



CADSI Online E-Learning and Training RFP Frequently Asked Questions

As of July 12th, 2018

1	Amount of users anticipated on the system including administrators	CADSI represents over 800 defence industry members. This number is comprised mostly of corporate (defence industry) companies of which 2/3's are classified as small to medium sized enterprises (SME). 20% are categorized as large or prime organizations and the remainder are associate style members based in academia or international. Defence industry members, whether they be corporate, academia or international, will have any number of persons registered as individual representative members of CADSI and therefore eligible for the E-Learning and Training Tool. The Proponent's proposal and offering should allow for flexibility to accommodate such a user group. Administrators, not including the Proponent could be as many as 6-8.
2	Possible budget/spend ceiling	CADSI is open to Proponents providing proposals which offer value and unique enhancement options when addressing this RFP. Therefore, we have allowed for Proponents to offer solutions to suit and allow for response options which may bring additional value to CADSI. We recognize these options may be in addition to base proposals and in turn affect budget/spend. This is the spirit in which we intend to conduct this RFP. Although we are reluctant to confine ourselves to a strict budget amount for the reasons stated previously, for the purposes of broad guidance for Proponents the essential elements of this proposal CADSI suggests a budget of < or equal to \$80k.
3	Timing when would CADSI want to go live	CADSI desires to have its first on line E-Learning and Training session/modules available for members no later than December 17 th , 2018.
4	Is there current course content already produced that they want on the system, if yes can specifics be provided?	Course content has not been developed.

5	Will scope include an ecommerce component for inclusion (i.e. will users purchase courses and/or register for events)	Please refer to RFP most notably Section 2.1 and subsection vii). For clarity, CADSI would accept Proponent's ability to demonstrate e-commerce proficiency. CADSI currently has a separate events registration tool and this RFP is not intended to replace that tool. However, Proponents are reminded that CADSI views favourably Enhancement Recommendations which are applicable/implementable.
6	What is the desired type of tracking/reporting of users anticipated are there "must have" items that need to be addressed?	Please refer to RFP most notably Section 2.1 and subsection vii).
7	What types of e-learning activities should be included in the system offering CADSI desires?	CADSI intended to present E-Learning and Training sessions comprised of modules which are approx. 5 -15 mins each. Each session may have multiple modules. They will be presented primarily in slide format, with audio narratives. Again, please refer to Section 2.1 and subsection vii) for additional information.
8	The training information that will be developed and hosted on the LMS, is that [sic] (are there) any classifications that need to be considered? (i.e. unclassified, Protected A, Protected B.)	The information being presented in the Content by way of the LMS will not be classified by any information security designations. The content will be made available to CADSI members in good standing and would be considered member industry communications.
9	Which language(s) will the courses need to be developed and delivered in? English only or both official languages?	The course materials should be developed and delivered in English; provision of French (bilingual) materials is not mandatory. Proponents would be encouraged to provide value add options to CADSI such as the provision of French language as an additional option.
10	Do the courses need to be accessible (i.e. for visually impaired etc. users)	Accessible course materials are not mandatory. Proponents would be encouraged to provide value add options to CADSI such as the provision of accessibility as an additional option.