CSO Web Site Redesign

The Cantata Singers of Ottawa is soliciting proposals for a redesign of our web site. The current design is about a decade old, and was done by web site designers, intending that it be maintained by web site designers. In a small non-technical volunteer organization, this maintenance has proven to be a challenge. In addition, although the site is functionally acceptable, the esthetics are dated. You can see it here: http://cantatasingersottawa.ca

We'd like to replace the current site framework with one that will allow non-technical volunteers to maintain the content. We're also hoping to be able to update the stylistic elements, over time, again ideally by non-programmers. Because we don't have the expertise to do this replacement ourselves, we're looking for expert help.

If you're interested, we'd like you to propose a framework and approach, and provide a cost estimate for the initial work:

- Installing and configuring the framework on the selected host (TBD).
- Creation of an initial test site, complete with Home Page, Productions Page, and one production detail page, similar in functionality and content to those on the existing web site, including the bilingual aspect.
- Corrections and adjustments as identified in the review process (to be negotiated).
- Knowledge transfer to a volunteer member of how to edit these pages, and create additional ones.
- Knowledge transfer to the choir web master on site maintenance issues outside of content creation (themes, styles, and upgrade issues, and other factors covered in the criteria below, to the extent that they are covered in the proposal).
- Support the volunteer(s) creating the remaining public web site content required to match the current content (excluding past seasons), for a period of about 3 months, to be negotiated.
- Assistance in moving the new site into place when it is complete.

The budget allocated for this work is approximately **$3000**, exclusive of software licencing and hosting costs. Feel free to propose an estimate lower than this, but we care most about how well the solution will fit our needs. If you think it will cost more than this, let us know – we're prepared to be convinced (within reason). If things go well, we'll look forward to you helping us with making the presentation more modern, and possibly do some other enhancements. Here's what we care about:

Not included

- Design of individual graphics (handled separately)

Mandatory

- Maintainable by anyone with minimal training.
- Affordable hosting (<$1000/yr).
- Highly readable.
- Highly usable in 1024x768 window.
- Usable on mobile devices.
- Ticket sales: PayPal, credit cards
- Bilingual English/French public pages

Mandatory only if different host proposed

- Portable to different provider
- Member pages password protected.
- Same domain name.
- Mail groups:
    - password-protected administration
    - public or group posting selectable
    - spam filtering
    - prunable archiving

Highly desirable

- Public pages:
    - Initially, similar esthetic and functional feel.
    - Global language switch.
    - Minimal duplication of language-neutral content.
    - Minimal non-functional elements.
    - Single entry of content use by multiple pages (e.g. concert info).
- E-mail from generic addresses
- Keep current MediaWiki members' site.
- Good host documentation.
- Payable by monthly or annual cheque or EFT.
- **Available by Sept. 1, 2017.**

Nice to have

- **Available by June 24, 2017.**
- Option to keep current host and setup initially, replacing only public web pages.
- Retain current database for concert info.
- Canadian host.
- Granular security.
- File storage with prunable history.
- Host costs payable by annual cheque.