Community Behavioral Health

Request for Qualifications

Staffing and Recruitment Vendor Questionnaire

Purpose:

CBH is inquiring recruitment and staffing vendor resources for identified skill gaps necessary for operations and innovation. This questionnaire is to serve as a guide to better direct and assess vendors’ qualifications and compliment the needs of CBH and services vendor can provide.

Format:

Please clearly answer the questions below with a PowerPoint or similar presentation of no more than 20 slides.

Questions:

1. Please provide a full synopsis of your organization:
   - HQ/Locations:
   - Years of operation:
   - Services/Solutions:

2. Please provide information regarding areas of specialty:
   - Locations:
   - Types of careers/jobs/arena:
   - Services/solutions:

3. Please provide recruitment strategies:
   - Recruitment pipeline:
   - Recruitment capabilities
     - How many recruiters provided to services?
     - List of resources to services CBH recruitment needs (ATS, job boards, strategies)
     - Sourcing and screening process?
   - Selection:
   - Account management:
   - Project outlines:

4. Please provide 2-3 previous or current client references:

5. Please provide previous client success stories:
   - What was the project?
   - What was the timeline? Were you able to meet timeline?
   - How did you support the project?
• What were some challenges, and how did you overcome those challenges?

6. CBH employees must be Philadelphia residents (Philadelphia, PA address) within the first 6 months of hire. Are you capable/willing to assist with this challenge? Please explain your response.

Y or N

7. Please provide a cost proposal of services:

• Recruitment Services
  o Permanent placement solutions:
  o IT Consulting solutions and pricing:
    o Bill rates:
      ▪ Solutions Architects
      ▪ Network Engineers
      ▪ Developers (Python, DevOps, Web, Front/Back, etc.)
      ▪ Security Analysts
      ▪ Data Analysts
      ▪ Data Integration Analysts
      ▪ Statisticians
      ▪ Research Analysts
      ▪ Business Intelligence Analysts
      ▪ Business Analysts
      ▪ Data Administrators