

QUESTIONS & ANSWERS

MARAMA Website Re-Design Project RFP

Updated: January 14, 2010

Q. January 20th 2010 is a Wednesday. Is the proposal due date Monday 1/18, or Wednesday 1/20? I understand that questions are due by this Thursday 1/14 at noon.

A. The proposal is due Wednesday, January 20, 2010.

Q. It is clear from the RFP that you're interested in continuing to use Dreamweaver to manage the website. It seems like this is because you already have the software and are not able to purchase new software. Are there other reasons that you want to continue with a static website? We do most of our website development with Drupal -- an open-source content management system; it does not require any software to manage the site (everything is done via a web browser, with a staff-only login), and it is an excellent platform for site building because it allows you to add new functions, features and content relatively easily as you grow. Of course I can elaborate on this in the proposal, but I wanted to see if you would be open to it since there is no special software required for content management going forward.

A. The main reasons for staying with Dreamweaver are as you noted, we have the software and are unable to purchase new software, but also that the staff is familiar with the use of Dreamweaver. We are open to open source programs. The most important feature that we are looking for is the capability to change the actual template that includes but isn't limited to the navigation bar, header, footer, etc.

Q. I understand that the expected budget for the initial development is \$20,000. Is there an ongoing budget, other than for the optional 4th and 5th items? I want to be sure that we are taking into account the maintenance costs such as hosting, backups, service agreement and technical support.

A. The budget is for the 5 tasks. We have not budgeted ongoing maintenance costs for this system. The in-house staff will be responsible for all the maintenance. MARAMA does not need hosting or backups as this is being taken care of through another venue.

Q. Please confirm the following:

a. The requirement would be to design and build only the homepage and two subpages to provide to the MARAMA team, not the entire website.

A. Tasks 1-4 are specifically geared towards developing a homepage and sub-page templates that we can use to finish the design of the rest of the website.

b. Hosting – We assume that MARAMA has a current hosting system in place, would this new site be uploaded on to that system or would you like us to price out hosting capabilities as well?

A. MARAMA will continue to use the hosting system that is already in place.

**Q. On pg 2 under Project Objectives #2 – It states the following:
Functionality to include: “Here You Are” tracking – please clarify, do you mean breadcrumbs? Or another functionality.**

A. Yes, we do mean breadcrumbs.

Q. Members Only Section – To what extent is this members only section? Would each member have the same login and password, or would that be different for each member? Would you need user profiles for each member?

A. Each member would have their own log-in and password. It would be good to have a user profile that includes the basic contact information.

Q. Site Search – Would your team be comfortable with a Google custom search engine that would search only your Web site?

A. Yes, utilizing a Google custom search engine would be acceptable. We would have to know the details and if there were any additional costs for the service by Google.

Q. Part of the request states that we (LFS) would make updates after a period of their use. (pg 6), can you please define the “period of use” that we would responsible for supporting?

A. The period of use would be within the timeframe of the contract, which both optional task 4 and 5 would need to be completed by August 31, 2010. No additional work would be completed after that date.