



Procurement Services
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ADDENDUM NO: 3

IFB/RFP No: NKU-48-2024

Project /Commodity: CMS Consulting

Date: 06/21/2024

Due Date: 06/27/2024 @ 2pm

BIDDER/RESPONDER SHALL CONFORM TO THE FOLLOWING CHANGES AS SAME SHALL BECOME BINDING UPON THE CONTRACT TO BE ISSUED IN RESPONSE TO THIS INVITATION FOR BID.

Questions & Answers:

Would NKU be willing to extend the response due date to July 3, 2024? or after the July 4th holiday weekend?

No.

Would NKU be willing to accept commercial or state and local content management system-related references as part of the requirement to provide 3 references? It currently states higher education only.

Yes.

Given Phase 1 includes an Assessment which will inform the solution/direction, it is not feasible to provide firm pricing without completing the assessment. Is NKU open to 2 task orders - one for evaluation and one for implementation/migration? Otherwise, would NKU be open to firm pricing on the assessment, then variable pricing for the implementation migration based on the assessment?

Yes.

Is NKU expecting the response to contain assessment of all CMS' listed, rated, and vendor recommendation of one CMS? Or would NKU need vendors to just compare and let NKU determine the recommended CMS on its own?

No, the responses are expected to be for proposals that include final evaluation of CMS products to reach a final recommendation for NKU to decide to purchase and implement. This will include all associated planning, timelines and outline of costs to do that evaluation and contribute to the final decision of which CMS product NKU will choose to implement.

What level of training is expected - usage of solution, training on the product?

This skews towards training on usage of the solution and NKU's internal web accessibility will then likely handle training on the product for end users. This could change based on resources available.

How many workflows are currently designed and being used in AEM

None.

Would NKU be open to a second round of Q/A based on answers provided?

Yes.

As the CMS provider, will we need to provide a scoring rubric and report of scoring results since we are solely recommending our CMS?

No, but NKU will take that into account for our decision-making and scoring process for both CMS transition support and the system itself that this response presents the university with only one option for both the transition support and system.

As the CMS provider, what specific knowledge/understanding of the AEM platform are you looking for the selected vendor to have experience with?

AEM knowledge is not critical but preferred. This would include the interface, DAM, page templates within the CMS, etc. to help ease the transition from AEM to potentially another CMS.

Regarding training, how many users do you require the provider to train, and do you know the breakdown (technical and non-technical) of the users to be trained?

TBD, but the hope is to train NKU's internal web accessibility team first and then have that team train the internal NKU userbase. As part of this implementation, we will be assessing training needs and work with NKU's internal web accessibility team to determine a final scope for training. The NKU web accessibility is more technical in nature and understands web CMS, content creation, publishing, CSS/HTML, etc. The NKU userbase would be the larger and non-technical audience.

Do you have a do-not-exceed budget for this engagement?

Not currently.

What groups from the university will be participating in the selection process?

Marcomm, IT, Finance, Procurement

What groups from the university will be participating in the rollout of this project?

Marcomm, IT

Does NKU have a preference for a specific host provider?

MS Azure

END OF ADDENDUM