



THE GOVERNOR GENERAL · LE GOUVERNEUR GÉNÉRAL

June 1, 2016

Office of the Secretary to the Governor General – Solicitation No.:OSGG-BSGG-16-1632

Request for Proposal (RFP)

Web Design and Development

Questions and Answers # 5

The following shall be read in conjunction with and shall form an integral part of the Request for Proposal (RFP).

Question 1

How will you be testing for accessibility? (Please provide specific methods and applications/service you plan to utilize as results can vary based on methods).

Answer 1

As stated in section 4.1.1.2 Point Rated Technical Criteria (p.10 of 54):

“The Bidder’s website will be evaluated against the twelve (12) WCAG 2.0 guidelines, level AA. (<https://www.w3.org/TR/WCAG20/>).The guidelines will be evaluated against all of the proposed websites, up to a maximum of three (3) websites. The Bidder’s proposed websites do not have to meet all twelve (12) guidelines under one single website.

Points will be allocated only once per guideline.

Guidelines that are not applicable to any of the proposed websites will not be allocated any points.”

Furthermore, screen-reader testing will be done using Jaws 17.0.

As for Task 7 under section 3.0 Requirement (p. 34 of 54), the task states:

“The Contractor must prepare a test plan for review and approval by the Project Authority. The testing must include, but is not limited to:

- a) User Acceptance Testing in various phases of the project, as agreed with the Project Authority team. This testing must be conducted by various key stakeholders within the OSGG and will be defined by the Project Authority.*
- b) Web Accessibility testing: the Contractor must ensure that the website is conformant to WCAG 2.0 AA guidelines.”*

Question 2

In a case where providing a live link to a past client project where a feature fully worked at time of delivery, and client internally made a small change which inadvertently introduced a problem. (e.g. An image was removed, or a small CSS issue was changed, etc). If we are providing a link where the bulk of a feature intended for the link provided is still intact, would we be penalized or not get full points?

Answer 2

If possible, please provide a link to a staging server with the fully functional example. As stated in RT2 (p. 11 of 54): "*The Bidder should provide an operational link, developed by the bidder, for each of the above features.*" Therefore, it is the Bidders responsibility to determine a suitable example for each of the features.

For further details, please refer to Answer #4 of the Question and Answer document dated May 6th, 2016.

Question 3

Do you plan on contacting any references?

Answer 3

No.

Question 4

When providing operation links for RT2 Email Distribution List Management. What access level do you expect to have? You would typically only be able to test the "subscription" action, as you likely won't get an relevant email until something applies or monthly triggers the email.

Can we therefore include a link to the solution, yet provide an email distribution content example as an attachment?

Answer 4

We would like to see the administrative interface of the distribution list and mail out management and how end users subscribe and receive e-mails. Yes, you can provide an email distribution content example as an attachment.

For further details, please refer to Answer #4 of the Question and Answer document dated May 6th, 2016.