

Statewide Learning Management System: Section 5 - Implementation Plan Requirements

Note: Functionality is mandatory except for those identified as "desired."

Functional Area	Detailed Functionality	Ability to Meet Requirement				
		As Delivered	w/ Third Party	w/ Customization	Only Partially Meets	Not Available
Proposal Section 5	5-1.0 Implementation Plan					
5-1.1	Provide project management planning and execution based on industry best practices and the Project Management Institute (PMI) for the terms of the contract					
5-1.2	Provide a creditable project plan for the LMS project in response to this RFP, including phases with timetable, major milestones and benchmarks, activities, resources, and contingencies					
5-1.3	Provide business consulting, coaching and mentoring services and strategies related to this project to aid in user adoption of the solution					
5-1.4	Develop and provide detailed training plan for implementation targeting users, instructors/facilitators, administrators, and super administrators					
5-1.5	Provide additional training for system users periodically and as needed					
5-1.6	Provide system upgrade training as well as training information in a timely manner					
5-1.7	Develop and supply all training materials					
5-1.8	Provide copies of sample communication and instructional materials for the LMS, including screen shots in the proposal to demonstrate ease of use					
5-1.9	Provide migration workshops for agency to assist in preparing agencies migration of data from existing LMS					
5-1.10	Provide a project plan to manage several phases of implementation					
5-1.11	Provide a dedicated toll free number for call center support during LMS implementation					