

LAKE METROPARKS

11211 SPEAR ROAD CONCORD TOWNSHIP, OHIO 44077

ADDENDUM NO. 1

Addendum Date: 2/15/2022

Project Name: Migrate Website from Kentico to WordPress Proposal Opening Date: 1/17/2022 Request for Proposal Due Date: 3/1/2022 Proposal Number: RFP 2022-003

This addendum supplements and amends the original Request for Proposal. Receipt of this Addendum <u>must</u> be noted in the proposal.

ITEM 1: Page 15 – NON-COLLUSION AFFIDAVIT

- -Please see the attached document and submit this with your proposal.
- ITEM 2: Question received: "What is the project's budget for website migration?" and "Do you have a budget range in mind for this RFP?"
 - -We have budgeted \$25,000 in our 2022 parkwide budget.
- ITEM 3: Question received: "The RFP states about maintaining the current website designs, templates, content, media, and functionality. Does the Lake Metroparks has the current website designs files & design templates that they will be providing to the successful vendor? If yes, in which format the design files will be provided?"
 - -Lake Metroparks has access to whatever is stored within the Kentico CMS.
- ITEM 4: Question received: "The RFP also mentions about mimicking the design templates, does it mean the vendor will have to redesign the current web templates from scratch?"
 - -We need the resulting website to look identical to the current website that may mean that you need to redesign the web templates from scratch if they cannot be imported from the information housed in Kentico.



- ITEM 5: Question received: "The RFP outlines 18 unique design templates, any other page templates?"
 - There are only those 18 unique design templates.
- ITEM 6: Question received: "Licensing Agreement: This is requested after the scope of work and 'Required Questions' checklist/table. Is this licensing for the web migration/website once complete? If not, what is this licensing agreement specifically aimed at?"
 - This refers to any licensing agreement that the successful vendor deems necessary as part of their proposal.
- ITEM 7: Question received: "Is Lake Metroparks open to setting up virtual or in-person discovery sessions prior to the RFP submission deadline?"

-No.

All questions concerning the Project and Addendum shall be referred to the Lake Metroparks Representative as listed in the Supplemental Instructions to Bidder.

Last Day & Time for questions: Monday, February 14, 2022 no later than 4:00 PM

Please be sure to acknowledge you received this addendum in your submitted proposal documents.

AFFIDAVIT OF NON-COLLUSION

NOTE: This affidavit, properly executed and containing all required information must accompany your submission. IF YOU FAIL TO COMPLY YOUR RFP WILL NOT BE CONSIDERED.

STATE OF OHIO LAKE COUNTY) AFFIDAVIT)
deposes and says:	
Individual only:	That he is an individual doing business under the name of
	of, in the City of, State of
	, State of
Partnership only:	That he is the duly authorized representative of a partnership doing business under the name of
	in the City ofState of
Corporation only:	That he is the duly authorized qualified and acting
	of, corporation
	organized and existing under the laws of the state of:
	and that he, said partnership or said corporation, is filing herewith a bid to the Lake Metroparks in conformity with the foregoing specifications;
Individual only:	Affiant further says that the following is a complete and accurate list of the names and addresses of all persons interested in said proposed contract:
	Affiant further says that he is represented by the following attorneys:
Partnership only:	Affiant further says that the following is a complete and accurate list of the members of said partnership:
Affiant further says t	hat said partnerships represented by the following attorneys: