

THE COUNTY OF GALVESTON

RUFUS G. CROWDER, CPPO, CPPB
PURCHASING AGENT

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COUNTY COURTHOUSE
722 Moody (21st Street)
Fifth (5th) Floor
GALVESTON, TEXAS 77550
(409) 770-5371

April 30, 2018

PROJECT NAME: County Public Website

BID NO: B181039

RE: ADDENDUM #1

To All Prospective Proposers,

The following information is being provided to aid in preparation of your proposal submittal(s)

AMENDED OPENING DATE:

RFP #B181039, County Public Website, originally scheduled to be opened on Friday, May 4, 2018, at 2:00 P.M., has been re-scheduled. The new deadline for submitting a proposal is as follows:

Date: Friday, May 11, 2018

Time: 2:00 P.M.

SPECIAL PROVISIONS AMENDMENTS:

The following revisions have been made to the Special Provisions section of this RFP:

Page 4, Section N:

Hosting and Security Preferred Requirements – Discuss in detail

- **Date Center**
 - Describe your data center tiering based off the below definitions per Uptime Institute:
 - 1) Tier I – Basic Data Center Site Infrastructure
 - 2) Tier II – Redundant Site Infrastructure Capacity Components
 - 3) Tier III – Concurrently Maintainable Site Infrastructure
 - 4) Tier IV - Fault Tolerant Site Infrastructure
- Describe uptime (outside of scheduled maintenance) guaranteed by Service Level Agreement to be supplied upon request;
- **Disaster Recovery**
 - Describe your Disaster Recovery protocols and process, such as 24/7 emergency support, online status monitor, event notification emails, recovery time objective no greater than eight hours, recovery point objective no greater than 24 hours, preemptive monitoring, geographically redundant backup;

Page 5, Section P:

P. PREFERRED SPECIFICATIONS

The information below represented *desired functional capabilities* in the selected CMS. IT is not all-inclusive, however other functionality may be recommended or added;

Page 11, Section R (Technical Specifications – 60%)

Proposers must meet the Mandatory Specifications to submit a proposal, but are not required to meet the Preferred Specifications are Added Value Specifications.

Question #1: *Whether companies from outside USA can apply for this?*

Response: While the RFP documentation does not specifically prohibit companies whose principle businesses are located outside of the United States of America, the Galveston County Commissioner's Court prefers to offer contracts to those businesses that are located in the United States.

Question #2: *Whether we need to come over there for meetings?*

Response: The vendor awarded the contract will be required to attend meetings at the County offices as needed.

Question #3: *Can we perform the tasks (related to RFP) outside USA? (like from India or Canada).*

Response: See response to Question 1.

Question #4: *Will the questions from the pre-proposal conference be posted on the website for the above RFP. Also is there a way to be placed on the plan-holders list for this opportunity as well?*

Response: Questions/Answers from the pre-bid conference are available in this addendum. Any contact information received from prospective vendors by the Galveston County Purchasing Department will be placed on our bid list for opportunities.

Question #5: *Can we submit the proposals via email?*

Response: Proposals may not be submitted via email. A physical copy must be delivered to the County Purchasing Agent's office before the opening date/time, and receive a time stamp by the Purchasing Department. Please refer to the bid instructions in the General Provisions.

Question #6: *Will the budget be disclosed at this time?*

Response: No, the budget for this project will not be disclosed at this time.

Question #7: *Is the County open to proprietary solution?*

Response: We are open to proprietary software, yes.

Question #8: *How many users/content editors?*

Response: We anticipate at least 45-50 content editors.

Question #9: *Do you have an existing branding guide?*

Response: No, we do not currently have a branding guide.

Question #10: *Will copywriting services be needed?*

Response: No, we do not expect any copywriting services. The County will provide its own content.

Question #11: *DOJ certifies ADA building/building codes but not websites. Is there another type of certification the county is looking to receive?*

Response: The County is looking for website accessibility compliance or 'Certified Accessible' certification. To our knowledge, a website may be tested for accessibility and certified as a digitally compliant website via WCAG 2.0 as well as Section 508 of the Americans with Disabilities Act. The result is a certified badge to reflect validation and compliance.

Question #12: *How many 3rd party integrations are required for this RFP Solution?*

Response: We cannot say with certainty how many third-party solutions will be needed. We just want to ensure that the CMS platform offers third-party integration if needed.

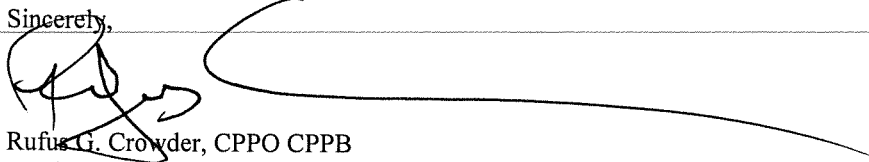
As a reminder, all questions regarding this proposal must be submitted in writing to:

Rufus G. Crowder, CPPO CPPB
Galveston County Purchasing Agent
722 Moody, Fifth (5th) Floor
Galveston, Texas 77550
E-mail: rufus.crowder@co.galveston.tx.us

If you have any further questions regarding this proposal, please address them to Rufus Crowder, CPPO CPPB, Purchasing Agent, via e-mail at rufus.crowder@co.galveston.tx.us, or contact the Purchasing Department at (409) 770-5371.

Please excuse us for any inconvenience that this may have caused.

Sincerely,



Rufus G. Crowder, CPPO CPPB
Purchasing Agent
Galveston County