Arlington Public Schools
Procurement Office

Information Item No. 1
Issued on March 5, 2019

RFP Title: Human Capital Management System

RFP Number: 13FY19

The following questions were received in response to the Request for Proposals issuance.

1. Will the deadline for proposals be extended?
   a. Yes, please refer to Addendum No. 2 for this revision.

2. The requirements of the solutions seem pretty aggressive, has any work been done behind the scenes by APS to assist with meeting the deadline?
   a. APS has looked at a solution with internal staff to meet the deadline. Our interest would be in possibly phasing in the Contracts solution for only (T-Scale staff and A-Scale staff first) and address other staff scales over time.

3. Do you have any security or compliance frameworks for the system (eg. ISO, MIS.53)? What type of compliance framework?
   a. None in the solicitation, and none to be implemented later.

4. Do we have an agile project management framework in place?
   a. We are relying on the Contractor to provide this.

5. Did APS have any third-party help in drafting the RFP?
   a. No.

6. In your current e-Business Suite (EBS) environment do you have the following modules implemented:
   - Absence Management
   - Workforce Management
   - Talent Management (recruitment, learning management, performance management)
   - Human Capital Management
   a. The answer for the first three items would be “No”. However, we do use the HR, Payroll and Benefits modules of the Human Capital Management function in our current EBS system.

7. May companies based outside the United States (e.g. India or Canada) submit a response to this RFP?
   a. Yes, companies based outside the United States may respond to the RFP.
8. Will the eventual contractor for this solution be required to attend on-site meetings?
   a. Yes. It is required that the contractor be available to attend on-site meetings as required or necessary. This may depend on the project phase or activity.

9. Can tasks related to the eventual contract be performed outside the United States (e.g. India or Canada)?
   a. Some yes, may be completed outside the United States, but not all.

10. Can we submit the proposals via email?
    a. No.

11. Is the correct award date April 15, 2019?
    a. Yes, that is the projected award date; however, the date is subject to change.

12. There is a difference in the Go Live dates on the last line of Solutions 1-4 versus the chart on page 9. Which dates are the accurate Go Live dates?
    a. This has been revised. Please see Addendum No. 2 for the revision.