

**RFP No. 9015**  
**JOB CLASS TRAINING CURRICULUM DEVELOPMENT**  
 July 5, 2017

Question	Answer
1. The Task 1 description mentions that the client will provide "job task relevant documents." Will additional research be necessary or are all content resources provided?	<p>Task 1 – "...job class relevant documents..."</p> <p>This statement refers to job class specification documents pertaining to the mechanics, electricians, and control system technicians. Research effort will focus on the job classes identified in the RFP. We do not anticipate there will be additional research outside of these job classes.</p>
2. Is Task 2c referring to using existing online/web-based or classroom trainings provided by aforementioned agencies? Or, will all trainings and materials be developed by A Pass?	<p>Where applicable and copy right is not an issue, Regional San would prefer the flexibility of using training content that are already developed and relevant to us.</p> <p>In the case where training materials are not available, Regional San may choose to work with the selected consultant to develop the training content.</p>
3. Is there a specific structure or template that we should use to develop the curriculum? Is there an exemplar available?	We have not decide on the specific structures, yet, other than content requirement identified in Table 1 of the RFP.
4. Do you have writer guidelines for deliverables?	<p>Regional San does have a writer guidelines, but it is not specific to training curriculum development.</p> <p>If appropriate, Regional San may elect to work with the selected consultant to develop the appropriate structure.</p>
5. Do you have an acceptance criteria for deliverables?	
6. How long do you estimate it should take to complete a single deliverable?	We hope to complete all the tasks identified in the RFP within 12-18 months.
7. How long should a training curriculum be? Can you provide an estimated number of objectives, modules, or training hours to complete for each topic?	The length of each training curriculum will depend on the finding in Task 1. With respect to training modules or each training topic within the curriculum, online/webinar type of training should not be longer than 2 hours, classroom type of training including

**RFP No. 9015**  
**JOB CLASS TRAINING CURRICULUM DEVELOPMENT**  
July 5, 2017

	practical exercise may be between 2-4 hours, and no more than 7 hours for very extensive topics.
8. Can the bid be for curriculum development, not including implementation?	This RFP is only for the development of training curriculum along with several meeting to introduce the results of this effort to relevant staff as specified in Task 4.
9. Do you have interim and final deadlines in mind?	Not at this time other than those identified in the RFP.
10. Can the proposal be submitted electronically?	Refer to items 8 and 9 in the RFP for proposal submittal information.