

**KANSAS STATE UNIVERSITY**  
**Division of Financial Services / Purchasing**  
**21 Anderson Hall**  
**919 Mid Campus Drive**  
**Manhattan, KS 66506**

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October 15, 2015

IFB/RFP # 40483

**ADDENDUM NO. 1**

ITEM: Website Development

DEPARTMENT: Kansas State University – Agricultural Economics

CLOSING DATE: October 22, 2015 @ 2:00 PM

**CONDITIONS OF ADDENDUM:**

- The responses to the questions submitted are attached for review and inclusion.

Please send a signed copy of this addendum with your bid proposal.

Cathy Oehm  
Assistant Director of Purchasing  
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I (we) have read and understand this Addendum and agree it is a part of my (our) bid on the above proposal.

NAME OF COMPANY OR FIRM: \_\_\_\_\_

SIGNED BY: \_\_\_\_\_

TITLE: \_\_\_\_\_ DATE: \_\_\_\_\_

**IFB/RFP 40483 – Website Development**  
**KSU – Agricultural Economics**

**Vendor Questions submitted to Purchasing by the deadline for IFB/RFP 40483.**

- Q1. *Is KSU willing to except a bid from an experienced Drupal development firm based in Canada?*  
A1. **YES**
- Q2. *The RFP requests Drupal 8. Drupal 8 is currently in RC stage and not yet released. Would a Drupal 7 bid be acceptable?*  
A2. **YES**
- Q3. *On page 7 of the RFP, the overview includes “conversion of existing and development new interactive database applications using mySQL and PHP.” Can you please clarify if there is a scope outline of the existing and new applications? Or are we to provide hourly rates in lieu of a fixed bid proposal?*  
A3. **1 application is already existing- crop basis tool. 2 applications will need to be developed- OLG database and the KSFMRA database**
- Q4. *The pricing grid on page 10 does not appear to align with the scope of services. Is there a definition of “mobile applications”?*  
A4. **We would like for all of the online material to be compatible from mobile devices. Phone, tablets etc. However we are not requesting mobile apps or a separate mobile application.**
- Q5. *Is it acceptable for vendors to work outside the state of Kansas?*  
A5. **YES**
- Q6. *Just to confirm - attending meetings via web or telephone conferencing is acceptable?*  
A6. **YES**
- Q7. *Does the existing website run on a CMS today? If so, which one? If not, what technology does the website use?*  
Q7. **NO- Microsoft Front Page**
- Q8. *Will the University be hosting this new website, or should we include hosting services as part of our estimate?*  
A8. **Please include as separate line item. KSU will not be hosting the website.**
- Q9. *Will on-going support and maintenance be required after the site goes live? If so, for how long?*  
A9. **YES- Please price on an hourly basis.**
- Q10. *How many users will require training?*  
A10. **5 users**
- Q11. *Is remote training acceptable?*  
A11. **NO**
- Q12. *Will the University be providing branding/graphic items (logos, color palette standards, etc.) for the new site, or is graphic design considered part of the scope of work for this project?*  
A12. **Yes the University will be providing much of the branding but there may be a need for some graphic design creation during this process.**

- Q13. *Will there be any interfaces required to external systems? If so, please list and provide a brief description of the functionality.*  
A13. **YES. Crop basis database: ability of the user to run unique queries of database containing crop prices by location. This is currently existing.**
- Q14. *Will there be any interface required to an external system for user authentication (Active Directory, etc.)? If so, please explain what system.*  
A14. **YES. KSFMRA LAND VALUE WEBSITE- a password protected website that is interfaced with a remote located database of land prices, (requires user authentication and does not currently exist.)**
- Q15. *You request a minimum of 10 years experience from respondents. We have staff that meet this 10 year experience requirement, however our company has only been in existence for 5 years. Will this disqualify us from this project?*  
A15. **NO**
- Q16. *On the Cost Proposal sheet, there is an item for "Mobile Applications", yet there was no mention of a mobile application in the RFP document. Can you clarify what is meant by "Mobile Applications" on that sheet?*  
A16. **We would like for all of the online material to be compatible from mobile devices. Phone, tablets etc. However we are not requesting mobile apps or a separate mobile application.**
- Q17. *On the Cost Proposal sheet, there is an item for "Interface Configuration". Can you clarify what is meant by "Interface Configuration" on that sheet?*  
A17. **This would apply to user authentication for 2 separate databases, 1 is existing- Crop Basis- the other is KSFMRA- it will need to be created which will require user authentication as the website is password protected.**
- Q18. *What is the budget/budget range for this project?*  
A18. **KSU Purchasing does not release this information.**
- Q19. *Is this a fixed fee project or a time and materials with a cost not to exceed type project?*  
A19. **We would prefer a fixed fee contract if possible, although we would look at a times and materials bid also.**
- Q20. *What is the anticipated date of award of this contract and what would be the projects official start date?*  
A20. **The award of the contract will hopefully be in early November with a project start date ASAP after the award.**
- Q21. *How many firms have expressed interest in this RFP?*  
A21. **This is unknown; the competitive bid process is open to all interested vendors.**
- Q22. *Is there an incumbent vendor who will be bidding on this project?*  
A22. **This is unknown; the competitive bid process is open to all interested vendors.**