



SOUTHWESTERN
AN OREGON COMMUNITY COLLEGE

1988 Newmark Avenue, Coos Bay, OR 97420

REQUEST FOR QUOTE
Southwestern Oregon Community College
Website Request for Quotes
Issued February 22, 2024

DEADLINE: March 15, 2024

SEND QUOTES TO:

Southwestern Oregon Community College
Attn: Nicki Clubb
1988 Newmark Avenue
Coos Bay, OR 97420
nichelle.clubb@socc.edu

Quotes must be clear and succinct and not exceed 10 pages.

All costs incurred by the proposer in preparation of proposals, including participation in any interviews, shall be borne solely by the proposer. The College shall not be liable for any of such costs.

Individuals with questions or who need additional information should contact Anne Matthews at 541-888-7612.

PROJECT OVERVIEW

Southwestern Oregon Community College is seeking quotes for hosting and maintenance of its external website at www.socc.edu.

This website serves as a vital information, recruitment and marketing tool for the College.

Fully accredited by the Northwest Commission on Colleges and Universities, Southwestern has been serving communities on Oregon's south coast since 1961. With campuses in Coos Bay and Brookings, Southwestern offers academic programs focused on technical training to provide high-skill workers and two-year transfer degrees for students moving on to universities. The College also hosts community education classes, lectures and events for residents who want to enjoy the benefits of lifelong learning.

QUOTE SPECIFICS

Please ensure the quote addresses options in the following areas:

1. Hosting and maintenance of the WordPress-based site

- site hosting,
- routine maintenance and updates (including plug-ins),
- monitoring and protection against malicious attacks,
- scanning for malware, code injections,
- monitoring for ADA accessibility,
- analytics, and
- troubleshooting/fixes.

2. **Website improvements and additions**
3. **SEO support**

VENDOR REQUIREMENTS

Please provide detailed information on the following:

- **Company description** – overview, size and expertise
- **Experience** – in website hosting and management; and similar projects
- **References and samples** – at least four references and previous work
- **Project team** – introductions and roles
- **Maintenance and security management** – response times and systems approach to maintenance; approach to security; and measures implemented against malicious attacks.
- **Costs** - Detail for each area.
- **Alternatives** - Provide recommended alternatives, if any.

Name of Firm Submitting Quote: _____

Name and Title of Responsible Individual: _____

Address: _____

City, State, Zip: _____

Phone: _____ Email: _____

Date: _____

We appreciate your consideration and look forward to receiving your quote.

Southwestern Oregon Community College reserves the right to reject any or all quotes and to accept the quote that it feels to be in the best interest of the College District.

Southwestern Oregon Community College does not discriminate on the basis of race, color, gender, sexual orientation, marital status, religion, national origin, age, disability status, gender identity, or protected veterans in employment, education, or activities as set forth in compliance with federal and state statutes and regulations.