

Apprenticeship Management Software System RFP FAQs

1. Cost: If costs are based per usage, is it possible to get an estimate or expectation of the number of staff and apprentices that would be using the platform?

All apprentices should have access along with 2-3 ODHE staff plus liaisons from the educator preparation programs and the signatory employers as apprenticeship programs are approved by the state. There is no limitation on how many apprenticeship programs can be approved, so it is difficult to estimate the maximum number of users.

2. Previous Implementations: It seems that a software system, solution or platform that has previously been developed and implemented at a statewide or regional level is mentioned, is this an absolute requirement or a preference?

Essentially, will systems not previously implemented at a statewide or regional level be considered? We expect the vendor to have experience with an apprenticeship software solution that performs the tasks outlined in the request.

3. Will you be operating under any grants in year one that require WIPS compliance, or any other reporting obligations?

Not that we are aware of at this time.

4. Can you shed some light on what would be valuable in a "training manual". Either an outline of the onboarding and training process or more of a user guide?

The training manual should provide a description of the onboarding process along with instructions detailed enough to ensure that all users will be able to use and access the system.