

Addendum No.1

Date: January 31, 2018

To: All Proposers

From: Cindy Kelly, Assistant Transit Manager

Subject: YARTS Website Hosting, Maintenance and Support – RFP20180117YARTS

QUESTIONS AND RESPONSES

Proposers: Following are questions submitted by prospective proposers with YARTS responses provided in **red** and *italicized* text.

1. What kind of detail or aspect are you looking for in the google analytics reporting? Are you looking for a full breakdown or snap shots? Does YARTS maintain current analytics goals?

Please see attachment # 1 Website Analytics Sample on page 6 of this addendum.

2. For the Website support, does YARTS expect both enhancements and content updates to be in a monthly/yearly flat fee?

Yes.

3. Are content updates and enhancements expected to be on an hourly basis or lumped together in a monthly service fee?

The proposer will determine the methodology of costs.

4. How many content updates or enhancements are generally expected on a monthly basis?

There are a minimum of 4 per year that are required with schedule/service changes and others that may be required on an emergency basis.

5. What version of WordPress is the site currently in?

WP Engine v3.2.1

6. Are you looking for hourly rates or a fixed fee?

For maintenance and hosting a fixed fee, for emergencies, an hourly rate.

7. Are there any APIs pushing or pulling information from a database? If so, what are they?

Staff does not have the technical expertise to answer this question.

8. Are there custom plugins that have been built and being used on the site, besides the ones that are publicly available?

See table below.

Add Meta Tags	Add basic meta tags and also Opengraph, Schema.org Microdata, Twitter Cards and Dublin Core metadata to optimize your web site for better SEO. Version 2.11.3
Advanced Custom Fields	Customise WordPress with powerful, professional and intuitive fields. Version 4.4.11
Akismet Anti-Spam	Used by millions, Akismet is quite possibly the best way in the world to protect your blog from spam . It keeps your site protected even while you sleep. To get started: activate the Akismet plugin and then go to your Akismet Settings page to set up your API key. Version 3.3.4
Contact Form 7	Just another contact form plugin. Simple but flexible. Version 4.8.1
Google Analytics for WordPress by Monster Insights	The best Google Analytics plugin for WordPress. See how visitors find and use your website, so you can keep them coming back. Version 6.2.0
Mailgun	Mailgun integration for WordPress. Version 1.5.8.4
Select NextScripts: SNAP Pro Upgrade Helper	Upgrade/Addon only. NextScripts: Social Networks Auto-Poster Plugin is required. Please do not remove it. This is not a replacement, just upgrade/addon. Version 1.3.9
Select NextScripts: Social Networks Auto-Poster	This plugin automatically publishes posts from your blog to multiple accounts on Facebook, Twitter, and Google+ profiles and/or pages. Version 3.8.6
Select Post Expirator	Allows you to add an expiration date (minute) to posts which you can configure to either delete the post, change it to a draft, or update the post categories at expiration time. Version 2.3.1.1

Select Postman SMTP	Email not reliable? Postman is the first and only WordPress SMTP plugin to implement OAuth 2.0 for Gmail, Hotmail and Yahoo Mail. Setup is a breeze with the Configuration Wizard and integrated Port Tester. Enjoy worry-free delivery even if your password changes! Version 1.7.2
Select WordPress Importer	Import posts, pages, comments, custom fields, categories, tags and more from a WordPress export file. Version 0.6.3
Select WP Translate	Makes your website available to the world using the powerful Google Translate API to make your content multilingual. Version 4.9.1
Select WP-Mail-SMTP	Reconfigures the wp_mail() function to use SMTP instead of mail() and creates an options page to manage the settings. Version 0.10.1
Select Yoast SEO	The first true all-in-one SEO solution for WordPress, including on-page content analysis, XML sitemaps and much more. Version 5.1

9. Are there other instances of the site, that we need to host as well, like a dev version, a stage version?

Staff does not have the technical expertise to answer this question.

10. Is all the code for the site in a version control system?

Staff does not have the technical expertise to answer this question.

11. What is the current budget allocated for the site?

YARTS will not be providing a response.

12. What is the current workflow for making any changes/updates to the site? Are they done on a development version and sent to YARTS for review and once approved, that is when they need to be pushed to the live site?

Updates to the site are currently made by staff. Changes are made by the contractor and must be approved by YARTS staff prior to being released.

13. What is the current version of PHP being used?

Staff does not have the technical expertise to answer this question.

14. What is the total size of the documents/codebase?

Staff does not have the technical expertise to answer this question.

15. Are there any CDN technologies in use?

Staff does not have the technical expertise to answer this question.

16. Is email associated with the domain hosted on the same server currently?

Staff does not have the technical expertise to answer this question.

17. What is the current bandwidth usage per month?

Staff does not have the technical expertise to answer this question.

18. What is the average traffic?

Over 1,000,000 views per year.

19. How big, in MegaBytes (MBs), is your current site?

Staff does not have the technical expertise to answer this question.

20. List all of the interactive features of your existing web site and their address within your site. Examples of interactive features include online forms, a shopping cart, discussion forums, listservers, searchable directories, content management tools, and password-protected areas.

Online interactive map, online reservation systems (Bette rez, Inc), links to YARTS social media pages, links to YARTS partner agencies.

21. Are there any third party integrations on the site that we should be aware of for the purposes of IP whitelisting?

Staff does not have the expertise to answer this question.

22. Is MCAG committed to Wordpress as the YARTS CMS?

Yes.

23. Website Support: Fig Leaf provides website support for a fixed fee for a fixed level of support. MCAG is asking for a fixed fee support package in which " No limits will be placed on the quantity of support requests or training." Could MCAG explain its thinking here?

As YARTS staff is responsible to update information on the website, support requests may be submitted asking for training on the current plug ins and functions of the website. There would also be requests for specific updates periodically and website enhancements.

24. In the paragraph on Emergency Support, MCAG says "when MCAG's IT Service Provider makes changes to the server"; may we assume that 'MCAG's IT Service Provider' the vendor otherwise referred to as 'Service Provider', that is, the vendor providing website hosting?

Yes.

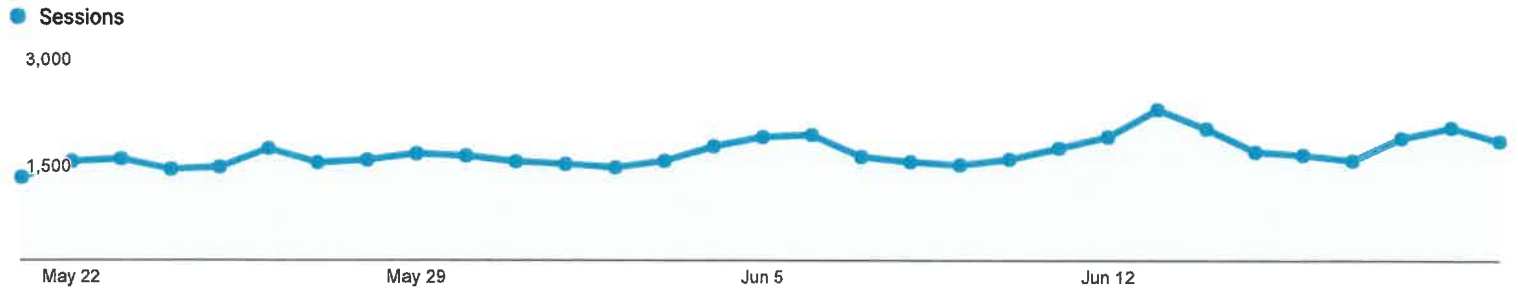
Audience Overview

May 21, 2017 - Jun 20, 2017

Attachment #1

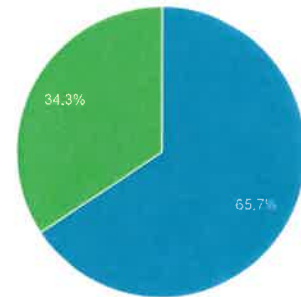
All Users
100.00% Sessions

Overview



Sessions 46,883	Users 32,800	Pageviews 159,295
Pages / Session 3.40	Avg. Session Duration 00:04:25	Bounce Rate 32.54%
% New Sessions 65.57%		

New Visitor Returning Visitor



Language	Sessions	% Sessions
1. en-us	39,287	83.80%
2. en-gb	2,129	4.54%
3. de	467	1.00%
4. de-de	381	0.81%
5. en-au	345	0.74%
6. ja-jp	335	0.71%
7. es	303	0.65%
8. zh-cn	295	0.63%
9. zh-tw	271	0.58%
10. fr	263	0.56%