PAMELA HARRIS
STATE COURT ADMINISTRATOR
(410) 260-1295 Fax: (410) 974-2066
pamela.harris@mdcourts.gov

FAYE D. MATTHEWS
DEPUTY STATE COURT
ADMINISTRATOR
(410) 260-1257 Fax: (410) 974-2066
faye.matthews@mdcourts.gov

VACANT
Director, Human Resources

GRAY BARTON, Director
Office of Problem-Solving Courts
(410) 260-3617 Fax: (410) 260-3620
gray.barton@mdcourts.gov

MARK BITTNER, Director
Judicial Information Systems
(410) 260-1001   Fax: (410) 974-7170
mark.bittner@mdcourts.gov

GISELA BLADES, Director
Procurement & Contract Admin.
(410) 260-1594 Fax: (410) 260-2520
gisela.blades@mdcourts.gov

ALLEN C. CLARK, III, Director
Budget & Finance
(410) 260-1579 Fax: (410) 260-1290
allen.clark@mdcourts.gov

DAVID R. DURFEE JR., Director
Legal Affairs
(410) 260-1405 Fax: (410) 260-3505
david.durfee@mdcourts.gov

CONNIE KRATOVIL-LAVELLE, Director
Family Administration
(410) 260-1296 Fax: (410) 974-5577
connie.kratovil-lavelle@mdcourts.gov

ROXANNE P. McKAGAN, Director
Facilities Administration
(410) 260-1407 Fax: (410) 974-2066
rocky.mckagan@mdcourts.gov

PAMELA C. ORTIZ, Director
Access to Justice Commission
(410) 260-1258 Fax: (410) 260-2504
pamela.ortiz@mdcourts.gov

DIANE S. PAWLOWICZ, Director
Court Operations Department
(410) 260-1725 Fax: (410) 260-2503
diane.pawlowicz@mdcourts.gov

DEBORAH A. UNITUS
Director, Program Services
(410) 260-1256 Fax: (410) 260-3570
deborah.unitus@mdcourts.gov

ADMINISTRATIVE OFFICE OF THE COURTS
PROCUREMENT AND CONTRACT ADMINISTRATION
2003 C COMMERCE PARK DRIVE
ANNAPOLIS, MARYLAND 21401

Questions/Responses No. 3
RFP Project No. K14-0025-28
Upgrade the People's Law Library Website to Drupal Version 7
November 25, 2013

Ladies and Gentlemen:

The following questions for the above referenced RFP were received by e-mail and are answered and posted for all prospective Offerors who received the RFP. The statements and interpretations contained in the following responses to questions are not binding on the Judiciary unless the RFP is expressly amended. Nothing in the Judiciary's response to these questions is to be construed as agreement to or acceptance by the Judiciary of any statement or interpretation on the part of the Offeror asking the question.

Question 1. Is all content managed in the site? Any 3rd party integration?

Response: Content is managed in the site.

Question 2. Is the use of Apache a requirement in our hosting environment? Is NGINX an acceptable alternative?

Response: Apache is required.

Question 3. Is SOLR the only acceptable search platform?

A: The ability for library staff to implement SOLR search in the future is a requirement. It is not required that the site as initially implemented use SOLR as its search technology.

Question 4. Are you open to using a secure third-party hosting platform for delivering videos? E.g. a private Vimeo account or non-public YouTube videos?

Response: No.

Question 5. Section: 1.26: requirement to register with the Department of Assessments and Taxation. No form is provided within the RFP. Using the link, http://www.dat.state.md.us/sdatweb/sdatforms.html lists a number of forms that may be applicable. Is there a clear name of the form needed for outside, or foreign, companies to fill out according to the RFP?

Response: See: Non-Maryland (Foreign) Business Enities at http://www.dat.state.md.us/sdatweb/nonmaryland.html

Question 6. How much of your existing external contributor content workflow is a custom process? Or are you only using standard Drupal modules?

Response: Unknown.

Question 7. Are the Quizzes based on web forms, or do you utilize a 3rd party tool?

Response: A quiz module is used and does not require a 3rd party tool.

Question 8. Are you open to maintaining the website in its current environment until the site has been migrated to Drupal 7, a responsive design has been implemented, and it is ready to launch?

Response: No.

Question 9. With regards to the 24x7 technical support, what is your expected vendor response time? There will be a SLA for hosting and server availability, but do you plan to define specific response times for site changes or problems with the site?

Response: 2 hours if site is down or if security is breached. 24 hours for other changes or problems.

Question 10. Per 2.3.8.2 – RSS of which content?

Response: Published changes to end-user-visible site content

Question 11. 2.3.8.5 states that "Contractor shall provide hosted video and file content". Is the expectation for the vendor to host these video on our server and stream it using a custom player (not using online platforms such as Youtube/Vimeo)?

Response: Yes, video should be hosted and streamed.

Question 12. We have done multiple work in Drupal for our clients and do not have a specific reference for work for upgrade from Drupal 6 to 7. Would this be a disqualification?

Response: No.

Question 13. Can the list include Drupal 6 modules that current need updated? (i.e. modules that have a RED X and need updated in the implementation)

Response: The Backup and Migrate module is at version 6.x-2.7. There is an update to 6.x-2.8 available, that has not yet been implemented.

Question 14. Is the intended scope and process of website migration to the new host, before the upgrade to Drupal 7, still the intended approach?

 Response: Yes.

Date Issued: November 25, 2013
By: Kelly Moore