

Memorandum

To: Vendors Interested in Request for Proposal (RFP) Number 3692 for the Mississippi Community College Board (MCCB)

From: Craig P. Orgeron, Ph.D.

Date: September 5, 2012

Subject: Preliminary Information for Vendors

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RFP Number 3692 is still being finalized and is not ready to be published at this time.

The mandatory Vendor Web Conference is still scheduled for Friday, September 7, 2012 at 10:00 a.m. Central Time. To access the mandatory Vendor Web Conference, Vendor must contact Donna Hamilton via email no later than 3:00 p.m. Central Time, Thursday, September 6, 2012, to receive instructions on how to enter into the web conference.

The current project schedule is as follows:

Task	Date
First Advertisement Date for RFP	08/28/12
Second Advertisement Date for RFP	09/04/12
Vendor Conference	10:00 a.m. Central Time on 09/07/12
Deadline for Vendor's Written Questions	3:00 p.m. Central Time on 09/14/12
Deadline for Questions Answered and Posted to ITS Web Site	09/21/12
Open Proposals	09/28/12
Evaluation of Proposals	09/28/12 – 11/16/12
ITS Board Presentation	12/20/12
Contract Negotiation	11/19/12 -12/07/12

The State provides the following background and overview information on this project for review by potential Vendors prior to the release of the RFP.

The Mississippi Community College Board (MCCB) is soliciting proposals of learning management system products and associated implementation services for the Mississippi Virtual Community College (MSVCC) consortium. The selected vendor will work with MSVCC and MCCB to implement the selected LMS product in a hosted environment including, but not limited to, development of the implementation work plan and migration from MSVCC's current LMS system, Blackboard 9.x.

Structure of MCCB - MCCB is comprised of 15 separate community / junior colleges in the state. These colleges are located throughout Mississippi and include both urban and rural institutions. The colleges are:

- Coahoma Community College
- Copiah-Lincoln Community College
- East Central Community College
- East Mississippi Community College
- Hinds Community College
- Holmes Community College
- Itawamba Community College
- Jones County Junior College
- Meridian Community College
- Mississippi Delta Community College
- Mississippi Gulf Coast Community College
- Northeast Mississippi Community College
- Northwest Mississippi Community College
- Pearl River Community College
- Southwest Mississippi Community College

Total enrollment throughout the state is around 80,000 students each semester with an FTE around 70,000.

The MSVCC is the consortium made up of these fifteen colleges to provide online courses for the students enrolled in these institutions. Total enrollment for online courses is around 30,000 students each semester with an FTE around 12,000.

The learning management system will service on-campus, hybrid, and online courses in MCCB. While use of the LMS for on-campus courses is optional (at most institutions), the MSVCC online courses are offered entirely through the LMS.

Project Objectives

MCCB is seeking an experienced Application Service Provider to provide a state-of-the-art, turnkey Learning Management System (LMS).

MSVCC Strategic Objectives - MSVCC has identified the following strategic objectives to be achieved through this project. The successful vendor must associate their proposal details and responses with the objectives whenever possible in its response to this request.

Flexibility. The current higher educational environment is experiencing significant impact from many directions, and ongoing change will be the standard for the future. The LMS system selected must provide the flexibility to adapt and change with the needs and demands placed on MSVCC in the next 5-7 years.

Course mobility. MSVCC's students, faculty, and staff are a cross-section of today's mobile society, and we do our work from in various ways, from many places, and at any time. The selected LMS system must be able to meet our users' mobility needs.

Course Tools & Content. Faculty and students are using a variety of tools and content outside the LMS to provide course content, including e-books, 3rd party integrations, and Web2.0 tools. The LMS selected must be able to integrate with these additional resources, passing data and information between. Adherence to Open LTI standards will be essential to help meet interoperability among the various tools that MSVCC is now using and expects to increase in the future.

Outcome Analytics. A critical component to ensuring student success is data, and the LMS is essential for providing this data. The selected LMS must allow collection of data on all student and faculty activity beyond login and log-off to include student-level and faculty-level data on visits to, e.g., the course syllabus, the course materials, the class announcement, the conference, the gradebook and all other components of the LMS; the dates, times and durations of these visits and the like.

Modern and progressive. MSVCC expects to use the selected product for 5-7 years. Thus, keeping pace with evolving technology is an essential characteristic of the selected LMS. The vendor's architectural roadmap must show their vision and how they will grow to meet this vision, including MSVCC's strategic objectives.

If you have any questions concerning the information above or if we can be of further assistance, please contact Donna Hamilton at 601-432-8114 or via email at Donna.Hamilton@its.ms.gov.

cc: ITS Project File Number 39877