

FAYETTEVILLE TECHNICAL COMMUNITY COLLEGE		
ADDENDUM		
Friday, January 24, 2025		
Bid Number: 96-2502	Commodity: 801716 - Publicity and Marketing Support Services	
Addendum Number: 01	Agency: Fayetteville Technical Community College	
Procurement Director: Ginny		
Griffith	Opening Date/Time: January 31, 2025 @ 2:00 PM ET	

#### Instructions:

A properly executed copy of this addendum MUST be returned with your proposal packet.

<u>Reference</u>	Question	Response
	Are there any prerequisites, such as a non-disclosure agreement or pre-qualification criteria?	No
	Are you interested in updated research (such as focus groups and surveys) to help inform the rebrand, or	
	do you feel like you have the data we need to launch a strategic rebrand process?	We are interested in updated research to help inform the rebrand.
	For the rebranding, can you confirm if you are looking for any content related to capabilities or pricing for	We are seeking a rebranding proposal as well as a proposal for a new website. We would
	the rebrand as part of this response? Some of the language and timing is a little confusing as far as order of	expect the rebranding to be completed ahead of the portion of the website redesign that
	operations.	would incorporate branding.
	Do you have a current preferred hosting provider or are you looking for consultation and recommendations	
	for web hosting?	We are looking for consultation and recommendations for web hosting.
	Does FTCC have a current website management vendor? If yes, are you content with your current vendor?	No, website management is completed in-house.
		There is not an established budget for this project; however, we are seeking cost-
	What is the budget for this project?	effective proposals that outline the scope of services, deliverables, and associated costs.
		No.
	Will we have direct access to one point of contact/ decision maker for this project, will there be a team we	
	are working with from Fayetteville Tech, or both?	One main point of contact who will confer with a team.
	Are the strategic priorities you wish to have the new brand aligned with public information? If yes, where may we find these?	Yes. https://www.faytechcc.edu/about-ftcc/who-we-are-and-what-we-do/our-strategic-priorities
	Where are you hosting the site/property currently?	The current website is cloud-hosted, and we would like the new one to be as well
	Do you plan to use the domain you currently have?	Yes.
	What domain are your email addresses hosted on (MS 365, Google for business, etc)?	MS 365 (Outlook) for faculty/staff; Gmail for students
	Is hosting the same for this project and the foreseeable future?	Please integrate hosting in the proposal
	What content management system (CMS) is being utilized, if any?	WordPress
	How and where are images, PDFs, and static resources handled, hosted, etc.?	Images are local to site, PDFs and other documents are on college hosted server
	Can you share more about robust functionality requirements (ie, e-commerce, user registration, Google	We have an interactive campus map included on the current website, LMS, student
	map directory, LMS system, large amounts of video or audio, etc.)?	registration, are handled on a separate site/ERP

	Are there any ADA compliance standards in place currently?	Yes.
	Are there libraries, templates, etc. that we can use as a starting place?	The website is our public storage area.
	Are there restrictions on the file types delivered, libraries, etc.?	No.
	What priority is SEO on your site currently (ie proper use of headline tags and meta info, etc.)? Are there	INO.
	any primary key phrases to support the content currently?	We request your recommendations for this.
	Will we be integrating/including any analytics, tracking, or advertising pixels? If so, please tell us what will	we request your recommendations for this.
	need to be included.	Our digital marketing vendor uses tracking pixels.
	If we're retooling an existing experience, can we get access to existing data/analytics (Google Analytics,	Our digital marketing vendor uses tracking pixels.
	Hotlar, etc.)	We would like a complete ground-up redo for the website
	Are there any third-party integrations, APIs, etc. we'll be interfacing with (such as Marketo, Pardot,	we would like a complete ground-up redo for the website
	HubSpot)?	No
	What levels of website access will be needed? (Admin, User, Guest)	Admin, Limited User, Guest Access with the ability to adjust restrictions
	What levels of website access will be needed: (Admin, Oser, Gdest)	We would like to have SAML2.0 based authentication for employees to access protected
	Do you have any other specifications or need specific functionality that has not been addressed?	content while blocking guest.
		We would like your input on the time it would take to do what is needed to accomplish
	Is there an existing timeline for the launch of the updated site?	the objectives and would proceed from there.
		the objectives and would proceed from there.
	Where will assets like photography, video, etc. come from? Is there an existing content library for photos or	ETCC has a large selection of photos and videos. Some are currently used on the website
	videos?	and on our social media pages, including YouTube. More content can be made available
	videos:	to the successful vendor from a large store of material on non-public servers.
		to the successful vehiclo from a large store of material of from public servers.
	What is the entisinated hydret for this project?	There is not an anticipated budget for this project; however, we are seeking cost-
	What is the anticipated budget for this project?	effective proposals that outline the scope of services, deliverables, and associated costs.
	Have final approvers been identified for both the branding and website?	The College President will be the final approver.
	Have final approvers been identified for both the branding and website?  How many pages will the redesigned website include?	We aren't sure.
	How many pages will the redesigned website include:	Forms are stored on an internal site that isn't connected to the public website. Images:
	How many images, icons, and forms need to be integrated?	6,300-6,400. Forms: 95
	Is there a centralized repository for managing and accessing digital assets (e.g., images, icons, documents)?	We would like to have a repository that would provide access to selected images, icons
		and logos for departments and other users.
	Will the vendor be responsible for creating new content, such as images, logos, or other design elements? If	
	yes, ould you provide specifics, such as the expected volume of new content (e.g., number of images, logos,	The vendor would be responsible for creating the College's primary logo(s) athletic logos
	or other assets)?	and design guides and should present recommendations on other key images and design
	, , , , , , , , , , , , , , , , , , ,	elements as identified during the research process.
	What level of support is expected after the project is completed?	We would like continuing technical support.
	Are there specific constraints or concerns we should be aware of when proposing a solution?	While there is no defined buget for this project, we are seeking cost-effective proposals
		that outline the scope of services, deliverables, and associated costs.
	Are there any hosting preferences or constraints (e.g., cloud provider, on-premises)?	Cloud-hosted
	Beyond the navigational, visual, and ADA compliance issues mentioned, are there other pain points of the	Too many clicks to get places, too many pages, too much repetitive information, search
2.3 Summary of Problem	current website that frustrate users the most?	function is frustrating and often useless.
	What specific market research will be conducted to gather input from stakeholders regarding the	
2.3 Summary of Problem	rebranding process, and how will this input be integrated into the overall strategy?	We would like your recommendations and insights for this process.
	The RFP states the contract term as one year. Our proposed scope will likely go beyond that period (15-18	
	months). How should we approach this? Is that something that is included in your option to extend the	We understand this will likely go beyond one year. If this is the case, FTCC will exercise
2.4 Contract Term	agreement for 1-year periods?	the option to extend the agreement for an additional 1-year period.
	If we anticipate that our work will go beyond the 12-month allowable contact period, should we align our	
	budget with that as well? In other words, should our budget only reflect the work conducted in a 1-year	
2.4 Contract Term	period or should we include the full budget for the full project timeline, even if it goes beyond 12 months?	Include the full budget for the full project timeline.

		We would like your input on the time it would take to do what is needed to accomplish
		the objectives and would proceed from there. Ideally, we would like the entire project to
2.4 Contract Term		be completed within 18 months.
2.4 Contract Term	Will there be a need to integrate third-party applications or APIs (e.g., CRM, marketing tools)?	No
	Is there a specific budget allocated for this project, or should the proposal include a range of budget	There is not a specific budget for this project, please include a range of budget estimates
2.5 Effective Date	estimates based on different levels of service?	based on different levels of service.
3 RFP Requirements and		Annual views/users: 6,986,282/1,242,832; Quarterly views/users: 1,649,844/281,574; 30
Specifications	·	day views/users: 613,589/102,868; Annual growth Expected: unknown
		Blue Ridge Community College(https://www.blueridge.edu/): Quick navigation links(top
		right of webpage), and the "Elementor feature", that offers more design options. We like
		their events calendar.
3 RFP Requirements and		WakeTech Community College(https://www.waketech.edu/): Site search feature that
Specifications	Are there examples of websites or features you like and Why? Do you have any references to consider?	includes filtering.
		We would like your input on the time it would take to do what is needed to accomplish
3.1 General Requirements and		the objectives and would proceed from there. Ideally, we would like the entire project to
Specifications	Are there target dates for the rebrand to be complete? And a date for the redesigned website to go live?	be completed within 18 months.
		Current branding materials should be part of the consideration by the successful vendor
•	Will FTCC provide any existing branding materials, logos, or content that should be incorporated into the	in the rebranding. What is your recommendation on whether they should be changed
Specifications	new website and rebranding effort?	and, if so, how?
	Can FTCC specify any performance metrics or KPIs that will be used to measure the success of the website	We will measure overall website traffic, the bounce rate, conversion rate (as much as
Specifications	redesign post-launch?	possible), user engagement and SEO rankings as well as through surveys of users.
		Security, scalability, ease of use, customization, and responsive design for PC, mobile,
		and tablet. Users should be able to navigate quickly and easily between pages. Design
		should be consistent and intuitive with a logical structure. The design must be responsive
3.1.2 Specifications	analytics)?	for all devices.
3.2 Security Specifications	Is VRAR submission still a mandatory requirement if we are not offering hosting with the solution?	No
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	If we are not offering a hosting solution, do we still need to submit third-party security assessments, such as	
	If we are not offering a hosting solution, do we still need to submit third-party security assessments, such as SOC2?	
3.2 Security Specifications	If we are not offering a hosting solution, do we still need to submit third-party security assessments, such as SOC2?  If we are offering a hosting solution, can the hosting provider provide the VRAR and SOC2?	No
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3.2 Security Specifications 3.2 Security Specifications 3.2 Security Specifications 3.2 Security Specifications	If we are not offering a hosting solution, do we still need to submit third-party security assessments, such as SOC2?  If we are offering a hosting solution, can the hosting provider provide the VRAR and SOC2?  Is it acceptale to submit only the executive summary of the SOC2 report from the hosting provider during the proposal stage and provide the full version after the contract is awarded?  Can you elaborate on NC State infra structure or non state infrastructure? Where will the solution be hosted?  What existing software systems (e.g., student registration, learning management systems) will the new	Yes  Yes  The solution will be cloud-housed, not on premise.  We have an interactive campus map included on the current website, LMS, student
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3.2 Security Specifications 3.2 Security Specifications 3.2 Security Specifications 3.2 Security Specifications 3.3.4 Integration Approach 3.3.5 Disaster Recovery and	If we are not offering a hosting solution, do we still need to submit third-party security assessments, such as SOC2?  If we are offering a hosting solution, can the hosting provider provide the VRAR and SOC2?  Is it acceptale to submit only the executive summary of the SOC2 report from the hosting provider during the proposal stage and provide the full version after the contract is awarded?  Can you elaborate on NC State infra structure or non state infrastructure? Where will the solution be hosted?  What existing software systems (e.g., student registration, learning management systems) will the new website need to integrate with, and are there any integration challenges we should be aware of?	Yes  Yes  The solution will be cloud-housed, not on premise.  We have an interactive campus map included on the current website, LMS, student registration, are handled on a separate site/ERP  RTO: Critical Functions - none to 24 hours; Essential Functions - 24 to 72 hours; Non-
3.2 Security Specifications 3.2 Security Specifications 3.2 Security Specifications 3.2 Security Specifications 3.3.4 Integration Approach 3.3.5 Disaster Recovery and	If we are not offering a hosting solution, do we still need to submit third-party security assessments, such as SOC2?  If we are offering a hosting solution, can the hosting provider provide the VRAR and SOC2?  Is it acceptale to submit only the executive summary of the SOC2 report from the hosting provider during the proposal stage and provide the full version after the contract is awarded?  Can you elaborate on NC State infra structure or non state infrastructure? Where will the solution be hosted?  What existing software systems (e.g., student registration, learning management systems) will the new website need to integrate with, and are there any integration challenges we should be aware of?	Yes  Yes  The solution will be cloud-housed, not on premise.  We have an interactive campus map included on the current website, LMS, student registration, are handled on a separate site/ERP  RTO: Critical Functions - none to 24 hours; Essential Functions - 24 to 72 hours; Nonessential Funcations - 4 to 14 days; Deferrable Functions - 15+ days
3.2 Security Specifications 3.2 Security Specifications 3.2 Security Specifications 3.2 Security Specifications 3.3.4 Integration Approach 3.3.5 Disaster Recovery and	If we are not offering a hosting solution, do we still need to submit third-party security assessments, such as SOC2?  If we are offering a hosting solution, can the hosting provider provide the VRAR and SOC2?  Is it acceptale to submit only the executive summary of the SOC2 report from the hosting provider during the proposal stage and provide the full version after the contract is awarded?  Can you elaborate on NC State infra structure or non state infrastructure? Where will the solution be hosted?  What existing software systems (e.g., student registration, learning management systems) will the new website need to integrate with, and are there any integration challenges we should be aware of?  What are the RTO and RPO requirements for DR?  What is the current network, security and application architecture? Do you have existing DTAP (Dev, Test,	Yes  Yes  The solution will be cloud-housed, not on premise.  We have an interactive campus map included on the current website, LMS, student registration, are handled on a separate site/ERP  RTO: Critical Functions - none to 24 hours; Essential Functions - 24 to 72 hours; Nonessential Funcations - 4 to 14 days; Deferrable Functions - 15+ days
3.2 Security Specifications 3.2 Security Specifications 3.2 Security Specifications 3.2 Security Specifications 3.3 Security Specifications 3.3.4 Integration Approach 3.3.5 Disaster Recovery and Business Continuity	If we are not offering a hosting solution, do we still need to submit third-party security assessments, such as SOC2?  If we are offering a hosting solution, can the hosting provider provide the VRAR and SOC2?  Is it acceptale to submit only the executive summary of the SOC2 report from the hosting provider during the proposal stage and provide the full version after the contract is awarded?  Can you elaborate on NC State infra structure or non state infrastructure? Where will the solution be hosted?  What existing software systems (e.g., student registration, learning management systems) will the new website need to integrate with, and are there any integration challenges we should be aware of?  What are the RTO and RPO requirements for DR?  What is the current network, security and application architecture? Do you have existing DTAP (Dev, Test, Acceptance and Prod ) environment?	Yes  Yes  The solution will be cloud-housed, not on premise.  We have an interactive campus map included on the current website, LMS, student registration, are handled on a separate site/ERP  RTO: Critical Functions - none to 24 hours; Essential Functions - 24 to 72 hours; Nonessential Funcations - 4 to 14 days; Deferrable Functions - 15+ days  Our enterprise-level applications are hosted internally. We have a test/dev and prod site.

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3.4 Business and Technical		
Requirements	What is your preferred CMS?	WordPress
3.4 Business and Technical	How man sub-brands (programs) curently exist that need to be incorporated into the unified messaging,	We would like recommendations for rebranding our Athletics as well as the overall
Requirements	and are there any existing brand guiedlines for these programs?	college identity.
3.4 Business and Technical	Do yoyu anticipate all of the current site content will need to be migrated? Will FTCC provide resources to	
Requirements	assist with content migration or is the vendor expected to handle this entirely?	We would like a complete ground-up redo for the website.
·	·	
		FTCC has a large selection of photos and videos. Some are currently used on the website
3.4 Business and Technical	What existing brand assets (photos, videos, content) will be available for use in the new website, and will	and on our social media pages, including YouTube. More content can be made available
Requirements	FTCC require new photography or video production as part of this project?	to the successful vendor from a large store of material on non-public servers.
3.4 Business and Technical	What specific content from the current website will need to be migrated, and who will be responsible for	
Requirements	providing this content?	We would like a complete ground-up redo for the website
nequirements	providing this content.	· • · · · · · · · · · · · · · · · · · ·
		FTCC's Marketing & Public Relations team, including the webmaster, will provide
3.4.1 Business and Technical	What internal support from the marketing/webmaster will be provided? Will the college personnel be able	support. We can provide video and photography content and provide content creation
Requirements	to provide content (video, photography, copy support, etc.)?	support.
3.4.1 Business and Technical	Do the subrands (programs) mentioned have an existing visual identity the new brand will need to work	We would like recommendations for rebranding our Athletics as well as the overall
Requirements	with or is there a need for subbranding the programs as well?	college identity.
3.4.1 Business and Technical		These are our current stats: Annual views/users: 6,986,282/1,242,832; Quarterly
Requirements	What level of scalability do you expect for the website (e.g., number of users, content volume)?	views/users: 1,649,844/281,574; 30 day views/users: 613,589/102,868;
3.4.1 Business and Technical		We will share our official colors and current logos and anything else that is valuable as
Requirements	Do you have branding guidelines or preferences or existing style that we should consider?	you develop a rebranding proposal.
Requirements	Describe your expectations for content management. For example, how many site editors will you have?	you develop a replanding proposal.
3.5 Business and Technical	Will there be a centralized office or point of contact for reviewing and approving content? How many levels	The Marketing & Bublic Polations office will be the DOC for reviewing and approxing
	, , , , , , , , , , , , , , , , , , , ,	
Specifications	of approval are you expecting to require for content changes?	content.
3.5 Business and Technical	Nut a profession and the second secon	
Specifications	What RSS Feeds are you expecting to have on site?	None
3.5 Business and Technical		
Specifications	How many people will be contributing content to the site? How many approvers will there be?	Webmaster and 2-3 other members of Marketing/PR office
3.5 Business and Technical	What FTCC Software are you looking to integrate with the website? What data would be passing back and	
Specifications	forth? Please describe each integration.	We have a number of plug-ins that are listed in an attachment ***
3.5 Business and Technical		
Specifications	How many people on the FTCC team will need to be trained to manage specific sections of the site?	Webmaster and 2-3 other members of Marketing/PR office
3.5 Business and Technical		
Specifications	What CRM does FTCC use for nurturing prospective students?	Element451 (not connected to website)
3.5 Business and Technical		
Specifications	Are there any existing APIs, integrations, or third-party tools we should be aware of?	Stripe payment processing
3.5 Business and Technical		
Specifications	Will the vendor be required to handle any data migration needs from the existing site to the new site?	Yes
3.5 Business and Technical		
Specifications	Is there a preferred CMS or website management software?	WordPress
3.5 Business and Technical		
Specifications	Who is expected to host the new website?	Cloud-hosted
		We would like a Spanish translation feature that would support switching the site
3.5 Business and Technical		content to a minimum of Spanish from US english via dropdown or button from very top
Specifications	Does FTCC have any multi-lingual requirements?	of page.
3.5 Business and Technical	Does the FTCC website currently collect any personal information from students, prospective students,	
Specifications	parents or others? If so, are there international students or minors among the groups?	No
3.5 Business and Technical		
Specifications	Are there any critical integrations between the FTCC website and other college systems?	No, only links.
3.5 Business and Technical	Are there any FTCC social media accounts that should be considered for strategy and integration of the	
Specifications	branding and website?	Yes - Facebook, Instagram, LinkedIn, X, YouTube
Specifications	Is a remove and measure.	1.00 . accepting management in meaning of routine

3.5 Business and Technical	Will the vendor have access to members from each target audience for discovery interviews (current and	
Specifications	former students, faculty, local business partners, content managers, etc)?	Yes
	Are there any features from the existing site that are required for the new site (e.g; the interactive campus	
Specifications	map)?	The interactive campus map.
	Will FTCC provide any current website analytics or user feedback to guide the redesign? If so, can we expect	·
Specifications	access to this data before starting the redesign process?	information in as thorough and timely a manner as possible.
		Accessibility should follow the standard of the Web Content Accessibility Guidelines.
		For further information:
3.5 Business and Technical	Could FTCC provide specific examples or guidelines for meeting ADA compliance expectations for the new	https://www.ada.gov/resources/2024-03-08-web-rule/
Specifications	website, including any preferred accessibility tools or standards?	https://www.ada.gov/resources/small-entity-compliance-guide/
3.5 Business and Technical	What level of ongoing support and maintenance will be required after the website launch, and will FTCC	
Specifications	require any training or documentation for the website?	Documentation only
3.5 Business and Technical	Are there any specific content management system (CMS) preferences or restrictions that FTCC has for the	
Specifications	new website platform?	WordPress
3.5 Business and Technical		
Specifications	Do you have web analytics set up currently? If yes, can we get average page views?	Daily: 19,140 (avg); monthly: 582,190 (avg), Yearly: 6,876,314 (avg)
3.5 Business and Technical		2 1 21 2 (2 G)) 2 2 1 2 1 2 2 (2 G)) 2 2 1 2 1 2 1 2 1 2 1 2 1 2 1 2 1 2 1
Specifications	Are there any compliance requirements other than ADA?	No
Specifications	The there any compliance requirements other than 707.	Yes. Accessibility should follow the standard of the Web Content Accessibility Guidelines.
2.5 Desirons and Taskainal		,
3.5 Business and Technical		Usabililty should be student focused, with clear and concise navigation, responsiveness
Specifications	Are there specific accessibility or usability requirements?	for small
3.5.1 Business and Technical		
Specifications	How many FTCC staff members will need to be trained on the CMS, and what are their technical skill levels?	Webmaster and 2-3 other members of Marketing/PR office
3.5.1 Business and Technical	How will FTCC measure the success of both the rebranding and website redesign? Are there specific metrics	We will measure overall website traffic, the bounce rate, conversion rate (as much as
Specifications	or goals that should be considered in the design approach?	possible), user engagement and SEO rankings as well as through surveys of users.
2.5.4. Positioners and Tankerian		Describing the destruction of the second state
3.5.1 Business and Technical		Prospective students, current students, faculty and staff, the community, stakeholders,
Specifications	Can you provide a detailed overview of the intended audience for the website?	the public.
	What are the key objectives for the new CMS-based website (e.g., improve user experience, enhance	
Specifications	content delivery)?	We wish to improve all aspects of the user experience.
3.5.1 Business and Technical		
Specifications	What CMS platform do you currently use (if any), and do you prefer transitioning to a specific platform?	Current CMS platform: Wordpress
3.5.1 Business and Technical		
Specifications	What are the existing technologies at FTCC that the new solution should be alinged with?	We currently have a number of plug-ins that are listed in an attachment. ***
3.5.1 Business and Technical	What is the current network, security and application architecture? Do you have existing DTAP (Dev, Test,	
Specifications	Acceptance and Prod ) environment?	No, the current website is cloud-hosted, and we would like the new one to be as well
3.5.1 Business and Technical		
Specifications	Are there any hosting preferences or constraints (e.g., cloud provider, on-premises)?	Cloud-hosted
'	, we there any nothing preferences of constraints (e.g., cloud provider, our-prefinses):	
3.5.1 Business and Technical		Annual views/users: 6,986,282/1,242,832; Quarterly views/users: 1,649,844/281,574; 30
Specifications	What level of scalability do you expect for the website (e.g., number of users, content volume)?	day views/users: 613,589/102,868;
3.5.1 Business and Technical		
Specifications	Will there be a need to integrate third-party applications or APIs (e.g., CRM, marketing tools)?	No
3.5.1 Business and Technical	How are the current forms implemented? Are you open for third party forms technology? Do you have any	Forms are stored on an internal site that isn't connected to the public website. Most
Specifications	preference here?	forms are currently implemented through Gravity forms.
	What search technology is used currently? What pain point you have with this search? Are there any	, ,
Specifications	considerations here?	SwifType.
3.5.1 Business and Technical		
Specifications	Do you want to keep the same "map' technology or open for new alternatives?	Yes. Keep the same "map" technology.
3.5.1 Business and Technical	bo you want to keep the same map technology of open for new afternatives:	res. recepture same map technology.
Specifications	Are you in need of Social aggregator tool / third party integration such as Tagembed or walls.io etc?	We'd like to consider the option.
specifications	Are you in need of Social aggregator toory third party integration such as Tagembed or Walls.10 etc?	I we a like to consider the option.

3.5.1 Business and Technical		
Specifications	What CMS platform do you currently use (if any), and do you prefer transitioning to a specific platform?	WordPress, would prefer to keep WordPress
3.5.1 Business and Technical		Allow users to filter search results. Ex: If a student searchs for math, they should have the
Specifications	Can you expand upon the requirement, "The website will allow for extended searches and filtering."?	ability to filter results by course, program, degree, etc.
3.5.1 Business and Technical	What are the FTCC software(s) that are applicable to this requirement? "Website will be on a platform that	
Specifications	integrates well with other FTCC software."	We have a number of plug-ins that are listed in an attachment. ***
		Live screen-share trainings that are recorded for reference are acceptable as long as we
3.5.1 Business and Technical	What type of training would you prefer for FTCC personnel? Are live screen share trainings that are	are additionally able to reach out for support and with other questions, particularly at the
Specifications	recorded for reference acceptable?	outset.
- p		
		There is not a proposed budget for this project; however, we are seeking cost-effective
4.0 Cost of Vendor's Offer	Is there a proposed budget (or even a budget range) available to share?	proposals that outline the scope of services, deliverables, and associated costs.
		There is not a defined budget for this project; however, we are seeking cost-effective
4.0 Cost of Vendor's Offer	Do you have a defined budget range for the project?	proposals that outline the scope of services, deliverables, and associated costs.
5.1 Source Selection	Is there an incumbent agency?	No
		No requirement but we believe on-site visits may help with establishing relationships and
5.1 Source Selection	Is there an on-site requirement included in the project timeline, or can all work be conducted virtually?	doing research
	When we launch a rebrand, we typically include a new logo, look & feel, (such as colors, fonts and imagery	
	recommendations) and messaging. Are tehre any additional rebrand pieces you already know you're	
5.2 Evaluation Criteria	interested in, for example, sub-logos for departments, etc?	We would appreciate rebranding input on our Athletics logo.
5.2 Evaluation Criteria	Do you have a required CMS for the website redesign?	WordPress
	.,	
5.2 Evaluation Criteria	What is the current performance testing done? Are there any page performance criteria expected?	We measure metrics such as load time, bounce rate and traffic source.
		Way too many clicks to get where a user needs to go! The current navigation system
		presents challenges for students, as they often struggle to find what they are looking for.
		The search functionality returns irrelevant results, and there is a lack of filtering options
		to narrow down search results effectively. Additionally, the website could benefit from a
		secondary navigation bar, similar to Blue Ridge Community College's
		(https://www.blueridge.edu/), where students can easily access quick links that are
		relevant to their needs, such as course registration, financial aid, and campus resources.
		These changes would improve the overall user experience and help students navigate the
5.2 Evaluation Criteria	What are the specific challenges with current navigation and expectations of future navigation?	site more efficiently.
7.11 Project Management	Who will be the primary point of contact for the project from your side?	Anthony Orengo (Webmaster) and Catherine Pritchard (ED, Public Relations /Marketing)
7.11 Project Management	What is your preferred preject management and communication style (e.g., Agile, weekly undetect)?	Agile, with weekly updates.
Attachment A	What is your preferred project management and communication style (e.g., Agile, weekly updates)?  Is there user guide or operational handbook available for current FTCC website	There is no formal user guide or handbook.
Attachment A	Will you require documentation for end-users or administrators?	Administrators only
Attachment A	What is the anticipated frequency of updates or enhancements post-launch?	We do not know at this point.
		Yes.
Attachment D	Are you also looking for a hosting provider as part of this RFP?  Are there any penalties or limitations associated with using full time employees who work outside of the	I tes.
Attachment F	1	No
Attachment F	United States (specifically for graphic design)?	No.

The plugins in this list are associated with the three (3) responses above denoted with \*\*\*

#### **Advanced Custom Fields PRO**

Customize WordPress with powerful, professional and intuitive fields.

Version 6.2.2 | By WP Engine | Visit plugin site

#### **Advanced Editor Tools**

Extends and enhances the block editor (Gutenberg) and the classic editor (TinyMCE).

Version 5.9.2 | By Automattic | Visit plugin site

### **Autoptimize**

Makes your site faster by optimizing CSS, JS, Images, Google fonts and more.

Version 3.1.13 | By Frank Goossens (futtta) | Visit plugin site

#### **Classic Editor**

Enables the WordPress classic editor and the old-style Edit Post screen with TinyMCE, Meta Boxes, etc. Supports the older plugins that extend this screen.

Version 1.6.7 | By WordPress Contributors | Visit plugin site

#### **Co-Authors Plus**

Deactivate

Allows multiple authors to be assigned to a post. This plugin is an extended version of the Co-Authors plugin developed by Weston Ruter.

Version 3.6.3 | By Mohammad Jangda, Daniel Bachhuber, Automattic | Visit plugin site

## **Enable Media Replace**

Enable replacing media files by uploading a new file in the "Edit Media" section of the WordPress Media Library.

Version 4.1.5 | By ShortPixel | Visit plugin site

## **FAQ by 10Web Premium**

Do you need an elegant FAQ section to describe details of your services, terms and conditions? You have a long company history and want to have it in Q&A format? Then FAQ by 10Web will be the most convenient tool for reaching a highly professional result.

Version 5.0.41 | By 10Web | Visit plugin site

# **FlowPaper**

Shortcode for adding a PDF flipbook to a post: [flipbook pdf="http://yourwebsite.com/yourdocument.pdf"]. Replace the URL with a URL to a PDF document you want to publish.

Version 2.0.6 | By Devaldi Ltd | Visit plugin site | FlowPaper | FlowPaper Flipbook Maker

#### **Font Awesome**

The official way to use Font Awesome Free or Pro icons on your site, brought to you by the Font Awesome team.

Version 4.5.0 | By Font Awesome | Visit plugin site

# **Gravity Forms**

Easily create web forms and manage form entries within the WordPress admin.

Version 2.9.2 | By Gravity Forms | Visit plugin site

# **Gravity Forms Debug Add-On**

Helps debug issues with Gravity Forms.

Version 1.0.beta7 | By rocketgenius | Visit plugin site

## **Gravity Forms Square Add-On**

Settings | Deactivate

Integrates Gravity Forms with Square, enabling end users to purchase goods and services through Gravity Forms.

Version 2.3.0 | By Gravity Forms | Visit plugin site

## **Gravity Forms Stripe Add-On**

Integrates Gravity Forms with Stripe, enabling end users to purchase goods and services through Gravity Forms.

Version 5.9.0 | By Gravity Forms | Visit plugin site

## **Gravity Forms Survey Add-On**

Allows you to quickly and easily deploy Surveys on your web site using the power of Gravity Forms.

Version 4.1.0 | By Gravity Forms | Visit plugin site

## **Gravity PDF**

Automatically generate highly-customizable PDF documents using Gravity Forms and WordPress (canonical)

Version 6.12.4 | By Blue Liquid Designs | Visit plugin site | Docs | Support | Extensions | Templates

## **Kaya QR Code Generator**

Settings | Other plugins | Deactivate

Generate QR Code through Widgets and Shortcodes, without any dependencies.

Version 1.6.0 | By Kaya Studio | Rate this plugin ★ | Donate to this plugin

### Mailgun

Mailgun integration for WordPress

Version 2.1.3 | By Mailgun | Visit plugin site

## Missed Scheduled Posts Publisher by WPBeginner

Catches scheduled posts that have been missed and publishes them.

Version 2.1.0 | By WPBeginner

#### **Native PHP Sessions for WordPress**

Offload PHP's native sessions to your database for multi-server compatibility.

Version 1.4.3 | By Pantheon | Visit plugin site

## **Pantheon Advanced Page Cache**

Automatically clear related pages from Pantheon's Edge when you update content. High TTL. Fresh content. Visitors never wait.

Version 2.1.0 | By Pantheon | Visit plugin site

## **Photo Gallery**

This plugin is a fully responsive gallery plugin with advanced functionality. It allows having different image galleries for your posts and pages. You can create unlimited number of galleries, combine them into albums, and provide descriptions and tags.

Version 2.5.84 | By Photo Gallery Team | Visit plugin site

## **Popup Maker**

Easily create & style popups with any content. Theme editor to quickly style your popups. Add forms, social media boxes, videos & more.

Version 1.20.3 | By Popup Maker | Visit plugin site

### Redirection

Settings | Deactivate

Manage all your 301 redirects and monitor 404 errors

Version 5.5.1 | By John Godley | Visit plugin site

## Slider by 10Web

This is a responsive plugin, which allows adding sliders to your posts/pages and to custom location. It uses large number of transition effects and supports various types of layers.

Version 2.2.48 | By 10Web | Visit plugin site

## Sugar Calendar (Lite)

A calendar with a sweet disposition.

Version 3.4.0 | By Sugar Calendar | Visit plugin site

#### The Events Calendar

The Events Calendar is a carefully crafted, extensible plugin that lets you easily share your events. Beautiful. Solid. Awesome.

Version 6.9.0 | By The Events Calendar | Support | View All Add-Ons

#### The Events Calendar Pro

The Events Calendar Pro, a premium add-on to the open source The Events Calendar plugin (required), enables recurring events, custom attributes, venue pages, new widgets and a host of other premium features.

Version 7.3.1 | By The Events Calendar | Support | View All Add-Ons

#### **Twitter**

Official Twitter plugin for WordPress. Embed Twitter content and grow your audience on Twitter. Requires PHP 5.6 or greater.

Version 2.0.5 | By Twitter | Visit plugin site

### **User Role Editor**

Change/add/delete WordPress user roles and capabilities.

Version 4.64.4 | By Vladimir Garagulya | Visit plugin site | Changelog

## WP Cerber Security, Anti-spam & Malware Scan

Defends WordPress against hacker attacks, spam, trojans, and viruses. Malware scanner and integrity checker. Hardening WordPress with a set of comprehensive security algorithms. Spam protection with a sophisticated bot detection engine and reCAPTCHA. Tracks user and intruder activity with powerful email, mobile and desktop notifications.

Version 9.6.5 | By Cerber Tech Inc. | Visit plugin site | Support Forum

## **WP Instagram Widget**

A WordPress widget for showing your latest Instagram photos.

Version 2.0.3 | By Scott Evans | Visit plugin site

### **WP Redis**

WordPress Object Cache using Redis. Requires the PhpRedis extension (https://github.com/phpredis/phpredis).

Version 1.4.4 | By Pantheon, Josh Koenig, Matthew Boynes, Daniel Bachhuber, Alley Interactive | Visit plugin site

### **WPFront Notification Bar Pro**

Easily lets you create a bar on top or bottom to display a notification.

Version 3.3.2 | By Syam Mohan | Visit plugin site

## **Yoast Duplicate Post**

The go-to tool for cloning posts and pages, including the powerful Rewrite & Republish feature.

Version 4.5 | By Enrico Battocchi & Team Yoast | Visit plugin site | Documentation

## **Yoast SEO**

The first true all-in-one SEO solution for WordPress, including on-page content analysis, XML sitemaps and much more.

Version 24.2 | By Team Yoast | Visit plugin site

Check ONE of the following options:
Bid has already been submitted. Changes resulting from this addendum are as follows:
Bid has already been submitted. NO CHANGES resulted from this addendum.
Bid has NOT been submitted. ANY CHANGES resulting from this addendum are included in our bid
EXECUTE ADDENDUM
Bidder:
Address (CITY & STATE):
Authorized Signature:
Date:
Name & Title (PRINT):
Email Address & Phone:

\*\*\*END OF ADDENDUM\*\*\*