



24-2512

Online Professional Learning Opportunities

March 6, 2025

**Updated Due Date: Due to the number of questions, we are pushing out the due date until Wednesday March 26, 2025, at 10:00 a.m.**

**Addendum #1:**

1. Question: Will the district accept responses of Professional Learning for Preschool School teachers and staff? **Answer: This solicitation is open for all grade levels including preschool teachers. It can also include support staff.**
2. Can you clarify the dates for the contract terms? **Answer: Estimate start date is 4/1/2025 but can be anytime after that depending on when the services are needed by the various schools and department across the district.**
3. Does the district have an existing Learning Management System where the courses will be hosted (e.g., Canvas, Blackboard, Schoology Moodle)? If not, will the district need support in selecting the LMS? **Answer: Yes, we have a few different management systems available.**
4. Are vendors expected to provide technical support for end-users, or will the district handle support internally? **Answer: Yes, if necessary, we would expect support on products.**
5. Will the district require vendors to provide implementation support for integrating courses into the LMS, or is that handled internally? **Answer: Yes, you would be expected to work with our IT department for any implementation requirements.**
6. Are you looking for a vendor that can supply a bucket of already developed courses, or custom development that is specifically tailored to your district? **Answer: It is dependent on the specific needs at the time. Custom development may be needed depending on what service the school/department is looking for.**
7. Will Rock Hill Schools provide subject matter experts (SMEs) for content, content validation, or should vendors rely and budget for content development wholly on their end? **Answer: Budget for content development wholly on your end.**
8. Is there an expected minimum or maximum duration for courses that should be used when determining pricing? **Answer: No, the timeframe of courses may vary based on content and target audience.**

9. Should vendors include specific pricing for services in their proposal, or will pricing be determined on a per-project basis once selected from the qualified vendors list? **Answer: Please provide specific pricing to go along with the discount being offered.**
10. Are you open to receiving pricing that includes different “tiers”? As development of a simple course can vary in pricing from a highly interactive course. **Answer: Yes, please provide any “tier” or volume discounts that may go above the minimum discount offered.**
11. Would you like to see pricing structured as a per-course development fee? **Answer: See question 6**
12. Are there budget limitations for different lots that we should keep in mind when pricing? (e.g., lower budgets for trade professional training vs. leadership development)? **Answer: This can vary from year to year.**
13. Can a price catalog be included in our proposal to compliment Appendix B? **Answer: Yes**
14. How would the district like to see the 10% discount accomplished as what is being provided is a service? Discount off course price? **Answer: Yes, we are looking for minimum of 10% off service/course price.**
15. What level of engagement does the district expect from vendors post-award (e.g., periodic updates, ongoing support, or just content delivery)? **Answer: This may vary based on what is being offered.**
16. Are there specific accessibility standards required for the courses (e.g., WCAG 2.1 AA compliance, screen reader compatibility)? **Answer: No**
17. Mandatory Response Requirements and Submittal Format, Section VIII, Page 17: If submitting the proposal through the Vendor Registry, will a table of contents satisfy the “tabs” request? **Answer: Yes**
18. Can you expand upon General Instructions and Terms and Conditions, Items 16, Page 6? Are you hoping the vendor will be able to provide in-classroom observation? Or to be able to attend in person meetings? I understand in-person is allowed but not required. **Answer: No, in person is not required.**
19. Appendix II referred to as the BID Schedule, but the RFP request a cost proposal sheet for Appendix II. How would you prefer we present our cost? Should we include an additional form in our proposal? **Answer: The BID Schedule and cost proposal would be the same thing. For this we are looking to put together a qualified vendor list that will give the district options when looking for various learning opportunities. Meeting the discount percentage in the BID schedule is what we are asking, and specific pricing can be discussed should a school or department choose to use you, but the discount will need to be applied to any product/service used.**
20. Are we required to offer a discount? **Answer: Yes, a minimum of 10% discount is required.**
21. What curriculum is currently being used? **Answer: Varies**
22. Can you confirm whether the proposal can be submitted online, given the paper size comment? The instructions mentioned “one (1) original bid uploaded to Vendor

- Registry, hand delivered or mailed.” **Answer: Yes, it can be submitted online through the vendor registry portal.**
23. I checked for addendums, but the provided link directs me to the district website. Is there a specific location where the addendums will be posted? **Answer: All addendums are posted to the district website under the procurement section.**
  24. Are you looking for the Learning Management System to be included within the Scope of this RFP to host and administer all the training content; or were you only looking for details on developing training for the training topics and would award LMS separately (or do you already have one)? If you are looking for the Learning Platform as well, should we assume user count of 2,500 employees? **Answer: No**
  25. Section VI Scope of services, paragraph 1 (page 14)- Online Learning. While we understand that professional learning must be delivered through a digital platform or LMS, with occasional in-person instruction permitted, is the online learning expected to be asynchronous only, or can it also be synchronous and delivered in a virtual setting? **Answer: No**
  26. Section VI. Scope of Services, Paragraph 2 (Page 15) Assessments. Would an end-of-course action learning project be considered and acceptable summative assessment? **Answer: Yes**
  27. Would real-time peer reflections and share outs meet the requirement for formative assessments? **Answer: Possibly, depending on specific training.**
  28. LMS Compatibility: Does Rock Hill Schools have an existing Learning Management System (LMS) for course deployment? If yes, what LMS is currently in use, and what content formats (SCORM 1.2, xAPI, AICC, etc.) are required for compatibility? **Answer: Yes, we currently use Canvas, Launchpad, and Safari Montage**
  29. User Access and Licensing: How many faculty and staff members are expected to access these professional learning courses annually? Will access be on a per-user license basis, or is an enterprise-wide subscription preferred? **Answer: Varies**
  30. Custom vs. Off-the-Shelf Courses: Does the district require fully custom-developed courses, or can vendors propose pre-built, off-the-shelf courses that align with the listed topics? If custom development is required, is there an expected level of interactivity (e.g., basic slides vs. immersive simulations)? **Answer: See question 6**
  31. Training Format: Should the courses be fully asynchronous (self-paced), or is there a need for synchronous (live instructor-led) training sessions? If live sessions are required, should vendors provide facilitators? **Answer: This can vary based on needs**
  32. Accessibility & Compliance: Are there specific accessibility compliance requirements (e.g., WCAG 2.1, ADA Section 508) for online courses? Should content include closed captions, screen reader compatibility, or alternative formats? **Answer: No**
  33. Certification & Reporting: Will courses be required to provide Continuing Education Units (CEUs), Professional Development Hours (PDHs), or other state-mandated certifications? If so, what are the reporting requirements? **Answer: Yes, this may be required depending on audience. Reporting requirements vary.**

34. **Course Hosting Responsibility:** Will Rock Hill Schools host the courses on their internal servers or LMS, or should vendors provide hosting as part of the proposal? **Answer: This will vary depending on course and district needs.**
35. **Pricing Structure:** Since the contract is structured for an initial one-year term with up to five years of renewals, will pricing be negotiated annually, or should vendors propose multi-year pricing in advance? **Answer: Since this is a fixed price bid and the requirement is a 10% discount pricing can change from year to year as long as we are still receiving the minimum 10% discount.**
36. **Learning Approach Preference:** Does the district prefer asynchronous (self-paced) learning, synchronous (live virtual training), or a hybrid approach? **Answer: It can be either of these methods.**
37. Have you utilized an online professional learning platform in the past? **Answer: Yes**
38. Have you confirmed a budget to support this proposal? **Answer: Not at this time and budget can change from year to year.**
39. To confirm, we can either submit our proposal via the Vendor Registry or mail it in? **Answer: Yes, either delivery method is ok for submission.**
40. What is your process for defining and communicating any changes in scope? **Answer: The scope of the project will not change. Any clarification or additional information is provided in this addendum.**
41. When should we expect to hear back from the Rock Hill Schools regarding their decision? **Answer: Once we have had time to review all submissions, we will send out a qualified vendors list to everyone who submitted for this fixed priced bid. Being on the list does not guarantee any future service. If a school or department should decide to use a specific vendor from the list, they will reach out directly to discuss their specific needs and move forward with any resulting contracts.**
42. Section III, Paragraph 1, Page 14 states, "Rock Hill Schools is an equal opportunity employer and encourages Local Business and Small Women-Owned, Minority Business Enterprise (SMWBE) in accordance with Division of Small and minority business contracting and certification (SMBCC) and/or similar state or federal certification programs participation to the extent legally feasible." Does Rock Hill School District intend to award only local and/or SMWBE businesses? Or are non-local and non-SMWBE businesses eligible for award as well? **Answer: We will accept bids from any vendor who meets the requirement in the solicitation. All qualifying vendors will be placed on a qualified vendor list the schools or departments can pull from on an as needed basis.**
43. Section IV, Subsection 2, Paragraph 1, page 15 states, "The goal is to identify a vendor or vendors capable of delivering high-impact professional development programs that enhance the district's ability to foster collaboration with stakeholders, address the diverse needs of the community, and improve overall student outcomes through active an inclusive community engagement." Could you please provide examples of the Community Engagement work being sought by Rock Hill School District? **Answer: Examples would be courses or training sessions where the content emphasized parents as child's first teacher, workforce development, and community outreach.**

44. On Page 1, the deadline to submit the proposal says March 18<sup>th</sup> at 10am. On page 16, it says March 13<sup>th</sup> at 10am. What is the official time and date that I must submit this proposal by? **Answer: We have updated the due date to March 26, 2025, at 10:00 a.m.**
45. Can the bid be submitted electronically through the Bonfire portal, or is a print/mail submission required? **Answer: You can print/mail, hand deliver or upload through the Vendor Registry website.**
46. Once approved, will vendors be permitted to conduct outreach to schools, faculty, and staff, or will this strictly function as a catalog for faculty and staff to choose from without marketing of services? **Answer: No, specific departments or divisions will contact vendors as products/services are needed.**
47. Are there allocated funds attached to this vendor list that faculty and staff can use for professional development offerings? **Answer: Yes, this will vary from year to year and department to department.**