

TradesFutures Request for Proposal

Curriculum and Learning Management System Update

TradesFutures and MC3 Background:

TradesFutures is a national nonprofit focused on expanding access to union careers in the construction trades. Today, TradesFutures operates the largest pre-apprenticeship network in any industry, supporting more than 270 Apprenticeship Readiness Programs (ARPs) through the use of their Multi-Craft Core Curriculum (MC3) and partnerships with local building trades councils. TradesFutures enrolls over 7,000 students in their MC3 curriculum every year across the country. Community-based organizations, schools, regional building construction and trades councils, and JATCs work closely with TradesFutures to enroll students and utilize the MC3 to support students' preparation for apprenticeships across the trades.

The MC3 was originally written in 2008 and is a 120-hour course that reviews construction math, blueprint reading, safety training, and hands-on exposure to more than 16 different trades. The curriculum content has been regularly updated since 2008. In 2020, an asynchronous version of the curriculum was created to provide an online-learning option for students and instructors.

Project Summary:

TradesFutures is preparing to update the Multi-Craft Core Curriculum (MC3) and migrate it to a dynamic learning management system. We are soliciting proposals to provide support for:

- Implementation of a new Learning Management System
- The updating and modernizing of existing curriculum
- Creation of two new learning modules
- This project is intended to update curriculum content, increase curriculum engagement, and improve learning outcomes for ARP participants.

Project Goals and Intended Outcomes:

Deliverable 1: Learning Management System Implementation (initial and ongoing)

Key Requirements:

- Ability to host up to 20,000 users at once
- Ability to customize user experience and view
- Ability to make streamlined updates when material needs to be updated
- Ability to collect and pull data on curriculum usage including user engagement (log-in rate, most recent log-in, material click/open rates) and course effectiveness (quiz scores, completion rate)
- Ability to collect data directly from users, specifically participants outcomes and net promoter score.
- Ability for users to report issues directly to host (e.g. log-in errors, broken links, and other common user issues).

Expected Components:

- Conduct needs analysis for LMS infrastructure
- Develop customized and branded landing pages
- Develop key user structure (instructors, students, administrators)
- Support ongoing QA, reporting, and management

Deliverable 2: Updating and Rebranding Existing MC3 Curriculum

Key Requirements:

- Diverse learning methods integrated into content that meets industry and legal accessibility standards
- Accurate and up-to-date subject content, inclusive of instructor, in-person, and asynchronous curriculum

Expected Components:

- Review and validate subject matter
- Rebrand and reformat all existing modules (100 handouts, 30 PowerPoints)
- Transition/SCORM digital textbooks to new platform (11 texts)
- Optional: Develop additional engagement material to increase student learning engagement (asynchronous quizzes and videos)
- Implement curriculum into new Learning Management System

Deliverable 3: Development of Two New Learning Modules

Key Requirements:

- Diverse learning methods integrated into content that meets industry and legal accessibility standards

- Subject matter expert (SME)-informed content

Expected Components:

- One 4-6 hour Green Construction module including: conducting a needs analysis, preparing an advisory review, and validating content with subject matter experts.
- One 6-8 hour Energy module including: conducting a needs analysis, preparing an advisory review, and validating content with a subject matter expert

Submission Requirements:

Proposals should include a detailed budget that outlines:

1. Implementation Plan and Timeline:

- Implementation plan outlining any pre-project requirements and resources needed
- Timeline for each deliverable and component

2. Examples

- Provide at least 2 samples of relevant work that demonstrate the LMS capabilities outlined in this request (Deliverable 1) and/or curriculum with similar components (Deliverables 2 and 3).
Samples are only required for the deliverables you are submitting a proposal for.
- Emails and phone numbers of two references that can speak to the company's ability to produce the deliverables in the proposal within the last five (5) years.*

3. Team Structure

- An organizational chart with project team structure for implementation and ongoing support for the proposal, clearly outlining roles and reporting relationships
- Describe how the project team will interact with the TradesFutures' staff for both implementation and ongoing operations, including: primary points of contact, forms of communication, and escalation pathways.
- Resumes of key personnel that will be substantively involved in the fulfillment of project deliverables.

4. Budget:

- Total projected cost
- Cost by deliverable
- Breakdown of cost by deliverable component

d. Any add-on services

Companies may choose to submit a proposal for only a portion of this project. Please be clear which deliverables your proposal covers and the cost breakdown by deliverable component. Proposals will be reviewed based on relevant qualifications, proposed approach, project management approach (including ease of single vendor management for all projects), timeline, and cost.

Submission Deadline and Award Process

Proposals should be submitted by email to monica@tradesfutures.org with the subject line “Proposal: TradesFutures Learning Management System” by **July 7, 2026**.