

509-11 Learning Management System

Addendum 001 Issued September 27, 2011

The following questions were submitted with respect to our RFP for a Learning Management System. Please see our responses below in bold red font.

1. How many courses are set up currently in BB?

All courses for credit and non-credit offered by CMC are in BB. Courses stay active for roughly 18 months. You may consult the CMC course catalog online as the number of offered courses varies by term. Currently there are 11,132 active users and 18,139 active courses in our Blackboard system.

2. Do you currently archive courses?

Yes. After approximately 18 months we archive our old BB courses using a combination of BB's managed hosting and a physical CMC hard drive. There are courses still active from fall 2009 onwards; however on Oct. 15, 2011, we will archive and deactivate FA09, SP10, and SU10 Blackboard courses, which will reduce the number of courses pretty significantly, probably by several thousand. Having a second backup with a vendor is nice, but may not be necessary. CMC would like your input on your recommended options on this.

3. Is BB hosted at a 3rd party or onsite at CMC?

We have managed hosting with BB.

4. Is CMC looking at a solution based in the cloud or onsite at CMC?

We are seeking a web-based solution that is hosted and managed by the vendor.

5. What does BB use for authentication? (AD/LDAP etc)

Currently users authenticate directly into BB, with the ID and default password being sent to BB. We expect that by the time the new LMS is being implemented we will have an LDAP authentication as a standard.

6. Which are the additional BB modules/plugins and building blocks that are currently being used?

- **Advanced Group Management**
- **Blackboard Link Checker**
- **Blackboard Mobile Web Services Building Block**
- **Blackboard Scholar**
- **CampusEAI Blackboard Portal Integration**
- **Ceai bb7 Portlet**
- **CengageNOW Connectivity Plug-in**
- **Elluminate Live! Adapter**
- **EZproxy**
- **Help - Browser Settings**
- **IDEA Online Connector**
- **Open Standards Content Player**
- **Podcasting Extension**
- **ResearchNow Content**
- **Respondus LockDown Browser**
- **SafeAssign**
- **Self and Peer Assessment**
- **Seneca Who's Online**
- **StudyMate Class Server**
- **Wimba Pronto**

7. Is the College looking for a highly available solution?

Yes. From 1/1/2011 to 4/30/2011 CMC had approximately 145,000 CMC log-ins.

8. What are the training requirements?

- a. Train the trainer? **Yes.**
- b. Train the students? **Undetermined, will seek most cost effective solution.**
- c. Train instructors? **Yes.**
- d. Onsite or remote? **Remote is probably OK, negotiable.**

9. What are the critical functional requirements needed in the LMS?

File sharing; gradebook; communication tools including email and discussion boards; assessment and testing; option to include multi-media; mobile platform (preferred, not critical requirement).

10. Approximately how many student accounts would you need on the LMS? Your RFP mentions you have 25,000 students and 6,000 current Blackboard users, so I'm not sure how many student accounts to use for the quote.

11,132.

11. Will you be sending out an additional formal RFP (the type that has a large number of detailed questions), or are you just asking for informal proposals instead right now?

CMC is seeking informal informational responses at this time. Candidates invited for phone interviews will have the opportunity to demonstrate more detailed product features.

12. Is CMC's intention to replace Blackboard, acquire a system to complement Blackboard, or to consider additional platforms for comparison?

CMC is not opposed to considering any bona-fide solution, however, we are evaluating our entire system and are prepared to replace if the selection committee determines it to be the best value for the college. This RFP does not indicate dissatisfaction with Blackboard, rather it is college protocol to periodically bid contracts.

13. Has CMC refined its requirements to include specific system functionality/use case-based requirements beyond those outlined in the RFP announcement posted on September 15, 2011?

See question 11. CMC has not done use case-based scenarios at this point.

14. In the RFP, “pricing” is indicated as a determining factor for selection; however, no pricing information is requested elsewhere in the document. Does CMC expect pricing as part of the RFP response?

Pricing will be requested and evaluated prior to award. At this point we are evaluating products for the right fit with the college and are not asking for any pricing data. Pricing will not be the sole selection criteria.

15. Is the college evaluating LMS vendor's mobile offerings? What would be the ideal mobile solution provided by the new LMS vendor to the college?

Yes, any mobile offerings will be evaluated. We are open to suggestions on this issue and currently are seeking to understand options.

16. What is the college's fiscal year start date?

Fiscal Year is July 1 to June 30

17. How does the college plan to implement the new LMS (e.g. run Blackboard and new system concurrently for 2 semesters ramping up the new LMS usage by 1,000 users in first semester, 3,000 users in second semester and then full transition beginning in semester 3)? What are the associated start dates for the involved semester start dates?

We are hoping to implement the new LMS by running concurrent systems in the summer term of 2012 with a full transition to the selected system. Again, we are open to your recommendations on this issue.

18. What is the preferred method for training faculty to use the new system (e.g. train the trainers via online trainings, webinars and/or face-to-face/workshops)?

Online/webinar trainings are probably the most efficient solution for CMC for this issue. Train the trainer is highly important however and we would prefer face-to-face arrangements in this case if that improves learning.

19. What 3rd party technologies are expected to integrate with the new LMS (e.g. ePortfolio solutions, synchronous tools, anti-plagiarism technology, repositories, lecture capture software, response / clicker systems, etc.)?

Web conferencing tools, anti-plagiarism, and lecture capture software are preferred. The committee will evaluate our need for additional technologies as appropriate.

20. Section IV (Selection Criteria) lists the several criteria the evaluation committee will use to select the new LMS. What corresponding weights are being associated with each of the listed six selection criteria. In other words, which criteria are being given more priority over one another?

CMC does rank and weight selection criteria, but does not make this information available outside the selection committee (at least at this point).

21. What level of integration currently exists between Datatel and Blackboard?

We have a custom automated snapshot process currently running between Datatel and Blackboard.

22. What level of integration is desired between the new LMS and Datatel?

At a minimum Datatel and our LMS systems need to communicate effectively to minimize manual solutions. We are interested in evaluating specific options available.

23. Does the college have the Datatel Portal implemented? If not, is there a plan in place to do this at some point in the future?

No. Currently no plans in place.

24. Is there a need to integrate the new LMS with any other Portal?

CampusEAI is the incumbent portal. There are no plans to change.

25. The college requests a comprehensive list of clients; however, privacy policy may prohibit us from sharing client names without their prior consent. We can only provide a limited list of clients who have agreed to serve as references. Is this ok, and what would the minimum number of references the college would like to see?

It is important to CMC that we don't impair anyone's competitive position or otherwise impact your client relations. We will be required to complete standard due diligence however, and would like to talk to a minimum of five references from similarly situated schools. It's preferable that we are able to check references relatively early in the selection process but in no event will we violate your confidence. That said, the more references the better.

26. In reference to Section V (Terms and Conditions) letter L, does the college require insurance information with this submittal or later in the process? What are the "minimum requirements as are required by Colorado law for work performed by the Proposer" or where can we find this information?

Please see posted terms and conditions on our website. Certain items may be negotiable if necessary.

27. What are the college faculty's top 10-15 most utilized/popular features within the existing Blackboard instance?

Sharing files, discussion boards, email, assessment tools, Grade Center, Assignments, SafeAssignments, Elluminate (a web conferencing tool), and announcements.

28. In Section IV, 'Selection Criteria' it is noted that (#F) "fit with CMC's student and faculty objectives" will be considered; what are those objectives?

CMC is committed to providing the best possible learning experience for our students. That means accessibility, ease of use, cutting edge tools that are feature-rich in a robust system. Here again, CMC is open to your experience and expertise in this area.

29. What version of Datatel system will be used to interface to new LMS system?

R18-unidata. We will do a migration to R18-SQL sometime next year.

30. How many courses will be converted from Blackboard system to new LMS system?

Unknown but expected to be significant. We may be able to develop an estimate later in the process.

31. What criteria will be used to determine the Datatel ‘interface efficiency’ of new LMS system?

Interface Efficiency will primarily be determined by reviewing the vendor’s methods and/or processes for establishing a batch or dynamic interface between the LMS and Datatel Colleague student records systems. Efficiency of set up and integration (from the perspective of our CMC programmer/analysts) may also be a factor. Ideally, the vendor needs to be able to use our existing snapshot file we send to blackboard or provide an interface.

32. Which preference for LMS access is preferred by Colorado Mountain Colleges; Software as a Service (SaaS), vendor-hosted, or self-hosted – please explain reason for choice of preferred methodology?

Vendor-hosted is our expected preference, we are happy to listen to other ideas.

33. What are your requirements and preferences for testing the system prior to contract execution and going live?

Our faculty and LMS committee members are going to want to actually see a sample of Blackboard 8 courses migrated into the new LMS and experience how the system works. We want to “push the buttons and pull the levers.” Being spectators in a prepared demo is different than experiencing the system first hand in an interactive way so we would like to do both.

We hope these responses are helpful. Again, please understand that this RFP process is designed to be flexible and interactive. CMC appreciates your ideas for solutions and is trying to find and implement the best value for the college. To that end, we are looking at this time for responses that demonstrate basic ability to meet our need rather than very specific technical features. In this submittal stage of the RFP we are attempting to determine which candidates are viable for what we are trying to achieve, and we would like to interview all of those candidates. At that time you will have the opportunity to present your platform to the committee in more detail, including a web-based or other presentation. CMC will again invite your questions and comments prior to those interviews in an effort to provide as much insight into our needs and decision process as possible. We are interested in your counsel on the right solution(s) for the college, you are the experts in this area. Thanks to everyone who has submitted questions and has interest in this project. We look forward to working with each of you.