



**CORKTOWN**.ca

Corktown Residents & Business Association

# REQUEST FOR PROPOSAL

June 2024

---

## Website redevelopment — design + functionality

### Background

The Corktown Residents and Business Association (CRBA) is a volunteer-led organization working to make Toronto's historic Corktown neighbourhood a great place to live, work, and play. Our primary purpose is to advocate for safe, smart, and sustainable neighbourhood development through the organization of community events intended to inform Corktown residents on issues particular to our neighbourhood, and those immediately adjacent (e.g., Regent Park, Cabbagetown, Riverdale West Don Lands, etc.). Committed to enabling more inclusive community engagement, we're especially interested in transforming Corktown into one of downtown Toronto's greenest and most sustainable neighbourhoods, while highlighting its significant historic and heritage value.

Much like Corktown itself, the CRBA is currently undergoing structural change, as we want to communicate more effectively for neighbourhood development and engage more meaningfully with neighbourhood residents. Towards doing so, we're seeking to redevelop our existing website's design and functionality for a more contemporary and user-friendly experience.

### Scope of intended work + sought deliverables

The CRBA is inviting proposals from reputable and qualified contractors with experience undertaking website design and functionality options. The expected timeline for the project is approximately three months (July to September 2024). Sought work will provide a new look-and-feel and integrate solutions, for example, for the receipt of online donations.

Interested contractors will need to submit a proposal which includes:

- (1) Expression of interest;
- (2) Summary of experience with examples of similar projects;
- (3) Proposed budget and timeline of activities (June to September 2024).

### Important information

- Please submit your proposal to [info@corktown.ca](mailto:info@corktown.ca) by June 16, 2024.
- All proposals submitted will receive acknowledgement of receipt and notice of decision. Selection will be undertaken by considering experience and value for money re: proposed budget.
- The selection process is expected to take no more than two weeks, with work ideally to start no later than July 1, 2024.

### Sincerely, with thanks

Corktown Residents & Business Association

E: [info@corktown.ca](mailto:info@corktown.ca)

W: [corktown.ca](http://corktown.ca)