THE CORPORATION OF THE MUNICIPALITY OF ST.-CHARLES

REQUEST FOR PROPOSAL (RFP) REQUEST NO. 2019-01

ACCESSIBLE WEBSITE REDESIGN & CONTENT MANAGEMENT SYSTEM

ADDENDUM #3

Questions and Answers

Question: Must the hosting of the website be on servers owned by the Proponent?

Answer: The servers do not need to be owned by the Proponent. The requirement is to offer full hosting services (which are not necessarily owned by the Proponent).

Question: Integration of current iCompass software - Are you looking to integrate this into the new website or just link to it as you currently do?

Answer: We are looking at embedding/integrating the current software into the new website, if doable.

Question: What is the budget for this project?

Answer: The Municipality of St.-Charles funding for this project is subject to funding availability and approvals through the 2019 budget process by the Municipal Council.

Question: What capabilities are required for the "Web Accessibility Widget"?

Answer: The widget would generally have standard capabilities available on other websites' accessibility widgets.

Question: iCompass Meeting & Records Management - Can you describe the web services the Municipality currently offers?

Answer: The Municipality of St.-Charles has an iCompass Meeting & Records Management portal, which is accessible through a link on the current municipal website. The portal offers the public the opportunity to search and view agendas, minutes, by-laws and other documents.

Question: Can you provide any iCompass documentation related to the integration? (E.g. API documentation).

Answer: At this time, we cannot provide the API documentation as we do not have it from our service provider. The successful proponent would be provided with the related API documentation.

Question: When you are evaluating the experience of potential proponents, are the three references from other municipalities a mandatory requirement, or would references from organizations for whom we've implemented websites of similar scale and complexity be acceptable?

Answer: We are looking for three references from other municipalities that have implemented the Proponent's website solutions.

Question: There is a requirement for compatibility with the Municipality's future development of Electronic Service Delivery. Are there any specifications available on what technologies will be used for this endeavour?

Answer: There are no precise specifications on what technologies will be used for this endeavor. The Municipality would require a website that can accommodate such changes, if any, in the future.

Dated this 26th day of April, 2019.

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