



RFP # 25-0003

**Website Re-Design Services
Addendum 3**

Questions will be received until 3:00 PM, Monday, September 2, 2024

Proposals will be received until 10:00 AM, Wednesday, September 18, 2024

Proposals will be opened 10:05 AM, Wednesday, September 18, 2024

Below is a correction to section 5.3 of the original RFP document

5.3 The proposal will be evaluated on a one hundred (100) point scale with points assigned as outlined below.

Vendors failing to score 70% of the technical bid score (28 points) will not be considered to have met the minimum acceptable score, will not be considered for the interview stage, will not have their pricing proposal opened and will not be considered for award of the contract.

Technical Bid Score

5.3.1 Qualifications, Experience and Company Background – 40 points

Interview Score

5.3.2 Interview Performance – 15 points

Pricing Score

5.3.3 Timeline for delivery – 10 points

5.3.4 Price - 35 points (The lowest bid will receive the full point total; each higher bid will receive a percentage of the 35 points on a ratio basis compared to the lowest bid.

In addition to the 100 points a WV Resident Vendor is eligible for up to a 5-point bonus which will be added to the technical bid score.

West Liberty University reserves the right to limit the number of vendors to bring in to interview at its own discretion.

Pricing proposals for vendors not interviewed will not be opened or considered. Pricing proposals will not be opened until after all interviews have occurred and scores submitted.

5.4 Award will be made to the bidder receiving the highest point total.