The following response(s) is provided per question(s) submitted by Bidder(s):

1. **Question**: Are there any functionalities or sections on the current site that you would like to get rid of?
   
   **Answer**: Generally, we would remove content that is not expressing germane to students, our primary customers.

2. **Question**: Are there any you would like to see expanded?
   
   **Answer**: Improve the site search feature to not rely on Google.

3. **Question**: Will there be a College project manager who can assist with determining which content is "including the consolidation and deletion of unnecessary and/or out of date content" in section Exhibit A Section D-2-1 to aid us in curating content?
   
   **Answer**: There will be a team to make final content determinations, but the successful bidder will have a single point of contact for regular business interactions.

4. **Question**: Who will be responsible for migrating content?
   
   **Answer**: Rio Hondo College will take the lead in this process.

5. **Question**: Is the college’s preference to audit content before or after migration?
   
   **Answer**: Before.

6. **Question**: Will the College be providing photography (and videography if/where applicable) or should this be considered as part of our proposal?
   
   **Answer**: Yes, the awarded bidder could provide photography and videography, where applicable.

7. **Question**: Does the college have an expectation of which pages/page styles they would like templates created for?
   
   **Answer**: Home page / landing pages / department pages / news articles / standard pages / events and others as determined by the site developed by the awarded bidder.
8. **Question**: Do ADA compliance validation and enforcement tools need to be integrated into the content approval work flow? (Section E-4)

   **Answer**: Yes.

9. **Question**: Can in-person interviews (Section 25) for this project be conducted remotely?

   **Answer**: Yes.

10. **Question**: Can you provide more clarity on the winning bidder’s exact deliverable(s) for the exterior signage package mentioned in (Section D-1-H)? Will the college be handling printing and sign set up or is the physical production part of the scope and deliverables?

   **Answer**: Yes, Rio Hondo College will be handling printing and sign set up.

11. **Question**: Section D-1-G, can you provide more information on what the college is seeking in terms of brand guidance at launch? What work or deliverables are expected here?

   **Answer**: Rio Hondo College is seeking recommendations of when to launch, how to launch, etc.

12. **Question**: Can you provide more clarity what the college is looking for in its content approval work flow; what user roles are needed, actions each role needs to perform, what restrictions each user role should have.

   **Answer**: Currently, we have two roles, editor and publisher. Editors can update published pages, but cannot publish new content. Only publishers can publish new content. The only anticipated change to the workflow is the expectation that all pages have been checked for grammar, spelling, broken links, and web accessibility issues before they can be published.

13. **Question**: Is the content approval work flow expected to be entirely handled in software-or is it acceptable (or desirable) to have part of it be process based?

   **Answer**: We expect these processes to be handled by software.

14. **Question**: Can you confirm whether the college dev/IT team will be responsible for styling the various external third party sites and plugins or should winning bidder be considering this part of the scope?

   **Answer**: Rio Hondo College will assume responsibility for styling third-party products.

15. **Question**: Please specify if Exhibit B and Exhibit C need to be responded to as part of our response.

   **Answer**: Exhibits B and C are provided for reference of the bidder. Exhibit B is just a sample of the final agreement. Exhibit C is included in the final version of Exhibit B to be issued to the awarded bidder.

16. **Question**: We understand that the project for Rio Hondo CCD is two fold, rebranding and website redesign and development. Would the District consider an agency who offered rebranding services, web research and web redesign, but would subcontract or opt out of web implementation?
Answer: If web development is to be performed by a subcontractor, this needs to be identified in the proposal. The costs of the subcontractor shall be part the overall cost. Opting out of developing the website is not acceptable.

17. **Question:** How many pages need to be rebuilt on the website?

**Answer:** The current website has approximately 1,800 pages. How many pages will migrate or need to be built for the new site will be determined from this process.

18. **Question:** What CMS is the site currently built in?

**Answer:** WordPress.

19. **Question:** Is the primary site for the rebrand Rio Hondo's community college site?

**Answer:** Yes.

20. **Question:** Our brand research process takes 7-9 months to implement, but we see that the District would like the website and rebrand to be completed in September 2023 after starting in December 2022. Would the District consider extending the project timeline for the rebranding effort considering that the brand needs to inform the website redesign?

**Answer:** No.

21. **Question:** Do you have a preference to an open source or commercial CMS?

**Answer:** See Bulletin 1, Question 1.

22. In regards to content migration:

22.A **Question:** Will you require content migration services?

**Answer:** See Bulletin 2, Question 16. If the bidder thinks quoting migration services is important, this should be included in an appendix and supplemental expense (additional services).

22.B **Question:** Will the entire.edu domain need to be migrated?

**Answer:** The primary focus is on the main campus website, which is the www subdomain.

22.C **Question:** Are there parts of the site that will not be migrated?

**Answer:** This will be determined as part of this development effort.

22.D **Question:** Are there additional domains that need to be migrated?

**Answer:** No.

22.E **Question:** In regards to migration, how many different page layouts do you have on your current site?

**Answer:** Four-five.
23. **Question:** Who currently hosts your website(s)? Are you looking to change this arrangement?

   **Answer:** It is currently hosted by Rio Hondo College, but the preference to have it hosted offsite.

24. **Question:** How many developers do you have to maintain the new CMS?

   **Answer:** Two and a half.

25. **Question:** How many individuals at your institution will need to use the CMS?

   **Answer:** 50-100 potentially.

26. **Question:** What systems do you have that you would like integration with?

   **Answer:** This is not mandatory, but it would be nice if the system could integrate with CurricUnet or Banner, Rio Hondo College's student information system, for course and catalog information.

27. **Question:** Is there a priority of system integrations?

   **Answer:** No.

28. **Question:** What specifically would you like to integrate within these systems?

   **Answer:** Course descriptions and other catalog information.

29. **Question:** How important is a support plan/option for you with the new CMS?

   **Answer:** See Bulletin 1, Question 2.

Sincerely,

[Signature]

Felix G. Sarao
Director - Contract Management and Vending Services