

Website Creation/Website Design/ Domain Name/ Graphics/Content Management/Subpage Content

Purpose:

The Nebraska Regional Officials Council (NROC) is currently soliciting proposals from qualified contractors in the general fields of: website creation, website design, graphics, content management, and subpage content. Additional information can be found below under "Scope of Work".

Important Dates:

RFP issue date: March 15, 2021

Deadline for submitting questions: 4:00 PM (CST), April 12, 2021

Responses to questions by: 4:00 PM (CST), April 13, 2021

Proposal due: 4:00 PM (CST), April 15, 2021

RFP Submission Guidelines:

Proposals shall be received by 4:00 (CST) on April 15, 2021 to the Southeast Nebraska Development District (SEND), attn.: Tom Bliss, 2100 Fletcher Ave., Ste. 100, Lincoln, NE 68521. Questions regarding RFP shall be directed to Tom Bliss at the office address listed above or by email: tbliss@sendd.org.

One original and/or digital copy of your proposal must be submitted in order to be considered. Any proprietary information contained in the proposal should be so indicated. However, in the event that the entire contents, or major portions of a proposal is designated as proprietary, then the proposal shall not be considered. A company official that has authorization must sign proposals to show commitment to company resources. The full cost of proposal is to be borne by the proposing firm. Sole responsibility rests with the contractor to see that the proposal(s) are received on time at the stated location.

Proposal Contents:

1. Name of lead firm and any sub consultants.
2. Point of contact (name, title, e-mail, and phone number) at lead firm.
3. Qualifications and technical competence of lead firm and sub consultants in the type of work required.
4. Description of lead firm and sub-consultant experience on no more than 3 similar projects.
5. Description of technical approach proposed for accomplishments of the work described.
6. A proposed project budget.
7. Any other pertinent information.
8. Signed application.

Background:

The Nebraska Regional Officials Council (NROC) is the statewide association whose membership consists of Nebraska's eight economic development districts. NROC members are tasked with community and economic development activities, including planning for regional or cross-jurisdictional projects, providing loan assistance, grant writing, housing programs, and others. The goal is to advance economic growth across the state of Nebraska.

Scope of Work/Deliverables:

- **Website creation**—Create a website to house all NROC pertinent information. The site needs to be easily updated for member spotlights as an example.
 - **Desired Items**—
 - Mobile/Tablet optimized
 - Social media integration
 - Newsletter sign-up
 - Video Integration
 - Blog design and integration
 - About Us, Contact Information, Partners, Membership, The Board
- **Website design**—The selected developer needs to use a design software that is commonly available, mobile-friendly, viewable across common search engines, and can be modified by NROC’s membership.
- **Graphics**—follow a theme with the NROC colors: Gold (#ffc94b) and Green (#5e7741), but still be pleasant to the user
- **Content management**—allow the NROC point of contact access to update member spotlights, news with ease and flexibility.
- **Subpage content**—Support with supplemental information on the main pages: About NROC, NROC Partners, News, Board of Directors, Links to Membership, Broadband Speedtest
- **Photography**—Supplied by both the successful candidate and NROC’s membership
- **Copywriting/Content Development**—Brand messaging/Taglines, Core Values, Mission, Goals & Purpose, Statements

Questionnaire:

Complete this questionnaire in responding to this RFP:

- Name of individual and phone number who can be contacted for further explanation or clarification of your proposal
- Local office address
- A statement of previous/current experience of the contractor (and sub-contractor(s)) in directly related projects
- A list of three (3) to five (5) examples from the bidder’s portfolio
- Provide any alternative solutions or cost savings.