

Call for Proposals: Enhancements for CAEL's Skills Compass Platform

Project Overview

CAEL is pursuing a third-party vendor to develop Shareable Content Object Reference Model (SCORM) functionality and Application Programming Interface (API) for its newly developed Skills Compass Platform, created by a third-party vendor. We are open to UX/UI redesign recommendations to meet the scope and needs of the current program. The digital platform will need SCORM functionality, API integration, data repository (that pulls from multiple education vendors), student access view, and administrative access view.

About Skills Compass

In 2022, the Skills Compass platform was developed to illustrate career pathway information and assign training and education opportunities for in-demand skills identified by companies for upward mobility.

CAEL coordinates with specific companies, as well as multi-supplier business groups, to document needs, then identify best-aligned training solutions that provide curriculum and course delivery particularly designed for adult learners.

The program presents employees with an option of training opportunities, all curated based on employer validation. Learning focus areas include professional development, technical skills such as advanced and lean manufacturing fundamentals, and English communication skills. Training delivery varies from wholly online to in-classroom and is tailored to individual employee skill gaps and work demands.

The Skills Compass Platform was developed by a third-party vendor and is hosted on Amazon Web Services (AWS), uses Auth0 for user authentication, and was developed with NodeJS and Angular. Skills Compass has an existing server-side backend infrastructure, via NodeJS, that can support API calls and integrations to external systems.

Training Content Examples

For access to video recordings of the Skills Compass platform, reach out to Laura Heller by 5 p.m. ET on April 7, 2023 at lheller@cael.org to receive a Non-Disclosure Agreement (NDA) for signature.

In your outreach please include information who will sign the NDA. We will send the document via Docusign:

- First Name, Last Name
- Email Address
- Business Name
- Same information for any additional parties that should be copied on the NDA being sent for signature.

Once an NDA is signed, we will reach out to share the video recordings within 24 business hours.

In your submission, please share 1-3 samples of previous work similar to this scope for review.

Project Goals

Design a learning program that addresses specific regional adult education needs, relevant to the Employees of designated suppliers. This phase includes developing the infrastructure and processes to manage and operate the program for scalable growth.

CAEL is looking for assistance in evaluating the Skills Compass platform to incorporate SCORM and API functionality as well as manage the user experience (UX/UI) and communication across all involved partners - employers, employees, administrators, and education providers.

SCORM and API functionality incorporated into the current developed platform and redesign recommendations to accommodate all necessary components of the program are welcome.

Scope of Work

The partner(s) selected for this project will be responsible for Focus Area 1 and 2. The submitted scope should include information on how to design the current online platform to have SCORM and API functionality or (re)design a digital online platform that is capable of:

- A. Hosting a SCORM file
- B. Learner profile to access content and view progress
- C. Assigning learner specific content pathways
- D. Hosting learner data
- E. Represent learner data to individuals
- F. Represent company wide data to company leadership
- G. Represent program wide data of all learners to Company
- H. Reporting functionality
- I. Integrating API from third party education providers
- J. Desktop and Mobile Phone Capability

Current Design Includes the Following:

Student Module

- a - login
- b - profile

- c - explore career paths and top skills
- d - view training by skills
- e - request training
- f - dashboard of requests / status

Administrative Module (for individual companies)

- a - login
- b - Supplier-Participant (employer) profile
- c - eligible Students (employee) upload/management for Supplier-Participants
- d - Training request training queue
- e – Student (employee) "training history" record

Administrative Module (overall for Company)

- a - login
- b - Supplier-Participant (employer) profile
- c - eligible Students (employee) upload/management for Supplier-Participants
- d - Training request training queue
- e – Student (employee) "training history" record

Current Data Repository Reporting Functions

Overall Functionality:

- Ability to filter data with customized dates
- Ability to filter data based on specific employer
- Ability to filter data based on training provider
- Ability to filter data by customized dates

Reporting field(s) currently include the following tabs and fields:

Tab 1: Overview

1. Running Total of User Accounts
2. # Training Providers
3. # Training Requests
4. # Suppliers
5. -# Course Completions

Tab 2: Site Traffic

1. Sessions broken down by month
2. Locations by sessions
3. Sessions by Hour
4. Sessions by Device/Operating System/Browser
5. Top student and supplier related pages by views

Tab 3: Training Provider Analysis

1. Functionality to filter by individual training provider and view all training providers together
2. # Requested trainings
3. # Enrolled in training
4. # In Progress with training
5. # Completed training

6. # Students Enrolled in # of programs

Tab 4: Suppliers

1. Functionality to filter by individual supplier and view all suppliers together
2. # Total Enrollments
3. # Total Skills Earned
4. # Enrollments per training provider
5. User Activity
 - a. Show student email address
 - b. Supplier name
 - c. Overall Training requests
 - d. Overall Training enrollments
 - e. Overall Training completions by individual training
 - f. Overall skills earned and which skills
 - g. Last Login
 - h. Total Logins

Tab 5: Program Performance

1. Functionality to filter by individual supplier and view all suppliers together
2. Illustrate pipeline actions, month to month (graphic visual of progression)
3. Program by status
 - a. Program Name
 - b. Requests
 - c. Enrollments
 - d. Completions
4. Skills by Status
 - a. Skill name
 - b. Requests
 - c. Enrollments
 - d. Skills earned

Tab 6: Invite Status

1. Functionality to filter by individual suppliers and view all suppliers together
2. Date invite sent on
3. Email invite was sent to
4. Name of recipient
5. Name of supplier
6. Name of who sent invite
7. Invite status - Pending/Accepted/Declined

Focus Area 2 - Manage Learning Program

- Manage the user experience and communication across all parties
- Monthly and ongoing Operations, Hosting and Maintenance

Other Considerations

- Open to recommendations on affordable, efficient, and sustainable development
- Functionality to transfer in the platform from student view, to administrative view, to each individual supplier view, and reporting view
- Information Security
- If awarded, a non-disclosure agreement (NDA) would need to be signed. This NDA is the same as the NDA referenced under Training Content Examples.

Budget

We encourage applicants to be creative in their responses to meet the needs of the project. Applicants should provide a detailed cost overview for completing this project, including specific cost estimates for each Focus Area 1 (SCORM/API Integration into current platform and/or SCORM/API Integration into new platform with current elements designed included) and Focus Area 2 (Operations, Hosting and Maintenance). If awarded contract, budget negotiation will occur.

Eligible Applicants

Eligible applicants include non-profit and for-profit organizations, private sector entities, educational institutions, community-based organizations, and other entities operating in accordance with federal, state, and local law, and must have been in business for at least three years.

Timeline(s)

RFP Timeline:

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|--|----------------|
| RFP Release Date | March 31, 2023 |
| Request for NDA to be signed to review video recordings of the Skills Compass Platform | April 7, 2023 |
| Questions Submitted | April 12, 2023 |
| Submit Proposals | April 19, 2023 |
| Project Start | June 5, 2023 |

Project Timeline:

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|---------------------|------------|
| Research and Design | April 2023 |
|---------------------|------------|

| | |
|---------------------|------------------------------|
| Focus Area 1 Launch | June-August 2023 |
| Focus Area 2 Launch | September 2023-December 2023 |

*Project Timeline is a proposed draft, open to recommendations in proposal submissions.

How to Apply

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Interested providers may submit proposals by completing [this form](#). The form includes the language in this RFP and questions to fill in narrative submissions as well as opportunity to upload files. The deadline to submit proposals is 5:00 p.m. ET on April 19, 2023.

Questions

Any questions must be sent in writing to Laura Heller at lheller@cael.org by 5:00 p.m. ET on April 12, 2023.