

## ADDENDUM NO. 1

**TO:** All Vendors  
**FROM:** Jason McGarry, Procurement/Contracts Administrator  
**SUBJECT:** COG2021-06: Regional Transportation Infrastructure Website  
**DATE:** January 10, 2022

---

This Addendum No. 1 modifies the Request for Proposal (RFP) only in the manner and to the extent as stated herein.

### QUESTIONS AND ANSWERS

- 1) Would CARTA/BCDCOG accept a video-only proposal to combat elements of the SOW? We have some creative options for the agency to consider.
  - a. No
- 2) Is there a mandatory pre-proposal meeting?
  - a. No
- 3) Is the due date still the same?
  - a. Yes
- 4) Do you have a style guide or a brand guide?
  - a. Yes
- 5) Do you have a budget you are able to share? Does the budget include tech support and hosting? What was the investment in the previous website?
  - a. No budget is provided
- 6) Does the Council have a CMS preference? Open source? Drupal/WordPress?
  - a. WordPress is preferred
- 7) Who are your primary and secondary users?
  - a. The public
- 8) Would you like detailed research in terms of your audience in the form of an audience needs assessment?
  - a. No
- 9) Do you have a desired launch date? Is there a specific event driving the launch date?
  - a. No
- 10) What is the current hosting environment?
  - a. Our current websites are hosted by a variety of resources.
- 11) How many visitors does the current website receive on a monthly basis?
  - a. N/A

- 12) How many pages of content do you anticipate transferring to the new site?
  - a. Not sure at this time
- 13) What are your current pain points with the existing website?
  - a. Ease of updating
- 14) What are the current technical challenges (if any)?
  - a. None
- 15) How many site administrators will you have?
  - a. Three
- 16) Will you require different levels of admin permissions?
  - a. Yes
- 17) Do you expect copywriting or editing services as part of engagement?
  - a. No
- 18) Are there any preferences for selection of an in-state vs. out-of-state vendor?
  - a. No
- 19) What is the CARTA's preferred timeline of this project (including start and end dates)?
  - a. ASAP
- 20) Can the nature of the work for this project, in its entirety, be done off-site and via digital channels (i.e. Zoom calls)?
  - a. No
- 21) Will a dedicated OneDrive folder suffice for the delivery of art files and style guides?
  - a. Yes
- 22) After initial templates have been delivered, will there be room for ongoing needs?
  - a. Possibly
- 23) Can you provide more information around the mapping and GIS capabilities that they want?
  - a. Something similar – or using – story mapping, ESRI, etc.
- 24) Can you provide more information about the functionality you're wanting integrated into the site with the google trip planning interface?
  - a. Simple trip planning interface. Inputting addresses, times, etc. and allowing Google to work from there.
- 25) Are there any other expected integrations or wishlist functionality?
  - a. No
- 26) Is the expectation that the selected firm will provide web hosting services for the website?
  - a. Yes
- 27) If BCDCOG plans to provide hosting, what platform requirements should the website solution need to operate on?
  - a. N/A

- 28) Does BCDCOG have a preference for a web-based content management solution the website should be built on?
- No, but leans toward WordPress due to familiarity.
- 29) What ESRI licensing does BCDCOG currently use? Is the expectation the website solution should leverage BCDCOG ESRI resources?
- BCDCOG has a number of ESRI licenses for in-house use. Consultant would need to obtain their own ESRI license(s), if that was the solution implemented.
- 30) Is the expectation that BCDCOG should be able to add and manage regional project data through a web-based interface? If so, what type of project data would need to be maintained?
- Project status, costs, updates, etc.
- 31) Will the website solution be required to interface with data from different government entities? If so, what APIs or integrations are expected to be leveraged?
- No
- 32) What is the expected use case(s) for utilizing Google trip planning features on the website?
- Plan transit trips
- 33) The RFP mentions Internet Explorer as a supported browser. Is the intention to support Internet Explorer or Microsoft Edge or both?
- Edge and not Explorer
- 34) The Scope of Work in the RFP includes requirements for an interactive map of regional projects and a Google trip planning interface. The examples provided in the “representative samples of mapping” section included Esri-based mapping websites. What mapping solutions are you open to considering for this project (i.e., Google, Esri, etc.)?
- Open to suggestions
- 35) When do you expect to launch the new site?
- 2022
- 36) Is the BCDCOG team open to virtual planning session? (Collaborative planning sessions with BCDCOG staff)
- Yes
- 37) This looks GIS map data is being used here on the current site - <https://bcdcog.maps.arcgis.com/apps/dashboards/53973777f3c442c493f159b4dff436f3> - for covid cases. Is a data table already established that is tracking?
- Data is accessed from DHEC’s feature service – which is public – and mapped by BCDCOG staff.
- 38) Are there any examples of comprehensive regional online transportation infrastructure websites that the BCDCOG team recommends we review in preparation of our proposal?
- No
- 39) The challenge stems largely from the fact that many different government entities and agencies oversee projects, which at times, results in information silos. - Will other government entities and agencies need to be involved in the project planning and review of work?
- Potentially

- 40) Information related to project funding source breakdowns and oversight - is this information organized or will that need to be included in the planning for content development?
  - a. Included in planning, though BCDCOG staff can provide.
- 41) Google trip planning interface - What is the goal for implementing this on the site?
  - a. Plan transit or bike/ped trips
- 42) How will the site be marketed by the BCDCOG team?
  - a. Owned channels, government outreach, paid social, media relations
- 43) Ongoing Maintenance & Support. Firm will provide ongoing technical support and assistance on an as-needed basis for a period of one year. Firm and BCDCOG may, by mutual agreement, extend the Ongoing Maintenance and Support Obligation for up to four additional one-year terms - Upon the four-year term ending, will the incumbent be able to renew and/or participate in a proposal process?
  - a. Yes
- 44) How much storage space is the current website using?
  - a. New website so we don't have any analytics to provide.
- 45) How many unique monthly visitors and total page views does the current website receive?
  - a. New website so we don't have any analytics to provide.
- 46) What % of the website traffic is from desktop browsers vs mobile device browsers?
  - a. New website so we don't have any analytics to provide.
- 47) Can the bidder be outside of South Carolina?
  - a. Yes
- 48) Will meetings be held in-person or virtual (remote)?
  - a. TBD

---

Offeror shall acknowledge receipt of Addendum No. 1 in the space provided below and return with their proposal. Failure to do so will subject the proposal to rejection.

\_\_\_\_\_  
Authorized Signature

\_\_\_\_\_  
Company Name

\_\_\_\_\_  
Date