



D.C. Office of the Chief Technology Officer (OCTO)

DC Intranet Start Page Statement of Work (SOW)

1 SCOPE

The Office of the Chief Technology Officer seeks a contractor to provide software development and integration services to develop and maintain the DC Government Intranet portal start page (Application). The District may wish to purchase additional development and integration services for the start page in the option period, if exercised.

The goal of this procurement is to support development of the Intranet portal start page.

This initiative potentially affects all District agencies and encompasses, but is not limited to: search, employee directory, news feeds, visualization/analytics, and applications access.

2 BACKGROUND

The Office of the Chief Technology Officer (OCTO) of the Government of the District of Columbia implemented Intranet portal that serves as a starting web page for all DC Government employees. This portal delivers relevant information and access to applications that are used by DC Government employees on a daily basis.

On September 26, 2007 DC Government formed a partnership with Google®. Currently the DC Government owns Google Search® appliances, Enterprise Google Apps® subscription, Google Maps® service and Google Earth® servers. Those technologies will be used as a basis platform for Intranet portal start page.

3 DEFINITIONS

GSA (<http://www.google.com/enterprise/gsa/>) – Google Search Appliance

Widget (http://en.wikipedia.org/wiki/Web_widget) - The web widget is a portable chunk of code that can be installed and executed within any separate HTML-based web page by an end user without requiring additional compilation. Web widgets often but not always use DHTML, JavaScript, or Adobe Flash.

OCTO (<http://octo.dc.gov>) – Office of the Chief Technology Officer, Government of the District of Columbia

LDAP – (Wikipedia) Lightweight Digital Access Protocol

RSS Feed - (Wikipedia) Really Simple Syndication, usually as a subscribed service



Atom Feed – (Wikipedia) The name Atom applies to a pair of related standards. The Atom Syndication Format is an XML language used for web feeds, while the Atom Publishing Protocol (short AtomPub or APP) is a simple HTTP-based protocol for creating and updating web resources

TIPP – DC Government Telephone Directory

4 GENERAL REQUIREMENTS

4.1 During the first phase of the project maintenance and additional development of the application is expected. Following features should be developed and maintained:

Web search across existing Intranet website using Google Search Appliances

DC Employee directory search

DC Government and agency news/calendar

Application shall allow easy access to Google Apps (e.g. Gmail, Docs, Calendar)

Application shall support commonly-used internet browsers (IE 6 and 7; Firefox 2; Safari) and shall be Section 508 compliant.

Application shall be hosted on current DC Government/OCTO infrastructure.

Visualization/analytics widgets based on data sources including databases, RSS/Atom feeds, Google Spreadsheets.

4.2 For the option period, any or all of the following features may be ordered by OCTO for implementation/integration:

Visualization/analytics widgets based on data sources including databases, RSS/Atom feeds, Google Spreadsheets.

Single Sign On functionality using DC Government LDAP/Active Directory services and Google Enterprise Applications.

Ability for user and administrator to personalize Front page and widgets.

Search and widgets integration with Microsoft Office SharePoint Server.

Additional search integration with file storage and document management systems. Search results tuning and optimization.

5 TECHNICAL REQUIREMENTS

The District will select a vendor to provide the best value for the government. Selected vendor must be able to implement solution to meet the functional and technical requirements as specified in Section **5.1** of this document on time and offer significant short and long term value. Bidders are advised to refer to the schedule of events (attached) when preparing proposals.



5.1 DC Intranet Start Page Features

OCTO has defined a list of features to be implemented as part of Application. Features are split in two categories:

Mandatory features: Those features deemed most critical for technical implementation/integration and ease of use.

Desired features: Those features that are considered desirable but not critical.

Table 4-1, Attachment B, presents the list of features that OCTO requires the selected vendor to implement in accordance with the priority shown below.

5.2 Installation Support Services and Training

The successful Offeror will be required to assist the District in the installation and deployment of all applications including training for administrators and Quick Start document for users.

Attachment B – Table 4-1, DC Intranet Start Page Features

Section	ID #	Type/Name	Description	Priority
Base Period				
	1	Deployment infrastructure	Intranet portal start page (Application) shall be hosted on current DC Government/OCTO infrastructure.	Mandatory
	2	Standard compliance	Application shall support major browsers (IE 6 and 7; Firefox 2; Safari) and be Section 508 compliant.	Mandatory
	3	Search	<p>Web search across existing Intranet website using Google Search Appliances.</p> <p>Review of current Intranet resources available for search shall be conducted. Recommendations for implementing search shall be compiled in Word document.</p> <p>Search result page shall be designed and configured in GSA.</p>	Mandatory
	4	DC Employee directory	<p>Application shall establish connection and synchronization to Active Directory/LDAP, TIPP (MS SQL Server) and Credentialing databases for purposes of data exchange.</p> <p>DC Government employees search, including following information: Employee full name, Employee photo, Email address with Desk and mobile phone numbers, pager, Address including Google Map, Organization, Title, Supervisor</p>	Mandatory
	5	DC Government and agency news	<p>RSS feed for Mayor’s news shall be implemented based on current newsroom application/database.</p> <p>RSS feeds for agency news shall be implemented based on current newsroom application/database.</p> <p>New widget that could consume Mayor’s/Agency news RSS feeds shall be created.</p>	Mandatory
	6	DC Government and agency calendar	<p>Calendar widget (tied to user Google Calendar) shall be created.</p> <p>Calendar widget tied to DC calendar database shall be created</p> <p>Calendar widget tied to Agency calendar database shall be created</p>	Mandatory

Attachment B – Table 4-1, DC Intranet Start Page Features

	7	Application shall allow easy access to Google Apps (e.g. Gmail, Docs, Calendar)	Email widget (tied to user GMail) shall be created Document widget (tied to user Google Docs) shall be created	Mandatory
	8	Modularity	Application functionality shall be modular allowing addition/removal of functionality blocks	Mandatory
	9	Customization	Application shall allow customization by administrator. Application shall allow customization by user (leveraging Google widgets technology)	Desired

Option Period				
	10	Analytics widgets	Visualization/analytics widgets based on data sources including databases, RSS/Atom feeds, Google Spreadsheets.	Desired
	11	Single Sign On	Single Sign On functionality using DC Government LDAP/Active Directory services and Google Enterprise Applications.	Desired
	12	Personalization	Front page and widgets personalization by user and administrator.	Desired
	13	MOSS integration	Search and widgets integration with Microsoft Office SharePoint Server	Desired

General Requirements				
	14	Compliance with District Standards	<p>Must comply with the District of Columbia Information Technology Product Standards 2003 – 2006.</p> <ol style="list-style-type: none"> 1. Development environment supports Windows2000, Windows2003, WindowsXP Pro and Server and will support Windows Vista in 2007 2. Oracle 10g R2 and earlier versions 10g, 9i, 8i; MS SQL server 2005 and 2000 versions 3. Secure HTTPS access for any component of the tool exposed through the Web 4. 512MB-1GB RAM development desktop is desired but not mandatory 	Mandatory

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	15	J2EE and .NET Integration	Must support integration with applications developed under J2EE and .NET environments as follows:	Mandatory
	16	Compliance with Industry Standards	The purpose of this requirement is to minimize tool dependency on any proprietary standards. Adherence to applicable industry standards in the following areas is strongly desired: 1. Communication protocols 2. Metadata formats 3. Document formats 4. Query language	Mandatory
	17	Business Logic and Back-end Architecture	Must be able to support the deployment of components on separate nodes within the District’s wide-area network (WAN). Implementations that require deployment on one server and cannot be distributed will not be considered.	Mandatory
	18	Reliability	Must offer reliable fail-over support.	Mandatory
	19	Documentation	Must include comprehensive documentation, targeted at developers, administrators and analysts, that is easy to use and understand.	Desired

Corporate qualifications				
	20	References	Three (3) references for the successful projects completed using Google technologies (Google Apps, Google Maps/Earth, Google Search). No vendor references unrelated to the Google product(s) will be accepted.	Mandatory

Attachment B – Table 4-1, DC Intranet Start Page Features

	21	Contractors qualification	<p>3+ years of web development, including DHTML, CSS. Strong knowledge of JavaScript and AJAX. Knowledge of RSS and Atom protocols/formats. Knowledge of the following programming languages: C#/ASP.NET and one of the scripting languages (e.g. PHP, Python, Ruby). Knowledge of database development using MS SQL Server or Oracle Database. Strong understanding of browser compatibility issues. Strong website development and maintenance skills. Strong written and verbal communication skills. Strong troubleshooting skills.</p>	Mandatory
	22	Case studies of Google product usage, implementation, deployment.	<p>Provide a minimum one case study with different types of usage across different industries. References to white papers available on the vendor web site or white papers in electronic form are OK</p>	Desired