Purpose of Request for Bids: Allegany College of Maryland in Cumberland, Maryland wishes to enhance the recently approved A.A.S. in Engineering- Automated Manufacturing Technology program focused (a Career and Technical Education Program) through the development of a formal curriculum created by subject matter experts. Prospective bidders should direct questions about the specifications and scope of the project to Mrs. Rebecca Ruppert, ACM Director of Career and Employer Solutions, at rruppert@allegany.edu.

Funding Source Notice: The Maryland State Department of Education has provided funding to support this project, and ACM must act within the College and the State's procurement and grant guidelines to complete this project.

Item Requested (or equivalent): Vendors are requested to submit a bid for the items listed below. Vendors should propose bids for all items and services as a whole unit. Each bid submitted should clearly reflect the intent of the bid when submitted:

1.) Curriculum development and alignment for the Advanced Manufacturing Engineering program for the following 12 courses:

   a.) Machine Tool Applications  
   b.) Quality Control  
   c.) Mill Applications  
   d.) Lathe Applications  
   e.) Introduction to CNC Applications  
   f.) Advanced CNC Applications  
   g.) Fixture Design and Fabrication  
   h.) Electrical Discharge Machining  
   i.) Abrasive Machining and Heat Treatment  
   j.) Introduction to CAD-CAM  
   k.) Advanced CAD-CAM  
   l.) Robotics and Automation  

2.) Curriculum alignment with the following National Certifications:

   a.) NIMS Machining Level 1 & 2  
   b.) FANUC/NOCTI Robotics Certifications  
   c.) Stratasys Additive Manufacturing Certification  
   d.) Autodesk CAD/CAM Certifications  

3.) Complete curriculum development inclusive of the following items for each of the 12 courses listed under item 1 of this bid specification form:
a.) Weekly lessons plans including (but not limited to) the following content
   • PowerPoints
   • Video content (If necessary)
   • Course Assignments
   • Course lecture tools (handouts, worksheets, etc.)

b.) Course Assessment tools including (but not limited to):
   • Tests
   • Quizzes

4.) Curriculum integration with ACM Learning Management System—Brightspace
   a.) Selected recipient will be responsible for aiding ACM faculty/staff with uploading
       developed content to the Brightspace Learning Management System

* DELIVERABLE TERMS:

1.) All services are to be completed by the date of 07/15/2022 to adhere to grant guidelines.

2.) Selected bidder must give Allegany College of Maryland all legal rights to own the
    curriculum and all course syllabi, assignments, and assessments, as well as the right to alter
    all materials as needed in perpetuity.

3.) All content must be designed and developed by content/subject matter experts.

Proof of these qualifications MUST be submitted with the bid. Failure to submit qualification
will cause rejection of the bid.

Selection Process: Vendors submitting bids will be ranked according to criteria listed in this bid
specification document. All written bids will be reviewed. Alternative proposals with similar, but
not exact, specifications are welcome, but must be comparable in performance to the item
specified.

Miscellaneous Information

1.) All costs of bid preparation shall be borne by prospective vendors.

2.) All submitted bids will become the property of Allegany College of Maryland and can
    be revealed to outside consultants and State and Federal agencies.
3.) Addenda and supplementary information sheets will be supplied only to those prospective bidders who receive this bid specification and request additional information.

**Bid Submission Information:** Sealed bids in duplicate should be delivered to the following address:

ACM A.A.S- Automated Manufacturing Engineering  
Sherry Buffenmyer, Director of Fiscal Affairs  
Allegany College of Maryland  
12401 Willowbrook Road Cumberland, MD 21502

All bids must be received by 1:00 p.m. on Monday, March 7, 2022. All items shall be listed as to manufacturer and capacity. Award of the bid will be at a later date after an analysis of all proposals. Allegany College of Maryland reserves the right to reject any or all proposals and request other proposals. Allegany College of Maryland reserves the right to accept any proposal it feels is in the best interest of the College.