

Crawfordsville District Public Library, Crawfordsville, IN
Request for Proposals (RFP)

2023/2024 Two Websites and Logo/Branding

Note About Answers to Recent Questions – 6/9/2023

New domain: Unless the web design company prefers to set up the new domain, the library will work with its IT consultants to do so.

Newsletter: The museum staff use Publisher to create our current newsletter, which is printed and also saved as a PDF. We do not send out e-newsletters at this time, but would like to transition to one over the next couple years, so we do not have an email provider yet.

ILS – The ILS is hosted, so most library account and material borrowing processes occur within the ILS. Because of residency requirements that need to be verified in person, we have forms on our website that email a person's library card registration information to a Circulation Department email account. The library staff create the account in the ILS, and when the patron comes in with residency verification documents, they are given the card that goes with their account.

Volunteer and registrations – Currently, we use a form for the museum registrations. We could do the same for volunteers or just link to an account created by the library at a volunteer service.

Wowbrary - Unless there is a better solution that incorporates everything Wowbrary does that is similar in price or less expensive, then we would like to keep using Wowbrary

Content – The content from the current library website will be updated, though not totally overhauled, by library staff.

Deliverables – If your company has a different design process that will not result in three website design concepts, please describe your process in your proposal.

Elementor – In addition to WordPress, the library uses the Elementor editor. This combination of software is not mandatory, but the software does need to allow library and museum staff to be able to easily update the content.