Arlington Public Schools
Purchasing Office

NOTICE OF ADDENDUM NO. 1

Issued on January 19, 2017

RFP TITLE: **LEARNING MANAGEMENT SYSTEM (LMS) FOR ARLINGTON PUBLIC SCHOOLS**

RFP NUMBER: **40FY17**

RFP ISSUE DATE: **DECEMBER 28, 2016**

PROPOSAL DUE DATE AND TIME: **JANUARY 24, 2017, PRIOR TO 2:00 P.M.** (LOCAL PREVAILING TIME)

The following questions and responses are made part of this Request for Proposals:

1) May companies based outside the United States (e.g. India or Canada) submit a response to this RFP?
   answer: Yes, companies based outside the United States may respond to the RFP.

2) Will the eventual contractor for this solution be required to attend on-site meetings?
   answer: Yes. It is required that the contractor be available to attend on-site meetings as required or necessary. This may depend on the project phase or activity.

3) Can tasks related to the eventual contract be performed outside the United States (e.g. India or Canada)?
   answer: Some yes, may be completed outside the United States, but not all.

4) Is this RFP strictly for the provision of an LMS or are you also looking for digital content (courses) with an integrated LMS?
   answer: This RFP is for an LMS. The digital content (courses) may be an element of the LMS or, alternatively, developed by Arlington Public Schools through the LMS. We anticipate pulling digital content into the LMS from a variety of sources. This does not preclude the vendor from providing some of that digital content.

5) Regarding Scope of Services Section E – 3 Data Reports and Analytics: Can you please provide additional information about the type of data and analytics you would like to have access to from within the LMS?

answer: The data reports and analytics section refers to the student data APS would like to access from the LMS. The data will need to include student progress toward standards that have been aligned to specific assignments and online assessments completed within the LMS. This data is requested to be accessible at the student, classroom, grade level, school, and district level where applicable. Additionally, access to user statistics such as frequency of log-ins, number of users, tools utilized, etc. is requested.

6) Regarding Scope of Services Section E, what features are a must have to qualify as a potential vendor [contractor]?

answer: The features in the Scope of Services Section D are those that are a must have to qualify as a potential vendor [contractor]. The Scope of Services Section E are those features that are requested and will be used in the evaluation process, while understanding that a vendor may not meet each of the elements exactly as requested.

7) Will you consider road map features if currently not part of our solution?

answer: Yes, but that will be considered in the evaluation process.

8) Do all 28,588 users have Office 365 accounts?

answer: Yes.

9) For parent/guardian access needs, will the parents have Office 365 license [accounts]?

answer: No.

10) Can you please provide a list of assessment requirements?

answer: Assessments need to include a variety of formative and summative assessment options. Assessments should provide for a variety of question-types, not simply multiple choice or selected response. The system need not score all of the assessments, but a variety of question-types are requested. Assessments may include a test bank of questions.

11) Regarding "include language supports (such as: translation, English glosses, multilingual glosses, visual supports)," are you seeking a translation tool for course content?

answer: This is requested, but not required.

12) Regarding "allows students to work offline and/or protect students from data loss in the event of interrupted internet connection," please clarify work to be done offline (i.e. complete a SCORM course offline).

answer: The object here is for students who are taking a course through the LMS to continue to work on tests, papers, projects, etc. offline, and, in the event of a loss of data and/or access are still able to save their work and upload to the LMS once the system is restored.

13) Regarding "allow for content (e.g., standards, powers standards, curricular maps, resources) to be defined by curricular offices at the district level and pushed to appropriate courses and/or users," the LMS administrator can assign users and groups (AD or SharePoint Groups) in to courses. Alternatively, each course can be published in a course catalog. Can you clarify what is meant by standards, powers standards, curricular maps resources?

answer: Standards refer to the Virginia Standards of Learning which can be accessed at this link to the Virginia Department of Education web site: http://www.doe.virginia.gov/testing/sol/standards_docs/index.shtml. Power standards are those identified by the school system of being the highest priority or most important of

the standards for students to learn. Curricular maps resources include the curriculum documents developed by Arlington Public Schools to support teachers in their design of learning experiences.

14) Fees Schedule for Professional Development, can we assume only LMS training will be delivered for LMS Administrator and Course Administrators? End user training (student/parent) will be delivered by APS?

    a. provide online on-demand training on use of LMS:
- ∗ Holistically and by component or feature for staff
- ∗ For students (training materials for student should also be assignable to students by teachers)
- ∗ For parents/guardians

answer: Generally, yes, with the materials provided by the vendor; however, identified groups of parents and/or students may also be trained by the vendor to create a cohort of system experts/ambassadors.

This Addendum No. 1 must be signed, dated and received in the Purchasing Office prior to the date and time stated above _OR_ acknowledgment of receipt of this addendum may be noted on the Proposal (See page 2 of the RFP).

SIGNATURE: _____ **DATE:** _____

ISSUED BY:
Joshua A. Makely, CPPB
Senior Buyer
Telephone: (703) 228-6126
Email: joshua.makely@apsva.us