

LEARNING MANAGEMENT SYSTEM

ADDENDUM #1

MARCH 30, 2025

1. Regarding submission format: the RFP instructions request copies of the proposal to be mailed to North Providence School Department as part of submission. Please note that our company is committed to reducing our impact on the environment, and in an effort to help us make sound environmental decisions, we ask that you please waive the printed proposal submission requirement and instead accept electronic submission via email.

For legal reasons, we must receive the bid exactly as described. All bids are unsealed at the same time with witnesses so no bidder has an unfair advantage due to timing.

2. Should printed copies be required, we kindly ask that you please extend the RFP deadline by one week to a submission deadline of April 17th. This will ensure that we have enough time to prepare a compelling proposal.

We can not extend the deadline at this time. We recommend you overnight the material if needed.

3. Would scanned signatures be acceptable in place of ink signatures for the submission of this RFP? We are a global company with employees across North America. Using scanned signatures would reduce our environmental impact by minimizing the need for physical shipping to and from our authorized signatory.

Scanned signatures on the printed material is ok

4. Can you please confirm which system of record (i.e., an HRIS) you currently use?

Munis and Frontline are the systems we use with Munis being the source of truth.

5. Do you have existing content to migrate to the new LMS? If yes, how much (number of courses) and what format(s) is the content in?

A few dozen courses at most.

6. What is the content export format from your current LMS?

Format is JSON for staff data or SCORM

7. Is SSO required? If yes, which identity provide do you use?

No SSO required. We will manually maintain accounts or upload data

8. What is your anticipated implementation start date?

Our anticipated implementation would start in July 2025

9. What is your anticipated go-live date?

We will go live when the build is complete and tested. Sometime in Sept. or November 2025

10. Implementation start and go live dates?

See above

11. Could you please clarify the specific requirements for attendance tracking in the Learning Management System? Are you looking to track just logins, the time spent on the platform, or other metrics as well?

Attendance tracking and course scheduling for in person or mixed format courses (some in person and some e-learning components), need stats for all course completions as well as mixed lesson plans.