Request For Proposal (RFP) Submission : Entry # 28

Details

Form Title: Request For Proposal (RFP) Submission

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Contact Information

Necessary Information	
Contact Name	Stephan Warnat
Organization	South End Community Day Care
Contact Email	stephan.warnat@dal.ca
Mailing Address	5594 Morris St. Halifax, NS B3J 1CB Canada
Phone Number	902 420 1618

Problem Background

Problem	The South End Community Day Care is a non-profit community-based day care in downtown Halifax, Nova Scotia. We offer a

uniquely diverse and inclusive program full-time program for children aged 6 months to five years, and an after-school program for children in Grade Primary to Grade Six.
The public and more important the electronic presentation of the day care center is not up-to-date in respect of homepage style and content.
http://secdc.ca/

Desired Outcome	The director and the board members would like to solve the following problems by updating the homepage:
	1) Communication with current families.
	This area should include information about the current 'status' of the day care (open/closed) , but also allows parents to gather information during child transition between different groups. More aspects need to be specified.
	2) Communication with prospective families
	This area should present the day care to prospective families. It should show a typical day for a child in the day care. We were also considering to implement short videos. A second aspect of this problem would be the integration of a database were prospective families and also existing families can enter information about their children to be on the waiting list, but also to update medical records. The data needs to be transferred and stored in a secured way.
	3) Storing and accessing information
	The board and staff members need to read and upload documents. A file-share server would help (low priority)
	4) Creating a manual for staff
	It is very (!!) important for the day care that the director and one staff member is trained to update the homepage. A step-by-step manual would be also beneficial (high priority).

Technical Requirements

Indicate below:	No
If yes, please specify.	needs to be user friendly
By email:	Bi-Weekly

In person:	Not at all
Other (please specify):	

Commercial Requirements

Will a confidentiality agreement be required?	No
Do you have a budget for this project?	No
If yes, specify the amount available:	
Will the target user(s) require a training session?	Yes
Will the target user(s) require How-To documentation?	Yes
Are there any other considerations regarding usability?	Yes
If yes, please specify here:	the interface to do changes must be easy

Testing/Training Requirements

Describe the level of interaction and input that you expect to have during the development process:	see above
Will you require real life	

testing of the system before the delivery date?	Yes
If yes, who would do this testing?	Student team
What kind of tests should be performed (please describe)?	1) Presentation of the new homepage to the board in the rooms of the day care. 2) Enter new data in the database and test usability
What amount of type of sample data will you provide to the team to facilitate this?	We can provide (dummy) data of several kids for the database.

Project Agreement

Email	stephan.warnat@dal.ca
Email	stephan.warnat@dal.ca

Fieldset

Text	