

AMENDMENT OF SOLICITATION / MODIFICATION OF CONTRACT				1. Solicitation Number Doc731886		Page of Pages 1 of 3	
2. Amendment/Modification Number Amendment A0001		3. Effective Date See Block 16C		4. Requisition/Purchase Request No.		5. Solicitation Caption Salesforce Licenses	
6. Issued by: Office of Contracting and Procurement 441 4 th Street, NW, Suite 700S Washington, DC 20001				7. Administered by (If other than line 6)			
8. Name and Address of Contractor (No. street, city, county, state and zip code) ALL POTENTIAL OFFERORS Duns TIN				9A. Amendment of Solicitation No. Doc7031886			
				9B. Dated (See Item 11) August 2, 2024			
				10A. Modification of Contract/Order No.			
				10B. Dated (See Item 13)			
11. THIS ITEM ONLY APPLIES TO AMENDMENTS OF SOLICITATIONS							
<input type="checkbox"/> The above-numbered solicitation is amended as set forth in item 14. The hour and date specified for receipt of Offers <input type="checkbox"/> is extended. <input checked="" type="checkbox"/> is not extended. Offers must acknowledge receipt of this amendment prior to the hour and date specified in the solicitation or as amended, by one of the following methods: (a) By completing Items 8 and 15, and returning copies of the amendment: (b) By acknowledging receipt of this amendment on each copy of the offer submitted; or (c) BY separate letter or fax which includes a reference to the solicitation and amendment number. FAILURE OF YOUR ACKNOWLEDGMENT TO BE RECEIVED AT THE PLACE DESIGNATED FOR THE RECEIPT OF OFFERS PRIOR TO THE HOUR AND DATE SPECIFIED MAY RESULT IN REJECTION OF YOUR OFFER. If by virtue of this amendment you desire to change an offer already submitted, such may be made by letter or fax, provided each letter or telegram makes reference to the solicitation and this amendment, and is received prior to the opening hour and date specified.							
12. Accounting and Appropriation Data (If Required)							
13. THIS ITEM APPLIES ONLY TO MODIFICATIONS OF CONTRACTS/ORDERS, IT MODIFIES THE CONTRACT/ORDER NO. AS DESCRIBED IN ITEM 14							
A. This change order is issued pursuant to (Specify Authority): The changes set forth in Item 14 are made in the contract/order no. in Item 10A.							
B. The above-numbered contract/order is modified to reflect the administrative changes (such as changes in paying office, appropriation data etc.) set forth in item 14, pursuant to the authority of 27 DCMR, Chapter 36, Section 3601.2.							
C. This supplemental agreement is entered into pursuant to the authority of:							
D. Other (Specify the type of modification and authority) 27 DCMR, Chapter 20, Section 2008 Exercise of Options							
E. IMPORTANT: Contractor <input type="checkbox"/> is not <input checked="" type="checkbox"/> is required to sign this document and return <u> 1 </u> copy to the issuing office							
14. Description of Amendment/Modification (Organized by UCF Section headings, including solicitation/contract subject matter where feasible.) Doc731886 is being amended to incorporate the following: <ol style="list-style-type: none"> 1. Section 2: RFI Submission Responses has been updated. All responses must be submitted electronically through the District's e-sourcing procurement automated system. 2. Confirmation by signature under A0001 that Attachments A through K of this RFI have been examined. 3. Responses to the questions received – Attachment J 							
Except as provided herein, all terms and conditions of the document referenced in Item 9A or 10A remain unchanged and in full force and effect.							
15A. Name and Title of Signer (Type or print)				16A. Name of Contracting Officer Signing for Samira Davis			
15B. Signature of Contractor (Signature of person authorized to sign)		15C. Date Signed		16B. District of Columbia <i>Heather Reynolds</i> (Signature of Contracting Officer)		16C. Date Signed 8/8/2024	

1. Is there a timeline for pursuing the project

I have attached a slide from a presentation that gives the overview of the timeline .
Attachment J.

After the ATS Evaluation Team makes their recommendation to senior leadership (estimated to occur Sept. 26, 2024), senior leadership will decide on which tool best suits our needs, and then we will begin the formal RFQ or RFP process. Once the procurement process is completed the tool would need to be functional as quickly as possible to allow piloting agency staff to learn and utilize the tool.

2. What is the anticipated contract value for this service?

Since we have not purchased a stand-alone ATS before, and our requirements are somewhat unusual, we really don't know what it will cost but we hope one or more vendors will have products that can be configured to our needs rather than requiring extensive (and expensive) customization. We hesitate to disclose how much we have budgeted for fear that vendors will price at that amount.

3. Is there a current vendor providing this service? Or is it a new requirement? And if there is a current vendor, could you please provide the current contract documents/information?

As explained in the Background section of the RFI, we currently use the eRecruit module of Peoplesoft for which the city bought a license many years ago.

4. Section 2 of the RFI document states "The RFI responses must address the questions listed in the portal. Respondent's answers to each question should be identifiable by the section and number it corresponds to. Responses must be submitted via the District's e-sourcing procurement automated system." However, there are no questions listed in the e-sourcing system. Can you please provide guidance on how to respond to this?

The Request for Information (RFI) outlines the necessary details in Section 7: What we need from offerors. Sections B, C, and D specify the information that should be included in your response to this request.

5. We have downloaded a pdf, titled RFI-Applicant Tracking System. Is this the document with queries and questions or are we missing something?
 - a. The document titled RFI – Applicant Tracking System contains the requirements.
 - b. Attachments A – I are reference documents that should be used to assist potential offerors with their responses.

6. Is there any specific format in which we should submit our answers?

Please submit via a pdf or Word document.

HIGH LEVEL PROJECT TIMELINE

An overview of the ATS project

JULY	AUGUST	SEPTEMBER
<ul style="list-style-type: none"> • Identified pilot program participants • Prioritized ATS requirements • Created RFI • Reached out to vendors to communicate the timing of when the RFI would be released 	<ul style="list-style-type: none"> • Issued RFI (August 2nd) • Conduct ATS evaluation team RFI alignment session (August 6th) • Respond to RFI Questions (August 5-16th) • Close RFI (August 16th) • Send RFI responses to evaluation team to begin assessments (August 19th) • RFI evaluation team submits evaluation assessments (August 22nd) • Conduct meeting with the the evaluation team to align on RFI assessment results (August 26th) • Conduct meeting with evaluation team to align on vendor demo assessments (August 28th) • Schedule vendor demos with top RFI candidates (August 29th) 	<ul style="list-style-type: none"> • Conduct vendor demonstrations (September 3-11th) • Evaluation team submits assessment of vendor demos (September 16th) • Conduct evaluation team session to review vendor demo evaluations and final recommendations for selection (September 18th) • Create a final summary of work that was completed and recommendations on the best ATS approach that are presented to OCTO/DCHR leadership (September 19-26th)






A0001 - Doc731886 - ATS - Answers attachment J & K-combined

Final Audit Report

2024-08-08

Created:	2024-08-08
By:	lorraine.stanislaus@dc.gov lorraine.stanislaus@dc.gov (lorraine.stanislaus@dc.gov)
Status:	Signed
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"A0001 - Doc731886 - ATS - Answers attachment J & K-combined" History

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