

- 1. In section 3.3.3. M/W/DSBE-Owned and Local Businesses of the RFQ, under the selection process, it states that special consideration will be given to “Philadelphia-based Applicants.” Is this referring to candidates or to the company’s owner?**

This special consideration pertains to the RFQ Applicant/Vendor.

- 2. What would be the approximate number of awards you intend to give?**

There is no specific number of awards; the decision depends on how many agencies meet our needs.

- 3. What is the tentative start date of this engagement?**

ASAP.

- 4. What is the work location of the proposed candidates?**

CBH employees have a residency requirement, so our preference is that work is performed in Philadelphia.

- 5. What is the duration of this contract (i.e., Contract Term)?**

CBH’s preference is year-long engagements with the option to extend them on a yearly basis for up to three additional years.

- 6. Are there any pain points or issues with the current vendor(s)?**

Not at this time.

- 7. How many positions were used in the previous contract?**

CBH has contracts with multiple staffing agencies that are utilized depending on current needs.

- 8. How many positions will be required per year or throughout the contract term?**

The jobs would be based on a by-needs basis.

- 9. If the proposed candidates are not available at the time of award, will the agency allow us to provide replacement personnel with similar or more skill sets?**

Yes.

- 10. Can we provide hourly rate ranges in the price proposal?**

Yes.

- 11. Is it entirely onsite work or can it be done remotely to some extent? Do the services need to be delivered onsite or is there a possibility for remote operations and performance?**

CBH employees are mandated to work in-office twice per week. Depending on specific circumstances, these expectations would normally be extended to the subcontractor.

**12. Are resumes required at the time of proposal submission? If so, do we need to submit the actual resumes for proposed candidates or can we submit sample resumes?**

No. CBH will only consider the documents that are required for submission.

**13. Please confirm if we can get the proposals or pricing of the incumbent(s).**

Pricing proposals of incumbents will not be made available.

**14. Please confirm if there is any preference for the local vendors.**

CBH gives special consideration to vendors based in Philadelphia. Although not preclusive, the ability to staff within Philadelphia is a major consideration.