



Division of Purchases

One Capitol Hill | Providence, RI 02908 | (401) 574-8100
Jay Hauser, State Purchasing Agent

Memorandum

To: Directors and CFOs

From: Jay Hauser, State Purchasing Agent/Director Division of Purchases

Date: May 20, 2026

Subject: MPA 569 Temporary Employment Services (Guidesoft/Knowledge Services)

Kindly take the moment needed to fully read the following updates concerning the current and impending contract for MPA 569 Temporary Employment Services under NASPO Participation Agreements with Guidesoft/Knowledge Services.

Please collaborate with appropriate agency staff to prepare accordingly.

Existing Contract [SC-100000311](#)

Current Purchase Orders will automatically roll over in the Workday system to FYE27. Agencies will use the existing Purchase Orders until the expiration of current contract SC-100000311. Be advised that the current expiration date of 9/8/26 will be extended an additional week to 9/15/26. **Agencies should plan to encumber funds through the one-week extension end date of 9/15/26.**

Note that Knowledge Services sent separate email communication to their agency contacts on May 19th regarding the one-week extension and encumbrance instruction. So your team is aware, the options presented by KS in their communication were the result of extensive discussions with our team that were largely shaped by the vast difference in system capabilities between RIFANS and Workday (namely, that PO releases no longer automatically terminate at fiscal year-end) and sent with our authorization.

New Contract Effective 9/16/26

Rhode Island intends to participate in the NASPO replacement contract for Temporary Employment Services with Guidesoft/Knowledge Services under an impending new Participation Agreement. The new Supplier Contract will be issued with an effective start date of 9/16/26. Agencies will be responsible to create Purchase Order releases under the new contract to be issued for MPA 569, Temporary Employment Services.

Thank you for your time and all associated actions.