

RFP/SOW: MediaWiki Release Management

Background Information and Statement of Purpose

MediaWiki is a free software open source wiki package written in PHP, originally for use on Wikipedia. It is now also used by several other projects of the non-profit Wikimedia Foundation and by many other large and small wikis. The Wikimedia Foundation is seeking an individual or organization to manage the release of MediaWiki for third-party non-Wikimedia Foundation users. The long term goal of this effort is to jump-start these activities as community supported functions, thus any proposals that include functions that enable long term sustainability are preferred.

Scope of Work

The heart of this role is to establish release timelines, release criteria, and driving the release to completion.

Aspects of that work include a wide variety of tasks necessitating a wide variety of skill sets. For example, the work will undoubtedly include the recruitment of volunteers for testing and bug fixing for all supported parts of MediaWiki (eg: PostgreSQL) along with directly doing bug fixes yourself.

There are also the common aspects of release management such as code review, quality assurance, product management, and community management.

Lastly, we expect the selected proposal to include a plan for financial sustainability for this work going forward. This financial sustainability can take many forms including, but not limited to, crowdfunding additional and future support for the work, corporate sponsorships, and/or providing support service. The Wikimedia Foundation has a strong and clear preference for modes of financial sustainability that will fit with the mission and community supporting the Wikimedia Foundation.

However, for the avoidance of doubt, any future management of the official MediaWiki release process after the successful completion of this contract will be at the will of the Wikimedia Foundation based on past performance and input from the community. Additionally, at the discretion of the Wikimedia Foundation, there is the possibility of a new RFP process to select future Release Managers. The purpose of these safeguards is to ensure that those doing the work do so in a way that is fitting with the mission of the Wikimedia Foundation and in accord with the MediaWiki community.

Deliverables

Proposals should include complete details, but these are the suggested guidelines:

- Two major MediaWiki releases, approximately 6 months apart, including therein:
 - Test releases of MediaWiki, with associated testing and QA including from the wider community
 - Release-specific bug/testing days in conjunction with WMF QA Lead and Bug Wrangler
 - Release tarballs
 - Release announcement(s) including email and blog post.
- An indeterminate number of security releases against currently supported versions of MediaWiki, on demand as serious security holes are discovered.
- Bugfix releases as needed

Proposals should also include dependencies this process will incur on Wikimedia Foundation.

Desired Qualifications

- You've done similar work (release/deployment/iteration management) before in a fast-paced environment (a start-up or mature engineering organization)
- You are a familiar presence in the MediaWiki community, having credibility and trust as a contributor
- We're doing everything in the open, and we release all our code under open source terms. If you've made open source contributions yourself, we always love to see them
- You're familiar with development practices using Git
- You've done packaging for one or more distribution/operating system.
- You're comfortable and have experience effectively collaborating in a multilingual, cross-cultural context and are an excellent communicator
- It is hoped that this work will be supported by a team of experienced individuals to address the varying and complex needs of the MediaWiki community, as such submitted proposals which are backed by more than one individual are preferred.

Term of Contract

The contract will commence on a mutually agreeable date no later than July 8th, 2013 for a duration of 12 months. The contract will end no later than July 8th, 2014 unless it is extended.

Payments, Incentives, and Penalties

All proposals should suggest a fee schedule. The contractor will be paid a flat rate, invoiced monthly. The contractor will need to cover all legally required deductions, taxes and benefits out of this amount. Approved out-of-pocket expenses may be invoiced for reimbursement.

The Wikimedia Foundation is prepared to fund a proposal for around \$50,000.

In the event that either party become dissatisfied with the progress of the contract, and both parties have taken all reasonable steps to resolve or improve the situation without mutual satisfaction, this agreement can be terminated by either party with 30 days' written notice. These 30 days will be used for transition planning, hand-off of all work to date, and necessary communication to all constituents. Wikimedia's fee obligation will be terminated at the end of the 30 days.

Requirements for Proposal Preparation

The submission process for this RFP will live on the MediaWiki wiki. Full details and instructions can be found at:

[<https://www.mediawiki.org/wiki/Release_Management_RFP>](https://www.mediawiki.org/wiki/Release_Management_RFP)

A feedback process will commence on the above wiki with Wikimedia Foundation Staff and community members ending with a community lvote ending on June 19th and WMF decision by the end of June.

Points of contact for future correspondence

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