DATE:      May 31, 2019

TO:        All Prospective Proposers

FROM:      Sharon Barry
           Director of Procurement
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           sharon.barry@umuc.edu

           and

           Eric Pfister
           Assistant Director of Procurement
           301-985-7095
           eric.pfister@umuc.edu

RE:        RFP #91680 – Recruitment Process Outsourcing Services
            Addendum #2 dated 05/31/2019

The following amends the above-referenced RFP documents. Receipt of this addendum is to be acknowledged by completing the enclosed “Acknowledgement of Receipt of Addenda Form” and including it in the Technical Proposal.

A. “Appendix B – Price Proposal RFP 91680 for RPO Services”, on Page 26 of Request for Proposal #91680: Phase 2 document is being modified. The last line on the price chart that reads, “Quote Percentage Discount if Recruitment is from UMUC’s current iCIMS database:“, is hereby deleted in its entirety and replaced with “Quote Percentage Discount if Recruitment is from UMUC’s current Workday database:”.

B. Questions from Potential Proposing Firms:

1. Sample contractual agreement, are we able to redline that document or are we expected to accept it as is? See the statement below that we pulled from your RFP:
   “The UMUC Sample Contract for this Procurement will contain the mandatory provisions in Appendix C as well as any additional terms required by the University of the State of Maryland. By submitting a Proposal, the Offeror warrants that they have reviewed Appendix C and will execute a contract: a) in substantially the same form; and b) with these terms and conditions upon request by UMUC.”
UMUC Response

See Addendum 1. Contract language submitted by a contract party other than the University, which that party seeks to have included as part of the contract between the parties, must be reviewed for content and legal form and sufficiency. Revisions to the contract proferred by the contractor will be reviewed by the Procurement officer and, if appropriate, by legal counsel.

2. Of your 900 in-scope annual hires, how many are contingent positions?
   a. How many total hires are in the U.S.? (number of hires by skillset and by location (direct placement and contingent labor)?)
   b. How many total hires are in EMEA? (By country and by skillset (direct placement and contingent labor))
   c. How many total hires are in APAC? (By country and by skillset (direct placement and contingent labor))

UMUC Response

UMUC hires approximately 285 contingent positions annually, but that can vary from year to year.

a. All hires from RPO are direct placement. UMUC cannot pull information based on skill set, however, please see attachment A, B, and C for hires for both stateside, and overseas, based on employee class.
   b. Please see attachment A, B, and C.
   c. Please see attachment A, B, and C.

3. Are there job profiles and pay ranges for all in-scope positions/skillsets?

UMUC Response

Please see attachment A, B, and C.

4. Are we able to remove your requirement that the University be granted access to our subcontractors’ records (under RFP – Appendix S – Section 11)? We have no problem granting access to [a potential proposing firm] record’s and the like, but we do not want this provision to include our subcontractors' (Is there a supplier management component to this program for contingent labor based upon this question? – if yes, normally this provision would flow down to the supply chain if required for audit purposes.)

UMUC Response

Please see response to Question #1.
5. Are you looking for a full talent lifecycle solution from requisition management all the way through new hire on-boarding?

**UMUC Response**

Yes, although UMUC conducts our own new hire orientation and collects new hire paperwork. UMUC will be implementing the Workday Onboarding Module in the next year or so.

6. What is your current state employment/hiring process?

   a. Are there baseline metrics?
   b. If yes, what are they?

**UMUC Response**

Please see attachments D, E, F, G, and H.

a. Yes.
b. Examples include: Job Posting Timeliness, Time to Fill, Hiring Manager Satisfaction, New Hire Satisfaction, Employee Retention.

7. Is there an incumbent RPO provider?

**UMUC Response**

Yes.

8. Do you have an MSP provider for contingent labor? If no, how is your contingent labor managed today?

**UMUC Response**

No.

9. What is your contingent labor spend today?

**UMUC Response**

This question is not applicable to the RFP scope as UMUC retains some contingent labor spend for multiple years.
10. What systems/tools do you currently utilize for contingent (from sourcing through onboarding to payment)?

**UMUC Response**

Relevant systems/tools are specified in “Section II. Scope of Work” from the RFP #91680 Phase 2 document.

11. If we subcontract the international delivery (EMEA and APAC) through a partner, is that an issue?

**UMUC Response**

This information is not relevant to the Phase 2 response, and can be discussed with shortlisted firms.

12. What are your objectives by outsourcing recruitment?

   a. What happens with your existing team?

**UMUC Response**

UMUC’s objectives for outsourcing recruitment are outlined in the Phase 1 and Phase 2 RFP documents.

   a. This information is not relevant to the Phase 2 response.

13. How are you planning on using your maximum spend limit over the 5 year life of the program when hiring volumes based on market conditions (multiple variables) are not a constant?

**UMUC Response**

UMUC is not able to answer this question based on fluctuating market conditions.

14. Section III-Article 1-#2 and #2.5 – Please clarify where the “Bid/Proposal Affidavit” mentioned in this section under #2 and #2.5 is located within the Phase 2 RFP, or if should we resubmit the “Bid/Proposal Affidavit” that we submitted as part of Phase 1. The Bid/Proposal Affidavit is also mentioned in the Table of Contents under Appendix A on page 3.

**UMUC Response**

Please use the “Bid/Proposal Affidavit” from the Phase 1 document. The “Bid/Proposal Affidavit” will need to be resubmitted with a Phase 2 response.
15. Section III-#2.2 – Since UMUC is asking about the Offeror’s “Temporary Staffing” services, can we assume that temporary staffing is included within the scope of this RFP and constitutes a major requirement? Temporary Staffing is also mentioned in Section II-#1.Purpose/Description.

UMUC Response

Section III, Article 1, 2.2 asks potential proposing firms to “[d]escribe the services offered by your firm that include…Temporary staffing;”. However, temporary staffing does not constitute a “major” requirement of the scope.

16. Appendix E – Please clarify if we need to submit the completed Affidavit of Agreement (pages 54-55) with the Technical Proposal, or with the Pricing Proposal.

UMUC Response

The “Affidavit of Agreement” (Page 27, and Page 54 of the Phase 2 document) is to be submitted with the Pricing Proposal.

17. Appendix E – Does the contract resulting from this solicitation only cover Tier 1?

UMUC Response

The contract resulting from this solicitation is anticipated to be a Tier 1 contract.

18. How does UMUC’s current talent acquisition process differ between faculty and staff?

UMUC Response

Please see attachments D, E, F, G, and H.

19. Are there any bottlenecks in existing process?

   a. If so where are they and what causes these?

UMUC Response

This information is not relevant to the Phase 2 response, and can be discussed with shortlisted firms.

20. What does the current onboarding process look like for:

   a. Faculty?
   b. Staff?

Addendum #2 – RFP #91680 – Recruitment Process Outsourcing Services
UMUC Response

a. UMUC will be implementing the Workday Onboarding Module within the next year or so. Currently, adjunct faculty complete their new hire paperwork, submit it, and also through orientation/training.
b. UMUC will be implementing the Workday Onboarding Module within the next year or so. Currently, staff and collegiate faculty, go through new hire orientation online or in person and complete new hire paperwork.

21. Can UMUC share your current recruiting workflows for recruiting faculty and staff?
   a. Are there any bottlenecks in existing process? If so where are they and what causes them?

UMUC Response

Please see attachments D, E, F, G, and H.

a. This information is not relevant to the Phase 2 response, and can be discussed with shortlisted firms.

22. Do any positions require validation during the recruiting process via an assessment? If so:
   a. Which positions?
   b. What assessments do you use?
   c. Are the assessments online or in person?

UMUC Response

Yes.

a. UMUC is interested in using assessments for adjunct faculty and advisors in the near future.
b. SHL assessments are utilized on an as need basis.
c. Online.

23. Who is your current background/drug check provider?

UMUC Response

HireRight.

24. What background/drug checks (type and number of years) are required for each position?

UMUC Response

Criminal, Employment and Education verification for seven (7) years.
25. What reference checks (type and number of years) are needed for each positions?

UMUC Response

Two (2) professional references are needed for each position.

26. What is your current offer process today?

UMUC Response

Please see attachments D, E, F, G, and H.

27. Who manages the offer process?

UMUC Response

The position recruiter through Workday.

28. What is UMUC’s current process for rehires; internal and lateral promotion/demotion transfers; secondary positions?

UMUC Response

Rehires, transfers, etc, need to apply through Workday for all positions that are competitively recruited.

29. What timeframe between positions is used to classify a rehire?

UMUC Response

From a benefits/service time perspective, three years classifies a rehire.

30. Who manages the process for rehires; internal and lateral promotion/demotion transfers; secondary positions?

UMUC Response

Talent Acquisition, HR Business Center, and Faculty Appointments if needed.
31. We know Workday is your ATS, do you leverage any other technologies as part of the talent acquisition process? If so:

   a. Which technologies are specific to your current RPO provider?
   b. Which are UMUC specific and could be leveraged by a new RPO provider?

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<tr>
<th>UMUC Response</th>
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<tbody>
<tr>
<td>Yes.</td>
</tr>
<tr>
<td>a. This information is not relevant to the Phase 2 response.</td>
</tr>
<tr>
<td>b. UMUC will consider recommendations for “other” technologies.</td>
</tr>
</tbody>
</table>

32. Section II Scope of Work 1. Purpose/Description notes that UMUC’s “focus is on, but is not limited to,” the following: Quality of hire, Hiring manager satisfaction, cycle time reduction, Accuracy, and Use of technology. For each of items listed [...]:

   a. How does UMUC define each area of focus?
   b. Can UMUC share the target performance metric for each area of focus?
   c. Can UMUC share the current performance metrics for each area of focus?

<table>
<thead>
<tr>
<th>UMUC Response</th>
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</thead>
<tbody>
<tr>
<td>a. Specific metrics related to each area of focus are not relevant to a Phase 2 response. They will be defined through SLA’s with an awarded firm.</td>
</tr>
<tr>
<td>b. Specific metrics related to each area of focus are not relevant to a Phase 2 response. They will be defined through SLA’s with an awarded firm.</td>
</tr>
<tr>
<td>c. See response to Question 6.b.</td>
</tr>
</tbody>
</table>

33. What targets do you have for Diversity and Inclusion?

   a. Is there a talent acquisition strategy for recruiting diverse?
   b. What is UMUC’s approach to including diverse candidates who are recruited by UMUC?

<table>
<thead>
<tr>
<th>UMUC Response</th>
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<tbody>
<tr>
<td>There are no specific targets. UMUC would like the RPO provider to provide support in this by partnering with UMUC’s Diversity Office and utilizing the RPO’s own resources and strategies that they have found to be positive.</td>
</tr>
</tbody>
</table>

34. How do you demonstrate talent acquisitions performance to business outcomes?

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<tr>
<th>UMUC Response</th>
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<tbody>
<tr>
<td>Through a quarterly report that will be provided by the RPO service provider.</td>
</tr>
</tbody>
</table>
35. UMUC offers “online courses”, how does this impact who you’re hiring and from where they are located?

**UMUC Response**

For stateside faculty, hires need to be located within the US and be eligible to work in the US on an unrestricted basis.

36. In Section II Scope of Work 1. Purpose/Description, item (3), you describe “building a productive pipeline of talent,” as an overarching goal.

   a. How would you describe your pipeline of talent today?
   b. How do you define productive pipeline of talent?
   c. Do you have measure or metrics for a productive pipeline of talent?

**UMUC Response**

a. There is adequate pipeline; however, there’s definitely room for improvement.
b. UMUC would define a productive pipeline as one in which the top three candidates for a position could easily fill the position.
c. There is not specific measure or metric, it depends on the position.

37. In Appendix B - Price Proposal RFP 91680 for RPO Services UMUC has asked for a “Percentage Discount if Recruitment is from UMUC’s current iCIMS database”:

   a. Please explain what you mean by this?
   b. Is this request applicable for UMUC’s Workday (ATS) database?

**UMUC Response**

a. Please refer to Section A of this Addendum 2.
b. Yes.

38. Can UMUC provide additional detail regarding the scope of RPO services outlined on page 26 of the overview document?

   a. Can you provide a breakdown of the approximate number of annual hires by location and by job category, along with a further breakdown by Tiers 1 & 2?
   b. Can you provide salaries of the current jobs in scope along with job descriptions?

**UMUC Response**

Please see attachment A, B, and C.
39. What are your current metrics for the roles in scope?

   a. Hires per month
   b. Submittal to HM interview
   c. HM Interview to hire
   d. Offer to accept ratio
   e. Offer to start ratio
   f. Percentage of cancelled requisitions
   g. Time to Fill
   h. Cost-per-Hire
   i. Turnover (by role type)

<table>
<thead>
<tr>
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<tbody>
<tr>
<td>Specific metrics related to the current roles in scope are not relevant to a Phase 2 response. They will be defined through SLA’s with an awarded firm.</td>
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</table>

40. What are UMUC’s language requirements for written (i.e. landing pages, emails, etc.) and verbal communications with candidates? What languages will you require fluency in?

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<thead>
<tr>
<th>UMUC Response</th>
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<tbody>
<tr>
<td>English.</td>
</tr>
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</table>

41. What technologies are being leveraged during the current hiring process? ATS / CRM / Automated Scheduling / A.I. Tools / Video Interviewing / Assessments / etc? Are any technologies currently being considered or implemented?

<table>
<thead>
<tr>
<th>UMUC Response</th>
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<tbody>
<tr>
<td>Workday, Zoom, Talent Community are currently being utilized during the hiring process. UMUC is looking for recommendations on other technologies or tools, (i.e. AI, Chatbots, Assessments, etc).</td>
</tr>
</tbody>
</table>

42. Please comment on current process strengths, weaknesses, challenges, bottlenecks and areas for improvement around the process workflow for recruitment.

<table>
<thead>
<tr>
<th>UMUC Response</th>
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<tbody>
<tr>
<td>Scheduling interviews can be difficult at times due to conflicting schedules. Candidates not providing accurate dates for background checking purposes can also be an issue.</td>
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</table>
43. What are the top candidate-attraction methods used by UMUC today? (e.g., employee referrals, rehires, job posting sites, events, advertising, etc.)

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<tr>
<th>UMUC Response</th>
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<tr>
<td>Careers website, Linkedin, Indeed, etc.</td>
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44. What is your current sourcing and advertising budget?

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<tr>
<th>UMUC Response</th>
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<tbody>
<tr>
<td>This information is not relevant to a proposing firm’s Phase 2 Technical Proposal response.</td>
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</table>

45. Please describe what UMUC’s employment brand program looks like today, including successes and challenges.

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<thead>
<tr>
<th>UMUC Response</th>
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<tbody>
<tr>
<td>Information related to UMUC’s employment brand program is located at UMUC’s career site, <a href="https://careers.umuc.edu/">https://careers.umuc.edu/</a>.</td>
</tr>
</tbody>
</table>

46. Please describe the hiring manager and candidate experience today? What is going well / not well?

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<tr>
<th>UMUC Response</th>
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<tbody>
<tr>
<td>This information is not relevant to a proposing firm’s Phase 2 Technical Proposal response.</td>
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47. Aside from onsite resource requirements in Adelphi/Largo, does UMUC have any onsite preferences at other locations in EMEA/APAC?

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<th>UMUC Response</th>
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<tbody>
<tr>
<td>No.</td>
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48. Are there any seasonal recruiting spikes/dips that occur?

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<tr>
<th>UMUC Response</th>
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<tbody>
<tr>
<td>Fall typically is a busy recruitment time for staffing leading into the Spring semester for faculty.</td>
</tr>
</tbody>
</table>
49. What is the current makeup of the talent acquisition team supporting this hiring today?

**UMUC Response**

There is a mix of recruitment managers, recruiters, sourcers, and coordinators.

50. Please provide projected annual hires by job type and region (location), including executive recruitment volume projections, if applicable.

**UMUC Response**

Please see attachment A, B, and C.

51. Please describe UMUC’s future-state strategy for Workday usage in the talent acquisition and/or HRIS space.

**UMUC Response**

UMUC is further investing in utilizing what Workday has to offer as well as any other technologies as needed.

52. What challenges/concerns does UMUC currently have with the Workday platform?

**UMUC Response**

This information is not relevant to a proposing firm’s Phase 2 Technical Proposal response.

53. What would UMUC like to see in the way of enhanced reporting from the Workday HCM solution?

**UMUC Response**

A recruiter and hiring manager dashboard with metrics.

54. Will adjunct faculty onboarding be a part of the future-state scope of services you expect the RPO delivery team to manage?

**UMUC Response**

UMUC is open to suggestions on future state adjunct faculty onboarding.
55. Is UMUC interested in/currently exploring the option of the RPO service provider managing the UMUC career site and various talent communities?

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<th>UMUC Response</th>
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<tr>
<td>This information is not relevant to a proposing firm’s Phase 2 Technical Proposal response.</td>
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</table>

56. Where does UMUC stand on the idea of deploying a video interviewing technology as a part of the future-state RPO model?

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<tr>
<td>This information is not relevant to a proposing firm’s Phase 2 Technical Proposal response.</td>
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57. When the RPO delivery team needs to scale/flex to address a surge in hiring requirements, will UMUC be comfortable with sourcing recruitment resources based off-site in an RPO-centralized delivery center in the U.S.?

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<th>UMUC Response</th>
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<tr>
<td>Yes.</td>
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58. Is UMUC interested in an RPO vendor capable of directly managing executive recruitment in the U.S. and on a global level?

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<tr>
<th>UMUC Response</th>
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</thead>
<tbody>
<tr>
<td>We are interested in your firm’s capabilities in this area.</td>
</tr>
</tbody>
</table>

59. What are the UMUC-expected hours of operation for the three regions:
   a. North America
   b. EMEA [Europe, the Middle East, and Africa]
   c. APAC [Asia-Pacific]

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<th>UMUC Response</th>
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| a. North America  8am - 5pm EST  
   b. EMEA 8am - 5pm EST  
   c. APAC Varies 7am - 4pm EST and 10am to 7pm …. Depends on urgency/needs |
60. Is UMUC ready to explore the assessment technology market regarding new and emerging tools for screening/vetting candidates?

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<th>UMUC Response</th>
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<tr>
<td>Yes.</td>
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61. Does UMUC envision deploying new and more comprehensive assessment technology in 2020?

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<th>UMUC Response</th>
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<td>Yes.</td>
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62. What future-state role does UMUC envision the RPO delivery team taking regarding new hire onboarding?

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<tr>
<th>UMUC Response</th>
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<tbody>
<tr>
<td>UMUC is open to recommendations on this topic.</td>
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63. Regarding new hire onboarding, is UMUC looking for an online onboarding platform for document collection, process management, and reporting purposes?

<table>
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<tr>
<th>UMUC Response</th>
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<tbody>
<tr>
<td>UMUC will utilize Workday.</td>
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</table>

64. Is UMUC contemplating the purchase and deployment of a NextGen automated, end-to-end onboarding tech platform in 2020 or 2021?

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<th>UMUC Response</th>
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<tbody>
<tr>
<td>This information is not relevant to a proposing firm’s Phase 2 Technical Proposal response.</td>
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</table>

65. Concerning new hire onboarding, is UMUC looking for support from the RPO delivery team to execute/conduct the new hire orientation process?

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<th>UMUC Response</th>
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<tbody>
<tr>
<td>UMUC is open to recommendations on this topic.</td>
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</tbody>
</table>
66. How does UMUC envision “gamification” possibly becoming a part of the overarching UMUC talent acquisition process?

**UMUC Response**

UMUC is open to recommendations on this topic.

67. Is UMUC ready to explore the use of artificial intelligence (AI)-based technology as part of the larger technology strategy, i.e. candidate engagement process, interview scheduling etc.?

**UMUC Response**

Yes.

68. How does virtual reality technology fit into the UMUC future-sate recruitment model?

**UMUC Response**

UMUC is open to recommendations on this topic. UMUC would like to use this tool to provide candidates the ability to virtually visit the university and see what it’s like to work in a specific department or to teach. This way they can experience the environment and culture. In addition, this technology can be utilized for virtual career fairs, etc.

69. In the coming years, what does UMUC envision resulting from an RPO services delivery model expansion on a global level?

**UMUC Response**

In the coming years, UMUC envisions a unified approach and coordinated effort.

70. Are there areas of the recruitment marketing and branding program that the RPO delivery team could supplement?

**UMUC Response**

Yes.
71. **What more can the RPO program do to drive the UMUC diversity and affirmative action plan?**

<table>
<thead>
<tr>
<th><strong>UMUC Response</strong></th>
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</thead>
<tbody>
<tr>
<td>UMUC would like the RPO to provide more support in this by partnering with our Diversity Office and utilizing the RPO’s own resources and strategies that they have found to be positive.</td>
</tr>
</tbody>
</table>

72. **How can the RPO solution (program) be a better business partner to UMUC?**

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<th><strong>UMUC Response</strong></th>
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</thead>
<tbody>
<tr>
<td>This information is not relevant to a proposing firm’s Phase 2 Technical Proposal response.</td>
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</table>

73. **What are the most desired outcomes of the new model (i.e. decrease in cost, decrease in time to fill, increase quality of candidate)? How is this being measured today?**

<table>
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<tr>
<th><strong>UMUC Response</strong></th>
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<tbody>
<tr>
<td>This information is not relevant to a proposing firm’s Phase 2 Technical Proposal response.</td>
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</table>

74. **Please provide a breakdown of hiring by location.**

<table>
<thead>
<tr>
<th><strong>UMUC Response</strong></th>
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<tbody>
<tr>
<td>Please see attachment A, B, and C.</td>
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</table>

75. **What is the estimated total number of hiring managers?**

<table>
<thead>
<tr>
<th><strong>UMUC Response</strong></th>
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<tbody>
<tr>
<td>This number is hard to pinpoint, as it varies throughout the year.</td>
</tr>
</tbody>
</table>

76. **What is the current attrition rate?**

<table>
<thead>
<tr>
<th><strong>UMUC Response</strong></th>
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<tbody>
<tr>
<td>The current attrition rate varies depending on the job.</td>
</tr>
</tbody>
</table>
77. Is the flow of positions steady month over month, or are there seasonal spikes/lulls?

**UMUC Response**

For the most part the flow of positions is fairly steady month to month, the number tends to decrease in November and December.

78. Please provide the current recruitment process workflow.

**UMUC Response**

Please see attachments D, E, F, G, and H.

79. What are the strengths and weaknesses of the current recruiting process?

**UMUC Response**

This information is not relevant to a proposing firm’s Phase 2 Technical Proposal response.

80. Other than Workday, what other tools are used to manage candidate flow and govern the recruitment process (i.e. CRM, Recruitment Marketing Platform, other sourcing tools)?

**UMUC Response**

Talent Community.

81. What other tools are used to pre-screen candidates (i.e. video interviewing, assessments, realistic job preview, SMS pre-screening, AI screening)?

**UMUC Response**

Other tools used to pre-screen candidates consist of Realistic Job Preview (RJP), recruiter screening, and online assessments on an as needed basis.

82. Are pre-employment processes (i.e. background checks, drug tests, other compliance processes) currently integrated with Workday? Will any of these activities be managed by the RPO provider?

**UMUC Response**

Background checks are expected to be managed by the RPO provider.
83. What are the top-3 sources of hire currently?

<table>
<thead>
<tr>
<th>UMUC Response</th>
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</thead>
<tbody>
<tr>
<td>The top 3 sources of hire currently are: Careers Site, Washington Post, and employee referrals.</td>
</tr>
</tbody>
</table>

84. Please describe the current job promotion and advertising strategy.

<table>
<thead>
<tr>
<th>UMUC Response</th>
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<tbody>
<tr>
<td>This information is not relevant to a proposing firm’s Phase 2 Technical Proposal response.</td>
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</table>

85. Please describe the recruiting team currently handling the positions in scope (i.e. number of resources, dedicated TA vs HR generalists, location, current third party partners).

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<tr>
<th>UMUC Response</th>
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<tbody>
<tr>
<td>Please see response to Question #49.</td>
</tr>
</tbody>
</table>

86. What is average req load/resource on the current team?

<table>
<thead>
<tr>
<th>UMUC Response</th>
</tr>
</thead>
<tbody>
<tr>
<td>This answer depends on the complexity of the position.</td>
</tr>
</tbody>
</table>

87. Do any UMUC stakeholders have previous experience working with an RPO partner?

<table>
<thead>
<tr>
<th>UMUC Response</th>
</tr>
</thead>
<tbody>
<tr>
<td>Yes.</td>
</tr>
</tbody>
</table>

88. What are the conversion ratios for the roles in scope? Specifically:
   a. Number of resumes reviewed to get 1 phone screen
   b. Number of candidates phone screened to get 1 qualified candidate to submit to the hiring manager
   c. Percentage of submitted candidates that are accepted by the hiring manager for an interview
   d. Total number of interviews in the process (i.e. first round, second round, etc.)
   e. Number of candidates interviewed to get 1 decision to hire
   f. Percentage of offers that are accepted
   g. Percentage of no-starts/fall-offs after offers are accepted
Conversion ratios vary depending on the position. A specific answer cannot be provided.

**89. What is the current time-to-fill for the roles in scope? How is that measured (i.e. from requisition open to offer accept or start date)?**

The current time-to-fill for the roles in scope is generally 45 days from the requisition opening to the start date. But this varies depending on position.

**90. Please describe your current approach to reporting recruitment data and analytics.**

This information is not relevant to a proposing firm’s Phase 2 Technical Proposal response.

**91. How do you measure and evaluate the candidate experience today?**

This information is not relevant to a proposing firm’s Phase 2 Technical Proposal response.

**92. How do you measure and evaluate the hiring manager experience today?**

This information is not relevant to a proposing firm’s Phase 2 Technical Proposal response.
Attachments with Addendum 2:

Attachment A_Job_Profiles with Grades.xlsx
Attachment B_2018 Hires by Empl Type 2019-05-24 10_37 EDT.xlsx
Attachment C_2018 OS Hires by Location 2019-05-24 10_37 EDT.xlsx
Attachment D_Faculty Disposition Steps.pdf
Attachment E_Staff Disposition Steps.pdf
Attachment F_Overseas Collegiate Faculty Recruitment Process - 03-08-2018.docx
Attachment G_Overseas Staff Recruitment Process - 01-16-2018.docx
Attachment H_Overseas Adjunct Faculty Recruitment Process - 01-16-2018.docx
ACKNOWLEDGEMENT OF RECEIPT OF ADDENDA FORM

Solicitation: UMUC RFP# 91680 – Recruitment Process Outsourcing Services

TECHNICAL PROPOSAL DUE DATE: Friday, June 7, 2019 at 2:00 PM ET

NAME OF PROPOSER: _____________________________________________________________

ACKNOWLEDGEMENT OF RECEIPT OF ADDENDA

The undersigned, hereby acknowledges the receipt of the following addenda:

Addendum No. 1 dated 5/16/2019
Addendum No. 2 dated 5/31/2019
Addendum No. ______ dated ________
Addendum No. ______ dated ________
Addendum No. ______ dated ________

As stated in the solicitation documents, this form is included in our Technical Proposal.

___________________________________________
Signature

___________________________________________
Name Printed

___________________________________________
Title