

RFP “Searchable Database Project”

Requests for Clarification

Question: How will the material be delivered and what format? (CSV /EXCEL or SQL) *The data will be in the form of PDF documents, EXCEL, PowerPoint, editable Microsoft Word documents. The database delivery model (e.g. SQL) should be specified by the proposer but is at the discretion of the vendor. The proposed delivery system should meet the requirements of the RFP.*

Question: How will the data be used? *It will be used by teachers providing examples of curricular modifications for student work in grades K-8.*

Question: Out of the 400 categories can you provide an example of what the data would look like? When planning out a Database I would have to really get a solid idea of what the data will look like. (For example, is the data a very large page of question and answers or will it have specific fields that are needed). *The data is not separated into 400 categories but is 400 samples of modified and adapted curricular work in a variety of file formats across categories such as Kindergarten, Reading, Math, Multiplication, etc. Vendor will work collaboratively with CHIME Institute to develop the taxonomy and search parameters for the database.*

Question: Is the data already on your site now? Will it need to be migrated over to the new site? *The data is currently saved in files on a server. It will need to be uploaded to the created database/website.*

Question: I see the website is written in PHP did you have any preference on any content management systems? *No preference as long as the system meets the specifications of the RFP.*

Question: How many user roles and users will be needed to access the administration area. *There will be a site administrator and up to 10 users with administrator access to add/delete items in the database. There will be initially hundreds up to eventually unlimited end users accessing, viewing, and downloading the files from the database with read access only.*

Question: How would the school like to add data? (Example a form to save new records or and upload option to add many records at once.) *The option to upload many records at once would be preferable.*

Question: You mentioned that the system should have room to grow. Do you have any indication on the long term volume (Example millions of rows of data or hundreds of thousands of rows) This is very important especially when we think about hosting and how big your database is now and what it should be) ***Twenty to thirty thousand of documents would be the estimated long term volume.***

Question: What type of format would be needed to view the data? (For example, PDF, Excel or online view) ***PDF, Excel, Word, and online view may all be needed given there may be different file types being viewed.***

Question: Is this something a child will need to access? (Example takes a quiz or test) **No.**

Question: For future additions to the database will you need to have workflow set up? (Example editor writes then approver approves) ***Yes, if and when end users are given permission to submit there own examples to the database.***

Question: You mentioned "the development of the site" I assume you're looking for a new design and the site to be mobile friendly. Is that accurate? **Yes.**

Question: Do you have any requirements on the actual design (look and feel)? ***No, though its theme should reflect its educational purpose and the end user needs of K-8 teachers.***

Question: Do you have any third-party integration that is required (example sales force, PayPal, Google analytics, social etc.)? ***Not currently.***

Question: Do you have assets for the website or will we need us to get them (Example stock images, logos etc.)? ***CHIME has some assets such as stock images and logos if the vendor would like to use them. There may also be a need to secure additional assets.***

Question: What types of resources do you envision adding to the database? Are they PDFs? PowerPoint presentations? Videos? Assessments? Other? ***PDF's, EXCEL, Word documents, PowerPoint***

Question: Any vendor would have cost to maintain a database indefinitely. Should we assume we add to the bid a yearly charge for hosting the database (i.e. amazon server cost), upgrades, service/training etc.? If not, how would you suggest we handle these costs? ***Maintenance costs are not a part of the award for this RFP but CHIME understands that maintenance costs in the future will occur. While these costs should not be factored***

into the current RFP response vendors would be encouraged to state expected future maintenance costs in their response to the RFP.