



**BID 2020-07 OTSEGO COUNTY WEBSITE UPGRADE
ADDENDUM #1
DATED 8/21/2020**

THE FOLLOWING QUESTIONS WERE EMAILED TO OTSEGO COUNTY ADMINISTRATOR RACHEL FRISCH ON THURSDAY, 8/20/2020. ANSWERS ARE PROVIDED BELOW, IN RED TYPE:

I was hoping that you could clarify the requirements for references. There is different verbiage used in the RFP, but at one point it states:

- 1.4
3. Identify key staff that will be assigned to the County who have completed at least three (3) website design projects of similar scope within the public sector and be able to provide references from at least three (3) municipal clients for which services were rendered.

Does this mean that 3 references are needed for each staff member who will be working on the project? **No, it does not have to be three different references for each key staff person. The intent of this requirement is to show that the key staff have experience working on at least three website design projects that are similar in scope, so the County has assurance that experienced professionals will be assigned to this project. It may be the case that several key staff worked on the same website design projects. That is fine; the references do not have to be three different projects for each key staff.**

Are these in addition to the references required for the overall project? **No. The same references may be used for both purposes.**