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Materials Management Office
1201 Main Street, Suite 600
Columbia, SC 29201

Date: 8/26/2020

Statewide Contract for Temporary Personnel Staffing Services

These contracts are in place only for the categories listed and DO NOT include a category for medical staffing. UGUs wishing to contract for medical staffing **MUST** follow the SC Consolidated Procurement Code to obtain medical services******

Total Potential Contracting Term: June 15, 2020 through June 14, 2025

[Click here for the Fixed Priced Bid original solicitation documents, solicitation number 5400018632](#)

Original Specifications and contract Terms & Conditions, and original and subsequent contracts awarded under solicitation 5400018632, can be accessed using the link above.

Please Note: The time for solicitation questions and subsequent amendments has passed. Unless South Carolina determines it necessary to modify or amend the solicitation and subsequent awards, no other changes will be made.

Offerors not responding to the initial solicitation may be added to the awarded vendors list after the bidder furnishes evidence of responsibility and responsiveness to the State's original Fixed Price Bid, as authorized by the solicitation. Offers will be reviewed and contracts awarded on semi-annual basis, in December and June. The final bid opening will take place on June 3, 2024, with awards to follow after.

Access Important Information Using the Links Provided Below:

UGU and Contractor's Instructions for Use & Questions and Answers

Generalized Position Descriptions

Minimum and Maximum Pay Rates

Access Qualified Service Providers- Listed by County

Click on the links provided below, for vendors listed by County

[Abbeville](#)

[Aiken](#)

[Allendale](#)

[Anderson](#)

[Bamberg](#)

[Barnwell](#)

[Beaufort](#)

[Berkley](#)

[Calhoun](#)

[Charleston](#)

[Cherokee](#)

[Chester](#)

[Chesterfield](#)

[Clarendon](#)

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[Union](#)

[Williamsburg](#)

[York](#)

County: Abbeville

Vendor Name	Contract Number	Vendor Number	Contact	Telephone Number	Address	Percentage Mark-Up for Blue Collar	Percentage Mark-Up for White Collar	Price for Drug Screening	Mailing Address
RL Enterprise & Associates, LLC	4400023868	7000081745	Rick Harris	864.234.8788	210 Birchtree Dr., Suite B, Greenwood, SC 29646	42%	38%	\$30.00	RL Enterprise & Associates 319 Garlington Rd. Suite D3 Greenville, SC 29615
Augusta Temporaries, Inc. dba Manpower	4400024426	7000056063	Ann Clark	864.229.2533	317 N. Emerald Rd. Greenwood, SC 29646	43%	39%	\$30.00	N/A
Corporate Staffing Services	4400024126	7000039683	Tracy Smith	864.261.8488	1430 E Bypass NE. Greenwood, Sc 29646	40%	35%	\$35.00	PO Box 16148 Greenville, SC 29606
Defender Services	4400024041	7000025482	Lauren McCarter	803.776.4220	314 Pearman Dairy Rd. Anderson, SC 29625	36%	34%	\$35.00	N/A
Excelsior Staffing/ Onin Staffing	4400023851	7000271442	Tamara Pearce	864.438.3515	3093 SC-14 Ste. F Greer, SC 29650	40%	40%	\$35.00	N/A
Find Great People, LLC	4400023853	7000056735	Rick Ratchford	864.297.0000	15 Brendan Way, Suite 140 Greenville SC 29615	No Bid	40%	\$35.00	N/A
Kelly Services	4400024042	7000055862	Matthew Adams	864.292.2888	492 Garlington Rd. Greenville, SC 29615	44%	39%	\$35.00	N/A
Staffmark Investment LLC	4400023864	7000057167	Wanda Tompkins	864.226.7000	4122 Clemson Blvd, Suite 1 -A Anderson, SC 29621	43%	38%	\$0.00	N/A
Worksmart, Inc	4400023867	7000104861	Heath Blanchard	706.356.2219	12641 Augusta Rd Lavonia, Ga. 30553	44%	39%	\$35.00	N/A

County: Aiken

Vendor Name	Contract Number	Vendor Number	Contact	Telephone Number	Address	Percentage Mark-Up for Blue Collar	Percentage Mark-Up for White Collar	Price of Drug Screening	Mailing Address
AppleOne Employment Services	4400023846	7000172440	Erin Vassallo or Jan Speight	803.407.0777	107 Westpark Blvd., Suite 135 Columbia, SC. 29210	No Bid	40%	\$30.00	N/A
Augusta Temporaries, Inc. dba Manpower	4400024426	7000056063	April Mitchell	803.642.0750	152 Rudy Mason Pkwy. Aiken, SC 29801	43%	39%	\$30.00	N/A
Corporate Staffing Services	4400024126	7000039683	Tracy Smith	864.261.8488	655 Silverbluff Rd. Suite B Aiken, Sc 29803	40%	35%	\$35.00	PO Box 16148 Greenville, SC 29606
Excelsior Staffing/ Onin Staffing	4400023851	7000271442	Tracy Willis	803.335.1588	508 W. Main St., N. Augusta, SC 29841	40%	40%	\$35.00	N/A
HireQuest Direct	4400023869	7000278223	Raymond Johnson	706.736.6199	1961 Kissingbower Road Augusta, GA 30904	45%	No Bid	\$35.00	HireQuest Direct 1111 Lochshyre Way Lawrenceville, GA 30043
Kelly Services	4400024042	7000055862	Matthew Adams	706.210.2538	1450 Greene St. #150 Augusta, GA 30901	44%	39%	\$35.00	N/A
Marathon Staffing, Inc.	4400023857	7000156872	Sherry Tribble	803.753.1771	1314 Lincoln St., Suite 306 Columbia, SC 29201	45%	40%	\$35.00	N/A
Open Door Personnel, LLC	4400023859	7000222630	Laura Ledford	803.233.2098	810 Dutch Square Blvd. #116 Columbia, SC 29210	45%	40%	\$0.00	N/A
Spherion Staffing	4400023863	7000051047	Angela Swartz	706.868.0911	210 Pitcarin Way Augusta, GA. 30909	45%	40%	\$35.00	N/A
Staffmark Investment LLC	4400023864	7000057167	Clinton Cunningham	803.467.2196	720 Gracern Road, Suite 122 Columbia, SC 29210	43%	38%	\$0.00	N/A
Tradesmax Staffing	4400023865	7000275449	Madison White	704.284.1844	518 E. Main St. Suite 8 Lexington, SC 29072	42.5%	No Bid	\$30.00	N/A

County: Allendale

Vendor Name	Contract Number	Vendor Number	Contact	Telephone Number	Address	Percentage Mark-Up for Blue Collar	Percentage Mark- Up for White Collar	Price for Drug Screening	Mailing Address
Augusta Temporaries, Inc. dba Manpower	4400024426	7000056063	April Mitchell	803.642.0750	152 Rudy Mason Pkwy. Aiken, SC 29801	43%	39%	\$30.00	N/A
Corporate Staffing Services	4400024126	7000039683	Tracy Smith	864.261.8488	655 Silverbluff Rd. Suite B Aiken, Sc 29803	40%	35%	\$35.00	PO Box 16148 Greenville, SC 29606
Defender Services	4400024041	7000025482	Lauren McCarter	803.776.4220	314 Pearman Dairy Rd. Anderson, SC 29625	36%	34%	\$35.00	N/A
Excelsior Staffing/ Onin Staffing	4400023851	7000271442	Tracy Willis	803.335.1588	508 W. Main St., N. Augusta, SC 29841	40%	40%	\$35.00	N/A
Kelly Services	4400024042	7000055862	Matthew Adams	706.210.2538	1450 Greene St. #150 Augusta, GA 30901	44%	39%	\$35.00	N/A

[Return to Main Page](#)

County: Anderson

Vendor Name	Contract Number	Vendor Number	Contact	Telephone Number	Address	Percentage Mark-Up for Blue Collar	Percentage Mark- Up for White Collar	Price for Drug Screening	Mailing Address
RL Enterprise & Associates, LLC	4400023868	7000081745	Rick Harris	864.234.8788	1021 South Pendleton St., Suite I, Easley, SC 29642	42%	38%	\$30.00	RL Enterprise & Associates 319 Garlington Rd. Suite D3 Greenville, SC 29615
Ambassador Personnel, Inc.	4400023845	7000033208	Darlene Kosco	864.574.0427	100 Burton St. Suite C Spartanburg, SC. 29301	43%	38%	\$30.00	N/A
AppleOne Employment Services	4400023846	7000172440	Erin Vassallo or Jan Speight	864.627.9829	Patewood Plaza, Building 1, 30 Patewood Dr., Suite 130 Greenville, SC 29615	No Bid	40%	\$30.00	N/A
Automation Personnel Services, Inc.	4400023847	7000117551	Tracy Mordas	864.288.3125	765 Haywood Rd. Suite I Greenville, SC 29607	42%	No Bid	\$30.00	N/A
Condustral, Inc.	4400023849	7000070968	Harry Batson	864.235.3619	51 Concourse Way Greer, SC 29650	45%	No Bid	\$35.00	N/A
Corporate Staffing Services	4400024126	7000039683	Tracy Smith	864.261.8488	1212 N. Main Street Anderson, Sc 29624	40%	35%	\$35.00	PO Box 16148 Greenville, SC 29606
Defender Services	4400024041	7000025482	Lauren McCarter	803.776.4220	314 Pearman Dairy Rd. Anderson, SC 29625	36%	34%	\$35.00	N/A
Excelsior Staffing/ Onin Staffing	4400023851	7000271442	Tamara Pearce	864.438.3515	3093 SC-14 Ste. F Greer, SC 29650	40%	40%	\$35.00	N/A
Find Great People, LLC	4400023853	7000056735	Rick Ratchford	864.297.0000	15 Brendan Way, Suite 140 Greenville SC 29615	No Bid	40%	\$35.00	N/A
HireQuest Direct	4400023869	7000278223	Tony Ulses	864. 242.2545	201 Poinsett Hwy, Greenville, SC 29609	45%	No Bid	\$35.00	N/A

Interchange Staffing Services LLC	4400023856	7000274607	Ruby Bennett	864.908.4313	33 Market Point Dr. Greenville, SC 29607	43%	38%	\$35.00	N/A
Kelly Services	4400024042	7000055862	Matthew Adams	864.292.2888	492 Garlington Rd. Greenville, SC 29615	44%	39%	\$35.00	N/A
Manpower	4400024352	7000226367	Tara Minyard	864.225.0046	114 Commons Parkway Anderson, SC 29621	43%	39%	\$25.00	N/A
Marathon Staffing, Inc.	4400023857	7000156872	Barbara Allen	864.881.4700	400 SE Main Street, Suite B Simpsonville, SC 29681	45%	40%	\$35.00	N/A
Randstad	4400023860	7000181356	Amber Haas	864.574.0156	660 Spartan Boulevard, Suite 220 Spartanburg, SC 29301	45%	40%	\$35.00	N/A
Recruiting Solutions	4400024044	7000129827	Michelle Heil	864.234.0072	124 Verdae Blvd, Suite 103 Greenville SC 29607	45%	40%	\$35.00	N/A
Spherion Staffing	4400023863	7000051047	Craig Roberson	864.676.9160	1200 Woodruff Rd, Suite C 15 Greenville, SC 29607	45%	40%	\$35.00	N/A
Staffmark Investment LLC	4400023864	7000057167	Wanda Tompkins	864.226.7000	4122 Clemson Blvd, Suite 1 -A Anderson, SC 29621	43%	38%	\$0.00	N/A
Worksmart, Inc	4400023867	7000104861	Heath Blanchard	706.356.2219	12641 Augusta Rd Lavonia, Ga. 30553	44%	39%	\$35.00	N/A

[Return to Main Page](#)

County: Bamberg

Vendor Name	Contract Number	Vendor Number	Contact	Telephone Number	Address	Percentage Mark-Up for Blue Collar	Percentage Mark- Up for White Collar	Price of Drug Screening	Mailing Address
Alternative Staffing, Inc.	4400023844	7000033208	Ruby Wallace	803.516.9433	110 Rodriguez Rd, Orangeburg, SC 29118	45%	40%	\$0.00	N/A
AppleOne Employment Services	4400023846	7000172440	Erin Vassallo or Jan Speight	803.407.0777	107 Westpark Blvd., Suite 135 Columbia, SC. 29210	No Bid	40%	\$30.00	N/A
AppleOne Employment Services	4400023846	7000172440	Erin Vassallo or Jan Speight	803.699.9941	1021 Pinnacle Point Drive Suite, 050 Columbia, SC 29223	No Bid	40%	\$30.00	N/A
Augusta Temporaries, Inc. dba Manpower	4400024426	7000056063	April Mitchell	803.642.0750	152 Rudy Mason Pkwy. Aiken, SC 29801	43%	39%	\$30.00	N/A
Corporate Staffing Services	4400024126	7000039683	Tracy Smith	864.261.8488	655 Silverbluff Rd. Suite B Aiken, Sc 29803	40%	35%	\$35.00	PO Box 16148 Greenville, SC 29606
Defender Services	4400024041	7000025482	Lauren McCarter	803.776.4220	9031 Garners Ferry Rd. Hopkins, SC 29061	36%	34%	\$35.00	N/A
Excelsior Staffing/ Onin Staffing	4400023851	7000271442	Tracy Willis	803.335.1588	508 W. Main St., N. Augusta, SC 29841	40%	40%	\$35.00	N/A
Gallman Personnel Services, Inc	4400023854	7000072586	Crystal Johnson	803.531.4192	2247 Columbia Rd. Orangeburg, SC 29116	45%	40%	\$35.00	PO Box 2437 Organgeburg, SC 29116
Kelly Services	4400024042	7000055862	Matthew Adams	706.210.2538	1450 Greene St. #150 Augusta, GA 30901	44%	39%	\$35.00	N/A

[Return to Main Page](#)

County: Beaufort

Vendor Name	Contract Number	Vendor Number	Contact	Telephone Number	Address	Percentage Mark-Up for Blue Collar	Percentage Mark-Up for White Collar	Price for Drug Screening
Ambassador Personnel, Inc.	4400023845	7000033208	Karen Fehner	912.330.7210	114 Canal St. Suite 400 Pooler, Ga. 31322	43%	38%	\$30.00
AppleOne Employment Services	4400023846	7000172440	Erin Vassallo or Jan Speight	843.852.2297	2000 Sam Rittenburg Blvd., Suite 3002 Charleston, SC 29407	No Bid	40%	\$30.00
Condustrial, Inc.	4400023849	7000070968	Art Welling	843.266.1895	3125 Ashley Phosphate Rd. Suite 128 N. Charleston, SC 29418	45%	No Bid	\$35.00
Kelly Services	4400024042	7000055862	Matthew Adams	843.747.4826	5900 Core Rd. #400 N. Chareleston, 29406	44%	39%	\$35.00
Randstad	4400023860	7000181356	Lora Rosenthal	912.748.8265	115 Canal Street, Suite 401 Pooler, Ga. 31322	45%	40%	\$35.00
Staffmark Investment LLC	4400023864	7000057167	Kelly Burns	912.330.0557	119 Canal Street Pooler, GA 31322	43%	38%	\$0.00

[Return to Main Page](#)

County: Barnwell

Vendor Name	Contract Number	Vendor Number	Contact	Telephone Number	Address	Percentage Mark-Up for Blue Collar	Percentage Mark- Up for White Collar	Price for Drug Screening	Mailing Address
AppleOne Employment Services	4400023846	7000172440	Erin Vassallo or Jan Speight	803.407.0777	107 Westpark Blvd., Suite 135 Columbia, SC. 29210	No Bid	40%	\$30.00	N/A
Augusta Temporaries, Inc. dba Manpower	4400024426	7000056063	April Mitchell	803.642.0750	152 Rudy Mason Pkwy. Aiken, SC 29801	43%	39%	\$30.00	N/A
Corporate Staffing Services	4400024126	7000039683	Tracy Smith	864.261.8488	655 Silverbluff Rd. Suite B Aiken, Sc 29803	40%	35%	\$35.00	PO Box 16148 Greenville, SC 29606
Defender Services	4400024041	7000025482	Lauren McCarter	803.776.4220	9031 Garners Ferry Rd. Hopkins, SC 29061	36%	34%	\$35.00	N/A
Excelsior Staffing/ Onin Staffing	4400023851	7000271442	Tracy Willis	803.335.1588	508 W. Main St., N. Augusta, SC 29841	40%	40%	\$35.00	N/A
Gallman Personnel Services, Inc	4400023854	7000072586	Crystal Johnson	803.531.4192	2247 Columbia Rd. Orangeburg, SC 29116	45%	40%	\$35.00	PO Box 2437 Organgeburg, SC 29116
HireQuest Direct	4400023869	7000278223	Raymond Johnson	706.736.6199	1961 Kissingbower Road Augusta, GA 30904	45%	No Bid	\$35.00	1111 Lochshyre Way Lawrenceville, GA 30043
Kelly Services	4400024042	7000055862	Matthew Adams	706.210.2538	1450 Greene St. #150 Augusta, GA 30901	44%	39%	\$35.00	N/A

[Return to Main Page](#)

County: Berkley

Vendor Name	Contract Number	Vendor Number	Contact	Telephone Number	Address	Percentage Mark-Up for Blue Collar	Percentage Mark- Up for White Collar	Pricing for Drug Screening	Mailing Address
Alternative Staffing, Inc	4400023844	7000033208	Janet Cappellini	843.744.6040	1505 Remount Rd, North Charleston, SC 29406	45%	40%	\$0.00	N/A
AppleOne Employment Services	4400023846	7000172440	Erin Vassallo or Jan Speight	843.852.2297	2000 Sam Rittenburg Blvd, Suite 3002 Charleston, SC. 29407	No Bid	40%	\$30.00	N/A
Automation Personnel Services, Inc.	4400023847	7000117551	Penny Stone	843.212.3317	108 Central Avenue, Unit I Charleston, SC. 29445	42%	No Bid	\$30.00	N/A
Charles Foster Co. of South Carolina	4400023848	7000067949	Dottie Karst	843.572.8100	3436 Rivers Ave. North Charleston, SC 29415	45%	40%	\$35.00	PO Box 70267 N. Charleston, SC 29415
Condustrial, Inc.	4400023849	7000070968	Art Welling	843.266.1895	3125 Ashley Phosphate Rd. Suite 128 N. Charleston, SC 29418	45%	No Bid	\$35.00	N/A
Dunhill Staffing Systems	4400023850	7000017098	Katie Henderson	843.375.0031	1459 Stuart Engals Blvd, Suite 300 Mount Pleasant, SC 29464	45%	40%	\$0.00	N/A
Excelsior Staffing/ Onin Staffing	4400023851	7000271442	Holly Lewis	843.790.9952	7620 Rivers Ave. 150 N. Charleston, SC 29406	40%	40%	\$35.00	N/A
HireQuest Direct	4400023869	7000278223	Carlyle Brown	843.225.3022	2030 Hawthorne Drive North Charleston, SC 29406	45%	No Bid	\$35.00	N/A
Kelly Services	4400024042	7000055862	Matthew Adams	843.747.4826	5900 Core Rd. #400 N. Chareleston, 29406	44%	39%	\$35.00	N/A

Office Professionals Inc. & Hammes Staffing Services	4400023858	7000113603	Brett Hammes	843.863.1220	7685 Northwoods Blvd. Ste. 8H N. Charleston, SC 29406	45%	40%	\$35.00	N/A
Open Door Personnel, LLC	4400023859	7000222630	Laura Ledford	843.576.5400 or 803.233.2098	6650 Ritters Ave N. Charleston, SC 29406	45%	40%	\$0.00	N/A
Randstad	4400023860	7000181356	Laura Boggs	843.745.2289	4952 Centre Point Drive, Building 2A, Suite 106 N. Charleston, SC 29418	45%	40%	\$35.00	N/A
Roper Personnel Services, Inc	4400023861	7000027415	Victoria Gristwood	843.790.4499	89-B Old Trolley Rd. Suite 201 Summerville, SC 29485	44%	38%	\$35.00	N/A
Spherion Staffing	4400023863	7000051047	Mary Barrineau	843.554.4933	4995 LaCross Rd, Suite 1050 Charleston, SC 29406	45%	40%	\$35.00	N/A
Staffmark Investment LLC	4400023864	7000057167	Leann Myrthil	843.744.8860	2470 Mall Drive, Unit B N. Charleston, SC 29406	43%	38%	\$0.00	N/A

[Return to Main Page](#)

County: Calhoun

Vendor Name	Contract Number	Vendor Number	Contact	Telephone Number	Address	Percentage Mark-Up for Blue Collar	Percentage Mark- Up for White Collar	Price for Drug Screening	Mailing Address
Alternative Staffing, Inc.	4400023844	7000033208	Ruby Wallace	(803) 516-9433	110 Rodriguez Rd, Orangeburg, SC 29118	45%	40%	\$0.00	N/A
AppleOne Employment Services	4400023846	7000172440	Erin Vassallo or Jan Speight	803.407.0777	107 Westpark Blvd., Suite 135 Columbia, SC. 29210	No Bid	40%	\$30.00	N/A
AppleOne Employment Services	4400023846	7000172440	Erin Vassallo or Jan Speight	803.699.9941	1021 Pinnacle Point Drive Suite, 050 Columbia, SC 29223	No Bid	40%	\$30.00	N/A
Automation Personnel Services, Inc.	4400023847	7000117551	Alex Stephens	803.798.8841	1350 C Bush River Road Columbia, SC. 29210	42%	No Bid	\$30.00	N/A
Career Counseling Inc, d/b/a Snelling Staffing Services	4400023862	7000054974	Elizabeth Trenbeath	803.359.7644	114 Haygood Avenue Lexington, SC 29072 or 6941 North Trenholm Road	45%	40%	\$35.00	N/A
Condustrial, Inc.	4400023849	7000070968	Lane Flinn	803.454.0340	1907 Sunset Blvd. W. Columbia, SC 29169	45%	No Bid	\$35.00	N/A
Corporate Staffing Services	4400024126	7000039683	Tracy Smith	864.261.8488	655 Silverbluff Rd. Suite B Aiken, Sc 29803	40%	35%	\$35.00	PO Box 16148 Greenville, SC 29606
Excelsior Staffing/ Onin Staffing	4400023851	7000271442	Holly Lewis	843.790.9952	7620 Rivers Ave. 150 N. Charleston, SC 29406	40%	40%	\$35.00	N/A
Find Great People, LLC	4400023853	7000056735	Megan Graham	803.783.3636	190 Knox Abbot Dr. Suite 300 Cayce, SC 29033	No Bid	40%	\$35.00	N/A

Gallman Personnel Services, Inc	4400023854	7000072586	Crystal Johnson	803.531.4192	2247 Columbia Rd. Orangeburg, SC 29116	45%	40%	\$35.00	PO Box 2437 Organgeburg, SC 29116
Health Force, LLC	4400023973	7000211631	Shawanda Boulware	1.877.244.91 51 ext 706	1335 Elm Abode Terrace Columbia, SC 29210	43%	38%	\$30.00	N/A
HireQuest Direct	4400023869	7000278223	David Stelzer	803.536.4663	2030 Hawthorne Drive North Charleston, SC 29406	45%	No Bid	\$35.00	N/A
Kelly Services	4400024042	7000055862	Matthew Adams	803.798.0765	250 Berryhill Rd. #101 Columbia, SC 29201	44%	39%	\$35.00	N/A
Marathon Staffing, Inc.	4400023857	7000156872	Sherry Tribble	803.753.1771	1314 Lincoln St., Suite 306 Columbia, SC 29201	45%	40%	\$35.00	N/A
Open Door Personnel, LLC	4400023859	7000222630	Laura Ledford	843.576.5400 or 803.233.2098	6650 Ritters Ave N. Charleston, SC 29406	45%	40%	\$0.00	N/A
Randstad	4400023860	7000181356	Christine Norris	803.407.0576	275 Harbison Boulevard, Suite K Columbia, SC 29212	45%	40%	\$35.00	N/A
Recruiting Solutions	4400024044	7000129827	Brooke Brownlee	803.806.8125	1441 Main Street, Suite 890 Columbia SC 29201	45%	40%	\$35.00	N/A
Roper Personnel Services, Inc	4400023861	7000027415	Billie Dekle	803.798.8500	125 Oultet Pointe Blvd. Columbia, SC 29210	44%	38%	\$35.00	PO Box 21009 Columbia, SC 29221
Staffmark Investment LLC	4400023864	7000057167	Clinton Cunningham	803.467.2196	720 Gracern Road, Suite 122 Columbia, SC 29210	43%	38%	\$0.00	N/A
Tradesmax Staffing	4400023865	7000275449	Madison White	704.284.1844	518 E. Main St. Suite 8 Lexington, SC 29072	42.5%	No Bid	\$30.00	N/A

TRC Staffing Services	4400023866	7000182565	Kate Lang	803.255.7267	1218 Henderson St. Columbia, SC 29201	45%	39%	\$30.00	N/A
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[Return to Main Page](#)

County: Charleston

Vendor Name	Contract Number	Vendor Number	Contact	Telephone Number	Address	Percentage Mark-Up for Blue Collar	Percentage Mark- Up for White Collar	Price for Drug Screening	Mailing Address
Alternative Staffing, Inc	4400023844	7000033208	Janet Cappellini	843.744.6040	1505 Remount Rd, North Charleston, SC 29406	40%	45%	\$0.00	N/A
AppleOne Employment Services	4400023846	7000172440	Erin Vassallo or Jan Speight	843.852.2297	2000 Sam Rittenburg Blvd, Suite 3002 Charleston, SC. 29407	No Bid	40%	\$30.00	N/A
Automation Personnel Services, Inc.	4400023847	7000117551	Penny Stone	843.212.3317	108 Central Avenue, Unit I Charleston, SC. 29445	42%	No Bid	\$30.00	N/A
Charles Foster Co. of South Carolina	4400023848	7000067949	Dottie Karst	843.572.8100	3436 Rivers Ave. North Charleston, SC 29415	45%	40%	\$35.00	PO Box 70267 N. Charleston, SC 29415
Condustrial, Inc.	4400023849	7000070968	Art Welling	843.266.1895	3125 Ashley Phosphate Rd. Suite 128 N. Charleston, SC 29418	45%	No Bid	\$35.00	N/A
Dunhill Staffing Systems	4400023850	7000017098	Katie Henderson	843.375.0031	1459 Stuart Engals Blvd, Suite 300 Mount Pleasant, SC 29464	45%	40%	\$0.00	N/A
Excelsior Staffing/ Onin Staffing	4400023851	7000271442	Holly Lewis	843.790.9952	7620 Rivers Ave. 150 N. Charleston, SC 29406	40%	40%	\$35.00	N/A
HireQuest Direct	4400023869	7000278223	Stephanie Speer	843.723.5640	498 Meeting Street Charleston, SC 29403	45%	No Bid	\$35.00	N/A
Kelly Services	4400024042	7000055862	Matthew Adams	843.747.4826	5900 Core Rd. #400 N. Chareleston, 29406	44%	39%	\$35.00	N/A

Office Professionals Inc. & Hammes Staffing Services	4400023858	7000113603	Brett Hammes	843.863.1220	7685 Northwoods Blvd. Ste. 8H N. Charleston, SC 29406	45%	40%	\$35.00	N/A
Open Door Personnel, LLC	4400023859	7000222630	Laura Ledford	843.576.5400 or 803.233.2098	6650 Ritters Ave N. Charleston, SC 29406	45%	40%	\$0.00	N/A
Randstad	4400023860	7000181356	Laura Boggs	843.745.2289	4952 Centre Point Drive, Building 2A, Suite 106 N. Charleston, SC 29418	45%	40%	\$35.00	N/A
Roper Personnel Services, Inc	4400023861	7000027415	Victoria Gristwood	843.790.4499	89-B Old Trolley Rd. Suite 201 Summerville, SC 29485	44%	38%	\$35.00	N/A
Spherion Staffing	4400023863	7000051047	Mary Barrineau	843.554.4933	4995 LaCross Rd, Suite 1050 Charleston, SC 29406	45%	40%	\$35.00	N/A
Staffmark Investment LLC	4400023864	7000057167	Leann Myrthil	843.744.8860	2470 Mall Drive, Unit B N. Charleston, SC 29406	43%	38%	\$0.00	N/A

[Return to Main Page](#)

County: Cherokee

Vendor Name	Contract Number	Vendor Number	Contact	Telephone Number	Address	Percentage Mark-Up for Blue Collar	Percentage Mark- Up for White Collar	Price for Drug Screening	Mailing Address
Ambassador Personnel, Inc.	4400023845	7000033208	Darlene Kosco	864.574.0427	100 Burton St. Suite C Spartanburg, SC. 29301	43.00%	38%	\$30.00	N/A
Ambassador Personnel, Inc.	4400023845	7000033208	Leslie Childers	864.488.0047	428 Hyatt St. #F Gaffney, SC. 29341	43%	38%	\$30.00	N/A
AppleOne Employment Services	4400023846	7000172440	Erin Vassallo or Jan Speight	864.627.9829	Patewood Plaza, Building 1, 30 Patewood Dr., Suite 130 Greenville, SC	No Bid	40%	\$30.00	N/A
Automation Personnel Services	4400023847	7000117551	Amanda Barnes	864.439.5733	2148 E. Main Street Duncan, SC 29334	42%	No Bid	\$30.00	N/A
Condustrial, Inc.	4400023849	7000070968	Harry Batson	864.235.3619	51 Concourse Way Greer, SC 29650	45%	No Bid	\$35.00	N/A
Corporate Staffing Services	4400024126	7000039683	Tracy Smith	864.261.8488	222 E. Blackstock Rd. Suite C Spartanburg, Sc 29301	40%	35%	\$35.00	PO Box 16148 Greenville, SC 29606
Excelsior Staffing/ Onin Staffing	4400023851	7000271442	Tamara Pearce	864.438.3515	3093 SC-14 Ste. F Greer, SC 29650	40%	40%	\$35.00	N/A
Find Great People, LLC	4400023853	7000056735	Rick Ratchford	864.297.0000	15 Brendan Way, Suite 140 Greenville SC 29615	No Bid	40%	\$35.00	N/A
HireQuest Direct	4400023869	7000278223	Tony Ulses	864.434.1019	290 John B White Sr. Blvd, Spartanburg, SC 29306	45%	No Bid	\$35.00	N/A
Kelly Services	4400024042	7000055862	Matthew Adams	803.817.1700	1435 Riverchase Blvd. Rock Hill, SC 29732	44%	39%	\$35.00	N/A

Manpower	4400024352	7000226367	Wendy Brooks	864.297.5304	545 Haywood Rd Greenville, SC 29607	43%	39%	\$25.00	N/A
Spherion Staffing	4400023863	7000051047	Craig Roberson	864.676.9160	1200 Woodruff Rd, Suite C 15 Greenville, SC 29607	45%	40%	\$35.00	N/A
Worksmart, Inc	4400023867	7000104861	Heath Blanchard	864.268.1497	1318 Suite A Haywood, Rd. Greenville, SC 29615	44%	39%	\$35.00	N/A

[Return to Main Page](#)

County: Chester

Vendor Name	Contract Number	Vendor Number	Contact	Telephone Number	Address	Percentage Mark-Up for Blue Collar	Percentage Mark- Up for White Collar	Price for Drug Screening	Mailing Address
Ambassador Personnel, Inc.	4400023845	7000033208	Heidi Wilson	704.522.1188	4600 Park Rd. Suite 220 Charlotte, NC 29209	43%	38%	\$30.00	N/A
AppleOne Employment Services	4400023846	7000172440	Erin Vassallo or Jan Speight	704.540.7476	7421 Carmel Executive Park Suite 110 Charlotte, NC 28226	No Bid	40%	\$30.00	N/A
Condustrial, Inc.	4400023849	7000070968	Stewart Hill	980.245.8336	600-C Matthews Mint Hill Rd. Matthews, NC 28105	45%	No Bid	\$35.00	N/A
Corporate Staffing Services	4400024126	7000039683	Tracy Smith	864.261.8488	222 E. Blackstock Rd. Suite C Spartanburg, Sc 29301	40%	35%	\$35.00	PO Box 16148 Greenville, SC 29606
Defender Services	4400024041	7000025482	Lauren McCarter	803.776.4220	438 E Garrison Blvd. Gastonia, SC 28054	36%	34%	\$35.00	N/A
Excelsior Staffing/ Onin Staffing	4400023851	7000271442	Jill Coleman	803.220.3325	2371 Cherry Rd. Rock Hill, SC 29732	40%	40%	\$35.00	N/A
Kelly Services	4400024042	7000055862	Matthew Adams	803.817.1700	1435 Riverchase Blvd. Rock Hill, SC 29732	44%	39%	\$35.00	N/A
Roper Personnel Services, Inc	4400023861	7000027415	Janice Jarvis	864.762.4480	309-B Hunter St. Union, SC 29379	44%	38%	\$35.00	N/A
Staffmark Investment LLC	4400023864	7000057167	Tracey Dexter	803.324.2424	291 Willowbrook Avenue Rock Hill, SC 29730	43%	38%	\$0.00	N/A

[Return to Main Page](#)

County: Chesterfield

Vendor Name	Contract Number	Vendor Number	Contact	Telephone Number	Address	Percentage Mark-Up for Blue Collar	Percentage Mark- Up for White Collar	Price for Drug Screening	Mailing Address
Condustrail, Inc.	4400023849	7000070968	Stewart Hill	980.245.8336	600-C Matthews Mint Hill Rd. Matthews, NC 28105	45%	No Bid	\$35.00	N/A
Corporate Staffing Services	4400024126	7000039683	Tracy Smith	864.261.8488	3658 Irby St Florence, Sc 29501	40%	35%	\$35.00	PO Box 16148 Greenville, SC 29606
Defender Services	4400024041	7000025482	Lauren McCarter	803.776.4220	650 Chesterfield Hwy. Cheraw, SC 29520	36%	34%	\$35.00	N/A
HireQuest Direct	4400023869	7000278223	Megan Lawrence	243.667.1112	1218 W Evans Street Florence, SC 29501	45%	No Bid	\$35.00	N/A
Kelly Services	4400024042	7000055862	Matthew Adams	843.664.0022	448 2nd Loop Rd. Florence, SC 29505	44%	39%	\$35.00	N/A
Olsten Staffing Services Corporation	4400024043	7000137256	Sarah Welch	843.537.4433	100 Duvall Street Cheraw SC 29520	45%	40%	\$35.00	N/A
Spherion Staffing	4400023863	7000051047	Doris Lockhart	843.664.0050	519 W Evans St Florence, SC 29501	45%	40%	\$35.00	N/A
Staffmark Investment LLC	4400023864	7000057167	Brandy Sloop	704.289.9429	312 East Phifer Street Monroe, NC 28111	43%	38%	\$0.00	N/A

[Return to Main Page](#)

County: Clarendon

Vendor Name	Contract Number	Vendor Number	Contact	Telephone Number	Address	Percentage Mark-Up for Blue Collar	Percentage Mark- Up for White Collar	Price for Drug Screening	Mailing Address
AppleOne Employment Services	4400023846	7000172440	Erin Vassallo or Jan Speight	803.699.9941	1021 Pinnacle Point Drive Suite, 050 Columbia, SC 29223	No Bid	40%	\$30.00	N/A
Corporate Staffing Services	4400024126	7000039683	Tracy Smith	864.261.8488	655 Silverbluff Rd. Suite B Aiken, Sc 29803	40%	35%	\$35.00	PO Box 16148 Greenville, SC 29606
Defender Services	4400024041	7000025482	Lauren McCarter	803.776.4220	650 Chesterfield Hwy. Cheraw, SC 29520	36%	34%	\$35.00	N/A
Excelsior Staffing/ Onin Staffing	4400023851	7000271442	Lynn Bradley	803.667.4676	950 Sunset Blvd. W. Columbia, SC 29169	40%	40%	\$35.00	N/A
Kelly Services	4400024042	7000055862	Matthew Adams	843.626.4403	1620 Farrow Pkwy. #A3 Myrtle Beach, SC 29577	44%	39%	\$35.00	N/A
Olsten Staffing Services Corp.	4400024043	7000137256	Kandi Harris	803.773.2700	57 W Wesmark Blvd Sumter SC 29150	45%	40%	\$35.00	N/A
Recruiting Solutions	4400024044	7000129827	Carly King	843.519.2500	2391 David H McLeod Blvd, Suite C Florence SC 29501	45%	40%	\$35.00	N/A
Roper Personnel Services, Inc	4400023861	7000027415	Darlene Gainey	803.938.8100	101 S. Wise Dr. Sumter, SC 29150	44%	38%	\$35.00	N/A
Spherion Staffing	4400023863	7000051047	Doris Lockhart	843.664.0050	519 W Evans St Florence, SC 29501	45%	40%	\$35.00	N/A
Staffmark Investment LLC	4400023864	7000057167	Linda Parris	803.682.2713	1941 St. Matthews Road, Orangeburg, SC 29115 or 248 Tupperware Road,	43%	38%	\$0.00	N/A
Tradesmax Staffing	4400023865	7000275449	Madison White	704.284.1844	518 E. Main St. Suite 8 Lexington, SC 29072	42.5%	No Bid	\$30.00	N/A

County: Colleton

Vendor Name	Contract Number	Vendor Number	Contact	Telephone Number	Address	Percentage Mark-Up for Blue Collar	Percentage Mark- Up for White Collar	Price for Drug Screening	Mailing Address
AppleOne Employment Services	4400023846	7000172440	Erin Vassallo or Jan Speight	843.852.2297	2000 Sam Rittenburg Blvd, Suite 3002 Charleston, SC. 29407	No Bid	40%	\$30.00	N/A
Charles Foster Co. of South Carolina	4400023848	7000067949	Dottie Karst	843.572.8100	3436 Rivers Ave. North Charleston, SC 29415	45%	40%	\$35.00	PO Box 70267 N. Charleston, SC 29415
Condustrail, Inc.	4400023849	7000070968	Art Welling	843.266.1895	3125 Ashley Phosphate Rd. Suite 128 N. Charleston, SC 29418	45%	No Bid	\$35.00	N/A
Excelsior Staffing/ Onin Staffing	4400023851	7000271442	Holly Lewis	843.790.9952	7620 Rivers Ave. 150 N. Charleston, SC 29406	40%	40%	\$35.00	N/A
HireQuest Direct	4400023869	7000278223	Carlyle Brown	843.225.3022	2030 Hawthorne Drive North Charleston, SC 29406	45%	No Bid	\$35.00	N/A
Kelly Services	4400024042	7000055862	Matthew Adams	843.747.4826	5900 Core Rd. #400 N. Chareleston, 29406	44%	39%	\$35.00	N/A
Randstad	4400023860	7000181356	Laura Boggs	843.745.2289	4952 Centre Point Drive, Building 2A, Suite 106 N. Charleston, SC 29418	45%	40%	\$35.00	N/A
Staffmark Investment LLC	4400023864	7000057167	Leann Myrthil	843.744.8860	2470 Mall Drive, Unit B N. Charleston, SC 29406	43%	38%	\$0.00	N/A

[Return to Main Page](#)

County: Darlington

Vendor Name	Contract Number	Vendor Number	Contact	Telephone Number	Address	Percentage Mark-Up for Blue Collar	Percentage Mark- Up for White Collar	Price for Drug Screening	Mailing Address
AppleOne Employment Services	4400023846	7000172440	Erin Vassallo or Jan Speight	803.699.9941	1021 Pinnacle Point Drive Suite, 050 Columbia, SC 29223	No Bid	40%	\$30.00	N/A
Corporate Staffing Services	4400024126	7000039683	Tracy Smith	864.261.8488	3658 Irby St Florence, Sc 29501	40%	35%	\$35.00	PO Box 16148 Greenville, SC 29606
Defender Services	4400024041	7000025482	Lauren McCarter	803.776.4220	650 Chesterfield Hwy. Cheraw, SC 29520	36%	34%	\$35.00	N/A
HireQuest Direct	4400023869	7000278223	Megan Lawrence	243.667.1112	1218 W Evans Street Florence, SC 29501	45%	No Bid	\$35.00	N/A
Kelly Services	4400024042	7000055862	Matthew Adams	843.664.0022	448 2nd Loop Rd. Florence, SC 29505	44%	39%	\$35.00	N/A
Olsten Staffing Services Corp.	4400024043	7000137256	Vicky McCall	843.664.1191	1711 W Palmetto Street Florence, SC 29501	45%	40%	\$35.00	N/A
Open Door Personnel, LLC	4400023859	7000222630	Laura Ledford	803.233.2098	810 Dutch Square Blvd. #116 Columbia, SC 29210	45%	40%	\$0.00	N/A
Recruiting Solutions	4400024044	7000129827	Carly King	843.519.2500	2391 David H McLeod Blvd, Suite C Florence SC 29501	45%	40%	\$35.00	N/A
Roper Personnel Services, Inc	4400023861	7000027415	Darlene Gainey	803.938.8100	101 S. Wise Dr. Sumter, SC 29150	44%	38%	\$35.00	N/A
Spherion Staffing	4400023863	7000051047	Doris Lockhart	843.664.0050	519 W Evans St Florence, SC 29501	45%	40%	\$35.00	N/A

Staffmark Investment LLC	4400023864	7000057167	Linda Parris	803.682.2713	1941 St. Matthews Road, Orangeburg, SC 29115 or 248 Tupperware Road,	43%	38%	\$0.00	N/A
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[Return to Main Page](#)

County: Dillon

Vendor Name	Contract Number	Vendor Number	Contact	Telephone Number	Address	Percentage Mark-Up for Blue Collar	Percentage Mark- Up for White Collar	Price for Drug Screening	Mailing Address
AppleOne Employment Services	4400023846	7000172440	Erin Vassallo or Jan Speight	843.714.6000	800 Legion Street, Suite 101 Conway, SC. 29526	No Bid	40%	\$30.00	N/A
Corporate Staffing Services	4400024126	7000039683	Tracy Smith	864.261.8488	3658 Irby St Florence, Sc 29501	40%	35%	\$35.00	PO Box 16148 Greenville, SC 29606
Kelly Services	4400024042	7000055862	Matthew Adams	843.664.0022	448 2nd Loop Rd. Florence, SC 29505	44%	39%	\$35.00	N/A
Olsten Staffing Services Corp.	4400024043	7000137256	Lisa Davis	843.464.1700	3431 E Highway 76 Mullins, SC 29574	45%	40%	\$35.00	N/A
Recruiting Solutions	4400024044	7000129827	Carly King	843.519.2500	2391 David H McLeod Blvd, Suite C Florence SC 29501	45%	40%	\$35.00	N/A
Spherion Staffing	4400023863	7000051047	Doris Lockhart	843.438.8337	702 A Main St Conway, SC 29526	45%	40%	\$35.00	N/A
Staffmark Investment LLC	4400023864	7000057167	Linda Parris	803.682.2713	1941 St. Matthews Road, Orangeburg, SC 29115 or 248 Tupperware Road,	43%	38%	\$0.00	N/A

[Return to Main Page](#)

County: Dorchester

Vendor Name	Contract Number	Vendor Number	Contact	Telephone Number	Physical Address	Percentage Mark- Up for Blue Collar	Percentage Mark- Up for White Collar	Price for Drug Screening	Mailing Address
Alternative Staffing, Inc	4400023844	7000033208	Janet Cappellini	843.744.6040	1505 Remount Rd, North Charleston, SC 29406	45%	40%	\$30.00	N/A
AppleOne Employment Services	4400023846	7000172440	Erin Vassallo or Jan Speight	843.852.2297	2000 Sam Rittenburg Blvd, Suite 3002 Charleston, SC. 29407	No Bid	40.00%	\$30.00	N/A
Automation Personnel Services, Inc.	4400023847	7000117551	Penny Stone	843.212.3317	108 Central Avenue, Unit I Charleston, SC. 29445	42%	No Bid	\$30.00	N/A
Charles Foster Co. of South Carolina	4400023848	7000067949	Dottie Karst	843.572.8100	3436 Rivers Ave. North Charleston, SC 29415	45%	40%	\$35.00	PO Box 70267 N. Charleston, SC 29415
Condustrial, Inc.	4400023849	7000070968	Art Welling	843.266.1895	3125 Ashley Phosphate Rd. Suite 128 N. Charleston, SC 29418	45%	No Bid	\$35.00	N/A
Dunhill Staffing Systems	4400023850	7000017098	Katie Henderson	843.375.0031	1459 Stuart Engals Blvd, Suite 300 Mount Pleasant, SC 29464	45%	40%	\$0.00	N/A
Excelsior Staffing/ Onin Staffing	4400023851	7000271442	Holly Lewis	843.790.9952	7620 Rivers Ave. 150 N. Charleston, SC 29406	40%	40%	\$35.00	N/A
Gallman Personnel Services, Inc	4400023854	7000072586	Crystal Johnson	803.531.4192	2247 Columbia Rd. Orangeburg, SC 29116	45%	40%	\$35.00	PO Box 2437 Organgeburg, SC 29116
HireQuest Direct	4400023869	7000278223	Heather Vaugh	843.323.1643	1731 North Main Street Suite F Summerville, SC 29483	45%	No Bid	\$35.00	N/A
Kelly Services	4400024042	7000055862	Matthew Adams	843.747.4826	5900 Core Rd. #400 N. Chareleston, 29406	44%	39%	\$35.00	N/A

Office Professionals Inc. & Hammes Staffing Services	4400023858	7000113603	Brett Hammes	843.863.1220	7685 Northwoods Blvd. Ste. 8H N. Charleston, SC 29406	45%	40%	\$35.00	N/A
Open Door Personnel, LLC	4400023859	7000222630	Laura Ledford	843.576.5400 or 803.233.2098	6650 Rivers Ave N. Charleston, SC 29406	45%	40%	\$0.00	N/A
Randstad	4400023860	7000181356	Laura Boggs	843.745.2289	4952 Centre Point Drive, Building 2A, Suite 106 N. Charleston, SC 29418	45%	40%	\$35.00	N/A
Roper Personnel Services, Inc	4400023861	7000027415	Victoria Gristwood	843.790.4499	89-B Old Trolley Rd. Suite 201 Summerville, SC 29485	44%	38%	\$35.00	N/A
Spherion Staffing	4400023863	7000051047	Mary Barrineau	843.554.4933	4995 LaCross Rd, Suite 1050 Charleston, SC 29406	40%	40%	\$35.00	N/A
Staffmark Investment LLC	4400023864	7000057167	Leann Myrthil	843.744.8860	2470 Mall Drive, Unit B N. Charleston, SC 29406	43%	38%	\$0.00	N/A

[Return to Main Page](#)

County: Edgefield

Vendor Name	Contract Number	Vendor Number	Contact	Telephone Number	Address	Percentage Mark- Up for Blue Collar	Percentage Mark- Up for White Collar	Price for Drug Screening	Mailing Address
Augusta Temporaries, Inc. dba Manpower	4400024426	7000056063	April Mitchell	803.642.0750	152 Rudy Mason Pkwy. Aiken, SC 29801	43%	39%	\$30.00	N/A
RL Enterprise & Associates, LLC	4400023868	7000081745	Rick Harris	864.234.8788	210 Birchtree Dr., Suite B, Greenwood, SC 29646	42%	38	\$30.00	319 Garlington Rd. Suite D3 Greenville, SC 29615
Corporate Staffing Services	4400024126	7000039683	Tracy Smith	864.261.8488	1430 E Bypass NE. Greenwood, Sc 29646	40%	35%	\$35.00	PO Box 16148 Greenville, SC 29606
Excelsior Staffing/ Onin Staffing	4400023851	7000271442	Tracy Willis	803.335.1588	508 W. Main St., N. Augusta, SC 29841	40%	40	\$35.00	N/A
HireQuest Direct	4400023869	7000278223	Raymond Johnson	706. 736.6199	1961 Kissingbower Road Augusta, GA 30904	45%	No Bid	\$35.00	1111 Lochshyre Way Lawrenceville, GA 30043
Kelly Services	4400024042	7000055862	Matthew Adams	706.210.2538	1450 Greene St. #150 Augusta, GA 30901	44%	39%	\$35.00	N/A
Spherion Staffing	4400023863	7000051047	Angela Swartz	706.868.0911	210 Pitcarin Way Augusta, GA. 30909	45%	40%	\$35.00	N/A
Staffmark Investment LLC	4400023864	7000057167	Clinton Cunningham	803.467.2196	720 Gracern Road, Suite 122 Columbia, SC 29210	43%	38	\$0.00	N/A
Tradesmax Staffing	4400023865	7000275449	Madison White	704.284.1844	518 E. Main St. Suite 8 Lexington, SC 29072	\$42.50	No Bid	\$30.00	N/A

[Return to Main Page](#)

County: Fairfield

Vendor Name	Contract Number	Vendor Number	Contact	Telephone Number	Address	Percentage Mark- Up for Blue Collar	Percentage Mark- Up for White Collar	Price for Drug Screening	Mailing Address
AppleOne Employment Services	4400023846	7000172440	Erin Vassallo or Jan Speight	803.699.9941	1021 Pinnacle Point Drive Suite, 050 Columbia, SC 29223	No Bid	40%	\$30.00	N/A
Automation Personnel Services, Inc.	4400023847	7000117551	Alex Stephens	803.798.8841	1350 C Bush River Road Columbia, SC. 29210	42%	No Bid	\$30.00	N/A
Career Counseling Inc, d/b/a Snelling Staffing Services	4400023862	7000054974	Elizabeth Trenbeath	803.359.7644	114 Haygood Avenue Lexington, SC 29072 or 6941 North Trenholm Road	45%	40%	\$35.00	N/A
Condustrial, Inc.	4400023849	7000070968	Lane Flinn	803.454.0340	1907 Sunset Blvd. W. Columbia, SC 29169	45%	No Bid	\$35.00	N/A
Defender Services	4400024041	7000025482	Lauren McCarter	803.776.4220	438 E Garrison Blvd. Gastonia, SC 28054	36%	34%	\$35.00	N/A
Excelsior Staffing/ Onin Staffing	4400023851	7000271442	Lynn Bradley	803.667.4676	950 Sunset Blvd. W. Columbia, SC 29169	40%	40%	\$35.00	N/A
Express Employment Professionals	4400023852	7000122216	Northan Golden	803.788.8721	9557 Two Notch Road, Suite J, Columbia, SC 29223	45%	40%	\$35.00	N/A
Find Great People, LLC	4400023853	7000056735	Megan Graham	803.783.3636	190 Knox Abbot Dr. Suite 300 Cayce, SC 29033	No Bid	40%	\$35.00	N/A
Gallman Personnel Services, Inc	4400023854	7000072586	Kia Douglas	803.772.8046	1360 Browning Rd. Columbia, SC 29221	45%	40%	\$35.00	PO Box 211936 Columbia, SC 29221-6936

Health Force, LLC	4400023973	7000211631	Shawanda Boulware	1.877.244.9151 ext 706	1335 Elm Abode Terrace Columbia, SC 29210	43%	38%	\$30.00	N/A
Kelly Services	4400024042	7000055862	Matthew Adams	803.798.0765	250 Berryhill Rd. #101 Columbia, SC 29210	44%	39%	\$35.00	N/A
Marathon Staffing, Inc.	4400023857	7000156872	Sherry Tribble	803.753.1771	1314 Lincoln St., Suite 306 Columbia, SC 29201	45%	40%	\$35.00	N/A
Open Door Personnel, LLC	4400023859	7000222630	Laura Ledford	803.233.2098	810 Dutch Square Blvd. #116 Columbia, SC 29210	45%	40%	\$0.00	N/A
Randstad	4400023860	7000181356	Christine Norris	803.407.0576	275 Harbison Boulevard, Suite K Columbia, SC 29212	45%	40%	\$35.00	N/A
Recruiting Solutions	4400024044	7000129827	Brooke Brownlee	803.806.8125	1441 Main Street, Suite 890 Columbia SC 29201	45%	40%	\$35.00	N/A
Roper Personnel Services, Inc	4400023861	7000027415	Janice Jarvis	803.276.3034	1223 Wilson Rd. Newberry SC 29108	44%	38%	\$35.00	N/A
Spherion Staffing	4400023863	7000051047	Georgia Meeks	803.772.4928	4727D Sunset Boulevard Lexington, SC 29072	45%	40%	\$35.00	N/A
Staffmark Investment LLC	4400023864	7000057167	Clinton Cunningham	803.467.2196	720 Gracern Road, Suite 122 Columbia, SC 29210	43%	38%	\$0.00	N/A
Tradesmax Staffing	4400023865	7000275449	Madison White	704.284.1844	518 E. Main St. Suite 8 Lexington, SC 29072	42.5%	No Bid	\$30.00	N/A
TRC Staffing Services	4400023866	7000182565	Kate Lang	803.255.7267	1218 Henderson St. Columbia, SC 29201	45%	39%	\$30.00	N/A

[Return to Main Page](#)

County: Florence

Vendor Name	Contract Number	Vendor Number	Contact	Telephone Number	Address	Percentage Mark-Up for Blue Collar	Percentage Mark- Up for White Collar	Price for Drug Screening	Mailing Address
AppleOne Employment Services	4400023846	7000172440	Erin Vassallo or Jan Speight	803.699.9941	1021 Pinnacle Point Drive Suite, 050 Columbia, SC 29223	No Bid	40%	\$30.00	N/A
Conustrial, Inc.	4400023849	7000070968	Dan Cavanaugh	843.947.0338	3556-C Old Kings Hwy Murrells Inlet, SC 29576	45%	No Bid	\$35.00	N/A
Corporate Staffing Services	4400024126	7000039683	Tracy Smith	864.261.8488	3658 Irby St Florence, Sc 29501	40%	35%	\$35.00	PO Box 16148 Greenville, SC 29606
HireQuest Direct	4400023869	7000278223	Megan Lawrence	243.667.1112	1218 W Evans Street Florence, SC 29501	45%	No Bid	\$35.00	N/A
Kelly Services	4400024042	7000055862	Matthew Adams	843.664.0022	448 2nd Loop Rd. Florence, SC 29505	44%	39%	\$35.00	N/A
Olsten Staffing Services Corp.	4400024043	7000137256	Vicky McCall	843.664.1191	1711 W Palmetto Street Florence, SC 29501	45%	40%	\$35.00	N/A
Open Door Personnel, LLC	4400023859	7000222630	Laura Ledford	803.233.2098	810 Dutch Square Blvd. #116 Columbia, SC 29210	45%	40%	\$0.00	N/A
Recruiting Solutions	4400024044	7000129827	Carly King	843.519.2500	2391 David H McLeod Blvd, Suite C Florence SC 29501	45%	40%	\$35.00	N/A
Roper Personnel Services, Inc	4400023861	7000027415	Darlene Gainey	803.938.8100	101 S. Wise Dr. Sumter, SC 29150	44%	38%	\$35.00	N/A
Spherion Staffing	4400023863	7000051047	Doris Lockhart	843.664.0050	519 W Evans St Florence, SC 29501	45%	40%	\$35.00	N/A

Staffmark Investment LLC	4400023864	7000057167	Linda Parris	803.682.2713	1941 St. Matthews Road, Orangeburg, SC 29115 or 248 Tupperware Road,	43%	38%	\$0.00	N/A
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[Return to Main Page](#)

County: Georgetown

Vendor Name	Contract Number	Vendor Number	Contact	Telephone Number	Address	Percentage Mark-Up for Blue Collar	Percentage Mark- Up for White Collar	Price for Drug Screening	Mailing Address
AppleOne Employment Services	4400023846	7000172440	Erin Vassallo or Jan Speight	843.852.2297	2000 Sam Rittenburg Blvd, Suite 3002 Charleston, SC. 29407	No Bid	40%	\$30.00	N/A
Condustrial, Inc.	4400023849	7000070968	Dan Cavanaugh	843.947.0338	3556-C Old Kings Hwy Murrells Inlet, SC 29576	45%	No Bid	\$35.00	N/A
Corporate Staffing Services	4400024126	7000039683	Tracy Smith	864.261.8488	3658 Irby St Florence, Sc 29501	40%	35%	\$35.00	PO Box 16148 Greenville, SC 29606
Dunhill Staffing Systems	4400023850	7000017098	Katie Henderson	843.375.0031	1459 Stuart Engals Blvd, Suite 300 Mount Pleasant, SC 29464	45%	40%	\$0.00	N/A
HireQuest Direct	4400023869	7000278223	Megan Lawrence	843.232.7240	507 Robert M Grissom Parkway Myrtle Beach, SC 29577	45%	No Bid	\$35.00	N/A
IHT Staffing	4400023855	7000214476	LuAnn Carangelo	843.626.7970	2105 Cromley Circle Unit A Myrtle Beach, SC 29577	41%	36%	\$0.00	N/A
Kelly Services	4400024042	7000055862	Matthew Adams	843.747.4826	5900 Core Rd. #400 N. Chareleston, 29406	44%	39%	\$35.00	N/A
Olsten Staffing Services Corp.	4400024043	7000137256	Alex Richardson	843.626.0053	4420 Oleander Drive, Suite 201 Myrtle Beach SC 29577	45%	40%	\$35.00	N/A
Randstad	4400023860	7000181356	Laura Boggs	843.745.2289	4952 Centre Point Drive, Building 2A, Suite 106 N. Charleston, SC 29418	45%	40%	\$35.00	N/A
Spherion Staffing	4400023863	7000051047	Doris Lockhart	843.438.8337	702 A Main St Conway, SC 29526	45%	40%	\$35.00	N/A
Staffmark Investment LLC	4400023864	7000057167	Linda Parris	803.682.2713	1941 St. Matthews Road, Orangeburg, SC 29115 or 248 Tupperware Road, Hemingway, SC 29554	43%	38%	\$0.00	N/A

[Return to Main Page](#)

County: Greenville

Vendor Name	Contract Number	Vendor Number	Contact	Telephone Number	Address	Percentage Mark-Up for Blue Collar	Percentage Mark- Up for White Collar	Price for Drug Screening	Mailing Address
RL Enterprise & Associates, LLC	4400023868	7000081745	Rick Harris	864.234.8788	319 Garlington Rd., Suite D3, Greenville, SC 29615	42%	38%	\$30.00	N/A
RL Enterprise & Associates, LLC	4400023868	7000081745	Rick Harris	864.234.8788	1021 South Pendleton St., Suite I, Easley, SC 29642	42%	38%	\$30.00	319 Garlington Rd. Suite D3 Greenville, SC 29615
Ambassador Personnel, Inc.	4400023845	7000033208	Darlene Kosco	864.574.0427	100 Burton St. Suite C Spartanburg, SC. 29301	43%	38%	\$30.00	N/A
AppleOne Employment Services	4400023846	7000172440	Erin Vassallo or Jan Speight	864.627.9829	Patewood Plaza, Building 1, 30 Patewood Dr., Suite 130 Greenville, SC	No Bid	40%	\$30.00	N/A
Automation Personnel Services, Inc.	4400023847	7000117551	Tracy Mordas	864.288.3125	765 Haywood Rd. Suite I Greenville, SC 29607	42%	No Bid	\$30.00	N/A
Condustrial, Inc.	4400023849	7000070968	Harry Batson	864.235.3619	51 Concourse Way Greer, SC 29650	45%	No Bid	\$35.00	N/A
Defender Services	4400024041	7000025482	Lauren McCarter	803.776.4220	314 Pearman Dairy Rd. Anderson, SC 29625	36%	34%	\$35.00	N/A
Excelsior Staffing/ Onin Staffing	4400023851	7000271442	Tamara Pearce	864.438.3515	3093 SC-14 Ste. F Greer, SC 29650	40%	40%	\$35.00	N/A
Find Great People, LLC	4400023853	7000056735	Rick Ratchford	864.297.0000	15 Brendan Way, Suite 140 Greenville SC 29615	No Bid	40%	\$35.00	N/A
HireQuest Direct	4400023869	7000278223	Tony Ulses	864.242.2545	201 Poinsett Hwy, Greenville, SC 29609	45%	No Bid	\$35.00	N/A

Interchange Staffing Services LLC	4400023856	7000274607	Ruby Bennett	864.908.4313	33 Market Point Dr. Greenville, SC 29607	43%	38%	\$35.00	N/A
Kelly Services	4400024042	7000055862	Matthew Adams	864.292.2888	492 Garlington Rd. Greenville, SC 29615	44%	39%	\$35.00	N/A
Manpower	4400024352	7000226367	Wendy Brooks	864.297.5304	545 Haywood Rd Greenville, SC 29607	43%	39%	\$25.00	N/A
Marathon Staffing, Inc.	4400023857	7000156872	Barbara Allen	864.881.4700	400 SE Main St., Suite B Simpsonville, SC 29681	45%	40%	\$35.00	N/A
Randstad	4400023860	7000181356	Amber Haas	864.574.0156	660 Spartan Boulevard, Suite 220 Spartanburg, SC 29301	45%	40%	\$35.00	N/A
Recruiting Solutions	4400024044	7000129827	Michelle Heil	864.234.0072	124 Verdae Blvd, Suite 103 Greenville SC 29607	45%	40%	\$35.00	N/A
Spherion Staffing	4400023863	7000051047	Craig Roberson	864.241.8000	1200 Woodruff Rd, Suite C 15 Greenville, SC 29607	45%	40%	\$35.00	N/A
Staffmark Investment LLC	4400023864	7000057167	Clinton Cunningham	803.467.2196	720 Gracern Road, Suite 122 Columbia, SC 29210	43%	38%	\$0.00	N/A
Worksmart, Inc	4400023867	7000104861	Heath Blanchard	864.268.1497	1318 Suite A Haywood, Rd. Greenville, SC 29615	44%	39%	\$35.00	N/A

[Return to Main Page](#)

County: Greenwood

Vendor Name	Contract Number	Vendor Number	Contact	Telephone Number	Address	Percentage Mark-Up for Blue Collar	Percentage Mark- Up for White Collar	Price for Drug Screening	Mailing Address
RL Enterprise & Associates, LLC	4400023868	7000081745	Rick Harris	864.234.8788	210 Birchtree Dr., Suite B, Greenwood, SC 29646	42%	38%	\$30.00	319 Garlington Rd. Suite D3 Greenville, SC 29615
AppleOne Employment Services	4400023846	7000172440	Erin Vassallo or Jan Speight	803.407.0777	107 Westpark Blvd., Suite 135 Columbia, SC. 29210	No Bid	40%	\$30.00	N/A
Augusta Temporaries, Inc. dba Manpower	4400024426	7000056063	Ann Clark	864.229.2533	317 N. Emerald Rd. Greenwood, SC 29646	43%	39%	\$30.00	N/A
Automation Personnel Services, Inc.	4400023847	7000117551	Tracy Mordas	864.288.3125	765 Haywood Rd. Suite I Greenville, SC 29607	42%	No Bid	\$30.00	N/A
Corporate Staffing Services	4400024126	7000039683	Tracy Smith	864.261.8488	1430 E Bypass NE. Greenwood, Sc 29646	40%	35%	\$35.00	PO Box 16148 Greenville, SC 29606
Defender Services	4400024041	7000025482	Lauren McCarter	803.776.4220	314 Pearman Dairy Rd. Anderson, SC 29625	36%	34%	\$35.00	N/A
Excelsior Staffing/ Onin Staffing	4400023851	7000271442	Tamara Pearce	864.438.3515	3093 SC-14 Ste. F Greer, SC 29650	40%	40%	\$35.00	N/A
Find Great People, LLC	4400023853	7000056735	Rick Ratchford	864.297.0000	15 Brendan Way, Suite 140 Greenville SC 29615	No Bid	40%	\$35.00	N/A
Kelly Services	4400024042	7000055862	Matthew Adams	864.292.2888	492 Garlington Rd. Greenville, SC 29615	44%	39%	\$35.00	N/A
Randstad	4400023860	7000181356	Amber Haas	864.574.0156	660 Spartan Boulevard, Suite 220 Spartanburg, SC 29301	45%	40%	\$35.00	N/A

Recruiting Solutions	4400024044	7000129827	Michelle Heil	864.234.0072	124 Verdae Blvd, Suite 103 Greenville SC 29607	45%	40%	\$35.00	N/A
Roper Personnel Services, Inc	4400023861	7000027415	Lee Anne Kitchen	864.983.2500	1222 N. Harper Street Laurens, SC 29360	44%	38%	\$35.00	N/A
Staffmark Investment LLC	4400023864	7000057167	Wanda Tompkins	864.226.7000	4122 Clemson Blvd, Suite 1 -A Anderson, SC 29621	43%	38%	\$0.00	N/A
Worksmart, Inc	4400023867	7000104861	Heath Blanchard	864.268.1497	1318 Suite A Haywood, Rd. Greenville, SC 29615	44%	39%	\$35.00	N/A

[Return to Main Page](#)

County: Hampton

Vendor Name	Contract Number	Vendor Number	Contact	Telephone Number	Address	Percentage Mark-Up for Blue Collar	Percentage Mark- Up for White Collar	Price for Drug Screening	Mailing Address
Augusta Temporaries, Inc. dba Manpower	4400024426	7000056063	April Mitchell	803.642.0750	152 Rudy Mason Pkwy. Aiken, SC 29801	43%	39%	\$30.00	N/A
Corporate Staffing Services	4400024126	7000039683	Tracy Smith	864.261.8488	655 Silverbluff Rd. Suite B Aiken, Sc 29803	40%	35%	\$35.00	PO Box 16148 Greenville, SC 29606
Kelly Services	4400024042	7000055862	Matthew Adams	843.747.4826	5900 Core Rd. #400 N. Chareleston, 29406	44%	39%	\$35.00	N/A

[Return to Main Page](#)

County: Horry

Vendor Name	Contract Number	Vendor Number	Contact	Telephone Number	Address	Percentage Mark- Up for Blue Collar	Percentage Mark- Up for White Collar	Price for Drug Screening	Mailing Address
AppleOne Employment Services	4400023846	7000172440	Erin Vassallo or Jan Speight	843.714.6000	800 Legion Street, Suite 101 Conway, SC. 29526	No Bid	40%	\$30.00	N/A
Condustrial, Inc.	4400023849	7000070968	Dan Cavanaugh	843.947.0338	3556-C Old Kings Hwy Murrells Inlet, SC 29576	45%	No Bid	\$35.00	N/A
Corporate Staffing Services	4400024126	7000039683	Tracy Smith	864.261.8488	3658 Irby St Florence, Sc 29501	40%	35%	\$35.00	PO Box 16148 Greenville, SC 29606
HireQuest Direct	4400023869	7000278223	Megan Lawrence	843.232.7240	507 Robert M Grissom Parkway Myrtle Beach, SC 29577	45%	No Bid	\$35.00	N/A
IHT Staffing	7000214476	7000214476	LuAnn Carangelo	843.626.7970	2105 Cromley Circle Unit A Myrtle Beach, SC 29577	41%	36%	\$0.00	N/A
Kelly Services	4400024042	7000055862	Matthew Adams	843.626.4403	1620 Farrow Pkwy. #A3 Myrtle Beach, SC 29577	44%	39%	\$35.00	N/A
Olsten Staffing Services Corp.	4400024043	7000137256	Alex Richardson	843.626.0053	4420 Oleander Drive, Suite 201 Myrtle Beach SC 29577	45%	40%	\$35.00	N/A
Recruiting Solutions	4400024044	7000129827	Carly King	843.519.2500	2391 David H McLeod Blvd, Suite C Florence SC 29501	45%	40%	\$35.00	N/A
Spherion Staffing	4400023863	7000051047	Doris Lockhart	843.438.8337	702 A Main St Conway, SC 29526	45%	40%	\$35.00	N/A
Staffmark Investment LLC	4400023864	7000057167	Leann Myrthil	843.744.8860	2470 Mall Drive, Unit B N. Charleston, SC 29406	43%	38%	\$0.00	N/A

County: Jasper

Vendor Name	Contract Number	Vendor Number	Contact	Telephone Number	Address	Percentage Mark- Up for Blue Collar	Percentage Mark- Up for White Collar	Price of Drug Screening
Kelly Services	4400024042	7000055862	Matthew Adams	843.747.4826	5900 Core Rd. #400 N. Chareleston, 29406	44%	39%	\$35.00
Randstad	4400023860	7000181356	Lora Rosenthal	912.748.8265	115 Canal Street, Suite 401 Pooler, Ga. 31322	45%	40%	\$35.00
Staffmark Investment LLC	4400023864	7000057167	Kelly Burns	912.330.0557	119 Canal Street Pooler, GA 31322	43%	38%	\$0.00

[Return to Main Page](#)

County: Kershaw

Vendor Name	Contract Number	Vendor Number	Contact	Telephone Number	Address	Percentage Mark-Up for Blue Collar	Percentage Mark- Up for White Collar	Testing Cost	Mailing Address
AppleOne Employment Services	4400023846	7000172440	Erin Vassallo or Jan Speight	803.699.9941	1021 Pinnacle Point Drive Suite, 050 Columbia, SC 29223	No Bid	40%	\$30.00	N/A
Automation Personnel Services, Inc.	4400023847	7000117551	Alex Stephens	803.798.8841	1350 C Bush River Road Columbia, SC. 29210	42%	No Bid	\$30.00	N/A
Career Counseling Inc, d/b/a Snelling Staffing Services	4400023862	7000054974	Elizabeth Trenbeath	803.359.7644	114 Haygood Avenue Lexington, SC 29072 or 6941 North Trenholm Road	45%	40%	\$35.00	N/A
Condustrial, Inc.	4400023849	7000070968	Lane Fiinn	803.454.0340	1907 Sunset Blvd. W. Columbia, SC 29169	45%	No Bid	\$35.00	N/A
Defender Services	4400024041	7000025482	Lauren McCarter	803.776.4220	650 Chesterfield Hwy. Cheraw, SC 29520	36%	34%	\$35.00	N/A
Excelsior Staffing/ Onin Staffing	4400023851	7000271442	Lynn Bradley	803.667.4676	950 Sunset Blvd. W. Columbia, SC 29169	40%	40%	\$35.00	N/A
Express Employment Professionals	4400023852	7000122216	Northan Golden	803.788.8721	9557 Two Notch Road, Suite J, Columbia, SC 29223	45%	40%	\$35.00	N/A
Find Great People, LLC	4400023853	7000056735	Megan Graham	803.783.3636	190 Knox Abbot Dr. Suite 300 Cayce, SC 29033	No Bid	40%	\$35.00	N/A
Gallman Personnel Services, Inc	4400023854	7000072586	Kia Douglas	803.772.8046	1360 Browning Rd. Columbia, SC 29221	45%	40%	\$35.00	PO Box 211936 Columbia, SC 29221-6936

Health Force, LLC	4400023973	7000211631	Shawanda Boulware	1.877.244.9151 ext 706	1335 Elm Abode Terrace Columbia, SC 29210	43%	38%	\$30.00	N/A
Kelly Services	4400024042	7000055862	Matthew Adams	803.798.0765	250 Berryhill Rd. #101 Columbia, SC 29210	44%	39%	\$35.00	N/A
Manpower	4400024352	7000226367	Robert Johnson	803.731.5469	1410 Colonial Life Blvd W Ste_270 Columbia, SC 29210	43%	39%	\$25.00	N/A
Marathon Staffing, Inc.	4400023857	7000156872	Sherry Tribble	803.753.1771	1314 Lincoln St., Suite 306 Columbia, SC 29201	45%	40%	\$35.00	N/A
Olisten Staffing Services Corp.	4400024043	7000137256	Kandi Harris	803.773.2700	57 W Wesmark Blvd Sumter SC 29150	45%	40%	\$35.00	N/A
Open Door Personnel, LLC	4400023859	7000222630	Laura Ledford	803.233.2098	810 Dutch Square Blvd. #116 Columbia, SC 29210	45%	40%	\$0.00	N/A
Randstad	4400023860	7000181356	Christine Norris	803.407.0576	275 Harbison Boulevard, Suite K Columbia, SC 29212	45%	40%	\$35.00	N/A
Recruiting Solutions	4400024044	7000129827	Brooke Brownlee	803.806.8125	1441 Main Street, Suite 890 Columbia SC 29201	45%	40%	\$35.00	N/A
Roper Personnel Services, Inc	4400023861	7000027415	Darlene Gainey	803.938.8100	101 S. Wise Dr. Sumter, SC 29150	44%	38%	\$35.00	N/A
Spherion Staffing	4400023863	7000051047	Georgia Meeks	803.772.4928	4727D Sunset Boulevard Lexington, SC 29072	45%	40%	\$35.00	N/A
Staffmark Investment LLC	4400023864	7000057167	Clinton Cunningham	803.467.2196	720 Gracern Road, Suite 122 Columbia, SC 29210	43%	38%	\$0.00	N/A

Tradesmax Staffing	4400023865	7000275449	Madison White	704.284.1844	518 E. Main St. Suite 8 Lexington, SC 29072	42.5%	No Bid	\$30.00	N/A
TRC Staffing Services	4400023866	7000182565	Kate Lang	803.255.7267	1218 Henderson St. Columbia, SC 29201	45%	39%	\$30.00	N/A

[Return to Main Page](#)

County: Lancaster

Vendor Name	Contract Number	Vendor Number	Contact	Telephone Number	Address	Percentage Mark-Up for Blue Collar	Percentage Mark-Up for White Collar	Price for Drug Screening
Ambassador Personnel, Inc.	4400023845	7000033208	Heidi Wilson	704.522.1188	4600 Park Rd. Suite 220 Charlotte, NC 29209	43%	38%	\$30.00
Condustrual, Inc.	4400023849	7000070968	Stewart Hill	980.245.8336	600-C Matthews Mint Hill Rd. Matthews, NC 28105	45%	No Bid	\$35.00
Defender Services	4400024041	7000025482	Lauren McCarter	803.776.4220	438 E Garrison Blvd. Gastonia, SC 28054	36%	34%	\$35.00
Excelsior Staffing/ Onin Staffing	4400023851	7000271442	Jill Coleman	803.220.3325	2371 Cherry Rd. Rock Hill, SC 29732	40%	40%	\$35.00
Kelly Services	4400024042	7000055862	Matthew Adams	803.817.1700	1435 Riverchase Blvd. Rock Hill, SC 29732	44%	39%	\$35.00
Staffmark Investment LLC	4400023864	7000057167	Tracey Dexter	803.324.2424	291 Willowbrook Avenue Rock Hill, SC 29730	43%	38%	\$0.00

[Return to Main Page](#)

County: Laurens

Vendor Name	Contract Number	Vendor Number	Contact	Telephone Number	Address	Percentage Mark-Up for Blue Collar	Percentage Mark- Up for White Collar	Price for Drug Screening	Mailing Address
RL Enterprise & Associates, LLC	4400023868	7000081745	Rick Harris	864.234.8788	319 Garlington Rd., Suite D3, Greenville, SC 29615	42%	38%	\$30.00	N/A
RL Enterprise & Associates, LLC	4400023868	7000081745	Rick Harris	864.234.8788	210 Birchtree Dr., Suite B, Greenwood, SC 29646	42%	38%	\$30.00	319 Garlington Rd. Suite D3 Greenville, SC 29615
Ambassador Personnel, Inc.	4400023845	7000033208	Darlene Kosco	864.574.0427	100 Burton St. Suite C Spartanburg, SC. 29301	43%	38%	\$30.00	N/A
AppleOne Employment Services	4400023846	7000172440	Erin Vassallo or Jan Speight	864.627.9829	Patewood Plaza, Building 1, 30 Patewood Dr., Suite 130 Greenville, SC	No Bid	40%	\$30.00	N/A
Automation Personnel Services, Inc.	4400023847	7000117551	Tracy Mordas	864.288.3125	765 Haywood Rd. Suite I Greenville, SC 29607	42%	No Bid	\$30.00	N/A
Condustrial, Inc.	4400023849	7000070968	Harry Batson	864.235.3619	51 Concourse Way Greer, SC 29650	45%	No Bid	\$35.00	N/A
Corporate Staffing Services	4400024126	7000039683	Tracy Smith	864.261.8488	1212 N. Main Street Anderson, Sc 29624	40%	35%	\$35.00	PO Box 16148 Greenville, SC 29606
Corporate Staffing Services	4400024126	7000039683	Tracy Smith	864.261.8488	1430 E Bypass NE. Greenwood, Sc 29646	40%	35%	\$35.00	PO Box 16148 Greenville, SC 29606
Defender Services	4400024041	7000025482	Lauren McCarter	803.776.4220	314 Pearman Dairy Rd. Anderson, SC 29625	36%	34%	\$35.00	N/A
Excelsior Staffing/ Onin Staffing	4400023851	7000271442	Tamara Pearce	864.438.3515	3093 SC-14 Ste. F Greer, SC 29650	40%	40%	\$35.00	N/A

Find Great People, LLC	4400023853	7000056735	Rick Ratchford	864.297.0000	15 Brendan Way, Suite 140 Greenville SC 29615	No Bid	40%	\$35.00	N/A
Gallman Personnel Services, Inc	4400023854	7000072586	Kia Douglas	803.321.3295	1360 Browning Rd. Columbia, SC 29221	45%	40%	\$35.00	PO Box 211936 Columbia, SC 29221
Interchange Staffing Services LLC	4400023856	7000274607	Ruby Bennett	864.908.4313	33 Market Point Dr. Greenville, SC 29607	43%	38%	\$35.00	N/A
Kelly Services	4400024042	7000055862	Matthew Adams	864.292.2888	492 Garlington Rd. Greenville, SC 29615	44%	39%	\$35.00	N/A
Manpower	4400024352	7000226367	Wendy Brooks	864.297.5304	545 Haywood Rd Greenville, SC 29607	43%	39%	\$25.00	N/A
Marathon Staffing, Inc.	4400023857	7000156872	Barbara Allen	864.881.4700	400 SE Main Street, Suite B Simpsonville, SC 29681	45%	40%	\$35.00	N/A
Randstad	4400023860	7000181356	Amber Haas	864.574.0156	660 Spartan Boulevard, Suite 220 Spartanburg, SC 29301	45%	40%	\$35.00	N/A
Recruiting Solutions	4400024044	7000129827	Michelle Heil	864.234.0072	124 Verdae Blvd, Suite 103 Greenville SC 29607	45%	40%	\$35.00	N/A
Roper Personnel Services, Inc	4400023861	7000027415	Lee Anne Kitchen	864.983.2500	1222 N. Harper Street Laurens, SC 29360	44%	38%	\$35.00	N/A
Staffmark Investment LLC	4400023864	7000057167	Courtney Feagin	864.322.6004	8 Davis Keats Drive Greenville, SC 29607	43%	38%	\$0.00	N/A
Tradesmax Staffing	4400023865	7000275449	Madison White	704.284.1844	518 E. Main St. Suite 8 Lexington, SC 29072	42.5%	No Bid	\$30.00	N/A

Worksmart, Inc	4400023867	7000104861	Heath Blanchard	864.268.1497	1318 Suite A Haywood, Rd. Greenville, SC 29615	44%	39%	\$35.00	N/A
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[Return to Main Page](#)

County: Lee

Vendor Name	Contract Number	Vendor Number	Contact	Telephone Number	Address	Percentage Mark-Up for Blue Collar	Percentage Mark-Up for White Collar	Price for Drug Screening
AppleOne Employment Services	4400023846	7000172440	Erin Vassallo or Jan Speight	803.699.9941	1021 Pinnacle Point Drive Suite, 050 Columbia, SC 29223	No Bid	40%	\$30.00
Automation Personnel Services, Inc.	4400023847	7000117551	Alex Stephens	803.798.8841	1350 C Bush River Road Columbia, SC. 29210	42%	No Bid	\$30.00
Defender Services	4400024041	7000025482	Lauren McCarter	803.776.4220	650 Chesterfield Hwy. Cheraw, SC 29520	36%	34%	\$35.00
Excelsior Staffing/ Onin Staffing	4400023851	7000271442	Lynn Bradley	803.667.4676	950 Sunset Blvd. W. Columbia, SC 29169	40%	40%	\$35.00
Health Force, LLC	4400023973	7000211631	Shawanda Boulware	1.877.244.9151 ext 706	1335 Elm Abode Terrace Columbia, SC 29210	43%	38%	\$30.00
HireQuest Direct	4400023869	7000278223	Megan Lawrence	243.667.1112	1218 W Evans Street Florence, SC 29501	45%	No Bid	\$35.00
Kelly Services	4400024042	7000055862	Matthew Adams	843.664.0022	448 2nd Loop Rd. Florence, SC 29505	44%	39%	\$35.00
Olsten Staffing Services Corp.	4400024043	7000137256	Kandi Harris	803.773.2700	57 W Wesmark Blvd Sumter SC 29150	45%	40%	\$35.00
Recruiting Solutions	4400024044	7000129827	Carly King	843.519.2500	2391 David H McLeod Blvd, Suite C Florence SC 29501	45%	40%	\$35.00

Roper Personnel Services, Inc	4400023861	7000027415	Darlene Gainey	803.938.8100	101 S. Wise Dr. Sumter, SC 29150	44%	38%	\$35.00
Spherion Staffing	4400023863	7000051047	Doris Lockhart	843.664.0050	519 W Evans St Florence, SC 29501	45%	40%	\$35.00
Staffmark Investment LLC	4400023864	7000057167	Clinton Cunningham	803.467.2196	720 Gracern Road, Suite 122 Columbia, SC 29210	43%	38%	\$0.00

[Return to Main Page](#)

County: Lexington

Vendor Name	Contract Number	Vendor Number	Contact	Telephone Number	Address	Percentage Mark-Up for Blue Collar	Percentage Mark- Up for White Collar	Price for Drug Screening	Mailing Address
Action Labor	4400024045	7000272803	Steve Mims	803.256.6010	2111 Wayne Street Columbia, SC 29201	39%	39%	\$0.00	N/A
AppleOne Employment Services	4400023846	7000172440	Erin Vassallo or Jan Speight	803.407.0777	107 Westpark Blvd., Suite 135 Columbia, SC. 29210	No Bid	40%	\$30.00	N/A
AppleOne Employment Services	4400023846	7000172440	Erin Vassallo or Jan Speight	803.699.9941	1021 Pinnacle Point Drive Suite, 050 Columbia, SC 29223	No Bid	40%	\$30.00	N/A
Automation Personnel Services, Inc	4400023847	7000117551	Alex Stephens	803.798.8841	1350 C Bush River Road Columbia, SC. 29210	42%	No Bid	\$30.00	N/A
Career Counseling Inc, d/b/a Snelling Staffing Services	4400023862	7000054974	Elizabeth Trenbeath	803.359.7644	114 Haygood Avenue Lexington, SC 29072 or 6941 North Trenholm Road Columbia, SC	45%	40%	\$35.00	N/A
Condustrial, Inc.	4400023849	7000070968	Lane Flinn	803.454.0340	1907 Sunset Blvd. W. Columbia, SC 29169	45%	No Bid	\$35.00	N/A
Defender Services	4400024041	7000025482	Lauren McCarter	803.776.4220	9031 Garners Ferry Rd. Hopkins, SC 29061	36%	34%	\$35.00	N/A
Excelsior Staffing/ Onin Staffing	4400023851	7000271442	Lynn Bradley	803.667.4676	950 Sunset Blvd. W. Columbia, SC 29169	40%	40%	\$35.00	N/A
Express Employment Professionals	4400023852	7000122216	Northan Golden	803.788.8721	9557 Two Notch Road, Suite J, Columbia, SC 29223	45%	40%	\$35.00	N/A

Find Great People, LLC	4400023853	7000056735	Megan Graham	803.783.3636	190 Knox Abbot Dr. Suite 300 Cayce, SC 29033	No Bid	40%	\$35.00	N/A
Gallman Personnel Services, Inc	4400023854	7000072586	Kia Douglas	803.772.8046	1360 Browning Rd. Columbia, SC 29221	45%	40%	\$35.00	PO Box 211936 Columbia, SC 29221- 6936
Health Force, LLC	4400023973	7000211631	Shawanda Boulware	1.877.244.9151 ext 706	1335 Elm Abode Terrace Columbia, SC 29210	43%	38%	\$30.00	N/A
HireQuest Direct	4400023869	7000278223	David Stelzer	803.638.2660	103 North 12th Street West Columbia, SC 29169	45%	No Bid	?	N/A
Kelly Services	4400024042	7000055862	Matthew Adams	803.798.0765	250 Berryhill Rd. #101 Columbia, SC 29210	44%	39%	\$35.00	N/A
Manpower	4400024352	7000226367	Robert Johnson	803.731.5469	1410 Colonial Life Blvd W Ste_270 Columbia, SC 29210	43%	39%	\$25.00	N/A
Marathon Staffing, Inc.	4400023857	7000156872	Sherry Tribble	803.753.1771	1314 Lincoln St., Suite 306 Columbia, SC 29201	45%	40%	\$35.00	N/A
Open Door Personnel, LLC	4400023859	7000222630	Laura Ledford	803.233.2098	810 Dutch Square Blvd. #116 Columbia, SC 29210	45%	40%	\$0.00	N/A
Randstad	4400023860	7000181356	Christine Norris	803.407.0576	275 Harbison Boulevard, Suite K Columbia, SC 29212	45%	40%	\$35.00	N/A
Recruiting Solutions	4400024044	7000129827	Brooke Brownlee	803.806.8125	1441 Main Street, Suite 890 Columbia SC 29201	45%	40%	\$35.00	N/A
Roper Personnel Services, Inc	4400023861	7000027415	Billie Dekle	803.798.8500	125 Oultet Pointe Blvd. Columbia, SC 29210	44%	38%	\$35.00	PO Box 21009 Columbia, SC 29221

Spherion Staffing	4400023863	7000051047	Georgia Meeks	803.772.4928	4727D Sunset Boulevard Lexington, SC 29072	45%	40%	\$35.00	N/A
Staffmark Investment LLC	4400023864	7000057167	Clinton Cunningham	803.467.2196	720 Gracern Road, Suite 122 Columbia, SC 29210	43%	38%	\$0.00	N/A
Tradesmax Staffing	4400023865	7000275449	Madison White	704.284.1844	518 E. Main St. Suite 8 Lexington, SC 29072	42.5%	No Bid	\$30.00	N/A
TRC Staffing Services	4400023866	7000182565	Kate Lang	803.255.7267	1218 Henderson St. Columbia, SC 29201	45%	39%	\$30.00	N/A

[Return to Main Page](#)

County: Marion

Vendor Name	Contract Number	Vendor Number	Contact	Telephone Number	Address	Percentage Mark- Up for Blue Collar	Percentage Mark- Up for White Collar	Price for Drug Screening	Mailing Address
AppleOne Employment Services	4400023846	7000172440	Erin Vassallo or Jan Speight	843.714.6000	800 Legion Street, Suite 101 Conway, SC. 29526	No Bid	40%	\$30.00	N/A
Condustrial, Inc.	4400023849	7000070968	Dan Cavanaugh	843.947.0338	3556-C Old Kings Hwy Murrells Inlet, SC 29576	45%	No Bid	\$35.00	N/A
Corporate Staffing Services	4400024126	7000039683	Tracy Smith	864.261.8488	3658 Irby St Florence, Sc 29501	40%	35%	\$35.00	PO Box 16148 Greenville, SC 29606
HireQuest Direct	4400023869	7000278223	Megan Lawrence	843.232.7240	507 Robert M Grissom Parkway Myrtle Beach, SC 29577	45%	No Bid	\$35.00	N/A
Kelly Services	4400024042	7000055862	Matthew Adams	843.664.0022	448 2nd Loop Rd. Florence, SC 29505	44%	39%	\$35.00	N/A
Olsten Staffing Services Corp.	4400024043	7000137256	Lisa Davis	843.464.1700	3431 E Highway 76 Mullins, SC 29574	45%	40%	\$35.00	N/A
Recruiting Solutions	4400024044	7000129827	Carly King	843.519.2500	2391 David H McLeod Blvd, Suite C Florence SC 29501	45%	40%	\$35.00	N/A
Spherion Staffing	4400023863	7000051047	Doris Lockhart	843.664.0050	519 W Evans St Florence, SC 29501	45%	40%	\$35.00	N/A
Staffmark Investment LLC	4400023864	7000057167	Linda Parris	803.682.2713	1941 St. Matthews Road, Orangeburg, SC 29115 or 248 Tupperware Road, Hemingway, SC 29554	43%	38%	\$0.00	N/A

County: Marlboro

Vendor Name	Contract Number	Vendor Number	Contact	Telephone Number	Address	Percentage Mark- Up for Blue Collar	Percentage Mark- Up for White Collar	Price for Drug Screening
HireQuest Direct	4400023869	7000278223	Megan Lawrence	243.667.1112	1218 W Evans Street Florence, SC 29501	45%	No Bid	\$35.00
Kelly Services	4400024042	7000055862	Matthew Adams	843.664.0022	448 2nd Loop Rd. Florence, SC 29505	44%	39%	\$35.00
Olsten Staffing Services Corporation	4400024043	7000137256	Sarah Welch	843.537.4433	100 Duvall Street Cheraw SC 29520	45%	40%	\$35.00
Recruiting Solutions	4400024044	7000129827	Carly King	843.519.2500	2391 David H McLeod Blvd, Suite C Florence SC 29501	45%	40%	\$35.00
Spherion Staffing	4400023863	7000051047	Doris Lockhart	843.664.0050	519 W Evans St Florence, SC 29501	45%	40%	\$35.00

[Return to Main Page](#)

County: McCormick

Vendor Name	Contract Number	Vendor Number	Contact	Telephone Number	Address	Percentage Mark-Up for Blue Collar	Percentage Mark- Up for White Collar	Price for Drug Screening	Mailing Address
RL Enterprise & Associates, LLC	4400023868	7000081745	Rick Harris	864.234.8788	210 Birchtree Dr., Suite B, Greenwood, SC 29646	42%	38%	\$30.00	319 Garlington Rd. Suite D3 Greenville, SC 29615
Augusta Temporaries, Inc. dba Manpower	4400024426	7000056063	Ann Clark	864.229.2533	317 N. Emerald Rd. Greenwood, SC 29646	43%	39%	\$30.00	N/A
Corporate Staffing Services	4400024126	7000039683	Tracy Smith	864.261.8488	1212 N. Main Street Anderson, Sc 29624	40%	35%	\$35.00	PO Box 16148 Greenville, SC 29606
Corporate Staffing Services	4400024126	7000039683	Tracy Smith	864.261.8488	1430 E Bypass NE. Greenwood, Sc 29646	40%	35%	\$35.00	PO Box 16148 Greenville, SC 29606
Defender Services	4400024041	7000025482	Lauren McCarter	803.776.4220	314 Pearman Dairy Rd. Anderson, SC 29625	36%	34%	\$35.00	N/A
Excelsior Staffing/ Onin Staffing	4400023851	7000271442	Tracy Willis	803.335.1588	508 W. Main St., N. Augusta, SC 29841	40%	40%	\$35.00	N/A
Kelly Services	4400024042	7000055862	Matthew Adams	706.210.2538	1450 Greene St. #150 Augusta, GA 30901	44%	39%	\$35.00	N/A

[Return to Main Page](#)

County: Newberry

Vendor Name	Contract Number	Vendor Number	Contact	Telephone Number	Address	Percentage Mark-Up for Blue Collar	Percentage Mark-Up for White Collar	Price for Drug Screening	Mailing Address
AppleOne Employment Services	4400023846	7000172440	Erin Vassallo or Jan Speight	803.407.0777	107 Westpark Blvd., Suite 135 Columbia, SC. 29210	No Bid	40%	\$30.00	N/A
Automation Personnel Services, Inc.	4400023847	7000117551	Alex Stephens	803.798.8841	1350 C Bush River Road Columbia, SC. 29210	42%	No Bid	\$30.00	N/A
Career Counseling Inc, d/b/a Snelling Staffing Services	4400023862	7000054974	Elizabeth Trenbeath	803.359.7644	114 Haygood Avenue Lexington, SC 29072 or 6941 North Trenholm Road	45%	40%	\$35.00	N/A
Condustrial, Inc.	4400023849	7000070968	Lane Flinn	803.454.0340	1907 Sunset Blvd. W. Columbia, SC 29169	45%	No Bid	\$35.00	N/A
Defender Services	4400024041	7000025482	Lauren McCarter	803.776.4220	9031 Garners Ferry Rd. Hopkins, SC 29061	36%	34%	\$35.00	N/A
Excelsior Staffing/ Onin Staffing	4400023851	7000271442	Lynn Bradley	803.667.4676	950 Sunset Blvd. W. Columbia, SC 29169	40%	40%	\$35.00	N/A
Find Great People, LLC	4400023853	7000056735	Megan Graham	803.783.3636	190 Knox Abbot Dr. Suite 300 Cayce, SC 29033	No Bid	40%	\$35.00	N/A
Gallman Personnel Services, Inc	4400023854	7000072586	Kia Douglas	803.321.3295	1360 Browning Rd. Columbia, SC 29221	45%	40%	\$35.00	PO Box 211936 Columbia, SC 29221
Health Force, LLC	4400023973	7000211631	Shawanda Boulware	1.877.244.9151 ext 706	1335 Elm Abode Terrace Columbia, SC 29210	43%	38%	\$30.00	N/A

Kelly Services	4400024042	7000055862	Matthew Adams	803.798.0765	250 Berryhill Rd. #101 Columbia, SC 29210	44%	39%	\$35.00	N/A
Manpower	4400024352	7000226367	Robert Johnson	803.731.5469	1410 Colonial Life Blvd W Ste_270 Columbia, SC 29210	43%	39%	\$25.00	N/A
Marathon Staffing, Inc.	4400023857	7000156872	Sherry Tribble	803.753.1771	1314 Lincoln St., Suite 306 Columbia, SC 29201	45%	40%	\$35.00	N/A
Open Door Personnel, LLC	4400023859	7000222630	Laura Ledford	803.233.2098	810 Dutch Square Blvd. #116 Columbia, SC 29210	45%	40%	\$0.00	N/A
Randstad	4400023860	7000181356	Christine Norris	803.407.0576	275 Harbison Boulevard, Suite K Columbia, SC 29212	45%	40%	\$35.00	N/A
Recruiting Solutions	4400024044	7000129827	Brooke Brownlee	803.806.8125	1441 Main Street, Suite 890 Columbia SC 29201	45%	40%	\$35.00	N/A
Roper Personnel Services, Inc	4400023861	7000027415	Janice Jarvis	803.276.3034	1223 Wilson Rd. Newberry SC 29108	44%	38%	\$35.00	N/A
Staffmark Investment LLC	4400023864	7000057167	Clinton Cunningham	803.467.2196	720 Gracern Road, Suite 122 Columbia, SC 29210	43%	38%	\$0.00	N/A
TRC Staffing Services	4400023866	7000182565	Kate Lang	803.255.7267	1218 Henderson St. Columbia, SC 29201	45%	39%	\$30.00	N/A
Worksmart, Inc	4400023867	7000104861	Heath Blanchard	864.268.1497	1318 Suite A Haywood, Rd. Greenville, SC 29615	44%	39%	\$35.00	N/A

[Return to Main Page](#)

County: Oconee

Vendor Name	Contract Number	Vendor Number	Contact	Telephone Number	Address	Percentage Mark-Up for Blue Collar	Percentage Mark- Up for White Collar	Price for Drug Screening	Mailing Address
RL Enterprise & Associates, LLC	4400023868	7000081745	Rick Harris	864.234.8788	319 Garlington Rd., Suite D3, Greenville, SC 29615	42%	38%	\$30.00	1021 South Pendleton St., Suite I, Easley, SC 29642
RL Enterprise & Associates, LLC	4400023868	7000081745	Rick Harris	864.234.8788	1021 South Pendleton St., Suite I, Easley, SC 29642	42%	38%	\$30.00	319 Garlington Rd. Suite D3 Greenville, SC 29615
AppleOne Employment Services	4400023846	7000172440	Erin Vassallo or Jan Speight	864.627.9829	Patewood Plaza, Building 1, 30 Patewood Dr., Suite 130 Greenville, SC	No Bid	40%	\$30.00	N/A
Automation Personnel Services, Inc.	4400023847	7000117551	Tracy Mordas	864.288.3125	765 Haywood Rd. Suite I Greenville, SC 29607	42%	No Bid	\$30.00	N/A
Corporate Staffing Services	4400024126	7000039683	Tracy Smith	864.261.8488	1212 N. Main Street Anderson, Sc 29624	40%	35%	\$35.00	PO Box 16148 Greenville, SC 29606
Defender Services	4400024041	7000025482	Lauren McCarter	803.776.4220	314 Pearman Dairy Rd. Anderson, SC 29625	36%	34%	\$35.00	N/A
Defender Services	4400024041	7000025482	Lauren McCarter	803.776.4220	9031 Garners Ferry Rd. Hopkins, SC 29061	36%	34%	\$35.00	N/A
Find Great People, LLC	4400023853	7000056735	Rick Ratchford	864.297.0000	15 Brendan Way, Suite 140 Greenville SC 29615	No Bid	40%	\$35.00	N/A
HireQuest Direct	4400023869	7000278223	Tony Ulses	864.242.2545	201 Poinsett Hwy, Greenville, SC 29609	45%	No Bid	\$35.00	N/A
Kelly Services	4400024042	7000055862	Matthew Adams	864.292.2888	492 Garlington Rd. Greenville, SC 29615	44%	39%	\$35.00	N/A

Manpower	4400024352	7000226367	Tara Minyard	864.225.0046	114 Commons Parkway Anderson, SC 29621	43%	39%	\$25.00	N/A
Randstad	4400023860	7000181356	Amber Haas	864.574.0156	660 Spartan Boulevard, Suite 220 Spartanburg, SC 29301	45%	40%	\$35.00	N/A
Staffmark Investment LLC	4400023864	7000057167	Wanda Tompkins	864.226.7000	4122 Clemson Blvd, Suite 1 -A Anderson, SC 29621	43%	38%	\$0.00	N/A
Worksmart, Inc	4400023867	7000104861	Heath Blanchard	706.356.2219	12641 Augusta Rd Lavonia, Ga. 30553	44%	39%	\$35.00	N/A

[Return to Main Page](#)

County: Orangeburg

Vendor Name	Contract Number	Vendor Number	Contact	Telephone Number	Address	Percentage Mark-Up for Blue Collar	Percentage Mark- Up for White Collar	Price for Drug Screening	Mailing Address
Alternative Staffing, Inc.	4400023844	7000033208	Ruby Wallace	803.516.9433	110 Rodriguez Rd, Orangeburg, SC 29118	45%	40%	\$0.00	N/A
AppleOne Employment Services	4400023846	7000172440	Erin Vassallo or Jan Speight	803.407.0777	107 Westpark Blvd., Suite 135 Columbia, SC. 29210	No Bid	40%	\$30.00	N/A
Automation Personnel Services, Inc.	4400023847	7000117551	Alex Stephens	803.798.8841	1350 C Bush River Road Columbia, SC. 29210	42%	No Bid	\$30.00	N/A
Condustrial, Inc.	4400023849	7000070968	Lane Flinn	803.454.0340	1907 Sunset Blvd. W. Columbia, SC 29169	45%	No Bid	\$35.00	N/A
Defender Services	4400024041	7000025482	Lauren McCarter	803.776.4220	9031 Garners Ferry Rd. Hopkins, SC 29061	36%	34%	\$35.00	N/A
Excelsior Staffing/ Onin Staffing	4400023851	7000271442	Lynn Bradley	803.667.4676	950 Sunset Blvd. W. Columbia, SC 29169	40%	40%	\$35.00	N/A
Find Great People, LLC	4400023853	7000056735	Megan Graham	803.783.3636	190 Knox Abbot Dr. Suite 300 Cayce, SC 29033	No Bid	40%	\$35.00	N/A
Gallman Personnel Services, Inc	4400023854	7000072586	Crystal Johnson	803.531.4192	2247 Columbia Rd. Orangeburg, SC 29116	45%	40%	\$35.00	PO Box 2437 Organgeburg, SC 29116
Health Force, LLC	4400023973	7000211631	Shawanda Boulware	1.877.244.915 1 ext 706	1335 Elm Abode Terrace Columbia, SC 29210	43%	38%	\$30.00	N/A

HireQuest Direct	4400023869	7000278223	David Stelzer	803.536.4663	2030 Hawthorne Drive North Charleston, SC 29406	45%	No Bid	\$35.00	N/A
Kelly Services	4400024042	7000055862	Matthew Adams	803.798.0765	250 Berryhill Rd. #101 Columbia, SC 29210	44%	39%	\$35.00	N/A
Marathon Staffing, Inc.	4400023857	7000156872	Sherry Tribble	803.753.1771	1314 Lincoln St., Suite 306 Columbia, SC 29201	45%	40%	\$35.00	N/A
Open Door Personnel, LLC	4400023859	7000222630	Laura Ledford	803.233.2098	810 Dutch Square Blvd. #116 Columbia, SC 29210	45%	40%	\$0.00	N/A
Randstad	4400023860	7000181356	Christine Norris	803.407.0576	275 Harbison Boulevard, Suite K Columbia, SC 29212	45%	40%	\$35.00	N/A
Recruiting Solutions	4400024044	7000129827	Brooke Brownlee	803.806.8125	1441 Main Street, Suite 890 Columbia SC 29201	45%	40%	\$35.00	N/A
Roper Personnel Services, Inc	4400023861	7000027415	Billie Dekle	803.798.8500	125 Oultet Pointe Blvd. Columbia, SC 29210	44%	38%	\$35.00	PO Box 21009 Columbia, SC 29221
Staffmark Investment LLC	4400023864	7000057167	Linda Parris	803.682.2713	1941 St. Matthews Road, Orangeburg, SC 29115 or 248 Tupperware Road,	43%	38%	\$0.00	N/A
Tradesmax Staffing	4400023865	7000275449	Madison White	704.284.1844	518 E. Main St. Suite 8 Lexington, SC 29072	42.5%	No Bid	\$30.00	N/A

[Return to Main Page](#)

County: Pickens

Vendor Name	Contract Number	Vendor Number	Contact	Telephone Number	Address	Percentage Mark-Up for Blue Collar	Percentage Mark- Up for White Collar	Price for Drug Screening	Mailing Address
RL Enterprise & Associates, LLC	4400023868	7000081745	Rick Harris	864.234.8788	319 Garlington Rd., Suite D3, Greenville, SC 29615	42%	38%	\$30.00	N/A
RL Enterprise & Associates, LLC	4400023868	7000081745	Rick Harris	864.234.8788	1021 South Pendleton St., Suite I, Easley, SC 29642	42%	38%	\$30.00	319 Garlington Rd. Suite D3 Greenville, SC
Ambassador Personnel, Inc.	4400023846	7000033208	Darlene Kosco	864.574.0427	100 Burton St. Suite C Spartanburg, SC. 29301	43%	38%	\$30.00	N/A
AppleOne Employment Services	4400023845	7000172440	Erin Vassallo or Jan Speight	864.627.9829	Patewood Plaza, Building 1, 30 Patewood Dr., Suite 130 Greenville, SC	No Bid	40%	\$30.00	N/A
Automation Personnel Services, Inc.	4400023847	7000117551	Tracy Mordas	864.288.3125	765 Haywood Rd. Suite I Greenville, SC 29607	42%	No Bid	\$30.00	N/A
Condustral, Inc.	4400023849	7000070968	Harry Batson	864.235.3619	51 Concourse Way Greer, SC 29650	45%	No Bid	\$35.00	N/A
Defender Services	4400024041	7000025482	Lauren McCarter	803.776.4220	314 Pearman Dairy Rd. Anderson, SC 29625	36%	34%	\$35.00	N/A
Excelsior Staffing/ Onin Staffing	4400023851	7000271442	Tamara Pearce	864.438.3515	3093 SC-14 Ste. F Greer, SC 29650	40%	40%	\$35.00	N/A
Find Great People, LLC	4400023853	7000056735	Rick Ratchford	864.297.0000	15 Brendan Way, Suite 140 Greenville SC 29615	No Bid	40%	\$35.00	N/A

HireQuest Direct	4400023869	7000278223	Tony Ulses	864.242.2545	201 Poinsett Hwy, Greenville, SC 29609	45%	No Bid	\$35.00	N/A
Interchange Staffing Services LLC	4400023856	7000274607	Ruby Bennett	864.908.4313	33 Market Point Dr. Greenville, SC 29607	43%	38%	\$35.00	N/A
Kelly Services	4400024042	7000055862	Matthew Adams	864.292.2888	492 Garlington Rd. Greenville, SC 29615	44%	39%	\$35.00	N/A
Manpower	4400024352	7000226367	Wendy Brooks	864.297.5304	545 Haywood Rd Greenville, SC 29607	43%	39%	\$25.00	N/A
Marathon Staffing, Inc.	4400023857	7000156872	Barbara Allen	864.881.4700	400 SE Main St., Suite B Simpsonville, SC 29681	45%	40%	\$35.00	N/A
Randstad	4400023860	7000181356	Amber Haas	864.574.0156	660 Spartan Boulevard, Suite 220 Spartanburg, SC 29301	45%	40%	\$35.00	N/A
Recruiting Solutions	4400024044	7000129827	Michelle Heil	864.234.0072	124 Verdae Blvd, Suite 103 Greenville SC 29607	45%	40%	\$35.00	N/A
Staffmark Investment LLC	4400023864	7000057167	Wanda Tompkins	864.226.7000	4122 Clemson Blvd, Suite 1 -A Anderson, SC 29621	43%	38%	\$0.00	N/A
Worksmart, Inc	4400023867	7000104861	Heath Blanchard	864.268.1497	1318 Suite A Haywood, Rd. Greenville, SC 29615	44%	39%	\$35.00	N/A

[Return to Main Page](#)

County: Richland

Vendor Name	Contract Number	Vendor Number	Contact	Telephone Number	Address	Percentage Mark-Up for Blue Collar	Percentage Mark- Up for White Collar	Price for Drug Screening	Mailing Address
Action Labor	4400024045	7000272803	Steve Mims	803.256.6010	2111 Wayne Street Columbia, SC 29201	39%	39%	\$0.00	N/A
AppleOne Employment Services	4400023846	7000172440	Erin Vassallo or Jan Speight	803.407.0777	107 Westpark Blvd., Suite 135 Columbia, SC. 29210	No Bid	40%	\$30.00	N/A
AppleOne Employment Services	4400023846	7000172440	Erin Vassallo or Jan Speight	803.699.9941	1021 Pinnacle Point Drive Suite, 050 Columbia, SC 29223	No Bid	40%	\$30.00	N/A
Automation Personnel Services, Inc.	4400023847	7000117551	Alex Stephens	803.798.8841	1350 C Bush River Road Columbia, SC. 29210	42%	No Bid	\$30.00	N/A
Career Counseling Inc, d/b/a Snelling Staffing Services	4400023862	7000054974	Elizabeth Trenbeath	803.359.7644	114 Haygood Avenue Lexington, SC 29072 or 6941 North Trenholm Road	45%	40%	\$35.00	N/A
Condustrial, Inc.	4400023849	7000070968	Lane Flinn	803.454.0340	1907 Sunset Blvd. W. Columbia, SC 29169	45%	No Bid	\$35.00	N/A
Defender Services	4400024041	7000025482	Lauren McCarter	803.776.4220	9031 Garners Ferry Rd. Hopkins, SC 29061	36%	34%	\$35.00	N/A
Excelsior Staffing/ Onin Staffing	4400023851	7000271442	Lynn Bradley	803.667.4676	950 Sunset Blvd. W. Columbia, SC 29169	40%	40%	\$35.00	N/A
Express Employment Professionals	4400023852	7000122216	Northan Golden	803.788.8721	9557 Two Notch Road, Suite J, Columbia, SC 29223	45%	40%	\$35.00	N/A

Find Great People, LLC	4400023853	7000056735	Megan Graham	803.783.3636	190 Knox Abbot Dr. Suite 300 Cayce, SC 29033	No Bid	40%	\$35.00	N/A
Gallman Personnel Services, Inc	4400023854	7000072586	Kia Douglas	803.772.8046	1360 Browning Rd. Columbia, SC 29221	45%	40%	\$35.00	PO Box 211936 Columbia, SC 29221
Health Force, LLC	4400023973	7000211631	Shawanda Boulware	1.877.244.915 1 ext 706	1335 Elm Abode Terrace Columbia, SC 29210	43%	38%	\$30.00	N/A
HireQuest Direct	4400023869	7000278223	David Stelzer	803.256.3330	2000 Laurel Street Columbia, SC 29204	45%	No Bid	\$35.00	N/A
Kelly Services	4400024042	7000055862	Matthew Adams	803.798.0765	250 Berryhill Rd. #101 Columbia, SC 29210	44%	39%	\$35.00	N/A
Manpower	4400024352	7000226367	Robert Johnson	803.731.5469	1410 Colonial Life Blvd W Ste_270 Columbia, SC 29210	43%	39%	\$25.00	N/A
Marathon Staffing, Inc.	4400023857	7000156872	Sherry Tribble	803.753.1771	1314 Lincoln St., Suite 306 Columbia, SC 29201	45%	40%	\$35.00	N/A
Olsten Staffing Services Corp.	4400024043	7000137256	Kandi Harris	803.773.2700	57 W Wesmark Blvd Sumter SC 29150	45%	40%	\$35.00	N/A
Open Door Personnel, LLC	4400023859	7000222630	Laura Ledford	803.233.2098	810 Dutch Square Blvd. #116 Columbia, SC 29210	45%	40%	\$0.00	N/A
Randstad	4400023860	7000181356	Christine Norris	803.407.0576	275 Harbison Boulevard, Suite K Columbia, SC 29212	45%	40%	\$35.00	N/A
Recruiting Solutions	4400024044	7000129827	Brooke Brownlee	803.806.8125	1441 Main Street, Suite 890 Columbia SC 29201	45%	40%	\$35.00	N/A

Roper Personnel Services, Inc	4400023861	7000027415	Billie Dekle	803.798.8500	125 Oultet Pointe Blvd. Columbia, SC 29210	44%	38%	\$35.00	PO Box 21009 Columbia, SC 29221
Spherion Staffing	4400023863	7000051047	Georgia Meeks	803.772.4928	4727D Sunset Boulevard Lexington, SC 29072	45%	40%	\$35.00	N/A
Staffmark Investment LLC	4400023864	7000057167	Clinton Cunningham	803.467.2196	720 Gracern Road, Suite 122 Columbia, SC 29210	43%	38%	\$0.00	N/A
Tradesmax Staffing	4400023865	7000275449	Madison White	704.284.1844	518 E. Main St. Suite 8 Lexington, SC 29072	42.5%	No Bid	\$30.00	N/A
TRC Staffing Services	4400023866	7000182565	Kate Lang	803.255.7267	1218 Henderson St. Columbia, SC 29201	45%	39%	\$30.00	N/A

[Return to Main Page](#)

County: Saluda

Vendor Name	Contract Number	Vendor Number	Contact	Telephone Number	Address	Percentage Mark- Up for Blue Collar	Percentage Mark- Up for White Collar	Price for Drug Screening	Mailing Address
RL Enterprise & Associates, LLC	4400023868	7000081745	Rick Harris	864.234.8788	210 Birchtree Dr., Suite B, Greenwood, SC 29646	42%	38%	\$30.00	319 Garlington Rd. Suite D3 Greenville, SC 29615
AppleOne Employment Services	4400023846	7000172440	Erin Vassallo or Jan Speight	803.407.0777	107 Westpark Blvd., Suite 135 Columbia, SC. 29210	No Bid	40%	\$30.00	N/A
AppleOne Employment Services	4400023846	7000172440	Erin Vassallo or Jan Speight	803.699.9941	1021 Pinnacle Point Drive Suite, 050 Columbia, SC 29223	No Bid	40%	\$30.00	N/A
Augusta Temporaries, Inc. dba Manpower	4400024426	7000056063	April Mitchell	803.642.0750	152 Rudy Mason Pkwy. Aiken, SC 29801	43%	39%	\$30.00	N/A
Career Counseling Inc, d/b/a Snelling Staffing Services	4400023862	7000054974	Elizabeth Trenbeath	803.359.7644	114 Haygood Avenue Lexington, SC 29072 or 6941 North Trenholm Road	45%	40%	\$35.00	N/A
Condustrial, Inc.	4400023849	7000070968	Lane Flinn	803.454.0340	1907 Sunset Blvd. W. Columbia, SC 29169	45%	No Bid	\$35.00	N/A
Corporate Staffing Services	4400024126	7000039683	Tracy Smith	864.261.8488	1430 E Bypass NE. Greenwood, Sc 29646	40%	35%	\$35.00	PO Box 16148 Greenville, SC 29606
Defender Services	4400024041	7000025482	Lauren McCarter	803.776.4220	9031 Garners Ferry Rd. Hopkins, SC 29061	36%	34%	\$35.00	N/A
Excelsior Staffing/ Onin Staffing	4400023851	7000271442	Lynn Bradley	803.667.4676	950 Sunset Blvd. W. Columbia, SC 29169	40%	40%	\$35.00	N/A

Gallman Personnel Services, Inc	4400023854	7000072586	Kia Douglas	803.321.3295	1360 Browning Rd. Columbia, SC 29221	45%	40%	\$35.00	PO Box 211936 Columbia, SC 29221
Kelly Services	4400024042	7000055862	Matthew Adams	803.798.0765	250 Berryhill Rd. #101 Columbia, SC 29210	44%	39%	\$35.00	N/A
Open Door Personnel, LLC	4400023859	7000222630	Laura Ledford	803.233.2098	810 Dutch Square Blvd. #116 Columbia, SC 29210	45%	40%	\$0.00	N/A
Randstad	4400023860	7000181356	Christine Norris	803.407.0576	275 Harbison Boulevard, Suite K Columbia, SC 29212	45%	40%	\$35.00	N/A
Staffmark Investment LLC	4400023864	7000057167	Clinton Cunningham	803.467.2196	720 Gracern Road, Suite 122 Columbia, SC 29210	43%	38%	\$0.00	N/A
Tradesmax Staffing	4400023865	7000275449	Madison White	704.284.1844	518 E. Main St. Suite 8 Lexington, SC 29072	42.5%	No Bid	\$30.00	N/A

[Return to Main Page](#)

County: Spartanburg

Vendor Name	Contract Number	Vendor Number	Contact	Telephone Number	Address	Percentage Mark-Up for Blue Collar	Percentage Mark- Up for White Collar	Price for Drug Screening	Mailing Address
RL Enterprise & Associates, LLC	4400023868	7000081745	Rick Harris	864.234.8788	319 Garlington Rd., Suite D3, Greenville, SC 29615	42%	38%	\$30.00	N/A
Ambassador Personnel, Inc.	4400023845	7000033208	Darlene Kosco	864.574.0427	100 Burton St. Suite C Spartanburg, SC. 29301	43%	38%	\$30.00	N/A
Ambassador Personnel, Inc.	4400023845	7000033208	Leslie Childers	864.488.0047	428 Hyatt St. #F Gaffney, SC. 29341	43%	38%	\$30.00	N/A
AppleOne Employment Services	4400023846	7000172440	Erin Vassallo or Jan Speight	864.627.9829	Patewood Plaza, Building 1, 30 Patewood Dr., Suite 130 Greenville, SC	No Bid	40%	\$30.00	N/A
Automation Personnel Services	4400023847	7000117551	Amanda Barnes	864.439.5733	2148 E. Main Street Duncan, SC 29334	42%	No Bid	\$30.00	N/A
Condustrial, Inc.	4400023849	7000070968	Harry Batson	864.235.3619	51 Concourse Way Greer, SC 29650	45%	No Bid	\$35.00	N/A
Corporate Staffing Services	4400024126	7000039683	Tracy Smith	864.261.8488	222 E. Blackstock Rd. Suite C Spartanburg, Sc 29301	40%	35%	\$35.00	PO Box 16148 Greenville, SC 29606
Defender Services	4400024041	7000025482	Lauren McCarter	803.776.4220	314 Pearman Dairy Rd. Anderson, SC 29625	36%	34%	\$35.00	N/A
Excelsior Staffing/ Onin Staffing	4400023851	7000271442	Tamara Pearce	864.438.3515	3093 SC-14 Ste. F Greer, SC 29650	40%	40%	\$35.00	N/A
Find Great People, LLC	4400023853	7000056735	Rick Ratchford	864.297.0000	15 Brendan Way, Suite 140 Greenville SC 29615	No Bid	40%	\$35.00	N/A

HireQuest Direct	4400023869	7000278223	Tony Ulses	864.434.1019	290 John B White Sr. Blvd, Spartanburg, SC 29306	45%	No Bid	\$35.00	N/A
Interchange Staffing Services LLC	4400023856	7000274607	Ruby Bennett	864.908.4313	33 Market Point Dr. Greenville, SC 29607	43%	38%	\$35.00	N/A
Kelly Services	4400024042	7000055862	Matthew Adams	864.292.2888	492 Garlington Rd. Greenville, SC 29615	44%	39%	\$35.00	N/A
Manpower	4400024352	7000226367	Wendy Brooks	864.297.5304	545 Haywood Rd Greenville, SC 29607	43%	39%	\$25.00	N/A
Marathon Staffing, Inc.	4400023857	7000156872	Barbara Allen	864.881.4700	400 SE Main St., Suite B Simpsonville, SC 29681	45%	40%	\$35.00	N/A
Randstad	4400023860	7000181356	Amber Haas	864.574.0156	660 Spartan Boulevard, Suite 220 Spartanburg, SC 29301	45%	40%	\$35.00	N/A
Recruiting Solutions	4400024044	7000129827	Michelle Heil	864.234.0072	124 Verdae Blvd, Suite 103 Greenville SC 29607	45%	40%	\$35.00	N/A
Staffmark Investment LLC	4400023864	7000057167	Charlene Lynn	864.322.6004	1660-D East Main Street, Suite D Duncan SC 29334	43%	38%	\$0.00	N/A
Worksmart, Inc	4400023867	7000104861	Heath Blanchard	864.268.1497	1318 Suite A Haywood, Rd. Greenville, SC 29615	44%	39%	\$35.00	N/A

[Return to Main Page](#)

County: Sumter

Vendor Name	Contract Number	Vendor Number	Contact	Telephone Number	Address	Percentage Mark-Up for Blue Collar	Percentage Mark-Up for White Collar	Price for Drug Screening
AppleOne Employment Services	4400023846	7000172440	Erin Vassallo or Jan Speight	803.699.9941	1021 Pinnacle Point Drive Suite, 050 Columbia, SC 29223	No Bid	40%	\$30.00
Automation Personnel Services, Inc.	4400023847	7000117551	Alex Stephens	803.798.8841	1350 C Bush River Road Columbia, SC. 29210	42%	No Bid	\$30.00
Defender Services	4400024041	7000025482	Lauren McCarter	803.776.4220	9031 Garners Ferry Rd. Hopkins, SC 29061	36%	34%	\$35.00
Excelsior Staffing/ Onin Staffing	4400023851	7000271442	Lynn Bradley	803.667.4676	950 Sunset Blvd. W. Columbia, SC 29169	40%	40%	\$35.00
Find Great People, LLC	4400023853	7000056735	Megan Graham	803.783.3636	190 Knox Abbot Dr. Suite 300 Cayce, SC 29033	No Bid	40%	\$35.00
Health Force, LLC	4400023973	7000211631	Shawanda Boulware	1.877.244.9151 ext 706	1335 Elm Abode Terrace Columbia, SC 29210	43%	38%	\$30.00
Kelly Services	4400024042	7000055862	Matthew Adams	843.664.0022	448 2nd Loop Rd. Florence, SC 29505	44%	39%	\$35.00
Manpower	4400024352	7000226367	Robert Johnson	803.731.5469	1410 Colonial Life Blvd W Ste_270 Columbia, SC 29210	43%	39%	\$25.00
Marathon Staffing, Inc.	4400023857	7000156872	Sherry Tribble	803.753.1771	1314 Lincoln St., Suite 306 Columbia, SC 29201	45%	40%	\$35.00

Olsten Staffing Services Corp.	4400024043	7000137256	Kandi Harris	803.773.2700	57 W Wesmark Blvd Sumter SC 29150	45%	40%	\$35.00
Open Door Personnel, LLC	4400023859	7000222630	Laura Ledford	803.233.2098	810 Dutch Square Blvd. #116 Columbia, SC 29210	45%	40%	\$0.00
Recruiting Solutions	4400024044	7000129827	Brooke Brownlee	803.806.8125	1441 Main Street, Suite 890 Columbia SC 29201	45%	40%	\$35.00
Roper Personnel Services, Inc	4400023861	7000027415	Darlene Gainey	803.938.8100	101 S. Wise Dr. Sumter, SC 29150	44%	38%	\$35.00
Spherion Staffing	4400023863	7000051047	Doris Lockhart	843.664.0050	519 W Evans St Florence, SC 29501	45%	40%	\$35.00
Staffmark Investment LLC	4400023864	7000057167	Clinton Cunningham	803.467.2196	720 Gracern Road, Suite 122 Columbia, SC 29210	43%	38%	\$0.00
Tradesmax Staffing	4400023865	7000275449	Madison White	704.284.1844	518 E. Main St. Suite 8 Lexington, SC 29072	42.5%	No Bid	\$30.00

[Return to Main Page](#)

County: Union

Vendor Name	Contract Number	Vendor Number	Contact	Telephone Number	Address	Percentage Mark-Up for Blue Collar	Percentage Mark- Up for White Collar	Price for Drug Screening	Mailing Address
Ambassador Personnel, Inc.	4400023845	7000033208	Darlene Kosco	864.574.0427	100 Burton St. Suite C Spartanburg, SC. 29301	43%	38%	\$30.00	N/A
AppleOne Employment Services	4400023846	7000172440	Erin Vassallo or Jan Speight	704.540.7476	7421 Carmel Executive Park Suite 110 Charlotte, NC 28226	No Bid	40%	\$30.00	N/A
AppleOne Employment Services	4400023846	7000172440	Erin Vassallo or Jan Speight	864.627.9829	Patewood Plaza, Building 1, 30 Patewood Dr., Suite 130 Greenville, SC	No Bid	40%	\$30.00	N/A
Automation Personnel Services	4400023847	7000117551	Amanda Barnes	864.439.5733	2148 E. Main Street Duncan, SC 29334	42%	No Bid	\$30.00	N/A
Corporate Staffing Services	4400024126	7000039683	Tracy Smith	864.261.8488	222 E. Blackstock Rd. Suite C Spartanburg, Sc 29301	40%	35%	\$35.00	PO Box 16148 Greenville, SC 29606
Excelsior Staffing/ Onin Staffing	4400023851	7000271442	Tamara Pearce	864.438.3515	3093 SC-14 Ste. F Greer, SC 29650	40%	40%	\$35.00	N/A
Find Great People, LLC	4400023853	7000056735	Rick Ratchford	864.297.0000	15 Brendan Way, Suite 140 Greenville SC 29615	No Bid	40%	\$35.00	N/A
HireQuest Direct	4400023869	7000278223	Tony Ulses	864.434.1019	290 John B White Sr. Blvd, Spartanburg, SC 29306	45%	No Bid	\$35.00	N/A
Kelly Services	4400024042	7000055862	Matthew Adams	864.292.2888	492 Garlington Rd. Greenville, SC 29615	44%	39%	\$35.00	N/A
Manpower	4400024352	7000226367	Wendy Brooks	864.297.5304	545 Haywood Rd Greenville, SC 29607	43%	39%	\$25.00	N/A

Randstad	4400023860	7000181356	Amber Haas	864.574.0156	660 Spartan Boulevard, Suite 220 Spartanburg, SC 29301	45%	40%	\$35.00	N/A
Recruiting Solutions	4400024044	7000129827	Michelle Heil	864.234.0072	124 Verdae Blvd, Suite 103 Greenville SC 29607	45%	40%	\$35.00	N/A
Roper Personnel Services, Inc	4400023861	7000027415	Janice Jarvis	864.762.4480	309-B Hunter St. Union, SC 29379	44%	38%	\$35.00	N/A
Staffmark Investment LLC	4400023864	7000057167	Charlene Lynn	864.322.6004	1660-D East Main Street, Suite D Duncan SC 29334	43%	38%	\$0.00	N/A
Tradesmax Staffing	4400023865	7000275449	Madison White	704.284.1844	518 E. Main St. Suite 8 Lexington, SC 29072	42.5%	No Bid	\$30.00	N/A
Worksmart, Inc	4400023867	7000104861	Heath Blanchard	864.268.1497	1318 Suite A Haywood, Rd. Greenville, SC 29615	44%	39%	\$35.00	N/A

[Return to Main Page](#)

County: Williamsburg

Vendor Name	Contract Number	Vendor Number	Contact	Telephone Number	Address	Percentage Mark-Up for Blue Collar	Percentage Mark- Up for White Collar	Price for Drug Screening	Mailing Address
Condustrial, Inc.	4400023849	7000070968	Dan Cavanaugh	843.947.0338	3556-C Old Kings Hwy Murrells Inlet, SC 29576	45%	No Bid	\$35.00	N/A
Corporate Staffing Services	4400024126	7000039683	Tracy Smith	864.261.8488	3658 Irby St Florence, Sc 29501	40%	35%	\$35.00	PO Box 16148 Greenville, SC 29606
Defender Services	4400024041	7000025482	Lauren McCarter	803.776.4220	650 Chesterfield Hwy. Cheraw, SC 29520	36%	34%	\$35.00	N/A
Olsten Staffing Services Corp.	4400024043	7000137256	Vicky McCall	843.664.1191	1711 W Palmetto Street Florence, SC 29501	45%	40%	\$35.00	N/A
Recruiting Solutions	4400024044	7000129827	Carly King	843.519.2500	2391 David H McLeod Blvd, Suite C Florence SC 29501	45%	40%	\$35.00	N/A
Spherion Staffing	4400023863	7000051047	Doris Lockhart	843.664.0050	519 W Evans St Florence, SC 29501	45%	40%	\$35.00	N/A
Staffmark Investment LLC	4400023864	7000057167	Linda Parris	803.682.2713	1941 St. Matthews Road, Orangeburg, SC 29115 or 248 Tupperware Road, Hemingway, SC 29554	43%	38%	\$0.00	N/A

[Return to Main Page](#)

County: York

Vendor Name	Contract Number	Vendor Number	Contact	Telephone Number	Address	Percentage Mark-Up for Blue Collar	Percentage Mark- Up for White Collar	Price for Drug Screening	Mailing Address
RL Enterprise & Associates, LLC	4400023868	7000081745	Rick Harris	864.234.8788	2905 Queen City Dr Suite G, Charlotte, NC 28208	42%	38%	\$30.00	319 Garlington Rd. Suite D3 Greenville, SC 29615
Ambassador Personnel, Inc.	4400023845	7000033208	Leslie Childers	864.488.0047	428 Hyatt St. #F Gaffney, SC 29341	43%	38%	\$30.00	N/A
Ambassador Personnel, Inc.	4400023845	7000033208	Heidi Wilson	704.522.1188	4600 Park Rd. Suite 220 Charlotte, NC 29209	43%	38%	\$30.00	N/A
AppleOne Employment Services	4400023846	7000172440	Erin Vassallo or Jan Speight	704.540.7476	7421 Carmel Executive Park Suite 110 Charlotte, NC 28226	No Bid	40%	\$30.00	N/A
Automation Personnel Services, Inc.	4400023847	7000117551	Lauren Robertson	704.571.4224	5215 A South Blvd Charlotte, NC. 28217	42%	No Bid	\$30.00	N/A
Condustrial, Inc.	4400023849	7000070968	Stewart Hill	980.245.8336	600-C Matthews Mint Hill Rd. Matthews, NC 28105	45%	No Bid	\$35.00	N/A
Corporate Staffing Services	4400024126	7000039683	Tracy Smith	864.261.8488	222 E. Blackstock Rd. Suite C Spartanburg, Sc 29301	40%	35%	\$35.00	PO Box 16148 Greenville, SC 29606
Defender Services	4400024041	7000025482	Lauren McCarter	803.776.4220	438 E Garrison Blvd. Gastonia, SC 28054	36%	34%	\$35.00	N/A
Excelsior Staffing/ Onin Staffing	4400023851	7000271442	Jill Coleman	803.220.3325	2371 Cherry Rd. Rock Hill, SC 29732	40%	40%	\$35.00	N/A
Kelly Services	4400024042	7000055862	Matthew Adams	803.817.1700	1435 Riverchase Blvd. Rock Hill, SC 29732	44%	39%	\$35.00	N/A
Staffmark Investment LLC	4400023864	7000057167	Tracey Dexter	803.324.2424	291 Willowbrook Avenue Rock Hill, SC 29730	43%	38%	\$0.00	N/A

Instructions for Use & Questions and Answers

The following instructions are excerpted from the contract, and the contract has precedence in any error that may occur between the two.

These contracts are in place only for the categories listed and DO NOT include a category for medical staffing. UGUs wishing to contract for medical staffing **MUST follow the SC Consolidated Procurement Code to obtain medical services**

General Instructions

UGUs will **NOT** be required to sign any additional documents for use of the services provided by any contract. Contractors **MAY** provide additional documents providing details of the contract but said documents may not impose terms and conditions not already in the contract and will not require a signature. Reference the "Contract Documents and Order of Precedence" clause in Section VIIB of the contract.

When using a contractor, UGUs will contact a service provider which services the area/location where a temporary employee is needed. If the service provider/contractor is not able to fill that need (the inability must be documented), the UGU will refer to another service provider/contractor for service. This procedure will be utilized for each job position needed.

This contract is intended to supply the state with temporary personnel. A temporary employee may only be initially assigned to the UGU for a maximum 12-month period. After that, with UGU approval, the temporary personnel may only be extended for an additional 12 months in the same job position.

The State has established a list of temporary personnel service job positions and accompanying job descriptions. For job positions needed and not defined in this bid, the UGU will procure for that need in accordance with the South Carolina Procurement Code. New job positions and the accompanying job descriptions may not be added to the contract by the contractor or UGU. Only the Materials Management Office may add additional positions and accompanying job descriptions.

The State has established a **minimum and maximum hourly pay band for job positions. Contractors will invoice the State at the hourly pay rate, as determined by the UGU, plus the mark-up percentage given as part of offerors bid. Contractors and UGUs may not pay less than the minimum rate or exceed the established maximum hourly pay rate, for any position.**

UGUs may request interviews with temporary personnel prior to assignment. These interviews will be at the contractor's expense. Interviews will be no longer than one (1) hour in duration. If a UGU requires temporary personnel attend training and or an orientation prior to beginning official duties, the UGU will be responsible to pay the agreed upon hourly rate and mark up for training and or orientation. After training and or orientation, contractor must offer timely follow-up service to ensure satisfactory performance of all temporary personnel. After a temporary employee officially assumes job duties, any temporary personnel found to be unsatisfactory within forty-eight (48) hours, two (2) business days of assignment, contractor will provide replacement at no expense to the UGU.

Depending on the UGU, temporary personnel may be asked to sign information security documents, confidentiality documents, acceptable use policies, and access agreements prior to official employment offer. This does not construe any employment agreement until an official employment offer is made.

It is understood and agreed that any temporary personnel assigned to the UGU is an employee of the contractor and all wages, vacation/holiday pay, insurance and taxes relating to their employment is the responsibility of the contractor.

Temporary personnel must be W-2 employees of the contractor and not 1099 employees ("1099" is the reporting form used to document income paid to a person who is operating as an unincorporated business, IE, as a sole proprietor [the default mode of operation if you do contract work and you don't set up an LLC, a corp, etc]).

Compliance with the Affordable Care Act (42 U.S.C. §18001 et.seq (2010)) and its related regulations is the sole responsibility of the Contractor and its employees. The State, its political subdivisions and other using entities shall have no responsibility for any payment or cost associated with required contributions, fees, charges, penalties or other payments which are required to be paid by Contractor or the State or its political subdivisions for Contractor's employees for any coverage made available or required to be offered and procured by any employer under the Act.

Contractor further agrees that it will hold the State, its political subdivisions and other using entities harmless and will fully indemnify the same for any charges, fees, penalties, interest or any sum or cost whatsoever arising from its use of Contractor's employees pursuant to the contract for temporary personnel staffing services, now or in the future, including for compliance under the Act.

The Materials Management Office reserves the right to terminate any contract where the contractor is unable to meet payroll demands or where payroll checks are returned due to "insufficient funds".

All assignments require a criminal history background check and will be factored into pricing (mark-up percentages)- the cost for background checks shall not be a separately priced item. The scope of the criminal history check will be nationwide and must include federal, state, and county records for all states where the Contractor's employee has resided in the past seven years and a sex offender registry check. The contractor will supply confirmation to UGU that the background check for each individual does not contain any adverse information, in writing, and will send a copy to the UGU for their own review, upon request.

If the UGU determines it necessary, either before or during assignment, contractor will conduct a drug screening, confirm a negative drug screen to the UGU, and provide the UGU a copy of the results, upon request. The minimum drug screening requirement is the US Department of Health & Human Services' 5-panel DOT screening. Drug Screening is not factored into pricing (mark-up percentage) and is individually priced within the bidding schedule.

Any pre-employment health screening required by the UGU, other than the background testing and drug screening, are not covered under this contract. Such testing should be a separate agreement/purchase between the contractor and UGU (i.e. TB Tests).

Contractor will be responsible for conducting both checks and screenings in accordance with the Fair Credit Reporting Act (FCRA), including all of its notification requirements. The UGU will notify the Contractor if a report will render Contractor's employee unacceptable for the assignment, so Contractor may also comply with FCRA's notice requirements before and after taking adverse action. Contractor should redact sensitive data, including social security numbers and dates of birth, prior to sending documentation to the UGU.

As an option, contractor may provide web-based time sheets and record keeping systems. Any web based system should include on-line invoicing as well as access to prior invoices and payment status. If not using a web-based time sheet/record keeping system, contractor will not invoice the UGU until a signed, original time sheet is received. Only certain authorized UGU Full Time Employees (FTE) may approve temporary personnel time sheets. These authorized UGU FTEs will be identified at the beginning of any assignment. Time sheets may not be approved by any temporary staff.

Contractor will not invoice based on faxed/copied time sheets or time sheets signed by unauthorized individuals. Invoicing shall be submitted monthly to the UGU.

UGU's will determine the number of hours per day or week for each assignment with no less than a minimum of four (4) hours per job. Temporary employee hours of operation will be determined by the UGU, based on organizational need. Any hours worked over forty (40) hours within one (1) week will be considered overtime. A week runs from Sunday to Saturday when calculating overtime.

Overtime must be verified by the UGU prior to billing. If overtime is verified by the UGU, the rate for any overtime hours should be adjusted based on federal, state, or local laws concerning overtime pay. The mark-up percentage will remain constant and no adjustment will be made to the contractor for overtime hours worked by the temporary employee. FOR EXAMPLE- If an employee works overtime, and their base rate of pay is \$8.00 per hour, time- and- a -half is equal to \$12.00. If the contractor's original mark-up percentage is 20%, the contractor may only apply the 20% mark- up to the \$12.00. The contractor may not increase their mark-up rate.

All temporary personnel assigned to a UGU is an employee of the temporary staffing agency/contractor and all wages, vacation/holiday pay, insurance and taxes relating to their employment is the responsibility of the contractor.

The UGU will not pay travel costs, or any "extra costs" (i.e., benefits, insurance, room and board, and any other additional costs) to the designated workplace for Temporary Personnel. If a UGU authorizes the Temporary Personnel to attend a meeting or provide services outside the designated workplace, the Contractor may be reimbursed for travel expenses in accordance with the State of South Carolina travel regulations, and is subject to UGU approval. Request for payment for reimbursable costs must be processed through the UGU- travel costs are separate from this contract and shall be invoiced independently.

TRAVEL EXPENSES All business-related travel and out-of-pocket expenses must be pre-approved by the designated UGU. As provided in this paragraph, the UGU will reimburse the Contractor for travel expenses the Contractor actually incurs. Travel expenses include only lodging, food, and transportation expenses reasonably incurred and necessary for performance of this Contract. Reimbursement is contingent upon submittal of paid receipts on a monthly basis. Contractor will endeavor to minimize travel expenses and to use the most economical mode of transportation. Meal costs may not exceed \$25 per day in South Carolina and \$32 per day outside of South Carolina or rates established by the South Carolina Comptroller General. Lodging expenses may not exceed the current maximum lodging rates, excluding taxes, established by the U.S. General Services Administration and published at www.gsa.gov. Travel by commercial airlines must be accomplished in coach or tourist class.

If the UGU plans to hire temporary personnel as a permanent employee, the UGU will provide a minimum of a thirty (30) calendar days' notice to the contractor prior to the date of permanent hire. In such circumstances, the contractor will continue to pay the temporary employee as part of their payroll until the agreed upon final transfer date.

Both the UGU and contractor will have the right to refuse to rehire former temporary personnel who are considered unsuitable. Contractor will also verify, to the best of its ability, that any temporary personnel who have previously worked for another temporary personnel staffing agency have not been let go from any previous assignment with the State.

Temporary personnel must have a current, valid State Driver's License in order to drive a UGU vehicle. Contractor will be responsible for any traffic citation that the temporary personnel receives while driving a UGU vehicle.

Contractor will administer performance testing, at their expense, to ensure that temporary personnel have the skills necessary to perform all duties listed in the position description for the temporary assignment which an individual is being referred. This testing must be performed prior to a referral for assignment. For example, regarding White Collar positions, testing services must measure speed, accuracy and proficiency if such attributes are required within a position description.

Contractor will assign an on-site coordinator who is a full time employee of the contractor, who will be paid as a temporary worker, when an assignment requires ten (10) or more blue collar temporary personnel (as requested by the UGU). The coordinator will be responsible for ensuring the requested numbers of temporary personnel are present and that all working conditions are acceptable. The contractor coordinator may be a working supervisor if agreed to by the UGU. Contractor, contractor on-site coordinators, and temporary personnel cannot supervise state employees or temporary personnel of other temporary personnel staffing agencies.

Advertisements and information given to temporary personnel by the contractor must accurately describe the position in writing.

Temporary Personnel may request copies from the contractor of all documents they sign for assignments.

Temporary Personnel may not benefit or profit from any assignment of temporary personnel related to this contract.

Questions and Answers

ANY RESTATEMENT OF PART OR ALL OF AN EXISTING PROVISION OF THE SOLICITATION IN AN ANSWER DOES NOT MODIFY THE ORIGINAL PROVISION

1. The RFP notes that vendors may be added on a semi-annual basis throughout the contract – typically how often is this window opened back up for new vendors to apply?

STATE'S RESPONSE- NO CHANGE: This solicitation is not a RFP. As a FIXED PRICE BID (FPB), the window for bid submission will remain open on a constant basis. The procurement officer will only evaluate bids on a semi-annual basis, as described in Section VI., BIDS RECEIVED AFTER AWARD -- FIXED PRICE BIDDING (MODIFIED)

2. Page 17, 1st paragraph regarding overtime billing. What is standard is that we apply the same markup to the OT payrate as we do the regular payrate?

STATE'S RESPONSE - NO CHANGE: The solicitation states, "The mark-up percentage will remain constant and no adjustment will be made to the contractor for overtime hours worked by the temporary employee. FOR EXAMPLE- If an employee works overtime, and their base rate of pay is \$8.00 per hour, time- and- a –half is equal to \$12.00. If the contractor's original mark-up percentage is 20%, the contractor may only apply the 20% mark- up to the \$12.00. The contractor may not increase their mark-up rate.

3. We have had some state agencies resist providing us with a PO, some even telling us other staffing agencies don't require a PO. We have always told them it is a requirement of the contract, but it often takes a lot of follow-up on our part before we finally get it. Can UGUs be reminded of the requirement and all staffing agencies held accountable for having a PO?

STATE'S RESPONSE - NO CHANGE: The contractor may refer UGUs to the solicitation documents for their own review and understanding. Moreover, in Section VII., Terms and Conditions—A. General, Purchase Orders, "Contractor shall not perform any work prior to the receipt of a purchase order from the using governmental unit."

4. We conduct a 5-panel drug screen in-house that mirrors the DOT 5 panel drug test and it checks for THC, Opiates, PCP, Cocaine, and Amphetamines. Any positive tests are shipped to a lab for confirmation. Are our "in-house" drug screens acceptable?

STATE'S RESPONSE- NO CHANGE: In-house testing is acceptable based on the mutual agreement between a UGU and contractor. However, if a UGU requires that a DOT 5 panel be performed thorough an outside testing facility, the Offeror will make provisions for the requirement to be met.

5. We have several UGU's that scan the time cards and email them to us. Is this acceptable if it comes from an authorized UGU?

STATE'S RESPONSE -NO CHANGE: UGUs may differ in how time cards will be sent to a contractor; therefore, the decision as to how a UGU delivers time cards to the contractor shall be mutually agreed between the UGU and contractor.

6. We pay and invoice weekly. Is this acceptable?

STATE'S RESPONSE- NO CHANGE: UGUs may differ as far as invoicing is concerned; therefore, it is up to an UGU to determine how often they will accept an invoice, if it is less than a monthly occurrence.

7. For the State's "on-site" requirement (i.e., locations with more than 10 employees), what level of support does the State expect?

STATE'S RESPONSE -NO CHANGE: The State expects a contractor to ensure its employees are fully performing to a level which meets the terms and conditions of the contract.

8. If staffing agencies are providing more than 10 temporary employees across multiple shifts, but less than 10 on any one shift (e.g., 7 temporary employees on first shift, 6 temporary employees on second shift, for a total of 13 temporary employees in one day) are agencies still expected to provide on-site support?

STATE'S RESPONSE - NO CHANGE: The requirement of having an on-site coordinator does not apply if an assignment does not require ten (10) or more temporary staff at one time.

9. If suppliers have locations within 45 minutes of South Carolina counties that are outside South Carolina borders (i.e., brick and mortar locations in North Carolina or Georgia), may those locations support the State's temporary staffing program within the scope of this RFP?

STATE'S RESPONSE - NO CHANGE: Yes

10. Unsatisfactory temporary personnel: to clarify the 48-hour replacement; if we need to replace a temporary employee after the first 48 hours at no extra cost, can we still charge for the drug test on the replacement candidate?

STATE'S RESPONSE - NO CHANGE: The circumstances surrounding the need for replacement will dictate the course of action taken, and shall be mutually agreed to by the UGU and contractor.

[Return to Main Page](#)

MINIMUM AND MAXIMUM PAY STRUCTURE

The State has established a minimum and maximum hourly pay rate for job positions. Contractors will invoice the State at the hourly pay- rate, as determined by the UGU, plus the mark-up percentage given as part of offerors bid. Contractors and UGUs may not pay less than the minimum rate or exceed the established maximum hourly pay rate, for ANY position.

White Collar Positions

Receptionist: \$9.35 – 17.64/ hr.	Data Entry Operator I: \$9.60 – 17.64/ hr.
Clerical Specialist: \$9.35 – 17.64/ hr.	Data Entry Operator II: \$10.35 – 21.47/ hr.
Administrative Specialist I: \$9.60 – 17.64/ hr.	Cashier: \$8.60 – 14.49/ hr.
Administrative Specialist II: \$10.35 – 21.47/ hr.	Accounting Clerk I: \$8.85 – 14.49/ hr.
Administrative Assistant: \$11.35 -26.12/ hr.	Fiscal Technician I: \$10.60 – 21.47/ hr.
Spreadsheet Specialist: \$13.60 – 26.12 hr.	Fiscal Technician II: \$11.60 – 26.12/ hr.
Legal Secretary: \$13.60 – 26.12/ hr.	Bank Reconciliation Clerk: \$10.85 – 21.47/ hr.
Paralegal: \$15.60 – 31.78/ hr.	Fiscal Analyst I: \$13.60 – 26.12/ hr.
Records Management: \$9.85- 17.64/ hr.	Docent: \$8.00 – 14.49/ hr.
Desktop Publishing Specialist: \$8.50 – 14.49/ hr.	

Blue Collar Positions

Driver: \$9.60 – 17.64/ hr.	Casual Labor (Heavy): \$9.35 - \$17.64/ hr.
Casual Labor (Light): \$9.10 – 17.64/ hr.	Custodial Services/ Labor: \$8.00 – 14.49/ hr

**TEMPORARY PERSONNEL STAFFING SERVICES
POSITIONS AND JOB DESCRIPTIONS**

These position descriptions are designed to be general in nature. These outline duties that may be required. Not every placement will encompass all duties for any position. Specific job duties will be determined by the UGU.

Contracts are in place ONLY for the categories listed and DO NOT include a category for medical staffing. UGUs wishing to contract for medical staffing must follow the SC Consolidated Procurement Code to obtain medical services

White Collar Positons:

RECEPTIONIST

- *Operates small telephone system.
- *Answers telephone and routes calls promptly.
- *Greet, announces, and directs visitors.
- *Operates copiers.
- *Assists with incoming or outgoing mail or packages when requested.
- *Performs basic clerical tasks.
- *Maintains professional appearance, grooming and dress consistent with desired agency image.
- *Handles outgoing Federal Express, UPS, and other special shipments as necessary.
- *Straightens reception area daily; makes coffee.
- *Other duties as assigned.

CLERICAL SPECIALIST

- *Checks, analyzes, and classifies, alphabetizes materials, conducts limited research when necessary.
- *Makes simple postings to various departmental records.
- *Indexes and records information.
- *Files information in established files and removes files upon request and matches with reports, correspondence, etc.
- *Receives classifies, and routes incoming mail.
- *Stuffs envelopes.
- *Operates standard office equipment requiring little or no previous training.
- *Issues licenses, permits, or other documents in accordance with departmental rules and regulations.
- *Prepares reports involving tabulations or posted data and simple arithmetic calculations.

*Receives and issues receipts for payment for licenses, permits, etc.

*Conducts limited research of records for information relating to taxes, titles, judgments, verifications or locations of other records or information.

*Images and/or Microfilms records.

*May require specialized terminology such as legal, medical, etc.

ADMINISTRATIVE SPECIALIST I

*Performs general office management duties.

*Operational knowledge of simple office machines

*Types routine correspondence, purchase orders, administrative forms and reports from copy or draft.

*Posts routine data to various departmental forms.

*Proofreads and corrects drafts grammar, punctuation, and spelling in order to produce error-free work.

*Minimum typing skills 35-50 wpm net

*Proficient in specialized terminology such as legal, medical, etc.

*Acts as backup to Receptionist.

*Catalogues and files disks and tapes with instructions for future use; updates existing records to accommodate changes in material of files.

*Assigns, prioritizes, and works in absence of Supervisor, as directed.

*Responds to public inquiries in a courteous manner; provides information within scope of knowledge or refers to employee of higher classification.

*Takes dictation or transcribes from electronic dictating equipment.

*Assists superiors in a variety of administrative detail manners and supervises office and non-technical operations.

*Ability to meet and deal effectively with clients, associates and the general public.

ADMINISTRATIVE SPECIALIST II

*Composes non-technical correspondence.

*Types and proofreads statistical and financial reports, manuscripts, and manuals.

*Devises, sets up, records and performs on power keyboard a variety of dictated or written material including legal documents, opinions, repetitive letters, complex, priority and confidential items, using a variety of dictation and transcription equipment.

*Compiles, prepares, and processes administrative report forms.

*Functions independently for extended periods of time.

- *Organizes assigned work to meet established deadlines.
- *Receives and resolves, or refers citizen complaints.
- *Minimum typing skills 60 wpm net.
- *Coordinates some office functions with other departments.
- *Takes part in training and/or orientation of new employees.
- *Exhibits poise and self-confidence under pressure; excellent interpersonal skills, adept with people.
- *Takes and transcribes dictation from electronic dictating equipment.
- *Opens, dates, and routes mail according to instructions concerning destination.
- *Prepares correspondence, reports or other materials as assigned.
- *Arranges for meetings and conferences and take notes.
- *Maintains control files for matters in progress and follow-up such as appointments, tickler files, itineraries, telephone logs, etc.
- *Receives and screens office visitors and telephone calls.
- *Coordinates some office functions with other departments.
- *Supervises subordinate clerical personnel.
- *Composes semi-technical correspondence of average difficulty.
- *Performs range of simple and/or routine word processing jobs utilizing sophisticated modern word processing equipment.
- *Proofreads and corrects drafts for grammar, punctuation, and spelling in order to produce error-free work.

ADMINISTRATIVE ASSISTANT

- *Performs general office management duties.
- *Composes and prepares routine correspondence for signature.
- *Organizes, develops and implements procedures for recording and filing various administrative forms and reports.
- *Secures factual information from files, records and publications.
- *Compiles information into standardized reports.
- *Independently prepares recurring reports for signature.
- *Answers telephone, provides information and receives information concerning matters relating to the employing agency.
- *Sends acknowledgments or selects form letters in response to inquiries in accordance with standard instructions.

*Maintains a calendar for the Supervisor.

*Establishes and maintains a variety of files and records.

*Assigns work to subordinate clerical employees.

*Attends meetings and conferences to furnish information and take notes.

*Minimum typing skills 55+ wpm net.

*Prepares legal documents including warrants, complaints, summons, indictments, and papers for filing and serving.

*Takes part in training and/or orientation of new employees.

*Exhibits poise and self-confidence under pressure; excellent interpersonal skills; adept with public.

*Performs other duties as assigned.

SPREADSHEET SPECIALIST

*Performs mathematical functions and produce graphs.

*Other analytical functions as required.

*Ability to set up or reformat electronic spreadsheets utilizing PC software (i.e. Lotus 1-2-3, Visicalc. Excel).

LEGAL SECRETARY

*Composes and prepares routine correspondence for signature.

*Prepares routine legal documents including warrants, complaints, summons, indictments and papers for filing and serving.

*Opens, dates and routes mail according to instructions concerning destination.

*Sends acknowledgements or selects form letters in response to inquiries in accordance with standard instructions.

*Maintains organizational files and records.

*Maintains control files for matters in progress and follow up such as appointments, tickler files itineraries, telephone logs, etc.

*Receives and screens office visitors and telephone calls.

*Arranges for meetings and conferences and takes notes.

*Takes and transcribes dictation from electronic dictating equipment.

*Exhibits poise and self-confidence under pressure; excellent interpersonal skills; adept with public.

*Devises, sets up, records, and performs on a power key board, a variety of dictated or written materials, including legal documents; repetitive letters; complex, priority and confidential items, using a variety of dictation, transcription and word-processing equipment.

*May require certification as a notary public.

PARALEGAL

*Assists with all aspects of legal research.

*Researches public documents, records, and law books for case preparation.

*Contacts clients for information needed for specific cases.

*Analyzes and follows procedural problems that arise in various situations.

*Requires knowledge of law, legal procedures, legal terminology, and must be able to apply this knowledge.

*Must exercise discretion and confidentiality.

*Prepares probate inventories, inheritance, or income tax returns.

*Attends formal meetings with clients and may be required to be present at court proceedings.

*Preparation of a variety of legal documents.

*Performs related duties as assigned.

RECORDS MANAGEMENT

*Experienced in all aspects of records management, including automated filing systems, laser and optical disc conversions, records conversion, etc.

*Checks, analyzes and classifies, alphabetizes materials, conducting limited research as necessary.

*Prepares reports involving tabulations or posted data and simple arithmetic calculations.

*Conducts research of records for information relating to taxes, titles, judgements, verifications, or location of other records or information.

*May require specialized terminology such as medical, legal, financial, etc.

DESKTOP - PUBLISHING SPECIALIST

*Experience in all areas of desk top publishing software.

*Ability to produce documents of high quality with no errors.

*Works with little or no supervision.

DATA ENTRY OPERATOR I

*Operates one or more of the following types of data entry terminals: keypunch, stand-alone, key/disk, interactive or intelligent. Able to enter, retrieve, edit and store data.

*Keys from simple source documents at 7000 to 10,000 keystrokes.

DATA ENTRY OPERATOR II

*Operates one or more of the following types of data entry terminals: keypunch, stand-alone, key/disk, interactive or intelligent. Able to enter, retrieve, edit and store data.

*Keys from all types of source documents from simple to complex.

*Keys in excess of 10,000 keystrokes.

CASHIER

*Receives cash from customers or employees in payment for goods or services and records.

*Provides receipts.

*Uses adding machines or cash register.

*Minimum six months' experience or equivalent education.

ACCOUNTING CLERK I

*Ability to use posting, adding, or calculating machine.

*Maintains or assists in the maintenance of general ledger or subsidiary records of financial transactions.

*Reviews and classifies financial data and verifies mathematical computations.

*Prepares standard financial reports from maintained records.

*Maintains records of receipts and obligations.

*Audits and prepares vouchers for payment.

*Examines checks, vouchers, and other documents for conformance with established laws and regulations.

*Prepares payroll and wage records and makes computations to determine additions or deductions.

*Performs related duties as required.

FISCAL TECHNICIAN I

*Under the direction of supervisor performs assigned duties relating to accounts payable, payroll, and inventory functions involving reviewing of all financial and statistical vendor and employee records and related work.

*Maintains complex set of financial accounting codes as required by State Law and administrative requirements.

*Reviews accounts payable invoices for accuracy, assigns vendor numbers, and verifies purchasing procedures to include correct accounting code.

*Enters and verifies invoice/vendor data placed into computer; generates payable recap for review.

*Researches vendor accounts to handle inquiries either by telephone, correspondence, or direct personal contact.

*Pays vendors upon approval; processes routine monthly payments as approved by supervisor.

*Generates monthly management reports and reports for outside governmental agencies.

*Compiles and generates monthly inventory control reports in conjunction with Purchasing/Supply Control.

BANK RECONCILIATION CLERK

*Assists in balancing accounts by running tapes, proofreading, etc.; prepares summary of balances, cost information, or other reports as requested for use of supervisor in financial statement.

*Reconciles bank statements.

*Verifies computer printouts reflecting status of accounts.

*Prepares summary sheet or other work papers for use of supervisor or auditors in preparing comprehensive financial statements.

*Performs all payroll functions from time sheets through pay checks.

*Gathers, tabulates, proofreads and generates financial data and reports.

*Assists Supervisor as required.

*Audits and proofs accounting or other reports for clerical accuracy and conformance to State and agency procedures.

*Requires the following abilities:

- Working knowledge of accounting practices and accepted office procedures.
- Ability to perform a volume of numeral detail work accurately and to make difficult mathematical computations with and without mechanical assistance. Ability to operate a calculator by touch.
- Ability to understand and follow complex oral and written instructions and technical terminology.

*Reviews and reconciles payroll and cash disbursement accounts.

*Reviews Accounts Payable aging and vendor statements for problems.

FISCAL TECHNICIAN II

*Checks and approves all vouchers for payment, i.e., prices, extensions, and purchase orders; prepares invoice deduction notices.

*Audits freight bills against freight manifests.

*Answers vendor inquiries.

*Analyzes vendor accounts and negotiates extended terms with vendors when cash is restricted.

*Prepares accounts payable checks monthly.

*Submits jobs for computer requests as required.

*Prints all accounts payable reports and maintains all accounts payable files.

*Prepares analysis of accounts, and assists in monthly closings.

*Develops solutions to a variety of problems requiring use and application of accounting concepts, practices, and techniques as they relate to the agency.

*Prepares daily cash deposits, and fills out cash control sheet daily.

*Enters finalized cash receipts and updates the Accounts Receivable subsidiary ledger by client.

*Obtains and mails invoice copies for clients/citizens.

*Processes daily deposits.

*Files check stubs and bank receipts in the receipt box for the current month.

*Researches and processes citizen claims of invoice payments.

*Researches and processes charge backs, bad checks, etc., and enters same into Accounts Adjustment Control log.

*Answers accounts receivable telephone inquiries and follows up.

*Calls and/or mails correspondence to clients/citizens as necessary in order to update accounts.

*Serves as backup for the Assistant Controller.

*Collects various accounting data to prepare and analyze financial income and other accounting statements and reports.

*Requires the following abilities:

- Working knowledge of accounting theories, practices, and office procedures.
- Ability to perform a volume of numerical detail work accurately and to make difficult mathematical computations with and without mechanical assistance; ability to operate calculator by touch.
- Ability to understand and follow complex oral and written instructions and technical terminology.

FISCAL ANALYST I

*Under general supervision, performs general cost accounting, payroll functions, maintains accounting records and other related duties in daily administration of accounting department.

*Maintains general ledger to include preparation of journal entries, coding of invoices, account analysis and reconciliation, and monthly closing of books.

*Coordinates monthly financial statements to include preparation of monthly balance sheets, income statements, reports on changes in financial position/budget variations. Prepares monthly inventory evaluations. Maintains related records.

*Prepares or assists with the preparation of quarterly reports.

*Evaluates subsidiary journals for obvious errors and omissions and enters corrected Data into General Ledger. Performs all tasks associated with General Ledger, i.e. Enters monthly journal entries, executes monthly closing entries, executes month end General Ledger (by cost and by natural account).

*Assists outside auditors at year end to include preparing schedules, invoices; provides explanations of supporting materials and procedures. Prepares any other necessary data.

*Annually, files all appropriate tax forms and reports with designated agencies.

*Prepares trial balances.

*Performs secretarial functions as needed for assigned staff members.

*Develops and analyzes spreadsheets.

*Reviews, redesigns and enhances within departmental guidelines the on-line financial statements to insure that information reported properly reflects financial position.

*Maintains records of all financial documents with appropriate supporting materials. Updates records as necessary.

*Reviews supporting schedules to insure that agency's accounting practices are maintained; makes recommendations for improvement where applicable.

*Recommends, designs and implements necessary agency controls.

*Reconciles daily cash flow statements and monitors reconciliation of monthly bank statements.

*Monitors accounts payable duties such as verifying all invoices for payment; ensures expenditures are charged to appropriate accounts.

*Monitors account receivable collection from individuals and/or institutions; interfaces with banks. Monitors reconciled accounts.

*Monitors performance of bank reconciliation monthly; verifies deposit; addresses questions and problems from banking institutions as needed

*Maintains payroll to include maintenance of all records; processing paychecks; computation of Federal and State liability.

*Audits and proofs accounting reports for clerical and conformance to State procedures.

*Maintains cost system, allocating expenditures to accounts in accordance with established procedures.

*Maintains perpetual inventory of supplies and materials and assists in taking physical inventory.

*Requires the following abilities:

- Working knowledge of accounting theories and practices, and accepted office procedures.
- Ability to perform volume of numerical detail work accurately, to make mathematical computations with and without mechanical assistance, and to operate a calculator by touch.
- Ability to understand and follow complex oral and written instructions and technical terminology
- Ability to write legibly.
- Ability to establish and maintain effective working relationships with co-workers, a variety of governmental employees and officials, and the general public.
- Leadership/supervisory abilities.

DOCENT

* Lead tours for museum or other similar venue

* Engage visitors in conversations and dialogues regarding the museum's collections and history.

* Ensure memorable and positive visit, including ensuring comfort safety of visitors while fostering educational growth.

* Serve as liaison between staff and visitor.

Blue Collar Positions:

DRIVER – Blue Collar Position

*Performs driving duties for all vehicles not exceeding 24,000 lbs.

*Maintains routine records/logs.

*May also be required to perform light or heavy labor.

*Responsible for checking vehicle fuel and oil.

*Possesses above average inter-personnel skills for public contact.

CASUAL LABOR (LIGHT)

*Semi-skilled or non-skilled physical light labor duties under direct supervision.

*May include lifting of less than 35 pounds.

CASUAL LABOR (HEAVY)

*Performs manual work with supervision.

*May include lifting 36 pounds or more

*Must be willing to perform sustained work of a physical nature that includes heavy lifting, moving of furniture, etc.

CUSTODIAL SERVICES/LABOR

* Sweeping/Vacuuming

* Empty Trash & Recycle Bins

* Waxing Floors

* Spot Cleaning Carpet

* Cleaning Bathrooms

[Return to main page](#)