

## **Introduction**

The State Library of Ohio is soliciting proposals to develop a website for the Libraries by the Numbers web resource.

This Request for Proposal is to solicit a web developer or development firm with the skills, experience and vision to support this effort. Included in this RFP is the following information:

- Organizational Overview and Project Goals
- Vendor Requirements
- Technical Considerations
- Proposal Submission Process and Timelines

## **Organizational Overview and Project Goals**

The [State Library of Ohio](#) provides statewide training, programs, services, and resources to public library systems in Ohio.

We propose to develop a web based tool to enable Ohio public libraries to create customized infographics based on their own unique library statistics. This tool will include six pre-established templates based on general library subject areas. With these graphics, public libraries across the state will be able to share their statistics in an easy to understand format to aid their staff, boards and the public in developing stronger library services. This project is being funded by an Institute of Museum and Library Services Sparks! Grant.

## Mission Statement

The State Library of Ohio ensures a smarter Ohio by managing the delivery of services through three channels:

- Directly, by building and managing quality collections and providing hands-on service to state government
- Cooperatively, through collaborative efforts and information sharing networks within the library community
- Virtually, through online and on-the-go access to expert assistance, digitized resources, and a vast selection of electronic materials

## Project Goals

- Allow users to efficiently create infographics from pre-established templates related to technology, youth services, circulation and other topics covered by the IMLS Public Library Statistics.
- Enable libraries to access their own statistics and present that data to stakeholders.
- Aid Ohio public libraries in data driven decision making.

## **Vendor Requirements:**

1. Create a public single page site that corresponds visually with the design standards of the State Library of Ohio.
2. Provide an output graphic based on a pre-designed jpeg or pdf file onto which the application will overlay the desired data.
3. Provide a secure mechanism allowing State Library of Ohio staff to modify existing graphic designs and upload and specify new designs for library information template pages.
4. The system should provide a secure mechanism allowing State of Ohio staff to upload annual library information statistics to be used in producing the desired output.
5. Establish a web interface to:
  - a. accommodate individuals with disabilities in accordance with the American with Disabilities Act (ADA)
  - b. be Search Engine Optimized (SEO) so that website can be found when Internet users search for the website using keyword phrases
6. Create development documentation alongside library project managers.

### **Technology Considerations**

The State Library of Ohio has developed a preliminary prototype for this application using the .Net architecture. The final product may be developed in .Net or another broadly supported programming language. The programming needed to produce the jpeg graphics should utilize a standard non-proprietary vector graphics programming library. The programming needed to produce the Acrobat/PDF documents should utilize a purchased 3rd party development library capable of modifying a PDF template as needed. The application will store relevant data in a SQL database. Depending on the selected architecture, this might be either SQL Server, MySQL, or another appropriate choice.

### **Proposal Submission Process/Timeline**

The selected individual or organization will have:

- Ability to communicate in a timely and effective manner. (i.e., responding to any request within 72 hours)
- Ability to complete tasks on schedule.
- Ability to comply with grant reporting requirements.
- Demonstrated ability to create websites based on nature of the program.
- Ability to meet with State Library of Ohio staff at beginning and end of project as well as bimonthly throughout the duration of the project.

Two to four sample websites, resume and three professional or personal references must be sent to Jamie Pardee ([ipardee@library.ohio.gov](mailto:ipardee@library.ohio.gov)) by February 28. Late proposals will not be accepted. Electronic submission of proposals is required. Any questions must be submitted to J. Pardee by February 15. Respondents to this RFP will be notified by March 15. Work on the project will begin by April 1.

A Committee of State Library staff will review submitted proposals and will make the final selection.

### **Estimated Timeline**

The projected timeline for the developer is:

Planning/Analysis/Management = 20 hours  
Report Request App Development = 40 - 50 hours  
Maintenance App Development = 40 - 50 hours  
Database work = 20 hours  
Testing = 15 hours