Questions and Responses for Request for Proposals ("RFP") for the re-design and re-development of Seeking Michigan

Q. "The Contractor will provide the Archives of Michigan with a CMS that uses an API integration to enable staff to administer items in the DAM through the CMS." Since Preservica's API is currently read-only (future releases may enable push updates) are you assuming that these planned push features will be available before development begins on this project?

R. The Michigan History Center wants to be able to administer facets and filters via the CMS which the Preservica-built plugin currently allows. We have asked Preservica if they will share this plugin with us but have not received clear feedback yet. We hope that Preservica will share this plugin. While we do not expect push features to be available before development begins, we do expect a CMS that would use the read-only API and allow our staff to select which collections are tied to particular pages and/or sections of the website.

Q. You state that you would like to include games similar to Breakout EDU. Are you looking to embed existing Breakout EDU games into the site, or are you asking for the functionality of a game creation platform to be replicated?

R. We are looking to integrate the BreakoutEDU platform for digital games into Seeking Michigan. What this intergration would look like (likely we would have to send people to a different website), I'm not sure. The platform changed in the midst of writing the RFP and BreakoutEDU rolled out a complete digital platform. We do not want you to replicate a game creation platform but advise us on how must to use it with Seeking Michigan.

Q. In Exhibit D 4.b. Security of Data. you ask "How will your organization guarantee all of the security functions of Preservica will be maintained through any API integration?"   What security protocols are in use with Preservica (API keys and/or JSON tokens)?

R. Still looking into this one… Had to contact Presesrvica to ask.

Q. Has MHC performed any content inventory exercises on the website?

R. Staff is currently reviewing content and creating a content strategy for Seeking Michigan. This will likely involve content inventory exercises.

Q. Are there any dates that a delivery schedule should accommodate (e.g., special events, fiscal calendars, milestones/anniversaries, marketing campaigns, etc.)?

R. No. The current calendar handles programs the staff gives to various communities. There is some internal debate as to whether or not to keep the calendar on Seeking Michigan or put all events on the Michigan History Center's government website.

Q. Are there any specific technology requirements not listed in the RFP (e.g., hosting requirements, operating systems, programming languages, etc.)?

R. Seeking Michigan will be hosted with Liquid Web. I would encourage you to contact Liquid web about specific hosting requirement

Q. Will the CMS have a tiered editorial structure, where users with special privileges will approve content before it goes live on the website?

R. Possibly. As I mentioned above, we are working out our content strategy. This will help us decide how we want to create material and who will have responsibilities for writing and editing. Currently staff adding material simply writes and publishes the material.

Q. For the online games, do designs already exist that would need to be implemented, or should game design services be included as part of submitted proposals?

R. This RFP is not asking for a game design. MHC intends to use the BreakoutEDU's new digital platform to create games online (https://www.breakoutedu.com/about). We will need help integrating these games (built in BreakoutEDU's platform) into Seeking Michigan. We are currently getting set up in this platform and will begin developing games in the next couple of months.

Q. If online game design systems do not already exist, are there specific requirements for them?

R. See response above.

Q. Does MHC have access to, and full control of, a payment gateway service for online transactions, such as authorize.net?

R. Yes. MHC uses authorize.net.

Q. Would a custom-configured WordPress or Drupal installation be an acceptable solution for the project?

R. Yes.

Q. To what accessibility standards does the website need to adhere?

R. While Seeking Michigan should be as accessible as possible, it does not have to meet A++ standards.

Q. Are there any state or federal regulatory requirements to which the site needs to adhere?

R. No.

Q. Does the website need to connect to – or import from – any databases, services, or data feeds beyond the Preservica database listed in the RFP?

R. No.

Q. Does MHC have a service and support contract with Preservica? If so, will that support be available to the selected contractor?

R. Yes. Preservica's support would be available to the selected contractor. However, I'm not entirely sure to the extent of that support.

Q. There doesn't appear to be any documentation of Preservica's REST API available to the public. Is this something MHC has access to as an existing customer? Can that be shared with potential contractors as part of the proposal process?

R. Yes. The documentation of Preservica's REST API can be obtained by emailing Mark Harvey.

Q. Is there a requirements document that outlines integration between the CMS and Preservica beyond those summarized in the RFP?

R. No. However, Preservica built a plugin for WordPress that offers a lot of functionality, like setting up facets and filters. We are currently trying to ascertain whether Preservica will share that plugin with a WordPress installation outside their hosted environment.

Q. Is integration with Preservica's API expected to be able to send new/updated data to Preservica to be consumed, or only to retrieve data from the API and display it?

R. The integration with Preservica's API is only expected to retrieve and display data.

Q. When will the data migration from CONTENTdm to Preservica be complete? Is there a schema or example data that can be shared for the proposal process?

R. The data migration from CONTENTdm to Preservica does not have a set date of completion, but we are looking to finish this process by spring of 2018. As data is migrating from CONTENTdm to Preservica, the metadata will be transition from the Dublin Core schema to the MODS schema. This process of migration will not be part of this RFP. The MODS schema can be viewed and explored online at http://www.loc.gov/standards/mods/.

Q. Does MHC have a preference on which e-commerce platform is used?

R. MHC currently uses WooCommerce but is not set on this e-commerce platform. However, the e-commerce platform must be able to capture information on a product page. Currently, users can place an order for research services on Seeking Michigan. A Gravity Forms Plugin allows our staff to set up a form where individuals are required to enter information before the product can be added to the cart. This function is necessary so users can provide information for our staff to conduct the requested research.

Q. Should all images in the archive be available to purchase as prints?

R. This is a function that MHC would like to add to a selected number of images. The majority of the material in the DAM will be documents rather than images. We would like to focus this functionality to the images with the expectation that this is where people's interest in prints lies.

Q. It appears that similar information is being requested in multiple sections of the RFP. For example, you request resume, experience, responsibilities of the manager/officer assigned in Exhibit D; Section 2.B.1, and then again for personnel assigned in Exhibit D; Section 2.C.2. Are we able to combine this information all into one section, or must they be addressed as laid out on the RFP?

R. Please provide the information as request in the RFP. I understand this seems redundant but MHC would like to have a packet to review about the manager and a pack to review about everyone included in the process. This will facilitate our review of the proposals.