

REQUEST FOR QUOTES #2018-21  
Website Design and Development  
RESPONSE TO CLARIFYING QUESTIONS #2  
March 19, 2018

Note that these are questions submitted by interested firms to the above referenced solicitation. The below answers are for clarification purposes only and in no way alter or amend the RFQ as published.

1. Last year Clackamas County put out an RFQ/RFP to migrate your existing website(s) to an Acquia hosted Drupal 8 environment. However, the existing designs were to remain intact. Is that project in the process of being completed or was it abandoned? We mainly ask in order to determine if a content migration will be necessary as part of this project.

**Answer:** The last RFQ was a failed search. Since then, our internal technology services department has begun work implementing Drupal and plans to start migrating content soon. By the time the vendor is on board, we imagine having a working foundation of Drupal 8 with Acquia Cloud hosting. We will look to our vendor to review the work that has been done and make recommendations about how we should proceed according to best practices. Some migration assistance may be needed, especially best practices and/or suggestions as far as automation.

2. Are the example URLs provided under the DESIGN heading on Page 2 a comprehensive list of your site's potential design flexibility needs?

**Answer:** We believe this is a comprehensive list of the design templates needed, though there may be additional need for individual elements of pages to be designed such as custom modules, content types, etc.

3. What are the biggest pain points of your existing website?

**Answer:** We want to make it easier for the end user to find information by giving them a clear navigation and by auditing/reducing the content.

4. Is the intent of the new design to present the site's existing functionality in a more polished format? Or would there be new site functions that need to be considered as part of the redesign project?

**Answer:** Yes, new functions will be considered. A few examples from our wish list include:  
A calendar of events and meetings,  
Breadcrumbs on the pages for easier navigation  
Some basic forms  
Predictive search.

5. Would your online payment system continue to link off site as all the links on <http://www.clackamas.us/epay.html> currently do?

**Answer:** Yes.

6. Is it fair to assume that every site function that currently exists on [www.clackamas.us](http://www.clackamas.us) will continue to exist on site? Conversely, will all site functions that exist off site continue to live off site? For example, the Jobs page on your site (<http://www.clackamas.us/des/jobs.html>) currently links Job Seekers and Employees to [https://hrapp.clackamas.us/psc/recruit/EMPLOYEE/HRMS/c/HRS\\_HRAM\\_FL.HRS\\_CG\\_SEAR\\_CH\\_FL.GBL?FOCUS=Applicant](https://hrapp.clackamas.us/psc/recruit/EMPLOYEE/HRMS/c/HRS_HRAM_FL.HRS_CG_SEAR_CH_FL.GBL?FOCUS=Applicant), while the Temporary Jobs and Internships are listed on site. Similarly, the links on <http://www.clackamas.us/services.html> go to various domains. We would like to confirm that any site functionality that currently lives off site will not be expected to be rebuilt in Drupal.

**Answer:** Correct. Third-party apps will continue to be housed on a separate server and other domains will remain the same.

7. Are there any forms that currently exist in PDF format on the site that Clackamas County would like to rebuild in web format?

**Answer:** That is likely not within the scope of this project, though we always welcome suggestions of best practices.

8. Are there any concerns with working with a Canadian partner on this project?

**Answer:** We have no concerns about working with a partner outside the U.S., however, vendors are required to be registered with the State of Oregon Secretary of State in order to be awarded a contract with Clackamas County.

9. Can you confirm our understanding as the following?

**Answer:** Your IT group is responsible for setting up the D8 instance and migrating all of the content Correct. You need your partner to assess the D8 solution, help with auditing content (post-migration), redesign the site and fill in any development gaps. Yes, in addition to helping us determine the best user experience, information architecture, as well as provide quality assurance testing.

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End of Clarifying Questions