- Customer Care Supervisor
- Provider Relations Manager
- Pharmacy Network Administrator
- Manager, Customer Care
- Sr Workforce Planning Specialist
- Workforce Planning Analyst
- Lead Clinical Pharmacist Reviewer
- Business Intelligence Specialist
- Supervisor, Rebates
- HR Business Partner
- Business Analyst
- Business Analyst II
- Supervisor, Clinical Pharmacy Technicians (Overnight)
- Supervisor, Clinical Pharmacy Technicians
- EMR/HER Developer
- Sr Accountant
- Clinical Pharmacist

We are also tasked with filling 130 Customer Care Associate roles requiring competency testing of 86 languages.

RFP SECTION 9.B

9.B PRICING

Provide a pricing table that outlines costs structure, preferably a flat fee that represents a tiered pricing structure representative of the position. Itemize any fees, expenses and optional costs separately. Outline payment terms and process for the positions that are not filled by company.

Option 1: RPO Model.

\$50K per month plus 10% of the annualized salary per placement.

The monthly fee is to provide a guaranteed, full-time team dedicated to this contract.

Included:

- Travel for Candidates (to include transportation, lodging, rental car, fuel, baggage, daily per diem rate based on GSA rates).
- Background Checks/Employment, Education & I9 Verification/Drug Screens (as requested by Radford).

This option recommended:

The True RPO model will provide you with a dedicated team to support Radford throughout the duration of the contract and ensure continuity between hiring managers and recruiters. We become more effective through the relationships we build and want to ensure transparency and collaboration is at its highest.

Option 2: Contingent Recruiting Model.

No monthly fee.

Tiered model based on annualized salary per placement:

\$0 - \$100k = \$20K

\$100 – \$200K = \$40K

\$200 – \$300K = \$60K

Billed Separately:

- Travel for Candidates (to include transportation, lodging, rental car, fuel, baggage, daily per diem rate based on GSA rates).
- Background Checks/Employment, Education & I9 Verification/Drug Screens (as requested by Radford).

RFP SECTION 9.C

9.C: REFERENCES

Provide four (4) references, either educational (preferred) or governmental, for whom you have provided the type of services described herein. Include the date(s) services were furnished, the client name, address, and the name and phone number of the individual Radford University has your permission to contact.

Reference I – ATTAC Group

End Client: California Department of Health Care Services

Direct Client: Magellan Rx Management, LLC

Address: 4800 N Scottsdale Rd #4400, Scottsdale, AZ 85251

Contact: Matthew Gay, Human Resources Business Partner

Phone: 704-497-1310

Dates of Service: 02/2020 – 12/2029

Description: Resource Process Outsourcing, direct hire, and contingent staffing. IT, Operational, Clinical, Clerical, and Administrative roles placed.

Reference II – ATTAC Group

Organization: California Mental Health Services Authority

Address: 3043 Gold Canal Dr Ste 200, Rancho Cordova, CA 95670

Contact: Laura Li, Chief Administrative Officer

Phone: (279) 234-0700

Dates of Service: 7/2021-Open

Description: Supporting CalMHSA on their project staffing and internal needs. CFO and Executive Assistants placed.

Reference III – ATTAC Group

Organization: City of Santa Maria, CA

Address: 1111 W Betteravia Rd, Santa Maria, CA 93455

Contact Person: Michael Haberkern

Phone: 661-243-7490

Dates of Service: 7/2021-7/2026 (one year with four renewal option years)

Description: Specialized IT contingent and project staffing; direct hire for hard-to-fill positions. Astro P25 Technician (highly specialized) placed.

Reference IV – ATTAC Group

Organization: Marion County, FL

Address: 521 SE 26th Ct, Ocala, FL 34471

Contact Name: Robyne Fraize, Asst. Human Resources Director

Phone: 352-438-2351

Dates of Service: 10/1/21 – 12/31/26 (one year with four renewal option years)

Description: Providing administrative contingent staffing thus far.

Reference I - COORS

Organization: University of Texas Southwest

Address: 5323 Harry Hines Blvd. Dallas TX 75390

Contact Name: Bill Behrendt, Former CHRO

Phone: 214-766-4489

Dates of Service: 1/01/2013 – Present – conducted over 36 searches during the period and have an MSA with UTSW

Reference II - COORS

Organization: Naples Community Health

Address: 350 7th Street North Naples, FL 34102

Contact Name: Paul Hiltz, CEO

Phone: 239-624-4002

Dates of Service: Have worked with Paul for over 15 years across multiple organizations and have conducted over 15 searches, interims, and leadership development.

RFP SECTION 9.D

9.D: SWaM PARTICIPATION

Participation of Small, Women-owned and Minority-owned business (SWaM) Business: If your business cannot be classified as SWaM, describe your plan for utilizing SWaM subcontractors if awarded a contract.

ATTAC Group, Inc. will subcontract services to COORS and Associates, Inc. dba COORS Leadership Capital (COORS), a SWaM organization.

COORS will participate in strategy development, place Radford's director and higher-level positions, be available for onsite support, and assist ATTAC with lower-level placements based on Radford's needs.

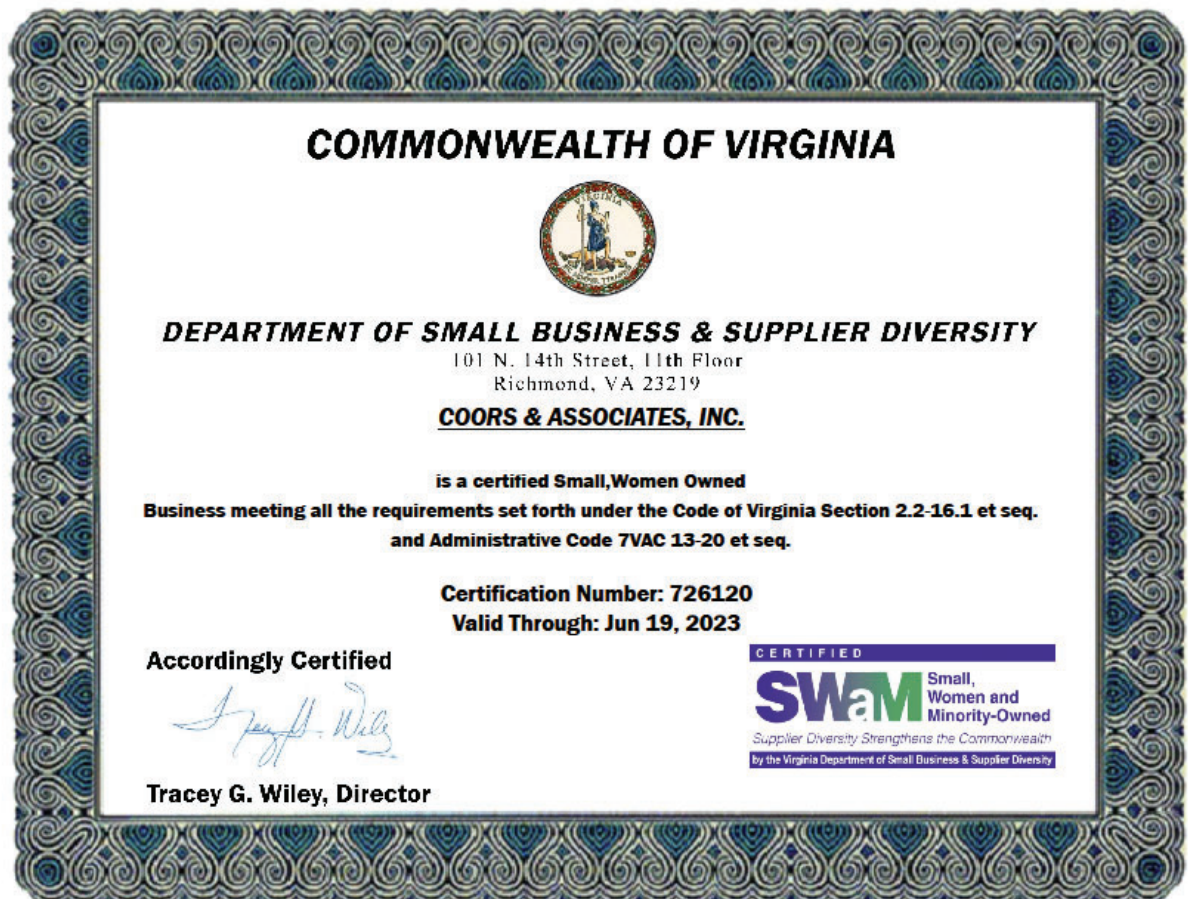
Describe your ability to provide reporting on SWaM subcontracting spend when requested.

ATTAC is able to provide reporting on subcontracting spend within 48 hours of a request by the University.

COORS will perform the percentage of the contract required per Radford Procurement, or more.

If your firm or any business that you plan to subcontract with can be classified as SWaM, but has not been certified by the Virginia Department of Small Business and Supplier Diversity (SBSD), it is expected that the certification process will be initiated no later than the time of the award. If your firm is currently certified, you agree to maintain your certification for the life of the contract. For assistance with SWaM certification, visit the SBSB website at <http://www.sbsd.virginia.gov>.

COORS is a certified Women-Owned Small Business with the Virginia Dept of Small Business and Supplier Diversity and agrees to maintain this certification for the life of the contract. This certificate is included on the following page for your reference.



ATTACHMENTS

INFORMATION/SIGNATURE PAGES

REQUEST FOR PROPOSAL (RFP)
RFP # R22-004

GENERAL INFORMATION FORM

QUESTIONS/INQUIRIES: All questions/inquiries for information regarding this solicitation should be directed to:

Name: Kimberly Dulaney, CPSM
Phone: (540) 831-6092
Email: kddulaney@radford.edu.

Written questions to be submitted via email no later than: **November 4, 2021** Eastern Time

DUE DATE: Proposals will be received until **November 19, 2021** up to and including 3:00 PM Eastern Time

LATE PROPOSALS: To be considered for selection, proposals must be received by Radford University's Procurement and Contracts Department by the due date and time identified in this solicitation document. The official time used in documenting the receipt of proposals is that time identified on the automatic time stamp machine located in the Procurement and Contracts Department in the David E. Armstrong building on the main campus of Radford University. Proposals received in the Procurement and Contracts Department after the date and time designated are automatically deemed non-responsive and will **not** be given consideration. The University is **not** responsible for delays in delivery conducted by the U.S. Postal Service, private couriers, or the intra university mail system. **It is the sole responsibility of the Offeror to ensure their proposal reaches the Procurement and Contracts Department at Radford University by the designated date and time.**

ADDRESS: Proposals should be mailed or hand delivered to:

Radford University, Procurement and Contracts Department
P. O. Box 6885 (if via mail)
David E. Armstrong Complex, 501 Stockton St. (if via courier)
Radford, VA 24142-6885.

Identify the envelope package as instructed in **Attachment A** – Terms and Conditions.

UNIVERSITY CLOSINGS: If the University is closed as a result of an act of God or an emergency situation, the University's website shall post notices of said closings. It is the responsibility of the vendor to check the website at www.radford.edu for said notifications. If the University is closed on the day proposals are due, proposals will be accepted same time the next scheduled business day the University is open. If the University is closed on the day of a scheduled pre-proposal conference a written addendum will be issued to officially reschedule the conference.

TYPE OF BUSINESS: (Please check all applicable classifications). In order to qualify for assigned Small, Women and Minority (SWaM) points your business must be certified by the Virginia Department of Small Business and Supplier Diversity (SBSD), provide your assigned SBSB certification number. For assistance with SWaM certification, visit the SBSB website at <https://www.sbsd.virginia.gov/>

_____ **Large**

☒ **Small business** – A business that is at least 51% independently owned and controlled by one or more individuals who are U.S. citizens or legal resident aliens, and together with affiliates, has 250 or fewer employees, or average annual gross receipts of \$10 million or less averaged over the previous three years. One or more of these individual owners shall control both the management and daily business operations of the small business.

_____ **Women-owned business** – A business that is at least 51% owned by one or more women who are U.S. citizens or legal resident aliens, or in the case of a corporation, partnership, or limited liability company or other entity, at least 51% of the equity ownership interest is owned by one or more women who are citizens of the United States or legal resident aliens, and both the management and daily business operations are controlled by one or more women.

Minority-owned business – A business that is at least 51% owned by one or more minority individuals who are U.S. citizens or legal resident aliens, or in the case of a corporation, partnership, or limited liability company or other entity, at least 51% of the equity ownership interest in the corporation, partnership, or limited liability company or other entity is owned by one or more minority individuals who are U.S. citizens or legal resident aliens, and both the management and daily business operations are controlled by one or more minority individuals, or any historically black college or university, regardless of the percentage ownership by minority individuals or, in the case of a corporation, partnership, or limited liability company or other entity, the equity ownership interest in the corporation, partnership, or limited liability company or other entity.

COMPANY INFORMATION/SIGNATURE: In compliance with this Request for Proposal and to all the conditions imposed therein and hereby incorporated by reference, the undersigned offers and agrees to furnish the goods or services in accordance with the attached signed proposal inclusive of all addenda, if applicable, and as mutually agreed upon by subsequent negotiation.

FULL LEGAL NAME (PRINT) (Company name as it appears with your Federal Taxpayer Number) ATTAC Group, Inc.		FEDERAL TAXPAYER NUMBER (ID#) [REDACTED]	
BUSINESS NAME /DBA NAME/TA NAME (If different than the Full Legal Name)		BILLING NAME (Company name as it appears on your invoice) ATTAC Group, Inc.	
PURCHASE ORDER ADDRESS 7138 Adare Dr New Port Richey, FL 34653		PAYMENT ADDRESS 7138 Adare Dr New Port Richey, FL 34653	
CONTACT NAME/TITLE (PRINT) Dustin Chase Barr/President		EMAIL ADDRESS cbarr@attacgroup.com	
TELEPHONE NUMBER (858) 531-0009	TOLL FREE TELEPHONE NUMBER currently unavailable	FAX NUMBER (727) 255-5301	EVA VENDOR ID NUMBER VS0000327553 VIRGINIA STATE CORPORATION COMMISSION REGISTRATION NUMBER Application filed. Will be registered with VA shortly. Please see receipt attached, thank you.

I acknowledge that I have received the following addenda posted for this solicitation.

1 ☒ 2 _____ 3 _____ 4 _____ 5 _____ 6 _____ (Please check all that apply.)

SIGNATURE: _____

DATE: 11/17/21

**COMMONWEALTH OF VIRGINIA
STATE CORPORATION COMMISSION**

Office of the Clerk

Kenneth S Stowell
5800 Westlake Dr
New Port Richey, FL 34653

RECEIPT

Work Order Number: 202111172174336

Date: 11/17/2021

Payment(s) Submitted:

Payment Type	Check/Ref No.	Amount
Credit Card	██████████	\$175.00
Total Amount:		\$175.00

Transaction(s) posted to this receipt:

Type of Filing	Entity Name	Amount
Application for a Certificate of Authority to Transact Business in Virginia	ATTAC Group, Inc.	\$75.00
Next Day		\$100.00
Total Amount:		\$175.00

The requested filing/request has been sent for review. An email will be sent once the review is complete.

This receipt acknowledges payment only and does not constitute acceptance of transactions submitted with the payments listed above.

ADDENDUM 1



Addendum Number One (1)

Date: November 5, 2021

Reference Request For Proposal Number:	R22-004
Commodity:	Recruitment Process Outsourcing (RPO)
Dated	October 22, 2021
For Delivery To:	Radford University Agency, Commonwealth of Virginia 501 Stockton Street Radford, Virginia 24142
Proposal Due Date/Time:	November 19, 2021, 3:00 pm

1. The following questions have been received in response to the aforementioned RFP:

Question 1. Do you have description on the roles you would include in this RPO program?

RU Answer: The types of roles will be primarily mid-level management such as Directors, Associate Directors, Managements and other non-academic roles. For example, we've recently engaged services for the roles of Associate Controller, Director of Capital Construction and Information Security Officer.

Question 2. Do you have the volume per role?

RU Answer: No, the scope of work will be negotiated based on the terms of the contract award as a result of this solicitation and will be specific to the role for which services are being requested.

Question 3. How many positions are you looking to fill in the 1-year period of the contract?

RU Answer: Unknown at this time. This will be an on-demand contract. Each position will be discussed in detail with the winning vendor prior to engagement with the terms negotiated during this RFP being the vehicle for which the engagement will executed.

Question 4. Do you currently have an incumbent RPO provider, or an ATS already set up?

RU Answer: This is a new contract for the University but we have worked with a provider in the past.

Question 5. What is the geographic scope of the request?

RU Answer: The winning vendor will be most successful with targeting candidates in the New River Valley and Southwestern Virginia area. We are open to all candidates regardless of geographical location.

Question 6. Are there any current pain points you are specifically looking to alleviate by implementing an RPO solution?

RU Answer: It is imperative that recruiting is targeted in this area and specific to Radford University to identify qualified candidates interested in working with Radford University.

Question 7. What is the compensation ranges of these roles?

RU Answer: It depends on the position but we will rely on the expertise of the winning vendor to assist in identifying benchmark salaries once a role is identified for the RPO process.

Question 8. What are the locations of these roles?

RU Answer: All roles will be based in Radford Virginia on the Radford University main campus or possibly in Roanoke Virginia with our Roanoke campus.

2. No further questions will be accepted for this RFP.

3. The due date and time remain Friday, November 19, 2021 at 3:00 pm.

Note: A signed acknowledgement of this addendum must be received at the location indicated on the RFP either prior to the proposal due date and hour or attached to your proposal. Signature on this addendum does not substitute for your signature on the original proposal document. The original proposal document must be signed.

Respectfully,


Kimberly Dulaney

Kimberly Dulaney

Executive Director of Strategic Sourcing

Phone: 540-831-6092

Email: kddulaney@radford.edu

Name of Firm: ATTAC Group, Inc.	
Signature: 	Title: President
Print Name: Dustin Chase Barr, CPBA	
Date: 11/13/21	



Negotiation Points

Radford University RFP #R22-004

ATTAC Group Inc
Attn: Chase Barr
7138 Adare Dr
New Port Richey, FL 34653

Dear Mr. Barr,

Thank you for submitting a proposal and talking with me in response to the subject RFP.

As allowed in Section 10.B.– *Award of Contract*, of the subject RFP, the University is conducting negotiations. We are requesting a response to the negotiation questions listed below.

GENERAL QUESTIONS AND CLARIFICATIONS:

1. **RADFORD UNIVERSITY:** The University is seeking a vendor that can provide a talent pipeline for candidates to submit applications to the University for identified positions. It is the expectation that this contract will provide the opportunity for your firm to recruit on our behalf and, confirm the candidate is qualified, then instruct the candidate to submit an application and required documents through the University on-line portal. Radford University will then determine if an interview will take place, placing the candidate in our applicant pool with other candidates. Are you able to provide this type of service?

YES

2. **RADFORD UNIVERSITY:** Do you agree that the University cannot guarantee a fixed amount of business and these services will be in an on-demand, as needed format?

YES

3. **RADFORD UNIVERSITY:** What areas of talent are you specialized in recruiting?

We specialize in providing Talent Solutions (Recruiting Process Outsourcing, Executive Search, Direct Hire, Temp/Temp to Hire and Consultants) for clients in all industries for Finance & Accounting, Information Technology & Engineering, Human Resources & Administration, Operations, and Healthcare (Clinical & Operational).

4. **RADFORD UNIVERSITY:** Please outline your payment expectations if your payment terms vary from net 30 upon receipt of invoice. How will you invoice?



Negotiation Points

Payment Terms: Net 30 payment Terms Billed on first day of candidates start date.

Net 15 – Paid within 15 days of receipt, ATTAC Group, Inc. will provide a 1.5% discount on fee.

ATTAC Group invoices the client on the Date Candidate starts with Radford University. Each invoice is sent via QuickBooks electronically with Invoice PDF attached.

5. **RADFORD UNIVERSITY:** Please provide your final pricing proposal if anything in these negotiations affect the pricing you previously submitted. Complete the Pricing Summary included with these negotiation questions.

6. **RADFORD UNIVERSITY:** Are you in agreement the terms and conditions as published in the RFP solicitation shall govern the contract if a contract is awarded to your company?

YES

7. **RADFORD UNIVERSITY:** If awarded a contract do you agree the standard two-party contract made available in the RFP document will be the only document used to award the contract? If your response is no, provide any additional forms or documents that you will require to be incorporated into the contract document.

YES

8. **RADFORD UNIVERSITY:** Do you agree that the initial contract is for a period of one year?

YES

9. **RADFORD UNIVERSITY:** Upon completion of the initial contract period, does ATTAC Group Inc agree that the contract may be renewed by Radford University upon written agreement by both parties for four (4) one-year renewals, under the terms of the current contract?

YES

10. **RADFORD UNIVERSITY:** Please state you agree that if awarded a contract, all sections identified in your proposal as **proprietary and confidential** can be made public since Radford University is a state agency and our records are available for public review.

YES

11. **RADFORD UNIVERSITY:** Are you registered with and willing to participate in the eVA



Negotiation Points

internet procurement solution described in the terms and conditions of the RFP?

YES, we are registered.

- 12. RADFORD UNIVERSITY:** Do you agree to become a certified SWaM vendor with the Virginia Department of Small Business and Supplier Diversity and maintain that certification throughout the term of this contract (if applicable)?

YES

- 13. RADFORD UNIVERSITY:** Do you agree that you will be performing services as an Independent Contractor, Company, Corporation or other business entity and are not an employee of Radford University or any other Commonwealth Entity?

YES

- 14. RADFORD UNIVERSITY:** Are the prices for all goods/services listed in your proposal inclusive of all applicable eVA system transaction fees?

YES

- 15. RADFORD UNIVERSITY:** If awarded a contract, identify all employees that will be working with Radford University to achieve the requirements of the contract.

Chase Barr, President. Steven Brewer, Sr. Project Coordinator. Kristy Sotelo, Sr. Business Relationship Manager & Kailee Hermanson. Subcontractor: Coors Leadership Capital.

- 16. RADFORD UNIVERSITY:** Please list any expectations you have of Radford University should you be awarded the contract.

We are seeking a true transparent partnership with Radford. Collaboration is key to ensure a timely and seamless process when recruiting for positions.



Negotiation Points

ATTAC Group, Inc

Chase Barr
Print Name

President
Title


Signature

01/10/2022
Date