



# NEVADA STATE CONTRACTORS BOARD

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**THE NEVADA STATE CONTRACTORS BOARD IS SOLICITING PROPOSALS FOR  
UPDATING THE DESIGN OF THE BOARD'S WEBSITE AND MOBILE APPLICATION**

## **REQUEST FOR PROPOSAL**

### **QUESTIONS AND ANSWERS**

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1. Do you have high-end visual assets (photos, video) for the website that we will be able to leverage? Otherwise, we can help define the visual style and use stock photography that aligns with this.

**We do have some high-end assets, but would prefer that the vendor define the look/style as we will need to produce more assets for the new site.**

2. Are you looking for the full site to be manually translated in Spanish? If so, will you be providing the translated content? Or will it be the select section as you have it currently on the site (a few pages)? We could also provide a translation widget that you can use on the site, but the translation is not 100% and has the potential to raise a few eyebrows.

**We are not necessarily looking for the site to be manually translated in Spanish. However, we would like the page to be easily translated in a platform like Google translate (if that is the widget you are hinting at). Additionally, we are interested in learning about other ideas on how to maintain our site in English and use automation to support other languages. We plan to increase the documents and pages that are available in Spanish from our end.**

3. What is the approval process for certain milestones (e.g., strategy and design)? Will it be you? Or will we have to get approval from the board on certain deliverables? How long do you envision that taking for each approval?

**We will have a small committee of staff that will be approving strategy and design. We will have to get final approval of the Board on the final version. Our approval process should be swift.**

4. What is driving the 4-month timeline? Is there a specific date you are looking to launch everything?

**Our fiscal year ends on July 1. While this timeline is not set in stone, we highly desire to get the new site up by the end of June.**

5. Would it be acceptable to only bid on the website project? We do not have mobile app developers on our team. We could offer to do the updated design to hand off to a mobile developer. How many people use the mobile app?

**We will only be considering bids that include the mobile app, as it has already been established and is in use by hundreds of users. At the end of the day, the existing app is basically a copy of specific pages of the website.**

6. What is the overall budget for the website project? If there is no budget allocated, what are reasonable budget guidelines? (e.g. under \$40k, \$40k to \$65k, \$65k to \$100K, \$100k+). This helps us build out our scope on how we'd approach the project.

Vendors providing a project price is a key component of the RFP process. We are subject to approval by not only the NSCB Board, but also the Nevada Board of Examiners who have different thresholds for contracts including at \$50,000 and \$100,000.

7. What office would you like our team to meet at? The Reno office or the Las Vegas office?

While we do prefer in person meetings, we are flexible. The majority of our project team is in Las Vegas, but we can meet with the vendor via video conference from either our Las Vegas or Reno Offices or even Zoom.

8. Can you provide the specs of the current hosting environment? Does it support PHP or WordPress?

Our current environment is a Windows Server and we are open to changes or rehosting to public cloud solutions. Yes, it supports PHP and WordPress.

9. Can we assume that all subdomains/third-party sites and pages are not included in this scope?

Yes. the site hosted by GL Solutions is out of scope. However, we want to take the new header and footer and apply to the GL Solutions pages later.

10. Is there a specific reason that IE needs to be supported? e.g., this browser is still being used internally? IE is no longer supported by Microsoft.

IE does not need to be supported. This was an oversight in the RFP.

11. How many events or important dates do you envision happening over the course of the year? e.g. 10-20, 20-50, 50+?

We host many important meetings and attend/support other internal and external events, so probably 50+.

12. Where does the form submissions go? Does it integrate with any platform or get sent to someone?

Forms submissions will go to dedicated email addresses.

13. Also, I assume we can email you the RFP response. I just wanted to confirm.

Yes, you can email responses to Michael Phillips via [mphillips@nscb.state.nv.us](mailto:mphillips@nscb.state.nv.us).

14. Which web languages are we expected to use for development? We specialize in WordPress builds.

WordPress is an acceptable content management system.

15. How many PDFs are you expecting to be converted to web pages? We see the site currently has approximately 3,590 PDFs

We would like to cut down on duplicates and repetition to hopefully significantly reduce the number of PDFs. That being said, we are looking for creative form management solutions for the remaining PDFs which may be dozens or more.

16. Are you looking for a website to be built with SEO best practices or you looking to include on-going SEO services in the SoW?

We are looking for a site to be built with SEO best practices.

17. How many pages are you looking to keep/have developed? Our crawl found 98 web pages on the website (this is not including links to PDF assets)

Our main goals for the site include simplification and the removal of duplication and repetition. Several of the sites we have viewed containing favorable design elements we like were scrolling sites with few pages.

18. Should estimated travel expenses be included in the quote? If so, would this be at the \$150/day Nevada per diem rate?

Yes, and yes. However, we do have a Reno office and likely meetings could take place via video conference from the Reno office or could possibly be handled via Zoom.

19. Would you like resumes for everyone working on your project? And should these be included in the proposal or attached separately?

Resumes from everyone on the project are not necessary, only key staff. They can be included in the company profile section of the proposal.

20. Will NSCB consider paying a down payment (50% of total) with the remainder coming at the completion of the project?

We will consider a smaller down payment and continue payments as the project progresses.

21. How many pages are you looking to keep/have developed? Our crawl found 98 web pages on the website (this is not including links to PDF assets) 1. Do you have download/usage stats for the app versus website?

One of the main goals of the website update is to make it more concise. We are definitely interested in reducing significantly the number of pages on the site. One of the styles that has interested us from multiple sites is a vertical, scrolling site with a minimum of pages. Downloads of the app are under 1000, so it is substantially smaller than NSCBH web traffic.

22. Could you explain more how the mobile app is currently built? You mention that it was web scraping of <https://app.nvcontractorsboard.com/> but it looks like the “app” just pulls up those links.

The application is basically a website in a wrapper and we would like to expand its content and functionality.

- a. Does the app use a stylesheet served up on this URL?

The app was developed by web scraping results. We do not believe the app has its own stylesheet on this URL, as that URL is unaware of access by the mobile app.

- b. If we were to provide design files and/or CSS, would there be a resource we could connect with at NSCB that could assist with updating the app's source code?

The app's source code was developed by the vendor hosting the URL. It is not in scope of that vendor's service to update source code or style.

Re: "Conversion of specified content from PDF format to HTML/CSS format to match the new site theme and logical organization as needed."

23. How many PDFs are being converted and are there examples available on the current site?

We would like to convert several of the current PDFs/forms into content, possibly up to 15 or 20 items. An example would be having an html version of our complaint forms. Here is the licensed contractor form:

<http://www.nvcontractorsboard.com/pdfs/Forms/Licensed%20Contractor%20Complaint%20Form.pdf>

We would like to cut down on duplicates and repetition to hopefully significantly reduce the number of PDFs. That being said, we are looking for creative form management solutions for the remaining PDFs which may be dozens or more.

24. Calendar request: How many events in an average month?

Likely, between 5-10 a month.

25. Can you provide details of the "board's servers?" Are there technology limitations inherent in the server? Are there government regulations limiting the technology?

The legacy website is hosted on a Windows server with IIS. We are open to learning about other server configurations and plug-ins necessary to host the new website.

Re: "custom website design incorporating the redesigned sitemap and site functionality into an informational website using only HTML/CSS, JavaScript, images, PDFs and SEO friendly URLs."

26. Do you want to continue updating the site via editing HTML files?

We are interested in updating the new website via a content management interface instead of raw HTML.

27. Would a PHP-powered CMS such as WordPress (which would generate HTML/CSS/JS websites) be acceptable?

Yes, WordPress is an acceptable content management system.

28. Who developed the current website?

The legacy website was developed by a company that is no longer in business over a dozen years ago.

29. What is the most important goal for your new website?

Make it more concise.

30. What are the secondary goals for your new website?

- Ease of navigation
- Forms organization/management

See “Project Purpose and Goals” for further information.

31. What would you consider to be weaknesses of your current site?

Busyness, repetitiveness, and visual appeal.

32. What would you consider to be the strengths of your current site that you would like to be carried over?

Accuracy, and ability to keep it accurate by having swift updates.

33. What are some keywords that you think your site should rank better for?

Obvious keywords should include terms from the NRS and NAC like:

Nevada, Contractors, Contracting, Construction, License, Licensure, Complaints, Unlicensed, Agency, Regulation, Regulatory, Hearing, plus specific names of the classifications like Engineering, Remodeling, Electrical, Plumbing, Grading, Landscaping, etc.

34. What are some keywords that your site ranks well for?

We are not necessarily concerned with our key words, so we do not track.

35. Who do you want your site to appeal to the most? Who is your target market?

The public and contractors/prospective contractors.

36. What is the primary task your target market will come to your site to accomplish?

Primary tasks include to research a contractor’s license status/history, file complaints, and obtain information on how to become a contractor.

37. How familiar is your target market with your product/service?

Somewhat familiar to very familiar depending on who is contacting us.

38. What’s the first thing you want visitors to know about your company/business when they visit your site?

That we are a public protection agency of the State of Nevada.

39. To the best of your ability, describe the desired look and feel for your site.

One of the styles that has interested us from multiple sites is a vertical, scrolling site with a minimum of pages. Again, looking for an easy to use site focused on the audience main interests. Please see “Deliverables” in the RFP for more details.

40. Do you have a branding guide? If so, please provide a link or upload below.

We have a branding guide that will be supplied to the approved vendor.

41. Who are your top 3 competitors? Please provide URLs

N/A

42. What differentiates you from these competitors?

N/A, but we want to be a model regulatory agency.

43. What are some of the aspects of these competitors' websites that you think are done well?

N/A, but we do like aspects of certain other agencies.

44. What other websites do you like and why?

These include the State Bar of Nevada and Nevada Division of Forestry.

45. Do you have photos to populate the website? If not, will you be providing them or do you need them sourced (via stock imagery or photo shoot)?

We plan to hire a photographer to enhance our footage, but will also need stock whether we provide it or the vendor does.

46. Do you intend to use any of the content on your existing site in the new one? If so, please indicate which sections.

Yes, we will need a lot of the existing content, but would like to cut down on repetition and content in general. However, the full answer to this is a complicated/lengthy answer and we can discuss these specifics with an approved vendor.

47. Do you have a team member(s) dedicated to gathering/producing content? Who is it?

Michael Phillips

48. Do you have a press section? If so, who feeds this section?

We have a media room. The PIO, Michael Phillips feeds this section.

49. Do you have email addresses connected to this url?

[mphillips@nscb.state.nv.us](mailto:mphillips@nscb.state.nv.us)

50. Do you have credentials for FTP access and hosting access?

Yes, on our legacy website. We could change from FTP if we needed to migrate to another content management method.

51. Who created your current site? When was it launched?

The website was created over a dozen years ago. That company is no longer in business.

52. What is the current content management system? Who oversees this?

We currently manage the web site by updating HTML with Adobe DreamWeaver and using FTP to upload the files to the server. Brian Hayashi, IT Manager.

53. Who maintains your site? Where does the server "live?"

We maintain the legacy website. It is hosted on a Windows server on Microsoft Azure.

54. What is the proposed launch date of the new site?

By 7/1/2023.

55. How does the launch of your new site correlate with other marketing efforts?

The new site is key to the rest of our outreach

56. Who will be the main point(s) of contact throughout the process?

Michael Phillips/Brian Hayashi

57. Who will give final approval where required throughout the process?

Nevada State Contractors Board

58. How many unique visitors currently visit the website? What is your goal for the new website?

From Google Analytics, in calendar year 2022 we have 349,000 users over 709,000 sessions and 3,869,000 pageviews.

59. How will the new website be measured in terms of success?

A site that is easy to use by the public and easy for our staff to explain. Additionally, one that receives positive reviews from our audiences.

60. Do you have any current tracking information?

We use the free Google Analytics for web site analytics.

61. Will you conduct a digital marketing campaign to drive traffic to the new website? If so, what is your monthly budget to do so?

Not necessarily, but we are very active on social media and through other channels and will be promoting it ourselves.

62. What is your budget for the website?

Vendors providing a project price is a key component of the RFP process.

#### *Application Questions*

63. Is it just a re-design? No new features? Do we need to scrape data again?

The mobile app should have the added features that include links to landing pages/sections (which depend on the redesign).

64. Do you know how it was developed? Hybrid? It almost looks like a website put into an Android/IOS wrapper... - or do we need to build it from scratch?

The application is basically a website in a wrapper and we would like to expand its content and functionality.

65. How do you update this application right now?

We upload files to the web server using FTP/SFTP.

#### *Website Questions*

66. Is WordPress OK?

Yes, WordPress is an acceptable content management system.

67. Is there a reason why there is two URL's with the same content?

One is the website and one is the app. Our static website is [www.nvcontractorsboard.com](http://www.nvcontractorsboard.com). The site hosted by our platform vendor is [app.nvcontractorsboard.com](http://app.nvcontractorsboard.com).

68. Do you need us to host it? If so is there a separate budget for hosting and maintenance?

We plan on hosting it on our server.

69. Will the language translation portion of this pertain to both the website and the mobile app?

While we do not expect a full option of the app, we may offer certain portions of the app in other languages and have the app mirror some of the other content in Spanish. In the near future, there may be strategic or messaging value to the Board to have additional multilingual support on both the mobile app and web site.

70. We understand the license search system will not need to be developed but some styling modifications can be made to headers and footers. Will the chosen vendor be given full access to the system to make those modifications or will there be some other protocol for how those updates can be made?

Unfortunately, we cannot give vendors access to the GL Suite web site. NSCB will work with the vendors to update content on [app.nvcontractorsboard.com](http://app.nvcontractorsboard.com).

71. The RFP states that the vendor should supply the development server and also states the dev server should be on an external cloud server administered by the Board. Either option is fine for us, but we wanted clarity if we should provide it or if the Board will provide it? Additionally, is the Board looking for hosting suggestions to host the completed site?

NSCB wants to provide the development and production web servers that satisfy the specifications provided by the vendor. The intent is to avoid having the vendor being responsible for providing web hosting services.

72. In regards to some PDF's needing to be converted to HTML, we were hoping to get an idea of how complex these PDF's might be (if they are forms or informational only) and approximately how many PDF's might require this conversion?

One of the main goals of the website update is to make it more concise and make the most needed forms easy to access. We would estimate the number of PDFs converted to HTML is between 10-20.

73. The RFP calls for improved capabilities on the app to report unlicensed contracting and we hoped to get some additional insight on the specific improvements the Board had in mind in order to determine how involved that request might be?

This should have said "to report illegal contracting", as we would like to have a new button to file a complaint against licensed or unlicensed contractors on the app. After the form is filled out and submitted, it will go to an email address.

74. The RFP mentions continued use of Google Analytics which is what we would propose also. However, we wanted to clarify if the Board is interested in analytics reporting services or other marketing related services in support of the new website and mobile application?



Google Analytics is our incumbent and free analytics solution. We are interested in other analytics solutions, but it should not be a requirement to use any specific vendor.

75. In regards to ensuring there is a process to contact a licensing analyst on the "online app", we wanted to clarify if you're referring to the mobile app or the online application provided by the existing enterprise software?

Contact a licensing analyst via the online application provided by the existing enterprise software. But, we need to clean up our website language to clearly differentiate between the "online contractors license application" and mobile application.

76. One portion of the RFP requests five references and another section suggests providing a minimum of three references. With our past experience working with the Board we planned to list Brian as one reference and we wanted clarity if only 2 others would be needed or 4 other references?

Three references are sufficient.

77. In the request for references I was unsure about the requirement to include the "Client number of employees" as we don't really have a way of knowing that information especially for larger organizations. I presume a ballpark estimate would be sufficient in that case?

Yes, an estimate would suffice.

78. Also, unrelated to the content of the RFP, I was curious if there is a method for receiving a copy of all the questions submitted from all potential vendors along with your answers? We would find that helpful if it's possible.

We will be posting all of the questions and answers on the NSCB RFP URL as soon as all of the Q&A has been processed. The link is: <http://www.nvcontractorsboard.com/rfp.html>

*Project and design questions:*

79. Does the organization use a regulated or formalized development process?

No.

*We want to know more about integration with third-party services for license and other searches:*

80. What are we able to change/update there? Only the footer & header as stated in RFP, or it is possible to do further adjustments in style?

Unfortunately, the changes and updates are limited. Unfortunately, we cannot give vendors access to the GL Suite web site. NSCB will work with the vendors to update content on [app.nvcontractorsboard.com](http://app.nvcontractorsboard.com).

81. How is this expected to work with multilanguage support?

While we do not expect a full multilanguage option of the app, we may offer certain portions of the app in other languages and have the app mirror some of the other content in Spanish. In the near future, there may be strategic or messaging value to the Board to have additional multilingual support on both the mobile app and web site.

82. What is the technology used for connecting third-party integration?

Vendor will need to work with NSCB to update content on [app.nvcontractorsboard.com](http://app.nvcontractorsboard.com).

83. Points about smart search (suggestions in the search box) are only for site search (for site navigation) or also should be considered for License search, Contractors listing, and Public disciplinary action search?

Search results should direct users to the license search, contractor listings, and public disciplinary action pages, but not perform the actual search for the user.

84. Report unlicensed contracting - currently present only in the app, where results from that form are landed now, and where it is expected to land?

To an email address. Also, to an email address.

85. Point “Improved capabilities on the app to report unlicensed contracting.”, what additional capabilities are expected?

This should have said “to report illegal contracting”, as we would like to have a new button to file a complaint against licensed or unlicensed contractors on the app. After the form is filled out and submitted, it will go to an email address.

86. Mobile applications are opening the website pages in iframe or some similar solution and not integrated as part of the application, should it continue working this way or it has to be rebuilt?

We recommend the mobile continuing to work this way so that future changes to [app.nvcontractorsboard.com](http://app.nvcontractorsboard.com) pages are less likely to break the mobile app.

*Related to the point “New features of the mobile application must include links to major sections or landing pages of the web site.”*

87. Would we have a designated person to evaluate ADA compliance from the Board side?

The project committee will assist in evaluating ADA compliance.

88. We found that State of Nevada <https://nv.gov/> has a site with a good feel and ADA compliant. Would that site serve as the good reference for our team?

Yes, [nv.gov](http://nv.gov) would be a suitable reference for ADA compliance.

*The timeline is 120 days, are those days counted from:*

89. The moment project is awarded?

As of right now, yes, the moment the project is awarded. The timeline may be negotiable.

90. The moment that will be agreed upon both sides?

To be determined.

91. Moment that the design is approved and the project has a green light for development?

Please see above.

92. The current website uses Google Analytics, could the data be shared with us in advance the process of work on the Proposal? - We need it to identify the audience, devices, browsers, etc.

We can share with approved vendor. We should not share Google Analytics data to the public prior to award.

93. Do they have a brand book? - If not, do we need to create it or update it?

Yes, we have brand standards and they will be provided to the approved vendor.

94. Would it be possible to connect with current users for UX activities? (user interview, testing, etc)?

We may be able to connect current users with the approved vendor.

95. What level AA or AAA is expected?

We expect AA.

96. Are all user roles defined (admin. super admin, site app visitor)?

Not yet. We are flexible in recommendations from the vendor.

97. How many languages should be implemented (except English and Spanish)?

We are not necessarily looking for the site to be manually translated in Spanish or any other language. However, we would like the page to be easily translated in a platform like Google translate. Additionally, we are interested in learning about other ideas on how to maintain our site in English and use automation to support other languages. We plan to increase the documents and pages that are available in Spanish from our end.

98. Should content creation for every language be part of the Proposal?

No, see above question.

99. What type of users will use the mobile app?

Our typical audience is members of the public seeking information about contractors and proposed contractors/contractors seeking information.

100. Would the mobile app be different from its website version?

We are open to ideas from the vendor, such as it mirroring the website version or having less content (like the current version).

101. Is it expected to have different user flows and features in the mobile app's?

Not necessarily.

102. Usually, we use the mobile app because it has additional functionality that is not possible to get on the website, like geolocation, camera, face identification, should some of such points of difference be considered?

Yes, other points of difference can be considered. Additionally, while we prefer the app has the full content of the website, it may have limited content as compared to the website.

*Quality Assurance:*

103. Do you need automation quality assurance support after the project release? (regular automation check site stability, availability and correctness. Notifications about crashes)

No.

104. What loading should the site withstand? (count of visitors on the site during a day/week/month)

30,000 users per month.

105. Which mobile devices, screen resolutions, OSs versions should be supported?

In general, phones and tablets running supported versions of iOS and Android from the last couple of years.

106. Do you need security testing support during and after the development stage?

No.

107. As a standard we create and support such testing documentation: Test Plan, Test cases, Coverage matrix, Testing report (after release). Do you have some formal documentation (legal templates) that should be used or can we follow our standards and templates? Also maybe you have any additional requirements regarding testing documentation?

N/A

108. How will translation (multilanguage support) be provided - some translations table or just multilanguages designs?

Please see the response to question 15 above.

109. We can propose to perform testing to check the website meets all current federally-mandated ADA access requirements.

Yes, we are interested in this function.

110. Only licensed or previously submitted an application for a Contractors License users can be registered?

Users can also register if they are completing a new contractors license application.

111. Can the account be revoked by the user or only by sending the request?

Sending the account deletion request.

112. What resources the information about licenses should be taken from (as the application for the license/renew can be done online or by filling out the form manually)

New and renewal license applications done online are within existing pages already in [app.nvcontractorsboard.com](http://app.nvcontractorsboard.com).

*Technologies-related questions:*

*Development: General*

113. In order to enhance the analytics experience and facilitate future marketing activities (e.g. AB tests), we propose utilizing the set of features available in Firebase. Firebase is a app development platform developed and maintained by Google that can assist in the building and development of apps (web/mobile). Do you have any restrictions on utilizing third-party services and cloud platforms like AWS/Google/Firebase?

**We are open to learning about different platforms and cloud hosting.**

*To be more specific, here is a list of the Firebase services we plan to use:*

- a. *Remote Config: to make updates without republishing, personalize mobile apps for different audiences (if it will be necessary), run experiments to test ideas (if it will be necessary).*
- b. *Crashlytics: real time crash reporting tool for mobile apps to never miss a critical crash.*
- c. *App Distribution: to distribute pre-release versions of iOS and Android apps.*

114. If you have any comments regarding the usage of the aforementioned technologies/services, please do not hesitate to share them with us.

**No comments.**

115. In order to accurately assess the necessary efforts for the development of an application and web services, we need to have an understanding of the expected usage of the site and application. And you mentioned in the RFP doc that you are utilizing Google Analytics. Based on this, could you provide data on the daily and monthly number of users who visit the current website/mobile application?

**From Google Analytics, in calendar year 2022 we have 349,000 users over 709,000 sessions and 3,869,000 pageviews. We only have a few hundred of downloads of the application, so use is minimal at this point.**

116. If it is not feasible to obtain current data on the number of users, could you provide an estimate of the expected number of users who will utilize the website and mobile application (daily/monthly)?

**Please see above.**

*Development: Website / Backend*

117. To achieve better SEO results, we suggest using Wordpress as a content management system, which will replace the use of Adobe Dreamweaver. Wordpress will also be used as an API for iOS and Android applications. Do you have any restrictions related to using Wordpress?

**No, Wordpress is acceptable.**

118. Based on our experience, implementing a Single Page Application (SPA) using React, Angular, or Vue.js tends to require significant effort for SEO optimization. Given that SEO is a stated priority, we recommend using Wordpress. If prioritizing user experience over SEO is a consideration, we can propose a solution involving the development of a SPA using React.js, coupled with the generation (Node.js service) of static HTML files that are then uploaded to the hosting servers. This approach would require additional team effort and a larger budget, but would provide a more seamless user experience, characterized by the instant loading of content and pages without reloading the browser window upon clicking a website link, and etc. Please let us know if you have any preferences or thoughts on this matter.

Due to the nature of the agency, we are not concerned with SEO.

*Development: Mobile Apps (iOS & Android)*

119. To optimize both time and budget in the mobile application development process, we propose the use of the Flutter framework. Flutter is an open source framework by Google for building natively compiled, multi-platform applications from a single codebase. Would you have any strong objections to the development of a hybrid mobile application with a single codebase using Flutter (Dart), as opposed to utilizing native development tools and maintaining separate codebases for iOS (Swift) and Android (Kotlin)? If so, please share your reasoning.

We have no objection.

120. In order to improve the application user experience, we propose implementing caching of viewed web pages, PDF documents, and other resources on the user's device. This feature would require additional team effort to implement. Would you like to include this in the new mobile application, or do you feel that it is not necessary?

Not necessary.

*Development: Server requirements*

121. In the RFP document, it is stated that the production version of the website will need to be deployed on your servers. Could you provide further information on the configuration of these servers?

The Board is open to changes in our hosting solution. We did not envision an ongoing subscription to hosting by the selected vendor.

122. While working on the proposal for NSCB we noticed a significant amount of static content pages possibly needed to be converted from PDF to HTML. It would assist us greatly in order to provide more accurate estimates if you confirm that we will or will not have to migrate files from the pages below to the new site:

1. Pages from domain [www.leg.state.nv.us](http://www.leg.state.nv.us)
2. Individual PDFs from Strategic plans page from 2010 till 2023 [http://www.nscb.nv.gov/Strat\\_Plan.html](http://www.nscb.nv.gov/Strat_Plan.html)
3. News room pages content such as New Releases, Bulletins, and Newsletters files <http://www.nscb.nv.gov/newsroom.html>
4. Agendas and meeting minutes individual PDFs <http://www.nscb.nv.gov/minutes.html>
5. Consumer Brochures and Guides [http://www.nscb.nv.gov/consumer\\_brochures\\_and\\_guides.html](http://www.nscb.nv.gov/consumer_brochures_and_guides.html)

We do not wish to have the indicated pages converted to HTML. In addition, we do not wish for most of our forms to be converted to HTML.