



ADDENDUM NO. 1

Issue Date: July 13, 2022
Project Name: Website Redesign & Content Management System
RFP Number: 2022070
RFP Opening Date: **July 22, 2022**

This addendum is being released to answer questions received. The information and documents contained in this addendum are hereby incorporated in the invitation to bid. **This addendum must be acknowledged where indicated on the Firm Information form, or the RFP may be declared non-responsive.**

Questions and Answers

1. The RFP states that the new website will be hosted on prem. Is it possible to select a vendor hosted website with an SLA 99.9% Uptime?
No, we will not be considering vendor-hosted solutions as our requirement is that the website and CMS be hosted on premises on our own network environment.
2. Has a Q&A or addenda been released yet?
This is the only addendum that's been released.
3. Is there a mandatory pre-proposal meeting?
There is no pre-proposal meeting.
4. Is the due date still the same?
The opening date, July 22, 2022, has not changed.
5. Do you have a style guide or brand guide?
Indian River County does not have a documented style guide or brand guide, but collaborative design guidance will be provided throughout the process of redesign.
6. Do you have a budget?
Our estimate is \$149,000.
7. Does the budget include tech support and hosting?
Per the guidance in the RFP, perspective bidders should include the professional services required to complete the implementation. Please refer item (h) under submittal instructions provided with the RFP for guidance on vendor hosted vs on-premises hosted solutions.
8. What was the investment in the previous website?
The current website was custom built over a period of years by in-house staff and self-hosted on premises. The associated costs for that website are limited to the cost of infrastructure and personnel resources required to develop and sustain it.
9. Does the organization have a CMS preference, open source? Drupal/Wordpress?

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Please refer to the requirements provided with the RFP, there are no design constraints beyond the published requirements.

10. Who are your primary and secondary users?
Primary: Citizens of and visitors to Indian River County. Secondary: County Staff.
11. Would you like detailed research in terms of your audience in the form of an audience needs assessment?
Indian River County is not opposed to an audience needs assessment. However, this is not a requirement for submitting a proposal.
12. Do you have a desired launch date? If so, is there a specific event driving this launch date?
Please refer to Article 3, section 3.02 of the sample agreement included with the RFP.
13. What is the current hosting environment?
Windows / IIS.
14. How many visitors does the current website receive on a monthly basis?
Approximately 140,000.
15. How many pages of content do you anticipate transferring to the new site?
Approximately 600.
16. What are your current pain points with the existing website?
Static site, no CMS, minimal features.
17. What are the current technical challenges, if any?
None
18. How many site administrators will you have?
2-4
19. Will you require different levels of admin permissions?
Please refer to section 3.1.2.5.1, User roles, of Appendix A of the RFP.
20. Do you expect copywriting or editing services as part of engagement?
Indian River County anticipates some of this will be required during the site build and migration period. However, Indian River County anticipates no additional effort from the supplier will be required for copywriting or editing after site launch.