

Received from Sean Sweeney, iFactory

1. Are you open to using wordpress as the CMS? If not, do you have a CMS you would want to use?
 - This would depend on how the WordPress installation is implemented, would the theme/layout/functionality be extendable, would it still be secure? Will it be code unique to our own institution? Will the relevant plugins, etc, still allow the website to be within a reasonable cost? Would we be able to migrate any existing content to the new WordPress platform?
2. Do you have a marketing system or CRM?
 - Target X is our current CRM
3. Any integrations?
 - The admissions application via Target X is integrated with our Colleague system.
4. Can you share a budget
 - A definitive budget is not available for sharing at this stage of the project.
5. What is driving the date of July 5
 - Our fiscal year begins July 1. The summer months, while busy, would allow the core team working on this project to dedicate additional attention to ensure a smooth rollout. Additionally, this would allow some key stakeholders time to navigate the site, identify any issues or concerns, and course-correct before the official start of the fall semester on Aug 22, 2022.
6. Who will do migration?
 - Content may not transfer page for page, so at this time, the College is planning to handle the migration in conjunction with our Information Technology Resources team.

Received from Sara Henton, Stamats

1. You appear to have an aggressive delivery date of July 2022. Can you help us understand what may be pushing the quick turnaround?
 - Our fiscal year begins July 1. The summer months, while busy, would allow the core team working on this project to dedicate additional attention to ensure a smooth rollout. Additionally, this would allow some key stakeholders time to navigate the site, identify any issues or concerns, and course-correct before the official start of the fall semester on Aug 22, 2022.
2. What is the current CMS platform you are utilizing?
 - Omni CMS
3. What budget allocation do you currently have planned for this project?
 - A definitive budget is not available for sharing at this stage of the project.

Received from Amanda Danaher, American Eagle

1. Is there a CMS or technology preference?
 - The site was built under and is currently managed using Modern Campus' content management system, Omni CMS (formally OmniUpdate) which we are currently under contract until February 2023.
 - Preference would be to have the new site built using the Bootstrap CSS library (preferably version 5, the latest version), as the college website at present currently uses version 3. (3.0.17, to be exact)

2. Can the College share insight into pain points with the existing CMS?

Architecture of the current system can / has led to errors:

Our current website is set up with a decoupled content management system. In such a system, staging files and editable files are stored on an offsite CMS server, and then when published, are converted to production files and posted to our production server. Interactions between production and staging can cause errors to appear, notably FTP errors, or a rename operation on the staging server being misinterpreted by our production server as a copy operation. While this isn't a pain point unique to the CMS itself, rather our implementation of the CMS, it is an issue that we are seeing in our system.

Lack of user-friendliness:

A lot of extensive changes require changes to website source code within the CMS, which limits the scope of what non-power users can accomplish in the WYSIWYG, such as editing content inside individual tabs on tabbed web pages, or reworking layouts for different use cases.

At present, Google Analytics is not currently implemented into the CMS:

Google Analytics is a stated supported feature within the CMS, however, we still have to implement it at this time.

3. How many staff members will require training on the new CMS?
 - Three to five individuals will require training on the new CMS including representatives from our Information Technology Resources department.
4. Where is the current site hosted?
 - The production server is on-site and the development server is hosted with our CMS provider.
5. Are there any third party or internal systems or databases that will be required to integrate with the new website? If so, can you please share a list?
 - The admissions application via Target X is integrated with our Colleague system.
6. Can you elaborate on anything you feel is working well or you like about the current site?
 - The home page has well-defined drop-down menus and side navigation options to help users eventually get to the information they are seeking out in addition to the social media feeds and calendar.

7. Can you expand on the requirements for the employee intranet?
 - a. How many employees will have access to the intranet?
 - No more than 500 employees will have access to the intranet.
 - b. Will all employees have access to the same information upon logging in or will access be based on the individual user or specific role/department of that user?
 - Each employee will have access to the same information on the intranet.
 - c. What types of information will be available upon logging in?
 - The intranet is home to leadership communications, forms, policies and procedures, and department directories.
 - d. The RFP mentions “plug-in capability for current systems”. Can you provide a list of current systems?
 - Adobe Acrobat and RSS feeds for social media and events calendar
8. Has the College identified any sites it like the look and feel of or looks to for inspiration? If so, can you share those URLs?
 - We chose three websites that mirror our goals. What we like most about these sites is that they are branded, easy to navigate, visually appealing, concise, and easy to understand.
 - <https://kirkwood.edu/>
 - <https://www.olivet.edu/>
 - <https://www.jjc.edu/>
9. How does the College plan to measure the success of the redesign project?
 - Organic site visits, bounce rate, Call-to-Action (CTA) click-throughs, and page views will be some of the analytics we’ll be using to measure the success of the redesign project.
10. What is driving the July 5th launch date?
 - Our fiscal year begins July 1. The summer months, while busy, would allow the core team working on this project to dedicate additional attention to ensure a smooth rollout. Additionally, this would allow some key stakeholders time to navigate the site, identify any issues or concerns, and course-correct before the official start of the fall semester on Aug 22, 2022.
11. Has a budget or budget range for this project been identified? If so, will that information be shared with vendors?
 - A definitive budget is not available for sharing at this stage of the project.
12. Are you looking for vendors to include recommendations for ongoing support / site maintenance?
 - We are open to receiving recommendations for ongoing support/site maintenance, but we require the ability to make programmable changes internally without having to contact the vendor.

Received from Meredith J. Randle, SimpsonScarborough

1. We were reviewing the Bid Specifications for the PSC web redesign and noted the delivery date is July 5, 2022. We just wanted to confirm timeline expectations. Is 7/5/2022 when PSC hopes to launch the new website?
 - Yes, Prairie State College is hoping to launch the new website on July 5, 2022. We recognize that our timeline is ambitious. Our fiscal year begins July 1. The summer months, while busy, would allow the core team working on this project to dedicate additional attention to ensure a smooth rollout. Additionally, this would allow some key stakeholders time to navigate the site, identify any issues or concerns, and course-correct before the official start of the fall semester on Aug 22, 2022.