



If you have any questions, please email apply@kipp.org. To submit your response, please email apply@kipp.org and procurement@kipp.org by Monday, September 30th.

Introduction

The KIPP Foundation is seeking proposals for an applicant tracking system (ATS) to replace their current, customized Salesforce platform. Your firm, among others, is invited to submit a proposal on a competitive basis in the format described in this Request for Proposal (RFP). This RFP establishes requirements and defines responsibilities of the proposing vendor (a.k.a. "Offeror") to engineer, provide, install, test, and document this new software system to be referred to herein as the "SYSTEM". The terms "OFFEROR", "PROPOSING VENDOR", and "CONTRACTOR" refer to any vendor responding to this RFP and also the vendor selected for the project described herein.

This RFP in no way constitutes an agreement between the KIPP Foundation and any Offeror. The objective of the RFP is the negotiation, execution and consummation of a definitive agreement between the KIPP Foundation and appropriate Offeror(s) to provide the services described herein. Information contained in the RFP is provided in strict confidence and shall be used only for purposes of responding to this RFP.

About the KIPP Foundation

In 2000, Doris and Don Fisher created the KIPP Foundation to grow the KIPP charter school network by training outstanding school leaders to open and operate KIPP schools. Since 1994, KIPP has grown from two teachers in a single classroom to over 6,000 teachers serving nearly 100,000 kids in 242 schools across the country.

Beyond recruiting and training new school leaders, the KIPP Foundation is responsible for supporting excellence and sustainability across the network and leading network-wide innovation efforts to leverage our growing scale. The KIPP Foundation provides a variety of supports and services to KIPP schools and regions in areas such as legal support, curriculum support, real estate, technology, finance, corporate governance, operations, communications, marketing, and development. Learn more at kipp.org.

Project Description

The KIPP Foundation (aka "the Customer") plans to replace its current ATS platform with a new platform that better suits the needs of our talent teams, hiring managers and applicants. With a new ATS platform, we seek to solve the following needs:

1. As an applicant, I need a simple and quick user experience in order to apply to individual jobs or multiple jobs within a KIPP region or across multiple KIPP regions.
2. As a recruiter or hiring manager, I need a simple and efficient ATS user experience in order to minimize the need for intense and on-going ATS training.
3. As a talent team leader, I need standard and simplified toolsets on how we gather, analyze and use recruitment and selection data in order to drive stronger recruitment strategies.

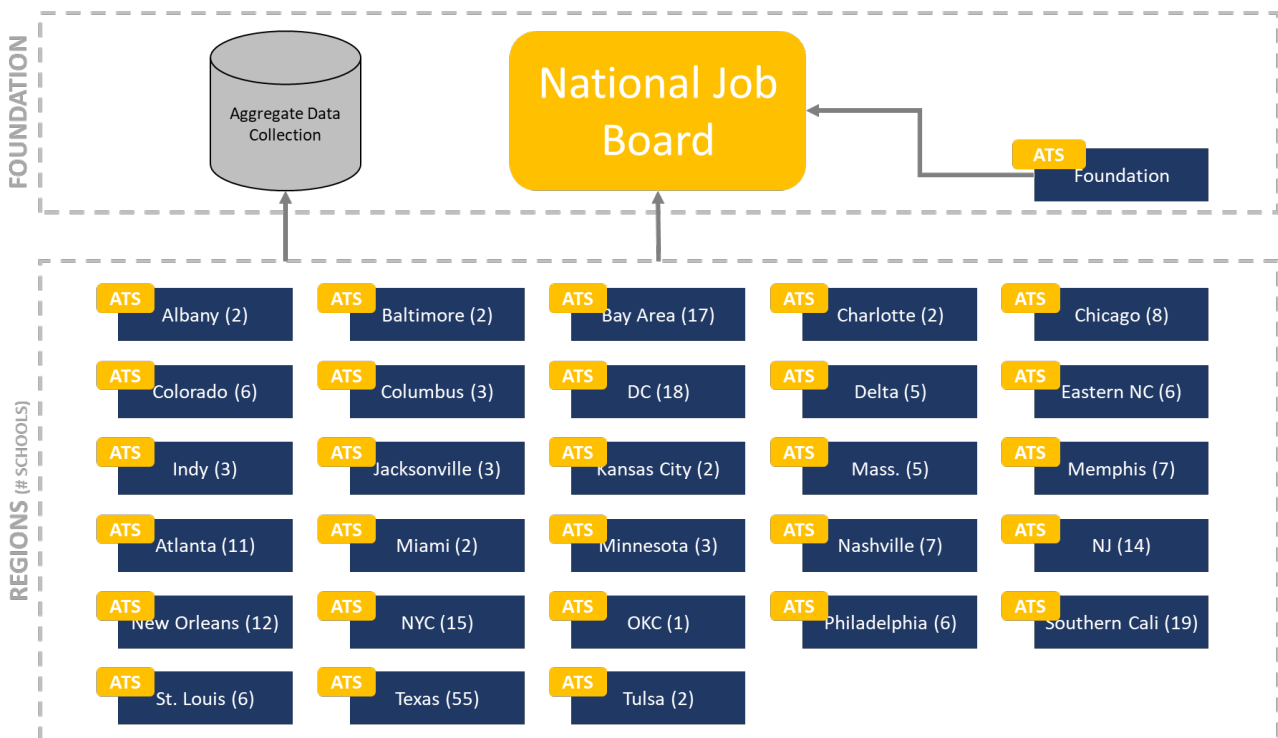
Additional Context: The KIPP Foundation and each of the KIPP regions are separate legal entities, with separate recruiting teams. Currently, we have 28 regions, with 26 of those regions on our current Salesforce ATS. We also host a consolidated job board that shows all KIPP jobs (kipp.org/careers). Our regions vary greatly in size – with some regions holding 1 school total, while others hold upwards of 50 schools. Recently, two regions have moved off the Salesforce ATS to alternate platforms in order to improve the efficiency and experience for applicants, recruiters and hiring managers.

Envisioned ATS Solution

The KIPP Network believes the future-state ATS will do the following:

- Provide separate ATS ‘instances’ for each KIPP region and KIPP Foundation talent teams. There will be no sharing of individual prospect and applicant data between regions and or the KIPP Foundation Talent Team.
- For KIPP regions, collect, use and analyze individual prospect and applicant data without individualized data being shared with other regions and/or the KIPP Foundation Talent Team.
- For Foundation system admins, aggregately collect, use and analyze talent data from the individual KIPP regions, without having access to actual applicant/prospect identifiable information.

Below is a simplified graphic to explain our current vision.





Important Dates

Date	Description
Sept 30	RFP Response Due
October	Hold Round 1 of Demos
November 1-15	Hold Vendor Technical Calls
November - January	Hold Round 2 of Demos

Additional Context

- While the KIPP Foundation will be the primary contact / support during the RFP process, each KIPP region (e.g. KIPP NYC Public Schools) will be the final decision-maker on which ATS platform they choose. Thus, during the RFP process, we will have representatives from regions involved in the demos and decision-making. All regions are aware of and some engaged directly in our process up to this point.
- While the KIPP Foundation is not the ultimate decider for each region, the Foundation does hold significant influence when it comes to technological and data-driven decisions. Ideally, we'd like to recommend a single vendor that can meet all of our needs both at the regional and Foundational levels. However, we will review and discuss alternative options, as needed.
- When it comes to pricing discussions, please keep in mind we are a non-profit organization. Thus, we are eager to learn ways we can work together to meet our budget realities.

Document Terminology

- Region: a set of KIPP schools in a given geographic area; KIPP currently has 28 Regions (examples include: KIPP Texas Public Schools, KIPP Bay Area Public Schools and KIPP NYC Public Schools). Each region has varying sizing, ranging from 2 schools to 50+ schools.
- KIPP Network: KIPP regional offices and schools; references all employees in regions and schools.
- Applicant: Individual that applies to KIPP region(s) and/or the KIPP Foundation. KIPP considers them an applicant once they submit an application. Until then, they are considered a prospect.
- Prospect: Individual that is being cultivated as a potential applicant. This individual could be pulled from external sites, be referred internally or externally and/or is in the process of applying. A prospect turns to an applicant once an application is fully submitted.
- Hiring Manager: Individual responsible for hiring a specific position at a KIPP school, KIPP region or at the KIPP Foundation. In some circumstances, hiring managers from the Foundation will support regional hiring managers in filling specific types of roles (e.g. regional leaders, school leaders, etc.).
- Recruiter: Individual that manages prospects and applicants for specified job postings, up until hire. There are recruiters by region as well as at the KIPP Foundation.
- Talent Leader: Individual responsible for recruitment and other talent-related activities. Generally, will manage recruiters and make strategy decisions based on available data.
- System Admins / IT: Those that have technical, security and overall interface layout control of the future-state system
- Marketing: Individual supporting in the external advertising of job postings as well as measuring how applicants are currently using the Salesforce ATS.



Vendor Response

Please fill in the all information that is requested below, including filling out the Excel Sheet linked below.

Vendors who do not fully complete both the below response section and excel sheet will not be considered.

Vendor Contact Information	
Vendor Name	
Address	
Address (Continued)	
City	
State	
Zip	
Country	
Website URL	
Sales contact	
<i>Phone</i>	
<i>Email</i>	
Product / Customer Service Contact	
<i>Phone</i>	
<i>Email</i>	
Years in this business	
General Product Information	
Product Name	
Overview of product (URL)	
# of Installations in the US	
# of Installations in Education Industry	
Any hardware / software requirements for platform use? If so, what are they?	
Licensing & Servicing Model	
Describe your licensing model, including licensing cost and any additional up-front and on-going costs. (provide pricing tables, if possible)	
Do you offer discounts or special programs for non-profit clients? If so, what are they?	
Describe your implementation model, including expected costs and what services are included.	

Respond to Requirements (REQUIRED): Please respond to the requirements by [downloading the following Excel Sheet](#). You can download this file by clicking ‘Download’ in the top right of the page. When you respond to this RFP, make sure to attach the Excel Sheet as well as any other referenced materials.

To submit your response, email apply@kipp.org and procurement@kipp.org by Monday, September 30th.



Vendor References

Finalists will be asked to submit three references. If possible, **please provide at least 2 Fortune 500 contacts (Revenue > \$3bn/yr) and at least 1 education-based non-profit contact.** Do not list more than 4 references. The Customer reserves the right to contact any of these references.

If unable to provide references now, please let us know.

Reference #1	
Organization Name	
Contact Name	
Title	
Phone Number	
Email	
Reference #2	
Organization Name	
Contact Name	
Title	
Phone Number	
Email	
Reference #3	
Organization Name	
Contact Name	
Title	
Phone Number	
Email	
Reference #4	
Organization Name	
Contact Name	
Title	
Phone Number	
Email	