



RFP #891-20P Student Training Solution

**Addendum 001
Issued May 20, 2020**

1. When it comes to the solution, would a custom software with all feature/functionality requested at competitive pricing per user be acceptable or are you looking for an off-the-shelf product?

Initially we were thinking an off-the-shelf product that has been thoroughly vetted through an expanded user base including User Acceptance Testing. However, we welcome a custom solution submission if some sort of track record can be provided.

Content is not currently hosted in Canvas and Canvas does not have obvious application for the type of student training we want to provide. A Canvas-based solution would be considered along with standalone solutions.

2. These are the main sections related to functionality that were listed in the RFP. Is CMC looking for an expanded response that addresses just these areas and then several that we feel would enhance your experience?

The ideal system would incorporate the following:

- Allow the customization of automated distribution, reminders (email triggers) and completions.
- Allows multiple administrators
- Administer custom built SCORM wrapped HTML5 courses and MP4 videos.

Integration with:

- A variety of online course providers, and/or allow course completion through xAPI.
- LinkedIn Learning
- WebEx (control hub) for Virtual Instructor Lead Training

Reporting

- A reporting tool that can setup and deliver automated reports with the inclusion of dashboards.

Platform

- Integrates with our current systems (Single Sign On) and has an intuitive user experience with the ability to customize the layout and design of the platform.
- Mobile Responsive

Support

- Setup and support for a Bi-directional API (or similar) Integration.
- On-going support for administration.

Yes, we hope to meet all of these needs and we are open to enhancements.

3. Can you confirm whether or not you expect Student Training Platform (STP) vendors to provide course content as part of the scope of supply for this RFP?

Course content is not included in the scope of this RFP but they may be viewed as enhancements. The importance would be placed more on the integration with a variety of e-courses. If there are built in authoring tools that might be useful.

4. What is the source of the courses that will be managed through the Student Training Platform? Will most or all of those courses be hosted through the Canvas LMS?

Course's will be a mix of vendors content and in-house authored courses through e-course publishing software such as Articulate 360 and Adobe Captivate to name a few.

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5. Will CMC be authoring its own courses and if so, what authoring platform will be used? What types of courses will be hosted through the platform – for example, will you use the Student Training Platform to market the College's main academic offering?

Yes, we will be authoring our own courses through Articulate 360, Adobe Captivate or through the use of mp4 videos in addition to purchased e-courses.

The courses we have in mind right now are for new and current students, such as Online Orientation, Residence Hall Training, and Compliance Courses (Title IX, Data Security, Campus Safety, etc).

6. Do you require your Student Training Platform to be mobile responsive?

Preferably, yes.

7. Integration with Ellucian Banner: Do you require your Student Training Platform (STP) to integrate with Ellucian Banner as a mandatory requirement, or is this an option you would like to have in the future? If integration is required, could you please describe the proposed scope of the integration that you envision between both your STP and the Banner system?

No, our school uses Ellucian Colleague as our ERP/SIS. We hope to establish a Bi-directional API (or similar) Integration with a Student Training Platform/Solution.

8. Integration with LinkedIn Learning and WebEx: Your Canvas LMS integrates with both of these solutions through the use of the Learning Tools Interoperability standard (LTI). If an offering integrates natively with the Canvas LMS, could this integration be used to fulfill your requirements around LinkedIn Learning and WebEx integrations?

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9. Contract Term: Could you please confirm the potential term of the contract, including both its base and option years, if possible?

Duration of contract will be determined after a pilot period. CMC is open to a multi-year contract so long as there is a provision stating it is subject to annual appropriations by our Board of Trustees.

10. Do you have an existing Student Training Platform today? If so, could you elaborate on the challenges you are facing with this platform today?

No, we currently provide compliance training through a vendor. Other training is offered on sites (in person) and within our intranet (SharePoint Online). A current challenge is to understand what a User (student) has been trained on and how to push relevant training to them with reminders. An enhancements would be to have an integration that could place or remove holds in our SIS based on their progress within a specific course.

11. Do you require e-Commerce and Self-Registration features as part of the features of your Student Training Platform?

We don't see the need for e-Commerce but yes to self-registration features.

12. Could you please provide additional information about the Performance Bonds required as part of our response? Do you expect vendors to price their performance bonds as a separate line item in each response?

Per the RFP, performance bonds are only required for construction contracts.