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Resources for Human Development Inc.,
Request For Proposal for Technical Services, Web Forum

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Background:
Resources for Human Development, Inc. is a large non-profit organization that is headquartered in Philadelphia PA. As a diversified non-profit, we provide a wide variety of services and supports to people who have experienced mental illness, addictive disorders, intellectual or developmental disabilities, or autism. We also provide supportive services for individuals who are or who have been homeless, to adjudicated and troubled youth, and to ex-offenders and other people who have been marginalized.   RHD is a values driven organization and we are seeking the services of an experienced and qualified business who wishes to collaborate with us in developing an on-line forum that will allow members to interact with each other, posting questions or stories, and receiving information or support in return. Applicants must read and indicate that they understand and support the RHD's Values in order to be considered for a contract.

Project Overview: RHD is seeking a technical partner for the development, deployment, and maintenance of a web-based interactive a forum for individuals who have experienced a "negating" experience, or other such marginalization.

Required elements:
- Acquire and register a domain name, with appropriate tags that assure that the site can be found easily through various search engines.
- Users must create an account in order to post, view posts or respond to posts. A user must have a valid email address in order to register. Activation of the account will take place following a confirmation email.
- The site should include basic information about the purpose of the site and the expectations for use of the forum by members. There should also be a Frequently Asked Questions (FAQ) section where there is information about how to join, to resign, to report a problem, or retrieve lost account information.
- The site must allow users to post and respond to posts.
- The forum should be able to support multiple threads, so that users can access a particular topic.
- The site must be able to block certain words, and only allow posts to become visible if they meet or exceed a certain length that indicates thoughtful content.
- Users must be able to rate posts using a scale (to be developed) that indicates whether the user thought the post was useful, or not.
- The site must have the capability of sending an electronic notification to a user when there is a response to a post.
- The site will not have advertising.
- The site should be able to be accessed via any internet browser.
- RHD staff will provide some oversight and moderation of the site.
- The site must have the ability to yield data back to RHD including at a minimum, the number of "hits," number of registered users, and an electronic archive of posts and ratings.

Pre-qualifications/eligible Applicants:
Only businesses or organizations that have a robust and competent team, with prior experience in the development of web-based discussion forums are eligible to apply. RHD is seeking a partner who is willing to work with RHD in this social enterprise.   Interested organizations should contact Jeff Walder at daytonablu@yahoo.com. This indicates your interest in submitting a proposal. RHD will conduct interviews with applicants prior to submission of a proposal.

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Required Proposal Format and Response

1. Describe your business, including names and contact information for principals and the person who will serve in the role of Project Manager for this enterprise. (maximum 2 pages)

2. Describe your understanding of Project Scope. Include a description of your commitment to the project and why you are interested in collaborating with RHD. (maximum 2 pages)

3. Describe your company's prior experience and technical capabilities related to the completion of this proposed project. Include links to an existing site that you have developed or attach screen shots of a similar project. (maximum 2 pages, exclusive of attachments)

4. Describe your approach to collaborating with RHD team members in the development and deployment of the forum. (maximum 2 pages)

5. Include a timeline that shows major and minor tasks and expected schedule for completion. For each task, indicate the estimated number of contractor hours needed to complete the task.

6. Prepare a budget estimate, including narrative detail sufficient to support each cost and the overall price for the project. Show matching funds and/or pro-bono hours that you will provide in support of the project.