

Request for Proposals – Updated Look for www.nben.ca

New Brunswick Environmental Network

1. Project Overview

The current NBEN website, www.nben.ca, was designed over five years ago and the site needs an updated, refreshed look that functions for both desktop and mobile devices. The new look must complement the NBEN's new logo:



2. About the New Brunswick Environmental Network

The New Brunswick Environmental Network (NBEN), established in 1991, is a non-profit communications network that links together over 100 non-profit environmental organizations in New Brunswick. The role of the NBEN is to improve communication and co-operation among environmental groups and between these groups, government and other sectors. The NBEN provides educational opportunities for its member and associate groups and encourages the growth of the environmental movement in New Brunswick. The NBEN is not an advocacy group and does not take positions on any issue.

3. Target Audience

The primary users of the website are representatives of citizen-based environmental groups, the general public, government representatives (municipal, provincial, federal), and the media.

4. Scope of Work & Technical Requirements

The new look will be most evident on the main website landing page, where the look should be modern and clean, the content should be easy to navigate, and it should be easy to feature items.

The NBEN uses a Joomla! platform. Some part of the website use a CiviCRM platform (Green Pages, Earth Ed). The new look must be seamless throughout the website (all Joomla! aspects

including Eco-Forum as well as all CiviCRM aspects) and must not negatively impact any of the website's existing functions.

5. Timeline

January 29, 2018	Proposals due
January 31, 2018	Successful proponent notified
March 15, 2018	Project complete

6. Principal Point of Contact

Raissa Marks, Executive Director
NB Environmental Network
22 Church Street, Suite T390
Moncton, NB E1C 0P7
506-855-4144
raissa.marks@nben.ca

7. Budget

The budget for this work is \$5,000-\$8,000.

8. Criteria for Selection

The successful proponent will be selected using the following criteria:

- Technical capacity to implement the project
- Communication skills and ease of working relationship
- Demonstrated ability to deliver on time and on budget

9. Proposal Format

Proposals should be in MS Word or PDF formats and submitted to nben@nben.ca. Proposals should include information about the proponent, the approach in delivering on the project, timelines for interfacing/receiving feedback from the NBEN at different stages of the project, and a minimum of two references for similar work.