

Invitation for Bids Solicitation No. CCMAC Website 2025

Climate Change Mitigation and Adaptation Commission Website Redesign and Development for Climate Action Pathway

State of Hawaii, Department of Land and Natural Resources
1151 Punchbowl Street
Honolulu, HI 96813

Subject: Website Redesign and Development for Climate Action Pathway

1. Introduction

The Department of Land and Natural Resources (DLNR), is seeking information from qualified vendors to redesign and enhance its existing WordPress website. The project aims to improve navigation, integrate a new Climate Action Pathway section, and ensure easy content management for staff.

In 2017, Hawai'i established the Hawai'i Climate Change Mitigation and Adaptation Commission (CCMAC) a multi-jurisdictional effort between 20 different State and county departments, and Legislative committees to accelerate Hawai'i's response to climate change within DLNR. To achieve these goals, a Climate Action Pathway is being developed and will be completed by the summer of 2025.

CCMAC's website has been live for several years now and accumulated a large number of pages, documents, news and events around climate change related action around the state - <https://climate.hawaii.gov>. CCMAC's team is now developing its Climate Action Pathway, a document which will help orient climate action for the State in the coming years and help it meet the State's Greenhouse Gas reduction targets through a range of coordinated actions around different sectors of the economy and build resilience and ensure equity in preparation for the impacts of climate change.

2. Project Overview

DLNR aims to redesign CCMACs current WordPress website to improve user experience and incorporate a new section dedicated to the Climate Action Pathway. This economy-wide document encompasses various sectors such as Energy, Transportation, Material Waste Management, Agriculture, Forestry and Other Land Uses. The user of the website should be able to navigate across these different sectors and subsectors (in total between 20-24 categories) through an engaging and visually arresting experience: clicking on a grid of photographs each representing a sector to access succinct text, data and case study information for that sector, as well as concrete policies, programs and projects in each

area. The redesign of the website and the new Climate Action Pathway section should result in a comprehensive, user-friendly interface for accessing and understanding Hawaii's climate action strategies across multiple sectors. The redesign of the whole CCMAC website should result in a comprehensive, user-friendly interface for accessing and understanding the topics that the Commission is engaged in.

3. Scope of Work

The selected vendor will be responsible for the following tasks:

3.1 Website Analysis and Planning

- Conduct a thorough review of the existing WordPress website
- Develop a detailed plan for redesigning the home page and navigation structure
- Create a strategy for integrating the Climate Action Pathway section

3.2 Design and Development

- Redesign the home page to improve user engagement and information accessibility
- Develop a new, intuitive navigation structure for the entire website
- Create a visually appealing and user-friendly design for the Climate Action Pathway section
- Implement a responsive and accessible interface compatible with various devices and browsers
- Enhance the WordPress content management system for easy updates by the Commission team

3.3 Content Integration and Organization

- Reorganize existing content to align with the new navigation structure
- Work with the Commission to integrate Climate Action Pathway content into the new section
- Organize information by sectors (Energy, Transportation, etc.) in a clear and navigable structure (sectors and subsectors would include in total from 20-24 categories each with its own page).

3.4 Testing and Quality Assurance

- Conduct thorough testing of the redesigned website across multiple platforms and devices
- Ensure seamless integration of new and existing content

3.5 Training and Documentation

- Provide comprehensive training to Commission staff on managing and updating the website through WordPress
- Deliver detailed documentation for future reference and maintenance

4. Technical Specifications

The following technical specifications should be considered for the website redesign and Climate Action Pathway section:

4.1 Content Structure and Navigation

- Implement an intuitive, hierarchical navigation structure for the entire website
- Create a clear and logical organization for the Climate Action Pathway content, with main categories (sectors) and subcategories
- Develop individual pages for each topic within the Climate Action Pathway (sectors and subsectors would include in total from 20-24 categories each with its own page).

4.2 Interactive Elements

- Design an interactive, user-friendly navigation system for exploring different website sections and Climate Action Pathway sectors
- Implement a robust search functionality for the entire website, with filtering options for specific content areas

4.3 Visual Components

- Integrate high-quality images, icons, and infographics to enhance content presentation
- Implement a consistent color scheme and typography aligned with the Commission's branding

4.4 Responsive Design

- Ensure full responsiveness across desktop, tablet, and mobile devices
- Optimize page load times for efficient performance

4.5 Content Management

- Enhance the WordPress content management system for easy updates by Commission staff
- Implement version control for content revisions
- Create custom fields and templates for structured content entry

4.6 Accessibility

- Ensure compliance with Web Content Accessibility Guidelines (WCAG) 2.1 Level AA
- Implement alt text for images and proper heading structure for screen readers

4.7 Integration

- Seamlessly integrate all new sections and features with the existing WordPress website
- Ensure consistent navigation and user experience throughout the site

5. Submission Requirements

Interested vendors are requested to submit the following information:

5.1 Company Profile

- Brief overview of the company, including relevant experience in website redesign and development
- Examples of similar projects, particularly those involving environmental or government websites

5.2 Technical Approach

- Proposed methodology for redesigning the website and developing the Climate Action Pathway section
- Approach to enhancing WordPress for easy content management by the Commission team

5.3 Team Composition

- Key personnel who will be assigned to the project and their qualifications

5.4 Cost Estimate

- Preliminary cost estimate for the project, including any ongoing maintenance or support

5.5 References

- Please provide contact information for at least three references from similar projects

6. Project Timeline

The proposed timeline for this project is as follows:

- Project Start: November 2024
- Project Completion: June 2025

Vendors should provide a detailed project schedule within this timeframe as part of their submission.

7. Submission Instructions

Please submit your response to this RFI via email to Leah.J.Laramee@hawaii.gov with the subject line "RFI Response – CCMAC Website Redesign" by October 22, 2024.

8. Next Steps

This RFI is for information gathering purposes only and does not constitute a commitment to issue a formal Request for Proposals (RFP) or to award a contract. The Commission will review all submissions and may contact vendors for additional information or clarification.

9. Contact Information

For questions regarding this RFI, please contact:

Leah Laramée
State of Hawaii Climate Change Coordinator
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Thank you for your interest in supporting the State of Hawaii's climate action initiatives.