



Request for Quotations: Human Resources (HR) Services

Questions + Answers

Any questions about this RFQ must be submitted via email to funding@first5fresno.org with the subject line: "Question RFQ – HR Services".

Questions will be accepted until Monday, April 21, 2025. If questions are received, responses will be posted on the funding page (<https://first5fresno.org/what-we-do/#funding-opportunities>) of the First 5 Fresno website every Thursday beginning March 27, 2025 through April 17, 2025, with an additional posting on Tuesday, April 22, 2025. Note: if questions are received after April 21st, we cannot guarantee a response.

Question Received	Answer
Week of March 24, 2025 – March 27, 2025	
No Questions Submitted	
Week of March 28, 2025 – April 3, 2025	
No Questions Submitted	
Week of April 4, 2025 – April 10, 2025	
1. Does your organization have a specific HR platform?	First 5 Fresno County does not currently use a dedicated HR platform due to the small staff size (11 staff total). However, our organization has a small, agile team that manages basic HR functions through well-established processes and mechanisms (i.e., employee file management, recruitment/ onboarding, payroll/benefits, performance reviews, etc.).
2. How often do you anticipate onsite?	We anticipate onsite support to be limited and on an as-needed basis with employees directly. In addition, we anticipate in-person meetings at least 3-4 times a year. Some examples of potential onsite support include annual employee handbook overview meetings with staff, leadership performance evaluations with Commissioners in a board meeting or sub-committee meeting setting, meeting/trainings with staff or meeting with our Commissioners (board of directors) to go over HR or personnel related content.
3. What are your hours of operations?	First 5 Fresno County’s hours of operation are Monday – Friday, 8:00 a.m. – 5:00 p.m.