



STATE OF RHODE ISLAND

JUDICIAL PURCHASING OFFICE
670 NEW LONDON AVENUE
CRANSTON, RHODE ISLAND 02920
TEL: 401-275-6527 FAX:401-275-6530

B2023007 ADDENDUM #1
Diversity Consultant
Date of Addendum: 6/2/2023

NOTICE TO ALL POTENTIAL RESPONDENTS

This addendum is issued to modify the previously issued bid documents and/or given for informational purposes, and is hereby made a part of the bid documents. The original RFP documents and any previously issued addenda remain in full force and effect, except as modified by this Addendum, which is hereby made part of the RFP. Respondent shall take this Addendum into consideration when preparing and submitting its Proposal.

- 1. What will be the total number of licenses (total number of users) required by the AOSC for LMS?**

Between 700 and 800. It fluctuates

- 2. Is there a LMS in place already and the State is looking for migration of the data as well? If yes, what will be the amount of data that will be migrated into the new LMS?**

We do not have an LMS already in place.

- 3. Is there any specific reason for terminating the contract with the previous LMS contractor?**

We have never had a contract for a previous LMS. This will be the first.

- 4. We do not have any business with SHI International or DELL. Can we still apply for the RFP?**

Yes.

- 5. Whether companies from Outside USA can apply for this? (like, from India or Canada)**

Yes

- 6. Do companies outside of USA need to come over here for meetings?**

No, if the maintenance can be done outside of the USA and if you are available to meet remote for troubleshooting, we do not need to meet in person.



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7. Can we submit the proposals via email?

Yes. Bids can be emailed to ccicccone@courts.ri.gov .

8. Could you clarify the number of users who would need to access the LMS? It is written as "provide A license to operate a learning management system (lms) platform" and I would just like to confirm that it is indeed more than one user.

We fluctuate between 700 and 800 users. We would like if we are able to add users as needed.

9. Can you give any guidance as to how the courseware will be evaluated? We have a professionally developed library of Diversity, Equity and Inclusion courses that deal with all kinds of issues, including micro-aggression in the workplace. How do we know ours is sufficient for your needs?

Please refer to the project scope requirements and evaluation criteria.. Bids will be appropriately scored according to each proposal's conformance to these standards.

10. We are considering including the participation of a 3rd-party consulting organization specializing in DEI issues. They would provide some guidance during setup and launch, and may also offer some live seminars. Would this be allowed?

Yes, we could consider it.

11. Can you provide a breakdown of users requiring access to the LMS for the initial contract year? Do all users require access to the DEI content library?

Our workforce fluctuates. We would want all users to have access to the DEI content library. We average in the 700s for users, but would like the ability to add more users.

12. As RFP 5.0 - can you clarify what security measures apply to be provided under a contract award?

The security requirements are not applicable to this solicitation unless the awarded vendor sends an employee or employees to a judicial location. Then, he/she would need to complete the usual background check process.



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13. Is accepting the Judicial Purchasing Rules and Regulations and General Terms and Conditions of Purchase as is Mandatory? We cannot accept these as is. Alternatively, would you be open to reviewing our T&Cs, which are purpose-built for an LMS SaaS Agreement?

The Judicial Purchasing Rules and General Terms are always mandatory.

14. Is there any ability to submit it electronically instead of a hard copy?

Yes. Bid can be emailed to ccicccone@courts.ri.gov.

15. Have you seen any vendor demos prior to this RFP release? If so, which ones?

Yes, EverFi

16. Is there hard go-live date requirement for the new Learning Management System? If so, what is it and what is driving that date?

No. We would like to implement it by the end of year if possible but are looking for the best platform

17. What is your budget for the annual recurring fees as well as one-time implementation in Year 1?

We do not have a set budget. We will evaluate platforms using a holistic approach.

18. How will your user population interact with the system (i.e. one-time training, recurring training, optional/mandatory, etc.)?

We will have users complete some trainings every five years (sexual harassment and a general overview of DEI) and offer supplementary trainings that are relevant and timely as needed.

19. What type of training do you plan to offer in this system?

Implicit Bias, Sexual Harassment, Microaggressions, and other Diversity, Equity, Inclusion, and Belonging topics.

20. Which HRIS and/or other systems will you be pulling user data from to load user accounts into the LMS? Does it capture supervisor relationships?



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This may change in the next few years. We will be transitioning to workday and want to make sure the LMS has the ability to integrate. We can provide an excel file with all personnel including supervisor relationships to oversee compliance of their staff

21. Do you have any users whose data will come from other systems (contractors, external users, etc.)? Will this data need to be fed into the LMS or be manually created by administrators?

It will need to be entered manually until we integrate with workday.

22. Do you need to pre-load any inactive users for historical reference/data? If so, how many?

No.

23. How many learning objects (web based training, ILT, vILT, documents) will you be migrating/loading to the new LMS for go-live?

This depends on how many learning objects the LMS platform has to offer and what we feel is the best fit. We are open to discussion and to viewing demos.

24. Please describe specific integration requirements to exchange data between the LMS and other systems. Include the type of data (specific fields, if possible), destination system, frequency, etc. external systems.

There are not any requirements to integrate the LMS software with any of our current systems. LMS must provide the ability to track all user participation that can be exported in XLS files.

25. Do you have any external content providers that you need to integrate with the LMS (Skillsoft, LinkedIn, etc.)? If so, which ones? Do you want completions for those external courses to be tracked in the LMS?

We do not.

26. Would you like to integrate any vILT providers with the LMS? Please specify which one(s). Ex. WebEx, GoToMeeting, Adobe Connect, Zoom, MS Teams?



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We do not need to integrate any however if the platform can integrate with WebEx or MS Teams, that is a plus.

27. Will you require Single Sign On (SSO) to be implemented to allow users to log into the LMS from your network without having to enter their credentials? Is your SSO protocol AES Encrypted SSO, SAML 1.1 or SAML 2.0? If not, what is it?

We will not require single sign on.

28. What are you currently spending for your current solution?

We do not currently have a solution.