

- What is the average/estimated level of traffic to the site day-to-day?
- How many pages/content pieces exist in the current site?
- What is your "not to exceed" budget? **None**
- What degree of training is desired as part of the proposed solution? **Training is very important in making sure we know how to make the modifications necessary. We also want to make sure we have an on going contact for questions and concerns**
- Will local or in-state agencies be given preference? **No**
- When was your website last redesigned? **Our last website redesign was in 2017**
- Has a Q&A or an addenda been released yet? **Yes, a document is on our website and updated as needed**
- Is there a mandatory pre-proposal meeting? **No**
- Is the due date still the same? **Yes, the due date has not changed**
- Do you have a style guide or a brand guide? **We do not have a style or brand guide**
- Do you have a budget you are able to share? **No**
Does the budget include tech support and hosting? **Yes, the budget will need to include tech support and hosting**
What was the investment in the previous website? **\$7,000 & \$1,800 annually**
- Does the organization have a CMS preference? **No**
Open source?
Drupal/WordPress?
- Who are your primary and secondary users? **Tourism/ Communications/Dept Directors**
- Would you like detailed research in terms of your audience in the form of an audience needs assessment? **Yes**
- Do you have a desired launch date? **No**
Is there a specific event driving the launch date? **No**
- What is the current hosting environment?
- How many visitors does the current website receive on a monthly basis?
- How many pages of content do you anticipate transferring to the new site?
- What are your current pain points with the existing website? **Customer Interaction, ease in using documents & payment features, finding information easily, search services by address**
- What are the current technical challenges (if any)? **None**
- How many site administrators will you have? **2**
- Will you require different levels of admin permissions? **No**
- Do you expect copywriting or editing services as part of engagement? **Yes**
- Is there flexibility on the formatting of the tabs/sections in the response? **Yes**
- Should have a price on the RFI, should we be submitting a quote with the RFI? **Yes**