



**RFP for Mainland Currituck Community Calendar and Business Directory  
Addendum No. 1  
February 17, 2023**

The Addendum serves to clarify, revise, and supersede information in the Request for Proposals (RFP) dated January 26, 2023.

1. Proposal Submission – Proposal submission is revised as follows:  
Proposers shall email one (1) electronic file of the complete proposal package in PDF format to Crystal Owens, Contract Purchasing Agent by email at [bids@currituckcountync.gov](mailto:bids@currituckcountync.gov) no later than 4:00 p.m. Eastern Standard Time (EST) on February 28, 2023. It is the sole responsibility of the Proposer to ensure receipt of its proposal to the County. Submittals received after the due date and time will not be considered. Confirmation of receipt by telephone can be made directly to Crystal Owens at 252-232-6000 ext. 4020.
2. Scope of Services – Site Design and Implementation – Technical Requirements is revised as follows:  
Bullet #4 – Correction – No visible **ports**
3. Minimum Insurance Requirements provided in General Terms and Conditions is revised as follows:

Successful proposers must have the financial capacity to undertake the work and assume associated liability. The successful proposer will be required to furnish proof of insurance coverage in the minimum amounts specified below:

- a. Cyber liability insurance in the minimum amount of \$1,000,000 per occurrence, including third-party coverage for incidents or associated impacts caused directly or indirectly by the third party.

Given the indirect risk to Currituck County by entering into a contract with a Contractor that has access to or may store data from critical information systems, Currituck County seeks to only select vendors that are aware of and maintain a healthy overall security posture with regard to public facing technical assets. To measure this, Currituck County will pull a Security Score Card Report prior to contract signing with a quarterly review thereafter. Should the report indicate a rating below ninety (90), Contractor agrees to continually work to improve their rating and to mitigate the risk to Currituck County and the following stipulations shall apply:

Rating between 90-100 - Cyber Liability insurance coverage shall be \$1,000,000 or higher  
Rating between 80-89 - Cyber Liability insurance coverage shall be \$2,000,000 or higher  
Rating between 70-79 - Cyber Liability insurance coverage shall be \$3,000,000 or higher  
Rating between 60-69 - Cyber Liability insurance coverage shall be \$4,000,000 or higher  
Rating below 60 - Cyber Liability insurance coverage shall be \$5,000,000 or higher

In the event Contractor's rating decreases during the term of the contract, Contractor shall purchase additional insurance coverage to meet the above requirement and provide a new certificate of insurance to Currituck County.

- b. Automobile liability in the minimum amount of \$1,000,000;
- c. Commercial general liability in the minimum amount of \$2,000,000; and
- d. Workers' compensation insurance as required by North Carolina statutes

- End of Addendum -

## Questions & Answers

- Q1. Who is responsible for populating the business database info? Will there be a centralized admin that handles all content entry or do you want each business to be able to apply for an account and manage their own info?

*A1. The vendor will populate the business database. The county's preference is for centralized administration; however, the proposer shall identify the best platform to address the scope of services.*

- Q2. Who do you anticipate will be responsible to add the calendar info? Do you want community member to post their own events, or would you rather have a site admin handle all events in a centralized manner?

*A2. The county's preference is for centralized administration; however, the proposer shall identify the best platform to address the scope of services.*

- Q3. Does the County have a plan in place for someone to be able to market this website to the local community or is this something that you are looking to also have support for?

*A3. Marketing of the site is not included in the scope of services.*

- Q4. What other informational content will go on the site, if any?

*A4. No other informational content is identified at this time.*

- Q5. Seeing as how there is a Visit Currituck site which has a link called events, do you see this site superseding that? Will Visit Currituck link to this new site for the purposes of events and calendar? It will help to know this for SEO purposes as we would not necessarily want the sites to compete with each other for search results.

*A5. No; will be determined following selection.*

- Q6. Does the County have a budget for the build of the website and a budget following the launch for management of the website?

*A6. No.*

- Q7. What would be the terms of this contract? Would it be indefinite support of the website, or would that go to bid in a few years?

*A7. The support and maintenance agreement will be evaluated annually.*

- Q8. In the promotion of Mainland businesses, is there also an intention to solicit prospective businesses to establish themselves on the mainland in Currituck County? If so, would this be a separate initiative?

*A8. The intent of the site is to provide a single location for the promotion of mainland Currituck community events and businesses.*

Q9. If looking to solicit prospective businesses, how does the County anticipate making these connections and managing these connections?

*A9. The intent of the site is to provide a single location for the promotion of mainland Currituck Community events and businesses.*

Q10. What does the county plan to use the Business Database for? Reporting, or just public facing information?

*A10. Public facing information.*

Q11. Do you already have a domain for this proposed site? We have a number of domains that we own such as [CurriuckMainland.com](http://CurriuckMainland.com) that could be used.

*A11. No.*

Q12. Can we speak or email with your technical advisor so we can assure that all elements of the following requirements are clearly understood by us?

- Site hosting on a dedicated server that sits behind the county's web application firewall. (see item 3 below for more detail)
- No external non proxied access
- No visible parts
- SLA on CVSSv3 vulnerabilities
- IP space of hosting environment must be provided
- Input field validation
- Use of stored SQL procedures No visible parts"

*A12. Consultation can occur following selection.*

Q13. Are you requiring us to host the new website on your servers? We currently have a multiserver configuration through Rackspace to host our OneBoat Platform websites. The Currituck Mainland website would be greatly enhanced by advanced functionality, redundancies and other features associated with this hosting structure. At a minimum we'd like to know more about your servers so we can assess.

*A13. Third party hosted that meets technical requirements.*

Q14. On insurance, there are no cars owned by the company that would be associated with this project. Is it acceptable to claim Auto - no exposure?

*A14. Waiver of auto insurance can be considered following selection*

Q15. On Professional liability - what do you want it to cover?

*A15. The professional liability insurance requirement was listed in error. See Addendum No. 1.*