

Amendment 01 for RFP # FHM-HO-RFP-002

The purpose of this Amendment is to:

- I. Provide responses to questions
- II. Update the text of the solicitation attached to this amendment as Annex A. Annex A of this Amendment displays all changes made to the solicitation in **yellow**.

III. Responses to Questions:

1. Under the Scope of Work, Technical Qualifications section, it states that experience with Drupal, Content Management System (CMS), is required. Is there a preference to continue using Drupal as the CMS, or are other open-source CMS options being considered?

- Developers must have experience with Drupal and/or migrating Drupal sites to other CMS platforms. While we are open to suggestions, Drupal experience remains a requirement.

2. Will the selected vendor be responsible for migrating existing content from the current website? If so, can you provide an estimate of the content volume?

- Yes, content migration will be required. Estimated content volume includes:
 - 11 basic pages and 11 corresponding header images (saved as their own content type)
 - 62 Highlights
 - 3 Project pages
 - 2,260 Resources
 - The map
 - A new training module
 - Total: Approximately 2,348 items + associated images + the new training module

3. Is there a target completion date or preferred timeline for major deliverables?

- A new training module is scheduled for release in March 2025. From a content perspective, March would be ideal, but a more realistic target for full project completion is April 2025.

4. Is the project open to moving to a CMS other than Drupal, or is the intention to remain on Drupal?

- Developers must have experience with Drupal and/or migrating Drupal sites to other CMS platforms. While we are open to suggestions, Drupal experience is still required.

5. Can you provide a project budget or a ballpark range?

- Budget details will not be shared. Applicants are encouraged to provide a breakdown of tasks, hours per task, and cost per task. Alternatively, proposals can outline deliverables in "sprints," specifying tasks, estimated time, and costs for each sprint.

These responses aim to clarify key aspects of the RFP and guide potential vendors in preparing their proposals.

IV. Updates to the Solicitation.

- V. On page 1, Cover Letter, delete the deadline for proposals in its entirety and replace with **“January 24, 2025.**

VI. On page 7, I.2. Offer Deadline, delete the first sentence in its entirety and replace with the following:

“ Emailed offers must be received no later than 5 P.M. EST on January 24, 2025, at the following address:”

VII. On page 11, delete I.6. Chronological List of Proposal Events:

I.6. Chronological List of Proposal Events

The following calendar summarizes important dates in the solicitation process. Offerors must strictly follow these deadlines.

<u>RFP published</u>	<u>December 19, 2024</u>	
<u>Amended RFP published</u>	<u>January 10, 2025</u>	-
Deadline for questions	January 14, 2025	
Proposal due date	<u>January 24, 2025</u>	
Contract award (estimated)	February 2025	

The dates above may be modified at the sole discretion of Chemonics. Any changes will be published in an amendment to this RFP.

Written Questions and Clarifications. All questions or clarifications regarding this RFP must be in writing and submitted to FHM-Engage-Procurement@chemonics.com. Questions and requests for clarification, and the responses thereto, will be circulated to all RFP recipients who have indicated an interest in this RFP.

Only written answers from Chemonics will be considered official and carry weight in the RFP process and subsequent evaluation. Any answers received outside the official channel, whether received verbally or in writing, from employees or representatives of Chemonics International, the FHM Engage project, or any other party, will not be considered official responses regarding this RFP.

Proposal Submission Date. All proposals must be received by **January 24, 2025**. Late offers will be considered at the discretion of Chemonics.

Contract Award (estimated). Chemonics will select the proposal that offers the best value based upon the evaluation criteria stated in this RFP.

ALL OTHER TERMS AND CONDITIONS OF THE REQUEST FOR PROPOSALS REMAIN UNCHANGED.