ADDENDUM NO. 1

WordPress Website Redesign
Madison Metropolitan Sewerage District
1610 Moorland Road
Madison, WI 53713

November 10, 2020

All Potential Bidders:

The attached changes, additions, and/or deletions to the above contract documents are hereby made as fully and completely as if the same were fully set forth therein.
ADDENDUM NO. 1

To the Bidding Documents
WordPress Website Redesign

For the
Madison Metropolitan Sewerage District

Date: November 10, 2020

Proposal Due Date: 4 p.m. CST, on Wednesday, November 25, 2020.

TO: ALL BIDDERS BIDDING ON THE ABOVE PROJECT:

The following are revisions to the REQUEST FOR PROPOSAL:

The following shall be deleted in its entirety:

Scope of Work & Requirements
Overall requirements

- A complete mobile-responsive redesign of the current website using WordPress, including a commercially available theme and page builder.
- A clean, modern design that incorporates current web design best practices.
- Work with the District project team to set website strategy to best serve users/target audiences.
- Work with the District on site mapping to restructure content and streamline the user interface to assure a user-friendly, intuitive web experience.
- Keyword research and assistance with keyword implementation in copy
- Website must implement WCAG 2.1 AA standards for accessibility
- The site should be optimized for/provide tools to implement SEO best practices.
- Initial CMS installation, configuration, and customization.
- Creation of the initial website templates needed to go live.
- Development and/or modification of any required or custom code.
- Website should provide District staff with complete control for day-to-day creation of pages, templates and content, but also allow for the creation of different user profiles to assign responsibilities and permissions accordingly.
- Collaboration with the District project team on creating and executing pre-launch testing and quality assurance/control, including but not limited to:
  - Functionality testing
    - Links testing
    - Fixing broken links
    - Form validation
    - Form routing
    - Third-party integrations
  - Usability
    - Accessibility checks
    - Missing/broken/inappropriately sized images
Scope of Work & Requirements

Overall requirements
- A complete mobile-responsive redesign of the current website using WordPress, including a commercially available theme and page builder.
- A clean, modern design that incorporates current web design best practices.
- Work with the District project team to set website strategy to best serve users/target audiences.
- Work with the District on site mapping to restructure content and streamline the user interface to assure a user-friendly, intuitive web experience.
- Keyword research and assistance with keyword implementation in copy
- Website must implement WCAG 2.1 AA standards for accessibility
- The site should be optimized for/provide tools to implement SEO best practices.
- Initial CMS installation, configuration, and customization.
- Creation of the initial website templates needed to go live.
- Development and/or modification of any required or custom code.
- The website should be redesigned in such a way that allows District staff complete control of the website.
- Collaboration with the District project team on creating and executing pre-launch testing and quality assurance/control, including but not limited to:
  - Functionality testing
    - Links testing
    - Fixing broken links
    - Form validation
    - Form routing
    - Third-party integrations
  - Usability
    - Accessibility checks
    - Missing/broken/inappropriately sized images
  - Interface testing
  - Compatibility testing
    - Browser compatibility
    - Operating system compatibility
    - Mobile browsing
- Printing options
  - Performance testing
  - Security testing
- Inclusion of a bug tracker tool such as BugHerd for QA/QC
- Project timeline not to exceed 9 months.
- Written documentation on how to perform all necessary functions. This includes documentation on any custom coding or functions/modules that require specialized plugins or processes. This documentation will also outline file requirements, such as ideal image size and specifications for hero images, featured iconography, etc.
- 4 hours of pre-launch virtual training for up to 8 District staff.