Sacramento City Unified School District

REQUEST FOR PROPOSALS
For
DEVELOPMENT AND DESIGN OF SCHOOL DISTRICT WEBSITE

Requests for Information
February 4, 2011

Due date for proposals: Tuesday, February 15, 2011, 5:00 p.m.

1. Is your district going through the E-rate funding program for the website design RFP?

   If available, E-rate funds may be used but not necessary.

2. Do you require e-commerce, we think buying school items would be a plus?

   Yes.

3. What types of 3rd party applications do you foresee being used for the site?

   We use third party tools for Open Enrollment, facility rentals and surveys, but typically third party applications are connected to our site via links.

4. What type of programming is the current system using for "existing software relationships such as the district's student information system and online forms for interactive surveys and questionnaires"?

   Microsoft Active Directory, SQL MS Server 2008, Microsoft Sharepoint 2010

5. What are the "specific tools and functionality to meet unique district needs"?

   This speaks to flexibility with regards to design and functionality and the ability to make changes to the site over time to meet the needs of our users.

6. Is there an incumbent for this project or a vendor that the District has historically worked with on IT projects?

   Incumbent is SectorPoint.

7. Does the District currently have an IT staff or an internal team to work with?

    Yes, only in regards to network and permission.

8. What system configuration and hardware is the District currently using?

    Windows 2008, SQL Server 2008, Microsoft Sharepoint, 4 Virtual Servers

9. Does the District have a preference for a particular web-based content management system?

    No, but prefer utilizing Microsoft Sharepoint software.

10. As referred to on page 3 of the RFP, what specific tools and functionality needs is the District looking to meet?

    Please see #5.

11. As referred to on page 3 of the RFP, what additional features does the District anticipate in the future?

    Ability to evolve site with new technologies, multimedia, etc.

12. Does the District require the project to be completed by a certain timeline?

    Completed by July 1.

13. Are there any preferences or set-asides given to certain groups for this project?

    No.

14. Can you provide us with the Project Manager's contact information for this RPF?

    Gabe Ross, Chief Communications Officer
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15. In the Scope of Work the RFP states that the selected solution "will be optional for schools to utilize". Can you expand on what it meant by this? We are a provider of this type of solution for many of the large urban districts in the nation and we have developed different strategies to help them phase in their schools but ultimately their goal has been that all district entities will use the same solution. Is that the case here as well? Or, for example, will schools be able to opt for any solution they would like? Or would you like a proposal that allows schools to opt into the selected solution over time? Or would the district develop a schedule for schools to opt in by?

    School sites that currently have highly functioning websites will not be mandated to switch to new template but want to create an option for schools that do not to switch over time.

16. Would the district consider a district wide proposal?

   Yes.

17. What is the capacity for Sacramento City USD supporting a "train-the-trainer" model?

   Our staff is limited and would ask any potential vendor to provide direct trainings for users.

18. What is the third party software being used for online forms for interactive surveys and questionnaires?

   Utilizing Microsoft Sharepoint functionality and off-site survey companies.

19. Where would you want us to address the needs identified in the Scope of Work? It does not seem to have an obvious place in Sections A-F.

   Section F, Cost. Your detailed cost proposal can address elements of the scope of work.

20. Do you have an evaluation matrix? What is the evaluation criteria?

   The evaluation matrix will be established prior to opening and reviewing the responses to the RFP. Responsive answers to all sections will meet the evaluation criteria.