1. Section D, sub-section d of the Scope says the firm will develop a searchable database. Question: Will the data that resides in the database be created by faculty as the platform evolves? Or is the vendor supposed to import data from existing repositories and upload into the database?
   - The bulk of the data will be created as users interact with the site. But, there needs to be some mechanism for us to add archival data, which does not currently exist in database form.

2. Section D, following sub-section d is some description of Functionality (reads "The Functionality is as follows: Therein, under c, # vii is "The ability to produce a visual and dynamic integration map. Question: What is an integration map? Integration map is referenced in many places hereafter.
   - The Integration Map is the heart of the program and is described on p.4 and illustrated on p.9. How this actually gets implemented is still a question. Basically, the Integration Map allows the user (1) to keep track of the course objectives, assessments, and classroom activities, (2) visualize the connections between these, and then (3) gives them real-time feedback (I.E. Data Analytics) on the quality of their design based on the decisions they make.

3. Is the C3 design Tool, once built, simply to be handed over to the University for use and management? Or is the designer/bidding firm also expected to be available for continued support, future enhancements and improvements to the original build? If the latter, should the bidder incorporate continued support into the RFP pricing?
   - We will consider both models, but the initial project is to build the tool. It would be nice to know about the vendor’s potential/interest in on-going support and development.

4. In Section III-7, "Contents of Proposal", section 7 talks about possible commercialization. Can you define the term Commercialization as it would apply to this development? Are you looking to license this as a product, once built out, to other educational institutions? Or are you inquiring how we, the developers, would commercialize this as a product among different colleges and departments at UVA?
   - We are simply open to the possibility that the vendor might collaborate with us to commercialize the product. Most likely, this would mean licensing the product to online faculty development companies like Wiley Faculty Learning Institute.

5. Attachment 3 figure 1, is the #3 in the learning goals included in the red box? I ask because part of the Learning Goals circle is outside the red box.
For all practical purposes, the red box can be ignored. It simply highlights the main phase (#1) of the design.

6. In the same figure, the red box cuts through an oval that talks of adding to the integration map and analysis. Is that included within the red-box? If the oval is included, then the other boxes below the oval would also be included?

   - All of the main phases (#1-3) require interaction with the integration map.

7. In the same figure, there is a solid red box on the top right corner. Is this included? It's a red box as well; hence we were looking for clarity.

   - The red here is something different. It simply indicates the completion of the design.

8. Section II-E-b, item iii -- what do you mean by "outside of the C3 design"?

   - We (The Researchers) would like to be able to add archival data as well as, allow participants in our face-to-face CDI to interact with the tools without having to work through the full design process. For example, they could use the integration map without using any of the other tools.

9. Section II-F-c, there is a reference to comparing creating the integration map used by users to those of experts. Could you define 'experts'?

   - Experts are us, the researchers. We need administrative access to the data.

10. Section II-F-d the RFP says "provide a method for investigators to score syllabi". Who are these investigators?

    - Investigators are us, the researchers. We will score syllabi using a rubric we have developed.

11. Section II-G-c, the RFP talks of potential hosting capabilities. What hosting capabilities are you referring to?

    - The project will need to be hosted somewhere. Does the vendor have the capacity and interest in hosting or will we need to find another solution?

12. On Page 5, Section D : Talks about Prototype- Is this part of our deliverables which needs to be given?, please provide some details here?

    - You can safely ignore the word prototype; we would like the proposal to encompass the entire project as described.
13. The RFP mentions the system should “Provide method for users to create and modify integration map developed outside of c3Design”, “Provide a method for adding syllabi developed outside of c3Design” and “Provide a method for scoring syllabi developed outside of c3Design”. Please provide more details on what these requirements mean and whether/how this functionality will need to work.

- The researchers would like to be able to input archival data (e.g. Syllabi created in our face-to-face CDI) and allow users in our face-to-face CDI to interact with various tools without have to use the full system. Scoring of syllabi will be done using a rubric we’ve created. The details can be found here: [http://trc.virginia.edu/resources/syllabus-rubric/](http://trc.virginia.edu/resources/syllabus-rubric/)

14. Website access - is the website supposed to be more of an access based only tool (you will be able to use it only after you register and login) or will there be any sections available for the general public as well. What should be those?

- It will be an access-based tool. All users will register and they must work through the design process once before gaining full access to the site (e.g. Searching the syllabus database).

15. Please provide more information about syllabus scores. How can users self-score their syllabi? Is this the possibility of providing reviews to existing syllabuses on the website or another functionality?


16. Can the system be cloud-based (Ex. Amazon Web Services) or does it need to be hosted on the schools own servers?

- The tool can be cloud-based but will need appropriate protections of user data.

17. Are there specific technology requirements or preferences beyond functionality (Ex. must be written in PHP or Javascript languages)?

- No

18. Does the system need to be integrated with other university systems or is it self-contained.

- It can be self-contained. Allowing it to connect to UVa’s LMS using the LTI protocol might be helpful.

19. On page 5 the RFP states, "The ability to integrate and align objectives, assessments, and activities". What does 'align' mean in the context of the tool?
20. On page 5 the RFP states, "The ability of the TRC to limit publically visual syllabi." How are the limits to be applied, (by user, system-wide, number of viewers)?

   - The TRC wants to be able to limit publication of syllabi so that only high-quality syllabi are publically available. Users will submit their syllabi to us, we’ll score them and then post if they meet a certain threshold.

21. Is the "learning content" being delivered through the tool TRC created Curriculum Design information and/or Student facing content from a separate Learning Management System.

   - Ideally, the entire system will be integrated, meaning that content management, knowledge checks, the integration map, syllabus database are seamlessly connected under one system.

22. Will the institute depute a Subject Matter Expert to interact with our Business Analyst and the Project Manager to be of single point of contact during the life cycle of development?

   - Yes

23. Indicate hosting location(s) of the current application.

   - There is no current location. We’ll need to discuss hosting options. We are open to various models.

24. What are the various means of communication that would be used to for interaction between business users and the support personnel (e.g. Phone, Chat, Email)

   - Phone, video conference, email, in-person.

25. Indicate if there are any languages used other than English for communication during Support.

   - English only

26. Are onsite team members required to operate from different locations? If yes where is this location based out of?

   - No
27. We assume that the TRC (Training Resource Centre)/CDI (Course Design Institute) Centre of Excellence (COE) is already in place and that the winning vendor will be following the current COE’s practices and processes.
   o Yes

28. Provide us the list of UI Languages (other than English) to be used in the Application.
   o English Only

29. We understand that this project does not include integration with other applications, if any/there is no scope for developing new tools for integration.
   o There is no existing tool but several will need to be developed, e.g. integration map, syllabus database.

30. How many users will be using the developed system?
   o Unknown, it will be relevant to all higher ED faculty.

31. What kind of formats that the users be using to input. PDF, PPT, DOC, TXT, VIDEO, AUDIO.
   o Txt and possibly pdf and doc/docx