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Letter of Addendum

TO:	All Offerors	
FROM:	Kimela Miller, CPO	
DATE:	7/30/2024	
RE:	RFP Number:	RFP# 2507002C, Amendment No. 3
	Commodity:	Website Design

Please note:

This amendment is issued to incorporate into the RFP questions and their answers regarding the project.

Q1) If we are proposing to deliver on all three lots of the RFP as a single supplier, can we provide a total of three client references that cover all three lots (i.e., three client references for whom we provide CMS, hosting, and redesign services)? Or do you prefer suppliers to provide separate references and answers for each lot?
A1) Either way is fine with us.

Q2) Is the budget approved for this project? If yes, can you please provide the tentative numbers? Also mention if the quoted budget includes licensing cost or not.
A2) We do not reveal the budget.

Q3) Is Mexico tech open to bids from international vendors?
A3) No.

Q4) What is the volume and type of content that needs to be migrated?
A4) The entire existing website will be migrated, generally speaking. Some portions will not be. Some portions will be re-conceived. But, more or less, the content itself will remain, just beefed up and presented better. NMT will create the text content that will be needed and supply some of the needed photos. Additional photos, and perhaps more videos, might come down the pike, after the new/redesigned website is launched.

Q5) Can you please share all the integrations?
A5) The website has no current integrations beyond the CMS.

Q6) What is the total number of pages and number of users (max-min), how many unique pages?
A6) About 50,000 unique pages.

Q7) Can you please share monthly traffic statistics max-min (if available)?
A7) N/A

Q8) Are there any multi-lingual content requirements? If yes, please list the languages in scope, also please mention if auto translations would be required.
A8) Spanish.

Q9) Is the bidding process open to international participants?
A9) No.

Q10) Will the project execution be Onsite or Offshore?
A10) Onsite or offsite within the U.S.

Q11) Will the vendor be responsible for the migration of content into the CMS? If so, please indicate:
a. What sites/domains are being migrated?
b. Are sub-domains included in the migration?
c. Approximately how many pages/assets of content are to be migrated?
d. What format can/will the content be provided?
e. If we are migrating from the existing website, please estimate the approximate number of templates that are used by this content on the current website.
f. Are there any portions of the website being migrated that are not publicly accessible (e.g. behind authentication)? If so, please elaborate on the type of authentication and the nature of the content/tools/pages that are behind authentication.
A11) Yes the selected vendor will be responsible for migration.
a. www.nmt.edu only
b. It is just www.nmt.edu
c. It depends on the migration. Some may not be possible. Most content will be.
d. HTML
e. about 12 core templates.
f. No.

Q12) In reference to Page 15, section 15.3.1.c please advise how many end-users require training? Are you interested in a train the trainer approach?
A12) Not sure. At least 20. Could be more. …Yes, we are interested in train the trainer approach.

Q13) In reference to Page 16, section 15.3.1.m we note the request for integration of campus ERP, bookstore, and advancement. Could you please provide the use case/scenario for each integration to allow us to understand your needs.
A13) At this point just links to the existing infrastructure. We are not asking for full portal to these devices.

Q14) We note the request for "pages capable of working with commerce and secured information". Could you please provide the use case/scenario for each integration to allow us to understand your needs.? Will the vendor be responsible for building these as part of the initial contract? Or is this a requirement for the platform, in order to allow for future development?

A14) We need to be able to link to commerce sites for online sales. We need to be able to develop intranets and link to other secure sites.

Q15) If we decide to bid for all three parts of the project—website redesign, content management system, and web hosting services—can we structure our response into one single document?

A15) Yes.

Q16) Please specify which questions or sections of the tender we need to address in our proposal if we intend to submit a bid for all three parts of the project?

A16) The focus of your offer should be the evaluation criteria along with the Scope of Work.

Q17) Can we provide our own separate pricing document? We noticed that the provided sheet doesn't allow us to include costs not related to hours, such as hosting? Or are you only looking for redesign costs right now?

A17) The Matrix page is provided not for pricing, but to give us a quick overview of our requirements and if you are able to provide them. You can provide a separate sheet with pricing in a format of your choosing.

Q18) In Addendum 1, Q/A 16, you mention that if the platform's price is above a certain amount, you may have to issue another RFP. Could you please let us know what that threshold is and whether it applies to only one part or all three parts of the tender?

A18) We cannot share price points.

Q19) After the website is redesigned, do you expect the vendor to create or update content for the duration of the contract?

A19) Yes. That's indicated in the specs.

Q20) For the navigation part of the scope of work, do you expect us to address each individual line in our response, or would you prefer a single answer that outlines our approach to incorporating those categories into your newly redesigned website?

A20) Either way is fine.

Q21) In the context of the RFP for CMS, hosting, and redesign services, are you considering each lot independently regarding the budget? Specifically, is the threshold applied separately to each of the three sections (CMS, hosting, redesign), or is it considered a combined budget limit for the entire project?

A21) Either separate or combined budget: up to you how to present your offer(s).

Q22) Are you expecting an account manager or their backup to be available 24/7, 365 days a year, or do you just want the support team to be available at all times? Please elaborate on this support requirement.

A22) Yes. Unceasing support: 24/7 365 days.

Q23) Out of the three parts of the tender, how important is selecting a new CMS provider to you? Would you be open to continuing with your current CMS provider? We are asking because we couldn't find any lines for CMS/Implementation in the Pricing Information sheet you provided.

A23) There is no Pricing Information sheet in the RFP, you are to provide your own. We have a Matrix sheet to show your capabilities. We are not able to answer questions about our current CMS provider.

Q24) Can you please let us know how many concurrent users you expect to have logged into the CMS at one time?

A24) Hard to tell. Could be up to many hundreds.

Q25) I reviewed your RFP for the New Mexico Institute of Mining and Technology website redesign and noticed the preference for non-coupled CMS designs (section 15.2.2). While WordPress is typically coupled, we have successfully implemented decoupled WordPress builds for various clients, providing flexibility and robust performance.

Would your team be open to considering a decoupled WordPress solution for this project? We believe it could meet your needs for a state-of-the-art CMS, ensuring a modern, flexible, and user-friendly platform—not to mention having the power and stability of WordPress behind it.

A25) We will consider all solutions as stated in the RFP. There are several reasons we want a decoupled Site/CMS. The first is to reduce the attack surface. The site needs to be secure and hard to attack or cause poor performance inadvertently (not a DoS or DDoS).

Secondly to separate out the technologies so if we choose to go another way with either the site or CMS we can without affecting the other side.

The Wordpress CMS was purpose built for wordpress. Perhaps if you show examples of using the WP CMS to deploy non-WP sites AND use a different CMS to manage the WP-sites, then we would consider that as decoupled. But if you have to have a WP site and WP CMS but they live on separate hosts, we would not consider that decoupled.

This RFP is still due to open on August 13, 2024.