

**Government Printing Office**

**Future Digital System**

**Content Management System Capability Questions**

October 10, 2006

This document contains the initial set of questions in support of the Future Digital System Content Management System (CMS) evaluation process. The CMS provides the core content storage and handling capabilities for the Future Digital System (FDsys). CMS solutions providing integrated workflow, search, and web portal capabilities are desired but not required.

The expected FDsys solution will include a primary site containing all hardware and software needed to operate the FDsys and will be supported by a warm backup site located over 600 miles away. The warm backup will contain a near real time copy of the operational and archive data and should include technology capable of duplicating all CMS data to this site remote site. The intent is to be able to fail over to the backup site.

Additional information and clarification questions may be provided to CMS vendors in the future if needed.

**1.0 Requirements Compliance**

GPO plans to post a spreadsheet containing selected requirements from the FDsys Requirements Document Version 3.0 that pertain to the CMS. Once it is posted, please evaluate each requirement in the spreadsheet against the capabilities of your offering. Fill in column C with either a 1 (offering meets the requirement) or 0 (offering does not meet the requirement). If you have separately priced components in your product line, please record the name of the product in your offering that meets the requirement in column D. If you have questions or comments about a requirement, record them in column E. Please limit questions and comments to technical information and refrain from including marketing statements.

The CMS requirements cover a broad range of capabilities. It is understood that few, if any products, will cover all the requirements. Some custom coding may be necessary to support some capabilities. Please indicate where this is the case. Vendors should be prepared to discuss how their products meet requirements they have indicated are covered. Answers to FDsys CMS capability questions may be submitted prior to the spreadsheet.

## 2.0 Technical Product Questions & Required Information

Where applicable, please answer the following questions as briefly and concisely as possible. Answer these questions assuming that no additional purchase will be required from another vendor. Where possible, answer with only a **YES** or **NO**. Lists of components and diagrams are preferred to lengthy narratives.

- (1) Provide an architecture diagram of your CMS product.
- (2) What constraints does your product place on choices for operating system, server type, networking, and storage architecture?
- (3) Please provide a list of file types, including versions, that your product provides thumbnails, proxies and/or screen resolution versions for out of the box.
- (4) Please provide a list of file types, including versions, that your product provides full text indexing for out of the box.
- (5) Please indicate if there is a content format that your product will not accept.
- (6) Please describe your mechanism for managing relationships between assets and files.
- (7) Please provide a list of content transformations (i.e. changing Quark Documents to XML or PDF) that your product provides out of the box including version numbers.
- (8) Does one instance of your product support multiple repositories? If so, can the product search across multiple repositories with one search?
- (9) Does one instance of your product support multiple metadata models? If so, can the product search across models with one search?
- (10) What versioning mechanisms does your product provide out of the box?
- (11) GPO will have versions where the first version input is not version one (i.e. it may be version 5) and the next version will not require a sequential system assigned number but a user assigned number (say version 8). It is possible to have version 8 collected and then add version 7 to the system. All versions should be linked and users should be able to travel from one version to another or see them all in one view. Can your system support this with no custom code?
- (12) Does your product support MARC records?
- (13) Please describe what is required to import metadata into your system via XML.

- (14) How many custom metadata fields does your system allow? If there are restrictions, please describe (i.e. only 8 custom text fields are allowed.)
- (15) Does your offering support the failover from the primary to backup sites? Is this based on the supplied architecture diagram or is something else required? If yes, please describe.
- (16) FDsys requires that data be replicated across a primary and backup instance separated by large geographic distance in support of our disaster recovery policy. In each instance, the asset must have the same unique identifier. How would your system support this?
- (17) Using the scenario outlined below, please describe how each step of the workflow is supported by your product.
1. Job 1 comes into the system
  2. Job 1 checked out by Person 1 to perform work
  3. Job 1 checked back in to be approved by Person 2
  4. After approval Job 1 is acted upon by System 1 which is part of the content management system
  5. After System 1 completes its function Job 1 is approved by Person 3
  6. After approval Job 1 is sent to System 2 (completely external to the CMS) for actions, System 2 will return Job 1 it concludes its actions
  7. Job is finished and is forwarded to a new workflow
- (18) How does your offering support the availability requirements for FDsys (see spreadsheet)?
- (19) How does your offering support storage scalability?
- (20) How does your offering support computing scalability?
- (21) How does your offering support the use of new computing and storage technologies?
- (22) Preservation
1. Describe how your product conforms to the Open Archival Information Systems (OAIS) model?
  2. How does your product support preservation processes? Be specific about refreshment, migration, emulation.
  3. Does your product conduct or support assessments of the content to determine if a preservation process is needed?

4. How does your product enable scheduling preservation processes on groups of Content Packages?
  5. How does your product ensure synchronization between instances of the Archival Information Package (AIP)? Between the AIP and the Access Content Package (ACP)?
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- (23) What search engine(s) does your product ship with? What commercial search products does your product offer standard integrations with or have you delivered in the past? Please be specific (state which are standard integrations and which you have delivered in the past).
  - (24) Does your workflow support integration of external programs? What interface technologies does your workflow support (i.e. web services, Java API, EJB, etc.)?
  - (25) Do you provide tag libraries or any reusable components for interface customization?
  - (26) Does your product support definition and usage of forms in workflow without programming?
  - (27) What support does your product have for defining business rules in workflows?
  - (28) Does your workflow support a web based user interface to design workflows without programming?
  - (29) Is the functionality of your product role based? Can GPO create any number of roles?
  - (30) Does your product support field level security for metadata elements?
  - (31) What is the largest active implementation of your product in number of assets managed? In number of concurrent users? In number of concurrent requests?
  - (32) Please describe a similar implementation of an outward facing system.
  - (33) What application servers does your product run in?
  - (34) What databases does your product support?
  - (35) What security standards does your product support for single sign-on (i.e. LDAP, Active Directory, etc.)?

### **3.0 Cost and Support Questions**

- (1) Provide an itemized list of the components in your offering, including licensing and support costs.
- (2) Our disaster recovery policies require we run two separate systems with one simply used as a warm backup for the other and not processing requests. How does your licensing model provide for this?
- (3) What are the licensing implications of multiple instances of your product? Will one license cover the use of more than one instance (e.g., when the primary instance is off-line for maintenance)?
- (4) Describe any advantageous licensing arrangements in your offering.