

**ADDENDUM 1
RFP #198**

**College of Southern Nevada
Purchasing Department
3200 E. Cheyenne Avenue - J1C
North Las Vegas, Nevada 89030-4296**

NOTE: Please initial the Addendum page(s) in the lower left corner and make it a part of the Bid. Attach to submitted Bid. If bid has already been returned, complete this addendum and return for attachment to bid prior to date and hour of opening as shown in the space provided herein.



Addendum No: 1 RFP No: 198

Date of Addendum:

Date and Hour of Opening: April 12, 2011 at 2:00 P.M., PST

Mark Cahill, Interim Director of Purchasing
College of Southern Nevada

Online Learning Management System

NOTICE TO BIDDERS

The intent of this addendum is to:

The following clarifications and revisions are to be incorporated into and are hereby made a part of the RFP # 198 for the above referenced project.

This addendum consists of 5 pages.

Thank you for your interest in the College of Southern Nevada.

Initialed By: _____

Addendum 1 – RFP 198

RFP 198
ADDENDUM NO. 1

ATTENTION: All Bidders

PROJECT: Online Learning Management System
RFP 198, Addendum No. 1
Clarifications/Answers to Questions & Additional Information

DATE: March 30, 2011

The following clarifications and revisions are to be incorporated into and are hereby made a part of the RFP 198 for the above referenced project.

Clarification of the Order of the Request for Proposal Submission (Section E - Scope of Work/Specifications)

1. Table of Contents (Part IV.A.)
2. Cover Letter (Part IV.B.)
3. Company Information (Part IV.C.)
4. Project Experience (Part IV.D.)
5. Content of Submittal (Part V.)

[Correction RFP Response Form Page 21](#)

[Addition Part V. Content of Submittal # 5. Please address your companies' ability to provide/develop each of the Project Services \(Section E - Scope of Work /Specifications, Part B. Project Services 1. – 4.\) categories listed \(Faculty Development, Infrastructure, Customer Service and Content of LMS\).](#)

6. Additional Requirements & Pricing (Part VI.)
7. RFP 198 Addendum 1 (Initialed to acknowledge receipt)

RFP Available in a Word format

If you require RFP 198, Online Learning Management Systems in a MS Word format, please contact:

Loyann.keoke@csn.edu or mark.cahill@csn.edu

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Answer to Questions Submitted By Potential Vendors

1) Q – Can you specify the following for both CSN and TMCC?

A – Total Enrollment:

*CSN Fall 2010 headcount is 44,088.
TMCC Fall 2010 headcount is 13,139.*

A – Total FTE:

*CSN Fall 2010 FTE is 22,369
TMCC Fall 2010 FTE is 7,152.*

A – Current LMS Users (defined as a unique account enrolled in at least one (1) active course):

*CSN 45,539 (CSN creates an account for each student enrolled and each instructor teaching a course each semester).
TMCC 10,492.*

A – Unique courses in the LMS that would be migrated (for TMCC, how many courses are in ANGEL vs. Moodle):

*CSN has approximately 1,900 active course shells this semester. We do not have any way to indicate how many may be using the same content.
TMCC 782 active courses this semester.*

A – What user number is your existing contract based on?:

*CSN's contract is based on an unlimited user license.
TMCC's contract is based on 6,250 FTE.*

2) Q – Is “chat based support” a requirement?

A - *No*

3) Q – Please describe the method of student self-enrollment and how you see that going forward?

A - Students do not self-enroll in the Learning Management System. Both CSN and TMCC use PeopleSoft for students to register for courses. It will be necessary for the selected LMS to facilitate student enrollment from PeopleSoft to the LMS.

4) Q – When do CSN and TMCC's current contracts end?

A - CSN's current contract expires October 1, 2011 but we anticipate extending it to the end of 2013.

A - TMCC's contract expires on June 30, 2013.

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- 5) Q - In reference to the first bullet under B.1 (Faculty Development) on page 14, please clarify what is meant by onsite configuration. Is this referring to onsite training, on-premise hosting, someone coming onsite during the implementation process, other?

A - This refers to training in regards to the server and database configuration necessary to support the selected LMS.

- 6) Q - In reference to the second bullet under Program Strategies and Scope on page 15, please define “facilitate” in this context. Is CSN simply referring to the provision of tools that allow CSN to facilitate online courses?

A - Yes, it does refer to the provision of tools that allow CSN and TMCC to facilitate online courses.

- 7) Q - In reference to the fourth bullet under Program Strategies and Scope on page 15, Spring 2014 seems to be a relatively far timeline. When does CSN wish to begin a contract?

A – CSN plans on initiating a contract at the beginning of 2012. The first year of the contract would be for the migration of course content from the Angel to the new LMS. The second year of the contract would be for faculty training and course revisions by faculty.

- 8) Q - In reference to page 16, please elaborate on what CSN is envisioning for this requirement: “Off-sight full backup to be delivered to CSN as the off-sight storage location for option 1.” Also, please clarify what “option 1” refers to.

A – Option 1 is for CSN going with a vendor hosted application. As a result, we would be requesting that the vendor creates a full back up of the application that would be delivered to CSN for potential use.

- 9) Q - In reference to VI (Additional Requirements and Pricing) A.1 on page 18, is this question only if we’re proposing a self-hosted or on-premise solution? Does CSN have a preference of vendor hosting in the cloud versus onsite at CSN?

A - CSN does not have a preference of vendor hosted or onsite at CSN. This decision will be part of the evaluation process based on the proposals and selected vendor presentations.

- 10) Q - What roles and how many does CSN and TMCC need to train to use the application?

A - The roles and how many will depend on whether the application is vendor hosted or hosted at CSN and TMCC.

11) Q - For the references that you have requested of us, may we use the same references if they address multiple requirements (same size AND also same OS) or would you prefer separate references?

A - *Yes, you can use the same references if they address multiple requirements.*

12) Q - May the proposed solution utilize onsite managed services currently provided to CSN?

A - *Yes, the proposed solution can utilize the onsite managed services that are currently provided to CSN. We do also want to examine the costs on a vendor hosted environment.*

13) Q - If an on-campus hosted solution is proposed, our reading of the request is that CSN will provide the necessary servers, backup, access, bandwidth, and staff resources required for hosting – is that correct? Does this also apply to an on-campus hosted solution for TMCC?

A - *Yes, it does apply to TMCC.*

14) Q - In reference to number 8 on page 12, is evidence of insurance required with the proposal or by the time of signing a contract?

A – *It would be required by the signing of the contract.*

15) Q – In reference to V (Content of Submittal) number 1 on page 18, what mandatory RFP Response Form is CSN referring to on page 17?

A – *The mandatory RFP Response Form is actually page 21 of the RFP.*

16) Q – Please confirm if vendors should return a separate proposal for each CSN and TMCC, or if we should return one proposal with pricing specific to each.

A – *As detailed in Section A – Introduction, the “Award of the submittal may be for CSN, TMCC or both CSN and TMCC” so proposals should include pricing specific to each institution.*

If pricing would be different, provided the institutions went with the same vendor, then that information should also be provided for consideration as part of the proposal.