



Request for Proposals (RFP)
NGC Website Redevelopment Project
Reference #: NGC107224
Buy and Sell Reference #: PW-16-00721283
February 23, 2016

ADDENDA # 2

This Addendum forms part of the contract documents and is to be read, interpreted, and coordinated with all other parts. The cost of all contained herein is to be included in the contract sum. Acknowledge receipt of this Addendum by inserting its number and date on the Tender Form, specifically Appendix F – Addenda. Failure to identify addenda issued by the NGC **will (M)** result in the immediate disqualification of your proposal.

1. Could we compete for the project considering we are located in Nova Scotia?
 - Location of the proponent is not a selection criteria. All costs related to fulfilling the contract including travel have to be included in the financial proposal.
2. Could you also let us know how many visits are anticipated by the NGC outside of the initial project kickoff, wireframe design presentation and finally the project launch?
 - These are obvious milestones that would require a formal presentation/discussion with NGC staff. The RFP requests that the proposal provides “a detail implementation plan and project schedule” (2.4.3.1) and that should include all collaboration, consultations and meetings steps that would be required to meet the goal.
3. Is it our understanding that we are to recommend hosting needs for the NGC as opposed to what is currently being used on their servers? If so, could we get details on storage use currently on all the domains for the NGC sites?
 - See Page 11 of the RFP for storage usage for all sites.
4. How many static files (PDF, .doc, etc.) do you have in your existing Web site?
 - These estimates of number of files are based on our production server. All other content is non-static and served through the database:
 1. pdf: 3800
 2. doc: 100
 3. txt: 200
 4. html: 2200
 5. mp3/4: 2500
 6. mov: 1000
 7. swf: 5500
 8. flv: 500
 - a - Do you require indexing of static files for search purposes?
 - Yes, this could potentially tie in with our GSA (Google Search Appliance).



- b - If yes, to the answer above, what is the approximate size of each file?
- File sizes vary drastically, from several kB for text and doc files, to multiple MB for media
5. Do you currently use a Content Delivery Network (CDN)?
- No
6. Do you require any specific networking rules, or customization?
- The standard ports for http and https would be required, as would the ports used to process online tickets purchases or other sales. Although currently hosted internally, the websites have a dedicated outside line and an ip range separate from the main NGC corporate network. That arm's length relationship would need to be preserved.
7. Do you require a secure connection to your network (VPN)?
- There will be a requirement to connect securely **from** the NGC **to** the hosting provider in order to push database and content updates. This link should only be live on an as-needed basis.