

REQUEST FOR QUALIFICATIONS

CITY OF COFFEYVILLE WEBSITE DESIGN AND DEVELOPMENT

Date RFP issued: January 12, 2010
RFP response deadline: February 4, 2010

Introduction and background

The City of Coffeyville, Kansas, is seeking a web design and development company for the design, development and implementation of the City's website. This will be a concept to completion production. The existing City of Coffeyville website was originally designed in 1998 and is maintained with in-house resources. The current website is outdated in appearance, structure and presentation. The goal of this RFQ is to seek an experienced web-development company capable of working collaboratively with the City of Coffeyville through the design, planning and execution of a redesigned website.

A broad spectrum of information will need to be accommodated on the website ranging from informational data on City and community services, multiple departments and interactive pages requiring the end-user to provide and send information. The City will be responsible for providing all content. Upon completion of the development of the site, the City of Coffeyville will assume full responsibility for website content, maintenance and administration.

Information provided to the City in the Statement of Qualifications should include:

Experience and Past Performance

- Provide four or more website addresses for sites you have developed which have the complexity of a municipal government site including multiple departments, vast amounts of easily searchable information and interactive features including on-line bill pay.

Organization and personnel

- Identify key personnel who will have actual responsibility for the project.
- Provide a list of recent projects with a reference for each.

Process for developing website

- Describe the process followed when working with a client to develop a website from the initial planning stages through the approval of one conceptual design.
- Describe the process you follow when working with a client to implement the design, from acceptance of the concept to a functioning website.

Fee Schedule

- Provide a proposed fee schedule associated with design, development and implementation of a municipal government website.

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The requested information should be submitted no later than Thursday, February 4, 2010.
Please submit four copies to the following address:

City Clerk
City of Coffeyville
P. O. Box 1629
Coffeyville, KS 67337

For questions please contact Cindy Price, City Clerk, 620-252-6108, or
cprice@coffeyville.com.