

Category	Vendor Question	Borough Response
Administrative & Qualification	Is subcontracting permitted under this RFP?	No
Administrative & Qualification	If subcontracting is allowed, may the prime vendor utilize the experience, references, and qualifications of proposed subcontractors for evaluation purposes?	n/a
Administrative & Qualification	Is the use of offshore resources permitted for any portion of the project?	No
Administrative & Qualification	May the proposer rely on the experience and references of proposed key personnel (e.g., Project Manager, Lead Designer) to demonstrate qualifications?	Only insofar as those roles are concerned.
Administrative & Qualification	The RFP states that vendors must include at least three (3) current New Jersey municipal clients of similar size. Is this requirement mandatory for eligibility, or may vendors with comparable municipal experience outside New Jersey be considered?	No, NJ experience is required.
Administrative & Qualification	If a proposer does not currently serve three (3) NJ municipalities of similar size, may equivalent municipal or public-sector experience be substituted?	See answer above
Administrative & Qualification	May vendors provide experience and references from commercial-sector projects that demonstrate similar scope, complexity, ADA compliance, and CMS implementation capabilities.	No
Administrative & Qualification	May the proposer utilize the experience and references of proposed key personnel to satisfy the NJ municipal experience requirement, if those projects were delivered under a different employer?	No
Administrative & Qualification	Is there a prescribed proposal format (e.g., page limits, font type/size, spacing, margins, or section order) that must be followed?	No
Administrative & Qualification	Should the required administrative and statutory forms be included within the Technical Proposal PDF, or submitted as separate documents?	A single PDF for all is fine.
Administrative & Qualification	Is there a required file naming convention for submission documents?	Include the project name and your firm's name, otherwise no
Administrative & Qualification	Is there an estimated budget or budget range allocated for this project that can be shared with respondents?	5-year Total Cost of Ownership is Not to Exceed \$35,000
Platform & Technology	Does the Borough have a preferred CMS platform, or may vendors propose the platform best suited to meet the RFP requirements?	Vendor should propose
Platform & Technology	Is there any preference or restriction regarding open source versus proprietary/licensed CMS solutions?	It must meet regulatory requirements.
Platform & Technology	Are there specific hosting requirements (e.g., U.S.-based hosting, government-compliant infrastructure), or may the vendor propose a secure hosting architecture aligned with industry best practices?	Yes, it must be compliant with US and NJ government website regulations.
Platform & Technology	Are there any required or preferred programming languages, frameworks, or database technologies?	No
Platform & Technology	Are there existing third-party systems (e.g., payment gateways, GIS systems, document management platforms, alert systems, public records systems) that must integrate with the new website? If so, could additional details be provided?	No. There is a portal that will be linked to, but not integrated.
Platform & Technology	Does the Borough require specific security, accessibility monitoring, analytics, or performance monitoring tools to be incorporated into the platform?	We expect to be able to continue using Google Analytics for our traffic analysis.
Platform & Technology	Does the Borough currently utilize a specific analytics platform that must be retained or migrated?	See answer above
Platform & Technology	Is multilingual capability required at launch, or should it be proposed as an optional feature?	No.
Platform & Technology	Are there specific expectations for advanced search functionality (e.g., document indexing, OCR-powered search, filtering by department or date)?	No
Technical & Project Execution	Approximately how many total web pages and downloadable documents are expected to be migrated?	~1200 PDFs and 200+ webpages, which will need to be audited
Technical & Project Execution	Will the Borough provide backend access to the current CMS for structured export, or should migration be assumed as a full content scrape?	Likely will need to be a scrape.
Technical & Project Execution	Are there any legacy systems, databases, or integrations that must be preserved or replaced?	No.

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Technical & Project Execution	Has the Borough previously conducted an ADA audit of the current website? If so, will the findings be shared?	No.
Technical & Project Execution	Is a third-party independent ADA audit required prior to final sign-off?	No.
Technical & Project Execution	Does the Borough currently maintain a structured archive of legal notices, and what is the anticipated annual volume?	Yes. You can base your estimate on what is live on the site today.
Technical & Project Execution	Will analytics data be provided to support Top-Task analysis and persona mapping during the UCD discovery phase?	Yes.
Technical & Project Execution	Who will serve as the primary day-to-day point of contact for the vendor?	TBD.
Technical & Project Execution	What is the expected frequency of status reporting during the project?	Minimum weekly.
Technical & Project Execution	Can a sample Deliverable Acceptance Form (DAF) be shared for reference?	No, we expect the vendor to provide the template.
Technical & Project Execution	Are there defined uptime SLAs, cybersecurity standards, or disaster recovery requirements that must be met?	<p>1. Cybersecurity & Incident Reporting</p> <ul style="list-style-type: none"> •NJCCIC Compliance: Per P.L. 2023, c.19, vendors must support the municipality's requirement to report any cybersecurity incident to the NJ Cybersecurity & Communications Integration Cell (NJCCIC) within 72 hours of discovery. •Security Framework: Systems should align with NIST 800-53 or NIST CSF benchmarks to ensure data integrity and confidentiality, particularly for any modules handling financial or personal resident data.
Technical & Project Execution	Are there defined uptime SLAs, cybersecurity standards, or disaster recovery requirements that must be met? CONTINUED	<p>2. Accessibility (ADA) Standards</p> <ul style="list-style-type: none"> •WCAG 2.1 Level AA: In accordance with the 2024 DOJ ruling (28 CFR Part 35), the website must be fully compliant with WCAG 2.1 Level AA standards. •Deadline: For municipalities under 50,000 residents (like Flemington), full compliance is mandated by April 26, 2027. This includes all PDFs, maps, and third-party integrations.
Technical & Project Execution	Are there defined uptime SLAs, cybersecurity standards, or disaster recovery requirements that must be met? CONTINUED	<p>3. Disaster Recovery & Legal Archiving</p> <ul style="list-style-type: none"> •LFN 2026-01 Compliance: Since the borough may utilize the site for primary legal notices (effective March 1, 2026), the vendor must provide an immutable, offline archive of all published legal notices. •Recovery Objective: In the event of a system failure or cyberattack, the solution must allow for the restoration of the legal notice archive to maintain the validity of public hearings and municipal actions.
Technical & Project Execution	Are there defined uptime SLAs, cybersecurity standards, or disaster recovery requirements that must be met? CONTINUED	<p>4. Uptime SLAs</p> <ul style="list-style-type: none"> •While there is no specific state-mandated percentage (e.g., 99.9%), the borough requires a high-availability SLA. Because the website serves as the official venue for legal notifications, any downtime during a mandatory notice period can jeopardize the legality of borough proceedings.
Technical & Project Execution	How many Borough staff members are expected to receive CMS training, and should training be delivered virtually, onsite, or both?	Onsite, three to five people.
Technical & Project Execution	What level of post-launch support is expected during the initial stabilization period?	Fix P1 and P2 bugs; assist users with becoming proficient in the new CMS.