



**REQUEST FOR INFORMATION
3-10-1**

March 5, 2010

TO: All Interested Firms,

Arapahoe County School District #6, Littleton Public Schools (LPS), is requesting information from qualified firms to provide an Internet Based Service that includes: integrated remote hosting of web content (Content Management System), mass messaging services, and a learning management system.

Information documents will be accepted in the Purchasing Department at Littleton Public Schools, 5776 S. Crocker Street, Littleton, CO 80120 until **4:00 p.m. (MST) on Friday, March 19, 2010**. It is the responsibility of the firm to ensure that the documents arrive at the Purchasing Department office on or before the specified time.

Dayle M. Redman, CPPB
SENIOR BUYER
LITTLETON PUBLIC SCHOOLS

INTERNET BASED SERVICES REQUEST FOR INFORMATION

I. PROJECT DESCRIPTION AND OBJECTIVES

Littleton Public Schools seeks information from qualified firms to provide hosting services and support for public and private web sites. We are looking for a remote content management service that allows for high functionality (to be described below) and ease of use. Along with the web-hosting services, we would like an integrated messaging service with specific functionalities, to be described below. Finally, within this suite of solutions, we are looking for a learning management tool that allows for hosting virtual learning environments. Such a system must be compliant with existing online content and have assessment to gradebook interface ability. All the above must have interoperability with our existing student management system, Infinite Campus, and when applicable, with Active Directory.

II. BACKGROUND INFORMATION

Currently, Littleton Public Schools uses a variety of solutions for our web, messaging, and online learning needs. For our Web services, we host an open-source solution (Dot Net Nuke) that handles our public and private web pages. While very flexible, this solution requires more development and management than we would like. This site has Active Directory integration with our domain, which facilitates a high percentage of our staff access. Littleton has been on DNN for three years, after having previously been on a hosted solution.

Littleton has been using the Alert Now messaging service for over 18 months. This service provides voice and some email mass messaging solutions. It integrates with our student management system (Infinite Campus) to populate distribution lists. We have district and school-specific messaging service capacity.

Littleton uses two solutions for learning management needs. For an online high school program, the district provides Blackboard to the staff. It is being used to host learning objects from www.class.com. Teachers in a brick and mortar environment are using Moodle hosted remotely. Teachers are using this service to run online assessments and host learning objects. There is no district support for this service, and teachers using this service are self-taught. Neither system is currently tied to Infinite Campus.

There is no integration between the above systems.

III. SPECIFICATIONS

For each of the following items, please provide information detailing how your product offering addresses the services listed below. Not all vendors may be able to provide an affirmative response to every item below. In such event, respond with “under development” or “not applicable” as appropriate.

Our core focus is to consider a unified system of web site hosting, mass messaging, learning management services and Infinite Campus integration. Vendors who cannot provide some form of a unified system will not receive extensive consideration.

OPERATIONAL SERVICES FOR CONTENT MANAGEMENT SYSTEMS:

- Hosted offsite
- Workflow automation (approval process for content)
- Online Survey tools
- Infinite Campus integration for parents, staff and students,
- Section 504 disability compliance (enforced)
- FERPA compliance (protections for confidential student information)
- Up time statistics provided
- Different look and feel/skins per school/site. Templates available and customizable.
- Documentation resources, training resources, deployment plan, admin and user support online
- Web statistics, analytics available for site administrators
- Active directory integration options (for staff)
- Browser compliance: IE, Chrome, Firefox, Safari
- Default resolution (1024x768) – does it auto adjust for 16:9, 3:4, mobile?
- Mobile presentation: not show Flash, different sizes, etc.
- WYSWYG editor interface, with spell check
- References, in Colorado preferred and star users
- Audit trails, or last updated by
- Health monitoring with remote alert to site admin.
- File integrity checking—scans files for viruses
- Ability for key staff to create external accounts such as a parent, etc. (hierarchical security management)
- Translator for pages / languages (Google translate)
- iFrame ability on app to allow connection to LPS databases
- Staff intranet—password protected pages
- Facebook integration (push to Facebook)
- Twitter (push to twitter)
- eRate eligibility

MESSAGING SERVICES:

- Voice Messaging
- Emergency/High Priority Messaging
- Automated attendance calling
- Voice Messaging with language translation/capabilities
- E-Mail Messaging with self-subscription and changes on the enrollee's side
- Full HTML Email functionality
- SMS Messaging – with self-subscription and changes on the enrollee's side
- Ability to automatically upload data from Infinite Campus (phone numbers, e-mail addresses)
- Ability to upload faculty information as well as students & guardians
- Calling system Black-Out Hours
- Restrict staff to view only their building information
- Ability to handle multiple households per students
- Ability to create custom groups
- Ability to upload a csv file as recipient file
- Call Scheduling
- Ability to edit messages prior to being sent
- 24/7 support
- User friendly
- Confirmation of delivery
- Reports (pdf, csv, graphs)

INSTRUCTIONAL TOOLS FOR STAFF:

- Chat rooms for teachers
- Threaded discussions (forums) for teachers
- Bulk upload of files to a document library
- Push messaging _RSS throughout (all modules can push info)
- Blog and wikis with html cut and paste capabilities, file types allowed (multimedia, files)
- Viewing different file types: Flash, mp3, etc played through browser, not Media Player, etc (plays on the server, not the client)
- Web-based locker: storage for students
- Overlaid Calendars, following teacher and student Infinite Campus credentials
- Activity schedules/sports scores/lunch menus
- Teachers can post content and select multiple classes to post to on site, and post to another teacher's page as well
- Short links (Tiny URL-tool) for a teacher's page

LEARNING MANAGEMENT TOOLS:

- Class.com compliant
- SCORM compliant
- Assessments populate Infinite Campus gradebook
- Forced logic assessments—assessments with trees based on responses
- Interactivity
- Homework hand in / drop box
- “Auto grading” of assessments
- Standards based gradebook with Infinite Campus interface to allow teachers additional grade book options. Must update Infinite Campus database dynamically

IV. MISCELLANEOUS REQUIREMENTS

- Content migration assistance and support

This document is a Request for Information ONLY. Please complete the check lists and supply any support materials in your response. The Littleton Public School district is not obligated in any way to procure the services at this time.

If you feel you are interested and qualified, provide the information to Littleton Public Schools Purchasing Department, 5776 S. Crocker Street, Littleton Colorado 80120-2094 **NO LATER THAN 4:00 p.m. Friday, MARCH 19, 2010.** You may also e-mail any response to cbryant@lps.k12.co.us.

FIRM NAME _____

ADDRESS _____

PHONE: _____

FAX: _____

E-MAIL: _____

SIGNATURE _____ DATE _____