



Background

The Florida Institute for Child Welfare (Institute) is seeking proposals from qualified agencies and professionals for the redesign and development of its [website](#) to support a statewide professional development platform for child welfare professionals. This platform will provide on-going and on-demand support to Florida’s child welfare workforce, including e-learning certification courses, webinars, interdisciplinary training, and innovative technology solutions to prepare and assist employees as they face the complexities of their work.

The Institute, housed in the Florida State University College of Social Work, was established in 2014 by the Florida Legislature with the mission to promote safety, permanency, and well-being among the children and families of Florida that are involved in the child welfare system. By collaborating with community agencies and statewide organizations, the Institute translates and disseminates evidence-based knowledge throughout Florida’s child welfare system in order to improve child welfare outcomes and services.

Since its inception, the Institute has focused on interdisciplinary research, policy analysis, and program evaluation. The Institute’s scope and mission will be expanded to include a learning management system to support child welfare professionals more directly through its professional development initiative.

Eligibility

- Participation is open to Florida-based design agencies or web development professionals.
- Applicants must demonstrate competency or previous work of a similar scope.

Important Dates

Call for Proposals Released	July 7, 2021
Deadline for Proposal Submission	August 13, 2021
Decision Notification	August 27, 2021
Project Start Date	September 15, 2021

Scope of Work for Web Development

- Redesign and reorganize Institute website and create a professional development platform
- While the current Institute website is built with Drupal, applicants can recommend another more suitable Content Management System
- Responsive and mobile-friendly
- Accessible and user-friendly website
- Adheres to brand standards
- Accommodates low-bandwidth environments
- Simplified and intuitive navigation system
- Secure and complies with data privacy laws
- Integrated and dependable transitions between plugins, widgets, portals, etc. to create a cohesive learning experience
- Tech support and training of the platform for Institute staff to maintain

Proposal Submission Requirements

1. Introduction

Agencies and individuals should provide a brief overview of interest on this project and outline previous experience and qualifications.

2. Portfolio

Portfolios may include a range of work but should demonstrate at least 1-2 examples of projects of a similar scope to the proposal request.

3. Project Team

Identify names, titles, years of experiences and expected roles of personnel and subcontractors that will be part of the project.

4. Development Proposal

Proposal should address the scope of work. If you wish to include options that extend beyond the scope of work, please designate them as add-on features and provide itemized costs.

5. Proposed Fees

Fees should include project components as listed below – if applicable:

- Development cost and number of pages included
- Software acquisition
- Design services and content migration
- Content strategy and copyediting
- Website hosting services
- Training cost – days/hours and type of training
- Technical support and terms
- Search Engine Optimization (SEO)

6. Preliminary Schedule/Timeline

A preliminary schedule is provided only to give the Institute an idea of the length of the process. We recognize it is dependent on many internal and external factors and is subject to change.

Proposal Submission Instructions

- All proposals should be saved in .PDF format and submitted to Marianna Tutwiler, Institute Program Director of Administration, at mtutwiler@fsu.edu, by COB August 13, 2021.
- Email Marianna Tutwiler, Institute Program Director of Administration, at mtutwiler@fsu.edu, if you have questions.