



**ADMINISTRATIVE
OFFICE OF THE COURTS**

GOVERNMENT RELATIONS
INFORMATION TECHNOLOGY
INTERNAL AFFAIRS
JUDICIAL COLLEGE OF MARYLAND
OPERATIONS
PROGRAMS

Questions/Responses

**No. 2 to the Request for Proposals (RFP) K17-0084-25D
Instructional Designer for New Employee Orientation online Course**

Ladies and Gentlemen:

The following questions for the above referenced RFP were received by e-mail and are answered and posted for all prospective Offerors. The statements and interpretations contained in the following responses to questions are not binding on the Maryland Judiciary unless the RFP is expressly amended. Nothing in the Maryland Judiciary's response to these questions is to be construed as agreement to or acceptance by the Maryland Judiciary of any statement or interpretation on the part of the Offeror asking the question.

1. **Question:** Ref section 2.3 page 12 of the RFP. Requirement 2.3.1, 2.3.2 & 2.3.5: Would AOC consider removing requirement for canvas LMS? The reason is once the module is created in LMS (Canvas), the ISD does not have access to the module and also often times has proprietary information which they are not allowed to share. In lieu of this would AOC consider the ISD showing the module at the time of in-person interview? If the intent of the requirement is to see the online module, we can provide sample of online course that the ISD has developed using Adobe Presenter and Adobe Captivate as a weblink versus inside an LMS. Please let us know if AOC would consider this.

Response: We are willing to be flexible with the experience in Canvas, as long as the contractor has experience working in a learning management system, i.e. Blackboard, D2L, or a proprietary system.

2.3.1 The contractor shall submit an online module s/he designed and developed using Adobe Captivate as the authoring tool.

2.3.2 We will accept the submission of an online module s/he designed and developed using Adobe Captivate, Camtasia, or Presenter. We will not require that Canvas is used, however she /he should have experience working within a learning management system.

2.3.5 Proven track record of 2-3 years of experience creating multimedia and SCORM compliant learning modules as evidenced by submitting an online module she/he designed and developed Adobe Captivate.

Issued by Karen Hoang
Procurement Officer
June 6, 2017