



**Request for Proposal  
BID NO. 22-07-2852LE**

**Amendment #01**

Website Design & Development  
*Due August 12, 2022*

**Project Overview**

The Department of Diné Education is seeking responses from qualified web designers to rebuild their government website, located at [www.navajonationdode.org](http://www.navajonationdode.org). The current site is outdated and no longer serves the Department's extensive education community and communication needs.

The current site is built in WordPress and hosted by rtsolutions, based out of Albuquerque, NM. We would like to move to a more robust platform that still allows staff to make copy/page updates as needed. We are interested in using Drupal, DotNetNuke but are open to other options. The new site should offer greater flexibility for departments and programs to provide information and documentation relevant to the audiences they serve. This includes the ability to post information over multiple content pages within their sections with downloads, video, and more.

During the design process, our project team will be working to review and as needed, rewrite copy throughout the site before providing it to the chosen web contractor.

The site is accessed by the education community, staff, the surrounding tribal and non-tribal communities, and others interested in the Tribe's education history, traditions, and education initiatives.

**Site and Development Specifications**

- A visually appealing, responsive design built using a flexible, user-friendly, easily updated platform such as Drupal, DotNetNuke. The site's design should be easy to navigate and include a mix of text and graphics.
- Design should be consistent throughout all pages.
- A members-only section (accessible through registration approved by an admin) that includes exclusive calendars and information.

- News feed connected to the DODE's Facebook page and emergency notifications.
- Automated job posting feature.
- Memo/news article submission feature.
- User testing and user research
- Web hosting options

In addition, the website must:

- Meet ADA requirements as specified under section 508 of the Rehabilitation Act.
- Be built in compliance with the most current Website Content Accessibility Guidelines.
- Be compatible with the latest desktop and mobile versions of Chrome, Safari, Firefox, and Microsoft Edge.
- Utilize best SEO practices.
- Secure from cyberattacks
- Demonstrate ability of the underlying technology platform to implement future functionality, including:
  - to receive document submissions from constituents including lesson plans, grant proposals, accreditation applications etc. as well as progress status tracking, paper flow and process management,
  - to provide a set of features to conduct surveys, event registrations and constituent feedback,
  - to embed videos (training videos, cultural documentaries, and other relevant multimedia content) for easy search and play as well as ability to assign/give permission to access classified content based on registered user/member,
  - to receive online service eligibility requests (referrals) for determining initial eligibility for available social programs (constituents fill out a form with basic information about them and their specific needs and submit for eligibility and they come back to the website to see status of approval or request for more information,
  - needed etc.

### **Scope**

This project includes several activities and deliverables including:

- Working with designated project staff on functionality and design
- Coordinating with project staff on timelines
- Presentation and approval of design concept
- Create site based on site and development specifications
- Test site on applicable desktop and mobile platforms to make sure it performs as expected
- Recommend and coordinate hosting services
- Training of representatives from each department in basic site editing and updates
- Ongoing updates, support, and technical assistance training

### **Requirements for Application**

By responding to this RFP, contractors acknowledge that they can complete the specifications and scope laid out in this document.

Interested applicants should respond with background information, relevant examples of their work (up to three), a proposed budget scope, and any other relevant information that will aid in the decision process. ~~Please limit RFP responses to no more than two pages.~~

Please send any questions or responses via email to Brent V Nelson at [brentnelson@nndode.org](mailto:brentnelson@nndode.org) . Applications are due no later than August 12, 2022.