



Capital Area Transportation Authority

AMENDMENT NO. 1 TO SOLICITATION WEBSITE MAINTENANCE AND DEVELOPMENT

1. AMENDMENT NO: 1	2. SOLICITATION NO: RFP 2020-112	3. SOLICITATION NAME: Website Maintenance and Development	4. AMENDMENT DATE: November 24, 2020
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5. ISSUED BY

Capital Area Transportation Authority
Purchasing and Contracts Department
4615 Tranter Street
Lansing, MI 48910

6. DESCRIPTION OF AMENDMENT:

The following documentation has been attached to this Amendment:

BIDDERS ARE ADVISED OF THE FOLLOWING:

DUE TO THE COVID-19 SITUATION, IT IS IMPERATIVE THAT YOU READ THIS DOCUMENT IN ITS ENTIRETY.

1. ELECTRONIC SUBMISSION OF THE PROPOSAL:

Due to the current State of Emergency declared by CATA, Purchasing has determined that paper submissions are not in the best interests of CATA, or our Vendors.

- a. We realize the concern for Public Safety is high, and in light of this CATA has taken the stance that we will accept ELECTRONIC SUBMISSIONS for this Solicitation.
- b. All bidders should submit their proposal via email to nwilson@cata.org, and the subject line must state:
 - i. **PROPOSAL SUBMISSION – RFP 2020-112 – WEBSITE MAINTENANCE AND DEVELOPMENT**

PRIOR TO SUBMITTING, please ensure you have all the required documents attached in Word, Excel, or Adobe Acrobat format ONLY.

1. Failure to attach the required documents will cause your submission to be declared NON-RESPONSIVE.

2. BIDDERS are still required to complete and submit the proposal forms as specified in the solicitation.

- ii. Do not copy any other CATA employee on the email of your Electronic Submission, as we want to ensure that the integrity of the process is maintained.
- iii. Emails sent to other email addresses may be considered NON-RESPONSIVE and not considered during the proposal review.
- c. All emails must be received by 2:00 P.M. Eastern Time on Tuesday, December 8, 2020. Emails received at 2:01 P.M. Eastern Time or later, will be considered late submissions and deemed NON-RESPONSIVE.
- d. CATA email accepts up to 50MB, it is the vendor's responsibility to ensure that their proposal do not exceed 50MB.
- e. Vendors will receive an email confirmation from CATA that their proposal has been received.
- f. Please note, **this is NOT a permanent policy change** and electronic submissions will not be accepted unless expressly directed within the Specified Solicitation by CATA.
- g. Ensure you have Up-To-Date Information Regarding this Solicitation; Please visit www.cata.org.

2. CATA's responses to vendor questions.

3. All other terms and conditions remain unchanged.

PLEASE NOTE: Contractor is required to sign this document and return it with the bid/proposal/quote.

NAME / TITLE OF OFFEROR (Type or Print)

COMPANY NAME

(Signature of person authorized to sign)

(Date Signed)



November 24, 2020

Capital Area Transportation Authority Request for Proposal 2020-112
Website Maintenance and Development
CATA Responses to Vendor Questions

VENDOR QUESTIONS AND CATA'S RESPONSES:

1. **We are an India based IT company are in receipt of the RFP for WEBSITE DESIGN. Please confirm if we are eligible for participation in this tender (being India based company).**

Please refer to the RFP for eligibility requirements. Eligibility must be determined by the respondent.

2. **Submission of the RFP response will be done online.**

CATA's Purchasing and Contracts Department will respond by email to all vendors who submit questions to this RFP. To ensure that all interested vendors receive the same answers to questions submitted, CATA will provide all questions and answers to responding vendors. A list of questions and answers for this RFP will also be posted as Amendment 1 at www.cata.org, on the *Doing Business with CATA* page.

3. **Development will be done from offshore, i.e. from our office location?**

Please refer to the RFP for eligibility requirements. Eligibility must be determined by the respondent.

4. **Presentation, if any, we will done from offshore.**

Presentations are not requested at this time.

5. **We found your RFP announcement on transittalent.com. However, we were not able to find any documentation with full description and requirements.**

This information is also posted on our website at www.cata.org.

6. **Could you please send us all the available documentation for this solicitation?**

Yes. This information is also posted on our website at www.cata.org.

7. **Could you provide us RFP package for RFP 2020-112, Website Maintenance and Development.**

Yes. This information is also posted on our website at www.cata.org.



8. What version of DotNetNuke is currently in use? If an older version – are there plans to upgrade to a more recent version?

Currently, DNN version 9.6.1 is installed. Updates are installed that may contain major security issues. If no major security issues are found, we try to upgrade quarterly, with the next scheduled update in mid-December.

9. Can you share any insight around the expected volume of monthly work requests / needs?

In FY2020, CATA issued approximately 220 billable hours of work; a monthly average of about 18.33 hours.

10. Are there any expected improvements to the core website or 3rd party modules / integrations that can be more specifically shared as part of this procurement process?

No.

11. Will all vendor questions and answers be posted on the CATA website on the 24th?

Yes.

12. Is the incumbent eligible to rebid on this project?

Yes.

13. Is this project going out for bid because the contract cycle has ended?

Yes.

14. What is the expected transition period or go-live timeframe?

Please refer to the RFP, Contract Terms section.

15. What is the annual budget for this project? Or what was the spend for this project for FY20?

Each vendor should propose their best fixed blended rate pricing based on the scope of work.

16. Is GTFS-RT data used anywhere in the DNN website other than Trapeze components?

The GTFS data source is used only in the production of static Route Schedules, CATA’s “Find a Stop” and CATA’s Trip Planner.

CATA’s “Find a stop” is likely not using the GTFS files directly (not querying CATA’s server/website directly) to display the info but the stop location information is produced within the GTFS feed supplied to Google.



17. What version of DNN is currently in use?

DNN version 9.6.1 is currently installed.

18. What version of Windows Server is in use?

Windows Server 2012 R2.

19. What version of SQL Server is used to integrate with MSU?

SQL server is not used for this integration. The integration is a web service that MSU maintains for the Contractor to validate if a student ID is valid.

20. Are the web service integration REST-ful?

Yes, the web service integrations are REST services.

21. How are customer service issues escalated to the development team? I.e., If a customer can't login to change their Rider Alerts, is the development team brought in to help support?

Customer service issues are typically handled internally for login or other issues. The development team will only be brought in if there seems to be a problem addressing a concern.

22. Is the initial developer of the custom modules available for on-going support?

No, not if another vendor is awarded the contract.

23. What technical documentation on the current DNN website and custom modules is available?

All research and documentation from the initial build can be provided. IA documentation, personas, usability test results, mockups. Source code for all the custom modules is available.

24. Is the current website maintenance and development provider asked to respond to this RFP?

Yes.

25. Other than Marketing, what other departments at CATA will the development team need to work with?

Finance, Planning, Human Resources, Information Technology (IT), Purchasing and Paratransit Departments.

26. What's your budget for this project?

Each vendor should propose their best fixed blended rate pricing based on the scope of work.



27. In Section III: Compliance requirements, do we need to have FTA and MDOT before the contract awarded or after?

Please refer to the RFP to determine if your agency meets the FTA and MDOT requirements.

28. In III-C Compliance with Laws - is it mandatory to comply with all the listed requirements?

Please refer to the RFP to determine if your agency meets the FTA and MDOT requirements.