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| **Note that all documents under this RFP process are subject to public disclosure. Please exclude confidential or proprietary information, as appropriate.** |

***Instructions are provided in blue and may be deleted.* Note that responses of “To be provided upon request” or “To be determined” or the like, or that do not otherwise provide the information requested (e.g., left blank) are not acceptable.**

**6.4.6. Technical Abilities**

This RFP and the subsequent awarded Proposer are key building blocks for helping CCSF build out a larger HR infrastructure that is more modern, data-driven, and intuitive. In order for CCSF to deliver on this vision, Proposers must be able to execute RFP Section 6.4.5. Creativity and Problem Solving with a high level of technical expertise.

Proposers shall write a mock technical brief to the Proposer’s engineering team explaining the work that needs to get done to complete the “cert/referral” MVP (as outlined in RFP Section 6.4.5. Creativity and Problem Solving). Answer is limited to fifteen pages total (single-sided).

**6.4.6.1. Include “The how.”** - Explain how the work shall be carried out. What is the technical implementation plan? Provide specific API endpoints and documentation of them. Will webhooks be used to push data? If so, provide the specific hooks, data formats, and their documentation. Will an Extract, Transform and Load (ETL) tool be used? If so, which one and at what step in the process? Briefly describe language, frameworks, and other tools you would direct the engineering team to use as part of the solution.

**6.4.6.2. Include “The who.”** - How would the Proposer resource this Project (skills, team members, head-counts, etc.)? Would the Proposer work with outside collaborators? Describe the team’s relevant experience and plan to engage with CCSF to ensure Project success.

**6.4.6.3. Include “The when.”** - Include a rough timeline for the development of the MVP. Will the Proposer work iteratively? How will the Proposer deliver features and engage CCSF to test functionality? How will the Proposer incorporate initial user feedback? How long will the total effort take?

**Please proceed to the next page to provide your answer(s). Page numbering begins on the next page to facilitate evaluation.6.4.6.1. Include “The how.”**

What is the technical implementation plan?

*[Insert answer here]*

Provide specific API endpoints and documentation of them.

*[Insert answer here]*

Will webhooks be used to push data? If so, provide the specific hooks, data formats, and their documentation.

*[Insert answer here]*

Will an Extract, Transform and Load (ETL) tool be used? If so, which one and at what step in the process?

*[Insert answer here]*

Briefly describe language, frameworks, and other tools you would direct the engineering team to use as part of the solution.

*[Insert answer here]*

**6.4.6.2. Include “The who.”**

How would the Proposer resource this Project (skills, team members, head-counts, etc.)?

*[Insert answer here]*

Would the Proposer work with outside collaborators?

*[Insert answer here]*

Describe the team’s relevant experience and plan to engage with CCSF to ensure Project success.

*[Insert answer here]*

**6.4.6.3. Include “The when.”**

Include a rough timeline for the development of the MVP.

*[Insert answer here]*

Will the Proposer work iteratively?

*[Insert answer here]*

How will the Proposer deliver features and engage CCSF to test functionality?

*[Insert answer here]*

How will the Proposer incorporate initial user feedback?

*[Insert answer here]*

How long will the total effort take?

*[Insert answer here]*