



**THE DISTRICT OF THUNDER BAY
SOCIAL SERVICES ADMINISTRATION BOARD**

EXPRESSION OF INTEREST NO. 2024-001 EOI

**Artificial Intelligence for
Front-End Recruitment Screening**

For

The District of Thunder Bay Social Services Administration Board

Artificial Intelligence for Front-End Recruitment Screening

Submission Details

The District of Thunder Bay Social Services Administration Board (TBDSSAB) is seeking Expressions of Interest (EOI) from vendors experienced in Artificial Intelligence (AI) driven recruitment solutions. TBDSSAB is looking to explore the integration of AI technology in the front-end recruitment process for enhanced screening and selection procedures.

Overview:

TBDSSAB is committed to optimizing its recruitment processes to ensure efficiency, fairness, and effectiveness in identifying top talent. Recognizing the potential of AI technologies, particularly in the initial screening stages, the aim is to streamline and enhance recruitment efforts by implementing AI-powered solutions on the front end.

Key Objectives:

Efficient Screening: Automate the initial screening of candidate applications to expedite the process while maintaining accuracy and reliability.

Bias Reduction: Leverage AI to minimize unconscious biases in the screening process, promoting diversity, and inclusion.

Candidate Experience: Enhance the overall candidate experience by providing timely feedback and personalized interactions through AI-driven communication channels.

Data-Driven Insights: Gain actionable insights and analytics from AI-driven assessments and continuously improve recruitment strategies.

Submission Requirements

Please provide the following information in your submission:

- Name of respondent and key organization contact information (phone number, mailing and e-mail addresses)
- Overview of your organization and relevant experience in AI-powered recruitment technologies.
- Description of AI screening solutions offered, including features, capabilities, and case studies.
- Pricing structure and implementation timeline.
- Any additional relevant information regarding key objectives.

Review Criteria

TBDSSAB will review all EOI submissions relative to the general viability of, and the ability to meet the defined needs outlined in this EOI.

TBDSSAB will review submissions based on the following:

1. Technical Capabilities:

- **Algorithm Performance:** Effectiveness, accuracy, precision and recall of the AI proposed for tasks such as resume screening, candidate matching, and predictive analytics.
- **Integration:** Consider how well the AI solution integrates with the recruitment platforms TBDSSAB is currently using for recruitment, eg. Indeed;
- **Data Security:** Ensure that the AI solution complies with data privacy regulations and provides adequate security measures to protect sensitive candidate information.

2. Functionality:

- **Resume Parsing:** The AI system's ability to extract relevant information from resumes, such as skills, experience, and qualifications.
- **Candidate Matching:** How effectively the AI matches candidates to job requirements based on skills, experience, and other relevant factors.
- **Predictive Analytics:** Determine whether the AI solution can provide insights into candidate performance, retention likelihood, and other predictive metrics.
- **Bias Detection and Mitigation:** Identification of features within the AI that detect and mitigate biases in the recruitment process.

3. User Experience:

- **Ease of Use:** User interface and overall user experience for hiring managers, and candidates.
- **Customization:** The flexibility of the AI solution to adapt to TBDSSAB's specific recruitment processes and preferences.
- **Training and Support:** The availability of training resources and ongoing support for users to maximize adoption and effectiveness.

4. Performance Metrics:

- **Time-to-Hire:** The AI solution's impact on reducing time-to-hire and improving recruitment efficiency.
- **Quality of Hire:** Assess whether the AI-driven recruitment process leads to higher-quality hires based on performance, retention, and other relevant metrics.

- **Cost Savings:** The cost-effectiveness of the AI solution compared to traditional recruitment methods, including savings in time, resources, and potential turnover costs.

5. Ethical and Legal Considerations:

- **Fairness and Transparency:** The AI solution is transparent and fair in its decision-making process, avoiding discrimination or bias.
- **Compliance:** How the AI solution complies with relevant regulations, such as anti-discrimination laws and data privacy regulations.

TBDSSAB may, as a result of the EOI, decide to proceed directly to negotiate a contract with a respondent or may seek to engage a number of respondents in further discussions.

TBDSSAB reserves the right to reject all EOI submission and take no further action.

Submission Deadline

Expressions of Interest are to be addressed to:

The District of Thunder Bay Social Services Administration Board
231 May Street South
Thunder Bay, ON P7E 1B5

and should be received by 4:00 p.m. local time on Monday, April 8, 2024.

Expressions of Interest may be submitted by email to the contact person named below, or it may be sent to the address specified above by mail or delivered by courier, in each case prior to the closing time.

Dave Stewart
Supervisor, Purchasing & Inventory Control
david.stewart@tbdssab.ca

Questions

All questions/inquiries related to this EOI shall be directed in writing via electronic mail to Dave Stewart, Supervisor Purchasing and Inventory Control as per contact information listed above.

Any information provided by anyone other than the above-mentioned will not be considered binding, nor will it change the requirements of this EOI.

Late Expression of Interest

TBDSSAB, may in its discretion, accept, or reject and return, any EOI received after the closing time.

Lack of Information

Following receipt of an EOI, TBDSSAB may, in its sole discretion and without having any duty or obligation to do so, request that the respondent provide TBDSSAB with additional information to clarify or substantiate the information provided by the respondent. This may include scheduling a presentation request or demonstration.

If a respondent fails to provide information required for TBDSSAB evaluation of the respondent's qualifications or fails to provide timely clarification or substantiation of the information supplied, that failure may result in no further consideration being given to the EOI.