

BOT Meeting:	July 15, 2019
Solicitation No.:	RFP 19-018LJ
References:	District Goal Scalable Systems
Description:	<p>Application Tracking System:</p> <p><u>Recommendation</u></p> <p>Consideration and possible approval of the purchase of a new applicant tracking system from Applications Software Technology, LLC (AST) in an amount not to exceed \$1,183,594 over a five-year period, and authorization for the Superintendent to negotiate and execute the agreements through 2024. Information Technology (IT), in conjunction with Human Resources, will seek Board approval for two subsequent 5-year renewal options once renewal pricing is negotiated.</p> <p><u>Summary</u></p> <p>Fort Bend ISD is committed to the development of systems to effectively and efficiently attract, evaluate and develop talent who support the District’s Mission, Vision, and Core Beliefs and Commitments; and who effectively inspire and equip students. Fort Bend ISD’s current applicant tracking system has limited functionality and capability to meet the District’s needs, market demands, and usability as a scalable system.</p> <p>On November 1, 2018, Fort Bend ISD issued RFP 19-018LJ soliciting proposals for an Application Tracking System. Through the procurement process, the evaluation team selected Oracle Talent Acquisition Cloud (Taleo), which will integrate seamlessly with the current ERP system and will provide applicants and hiring managers with a more powerful utility to navigate the hiring and onboarding process of new employees. The newly selected system will include:</p> <ul style="list-style-type: none"> • An ability to store multiple application formats • Configurable pre-screening questions • An automated applicant process and workflow • Real-time and integrated job postings • Automated applicant and hiring manager communications. <p>Oracle establishes partnerships with implementation firms such as Applications Software Technology, LLC to lead the implementation of Taleo. Applications Software Technology, LLC has successfully implemented Taleo for Arlington Public Schools, Dallas County and the Chicago Transit Authority.</p> <p><u>Background</u></p> <p>The growth of the District has exceeded the available functionality of the current applicant tracking system based on stakeholder input. A few of the “pain” points gathered from stakeholders include:</p>

1. Lack of ability to generate pre-screening selection questions to ensure applicants qualify for a position. Hiring leaders currently review each application to determine if candidates meet the minimum requirements of the job. On average, pre-screening selection questions result in the disqualification of 50.5 percent of the applicants.
2. Lack of functionality to purge outdated applications. A recent audit revealed over 166,000 applications within the current applicant tracking system are five years or older. Removal of these items requires manual identification and deletion.
3. Inefficient data controls, i.e. applications future dated to 2020 and applicant birth dates of 1901 have been identified within the system.
4. Repetitive and manual job posting process, which increases time for a posting and the number of employee touch points. Each time a hiring manager posts or updates a job description, Human Resources (HR) manually copies and pastes the job description content into a template to post the job.
5. Inefficient query reporting and data analytics functionality. Not all viewable fields can be extracted or reported which causes delays in support to the District.
6. Lack of a seamless integration with the District's current Enterprise Resource Planning (ERP). Converting an applicant to an employee, or to change an employee from active to inactive status is a manual process, which yields data that is prone to errors and time-consuming reconciliation. For example, some District employees appear to be in "Applicant" status; some inactivated employees show as "Active."

Fort Bend ISD posts an average of 3,221 jobs and receives approximately 96,612 applications per year. The District's current screening process requires approximately three minutes for two employees to screen and qualify each applicant on to the next phase of the selection process (9,661 hours/year). The District hires an average of 2,501 applicants (only 2.5 percent of the applicant population) from this applicant pool. A cost analysis revealed that this manual screening process costs the District an average of \$289,836 per year based on a conservative screener hourly rate of \$30/hour; equivalent to approximately 5.5 FTEs per year. Leaders can better utilize the time saved to focus on student learning and development instead of screening applicants. Taleo has built in knock out questions that will allow the District to create process efficiencies.

The estimated yearly savings of \$1,449,180 over five years does not include other efficiencies gained through an ERP integration and the

additional cost savings of an automated purging schedule that Taleo will provide.

Itemized below are the expenditures for purchasing Oracle Talent Acquisition Cloud (Taleo) from Applications Software Technology, LLC (AST). This purchase includes the base fee, training, and a 10 percent contingency to address possible future development, growth, and training needs that may occur over the term of the contract.

Expenditures for Purchasing Taleo/AST Application Tracking System	
Year 1	\$487,700
Year 2	\$144,900
Year 3	\$144,900
Year 4	\$149,247
Year 5	\$149,247
10% Contingency	\$107,600
Total	\$1,183,594

Expenditures in 2017-18 were \$11,268 and expenditures year-to-date in 2018-19 are \$8,050. The expenditure comparison between the costs for our current tool and the new software are not valid since the new software is such an improvement over the current tool. Expenditures for this purchase will not exceed \$1,183,600 over a five-year period, and funding is included in the budget.

Requested By:	Steven Bassett, Chief Financial Officer Kermit Spears, Chief Human Resources Officer Long Pham, Chief Information Officer
Vendor:	Applications Software Technology, LLC
Budget Sources:	2007 Bond Contingency, General Fund
Amount:	Not to Exceed - \$1,183,594
Other Supporting Information	
Sole Source:	No
Number of vendors contacted by Purchasing:	345
Number of vendors contacted by FBISD Notification System:	6029
Number of vendors downloaded the solicitation:	223
Number of responses received:	8
Number of "no bid" responses received:	0
Length of commitment:	Five year term through 2024, plus two 5-year renewal options that will come back to the Board for approval
Last solicitation date:	N/A
Supporting documents:	Evaluation Summary and Criteria
Disclosure under Board Policy CH, CV, or DBD (Local):	None

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Evaluation criteria:

Proposal shall be evaluated using the evaluation criteria listed below. Fort Bend ISD reserves the right to award contract as best meets the District’s needs such as per section, groups, or all.

	Evaluation Criteria	Point System
1	<p>Purchase Price</p> <p>Offer a fair reasonable price for items to be procured by Fort Bend ISD. Pricing will be calculated using the Price Delivery Sheet in this document.</p>	10 points
2	<p>Reputation of the Vendor and of the Vendor’s Goods or Services</p> <p>Vendor should have a solid reputation with other ISD’s, Government or Collegiate entities that show a high level of customer service, a high level of quality of good or services. (References will be contacted via e-mail with a deadline. If no response is received by the deadline, there will be points deducted in this section.)</p>	5 points
3	<p>Quality of the Vendor’s Goods or Services</p> <ul style="list-style-type: none"> • Service capabilities, report capabilities training, on-going maintenance, and technical support • Demonstrates competence: experience, etc. • Configuration and installation, integration, testing, implementation • Vendor’s products should be new and be of the highest quality 	25 points
4	<p>Extent to Which the Goods or Services Meet the District’s Needs</p> <ul style="list-style-type: none"> • Integrated solution that will handle the end-to-end process from recruiting through onboarding. • System that is user-friendly. 	35 points
5	<p>Vendor’s Past Relationship With the District</p>	5 points
6	<p>Long-Term Cost to the District to Acquire the Vendor’s Goods or Services</p> <p>Warranty, setup fee; maintenance or other fees.</p>	5 points
7	<p>Insurance Requirements:</p> <p>A copy of the Certificate of Liability Insurance and Waiver of Subrogation should be in your proposal.</p>	5 points
8	<p>Extent to Which the Vendor Agrees to our Standard Form of Agreement Embedded Herein as Appendix A.</p> <p>By Signing the Agreement, you assent to the Terms and Conditions of Fort Bend ISD.</p>	10 points
	<p>TOTAL</p>	100 points

Evaluation Summary

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Application Tracking System

Board Date: July 15, 2019

Vendor	Purchase price (10 pts. max)	Reputation of the Vendor and of the Vendor's goods or services (5 pts. max)	Quality of the Vendor's goods or services (25 pts. Max)	Extent to which the goods or services meet the district's needs (35 pts. Max)	Vendor's past relationship with the district (5 pts. Max)	Long-term cost to the district to acquire the Vendor's goods or services (5 pts. Max)	Vendor's Principal place of business is in the state of Texas, or employs 500 people in this state. (N/A)	Ability to provide proper insurance as disclosed in this RFP (5 pts. Max)	Extent to which the vendor agrees to our Standard Form of Agreement (10 pts. Max)	The impact on the ability of the district to comply with laws and rules relating to Historically Underutilized Businesses (HUB) (N/A)	Proposer's Total Score (100 pts. Max)	Proposer's Ranking
Application Software Technology , LLC	2	5	25	32	3	2	N/A	5	5	N/A	78	1
AspireHR, Inc.	2	5	22	30	3	2	N/A	5	5	N/A	74	2
Nimble Hiring, PBC.	10	5	12	14	2	5	N/A	5	10	N/A	63	3
GNC Consulting, Inc.	2	5	20	28	2	2	N/A	5	10	N/A	74	DQ

**GNC is not an authorized reseller of the software included in their proposal.*