

**ARKANSAS TECH UNIVERSITY  
Purchasing Department  
Young Building East End  
203 West O Street  
Russellville, AR 72801-2222**

November 10, 2014

**ADDENDUM NO. 4**

To: Prospective Respondents  
From: Purchasing Department  
Subject: Request for Proposal No. 14-149 Professional Temporary Staffing

Additional questions:

1. **What is the total annual spend (in dollars) for temporary spending?**  
None, we have not done this before
2. **How many temporaries do you use in a calendar year?**  
On this level (professional) none
3. **Are direct placements within the scope of this RFP?**  
No, a Professional Search will be done
4. **What are the specific skill sets ( job titles) you are looking to have provided?**  
Job title to be temporarily filled is VP for Academic Affairs
5. **Are there any geographic expectations to a provider (onsite/local office)?**  
Local – Russellville, AR
6. **Please confirm that the award will be exclusive**  
One award will be made, no exclusive rights
7. **Would we have direct access to hiring managers, or would request be generated by a single entity ( like H.R.) or a VMS type system?**  
This decision will be made by the President and VP for Administration and Finance