

Contact Information for Temporary Staffing Vendors

All Temporary Staffing vendors listed below received contracts based on a competitive process. Therefore, each department is free to select the vendor with which they would like to work with by using the information below. Note: State agencies will still be permitted to separately compete through a new RFP any large-scale Temporary Staffing needs.

Once you have selected a vendor create a Job Description with required duties. Send the Job Description to the vendor to determine the Resource's Staffing Category as shown on Appendix D of the Master Agreement. The Agency and the Vendor must agree upon the Resource's Staffing Category in writing and in advance of work performance. Once in agreement the Job Description will need to be revised to include the Staffing Category agreed upon, the hourly rate, multiplier and total bill rate.

To create a Delivery Order with the vendor you selected below you can click on the "how to" link below and follow the advantage instructions. **PLEASE NOTE: Each Delivery Order must have the completed Job Description and a BP37TEMP form attached.** The BP37TEMP form can be found on Purchases website

<http://www.maine.gov/purchases/info/forms.html>

http://www.maine.gov/purchases/info/advantagedocs/How_to_Create_DO_against_MA_Service.pdf

When you receive an acceptable invoice payment must be made within 30 days from when you receive the invoice. You may need to contact your Service Center to accomplish this part of the process, which will vary by department.

(Vendors listed alphabetically)

Vendor Name: Atlantic Staffing
VC # VS00000019411
Master Agreement #: 18P-16070700000000000004
Point(s) of Contact: Ed Gott
Telephone(s): 207-650-5499
Email: ed.gott@atlantic-staffing.com

Vendor Name: Maine Business Services dba Manpower
VC # VC100057697
Master Agreement #: 18P-16070700000000000003
Point(s) of Contact: Sarah Cummings Lydia Sy (alternate/additional contact)
Telephone(s): 207-622-1535 207-622-1535
Email: sarah.cummings@manpower.com Lydia.sy@manpower.com

Vendor Name: Project Staffing
VC # VC1000073912
Master Agreement #: 18P-16070700000000000002
Point(s) of Contact: Rick Holden Janie Miller (contract management)
Telephone(s): 207-729-5158 (phone) 219 Cony Rd, Augusta ME 04330 (mailing)
207-729-5246 (fax) 207-622-5352 (phone)
207-622-5987 (fax)
Email: procurement@mainestaff.com

Vendor Name: Tri State Staffing
VC # VS00000000059
Master Agreement #: 18P-16070700000000000005
Point(s) of Contact: Linda Veilleux Tony Theberge Julie Veilleux
Telephone(s): 207-622-0470 207-622-0470
207-622-0470
Email: lindav@tristatestaffing.com tonyt@tristatestaffing.com juliev@tristatestaffing.com