



Prince William County

PUBLIC SCHOOLS

Providing A World-Class Education

REQUEST FOR PROPOSAL ADDENDUM

ADDENDUM #1

DATE: May 13, 2009

REFERENCE: Request for Proposals: **RFP #R-NM-9037**
Issue Date: **May 5, 2009**
Title: **Professional Development Training System/Web-Based**
Sealed Proposals Due Date: **May 21, 2009 @ 2:00 p.m.**

All Offerors shall be advised of the following responses to questions received to the Referenced Solicitation:

1. Is PWCS seeking a system including content titles listed in section 7.10. of the RFP, as opposed to a system capable of importing titles to be provided by the County?
Answer: PWCS is seeking to have both – content media provided by vendor and also the capability to upload PWCS-produced media.
2. Are the videos and all source-related materials pertaining to the videos available to the vendor upon contract award to start integrating into the courseware?
Answer: The vendor is to provide most of the training materials. A comprehensive and descriptive catalog/list of vendor-supplied training modules/programs available through the system is required as one of the submittal requirements to this RFP (Section 8.2.5.) However, the vendor's system must have the capability to upload PWCS-produced media into the system, as well. Initially, PWCS is supplying Vendor only with employee names and e-mail addresses for vendor input. (Section 7.4.)
3. It is clear that PWCS requires an online system rich in video. Should the Professional Development Training System/Web-Based also include sample student work, examples or teacher rubrics, and lesson plans for the instruction modeled in online videos?
Answer: Having classroom examples would reinforce teachers' understanding of the specific topic and aid them in implementing the targeted instructional strategy.
4. How does PWCS intend to use the Professional Development Training System/Web-Based?
Answer: PWCS intends to use the system for blended learning combining face-to-face support with online resources *and* for independent, self-guided online-only learning. Both options are important for schools and professional educators.
5. Section 7.14. of the RFP states "System will be continuously updated with technological developments including, but not limited to, data collection via handheld devices." Does PWCS desire to use handheld devices to collect data about implementation of new teaching practices learned through usage of the web-based professional development system?
Answer: PWCS would like to make use of the latest technology available; this would include but not be limited to handheld devices for data collection.

PURCHASING DEPARTMENT

P.O. BOX 389, MANASSAS, VA 20108 • WWW.PWCS.EDU/PURCHASING • 703.791.8743, FAX 703.791.7462

6. Does PWCS desire that the Professional Development Training System/Web-Based include technology tools to help the district analyze changes in actual classroom teaching practice as a result of participation in online or blended model professional development?
Answer: Yes.
7. Please clarify if PWCS will be providing the multimedia content, videos, etc., or do you wish the Proposer to develop and provide the multimedia component? It is not clear if the district will provide the content to be managed inside the vendor's system, or if you wish a turn-key solution with the content already embedded.
Answer: The vendor is to provide most of the training materials. A comprehensive and descriptive catalog/list of vendor-supplied training modules/programs available through the system is required as one of the submittal requirements to this RFP (Section 8.2.5.). However, the vendor's system must have the capability to upload PWCS-produced media into the system, as well.
8. Does PWCS have a preference of platform for the Project?
Answer: Vendor-hosted web-based program.
9. What is the intended number of users for the target environment?
Answer: Approximately 11,000 PWCS employees, which includes, but is not limited to, Principals, Teachers, Substitute Teachers, Teacher Aides, Teacher Assistants, Office Assistants, and Administrative and Managerial Staff.
10. Is PWCS looking for a cost-based solution or a home-grown solution?
Answer: All proposed solutions will be considered.
11. Is there any anticipated growth of the number of users for the project?
Answer: New users will be added upon employment with PWCS.
12. Is this to be an interactive training system or just a recorded training system?
Answer: This is to be a highly interactive, multimedia training system.
13. Is there any restriction for the work to be performed offsite/offshore?
Answer: No. Must be web-based for availability.
14. How many subjects are to be covered? 10? 100? It would help to know how many more topics may be added to the list in section 7.10.
Answer: Topics should be relevant and of high quality, cutting across K-12. The number is not as important as relevancy and quality. Section 7.10. illustrates the type of current and relevant training programs that PWCS requires in the vendor catalog of available training subjects that can be accessed by PWCS. Vendor **must** submit list of training topics it has available through its web-based system.
15. How long are these video materials?
Answer: Typically, a full-length training module should run approximately 60 minutes. These contain vignettes that are 5 to 6 minutes, or shorter, in length.
16. Referring to Additional Training topics to include Microsoft Office. Are these going to be video programming or some other type of on-line training program?
Answer: These should be web-based interactive programming.
17. Reference Section 8.1.3., Proposed Cost. Should the vendor bunch everything together and divide it by three since the RFP states that the contract is for three years?
Answer: The initial contract period is for two years. (Section 4., Period of Contract). Proposed costs shall be in the form of firm-fixed annual licensing fee for the initial two-year contract period. The licensing fee shall include all costs for complete acquisition and use of the Contractor's hosted Professional Development Training System. After the initial two-year contract period, PWCS may elect to exercise the option to renew the contract for an additional three (3) successive one year periods.

18. Must PWCS meet a specific percent for minority-owned business companies for this procurement?

Answer: Not applicable.

ALL OTHER SPECIFICATIONS, TERMS AND CONDITIONS REMAIN UNCHANGED.

A signed acknowledgment of this addendum must be received by the Purchasing Department either prior to the Proposal due date and hour specified, or attached to the RFP. Signature on this addendum does not constitute the Offeror's signature on the original proposal document. The original proposal document shall also be signed.

Nancy Markov
CPPB, Buyer

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ACKNOWLEDGMENT:

Name of Firm

Signature

Date

Print Name and Title

Telephone Number

Fax Number