



818 S. FLORES ST. SAN ANTONIO, TEXAS 78204 www.saha.org

Procurement Department

ADDENDUM #1

To: 1006-915-96-3237
RFQ for Website Design
Date: July 30, 2010

NOTE: The closing date is hereby extended until 11:00AM August 19, 2010.

Question 1: Is this a new requirement or is there an incumbent vendor?

Answer 1: This is a new requirement. There is no existing vendor.

Question 2: Has SAHA allotted an estimated budget for this project.

Answer 2: No, there is no estimated budget.

Question 3: Was there a RFI released prior to this RFQ 1006-915-96-3237?

Answer 3: No

Question 4: Was there any outside vendors or a third party company that prepared the RFQ 1006-915-96-3237?

Answer 4: No

Question 5: Does SAHA have a favorite vendor already pre-screened?

Answer 5: No

Question 6: Can you expand upon the internal and external factors that are driving the timeline?

Answer 6: The current saha.org website has been active for a number of years. There is a strong desire within the Agency to get a fresh look and navigation designed and live as soon as reasonable possible.

Question 7: Does your department or contract require software/source code escrow?

Answer 7: All licensing and source code must be transferred to SAHA upon completion/payment for the product.

Question 8: How would you measure the success of the project? What are the top five success factors?

Answer 8: Easy to access, clear and concise information, visually appealing, award-winning potential.



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Question 9: Would you prefer a custom developed CMS or an out-of-the-box solution that can be customized?

Answer 9: We are open to either solution as long as it is usable by SAHA staff.

Question 10: How many staff members will use the CMS?

Answer 10: No more than 6

Question 11: Can training take place via webinar, or is it preferred onsite?

Answer 11: On-site training is preferred for ease of interaction, but we are open to webinars complementing on-site training.

**By: Carl Bottoms
Procurement Supervisor**

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