



Procurement and Contracting Services

Request for Proposals for a Curriculum and Course Management Software

Addendum 4

**Please mark all proposal submission
files with the following information**

**Sealed RFB # L192324
Due on June 5, 2023 no later than 2:00 PM, MST**

The timeline for RFP L192324 has been extended as follows:

03/29/2023	Issuance of RFP
05/19/2023	Technical Questions/Inquiries due no later than 12:00 PM, MST
06/05/2023	RFP is Due <u>June 5, 2023</u> , no later than 2:00 PM, MST
TBD	Vendor Presentations (if required)

The following questions were received prior to the close of the Technical Question period on May 19, 2023 at 12:00 PM MST:

1. Section 5.2.1.5 Revision tracking by author and data and Section 5.2.1.6, what file or data do revision and archive functionality apply on? Learning materials? Student Records? Any file in the system?

As an example, revision tracking, and archive functionality could be related to changes to curriculum.

2. Section 5.2.1.10 User Access Management, given that there will be different institutional rules in the system, we would like to know what specific privileges will be assigned to give the roles in this section for the system: Staff, Admin, Faculty, and Student.

Roles need to allow access to certain functionality and data based on the role.

3. Under Section 5.2.2.1 Curriculum Management Workflows. Section 5.2.2.1.1 “Creation, modification, **mapping**, tracking, and inactivation of curricular activity”. What is the mapping functionality described in this section?

This is mapping curriculum to required content.

- a. Section 5.2.2.1.1.2.2 “**Lottery**”, what is the lottery mentioned in this section and how does it relate to 5.2.2.1.1.2 Clinical Scheduling?

Preference scheduling

4. In Section 5.2.2.1.5 “Upload curriculum Inventory”, will the system be creating the curriculum in the system, or will the curriculum be imported from another learning management system? i.e. SCORM Vs Tin Can API.

Both

5. In Section 5.2.2.2.1 Student course catalog and registration, Part A “Support block teaching methods”. We would like to ask about the specific block teaching methods that are implemented in COM-P, like course detail, special requirements or schedules, and any things that we as the offer should know about the teaching method.

This is a teaching method used in medical schools to teach specific content.

6. In Section 5.2.2.2.2 Assignment Tracking, Part A “Duty Horse”, is there any specification that the school wants to record those hours? Because we can provide the functionality to categorize the duty hours in greater detail.

Duty Hours – Yes, these hours would need to be recorded.

7. In Section 5.2.2.2.5 Student Processes. We understand that the students will be given the information mentioned in this section, and we want to ask who will approve these inputs and whether there will be a need for audit functionality for these inputs.

Faculty and staff

- a. Part D, “Statistical analysis for research and **QI**”, What is the QI mentioned in this section and how does it relate to 5.2.2.2.5 Student Processes? Answer questions regarding student curricular career.

8. In Section 5.2.2.2.8 Scheduling, Part A “Schedule faculty, staff, **SPs**, students, and classrooms”. What are SPs mentioned in this section and how does it relate to Section 5.2.2.2.8 Scheduling?

Standardized patient – they need to be scheduled.

9. In Section 5.2.2.2.9 Automated message notifications, Part D “User can opt out of reminders”. Consider the possibility of important reminders, should some reminders cannot be opt-out by the users based on specific roles?

Yes, we would like the admin role to be able to establish these.

10. In Section 5.2.3.2 “Curriculum Inventory and **LCME Reports**”, we would like to ask, what are LCME Reports mentioned in this section?

Certain standards to meet for accreditation.

11. Additionally, we also have questions regarding Section 3.10.8 Method of Award. For the Limiting Criteria, our team will be able to develop the listed Core Functions as a customized software solution. Does the University expect the core functions or any part of the system to be available for use before the award like a COTS product?

Yes - we would expect core functions to be available for use before the award. Part of the RFP process is demonstrating the current application.

End of addendum, all else remains the same.