

Office of the Illinois State Treasurer  
Michael W. Frerichs

Request for Proposals Website Redesign, Development, and Maintenance

Addendum 1  
May 1, 2015

Below are the questions received by the Office of the Illinois State Treasurer (“Treasurer”) and the Treasurer’s responses. Any capitalized terms that are not defined herein have the meaning set forth in the Request for Proposals (“RFP”) Website Redesign, Development, and Maintenance issued by the Treasurer on April 23, 2015. Please e-mail Chief Procurement Officer Jim Underwood at [junderwood@illinoistreasurer.gov](mailto:junderwood@illinoistreasurer.gov) with questions regarding this addendum and the RFP.

1. Whether companies from Outside USA can apply for this? (From India or Canada)

Yes, non-USA companies may submit Proposals. However, pursuant to Section VI of the RFP, an Illinois presence is an evaluation factor.

2. Whether we need to come over there for meetings?

While the Treasurer would prefer to have face-to-face meetings, video conference can be used as an alternative.

3. Can we perform the tasks (related to RFP) outside USA? (From India or CANADA)

Yes, the Contractor may perform its work outside of the USA. However, pursuant to Section VII.B of the RFP, the Agreement shall be governed in all respects by Illinois law.

4. Can we submit our proposals via email?

No, in accordance with Section V.C of the RFP, Proposals may only be submitted via mail or messenger service.

5. We have proprietary package that is interactive and engaging software that is easy-to-use improving the way you communicate and deliver services to all your stakeholders (residents, tourists, businesses, and more) Is this something that the Treasurer would be open to?

No, the Treasurer must own or receive a license for the software and be able to make modifications to the website as needed.

6. We also do custom Responsive Design for all clients. We can provide examples for this RFP. Would this be sufficient?

We are open to any proposed solution, but the Treasurer must own or receive a license for any software and be able to make modifications to the website as needed.

7. In addition to the seven programs offered by the Treasurer, the website includes several additional information options within the left-side navigation links. Should all information options be equally represented, or is some information more important and should be displayed more prominently?

Some of the programs are of higher priority and would thus be displayed more prominently.

8. The “Inspector General” link on the left-side navigation bar goes to the following website: <http://illinoistreasurer.gov/OIG/Default.html> Does this website fall outside the scope of this project or is it to be included in the redesign/redevelopment proposal?

Yes, it falls outside the scope of this Project.

9. Page 4, III of the RFP states “A new section of the website must also be designed, developed, and maintained. The Financial Education Portal is currently not on the website. The Contractor shall incorporate it into the architecture of the Treasurer’s website and develop it.” Will the content for the Education portal differ from the current content contained on <http://www.illinoistreasurer.gov/programs/financial-education/financial-education.aspx>?

Yes, it will differ.

10. Page 6, IV.B 4 states “Describe the changes that will need to be made, if any, to the Treasurer’s website to make it Section 508 and ADA compliant.” When describing the changes needed, should we reference the current website, or our proposed redesigned website?

Describe the changes that would need to be made to the current website.

11. The current site map does not appear to account for all the pages in the site. Can you estimate the approximate total number of website pages on which we should base our proposal?

Approximately 50+ pages.

12. In addition to monthly maintenance, what will be the selected Contractor's additional responsibilities during the four-year term?

The Contractor's responsibilities shall include all of the items presented in Section III of the RFP.

13. What is the desired launch date for the new website?

Fall of 2015.

14. For the development framework/technologies preferred, there are 5 different listings. Of those 5, is there one or more that is more important to be used?

Any of those five are acceptable to use.

15. With regards to the Content Management System for the website, can you give some detail as to how many individuals may be maintaining the website through the use of a CMS? Will there be a need for user role permissions and workflow?

The Treasurer anticipates a maximum of 5-6 individuals who would access and update the website. User role permissions will be needed; workflow will not be needed.

16. Could you provide more detail on The Schedule of Investments for the State Portfolio?

The Schedule of Investments is updated as needed by the Treasurer's Investment staff.

17. Could the Daily Investment rates be content?

Unlikely.

18. We are thinking of using a Form/List module for the Lists of approved depositories, brokers, and financial institutions. Unless you have more specific needs for that as well?

The Treasurer is open to new design ideas.

19. We would like to utilize a News module for the Press Releases. Unless there are more specific needs.

The Treasurer is open to new design ideas.

20. Could the E-Newsletter archive be content?

Yes.

21. How extensive do you foresee the Procurement opportunities section? Would this be content added in the CMS, or do you plan on having a separate admin area to maintain?

The Treasurer would like the content for the Procurement opportunities to be added via the CMS for ease of use and to ensure the look and design of the site remains consistent.

22. Employment opportunities- same questions as above? Would this need its own module/admin area, or content listing out current job openings?

The Treasurer would like the content for the Employment opportunities to be added via the CMS.

23. The new section of the website to be designed and developed, the Financial Education Portal? Are there any details or requirements on this section?

For the purpose of this RFP, the Treasurer will require the design of the Financial Education Portal to look the same as the rest of the redesigned website with some aspects being more geared toward school-age children. Content and copy will be provided by the Treasurer.

24. The RFP states that there is a preference for .NET technology, is there a specific CMS preference?

No, the Treasurer has no CMS preference.

25. The RFP states that the contractor shall provide a minimum of 2 design proposals, are these designs to be submitted with the proposal or upon award of contract and completion of the initial planning and discovery phase?

Respondents should not provide design proposals. As set forth in Section III.A of the RFP, only the Contractor shall provide design proposals during the redesign phase of the Project.

26. Page 4 of the RFP states that the financial education portal is currently not a part of the website, can you elaborate on what will be included in this portion of the site? How will this differ from <http://www.illinoistreasurer.gov/programs/financial-education/financial-education.aspx>

For the purpose of this RFP, the Treasurer will require the design of the Financial Education Portal to look the same as the rest of the redesigned website with some aspects being more geared toward school-age children. Content and copy will be provided by the Treasurer.

27. Is the Office of the Inspector General to be included in this project <http://www.illinoistreasurer.gov/OIG/default.html>? If so will these pages continue to require a unique design template?

The Office of the Inspector General's pages fall outside the scope of this Project.

28. Are there any 3<sup>rd</sup> party systems or internal databases that will be required to integrate with the website for the purpose of sending/receiving information (i.e. the mortgage calculator [sic] on the finally home pages, the property search on the I-Cash pages, etc.)? If so, can you please provide additional information on these systems or databases along with the integration requirements?

Integration with a SQL Server database for the searching of claims and online claim submission is required.

29. Has a budget been identified for this project?

The Project will be awarded to the Respondent with the best score.

30. Some of the program and service pages maintain unique design templates/color changes, will the new site require any unique designs for program pages? If so which programs/services?

The Treasurer is open to new design ideas.

31. How is the schedule of investments for the state portfolio currently being updated?

It is currently updated as needed by the Treasurer's investment staff. The Contractor will not be expected to make these updates.

32. It appears the current site handles employment via downloadable PDFs that are filled out and then submitted, what do you envision this process being like on the new site?

The Treasurer is open to new ideas.

33. Is there a timeline in place for when the new site should be live?

Fall of 2015.

34. Will you require hosting services?

No, the Treasurer will not require hosting services.

35. I noticed in the "preferred language" that the top choice was .Net. We use PHP language for the Drupal CMS and we were wondering if PHP would even be considered?

No, PHP is not acceptable.