INBOX DESIGN

WEBSITE
DESIGN PROPOSAL

Baradene
College *of the*
SACRED HEART

Baradene College of the Sacred Heart
Website Development Proposal
Delivered on: Augst 31, 2016
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Background:

Baradene College currently manage a number of websites through various different providers using a range of visual designs. The need to have one new modern brand across all platforms has lead them to contact Inbox Design to look at developing a single website. Starting with a responsive modern, custom design centred around a marketing strategy developed around our fully featured management system that will enable full control for managing all aspects of the content.

The requested functionality will encompass the following features:
- General Website Content
- Image and Video Galleries
- Document and Resources lists
- Subsite/Department specific Content Management
- KAMAR Integration
    - Calendar/Event Feed
    - Daily Notices
    - Student/Staff Login
- Uniform, Fee's and Event/Ticket online purchasing with online payment facilities.
- News, Events and Social Media population.
- Newsletter publication and distribution via MailChimp.

About Inbox Design:

Inbox Design are a web design and development company, and we're all about creating a unique and fluent visitor experience. For over 10 years we have been building websites with a focus on creating websites for New Zealand Schools with the best feature set, integrations and customisation.

We want to improve the way your website functions, is used by staff and students and how it is viewed and appreciated by the community.

Design Considerations:

When you look at a website designed by Inbox Design you will always see a unique custom design. We will hand-code your site from scratch and never from a pre-used template.

Working with your school branding guidelines, prospectus and other printed or online material we will produce a design to showcase the quality of the Baradene Image – promoting the school in an intuitive crisp online experience.

Development Considerations:

Your website will be fully content managed from within our custom web based content management system (CMS). The Inbox Design CMS allows you to control all aspects of your content, images, documents and ecommerce requirements from a very simple to use, yet powerful management tool.

Data from KAMAR such as Calendar Events, School Open Dates, Daily Notices and Student/Caregiver information for the registration systems will be automatically pulled when required from your KAMAR Portal and the KAMAR Directory sync, both of which Inbox Design are happy to assist in setting up, and maintaining.

Inbox Design is a great company to work with when redesigning your webpage. We are very happy with our new webpage, it meets our needs entirely and is easy for staff and parents to use.
Kate Staniford, Opihi College

Technical Considerations:

Your website will be hosted on our managed cluster of load balanced services located in two Auckland Datacentre's.

The site will be built in the PHP Programming Language and database driven powered by mySQL.

File and Data backups are transferred to our office multiple times each day, and then nightly backed up to a 3rd location.

Our CMS is closed source – this means unlike open source applications like WordPress and Joomla there is no public visibility or security concerns with your data.

Inbox Design worked tirelessly with Massey High School from conception to completion on our brand new website. I highly recommend Inbox Design to anyone seeking a highly-skilled team of web designers and developers. We are very pleased with our finished product.

Jacob Bish, Massey High School

Inbox Design has worked extensively with Manurewa High School redesigning our school website and SchoolPoint - the best online course selection 'portal'.

We have always found Sheldon to be extremely prompt and professional in all communication, listening carefully to our needs and tailoring solutions that are modern, simple to update and extremely functional.

I would recommend the services of Inbox Design to anyone that is looking for highly skilled technical support that is efficient and reliable.

Daniel Wilson
Manurewa High School

Investment:

Based on our experience in building website for schools, we believe it's possible to offer a competitive solution, delivering a quality and custom developed solution for your school.

We propose the following pricing structure for the development and setup of your new website:

Core CMS, Design & Development	$7200.00
eCommerce Option for Uniform Shop and Event Tickets	*$2200.00*
KAMAR Portal Theme	*$350.00*
Athenaeum Library Portal Theme	*$600.00*
KAMAR Directory Sync Setup	*$350.00*
Newsletter Integration and Theme	*$600.00*
Social Media setup + website integration (Facebook & Twitter)	*$100.00*

The above pricing excludes GST and are one-off charges for the setup of your website. Items in bold are required where italic line items are optional upgrades.

Monthly Hosting, including backups and support will be **$75.00 +GST** per month with no fixed term contract.
If the ecommerce option is included the hosting cost would increase to **$125.00 +GST.**

Inbox Design are able to externally host and maintain the KAMAR Parent Portal for your school on our servers removing the requirement of maintaining and internal server, firewall rules and issues and updates of the Portal Software itself. This would be an additional **$200.00+GST** per month for a school with your student count.

Timeline:

From the specification above, the design and development time is estimated to be 8 weeks, this would be broken down by the following stages, and assuming that all relevant material and content needed from you by Inbox Design be supplied when needed.

• Custom Design: 2 weeks
• Design Integration: 2 weeks
• Testing and training for content population: 4 weeks

Payment Milestones:

Inbox Design invoices work based on payment milestones. We require a 30% initial payment before work will commence and suggest the following schedule:

- 30% Initial Payment
- 30% after design and templating is complete and administration access is given.
- Any remaining payments at the go-live date.

Inbox Design in Detail:

Sheldon founded Inbox Design in 2005 and has built the business over the last 10 years by building custom websites and database applications and strong customer relationships. Sheldon and the team loves what they does and always put their full energy into your project and will always be here to answer your questions and ensure your project runs smoothly.

90% of our work is by referral of existing customers.

We're located in sunny Mt Maunganui, in Tauranga in New Zealand's Bay of Plenty. Tauranga was one of the first areas

to get the government's Ultra Fast Fibre rollout. Thanks to that we use this to develop, stream, and browse faster. We can access our servers on lightning connections to our own internal custom built systems - we have our eye on the ball 24/7.

Being here doesn't mean that you will never see us, we use remote screen sharing software, VoIP phones, Facetime and Skype video calling and good old fashioned plane, train and automobile travel to be face-to-face whenever required.

Acceptance:
1. Please read the full document to make sure you understand all the details involved with us working together. It's really important to us that everything is transparent and understood from the beginning so that we lay a solid foundation for a great working relationship.
2. If you have any questions at all, please let us know. We're happy to clarify any points and there may be some items that we can solve together. We're committed to finding the best way to work together.
3. Once you feel confident about everything and are ready to move forward, please notify Inbox Design in writing.
5. Once we receive notification of your acceptance, we'll contact you to sort out next steps and get the project rolling.
6. We'll email you a separate copy of the signed contract for your records.
7. If you'd like to speak to us by phone, don't hesitate to call 07 281 1600

Sheldon Lendrum
Director