



ADDENDUM NO. 1

REQUEST FOR PROPOSALS (RFP 07-26)

MUNICIPAL AND TOURISM WEBSITE; CODE ENFORCEMENT SOFTWARE

Date of Issue: July 14, 2026

To: All Prospective Proposers

From: Patricia Utsey Fleming, Tourism Director and Main Street Manager, City of Walterboro

Proposal Due Date: 2:00 p.m., August 7, 2026 (extended by this addendum — see Item 1)

This Addendum No. 1 is issued to modify and clarify the above-referenced Request for Proposals. This addendum is hereby made a part of the RFP documents to the same extent as though it were originally included therein. Proposers shall take this addendum into consideration when preparing and submitting proposals.

ITEM 1 — REVISION TO SECTION 3, PROPOSAL PROCESS (PROPOSAL DUE DATE)

Section 3(a) of the RFP is hereby revised to extend the proposal due date. All sealed proposals must now be delivered to the Tourism Director and Main Street Manager, Patricia Fleming, at 242 Hampton Street, Walterboro, SC 29488, no later than 2:00 p.m., August 7, 2026. All other requirements of Section 3 remain unchanged. Any proposals received after this revised date and time will be disqualified.

ITEM 2 — REVISION TO SECTION 2, SCOPE OF SERVICES (CONTENT MANAGEMENT SYSTEM REQUIREMENTS)

The Content Management System Requirements provision of the RFP is hereby deleted in its entirety and replaced with the following:

Content Management System Requirements: The City of Walterboro requires a content management system that gives the city full ownership and control of its content. Proposals may recommend either an open, widely supported platform, such as WordPress, or a proprietary content management system, provided the platform allows city staff to create, edit, and publish content without dependence on the vendor for routine updates. Firms proposing a proprietary system must describe the terms of the city's access to and ownership of its content, any licensing or subscription costs associated with continued use of the platform, and the process and provisions for exporting content should the city choose to migrate to another system in the future. All proposals should specify the CMS platform recommended, the rationale for that choice, and how staff will be trained to manage content independently following launch.

ITEM 3 — ALL OTHER TERMS UNCHANGED



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Except as expressly modified by this addendum, all other terms, conditions, and requirements of RFP 07-26 remain unchanged and in full force and effect.

ACKNOWLEDGMENT OF ADDENDUM

Proposers shall acknowledge receipt of this Addendum No. 1 in their proposal submission. Failure to acknowledge receipt of this addendum may result in the proposal being deemed non-responsive.

Questions regarding this addendum shall be directed to:

Patricia Utsey Fleming
Tourism Director and Main Street Manager
City of Walterboro
Putsey@walterborosc.org