

JKD Environmental, Inc.

Request for Proposals

Content Writing

Proposals Due: Tuesday, October 27, 2009

Proposals can be submitted to:

Frank Lee
Project Manager
frankl586@gmail.com

Summary:

JKD Environmental, Inc. is a full-service environmental consulting and contracting firm providing customized solutions for environmental needs. The firm is an industry leader in helping government and private entities resolve complex environmental challenges. As part of adjusting to the changing business environment, the company has created a sub division focusing Building Materials Trading that supplies innovative green building products and systems that can contribute toward a project's sustainable design requirements and LEED® certification. JKD helps architects and developers meet the requirements for LEED® certification, by offering turn-key solutions and providing an affordable, single source for innovative green building products and systems.

We are implement an online presence showcasing different products and services offered by the company. In addition, streamline online content in order to create branding strategies that attract government and commercial contracts in the industry. The site is expected to be 50 pages.

We are looking for content writer polish current content to be engaging and dynamic. Looking for call out statements. Suggestions on content layout. About 20 pages will need to be reviewed in detail. The other 30 are project pages and high level guidance is enough.

We have outlines of our content for most of the pages.

The RFP must be submitted no later than 3:00 p.m. on Tuesday, October 27, 2009. Please submit by email.

EVALUATION

Proposals will be evaluated using the following criteria:

- The strength of the entire work plan. The selected vendor will submit a concise, straightforward work plan that addresses needs and outlines your company's approach to designing, managing, and coordinating the project.
- Prior experience with similar projects. The selected vendor will show demonstrated success with comparable websites that provide the greatest value for organizations.
- Ability to meet deadlines. The selected vendor will submit a thorough timeline and completion date.
- Competitive pricing. The selected vendor must submit a price quote that is all inclusive and includes itemized costs.
- Staff credentials/accomplishments. The selected vendor will provide staff bios of key personnel who will be involved in the project. The bios should describe relevant work experience and accomplishments.