Request for Qualifications #B0001652:

Cloud Based Talent Management Suite Software Solution
Wichita State University

Qualifications Due:  March 12, 2020 by 2:00PM Central Time

Format:  Hard Copy/Paper Copy, or Adobe.pdf, or Microsoft Word Document

Delivery Method:  Email to:

steven.white@wichita.edu
Subject Line: RFQ #B0001652 Due Date: 3/12/2020

USPS or Express Mail Service to:

Wichita State University, Office of Purchasing
1845 Fairmount Street, Campus Box 12
Wichita, KS 67260-0012
Attn: Steve White
RFQ #B0001652 Due Date: 3/12/2020

February 21, 2020
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SIGNATURE SHEET

Item: B0001652 - Cloud Based Talent Management Software Solutions

Closing Date: March 12, 2020

We submit a proposal to furnish requirements during the contract period in accordance with the specifications and Schedule of Supplies. I hereby certify that I (we) do not have any substantial conflict of interest sufficient to influence the award process on this solicitation. A conflict of substantial interest is one which a reasonable person would think would compromise the open competitive process.

Addenda: The undersigned acknowledges receipt of the following addenda:

#1(____)  #2(____)  #3(____)  None(____)

Legal Name of Person, Firm or Corporation

Toll Free Telephone________________________ Local__________________ Fax_____________________

E-Mail____________________________________

Mailing Address______________________________________

City & State_________________________________________ Zip Code____________________

FEIN Number________________________________________

Signature___________________________________________ Date____________________

Typed Name of Signature_____________________________ Title___________________________
1. Introduction

The management of talent at Wichita State University (WSU) is critical to achieving its strategic initiatives and ensuring our students success now and in their future endeavors. A project began in January of 2020 to create the future vision of Talent Management for WSU. Included as Exhibit A is the project charter and timeline. This project will gather information, insights and barriers of current processes and technology from key stakeholders and process owners. It will identify gaps in the current state and desired future state related to processes and technology infrastructure. Finally, it will assist in developing and prioritizing the desired functionality to support the future state for WSU’s Talent Management framework. Included in the scope of this project are the following elements:

- Talent Acquisition (Sourcing, Recruitment, Screening, Offer Process)
- On-Boarding
- Performance Management
- Learning & Development
- Succession Planning

Wichita State University is seeking to engage Talent Management (SaaS) vendors in an initial Request for Qualifications (RFQ) process to begin evaluation of Talent Management (SaaS) suites. WSU will only consider vendors that have the ability to offer a full complement of integrated talent management solutions as indicated above. Through the initial RFQ process, WSU desires to understand three key areas related to vendor’s qualifications: (1) the vendor’s commitment to accessibility standards for their talent management suite, (2) vendors knowledge and experience in the talent management software field and in the higher education industry, and (3) ability to offer foundational technical functions and features which are important for our future success.

2. Wichita State University Background

   **University Mission Statement**

   The mission of WSU is to be an essential educational, cultural and economic driver for Kansas and the greater public good.

   **At WSU, we value**…

   - Seizing opportunities
   - Adaptive approaches
   - Positive risk-taking
   - Innovation and creativity
   - Knowledge creation and dynamic educational opportunities

Wichita State is distinctive for opening pathways to applied learning, applied research and career opportunities, alongside unsurpassed classroom, laboratory and online education. The university’s beautiful 330-acre main campus is a supportive, rapidly expanding learn-work-live-play environment, where students gain knowledge and credentials to prepare for fulfilling lives and careers.
Students enjoy a wide selection of day, evening and summer courses in more than 200 areas of study at the main campus and other locations throughout the metro area and online. WSU’s approximately 16,000 students come from every state in the U.S. and more than 115 other countries. About eight in 10 students are from Kansas, representing virtually every county in the state.

Nearly 72 percent of the students attend full time, while the remainder attend part time and take advantage of gaining professional experience at leading local employers including Airbus, Bombardier Aerospace, Spirit AeroSystems, Textron Aviation (including Beechcraft and Cessna), Koch Industries, Wichita Public Schools, Ascension Via Christi, Wesley Medical Center, AGH CPAs and Advisors, BKD CPAs and Advisors, Cargill, Evergy, Johnson Controls, and Cox Communications. Students in every field of study find opportunities in Wichita as varied as financial accounting, performing in the Wichita Symphony Orchestra, and creating social media content for Division I athletic teams. Many students take advantage of WSU’s work-based learning program, which has partnerships with more than 500 employers throughout the United States.

Wichita State, which is classified by the Carnegie Foundation as a doctoral granting, high research institution, offers undergraduate and graduate degree programs culminating in 61 bachelor’s degree programs, an associate’s degree, 13 doctoral degrees, 48 master’s degrees, a Specialist in Education degree and 81 credit bearing certificates in seven colleges and one institute: Dorothy and Bill Cohen Honors College, W. Frank Barton School of Business, College of Applied Studies, College of Engineering, College of Fine Arts, College of Health Professions, Fairmount College of Liberal Arts and Sciences, and the Institute for Interdisciplinary Innovation.

The Higher Learning Commission and 21 program-specific accrediting agencies accredit WSU. A listing of WSU programs and degrees is located in both the graduate and undergraduate catalogs.

Wichita State has more than 550 full-time faculty, with more than 85 percent of the faculty having earned the highest degree in their field. Academic programs also draw on the professional expertise of adjuncts from Wichita-based businesses and organizations. Instructors and guest lecturers include those actively practicing their professions in venues from boardrooms to technology startups to courtrooms to operating rooms to the world’s great opera stages.

In the past five years, WSU’s main campus in northeast Wichita has been expanded by 120 acres with the conversion of a golf course to a new, interconnected community of academic and partnership buildings, laboratories and mixed-use areas known as Innovation Campus.

Buildings housing advanced manufacturing engineering laboratories; academic, corporate and government researchers; the city-county law enforcement training center; and a community makerspace are open on the expanded east side of campus. Students work in state-of-the-art laboratories and learn from outstanding faculty and professionals.
High-quality student housing opened in the past three years. A food truck plaza, late-night restaurant, outdoor walking-running paths and a freestanding Starbucks are open. A YMCA/Student Wellness Center, Hyatt Place Hotel, and Advanced Virtual Engineering and Testing Laboratories and other new testing laboratories are opening in 2020.

WSU has relationships with more than 4,000 students and associated instructional staff and facilities through the Wichita State Campus of Applied Sciences and Technology, known as WSU Tech. The Higher Learning Commission-accredited affiliate is already the state’s largest technical college. It offers more than 100 programs of study in areas including aviation, health care, manufacturing, design and business.

WSU and WSU Tech share recent or renovated facilities housing the National Center for Aviation Training, health care education programs and media production facilities.

WSU is enhancing curriculum, programs and facilities to meet student, community and industry needs. Four recent examples:

- The Bachelor of Applied Arts degree in four areas of media arts – animation, audio production, filmmaking and game design. Some of the courses in the program are offered at Shocker Studios, a 35,000-square foot, state-of-the-art production facility.
- The Physician Assistant (PA) and Physical Therapy (PT) programs are housed alongside WSU Tech health professions programs in a renovated building in the vibrant Old Town section of downtown Wichita. The state-of-the-art facility features large classrooms, modern work spaces, a simulation hospital with a general emergency room, labor and delivery and exam rooms, a surgical lab with cutting-edge simulators, a SynDaver (synthetic human) lab, and a student lounge.
- The Institute for Interdisciplinary Innovation (III) encourages interdisciplinary collaboration and is home to the Master in Innovation Design (MID) degree that merges arts, science and technology curricula, and creating opportunities for students and faculty to collaborate across WSU’s colleges. The MID program is individualized for each student and focuses on developing students’ design thinking skills. These include the capabilities to develop creative solutions, effectively communicate, practice entrepreneurship and develop prototypes.

WSU’s badge program makes workforce training and continuing education accessible and affordable. Each badge is designed with the practicing professional in mind so coursework can be completed online and at the student’s own pace. A badge is worth 0.5 credit hours and equates to about 22.5 hours of combined online instruction and study time. This makes workloads more manageable for someone who is already busy with a full-time job and/or family.

All of these efforts are in service of Wichita State University’s vision to be a world leader in applied learning and its mission as an essential educational, cultural and economic driver for Kansas and the greater public good.
3. RFQ Submittal Requirements

WSU is requesting that responses adhere to the number of pages specified for each section. For the purposes of the RFQ, a page is considered a front and back of an 8.5" X11" sheet of paper. Narrative font should be a minimum of size 10. Any submissions with narratives less than size 10 font or greater than the specified page numbers may be disqualified.

a. **Accessibility Standards:**

Wichita State University is committed to making all websites, web-based applications, Learning Management Systems (LMS), and instructional materials accessible to its students, faculty, staff, and participants who have disabilities.

Please complete the VPAT survey through the link for each product/module as part of this initial RFQ [https://www.section508.gov/sell/vpat](https://www.section508.gov/sell/vpat)

Please tell us when was the last time your product was reviewed against the VPAT standards and if this review was done internally or externally.

Please share the findings from your latest review and any timelines to address any non-compliance items or enhancements to your products.

b. **Company Overview & History (Page Limitation- 5 pages):**

*Please provide an overview of your company including the following elements:*

- Date established
- Primary products/services
- Ownership (public, partnership, subsidiary, etc...)
- Number of employees broken out by functional employee groups (sales, development, implementation consultants, administration, support)
- Turnover rates and average tenure of each functional employee group
- Higher education market share and services
- Please include your company’s current W-9 (not part of the 5-page limitation)

c. **Product Overview**

Please provide a four (4) page summary describing each of the following models/products:

- Talent Acquisition
- On-Boarding
- Learning Management/Development
- Performance Management
- Succession Management
d. **Foundational Technical Functions/Features (Page Limitation – 8 pages)**

- Describe how the product supports mobile / tablet usage (Apple & Android)
- Describe how much of the experience can be accessed through a mobile / tablet device
- Describe capabilities related to signal sign-on (SSO)
- Does the products hosting environment meet SAS70 and ISO27001 requirements?
- Have the products modules integrated with Ellucian’s Banner system, if so, describe how data is exchanged
- Describe how data is integrated and exchanged between the individual product modules.
- Describe how it is determined which enhancements will be included on the product(s) roadmap
- Describe the product’s documented disaster recovery plan.

4. **Evaluation Criteria**

Critical factors which will be considered in evaluation of Request for Qualifications will be as follows:

a. Response includes a VPAT that demonstrates full compliance with WCAG 2.1 AA standards and a commitment to accessibility.

b. Response demonstrates that the vendor is a leader in the offerings of cloud based Talent Management software solutions, has established relationships and market stability in the higher education industry.

c. Response demonstrates that all elements outlined in the introduction/scope of this RFQ are available and that there is defined integration between all elements.

d. Response demonstrates technical expertise related to product design, configuration, and integration capabilities with Ellucian Banner and mobile/tablet readiness.

e. Response demonstrates that vendor would be an excellent partner helping WSU to achieve their desired outcomes.

Questions about the RFQ will be welcomed in writing. The deadline for receipt of all questions is by close of business on Friday, February 28, 2020. Written answers to these questions will follow. All individual questions regarding this project are requested to be in writing and submitted to:

Steven White, Director of Purchasing

Steven.white@wichita.edu