

Scott County Facility and Support Services Department
Purchasing Division

REQUEST FOR QUOTATION
Scott County Requisition No. 19108
Bidders need to complete and submit this form.

Submission Date: 6/23/2014	No Later 2:30pm
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Qty	Description
	Scott County is requesting quotations for
	Drupal Setup and Website Redesign
	Scope of work is attached
	Delivery Included
	price quotation good for 60 days
	From time to time it may be necessary to change or modify a request for purchase. If you have received this request from any other source other than direct fax or email from Scott County, it is your responsibility to check for updates and/or changes to the request. If you would like to receive automatic updates please register your company in our vendor data base by using our website, www.scottcountyiowa.com/fss/purchasing.php

Scott County reserves the right to accept the bid from the lowest responsible bidder.

Quote submitted by:

Released by:
(Scott County Use Only)

Name

Date: 6/04/2014
Time: 3:30pm

Title

Company

PLEASE NOTE:
Bidders must provide an estimated
delivery date in their bid response!

Date

Company Contact Information:	Phone:	
	E-Mail:	

“By virtue of statutory authority, a preference will be given to products and provisions grown and coal produced within the State of Iowa.”

Scott County Drupal Setup and Website Redesign



REQUEST FOR PROPOSALS FOR
DRUPAL SETUP AND
WEBSITE REDESIGN SERVICES

Deadline: 6/23/2014 @ 2:30 P.M.

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1. General RFP Requirements and Information

1.1 Background

Scott County has been online since 1999. A Webmaster was hired in 2001. Since then the website has grown tremendously over the years repeatedly receiving awards and praise. The design has evolved through several iterations however most pages are static and require manual updating by the Webmaster. Also, the design is not keeping up with most recent trends and standards.

Today, the Scott County website generates almost 18,000 daily sessions representing 10,500 daily users. The average page views are 77,000 per day.

Scott County's website has received a number of awards and recognitions. Some of these awards include the Digital County Survey Award sponsored by the National Association of Counties (NACo) and the Center for Digital Government (Center), and the "Sunny Transparency Award" by Sunshine Review.

1.2 Vision and Goals

Scott County would like to update to a Drupal Content Management System to delegate some of the updating tasks where necessary. Scott County also would like a new layout with updated design and navigation.

Scott County wants its website to remain relevant and ahead of the curve. We envision:

- A well rooted Content Management System with a solid foundation.
- A new, visually appealing theme design with a fresh look for front pages, department pages and content pages.
- Additional features to include but not limited to comprehensive calendar / events, document management, feedback forum, and custom user experience / dashboard.
- A user oriented design – Enhancing site search, service portals, and department listing.
- Usability & navigation that reflects dynamic data and department and program depth.
- Responsive and mobile friendly.
- Reliable performance, regular backups and improved security.

The Scott County Webmaster will continue to lead the development and support of the website. He will be responsible for upgrading and migrating all content and in-house applications. He will be responsible for training and supporting staff use of the website. We envision the Consultant to assist Scott County with implementation of Drupal and web site redesign. It is our expectation that Scott County will maintain and support the new implementation afterwards.

1.3 Proposal Submission Guidelines

It will be the sole responsibility of the Consultant to have their bids delivered to Scott County before the RFP closing hour and date. Late bids will not be considered. The proposal must contain the signature of the duly authorized officer of the Consultant and must be signed in ink.

All proposal submittals must be based on the attached scope of work. The selection team intends to evaluate all submittals through the review of work proposed, qualifications, experience, references, expertise, and cost. The evaluation process may be followed by an interview process, if necessary, to determine finalists and to enable the formulation of a selection recommendation. Said recommendation will then be presented to the Scott County Board of Supervisors for direction and action. All decisions and selections of the Scott County Board of Supervisors and the selection team are final and are not subject to appeal.

All questions related to the RFP shall be directed to the point of contact identified below (§ 1.6). Please do not attempt to contact any staff or officials of Scott County outside of the RFP selection process.

Proposals shall be submitted electronically through our third party service PublicPurchase.com prior to the Monday, June 23rd, 2014, 2:30 p.m. CST deadline.

<http://www.publicpurchase.com/gems/scottcounty,ia/buyer/public/home>

If you have questions or concerns please contact the identified point of contact prior to the submission deadline.

1.4 Proposed Response Schedule

It is the intention of Scott County to provide Consultants with sufficient time and opportunity to provide a complete and comprehensive response to this RFP. The following project schedule is intended to provide a guideline for the procurement process. Scott County reserves the right to adjust the schedule as necessary.

RFP Release	Wednesday, June 4 th , 2014
Final Date for Questions	Wednesday, June 18 th , 2014
Answers Distributed	Thursday, June 19 th , 2014
Proposals Due	Monday, June 23rd, 2014, 2:30 p.m. CST
Proposal Opening	Tuesday, June 24 th , 10:00 a.m. CST
Interviews, if needed	July 8-10, 2014
Selection	Tuesday, July 15 th , 2014

1.5 Response Preparation Costs

All costs incurred by the vendor in preparing the proposal, or costs incurred in any other manner by the vendor in responding to this proposal will be wholly the responsibility of the vendor. All materials and documents submitted by the vendor in response to this specification become the property of Scott County and will not be returned to the vendor.

1.6 Single Point of Contact

All Consultants are advised that the Scott County Webmaster will serve as the sole point of contact during the response process. The process includes the initial posting for this RFP, clarifications and addendums, review of all responses, and selection. A selection committee will oversee the project including RFP development, response evaluation and selection recommendations.

Scott County Contact: **Mitch Tollerud**, *Scott County Webmaster*
Scott County Administrative Center
600 W 4th St
Davenport, IA 52801
Mitch.Tollerud@scottcountyiowa.com
Office: (563) 328-3251

1.7 Selection Committee

The selection committee for the project is comprised of the following Scott County staff:

- Webmaster
- County Administrator
- Assistant County Administrator
- IT Director
- GIS Coordinator

1.8 Modification and Addendums

Any substantive interpretation, correction or change of the RFP shall be made by addendum. Because the RFP is being posted to PublicPurchase.com, addendums shall also be posted there. Interpretations, corrections or changes of the original documents made in any other manner shall not be binding and the Consultant shall not rely upon such information. Any addendum(s) shall be issued within a reasonable time prior to the proposal deadline.

1.9 Questions and Answers

Questions regarding the RFP or Drupal Setup and Web Redesign Project shall be submitted to the Scott County Webmaster via email no later than Wednesday, June 18th, 2014. Questions submitted by Consultants will be answered as received. A compilation of all questions and answers will be posted to PublicPurchase.com and the Scott County website (<http://www.scottcountyiowa.com/fss/purchasing.php>) on Thursday, June 19th, 2014.

1.10 Proprietary Statement

All documents submitted would be subject to the Iowa open records laws. If you believe any portions of your proposal meet one of the exceptions of the law, such as a report that would give advantage to competitors without serving a public purpose we encourage you to identify such pages as proprietary information. Any decisions on confidentiality of records are determined by the County Attorney subject to discussion with the Consultant.

1.11 Postponement and Rejection of Bids

Scott County shall have the right to postpone the bid opening for its own convenience, or to reject any or all bids not accompanied by the required data. Scott County reserves the right to reject a bid which is in any way incomplete or irregular.

1.12 Contract Increase or Decrease

Scott County reserves the right to increase or decrease the scope of services, revise the anticipated working agreement or otherwise modify the working arrangement during the course of the web design project. Modification of work to be accomplished after a contract is signed with the successful Consultant will be addressed on addenda to the original contract and will become effective only when agreed upon and signed by both parties.

1.13 Successful Vendor Selection

Proposals will be studied by a selection committee (§ 1.7). Finalists may be invited to present / interview. Selection of the successful vendor will be followed by contract negotiations. The selection committee's final recommendations will be based upon an analysis of the proposals, not just lowest price as indicated.

1.14 Terms and Conditions of Award

The terms and conditions for contract award imposed herein shall govern in all cases and conflicting terms or conditions submitted by the Consultant may constitute sufficient grounds for rejection of the bid.

1.15 Scott County Standard Requirements

The Consultant must abide by Scott County's general terms and conditions as detailed in "Attachment A – Scott County Requirements".

1.16 Objective Evaluation Criteria

The Selection Committee will review the RFP Response and may also perform additional investigations as deemed necessary to determine the ability of the Consultant to perform the work. The committee reserves the right to recommend or reject any bid, if, in the judgment of the committee, the Consultant is found to be deficient in any of the evaluation criteria. The following areas will be evaluated and scored:

- Implementation Schedule
- Price
- Project Experience
- Project Scope (§ 4) Response
- References
- RFP Completeness

1.17 Contract Award

The contract for this entire project will be awarded to the Consultant deemed most advantageous as determined by the evaluation criteria. Scott County reserves the following rights (in addition to those accorded the County by policy and statutory laws).

1.17.1 The right to negotiate with one or more Consultants to arrive at a final selection.

1.17.2 The right to negotiate all proposal elements to ensure the best possible consideration be afforded to all parties concerned (this includes the right to approve or disapprove subcontractors proposed after award).

1.17.3 The right to reject any and all proposals, to consider alternatives, to waive any minor irregularities and technicalities, and to re-solicit proposals.

1.17.4 The right to award the contract to a Consultant who is not the lowest cost Consultant.

2. Proposal Contents

2.1 Letter of Transmittal

A one page letter entitled “Letter of Transmittal” briefly stating the Consultant’s understanding of the scope of services to be provided, under the signature of the appropriate corporate authority. This document should include the company’s Federal Tax Identification Number.

2.2 Table of Contents

Include a table of contents which identifies the material by section, page number and a reference to the following information requested to be contained in the proposal.

2.3 Executive Summary

In brief, concise terms, give a summary of the proposal. Include descriptions the proposed project approach and sequential steps necessary to accomplish the objectives. State briefly the salient features of the proposal and distinctive merits of specific related experiences or projects.

2.4 Scope of Work Response

A major portion of the response will be included in the Scope of Work section. In this area, please provide response to scope items listed in the RFP. For clarity, the response should be organized in outline format corresponding to the main scope sections of the RFP (§ 4).

2.5 Work experience

2.5.1 Client List: The Consultant is required to provide a complete list of relevant projects completed within the last three year period. Give the agency or firm name, city and state, and date of the project start and completion. Also provide the name and telephone number of the primary project contact person employed at the agency or firm.

2.5.2 Comparable Projects: The Consultant is required to provide a list of three (3) similar Drupal and/or Government implementations completed by the Consultant. Briefly describe the similarities and explain some of the specific challenges and significant accomplishments related to the project. Also provide the name and telephone number of a supervisory contact person employed by the agency or firm responsible for the original contract.

2.6 Project Fee Schedule

2.6.1 Fees: Provide a list of costs associated with the project proposal. Costs must be itemized into at least three scope items including Drupal setup and Configuration, website redesign, and project management. This is a minimum level of itemization required; the Consultant is free to break it down further if desired. If your project approach includes third party solutions and licensing themes, please include these costs and other related factors.

2.6.2 Ongoing Support: Provide terms and rates for any maintenance or follow up support after the end of this project including regular and after-hours support effective for at least one year after project completion.

2.6.3 Optional Products/Services: If the Consultant has presented any optional products or services beyond those identified in the Scope section of this RFP, those costs should be described in this portion of your response and itemized on Attachment B.

2.7 Project Schedule

Define in detail your project schedule. Incorporate all aspects of the project and estimates of time for all necessary tasks. The Project Schedule should identify all major milestones and indicate primary responsibilities as determined by the Consultant.

2.8 Personnel Overview/Subcontractor Disclosure

2.8.1 Project Team: The Consultant must provide a complete summary of all staff to be utilized for the Scott County Drupal Setup and Website Redesign project. Subcontractors must be clearly identified. Information on team members must include a brief summary containing their name, professional qualifications, position within the firm, years of experience, number of years working for your firm and the portion of the project for which they are responsible expressed as a percentage.

2.8.2 Staff Charge Rates: For all staff positions assigned to our project, we require an hourly charge rate schedule.

2.8.2 Subcontractor disclosure: Details regarding the use of subcontractors must be clearly stated. Failure to disclose the use of subcontractors may be grounds for severance of the contract.

2.9 Proposal Checklist

In order to assist respondents and the county in verifying that RFP responses are complete, Scott County has included "Attachment C – Proposal Checklist". Please be sure to include all checklist items in your proposal, and have the person preparing your proposal initial each item as it is verified. Include a copy of the initialed checklist with your response.

2.10 RFP Response Format & Copies

The Consultant will provide one copy of their RFP response in text searchable Adobe PDF format.

3. Project Implementation and Management

The Consultant will provide project management support to ensure timely completion of the project, regular communication including progress reports and schedules, quality assurance and review and measures of acceptance.

3.1 Project Manager

The Consultant shall assign a project manager to the Scott County project to serve as the main point of contact and coordinate work between Scott County and the Consultant.

3.2 Support and Warranty

Consultant shall provide support throughout the course of the project. In addition, document the nature of follow-up support and/or express warranties available after the successful conclusion of the project.

3.3 Project Implementation

We have identified a preliminary project outline and schedule below which lists key components of the project and our vision of project implementation. This outline is intended to serve as a basic starting point for planning and discussion and may be revised after consultation with the successful vendor.

July – August	Kickoff meeting with stakeholders Prepare draft navigation and design plan
August – October	Drupal and design implementation Create a draft web site for testing/review
October – December	Final Drupal and design implementation Wrap up meeting

3.4 Progress Reports/Communication

The Consultant shall provide project updates at regular intervals according to established project schedules. At a minimum, progress reports shall be delivered monthly and at major project milestones.

4. Scope of Services

Consultant will work with the Scott County webmaster and 10-member design team to develop a new successful Drupal setup and website redesign.

The successful Consultant will:

4.1 Setup and configure the Drupal CMS core platform for the best foundation to the new website

1. Use latest stable version of Drupal.
2. Define user roles that allow role and department or page level permissions and support supervisor approval process.
3. Content types.
4. Accommodate multi-site setup if required.
5. Deploy on both local test/development and remote production sites.
6. Secure intranet and extranet platforms or pages that are both restricted and credentialed.
7. Consider using and building off the Drupal *OpenPublic* distribution.
8. Open to suggestions of new third party, off site, hosting options.
9. All CMS development must not impair future core and module updates.

4.2 Add functionality to Drupal by way of custom or third-party modules

1. A comprehensive calendar; assigned staff shall have the ability to add meetings and events to the calendar.
2. Document management module that allows for storing agendas, minutes and packets related to a meeting event.
3. A form module that allows constituents to generate form messages. Assigned staff is alerted and logs into the system to generate reply or forward to another department. Can be reassigned to others. Managers can see questions and answers. Mobile friendly for staff. Replaces current third party solution. Module should allow setting up workflows.
4. A possible chat feature – to use at the department level, have an online chat option for constituents to connect with staff.
5. Any other modules required to meet Scott County's vision and goals or uncovered during development process.
6. Additional module fees shall be disclosed and licensed to Scott County

4.3 Facilitate new layout with updated design and navigation

1. Customize sub theme of a responsive base theme
2. Use of portals such as residential, business, government, visitor, etc. and new front page layout
3. Related layouts for departments, sub department pages and content pages
4. Responsive and mobile friendly
5. Improve navigation with drop down menus, crumb trails and other techniques
6. Custom user experience / Dashboard – Content may display differently for the user that is more frequent
7. Included enhanced search options
8. Content also delivered via web services (i.e. RSS, XML, etc.)

9. Best uses of CSS
10. Assist in developing a website style guide
11. Employ general conventions and best practices

4.4 Meet accessibility requirements and best practices.

1. Meet ADA and Section 508 standards

4.5 Will setup the website using best security practices.

1. Allow for use of https site-wide
2. Follow HIPPA where necessary
3. Options to possibly tie into Scott County's Active Directory
4. User password rules and forced updates
5. Backup and co-locating strategies
6. Use website analytics alternatives to Google Analytics

4.6 Describe development process including:

1. Structural / visual / theme development process. (Flowcharts? Wireframes?)
2. Quality control, client feedback and testing
3. Number of on-site or remote collaborations
4. Measuring goal results
5. Stability and performance testing
6. Development site and launch process
7. All content (text and images) shall be legally obtained and become licensed to or owned by Scott County.
8. Guarantees or warranties on work

4.7 Impart Scott County with the knowledge to maintain Drupal ongoing. The Webmaster will:

1. Be involved in the Drupal install and configuration process to observe, learn, and document.
2. Receive instructions and training to facilitate in-house support of new Drupal configuration.
3. In turn, provide county-level end user support and training.

4.8 Work with the Scott County Webmaster. The Webmaster will:

1. Be available to manage this project
2. Be responsible for content migration
3. Integrate or maintain all other existing in-house applications

To be clear, this proposal is **not** asking for:

- Online payment or e-commerce
- Online video
- Any online registration
- Database migration such as parcels, GIS map, inmates, warrants, sheriff sales, restaurant inspections.
- Content development or migration
- End user training or support
- Database development other than that required for Drupal or modules.

Attachment A - Scott County Requirements

A. SCOTT COUNTY INSURANCE REQUIREMENTS:

The Contractor shall have in force during the period of this contract, insurance as listed below:

- a. Bodily Injury and Property Damage Insurance: The Consultant shall take out and maintain during this contract, bodily injury and property damage liability insurance under a comprehensive general form and automobile injury and property damage insurance under a comprehensive general form.

The required limits of this insurance shall not be less than:

General Liability:

Personal Injury – each person	\$1,000,000
Personal Injury – each occurrence	\$1,000,000
Personal Injury – Aggregate	\$1,000,000
Personal Damage – each occurrence including Broadform Liability Extension	\$1,000,000

Automobile Liability – Owner, Non-Owned and Hired Vehicles:

Personal Injury – each person	\$1,000,000
Personal Injury – each occurrence	\$1,000,000
Personal Damage – each occurrence	\$1,000,000

The above insurance shall cover the contractor's employees, the public and Scott County employees while in the buildings and on the grounds of Scott County.

- b. Certificates of Insurance: The Consultant shall deliver to Facility & Support Services, 600 West Fourth Street, Davenport, Ia., certificates of insurance covering all above insurance in duplicate. Such certificates shall provide ten days prior notice by registered mail of any material change in, or cancellation of this insurance. Consultant shall maintain this coverage on a standard CGL form for the benefit of Owner and the general public throughout the term of this agreement, and if a carrier or policy is changed, Consultant shall provide Owner with a replacement Certificate of Insurance.
- c. Contractual liability Insurance: The Consultant shall take out and maintain during this contract, liability insurance.
- d. Products and Completed Operations Liability Insurance: The Consultant shall also take out Products and Completed Operations Liability Insurance of limits not less than any of the above limits specified in these qualifications.
- e. Workmen's Compensation and Employer's Liability:
 - i. The Consultant shall maintain during this contract, the statutory workmen's compensation and employer's liability insurance for all his employees to be engaged in the maintenance work under the contract.
 - ii. The amount of Employer's Liability Insurance shall not be less than One Million (\$1,000,000).

B. INDEMNIFICATION:

- a. To the fullest extent permitted by law, the Consultant shall indemnify and hold harmless the owner and their agents and employees from and against all claims, damages, losses and expenses, including but not limited to attorney's fees, arising out of or resulting from the performance of the WORK, provided that any such claim damage, loss or expense (1) is attributed to bodily injury, sickness, disease or death or to injury to or destruction of tangible property (other than the WORK itself) including the loss of use resulting therefrom, and (2) is caused in whole or in part by any negligent act or omission of the Consultant and subcontractor, anyone directly or indirectly employed by any of them or anyone for whose acts any of them may be liable, regardless of whether or not it is caused in part by a party indemnified hereunder. Such obligation shall not be construed to negate, abridge, or otherwise reduce and otherwise exist as to any party or person described in this paragraph.
- b. In any and all claims against the Owner or any of their agents or employees by any employee of the Consultant, any subcontractor, anyone directly or indirectly employed by any of them or anyone whose acts any of them may be liable, the indemnification obligation under this paragraph shall not be limited in any way by any limitation on the amount or type of damages, compensation or benefits payable by or for the Consultant or any subcontractor under worker's workmen's compensation acts, disability benefit acts or other employee benefit acts.
- c. Scott County reserves the right to reject any or all bids or proposals submitted without cause. Further, Scott County reserves the right to re-bid or re-solicit for proposals for this project at any time in the future. By submitting a proposal or bid each Consultant acknowledges these rights and authorizes Scott County to exercise them should the situation warrant.

C. OWNERSHIP OF DATA:

- a. All data and other records supplied to the Consultant for this project shall remain the sole property of the County. The Consultant shall not, without written consent, copy or use such records, except to carry out contracted work, and will not transfer such records to any other party not involved in the performance of the Contract pursuant to this RFP.

D. LATE COMPLETION:

- a. Should the Consultant selected as a result of this RFP fail to perform the work within the period of time stipulated in the contract, the Contractor shall pay to Scott County \$200.00 as liquidated damages per calendar day from the day of default, unless extensions of time granted by the County specifically provide for the waiving of late completion charges. The liquidated damages represent the amount estimated to be lost as a result of untimely completion.
- b. Scott County shall have the right to deduct the late completion charges from any monies in its hands, otherwise due, or to become due, to the Consultant, or to sue for and recover compensation for damages for nonperformance of this contract within the time stipulated.

E. SUBCONTRACTOR:

- a. The County reserves the right to approve any subcontractor utilized by the prime Consultant and inclusion of any subcontractor in your proposal shall not be misconstrued as implied consent by the county to use that subcontractor.

If it is your firm's intent to abide by the Scott County project requirements as described, please have an authorized representative sign below.

Consultant Company Name

Authorized Signature

Title

Date

Attachment B - Project Fee Schedule

Fee Description

Coordination/Project Management (§3): \$ _____

Drupal Setup (§4): \$ _____

Website Redesign (§4): \$ _____

Training (§4.8): \$ _____

Sub Total \$ _____

Third Party costs, if applicable (§ 2.6.1): \$ _____

Ongoing Support/Maintenance Costs (§ 2.6.2): \$ _____

Optional Items, if applicable (§2.6.3):

Description/Cost

_____ \$ _____

_____ \$ _____

_____ \$ _____

Total \$ _____

Consultant Company Name

Authorized Signature

Title

Date

Attachment C – Proposal Checklist

Please be sure to include all checklist items in your proposal and have the personal preparing your proposal initial each item as it is verified. **Include a copy of this initialed checklist with your response.**

- _____ Letter of Transmittal (§ 2.1)
- _____ Table of Contents (§ 2.2)
- _____ Executive Summary (§ 2.3)
- _____ Scope of Work Response (§ 2.4, § 4)
- _____ Work Experience (§ 2.5)
- _____ Project Fees (§ 2.6) - see also Attachment B below
- _____ Project Schedule (§ 2.7)
- _____ Personnel Overview/Subcontractor Disclosure (§ 2.8)
- _____ Attachment A – Scott County Requirements (§ 1.15, signed)
- _____ Attachment B – Project Fee Schedule (§ 2.6, signed)
- _____ Attachment C – Proposal Checklist (§ 2.9, initialed)
- _____ One PDF file of your RFP response (§ 2.10)

Attachment D – Existing Scott County Web Site Summary

The following information is provided as a summary of the Scott County web site main components.

The Consultant is strongly encouraged to browse the Scott County web site to more fully evaluate the scale and extent of its content and functionality. A more thorough assessment and review will be conducted by the Consultant as part of the project.

County Departments Served

- Administration
- Attorney's Office (Elected Office)
- Auditor's Office (Elected Office)
- Board of Supervisors (5 Elected Supervisors)
- Community Services
- Conservation
- Facility & Support Services
- Health Department
- Human Resources
- Information Technology & GIS
- Juvenile Detention Center
- Planning & Development
- Recorder's Office (Elected Office)
- Secondary Roads
- Sheriff's Office (Elected Office)
- Treasurer's Office (Elected Office)

Related Agencies Served

- Assessor's Office
- Scott Emergency Communications Center
- Emergency Management Agency
- Emergency Medical Services

Assorted Content

- Welcome information for visitors or newcomers to the county
- County profile
- List of communities and resources in the county
- Weather
- Webcams
- History
- Information about court services

In-House Web Applications

The following table lists the major web applications that were internally developed and supported by Scott County web staff. All in house applications are set up with analytics and all use our domain. These systems would have a higher degree of integration to our website that may require custom development. The county webmaster would be available to develop these integrations.

At this time, these services **do not need to be integrated into the new Drupal beyond their current level.**

Name	Departments	Integration
Registration Status, Precinct Finder	Auditor	Stored in Excel, FTP to website and imported to MySQL
Inmates	Sheriff	Export from Oracle, FTP to website, import to MySQL. All data and access reside on hosted server
Warrants	Sheriff	Export from New World, FTP to website, import to MySQL. All data and access reside on hosted server
Sheriff Sales	Sheriff	Export from SQL Server, FTP to website, import to MySQL, All data and access reside on hosted server
Restaurant Inspections	Health	Export from SQL Server, FTP to website, imported to MySQL

Table 1: In-House Web Applications

Third Party Services

The county website offers many services to constituents. Some of these are built and maintained in house and others are third party systems. Of the third party systems, they range from well integrated to not integrated and just a link to an external resource. We'd like to maintain the "brand" of the county across all the services as much as possible. **At this time, these services do not need to be integrated into the new Drupal beyond their current level.**

Name	Company	Departments	Integration	Hosted	Domain	Analytics
Parcel Query	Schneider	Auditor, Treasurer, Assessors	We host search page, they host results	External	Y	Y
GIS Online Map	Sidwell	IT	Link to their site	External	Y	Y
Land Records	Cott Systems	Recorder	Link to their site	External	N	N
Job Application	NeoGov	Human Resources	We use RSS feed to present job openings on our HR and dept pages. Job summaries are scraped from NeoGov. Job Descriptions and the application form are links to NeoGov site.	External	N	N
Feedback	eGov Strategies	All Departments	We host forms, they process results	External	Y	N
Email Subscriptions	GovDelivery	All Departments	Links to their site	External	N	N
Online Reservations	Webtrac – Vermont Systems	Conservation	We host application on our DMZ. Some editing capability but separate from our standard website theme	Internal	Y	N
Procurement	New World	Facility & Support	Under development			
Purchasing	Public Purchase	Facility & Support	Widgets and link to their site	External	N	N
Property Tax and Motor Vehicle Renewal	Iowa State County Treasurers Association (ISCTA)	Treasurer	Link to their site	External	N	N

Table 2: Third Party Services

Intranet

Scott County maintains an intranet for employees and other staff at the county campus buildings. Some of these items include:

- Employee Directory
- United Way Employee Campaign
- Links to internally hosted third party applications such as timesheets by NovaTime, ERP by New World Systems, Performance appraisals by NeoGov
- Work order systems
 - Helpdesk
 - Facilities
 - Print Shop
 - Human Resources
- Employee Recognition
- Bulletin Board

Our Intranet mirrors the main website. Some content is restricted to internal users, such as the directory and some forms, while most information relevant to staff is also found on the public site, such as HR policies, benefit information, collective bargaining agreements and more.

The Intranet is currently hosted internally. Authentication of users can be connected to active directory for quick and easy user authentication. Some intranet information may vary depending on a staff department or other criteria.

Extranet

The county has an extranet with small pieces of information intended for the audience of agencies that have offices on our campus but are not part of our internal network. This restricted area of our website allows us to share information with campus workers such issues as construction, parking, united way events and more.

Hosting

Other than third party services that are hosted by the third party, the Scott County website is hosted by one of three servers.

The primary host (www.scottcountyiowa.com) is on a shared server operated by Hostway.com. Files are updated on an internal local server and Ftp'd to Hostway when ready.

Two other servers act more like storage servers. One is a GoDaddy account using (www.scottcountyiowa.us) domain. The other is a server hosted at Scott County (www2.scottcountyiowa.com). We also refer to as the DMZ.