

RFQ

Rockville Housing Enterprises
Request for Quote
Rockville Housing Enterprises – Website Redesign
Issue Date: May 25, 2023
Proposal Due Date: June 25, 2023

Section 1 – General RFQ Information:

1.1 Contact for RFQ Inquiries

For inquiries regarding this RFQ, please email wsmith@rockvillehe.org

1.2 Questions Regarding this RFQ

All questions submitted should include the name of the proposer's contact person and that person's telephone number, facsimile number, and/or e-mail address. All questions must be received by **5:00 PM (Eastern Time) on June 20, 2023**. Questions received after that time will not be considered.

Section 2 – General Overview of the Service Requested

Rockville Housing Enterprises, located in Rockville, MD, is seeking a company/independent contractor to create a user-friendly website redesign. In addition, we would like to develop an additional website for the Rockville Housing Enterprise Foundation. For the website specs, we would like to use word press. RHE is looking for quotes for this service, and we look forward to reviewing them. The current website link is below for your review to give you an idea of the information and other details currently presented on our website.

[Rockville Housing Enterprises – www.rockvillehe.org](http://www.rockvillehe.org)

Section 3 - Expectations/Scope of Services

Website redesign responsibilities shall include, but not be limited to, the following:

- The website redesign should result in an enhanced user experience through updated information, improved site navigation, and a more visually appealing design.
 - Update website layout
 - Reorganize current information presented
 - Focus on user-friendliness
 - Make the website more visually appealing
- Website redesign is focused on our clients being able to use the website with ease
 - There are multiple links to outside vendor sites that allow for clients to access different client portals.

- Information on the website is essential to clients, and it should be easily navigable for our clients
- Website must be able to be updated easily as information changes frequently.
- Current website is outdated
 - Our current website has all the information our clients need, but the redesign should be even more user friendly
 - Site navigation should be improved and accessible to site users

Section 4 - Quote Presentation

- Please present your quote as an hourly rate with a not to exceed amount with a flat fee option.