



Website Design and Support Services

RFP #2023-04

ADDENDUM #2

August 25, 2022

Pre-bid Questions:

1. During the overview - An example of how the website could improve was given on the Lounge. The question was about The Lounge and what we would be looking for.
 - a. The lounge is an airport lounge for passengers to come and relax before their flight. There is interest in making it a 360 digital tour with interacting areas to learn more about where each of the locally bought items have come from and how they relate to Charlottesville and its surrounding counties.
2. Who is the current host of the site?
 - a. There is a partnership with Okay Yellow and WordPress
3. Is the RFP open to non-US companies?
 - a. Yes it is, however, a local company is preferable
4. Are there any 3rd party integration?
 - a. Yes, the flight map that can be found on our Arrivals/Departure page
5. What is your billing process or plan?
 - a. For the main redesign - through a work order program; CHO and Web Service team will meet, project will be laid out, quote will be submitted and approved then billed based on the monthly layout
 - b. Monthly and daily upkeep would be a pre-approved monthly budget invoiced to us

Brief Overview from the meeting:

1. Recapped a little on the wants and needs for a new website
 - a. At this time, there is not a direct vision on where CHO sees the website going
 - b. The original project meeting will be the best way to layout the new design and plan
 - i. Airport sites have been reviewed and likes and dislikes have been noted in prep for this meeting