



REQUEST FOR PROPOSALS
RESPONSIVE DOWNTOWN WEBSITE DESIGN, DEVELOPMENT,
AND HOSTING SERVICES
THE CITY OF CRESCENT CITY
COMMUNITY REDEVELOPMENT AGENCY

RFP 2022-02 – ADDENDUM 1

Issued September 9, 2022. Deadline for Submission October 3, 2022.

Questions and Answers

Will local or in-state agencies be given preference?

No Preference

Do you have any reference websites?

Listed in the RFP – Downtown Winter Garden, Downtown New Port Richey, Downtown Lakeland

Will any of your websites feature an ecommerce element?

Possibly.

Are there any specific hosting needs that are not currently being met?

We don't know.

Are you able to list your current hosting environment's CPU & RAM allocation?

We don't know.

What is your desired server layout?

We don't know.

Pageview Estimate

We don't know.

What do you estimate your monthly CDN usage to be?

I don't know what this is.

Monthly Bandwidth Estimate

We don't know.

How much bandwidth does your site(s) typically send each month?

We don't know.

Estimated Disk Storage

We don't know.

What is the total amount of disk storage (in gigabytes) that you will need?

We don't know.

If a prime vendor subcontracts with a hosting provider, what is the budget for hosting requirements?

We have not determined that yet.

How much of the RFP is guideline vs required? For instance, we offer a fully hosted solution and while you can edit the CSS (not that you would) you cannot edit the source code like you could with Wordpress while most people say our software is far easier to use especially for less technical users.

We want you to show us what you can do for us. If it doesn't exactly follow the RFP, that is okay.

Clarify "All proposals must include a statement of authorization to bid by a principal of the responding firm"

It just means that we need a letter from the ownership of the company that you [the person submitting the proposal] are authorized to submit a response of behalf of the company.

Our software shows that your website currently has around 3,000 pages. Do you require all pages to be migrated over to the new site?

If not, Do you have an estimate of the number of pages the new site would need?

This is a brand new website. There is no old site from which to migrate pages.

Will your team be responsible for all copywriting on the website?

Yes, we will create the content unless part of your proposal is to generate content.

Has a Q&A or an addenda been released yet?

No

Is there a mandatory pre-proposal meeting?

No

Is the due date still the same?

Yes

Do you have a style guide or a brand guide?

Yes

Do you have a budget you are able to share? Does the budget include tech support and hosting?

What was the investment in the previous website?

The budget is in the RFP and includes hosting. This is a brand new site with no predecessor.

Does the organization have a CMS preference? Open source? Drupal/WordPress?

We don't know.

Who are your primary and secondary users?

People interested in visiting our cities. Area residents.

Would you like detailed research in terms of your audience in the form of an audience needs assessment?

No.

Do you have a desired launch date? Is there a specific event driving the launch date?

January. Giving the selected firm time to get the work done.

What is the current hosting environment?

This is a new site.

How many visitors does the current website receive on a monthly basis?

This is a new site.

How many pages of content do you anticipate transferring to the new site?

There is no "old" site.

What are your current pain points with the existing website?

This is a new site.

What are the current technical challenges (if any)?

This is a new site.

How many site administrators will you have?

Probably 3.

Will you require different levels of admin permissions?

Probably.

Do you expect copywriting or editing services as part of engagement?

We don't expect it.

“I wanted to check if you are preferring to work with local vendors also we have offices based in the USA but our development team is based in India. I hope this scenario won't affect the evaluation criteria.”

We don't have a preference at this time.

Whether companies from Outside USA can apply for this?
(like, from India or Canada)

Yes.

Whether we need to come over there for meetings?

Probably not. Zoom meetings will probably be sufficient.

Can we perform the tasks (related to RFP) outside USA?
(like, from India or Canada)

Probably.

Can we submit the proposals via email?

No. See the RFP for submittal requirements.