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# APPENDIX D -PRODUCT/SERVICE REQUIREMENTS

**WSIPC RFP 22-02 Learning Management System Solutions**

## INSTRUCTIONS

Please answer each requirement based on the proposed solution’s ability to satisfy the respective requirement. If the requirement cannot be met and warrants further explanation, a brief explanation may be provided in the “Comments” column. The following scoring system should be used to evaluate each business requirement:

|  |  |
| --- | --- |
| **Response Code** | **Definition** |
| Y—Yes | Requirement is met. |
| N—No | Requirement is not met. |
| Q—Qualifier | Ability to meet requirement requires further explanation from Vendor. Please use the "Comment" column to provide more details. |

## General

| **Requirements/Specifications** | **Yes** | **No** | **Q** | **Comment *(Required if “Q” is selected)*** |
| --- | --- | --- | --- | --- |
| **Product/Service Usage -** The product and/or service is used by other Washington State K-12 school districts and has an active Washington State user community. | [ ]  | [ ]  | [ ]  |       |
| **Documentation -** Describe access to operational, instructional, and/or specification sheets. It is highly desirable that this type of information be available to customers electronically via the internet (preferred) or other electronic means of delivery. | [ ]  | [ ]  | [ ]  |       |
| **Shipping Costs -** All costs for shipping to the buyer’s location, must be clearly stated on price lists and promotional materials, and must be clearly described in the Proposer’s response to this RFP. | [ ]  | [ ]  | [ ]  |       |
| **Vendor Website -** The Proposer must have an active website with published product and/or service information. | [ ]  | [ ]  | [ ]  |       |

## Technical/functional Requirements

| **Requirements/Specifications** | **Yes** | **No** | **Q** | **Explanation *(Required if “Q” is selected)*** |
| --- | --- | --- | --- | --- |
| Diverse content options for diverse learning styles | [ ]  | [ ]  | [ ]  |       |
| Creation, management, and delivery of courses and other eLearning material, and a data repository for key information on a learner’s journey and performance | [ ]  | [ ]  | [ ]  |       |
| Must provide ability to store various file types - including text, video, audio | [ ]  | [ ]  | [ ]  |       |
| Mobile and non-mobile access technology and security | [ ]  | [ ]  | [ ]  |       |
| Fully hosted, cloud based platform | [ ]  | [ ]  | [ ]  |       |
| Integrates with third-party tools | [ ]  | [ ]  | [ ]  |       |
| Interface that accepts text files or database connections for uploading, importing, and exporting student data | [ ]  | [ ]  | [ ]  |       |
| House and manage course content | [ ]  | [ ]  | [ ]  |       |
| Communication tools for students, teachers, parents | [ ]  | [ ]  | [ ]  |       |
| Integration with Student Information System Solutions, especially Skyward software | [ ]  | [ ]  | [ ]  |       |
| Catalog of core and elective courses, aligned with WA State standards including CTE | [ ]  | [ ]  | [ ]  |       |
| Customizable landing pages (district branding capabilities) for students, parents, staff | [ ]  | [ ]  | [ ]  |       |
| Audit-trail log for log-ins, accessed records (date/time), changes made, etc. | [ ]  | [ ]  | [ ]  |       |
| Accessibility options including translation, text-to-speech | [ ]  | [ ]  | [ ]  |       |
| Ability to print worksheets, study guides, content items, rubrics, schedules, assessments etc. | [ ]  | [ ]  | [ ]  |       |
| Personalized learning paths | [ ]  | [ ]  | [ ]  |       |
| Robust and flexible reporting tools/features and analytics; customizable | [ ]  | [ ]  | [ ]  |       |
| Multiple assignment assessment options for courses | [ ]  | [ ]  | [ ]  |       |
| Role-based security; multiple levels of security | [ ]  | [ ]  | [ ]  |       |
| Ability to import data | [ ]  | [ ]  | [ ]  |       |
| Scalable system | [ ]  | [ ]  | [ ]  |       |
| Automated alerts and notifications | [ ]  | [ ]  | [ ]  |       |
| Smart and flexible scheduling tools | [ ]  | [ ]  | [ ]  |       |
| **Centralized learning materials** | [ ]  | [ ]  | [ ]  |       |