The State Bar of California

Website Redesign
Request for Proposal: Questions & Responses

August 31, 2015

1. **Of the 19 websites in the State Bar portal, the CalBar Journal and CalBar Connect are the ones that vary significantly from the main State Bar site template. Are those sites to be maintained with a separate look and feel, or are they to be under the umbrella of the new visual State Bar site templates?**

   Overall, we are constructing a single design for the majority of the Bar's segments. In cases where sections of the Bar website need a different design (unique branding, for instance), we will not be modifying those in this redesign. However, we will be looking for a pared-down version of the design template that can be utilized by segments that are different but wish to carry on our overall look and feel.

2. **Regarding the Master Calendar, beyond providing visual templates that will address the streamlining and consolidation in a front end presentation, is there much else expected of the vendor?**

   We are looking for collaboration with our developers to ensure that the designs that are provided are ultimately something that can be implemented. We are interested in consultation on the possibilities of maximizing our CMS, so it is certainly a bonus for a firm to be able to make recommendations regarding efficiencies in the CMS, not a requisite, but a benefit.

3. **Under Integrations, the ultimate responsibility of proper functionality of legacy web applications is with the State Bar IT staff, correct? The wording of this section seems to place responsibility on the vendor for ensuring all integrations are tested and working properly. If the vendor is only to provide front end HTML/CSS page templates that will be implemented by the State Bar, I don't see how the vendor be expected to be responsible for integrations.**

   Correct. State Bar IT staff will be responsible for this work.

4. **Under Execution, can you provide more detail regarding how Risk Management pertains to the vendor's deliverables?**

   At any time during the project and leading up to final design acceptance and implementation, any project risk (e.g. to the scope, deliverables, timeline, or resources) are formally identified, quantified and managed during the life of the project. Any risk identified with the project, the vendor is to work with the State Bar to document the risk, escalate and mitigate as appropriate.

5. **In general, it will be expected of the vendor to take the lead in project management?**

    *State Bar expects the vendor to manage this project. This deliverable should be included in **F. Project Management** in RFP and Attachment A.*

6. **Under Implementation, #2 Data Conversion and Migration and #3 System Integration/Interfaces will ultimately be the State Bar's responsibility, correct? These requests seem to go beyond the vendor's responsibility to deliver a new site design in the form of front end HTML/CSS templates.**

    Correct. State Bar will be responsible for this work.