



6300 Hammond Bay Road, Nanaimo, BC V9T 6N2

REQUEST FOR PROPOSALS

Website Services

Addendum 7

ISSUED: August 27, 2018

Closing Date & Time: before 3:00 PM (15:00 hrs) PST on September 14, 2018

This addendum shall be read in conjunction with and considered as an integral part of the Request for Proposals. Revisions supersede the information contained in the original Proposal or previously issued Addendum. No consideration will be allowed for any extras due to any Proponent not being familiar with the contents of this Addendum. All other terms and conditions remain the same.

Questions & Answers

Q1. We noted in the RFP that your current web services vendor has had an exclusive contract for 20+ years. We were wondering if you could share why the Regional District of Nanaimo is looking for a new web services provider at this time?

A1. To be compliant with the Board's Purchasing Policy.

Q2. Does all content need to stay at the same urls or can it be moved to a new url that matches the breadcrumb trail? The longer address is the way most CMS operate and helps with accessibility. For example, <https://www.rdn.bc.ca/green-bylaw-amendments> would be moved to <https://www.rdn.bc.ca/regional-services/energy-and-sustainability/green-bylaw-amendments>. The old address would redirect to the new address to avoid confusion or broken links.

A2. It does not necessarily need to stay at the same URLs.

Q3. Are there any requirements for the document management system on the new website?

A3. Not at this time. The District is moving towards an EDRMS system internally in the next 2 – 3 years. Specific workflows for approval, editing permissions, or versioning may be required for the future, but that is difficult to determine as a requirement at this time because of the timing of these two projects.

Q4. Are there requirements for content permissions such as allowing specific pages to only be edited by a department or specific staff member?

A4. Not at this time. This is a possibility for consideration with the successful vendor.

End of Addendum 7