

Summary:

The Lower Columbia Estuary Partnership is requesting proposals from firms (local to the lower Columbia River area) to provide Drupal-based web site support and development for the Estuary Partnership web site.

Project Need:

The Lower Columbia Estuary Partnership operates a large, complex, Drupal 7-based web site at www.estuarypartnership.org. The site includes standard Drupal modules and custom code to support interactive mapping applications and associated databases and data libraries. The site was launched in November 2012.

The Estuary Partnership anticipates needing occasional upgrades, security updates and other back-end maintenance. In addition, the Estuary Partnership anticipates the need for occasional design modifications, technical training and assistance, analytics evaluation, and emergency services. As such, the Estuary Partnership is looking to establish a relationship and contract with a firm to provide these and other on-going, necessary web site infrastructure maintenance and support services. The firm should have experience working with OpenLayers and Apache Solr, and an ability to coordinate as necessary with the Estuary Partnership's IT contractor on any hosting/server tasks or issues. The Estuary Partnership envisions establishing a productive long-term relationship with the selected firm through an at-will contract.

The Estuary Partnership is a non-profit, bi-state, National Estuary Program focused on protecting and restoring the lower Columbia River from Bonneville Dam to the Pacific Ocean. Information on the Estuary Partnership's mission, purpose, and work can be found on the Partnership's web site.

Proposal Submittal Requirements:

Interested firms should provide the following submittals:

1. A statement of interest and qualifications, including the firm's approach to client services (2-page max).
2. The experience and resumes of key staff to be assigned to the project.
3. A description and estimation of anticipated annual yearly maintenance and security upgrade costs.
4. A rate structure for other common maintenance, support services, and development costs.
5. Three project references for similar work.
6. A critique of the Estuary Partnership's site and a description of opportunities and challenges (1-page max).

Proposal Deadline:

4:00 pm. Monday, July 29, 2013

Submittal Instructions:

All proposals must be submitted electronically, in a single PDF file attached to an e-mail message to: targent@estuarypartnership.org. Submitters will receive a confirmation via return e-mail.

Proposal Evaluation Process:

Estuary Partnership staff will evaluate proposals based on interest, services offered, experience, price, and references. The Estuary Partnership may schedule interviews with select proposers. The Estuary Partnership reserves the right to contract with the firm best suited to provide these services at the Estuary Partnership's sole discretion.

Proposal Questions:

Any questions on the Estuary Partnership, the Estuary Partnership's web site, or the scope of services envisioned within this Request for Services can be submitted via e-mail to chathaway@estuarypartnership.org not later than Monday, July 22 at 4:00 pm. A question and answer sheet will be posted on the Estuary Partnership web site and updated as needed to ensure all interested firms have clarifying information.