



City of Flint

Department of Purchases & Supplies

Sheldon A. Neeley

TO: All Proposers
FROM: Jennifer Ryan
Deputy Finance Director
DATE: **June 17, 2021**
SUBJECT: **Addendum #02** – Proposal# 22000708 – City of Flint Website Redesign

This addendum has been issued because of the following:

1. **Attached are Questions and Answers**
2. **Listed below is the Google Meet information for the bid opening date – Friday, June 25, 2021 at 11:00 a.m.**

Join with Google Meet

meet.google.com/srx-iwnv-tdc

Meeting ID

meet.google.com/srx-iwnv-tdc

Phone Numbers

(US)+1 617-675-4444

PIN: 250 253 460 0950#

All other bidding terms, requirements, and conditions continue as indicated in the remaining original bid documents.

The Deputy Finance Director, Jennifer Ryan, is an officer for the City of Flint with respect to this RFP.

In the submission of their proposal, Proposer must acknowledge receipt of this addendum. Proposer shall acknowledge this addendum by signing and returning one copy of this notice with their submission.

Company Name: _____

Address: _____

City / State / Zip: _____

Telephone: _____ Fax: _____ Email: _____

Print Name: _____ Title: _____

Signature: _____ Date: _____

Thank you.


Jennifer Ryan
Deputy Finance Director



QUESTIONS RECEIVED IN THE DIVISION OF PURCHASES & SUPPLIES
For City of Flint Website Redesign
PROPOSAL# 22000708

1. Is the City requiring WordPress?
Yes, that is the current content management system. We would like to have templates designed for this CMS.
2. Is the Timeline negotiable?
Please submit the needed based on bid requirements.
3. Has a budget for this project been set?
Yes, with room for some adjustment. Bids should be itemized to allow for any adjustment discussion.
4. How many users visit website currently?
N/A. The City of Flint does not have any site analytics for tracking user engagement. That feature is a need that is included in the RFP.
5. Are there incumbents to this RFP/contract?
No.
6. Please share the approximate budget for this project?
\$40,000
7. Is City also looking for Website Hosting Services? If yes, please specify current hosting platform details like the number of website visitors, hosting machine specifications, networking requirements, etc.
No.
8. As mentioned in Section 3.0 Project scope of work and requirements do we have to submit the templates concepts for homepage, landing page etc. along with the proposal?
Yes.
9. Request you to help us with the complete bid package along with the attachments, as we can't find any in the RFP or on the portal.
The provided guidelines will be enough to complete the bid - there are no attachments.



10. Is this a single award or multiple award contract?

Single.

11. Is there any budget allocated for this contract? If yes, can you please let us know the same?

\$40k.

12. Is there an incumbent on the contract? If yes, could you please let us know the incumbent name and spending done on contract so far?

No.

13. What is the anticipated date of award and contract execution?

One week after the bid opening.

14. Is Sub-contracting allowed for this opportunity, if so, are there any specific participation goals to be met?

Subcontractors are allowed as long as it's specified in the proposal.

15. Considering the current COVID-19 pandemic situation, if the proposed candidates are not available at the time of award, will the agency allow us to provide replacement personnel with similar or more skill sets?

Any change in the staff performing the work that differs from the proposal requires pre-approval.