WASHTENAW COUNTY

FINANCE DEPARTMENT

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Addendum #3

RFP No.   7036 Website Design, Development, and Hosting Services
Due Date   Thursday, May 5, 2016 @ 3:00 pm EST

Q1: Does the County have a preference for utilizing either open source projects or commercial products for the solution?
The county is open to open source or commercial for this solution.

Q2: Should scope include designs and implementation of content administration screens or does the County feel out-of-the-box look and feel of a modern chosen CMS would be sufficient?
A few screen prints of the out of the box look of the CMS would be sufficient.

Q3: What language is the Plone CMS currently written in?
Plone is written in Python.

Q4: Should the vendor provide an estimate for information architecture services and provide guidance on any modification to content?
The vendor should include an estimate for information architecture services and an estimate for guidance on modification of content.

Q5: Has funding already been secured for this initiative? If so, how much is budgeted for the project.
We have funding, but are choosing to not disclose the budget at this time. We have talked with several other governmental units of comparable size and we feel that we have a budget that is large enough for the project based on feedback on comparable projects.

Q6: Regarding the local vendor preference; is it unlikely that the County will award an out of state contractor or is the County interested in receiving out of state bids as well?
The county is interested in out of state bids. The local vendor policy provides a modest boost to comparable bids.

Q7: Can work for this project be done remotely within the United States at the vendor's offices or does the work need to be done onsite at County facilities?

Work can be done remotely within the United States.

Q8: Can you describe your requirements surrounding content editing/publishing approval workflow?
We do not have a publishing approval workflow at this time and do not anticipate needing one at this time.

Q9: Does the County intend to use the selected vendor for ongoing support of the website after launch or will support be handled by internal resources?
The county will depend on the vendor for ongoing support. The preferred model is to have at least the external site hosted someplace else and completely supported by the vendor. If the internal site is hosted by the county we would still expect the vendor to keep up with OS and CMS patches and updates.

Q10: What specific training/transition requirements does the County have with regard to this effort (i.e. requested documentation, classroom sessions, video tutorials, etc.)?
We expect that a minimum of 35 employees receive classroom training initially. Video tutorials and/or documentation should be provided for future training done by the county.

Q11: Approximately how many unique content layouts are used on the current site?

There are two unique content layouts on the current public site – A "homepage" and a regular content page. Right now a department must use a layout like the homepage of the site. The departments would like a departmental landing page that is different than the site's homepage, but we don't see this as having 25 different layouts. We would like 1 or 2 department layouts that they can choose for their landing page.

Q12: Is the County amenable to cloud hosting or is there a preference for standard data center hosting?
The county is open to cloud hosting.

Q13: What is the County currently using for the shopping cart/payment gateway functionality on the existing site? Can we assume this platform is sufficient and does not need to be changed?
We use PayPal's Payflow Pro and do not anticipate that this will change.

Q14: What is the County currently using to manage customer accounts on the existing site?
There are no customer accounts on the existing site. There are accounts in some of the applications that are linked to from the site, but we are not including these applications in the site redesign.

Q15: There are several places on the site such as Death Records, Property Parcel Lookup, Dog License Ordering, and many other online services that don't appear to be CMS driven. Several questions are related to this.
Q15.1: Is re-writing of these components in scope? **No**
Q15.2: If so can the County please enumerate each of these in-scope items in terms of high level requirements? **Not relevant**
Q15.3: How are these implemented today? **Not relevant**
Q15.4: What programming language is used? **Not relevant**
Q15.5: What tools/libraries are used? **Not relevant**
Q15.6: What databases are used? **Not relevant**

Q16: We see that the County uses Geocortex Essentials for ArcGIS. Is this hosted internally and if so, is this also hosted on your Linux platform?

This is not hosted on Linux and is not considered to be part of the CMS. It is not part of this RFP in any way.

Q17: What other integration points/3rd party libraries and services are currently being used that are in scope for this site which we should be considering for the purpose of estimates?

As stated in the RFP, the only integration point is on the employee site where we use the Oracle database from our work order system for our staff directory. Our current employee site queries a view in the database directly, but we are open to nightly exports or any other method to make the staff directory use the data we already have rather than having to maintain it separately.

Q18: We were unable to attend the pre-proposal vendor teleconference. Can you please provide details on accessing the employee intranet site at this time or enumerate details on in scope requirements for the intranet site?

A transcript of the call and the information on accessing the employee site is available in the addendums published to https://onlinebids.ewashtenaw.org. I was unable to open them in Internet Explorer, but did so in Chrome. We will fix the IE issue.