

**STATE OF WASHINGTON  
TACOMA COMMUNITY COLLEGE  
REQUEST FOR PROPOSALS (RFP)**

**RFP 2022-02**

**PROJECT TITLE: TCC Website Pathways Update**

**QUESTION & ANSWER PHASE 1  
Dec. 8, 2022**

Additional questions can be emailed to [mcmccarthy@tacomacc.edu](mailto:mcmccarthy@tacomacc.edu). Submitted questions will be accepted no later than Dec.14, 2022.

1. Is the user research to be conducted in onsite or virtual?

We require that the initial user research be conducted onsite as an in-person focus group with students. We will provide space on campus and coordinate student participation. We may be open to follow-up user feedback conducted virtually.

2. Is the RFP oral presentation to be held onsite or virtual?

The oral presentation will be virtual. We will meet with selected candidates via Zoom during the week of Jan. 2-6, 2023 to hear more about their proposals and ask clarifying questions.

3. We understand the ask to develop three prototypes of Guided Pathways. Do you have an estimate of the number of unique page layouts/templates of the Guided Pathways process we should budget for?

We're striving for consistency with our pathway page layouts. Our pathways can vary in length and student outcomes, and it is our goal to create a uniform template for our program pages. We will rely on student focus testing to guide design and scope. If you'd like more information about this, please feel free to ask a follow-up question.

4. Is your current web design firm going to be considered for this work?

We do not currently have a web design firm. Our website was launched in 2018 and we have not engaged with a web design firm since that work was conducted. Our CMS vendor, Modern Campus, will

be hired to assist with implementation once these web pieces are designed, but they are not preparing a proposal for this RFP.

5. Once built out into OmniCMS, Modern Campus performs training. So, our budget would not include training. Ok?

Understood.

6. Please clarify the Industrial Insurance Coverage requirement on page 30.

The Industrial Insurance Coverage requirement on page 30 is a piece of our contract template used by Tacoma Community College when entering into a contract with a vendor. We are required by the State of Washington to follow the RCW, which is why it is in the contract template. If it is not applicable to this project, we will remove it from the finalized contract when entering into an agreement with the final selection. More information about the RCW can be found here:

<https://apps.leg.wa.gov/rcw/default.aspx?Cite=51>