



## Ventura County Community College District RFP 574 Ventura County Community College District Website Redesign Addendum 3

October 29, 2018

*This addendum is hereby made a part of the contract documents to the same extent as though it was originally included therein and takes precedence over the original documents. Acknowledge receipt of all the addenda in your response. It is the responsibility of the Bidder to verify that their RFP Proposal including all addenda acknowledgement has been received, reviewed and delivered to the VCCCD Purchasing Department prior to the RFP deadline. Verification of receipt can be obtained through Lisa Sorensen, Purchasing Specialist at [lsorensen@vcccd.edu](mailto:lsorensen@vcccd.edu) or 805-652-5559.*

### **New Information**

1. Page 12 RFP Schedule has been revised. Please replace with revised copy dated 10/29/18
2. The RFP due date has been extended until **4:00 PM, Friday, November 9, 2018**

### **Questions and Responses** (*Questions are written exactly as they were submitted*)

1. **Question:** What is expected for the Content Migration specified in the Project Scope on Page 6 of the RFP?
  - a. Do you intend to migrate all 6,200 web pages and 18,000 assets?
  - b. Do the above numbers (6,200, 18,000) represent total counts for all four domains (VCCCD, Moorpark College, Oxnard College, and Ventura College)?
  - c. How many unique page layouts do you have on your current sites?

**VCCCD Answer:** Answered in Addenda 1 and 2

2. **Question:** What version of Drupal are you currently using (6, 7 or 8)?

**VCCCD Answer:** Answered in Addenda 1 and 2

3. **Question:** As part of the Project Scope on page 6, you write: "Update the navigation, design, and content of all areas and pages." Do you plan to redo ALL content on the website(s)? Please explain

**VCCCD Answer:** Answered in Addenda 1 and 2

4. **Question:** In the Project Scope on page 6, you write that the vendor should "Evaluate and recommend a content management system", however on page 9 you write: "The proposed solution's ability to integrate with the existing content management system" as part of the criteria. Are you seeking to change to a new content management system? Please clarify.

**VCCCD Answer:** Correction to Page 9, it should read – "Evaluation of the proposed content management system."



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5. **Question:** Do you prefer that the CMS be installed locally on your own servers, or hosted as a cloud solution?

VCCCD Answer: Answered in Addenda 1 and 2

6. **Question:** Who currently hosts your website(s)? Are you looking to change this arrangement?

VCCCD Answer: Answered in Addenda 1 and 2

7. **Question:** How many individuals at your institutions will need to use the CMS?

VCCCD Answer: Answered in Addenda 1 and 2

8. **Question:** What is the established budget for this project?
- Is there a separate budget for the design and the CMS?
  - Do you have an annual budget for CMS licensing costs?

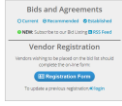
VCCCD Answer: Answered in Addenda 1 and 2

9. **Question:** What is the timeline for this project? When do the websites need to go live?
- What are the driving factors of this timeline?

VCCCD Answer: Answered in Addenda 1 and 2

Addendum 3

## Proposal and Presentation Process

Item	Date	Time	Location
Release of RFP	10/15/2018	11:00 a.m.	Available online at: <a href="https://purchasing.vcccd.edu/">https://purchasing.vcccd.edu/</a> Bids and Agreements - Current  Or request a hard copy at: VCCCD Purchasing 761 East Daily Drive, Suite 200, Camarillo, CA 93010 Reference RFP #574 Attn: Lisa Sorensen
Questions Due	October 26, 2018	3:00 p.m.	Email to: <a href="mailto:lsorensen@vcccd.edu">lsorensen@vcccd.edu</a>
Question Responses Issued	October 29, 2018	6:00p.m.	Via Addendum
RFP Due Date	November 9, 2018	4:00 p.m.	Deliver hard copy to: VCCCD Purchasing Department Attn: Lisa Sorensen 761 E. Daily Dr., Suite 200 Camarillo, CA 93010 Reference RFP #574
Notice of Invitation to Present	November 16, 2018	5:00 p.m.	By Email
Vendor Presentation Interviews Ninety (90) Minutes	December 12, 2018	TBD	In person 761 E. Daily Dr., Suite 200 Camarillo, CA 93010
Vendors Notified of Recommended Award	December 21, 2018		By Email
Vendor Presentation to Board of Trustees Board Notification and Approval	January 22, 2019	TBD	761 E. Daily Dr., Suite 200 Camarillo, CA 93010

All sealed hard copy proposals should be sent or delivered to:

VCCCD Purchasing Department  
Attn: Lisa Sorensen  
761 East Daily Drive, Suite 200, Camarillo, CA 93010  
Reference RFP #574