

REQUEST FOR PROPOSAL

P11-017

FOR

ONLINE LEARNING SYSTEM

CLOSING DATE:

Wednesday, June 16, 2010 at 03:00 PM (Local Time)

CLOSING LOCATION:

York University – Keele Campus
4700 Keele Street
Procurement Services, Finance Division
East Office Building, Suite B
139 Ottawa Road
Toronto, ON M3J 1P3

CAMPUS MAP AVAILABLE ONLINE AT:

<http://www.yorku.ca/yorkweb/maps/index.htm>

MAIN WEB ADDRESS:

www.yorku.ca



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1.0 DEFINITIONS

Agreement:	The binding and enforceable agreement between York and the Selected Proponent to perform the Work, which is the subject matter of this Bid Document.
Award:	The written confirmation from York to the Selected Proponent to perform the Work as a result of this Bid Document.
Bid Document:	An RFP.
Business Day:	Any Monday to Friday, except for (i) any day on which banks are generally not open for business in the City of Toronto, (ii) any day during York's December holiday closure, or (iii) unforeseen closures due to weather, emergencies or work stoppages.
May:	Used in this Bid Document shall be permissive and discretionary.
Proponent:	Any individual, firm, company or corporation submitting a Proposal in response to an RFP.
Proposal:	The binding offer of a Proponent to perform the Work in response to an RFP.
Request for Proposal (RFP):	The document issued by York which seeks competitive offers from Proponents.
Schulich (SSB):	York University's business school, Schulich School of Business
Shall or Will:	Used in this Bid Document shall be mandatory and required.
Selected Proponent:	Or a pronoun in place thereof is a Proponent selected by York, who, upon execution of the Agreement or acceptance of a Purchase Order, will perform the Work as per the terms and conditions agreed upon.
Work:	The work performed and/or goods/services furnished by the Selected Proponent pursuant to the Agreement including all labour, materials, equipment, services and any other items, which the Proponent requires to fulfill its obligations under the Agreement.
York:	York University as defined in <i>The York University Act, 1965</i> (Ontario) and amendments thereto, and shall include any employee or agent specifically authorized to act on behalf of York University.

2.0 GENERAL INFORMATION

2.1. Invitation

York invites qualified Proponents to submit Proposals for P11-017 Online Learning System. This Bid Document provides detailed information for Proponents who have the necessary qualifications and experience. Please read it carefully.

2.2. Schedule of Events

York anticipates that it will conduct this RFP process according to the following schedule. However, York reserves the right to modify the process and schedule as events warrant.

Date	Milestone
Monday, May 31, 2010	Release of RFP
Monday, June 7, 2010	Last Day for Proponent Questions
Tuesday, June 8, 2010	Release of Final Addendum (if required)
Wednesday, June 16, 2010	Proposal Due Date
Week of June 28, 2010	Proponent Interviews (if required)
Week of June 28, 2010	Selected Proponent Chosen
Week of June 28, 2010	Notice of Award
Week of June 28, 2010	Contract Drafting

2.3. York University Overview

Founded in 1959, York is now Canada's third largest university, and world renowned for attracting students who forge their own unique paths to success. York offers full and part-time graduate and undergraduate degree programs to almost 50,000 students through eleven faculties.

From a sprawling campus uptown, to an intimate east-side campus, to downtown business centres, York resides where students need it most. The Keele Campus is located at Keele Street and Steeles Avenue on 550 acres. The Glendon Campus is located at Bayview and Lawrence Avenues, some 20 kilometres from the Keele Campus on 85 acres. York has also established a Downtown Management Facility, the Miles S. Nadal Facility at King and Bay Streets, as part of the Schulich School of Business, and Osgoode Hall Law School Professional Development Centre at Yonge and Dundas Streets.

For general information about York, please visit www.yorku.ca

2.4. RFP Sponsor

York's sponsor for this RFP is the Department of Schulich School of Business (SSB).

2.5. Proponent Information Meeting/Site Visit

This section intentionally left blank.

2.6. OECM

This section intentionally left blank.

3.0 PROPOSAL ADMINISTRATION

3.1. Bid Documents

York will only consider Proposal submissions received from Proponents who have registered with either Biddingo or MERX and have obtained the Bid Document directly from Biddingo (www.biddingo.com) or MERX (www.MERX.com) for this competitive bid. Proposal submissions from Proponents who have not registered and obtained this Bid Document directly from Biddingo or MERX will be disqualified.

The failure of any Proponent to receive or examine any document, form, addendum, agreement etc., issued by York, or to visit any site(s) to become familiar with existing conditions, shall not relieve the Proponent of any obligation with respect to its Proposal or any executed Agreement.

3.2. Communication

All communication concerning this Bid Document shall be directed in writing by email to:

Sally Azim, Procurement Specialist
E-mail: azims@yorku.ca

No person other than the above named person or his/her authorized representative may speak for York with respect to this Bid Document. York advises that a Proponent who seeks to obtain information, clarification or interpretation from another York official or employee uses such material at the Proponent's own risk and that York shall not be bound by any such representations.

Proponents may submit questions and/or communications regarding this Bid Document in writing by email as noted in the Schedule of Events (Section 2.2).

3.3. Addenda

York hereby reserves the right in its sole discretion to amend this Bid Document at any time prior to the close of bidding in the form of an addendum.

Each Proponent is responsible for seeking clarification from York of any question, matter or requirement which the Proponent considers to be unclear, ambiguous or inconsistent. If York considers a question to be relevant to all Proponents, York will provide both the question and the written answer in the form of an addendum.

York will post all addenda to Biddingo and MERX, along with all documents pertaining to this competitive bid.

York reserves the right to reject any Proposal that fails to identify addenda issued against this Bid Document.

3.4. Proponent Expenses

Proponents shall be responsible for any expenses or charges incurred by a Proponent in preparing or submitting a Proposal or in providing any additional information which York considers necessary to evaluate the Proposal.

3.5. Submission Process

Proponents are required to submit one (1) unbound and five (5) bound copies (using only staple, binder, or cerlox – no coil or wire) of their Proposal, in a sealed, opaque container with the completed mailing label (Section 11.0) affixed thereon.

York will accept Proposals on or before the closing date and time of: Wednesday, June 16, 2010, 3:00 p.m. local time.

York's Campus Map is available online at: <http://www.yorku.ca/yorkweb/maps/index.htm>

York accepts no responsibility or liability for misdirected, unreadable or incomplete Proposals. The Proponent has sole responsibility to ensure York's Finance Division receives the Proposal on or before the date and time noted in this Bid Document.

York will provide a receipt, stamped with the date and time, for Proposals it receives. York will not accept or consider Proposals received after the above closing date and time and will return such Proposal to the Proponent, unopened.

York will not accept, acknowledge or return facsimile and electronically mailed Proposals.

Proposals shall be irrevocable for any reason for a period of not less than ninety (90) calendar days following the closing date.

All Proposals submitted to York under this Bid Document become the property of York.

3.6. Suspension of Procurement Services

In the event that an emergency or inclement weather forces the suspension of services of York's Procurement Services, revised information regarding the Bid Document shall be available on Biddingo and MERX.

Suspension of service information is available at 416-736-5143.

Proponents may withdraw and replace Proposals received prior to suspension of services and due before the amended closing date and time.

4.0 PROPOSAL CONTENT

In order for York's selection committee to conduct a thorough evaluation of the Proposals it receives, all Proposals must be well ordered, detailed and concise. Clarity of language and adequate documentation are essential and Proponents must provide detailed functional information. General sales and promotional literature will not suffice and York will not consider such literature.

Proponents must respond to each and every facet of the Bid Document's objectives, expectations and requirements. If a Proponent fails to do so, York may disqualify the Proposal as being non-compliant.

To allow for proper evaluation of proposals, Proponents must address the following sections, as a minimum, in their Proposals. While York reserves the right to clarify any Proposal during the evaluation process, York shall not be bound to do so and Proponents may not have any further opportunity to clarify their Proposal after the close of bidding.

4.1. Executive Summary

Proponents should provide a brief summary of their understanding of the objectives of this RFP and describe how the Proponent will address those objectives, should they be the Selected Proponent.

4.2. Qualifications

Proponents must have the requisite experience, resources, qualifications, plant and capacity to successfully meet the objectives of the RFP over the long term, by providing quality services to York on an on-going basis. York therefore requests that each Proponent provide detailed information that clearly demonstrates the Proponent's qualifications, experience and resources available to deliver exceptional results to York within the requisite timeframe.

Proponents shall provide detailed information of the implementation and service delivery team that will be assigned to this project. Proponents shall define the roles of the proposed project team in the submission.

For evaluation purposes, Proponents shall include two (2) complete sets of materials (including content) from the module topics below:

1. Critical Thinking Skills
2. Building an Effective Team

4.3. Methodology

Proponents shall provide a detailed methodology that describes key elements of their proposed approach to meeting the objectives and deliverables as described in this RFP. Such methodology should provide evaluators with step-by-step procedures and a schedule of activities to meet these needs as well as demonstrate a sound understanding of the project requirements.

Proponents shall include the proposed deployment configuration, if applicable. Such methodology should include information on licenses, applications, systems, workloads, hardware and testing to successfully implement the proposed solution for York.

4.4. Timetable/Work Plan

Proponents shall include as part of their Proposal a specific timetable and work plan including proposed timelines for meeting the timeline given in Section 6.9. Proponents shall provide timetable for completion of specific tasks, progress reporting and identification of any York staff participation requirements.

4.5. Financial Considerations

Proponents shall provide a total, all inclusive cost in Canadian dollars, taxes separately, to perform the Work proposed in the Proposal. The total cost shall then be broken down according to the categories below:

- Annual unlimited access to all learning resources and system functionality on a total student user basis (Section 6.2);
- Maintenance;
- Technical support;
- Training; and
- Implementation

Proponents shall also provide, where applicable, rates for additional work of a similar nature not currently included in this RFP. All prices quoted shall be firm through out the term of the Agreement including optional extensions.

For budgeting purposes, Proponents shall include a copy of their proposed payment schedule in their submission.

4.6. References/Past Experience

Proponents shall provide as part of their Proposal the names, dates worked and contact numbers of at least three organizations, including the most recent who can certify the Proponent's ability to perform similar work. Proponents shall also include one or more references, either from post-secondary institutions, healthcare, or government sectors, where the customer has been operating the proposed solution in the current version for the past two to five years. The reference should be able to certify the Proponent's ability to perform similar Work contemplated in this RFP. If the version being proposed has not been available to the marketplace for this period of time, it is acceptable to cite previous versions or products that have been replaced by what is being proposed, with a detailed explanation of the changes.

York reserves the right to make reference calls to post-secondary institutions of York's own choice from the higher education community.

4.7. Insurance

Proponents shall submit a Certificate of Insurance with the Proposal. A copy of York's standard Certificate of Insurance is provided in Section 10.0. A fillable on-line version is available at http://www.yorku.ca/finance/documents/certificate_of_insurance.pdf

Certificates of Insurance shall include the Bid Document number and name.

The Selected Proponent shall carry the following minimum insurance at all times during the Work, including any warranty period at its own cost and expense:

1. Commercial General Liability Insurance against third party bodily injury (including death), personal injury and broad form property damage (including loss of use) and including products and completed operations liability and blanket contractual liability for an amount of not less than two million dollars (\$2,000,000.00) per occurrence. Such insurance shall include a cross liability and severability of interests clause and an endorsement naming York University, its governors, trustees, officers and employees as an Additional Insured;
2. Standard automobile insurance for all vehicles owned, licensed or leased by the Selected Proponent and non-owned automobile insurance, where required, for an amount of not less than two million dollars (\$2,000,000.00) per occurrence for each type of coverage. Where the non-owned automobile insurance coverage is provided within a general liability policy as required in section 4.7.1, a separate policy is not required;
3. Professional liability insurance for an amount of not less than one million dollars (\$1,000,000.00) per occurrence, if applicable to the type of goods/services offered under this Bid Document. This insurance policy is required to be maintained throughout the term of the Agreement and for a period of twenty-four (24) months after the completion of the services in accordance with the terms of this Bid Document; and
4. Such other types of insurance as a prudent person would carry or as York may from time to time require, having regard for the nature of the work and its location.

All policies of insurance shall provide for thirty (30) days' written notice to York prior to any cancellation, material changes or amendments restricting coverage of any policy or policies.

The Selected Proponent shall be entirely responsible for the cost of any deductible, which is maintained in any insurance document.

4.8. Workplace Safety and Insurance Board (WSIB)/Employer's Liability

The Selected Proponent shall at all relevant times carry Workplace Safety and Insurance Board of Ontario (WSIB) coverage or Employers Liability Insurance with limits of not less than two million dollars (\$2,000,000.00).

Prior to commencement of the Work, the Selected Proponent shall submit a current Certificate of Clearance issued by WSIB indicating there are no outstanding fees, fines, claims or debts due on the Selected Proponent's WSIB account.

4.9. Acknowledgement

All Proponents shall complete the Acknowledgement document contained in Section 9.0 of this RFP and submit it as part of their Proposal.

4.10. Alternative Proposals

York reserves the right in its sole discretion to determine the feasibility and acceptability of any alternative solution proposed.

Proponents are cautioned to ensure that a Proposal responding to the original requirements of this RFP is also submitted, as York will not accept alternative proposals alone.

4.11. Joint Proposals

In the event that two or more persons, firms, companies or other organizations wish to submit a joint or consortium Proposal pursuant to this RFP, the Proposal shall identify a single prime Proponent who will be responsible for overall project management and successful completion of the Work to York's satisfaction.

Such prime Proponent shall provide a single point of contact and single billing point and shall for all intents and purposes be treated as the Selected Proponent under the Agreement. York shall not be liable for payment to any of the Selected Proponent's partners, subcontractors, employees, agents or suppliers in the event the Selected Proponent defaults on its responsibilities.

5.0 EVALUATION AND SELECTION

5.1. *Evaluation Process*

York's selection committee will comprise members from the departments of Schulich School of Business, Centre for Support of Teaching, and Procurement Services.

York will subject all proposals to a comprehensive analysis and evaluation, based upon the best overall value to York. A Best Value Analysis (BVA) format for the evaluation process will be used. Refer to Best Value Analysis (BVA) in section 8.0 for a detailed outline.

York will initially evaluate all Proposals received to determine the degree to which each Proposal meets the mandatory requirements of this RFP. Proposals that are non-compliant with the mandatory requirements will be subject to disqualification by York without further evaluation and Proponents are urged to ensure Proposals address all mandatory elements of this RFP.

Proponents receiving the highest overall ranking for their submission may, in the sole discretion of York, be invited to make a confidential, in camera presentation to York's selection committee. No other Proponent is entitled to be present or to receive any information regarding the presentation of any Proponent. Representatives of the Proponent(s) invited to make a presentation shall be fully versed on the contents of the RFP and the Proponent's Proposal and shall have the full authority to bind the Proponent to any matters discussed at the presentation.

York may not necessarily accept the lowest or any Proposal.

5.2. *Selection of Candidate for Negotiation*

Following evaluation of all Proposals, it is York's intention to enter into negotiations with the Proponent who offers the best overall value to York. During such negotiations, the scope of the Work may be refined, responsibilities will be delineated, implementation issues will be clarified and the final terms and conditions of any Agreement will be determined.

York reserves the right in its sole discretion to negotiate modifications to any Proposal received without becoming obligated to offer to negotiate with any other Proponent(s).

If negotiations with the Selected Proponent are unsuccessful, York reserves the further right in its sole discretion to enter into negotiations with any other Proponent(s).

5.3. *Award*

Upon successful negotiations with a Selected Proponent leading to an Agreement acceptable to York, York will issue an Award. Any Award York presents shall be in writing and shall be subject to availability of funding at the time York presents the Award.

However, York is under no obligation to present any Award (i) in whole or in part or (ii) to one or more than one Proponent. York reserves the right in its sole discretion to defer presenting any Award or to cancel this Proposal process at any time before or after closing without providing reasons for such cancellation.

6.0 GENERAL STATEMENT OF WORK

This General Statement of Work is intended to provide Proponents with a description of the Work. It is not intended to specify or imply the total terms and conditions of the final Agreement, which York and the Selected Proponent(s) will establish.

6.1. About Schulich

Known as Canada's Global Business School™, the Schulich School of Business in Toronto is ranked among the world's leading business schools by a number of global surveys. Schulich's MBA program is ranked #1 in the world by the Aspen Institute (a Washington, DC-based leadership think tank) in a global survey that identifies which schools are doing the best job of preparing future business leaders for the environmental, social and ethical complexities of modern-day business. Schulich's MBA program is ranked #1 in Canada by *Forbes*, *The Economist* and *Expansión* (a Time Warner publication based in Mexico City). The Kellogg global network of EMBA partner schools, which includes the Kellogg - Schulich EMBA, is ranked #1 in the world by *The Wall Street Journal*, and the Kellogg-Schulich EMBA is ranked #1 in Canada by the *Financial Times* of London.

Global, innovative and diverse, Schulich offers business programs year-round at two Toronto campuses — its new state-of-the-art complex on York University's main campus and its downtown Miles S. Nadal Management Centre located in the heart of the city's financial district. The School also offers the Schulich MBA in India — one of the first MBA programs to be delivered in that country by a leading international business school from outside India. In addition, Schulich operates satellite centres in Beijing and Shanghai, China; Mumbai, India; Seoul, South Korea; and Moscow, Russia. Schulich offers undergraduate, graduate and postgraduate business degrees that lead to careers in the private, public and nonprofit sectors, and has more than 21,000 alumni working in approximately 90 countries. Schulich pioneered Canada's first International MBA (IMBA) and International BBA (iBBA) degrees, as well as North America's first ever cross-border executive MBA degree, the Kellogg-Schulich Executive MBA. Schulich's Executive Education Centre provides executive development programs annually to more than 16,000 executives in Canada and abroad.

6.2. Background

The agreement with Schulich's current online learning system supplier is set to expire at the end of July, 2010.

The current online learning system, including all the course modules set out in Appendix B, is shared and used by all credit course students at Schulich. Over the years, Schulich has developed an extremely complex learning platform with over 120 learning resources all specifically designed with Schulich's learning pedagogy and content learning needs in mind. The learning applications have been the subject of constant action research and also the integration of classroom and internet-based learning by fostering real time knowledge sharing within large classroom settings of 200+ students. The table in Appendix A illustrates how the current online learning system has evolved with enhancements each year. This information is provided for Proponents' reference only.

On average, Schulich has approximately one thousand (1,000) first year incoming students accessing the materials through the current online learning system and approximately twelve hundred (1,200) continuing undergraduates and six hundred (600) continuing graduate and EMBA students require unlimited self directed and project use on an as needed basis.

6.3. Objectives

York is seeking to engage qualified supplier(s) to provide a comprehensive online learning system which includes “second generation” granular design and a wide range of quality content, that can be customized to meet Schulich’s needs. The desirable learning course modules are provided in Appendix B of this RFP. The proposed overall solution, i.e., the content of the course modules and the online system must effectively and efficiently scale to meet York’s current and anticipated needs.

The intent of this RFP is not to replace the existing Learning Management System (LMS), Modular Object-Oriented Dynamic Learning Environment (“Moodle”). Proponent’s proposed solution is expected to be a stand-alone solution or complement the existing Moodle environment.

6.4. Deliverables

The Selected Proponent(s) must be able to manage a large, dynamic account with demanding deliverables, and have a sound understanding of the project and the target audiences.

The Selected Proponent(s) will be required to deliver the products and services identified below:

- Provide unlimited access to information or course material set out in Appendix A;
- Supply and customize (where necessary) online based software for each of the three distinct programs specified to meet Schulich’s specific course requirements;
- Assist with the design and production of self-authored learning resources, e.g., to support a particular instructor’s or program needs;
- Provide ongoing technical support, maintenance, appropriate training, and trouble shooting service;
- Provide an “as needed” upgrade design service;
- Offer user administration services including allocation of student and instructor passwords and ongoing user help services; and
- Update new available resources that are created and released during the term of the Agreement.

York’s intention is to award to one (1) Proponent who has the ability to fulfill both requirements (IT online platform and course material). York recognizes that these are two distinct fields in which Proponents may not have the ability to furnish both requirements. To this end, Proponents shall identify the field(s) for which they intend to apply. The selection will not be based on a Proponent’s ability to furnish both fields; rather, Proponent(s) may be evaluated based on their areas of expertise and the best overall value to York.

6.5. Desirable Course Materials

Proponents applying for the course material category shall have the ability to service the following:

- Support a broad range of inter-related management education processes and to facilitate student exploration of the relationships between what are frequently different discipline ‘silos’, i.e., role of various functional disciplines within the broader management framework, organizational analysis, leadership, human resources issues and group dynamics;
- Support the “silos” that allow students to explore the point above. The “silos” need to be richly represented and avoid simplistic formulations;
- Be interactive and open-ended by allowing critical thinking where the conclusions are not predetermined; however, this functionality shall avoid channelling students to a predetermined ‘right answer’;
- Provide grounded, specific Canadian context, specifically in the legal aspects of HR and other institutional influences;
- Support a breadth of managerial topics and organizational constructs; i.e., the ability to broaden constructs such as leadership and negotiations;
- Allow thousands of students pursuing unique paths of study for personal action projects simultaneously;
- Customize its materials depending on the audiences; e.g., undergraduates using this project need well-developed ties among business functions as an integrated introduction to management functions. MBA and other students with greater work experience need a vehicle to explore their own experiences and engage in reflection and critical analysis; and
- Include various topics that are taught in Schulich’s current programs, such as complexity science, theories of emergency, and change management.

A list of the desirable course modules is outlined in Appendix B. Proponents who apply for this category shall include a complete response of Appendix B in their submission.

York welcomes other course modules that are currently available from the Proponent but not listed as one of the desirable modules in Appendix B. Such information shall be treated as additional material to York. Proponents who wish to provide this information shall complete Appendix C by including a list of the available modules with their relevant information, and supplying pricing information as per Section 4.10.

6.6. Desirable IT Platform Requirements

Proponents interested in applying for the online application category shall have the following capabilities:

- Ability to provide the pedagogical “critical thinking” design that is central to Schulich’s learning culture;
- Ability to provide customization to its learning resources;

- Ability to offer an online management competency development kit designed to support BBA/IBBA student projects;
- Ability to provide separate learning sites, customized to support course-level applications for the MBA/IMBA, EMBA, and BBA/IBBA programs;
- Ability to offer an online and ongoing collection of over 150 learning resources, including detailed learning content on leadership and management topics such as, diagnostic questionnaire and personal worksheets, to support application of the ideas in practice;
- Ability to be flexible and offer a “second generation” e-learning platform linking learners to key learning content and learning functionalities outlined below:
 - o Unlimited student access to the Proponent’s collection of online learning resources;
 - o Online learning-resource specific notebooks for each user to allow students to record their learning, complete personal questionnaires and worksheets and retrieve and share key learning and insights with fellow students and instructors;
 - o An instant self-authoring system allowing instructors to add content of their own using five primary templates;
 - o Search features to target relevant learning resources;
 - o “Create-a-course” / “Create a learning kit” functionality for assembling clusters of learning resources into customized learning packages and for sharing them with and between learners;
 - o “Learner in Control” features including an “Anchoring” tool, a “Footprint” tracking tool and “Future Study Plans” feature;
 - o A “Brief Notes” function for sharing observations between learners;
 - o A “Key Reminders” system to facilitate the targeting of personal goals for course completion or learning milestones;
 - o A “Help” section and Flash Quick Tutorial on using the system; and
 - o A cross browser compatibility to allow PC and Mac users to access the learning materials from all popular current browsers, including Internet Explorer, Google Chrome, Safari, Firefox, and Mozilla.

Proponents shall address the points below in their submission:

- Describe the proposed solution software requirements in detail (e.g., applications, web server platform, dbs, database management system, languages, compilers, utilities, toolsets, etc.);
- Describe the application components in detail;
- Outline the database requirements;
- Specify the preferred hardware and operating system platform (e.g., Linus, Unix, Window, etc.);
- Support for virtualization (e.g., VMWare);
- Recommend configuration based on the requirements defined in this section including server sizing and other hardware and software components); and
- Describe the LDAP authentication support in detail.

6.7. Software Life Cycle, Maintenance and Upgrade

Proponents are asked to include the following online software maintenance information in their submission:

- A five year version release history and proposed future release cycle for the next two years for all proposed software, if applicable;
- A summary of how long service is maintained for old releases;
- Information on future version releases with respect to pricing and maintenance considerations;
- The impact on testing, deployment, issues tracking, and user training on new features in relation to new version releases;
- The duties and obligations to be fulfilled by the Selected Proponent, and those to be fulfilled by York; and
- A report of what training requirements and tools York will require to maintain the proposed solution.

6.8. Development and Test Environment

The Proposal shall include proposed solutions, information and financial consideration for implementation of a development and test environment. The Proponent should also describe the hardware requirements for development and test environments, as well as licensing, support, maintenance costs and service levels.

6.9. Implementation Plan

The proposed solution must be able to replace the current solution. In responding to this RFP, Proponents must detail the implementation plan, in accordance with Section 4.3 and 4.4, in their Proposal.

6.10. Training

Proponents shall include the following training information in their submission:

- A recommendation on the mandatory and optional training required for users of the proposed solution;
- The method of training, the number of suggested participants at each session, and how training is structured to address the needs of various skill sets and use types of typical users; and
- Training locations, training media (i.e., is online training available, self help versus assisted), whether third party training is available or recommended, and what train-the-trainer programs are being proposed.

6.11. Customer Service and Support

Proponents are requested to provide the following service and support information in their submission:

- Details such as hours of operation, rates, and types of service available;
- Report of the proposed service levels for York;
- Information on the dedicated service team proposed and the number of other accounts that team will maintain on a regular basis;
- Additional information with respect to support, that will be provided to the account rep and/or other support representatives that will be assigned to this project;

- Information on hours of operation for the support staff, their location, and their key tools while providing the services (telephone, email, site visits, remote access etc.); and
- Customer Service escalation process and procedures.

Proponents may propose a “hosted service” as a separate option to York.

6.12. York’s Internal IT Resources

Schulich will make available architects, specialists and technicians from its network-operations, systems-management and database-administration teams as appropriate.

6.13. Timeline

In order to meet the upcoming semester’s deadline, the proposed solution must be fully implemented, tested, and executed no later than August 1st, 2010. Schulich will work with the Selected Proponent to achieve this goal once the Award(s) is made.

6.14. Regulation Compliance

All Proponents shall comply with any law, including all legislation and regulations which may be applicable to the services provided subsequent to this Bid Document. Hence, Proponents shall include a description of how the proposed solution aligns with the compliance requirements including, but not limited to, the following:

- Freedom of Information and Privacy Protection Act (FIPPA)
- Accessibility for Ontarians with Disabilities Act (AODA)

6.15. Term

The term of the agreement is for a period of one (1) year, with the option to renew up to four (4) twelve (12) month terms at the discretion of York.

Once the Award(s) is made, agreement details will be provided and discussed.

7.0 TERMS AND CONDITIONS

York's Standard Terms and Conditions shall apply to this Agreement but do not supersede the terms and conditions in this Bid Document. York's Standard Terms and Conditions shall be viewed at: http://www.yorku.ca/finance/documents/standard_terms_and_conditions.pdf.

In the event of a conflict or inconsistency between the Standard Terms and Conditions and the terms and conditions of this Bid Document, the terms and conditions of this Bid Document will govern.

7.1. Confidentiality

Proponents acknowledge that York is subject to Ontario's *Freedom of Information and Protection of Privacy Act* (FIPPA). In general terms, York will receive and hold the Proponents' responses in confidence, subject to the provisions of FIPPA and this Bid Document.

Proponents shall review s.17 of FIPPA and determine the information which the Proponent believes is exempted from disclosure under FIPPA. All information regarding the terms, conditions, trade secrets, commercial, financial, technical, labour relations and scientific aspects of the Proposal which in the Proponent's opinion, are of a proprietary or confidential nature, shall be clearly marked "Confidential" at each relevant item or page. All information marked "Confidential" will be held in strict confidence and shall not be intentionally released to any other party without the Proponent's consent or as may be required by any applicable law or trade agreement.

York shall use all reasonable efforts to hold all information marked "Confidential" by the Proponent in strict confidence where required or permitted by law but shall not be liable for any action as contemplated by s.62(2) of FIPPA.

If York's response to a request under FIPPA is appealed to the Information and Privacy Commissioner for Ontario, the Proponent shall have the burden of proof per s.53 of FIPPA. The Proponent shall be responsible for all costs related to its confidentiality requirements.

Information pertaining to York obtained by the Proponent as a result of participation in this Bid Document is confidential and shall not be disclosed without written authorization from York.

York shall declare and mark certain information about York to be received by the Proponent as "Confidential". The Proponent shall not disclose such "Confidential" information to any third parties unless authorized to do so in advance and in writing by York.

The Proponent and York agree that the reciprocal obligations of confidentiality will survive the termination of the Agreement or any contract between the parties.

All Proponents are advised that York is subject to inter-provincial trade agreements, which may result in disclosure of information.

7.2. Conflict of Interest

By policy, York may not acquire goods, materials or services from an employee of York, York's Board of Governors, or any person who is not at arm's length from any employee of York or York's Board of Governors; or from any corporation firm or other business in which an employee or someone who is not at arm's length from an employee of York or York's Board of Governors, is a controlling shareholder or owner without both the full prior disclosure of the conflict of interest and a written waiver of the conflict by the Vice President, Finance and Administration of York or designate. The term "arm's length" means a relationship which is "conducted between parties that have no corporate or other direct connections, or familial relationship with each other, and thus act each in its own self-interest".

Failure by a Proponent to declare any situation that may be a conflict of interest or a potential or perceived conflict of interest or to obtain a waiver of any such conflict shall be grounds for York to terminate any contract formed without liability and for cause.

7.3. Prohibition Against Gratuities

York cautions Proponents that York will evaluate Proposals solely upon the disclosed evaluation criteria and York will not consider any linkage of Proposals to donations, scholarships or similar arrangements.

York has a strict policy against gratuities and York may preclude any Proponent from proceeding with this Bid Document if York finds that gratuities in the form of entertainment, gifts or otherwise were offered or given by the Proponent, or any employee, agent or representative of the Proponent, to any governor, officer, agent or employee of York for the purpose of securing an Agreement or seeking favourable treatment in respect to the Award or amendment of the Agreement or influencing the performance of the Agreement. The Proponent shall certify that no governor, officer, agent or employee of York has benefited or will benefit financially or materially from the proposed Agreement. York may terminate any Agreement if York determines that gratuities of any kind were either offered to, or received by, any York governor, officer, agent or employee contrary to this policy.

7.4. Governing Law

The laws of the Province of Ontario shall apply to this Bid Document and the Courts of Ontario shall have exclusive jurisdiction over the Agreement formed as a result of this solicitation.

The International Sale of Goods Act shall not apply to this Bid Document or to the Agreement formed as a result of this solicitation.

All Proponents shall comply with any law, including all legislation and regulations which may be applicable to the services provided subsequent to this Bid Document.

7.5. Indemnification

The Selected Proponent shall indemnify York, its Board of Governors, students, employees, servants and/or agents from all damage, damages, losses, costs, claims, demands, actions, suits or proceedings which may arise directly or indirectly as a result of the negligent or wrongful acts or omissions of the Selected Proponent, its employees, agents and/or servants in the performance or purported performance of any of its obligations under the Agreement, whether or not such claims are initiated by third parties or arise between the parties.

7.6. Independent Contractor Status

York and the Selected Proponent acknowledge and agree that they are independent contractors and no employer-employee, partnership or agency relationship is intended or created by their agreement. Neither York nor the Selected Proponent shall act or represent itself, directly or by implication, as an agent of the other or in any manner assume or create any obligation (or attempt or purport to do so) on behalf of, or in the name of, the other.

7.7. Employees and Subcontractors

The Selected Proponent shall be solely responsible for all matters relating to statutory deductions for its employees and contractor/subcontractors and to all licenses and permits, which may be or may become required to perform the Work.

The Selected Proponent's personnel shall observe all regulations and comply with all York policies, as posted at www.yorku.ca/secretariat.

7.8. Subcontracting and Assignments

Proponents should note that, unless otherwise agreed, York will assume that the employees or agents of the Proponent will perform all services required by this RFP and any subsequent Agreement entered into. Any subcontracting or assignment in whole or in part by the Selected Proponent must be approved in writing by York in advance.

In the event a Proponent wishes to subcontract any portion of the Work, the Proponent shall list the name and contact person of the proposed subcontractor together with that portion of the Work that the proposed subcontractor is to do in the Proponent's Proposal.

In addition, the Proponent shall provide as part of its Proposal a written statement from an officer of the proposed subcontractor(s) agreeing to be bound to the same terms and conditions as the Proponent is to be bound in this RFP and the final Agreement (if any).

In granting consent to any sub-contracting or assignment by the Proponent, York reserves the right to impose such additional terms as York deems advisable as a condition of any such subcontract or assignment.

7.9. Health and Safety

The following requirements and conditions shall be included in any Agreement with the Selected Proponent (and subcontractors) engaged by or on behalf of York:

1. The Selected Proponent acknowledges that it has read and understood the *Occupational Health and Safety Act* (OHSA) and regulations, made under that statute.
2. The Selected Proponent shall at all times comply with OHSA Safety Standards in the Workplace. The Selected Proponent further agrees to adhere to health and safety standards set out in applicable statutes and regulations and to comply with written health and safety policies of York and any applicable industry standards. The Selected Proponent shall assume full responsibility for the enforcement of same.
3. The Selected Proponent shall (if requested) participate in a pre-project meeting to verify its full understanding of the major contractual requirements and expectations in the area of health and safety prior to the start of the Work.

4. The Selected Proponent acknowledges and agrees that any breach or breaches of health and safety requirements, whether by the Selected Proponent or any of its subcontractors may invalidate the Agreement.
5. The Selected Proponent acknowledges and agrees that any damages or fines that may be assessed against York by reason of a breach or breaches of the OHSA by the Selected Proponent or any of its subcontractors will entitle York to off-set the damages so assessed against any monies that York may from time to time owe to the Selected Proponent under the Agreement or any other contract whatsoever.
6. The Selected Proponent acknowledges that it has a written occupational health and safety policy, which the Selected Proponent reviews annually, and that it maintains a program to implement its policy in accordance with s.25(2)(l) of the OHSA. The Selected Proponent shall submit a copy of its Health and Safety Policy upon request by York.

Material Safety Data Sheets (MSDS) and appropriate labels shall accompany all hazardous products, as defined under the federal *Hazardous Products Act* and the provincial WHMIS legislation.

All products and/or electrical/electronic components or equipment used during the Work shall conform to the standards approved by the Underwriter's Laboratory (ULC) or Canadian Standards Association (CSA).

7.10. Warranty on Work

The Selected Proponent shall warrant the Work for a period of not less than one (1) year from the date of final completion, installation or supply against and from all defects and deficiencies in manufacture, installation and workmanship.

At any time during the warranty period, upon notice from York to do so, the Selected Proponent shall promptly remedy, replace, repair or re-perform any defects or deficiencies in the Work as solely determined by York, at no additional cost to York.

Should the Selected Proponent fail to remedy promptly any defect or deficiency in the Work following notice to do so from York, York may remedy the defect or deficiency by whatever method or means it deems advisable, at the sole cost of the Selected Proponent.

All goods and services supplied and/or installed as part of the Work by the Selected Proponent shall be supplied and installed in such a manner as will preserve any and all manufacturer's warranties for the benefit of York.

7.11. Patents and Copyrights

The Selected Proponent shall pay all royalties and licence fees for patent to invention rights, copyrights, trademarks and service marks; and defend all suits or claims for the infringement of any patent to invention rights, copyrights, trademarks and service marks involved in the Work performed under the Agreement.

The Selected Proponent shall, at his/her expense, defend all claims, actions or proceedings against York based on any allegations that the Work or any part of the Work constitutes an infringement of any patent, copyright or other proprietary right, and shall pay to York all costs, damages, charges and expenses, including its lawyers' fees on a solicitor and his own client basis occasioned to York by reason thereof.

If the Work or any part thereof is in any action proceeding held to constitute an infringement, the Proponent shall forthwith either secure for York the right to continue using the Work or shall at the Proponent's expense, replace the infringing items with non-infringing Work or modify them so that the Work no longer infringes.

The Selected Proponent shall indemnify and save harmless York and its officers, agents and employees from liability of any nature or kind, including cost and expenses for, or on account of, any patented or un-patented invention, process, product or service provided in the performance of the Agreement including its use by the owner, unless otherwise specifically stipulated.

The above refers only to the Selected Proponent's own contributions to the Work.

7.12. Payment

York shall pay in Canadian funds net thirty (30) days from invoice receipt or satisfactory delivery of goods or services supplied as part of the Work, whichever is later unless otherwise noted. York shall calculate any cash discount from the date of receipt of invoice. York shall not be responsible for interest or late fees charged by the Selected Proponent.

York's preferred payment method is direct deposit and the Selected Proponent shall, upon request, provide York with the information required to effect such payment.

The Selected Proponent will be required to provide York with a valid GST registration number on notification of Award confirmation or prior to York's payment for the Work.

If the Work is incomplete, or where deficiencies are not rectified, York reserves the right to withhold an amount commensurate with the remaining Work.

7.13. Performance Management

The Selected Proponent shall provide York with a designated customer service representative. York shall handle any disputes and/or inquiries with the representative. Resolution of problems shall be managed between the parties within an agreed upon timeframe.

The Selected Proponent acknowledges that York will monitor its performance of the Work and that its overall performance will be a major consideration for future contracts with York. The frequency and detail of ongoing monitoring will be dependent upon the nature of the Work and safety precautions specified.

7.14. York Property

The Selected Proponent and its subcontractors shall restore all property damaged or destroyed during the Work to the satisfaction of York and at no cost to York. If the Selected Proponent fails to clean up at the completion of the Work, York may do so and charge the Selected Proponent for the costs therefore, or deduct said costs from any monies still owing to the Selected Proponent. The Selected Proponent is responsible at its cost, for the removal and disposal – off site – of all packaging and other shipping materials (if applicable to the Work performed) in an environmentally responsible manner.

7.15. Contract Termination

In addition to any rights of termination at law or in equity, York shall have the right to terminate the Agreement formed with the Selected Proponent upon written notice to the Selected Proponent and at no cost to York.

York shall pay all reasonable costs incurred by the Selected Proponent up to the date of termination, less any excess costs incurred by York in re-procuring and completing the work where the termination is for cause. However, in no event shall the Selected Proponent be paid for any amount that exceeds the price of the agreed fee for the Work performed. The Selected Proponent will not be reimbursed for any profits which may have been anticipated but which have not been earned up to the date of termination.

7.16. York Markings

Proponents shall not use, advertise or publicize York's name, logo, crest etc., during the bidding process and up to and including termination of any subsequent Agreement, without prior written consent of York.

7.17. Errors and Omissions

While York has used considerable effort to ensure an accurate representation of information in this Bid Document, the information contained in this Bid Document is supplied solely as a guideline for Proponents. York does not guarantee or warrant the information to be accurate, comprehensive or exhaustive and York shall not be held liable for any errors or omissions in the Bid Document. Nothing in this Bid Document is intended to relieve Proponents, at their own expense, from forming their own opinions and conclusions with respect to the matters addressed in this Bid Document.

7.18. Non Exclusive Agreement

Any Agreement awarded as a result of this Bid Document shall be non-exclusive and the Selected Proponent acknowledges that York may in its sole discretion procure from others for the same or similar goods and services during the term of any Agreement formed as a result of this Bid Document.

8.0 BEST VALUE ANALYSIS (BVA)

Mandatory Requirements	
Acknowledgement	
Certificate of Insurance	
Additional Considerations	
Alternate proposals including hosted solution	
I. TECHNICAL EVALUATION	Weight
A. <i>Qualifications and Experience</i>	10
1. Company profile (organizational stability)	
2. Proponent's experience with Scope of Work (Content)	
3. History of the proposed course modules/materials	
4. Relevance of references provided	
B. <i>Deliverables - Content</i>	40
1. Quality of sample modules	
2. Overall availability of the modules (per Appendix B)	
C. <i>Deliverables - IT Platform</i>	20
1. Ability to allow students to build specific paths concurrently	
2. Flexibility of customizing materials depending on the audience	
3. Ability to offer online and ongoing collection of over 150 resources	
4. Flexibility of offering a "second generation" e-learning platform	
5. Overall system support information	
6. Overall maintenance, life cycle, and upgrade information	
7. Overall proposed implementation plan and training	
8. AODA, FIPPA, and other application regulations	
D. <i>Methodology & Workplan</i>	10
1. Proposed methodology including system deployment	
2. Proposed workplan	
3. Availability to meet York's timeline	
II. FINANCIAL EVALUATION	Weight
A. <i>Base Price (excluding taxes)</i>	20
Written Proposal Total Weighted Score:	
Scenario 1: Proponent with Course Material (A, B, & D)	70
Scenario 2: Proponent with IT Online Platform (A, C, & D)	50
Scenario 3: Proponent with both IT Platform and Course Material (A, B, C, & D)	100

9.0 ACKNOWLEDGEMENT

I/We _____ the undersigned HEREBY DECLARE AND ACKNOWLEDGE:

THAT I / WE have examined the documentation and information contained in P11-017 (the "Bid Document") and accompanying documents;

THAT I / WE declare that no person, firm, corporation or other organization other than disclosed herein has any interest in this Proposal or any Agreement which may result;

THAT this Proposal is made by the undersigned without collusion or fraud with any other entity;

THAT all statements in this Proposal are true and accurate in all respects;

THAT full disclosure has been made of any conflict of interest or potential conflict of interest;

THAT Addenda No. ___ to ___ inclusive have been reviewed by me / us and form part and parcel of the Bid Document and any Agreement which may result;

THAT I / WE do hereby offer to enter into an Agreement to do all the Work as described in the Bid Document and provide all labour, materials and all necessary items to complete the Work to the full and complete satisfaction of York for the sum bid; and

THAT my / our Proposal is irrevocable after close of bidding for a period of not less than ninety (90) calendar days from that date.

Proponent Company Name (the "Proponent")

Contact Person (Print Name)

Email Address of Contact person

Address

City

Province/State

Postal Code/Zip Code

()

Phone Number

()

Fax Number

Duly executed by an authorized officer of the Proponent at _____

This _____ day of _____, 2010.

SIGNATURE OF WITNESS

SIGNATURE

TITLE

I have authority to bind the corporation.

10.0 YORK UNIVERSITY CERTIFICATE OF INSURANCE



YORK UNIVERSITY CERTIFICATE OF INSURANCE

(to be completed only by the Insurer or its authorized representative)

THIS IS TO CERTIFY TO: **York University**
4700 Keele Street
TORONTO, ONTARIO
M3J 1P3

that Policy(ies) of Insurance as herein described have been issued to the Insured named below and are in force at this date.

Insured:		Address:			
TYPE OF INSURANCE	POLICY NO.	EFFECTIVE	EXPIRY	LIMIT	DEDUCTIBLE
Commercial General Liability					
Motor Vehicle Liability					
Umbrella Liability					
Non-Owned Auto Liability					
All Risk and/or Professional Liability					
Site Location/Description of Work/Agreement to which this certificate applies:					

Provisions of amendments or endorsements of listed Commercial General Liability Policy(ies):

1. Commercial General Liability Policy is extended to include Personal Injury Liability, Contractual Liability, Owner's and Contractor's Protective Coverage, Products -Completed Operations, Contingent Employers Liability, and Non-owned Automobile Liability.
2. York University is named as an Additional Insured to these policies but only with respect to liability arising out of the operations at the above mentioned project
3. It is agreed and understood that the deductible or self insured retention (SIR) arranged between the Named Insured and the Insurer, must be declared herein and is subject to approval by York University's Insurance & Risk Management Services. It is further understood and agreed that claims arising out of the operations of the above mentioned project which fall within the deductible or SIR limit are the sole responsibility of the Named Insured.
4. If the insurance provided under the said policy(ies) is cancelled or changed to reduce the coverage in a manner as to affect this Memorandum of Insurance, the Insuring Company will give thirty (30) days written notice in advance, by registered mail of such a cancellation or change to:

York University
4700 Keele Street, East Office Building, Suite B, Toronto, Ontario M3J 1P3
Attention: Insurance & Risk Management Services
5. The Commercial General Liability Policies identified above shall protect each insured in the same manner and to the same extent as though a separate policy has been issued to each, but nothing shall operate to increase the Limits of Liability as identified above beyond the amount or amounts for which the Company would be liable if there had been only one Insured.
6. The Commercial General Liability policy(ies) identified above shall apply as primary insurance and not excess to any other insurance available to the Additional Insured as set out in Item 2.

DATE:	NAME, ADDRESS AND TELEPHONE NO. OF INSURANCE COMPANY
CERTIFICATION	
I certify that the insurance is in effect as stated in this certificate and that I have authorization to issue this certificate for and on behalf of the insurer(s). This certificate is valid until the expiration date(s) shown unless notice is given in writing in accordance with item 4.	
NAME, ADDRESS AND TELEPHONE NO. OF INSURANCE BROKER	SIGNATURE AND STAMP OF CERTIFYING OFFICIAL

The acceptance of this Certificate by York University does not certify that the limits of liability and terms and conditions of the policy(ies) referred to above meet the specified requirements of the University nor will the acceptance of this Certificate by the University waive the University's rights of action against the Insured and/or insurer for failure to comply with the terms and conditions of the agreement to which this certificate applies.

11.0 MAILING LABEL	
Proposal Information	
Bid Document:	P11-017 Online Learning System
Closing Date and Time:	Wednesday, June 16, 2010 at 3:00pm Local Time
Closing Location:	York University – Keele Campus Procurement Services, Finance Division East Office Building, Suite B 139 Ottawa Road Toronto, ON M3J 1P3 
Attention:	Sally Azim, Procurement Specialist
Phone Number:	416-736-5143
Proponent Information	
Company Name (same as registered on Biddingo and/or MERX):	
Contact Person:	
Address:	
Phone:	
Fax:	
Email:	

12.0 APPENDIX A – ONLINE LEARNING SYSTEM HISTORY

Year	# of students (approx)	Product description / enhancements
2000/01	700 users (1 st yr MBA)	1 learning site (read only capacity) 40 resources
2001/02	1400 users (all MBAs & 1 st yr EMBA) (est. 700 first year students)	1 learning site (MBA - read only capacity) - addition of the MBA 601 Survival Kit 70 resources
2002/03	1400 users (all MBAs & EMBA) (est. 700 first year students)	2 learning sites with online notebooks (MBA, EMBA) 100 resources
2003/04	1400 users (all MBAs & EMBA) (est. 700 first year students)	2 learning sites with online notebooks (MBA, EMBA) 120 resources
2004/05	1400 users (all MBAs & EMBA) (est. 700 first year students)	2 learning sites with online notebooks (MBA, EMBA) - integration to support CareerLeader (CDC office) 120 resources
2005/06	1400 users (all MBAs, EMBA,) (est. 700 first year students)	2 learning sites with online notebooks (MBA, EMBA) - NMS 2.3 upgrades & self-authoring capacities - Provision of back-up sites 120 resources + 20 self-authored on the MBA site
2006/07	1800 users (all MBAs, EMBA, & 1 st yr BBA/iBBAs) (est. 1000 first year students)	3 learning sites with online notebooks (MBA, EMBA, BBA) - NMS 2.4 upgrades & self-authoring capacities - Provision of back-up sites 120 resources + 20 self-authored on the MBA site
2007/08	2,200 users (All MBAs, EMBA, 1 st , 2 nd , & 3 rd yr BBA/iBBAs) (est. 1000 first year students)	3 learning sites with online notebooks (MBA, EMBA, BBA) - NMS 2.5 & self-authoring capacities - Search capacity upgrades 120 resources + 20 self-authored on the MBA site
2008/09	2,800 users (all MBAs, EMBA, 1 st , 2 nd & 3 rd MBAs, BBA/iBBAs) (est. 1000 first year students)	3 learning sites with online notebooks (MBA, EMBA, BBA) - NMS 2.6 upgrades & self-authoring capacities - Search capacities, addition of MBA learning portfolios 130 resources + 20 self-authored on MBA site
2009/10	3,000 users (all MBAs, EMBA, global MBAs, & all BBA/iBBAs) (est. 1000 first year students)	3 learning sites with online notebooks (MBA, EMBA, BBA) - Additions for the Global MBA, including portfolio - NMS 2.7 upgrade, content driven open discussion forums 140 resources + 20 self-authored on MBA site

13.0 APPENDIX B – DESIRABLE MODULE REQUIREMENTS

Proponents shall provide a complete response to Appendix B in their submission. Proponent shall mark “N/A” for those areas where the requested modules/topics are not currently available.

Module	Proponent's answer			Comments
	Yes	No	Maybe	
<i>Critical Thinking Skills</i>				
<i>Diagnostic Questionnaires</i>				
<i>Building An Effective Team</i>				
<i>Communicating Effectively</i>				
<i>Improving Your Skills In Giving Feedback</i>				
<i>Delegating Effectively</i>				
<i>Leadership In Action</i>				
<i>Improving Your Coaching Skills</i>				
<i>Cultivating Emotional Intelligence</i>				

Module	Proponent's answer			Comments
	Yes	No	Maybe	
<i>Overcoming Barriers To Change</i>				
<i>Managing Projects</i>				
<i>Managing Conflict</i>				
<i>Promoting Continuous Improvement</i>				
<i>Creativity And Innovation</i>				
<i>Analyzing Common Barriers To Performance And Change</i>				
<i>Positioning For A Knowledge Economy</i>				

14.0 APPENDIX C – ADDITIONAL AVAILABLE MODULE(S) AND PRICING

Proponents should include this section in their Proposal.

Additional Available Modules	Comments	Proposed Pricing *

* Proposed pricing shall be subject to Section 4.5 Financial Considerations and Section 4.10 Alternative Proposals.