

Website Re-Design RFP Questions:

1. Are you looking to keep the same or current website hosting you are currently using or should I include annual pricing to host / maintain the website

The current website host will be maintained.

2. Can you clarify #11 under Scope of Work, Section B? Does the county have a development team that will be adding the content? We typically build on an open sourced content management system so the template will be built and only need content.

Yes, the County has staff who will be adding content to the pages that extend beyond the scope of work noted in the RFP.

3. Is there a project budget you would like to stay under?

This information will not be provided.

4. Is there a target launch date?

We will consider the schedule presented by the respondents as part of the proposal.

5. Does the County have a library of local photos we can use for the site? The scope requires 3 page templates (home page, landing page, content page) and we will completely build out 16 example pages. The County will handle the rest. Do we understand that correctly?

Yes.

6. Is there a target launch date? Is it tied to an event or some sort of date deadline like a fiscal year?

We will consider the schedule presented by the respondents as part of the proposal.

7. How will the winning vendor be selected? Is there a scoring matrix or something similar?

The evaluation team has not yet decided, but it is likely to include cost, aesthetics, ease of migration, ease of use, etc.

8. What CMS is powering the site currently?

Staff currently uses Dreamweaver software.

9. Please describe the current process and workflow for updating the site.

Changes are sent digitally to the County Webmaster who utilizes Dreamweaver to update the content.

10. Where is the site currently hosted?

GoDaddy.

11. Please provide recent usage or traffic data to help us size hosting accurately.

This information will not be provided.

12. What open source CMS' is the team there familiar with?

None.

13. How many users can log into the site to edit?

10 staff members.

14. What email distribution tool (if any) do you use?

Microsoft Outlook.

15. Does search need to index the contents of Word and PDF documents that may be attached to the site?

Yes.

16. Please describe all integrations with other sites or data sources more complex than an iFrame or embed code.

Integrations with our other websites are not a part of this project.

17. Is 99.95% uptime for the site sufficient?

Yes, but a change to website hosting will not be a part of the scope of work for this project.

18. Are tables used for layout in the existing content?

Yes.

19. Please confirm that awarded vendor will primarily work remotely, after the initial round of onsite discovery workshops and meetings.

Yes.

20. We are a US based company with some remote employees outside of the US. Are there any restrictions on their ability to contribute to the project?

No.

21. Please describe the expected post-launch relationship with the developer?

The County expects to have the developer available for troubleshooting and support post-launch.

22. Is there any incumbent for this requirement? If yes, please share the details of the incumbent or vendor currently providing the same services along with last year's expenditure?

No, the work has been done by County staff.

23. Is it a single or multiple award?

Single.

24. Does the redesign scope include reimplementing of the database search (both functionally and design wise)?

No.

25. Does the redesign scope include reimplementing of the job posting section (both functionally and design wise)?

The pages to be redesigned have not been selected yet.

26. But before the applying, I want to ask, if you consider the offers from all over the world, because our company is situated in Ukraine?

There are no restrictions to apply based on company location.

27. In your link (http://dekalbcounty.org/invite_files/county-websiteRFP.pdf) there is no specific information concerning technologies, which must be used. Do you have any technical requirement for this project?

No.

28. We work in WordPress, is that an acceptable format if we provide training?

Yes.

29. Do you need a Search Engine Optimization/Marketing proposal? We include basic search engine best practices like setting up page titles, search-friendly URLs, and meta data for top level pages. Also google analytics. Would you see a need for additional search engine marketing, like keyword research and placement or buying google adwords? These type of SEO/SEM campaigns start at about \$2000 a month.

No.

30. Under III point 6. *"Consideration for access by users with disabilities (W3C WCAG 2.0 Compatibility, Section 508 Compliance, Mobile/Cell Phone Web Compatible)."*

Have all PDFs, Word documents and other content been optimized for accessibility?

No.

31. And point #8 *"Searchable website and searchable documents."*

PDFs, Word documents and other similar content need to be optimized for search. Has this been done already, if not will the county be doing the optimization or should we provide an estimate for doing it?

No, it has not been done. Additional proposed items are welcome to be submitted.

32. point #11" Knowing that the County will re-build pages with the newly designed templates, the overall design layout should include a method to utilize the existing "old pages" while the new pages get completed, but allow for interim updates of the new pages. " - we can estimate this but recommend you don't do it. It will create navigation problems going between the new and old sites and will create a great deal of extra work and problems for users. We recommend moving the existing content into Wordpress pages and not go live until it is done. Let us know if we should estimate what we recommend, or creating a temporary fix with the old website coming up while the new site is live.

Respondents should propose what is requested in the RFP. However, it is possible the County will consider additional proposed work and those ideas are welcome to be submitted.

33. Will the integration of the various data services (Compass, GIS, etc.) be done by county personnel or should it be part of the estimate?

Additional integration with the noted websites is not necessary.

34. What 3rd-party integrations are included?

Google Search and Google Analytics are currently used on the website.

35. Does the county have documented design and branding guidelines or standards?

The County seal should be included as a part of the branding, but we are open to other design ideas.

36. I have a question on the RFP. It states "open source preferable". Will you consider a more proprietary award winning CMS that offers every aspect for website editing?

Yes.