

Select Five Number	SF0080
Requesting Entity Name	Office of MN.IT Services
Request Title	Lake Service Provider Program eLearning Course Content Develo
Request Description	<p>PROJECT SUMMARY The Department of Natural Resources is hiring an eLearning vendor to develop customized online training modules for its lake service provider permit and certificate training program for aquatic invasive species (AIS). Training modules will be hosted and supported by the DNR and must be designed to work seamlessly within DNR's Lake Service Provider Application (LSPA). CURRENT SYSTEM SUMMARY The DNR manages two training courses for lake service provider businesses: Employee Certificate training and Owner Permit training. Both are required by state law, and must be taken every three (3) years. The DNR Lake Service Provider Application (LSPA) is used to register trainees, deliver training content (currently Employee Certificate content only), track course completion, generate permits and certificates, manage user training records, and allow for reporting on the program. Functional Requirements In order to accomplish the above articulated needs, Employee Certificate training and Owner Permit training e-Learning content requires the following functionality: Courses will follow e-Learning current industry standards Meet all state accessibility guidelines: http://mn.gov/mnit/programs/accessibility/index.jsp Simple and engaging to adult audiences. Industry-standard file formats and configurations. Integratable with the DNR LSPA. Mobile-friendly. Content will perform across a varying level of display sizes, internet connectivity, and user ability. Students will be able to save work and log back into the LSPA to begin where they last stopped. Content will be arranged in modules based on topics (aquatic invasive species law, lake service provider permit, inspection, decontaminating personal gear, decontaminating different types of water-related equipment, etc.) Employee Certificate training will take a maximum of 60 minutes to complete. Owner Permit training will take a maximum of 2 hours to complete, depending on which modules each participant needs to complete for their work and equipment. Content designed so LSPA can track and communicate module and course to create certificates and permits. This will include necessary tracking and communication with LSPA for sub-components from the modules as well (e.g. module started, module completed but failed, module completed and passed, quiz scores for module. Student will be presented quizzes using randomly selected questions from specific question libraries: a.The Employee certificate training will have a final test with a maximum of 20 questions selected from a test library of 80 questions. b.The Owner permit training will have a final test with a maximum of 30 questions selected from a test library of 100 questions. c.Some test questions will be visual, such as matching pictures of AIS to descriptions of their biology or impacts; watching a short animation/video showing inspection/cleaning of gear and identifying what was done right/wrong; diagram of water-related equipment like boat and trailer with interactive parts that allow for drag and drop answers of what to inspect, what order, etc. Customization and Flexibility Employee certificate training and Owner permit training requires the following customization and/or flexibility: 1.Customized courses for different types of business employees based on their work and equipment (irrigators, resorts, outfitters, dock and lift installers, boat clubs, boat mechanics, marinas, etc.) so that after answering questions during registration, the LSPA selects the relevant modules students need to complete for their course. a.Include different text/visuals to customize courses (i.e. photos of working with motorized and non-motorized boats to separate businesses that tend to work with one but not the other.) 2.Online course content must be designed with a corresponding print format that will work for both courses. a.DNR will manage printing and administration of print versions. 3.Digital and print formats of courses made available in Spanish. 4.Explore design flexibility to allow instructor to lead in-person class/testing as possible format for some audiences. Provide recommendations for in-person training with modules. 5.Provide options</p>

for DNR staff to manage future content edits as laws and programs change.
Interfaces 1.Content will be accessed fr0m a wide variety of business and personal web-enabled devices, with different configurations and browsers, which DNR will have no control of. 2.Modularized content must integrate with the DNR LSPA. 3.Course registration, progress, and completion will need to be tracked and reported in the LSPA for administrative purposes. The vendor developing course content will need to coordinate with the DNR s LSPA developer to accommodate these events. Content 1.DNR will provide some existing photo and video content, but vendor will need to create new content (photos, video, interactives). Performance Requirements 2.Content will be designed and optimized for use at a DSL-level level of connectivity: a.Content will play without hesitation, chop, or stopping altogether b.The DNR LSPA will also be optimized for content delivery. . The vendor developing course content will need to coordinate with the DNR s LSPA developer to realize full system optimization.

Contract(s) Awarded

Contract ID 107493

Entity Type

State Agency

Information on contracts executed by an entity type of State Agency can be found using the contract ID in the MN Open CheckBook under TransparencyMN located at <http://mn.gov/mmb/transparency-mn/>.

For information on contracts executed by an entity type other than State Agency you will need to contact that entity directly using the contact information that was provided in the Select Five.