# REQUEST FOR PROPOSAL OUTSOURCED HUMAN RESOURCES SERVICES

January 13, 2017

RE: Request for Proposal - Human Resources Outsourcing

Brunswick-Glynn County Joint Water and Sewer Commission, formed in 2008, is the public water and sewer utility provider of Brunswick and Glynn County Georgia. Since the inception of the BGJWSC, Teamwork Services Inc., a local Professional Employer Organization (PEO) has been the sole provider of Human Resources Services. This arrangement has been successful and allowed the BGJWSC to focus on its core business while utilizing TSI's integrated services to manage the HR responsibilities of a growing organization.

in an effort to maintain and enhance the overall HR function, maintain current spending and create efficiencies where possible Brunswick-Glynn County Joint Water and Sewer Commission is performing an evaluation of outsourcing options for all of its Human Resources services. Your organization has been identified as one that may be able to provide the services necessary to externally administer all or part-of our current Human Resources operation. Brunswick-Glynn County Joint Water and Sewer Commission would greatly appreciate it if you would consider responding with a proposal by Tuesday, February 14, 2017.

BGIWSC currently employs 147 full time employees and 1 contract employee. To assist you in understanding the scope of HR needs, I have enclosed a summary of Human Resources' Major Tasks, Duties and Responsibilities as Exhibit A. In preparing your response, we note any additional benefits you might provide under each major category heading and make note of any areas where there are no services of this nature provide by your organization.

If you have any questions, require additional information, or would like to meet to discuss the current operation of Brunswick-Glynn County Joint Water and Sewer Commission Human Resources please let me know.

Sincerely,

Pamela Drury-Crosby

Director of Procurement

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United States. Congress. House.
Committee on Interstate and Foreign
Commerce, United States. Congress.
House. Committee on Interstate and
Foreign Commerce. Subcommittee on
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Transmission of Samples of Intoxicating Liquor by Mail. Hearings...on H.R. 8115....March 8 and 15, 1938. (75-3). United States. Congress. Senate. Committee on post office and post roads, 1938 Recommendations of Postmaster General-postal Service. Hearings.....H.R. 9463. Jan 6 & 13, 1922. (67-2). United States. Congress. House. Committee on the Loan Guarantee Provision, H.R. 3474 ERDA Authorization Bill, Fiscal Year 1976 United post office and post roads, 1922 States. Congress. House. Committee on Science and Technology, 1976 **Motor Vehicle Safety** United States. Congress. House. Committee on Interstate and Foreign Commerce, United States. Congress. House. Committee on Interstate and Foreign Commerce. Subcommittee on Health and Safety, 1959 Considers H R 883 and nine related bills to establish automotive safety and air pollution control standards and testing requirements **Reports and Documents** United States. H.R. 3717, the Postal Reform Act of 1996 United States. Congress. House. Committee on Government Reform and Oversight. Subcommittee on the Postal Service, 1997 Hearings United States. Congress. House. Committee on Interstate and Foreign Commerce, 1959 H.R. 2480--the Uranium Enrichment Reorganization Act United States. Congress. House. Committee on Science, Space, and Technology. Subcommittee on Energy Research and Development, 1990 Mutual Security Appropriations for 1959, Hearings Before ..., 85-2 Hearing on Military Posture and H.R.5968, 1952 on H.R. 13192 United States. Congress. Senate. Appropriations Committee,1958 **Hearings on Various Stockpile** Commodities H.R. 13368-bismuth; H.R. 13365-chromite, Metallurgical Grade; H.R. 13578-rhodium; H.R. 13662-refractory Grade Bauxite; H.R. 13580 Amosite Asbestos; H.R. 13367-acid Grade Fluorspar; H.R. 13371-phlogopite Mica; H.R. 13373 Moscovite Mica; H.R. 13579-thorium; H.R. 13364, H.R. 12412, H.R. 13569, H.R. 13570 Platinum; H.R. 13663 Ruthenium; H.R. 13774-vanadium; H.R. 13369-molybdenum; H.R. 13661-battery Grade Synthetic Manganese Dioxide; H.R. 13320 Industrial Diamond Stones; H.R. 13372-crude Silicon Carbide; H.R. 13370-crude Aluminum Oxide; H.R. 12694-Jamaica and Surinam Type Bauxite, Before Subcommittee No. 1 of the Committee on Armed Services, House of Representatives, Eighty-ninth Congress, Second Session, March 21, 22, 23, and 24, 1966 United States. Congress. House. Committee on Armed Services. Subcommittee No. 1,1966 Committee Serial No 50 Considers H R 13365 and 20 similar bills to permit disposal of surplus strategic commodities and critical materials from the national stockpile and the supplemental barter stockpile **Congressional Record** United States. Congress, 1967 Annual Report of the Department of Health ... Ontario. Department of Health, 1920 Sessional Papers Ontario. Legislative Assembly, 1922 **Sanitary Journal of the** 

Department of Health,1920 <u>Sessional Papers</u> Ontario. Legislative Assembly,1922 **Sanitary Journal of the Provincial Board of Health of Ontario** Ontario. Department of Health,1920 <u>Sessional Papers - Legislature of the</u> *Province of Ontario* Ontario. Legislative Assembly,1922 **Congressional Record Index**,1954 Includes history of bills and resolutions <u>Agricultural Appropriations for 1965, Hearings Before ... 88-2, on H.R> 11202 United States. Congress.</u>

Senate. Appropriations Committee,1964 *GAO Documents* United States. General Accounting Office,1985 Catalog of reports decisions and opinions testimonies and speeches **Social Security Revision. Hearings ... on H.R. 6000, Part 1** United States. Congress. Senate. Committee on Finance,1950

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