

TOWN OF PLATTSBURGH
TOWN BOARD SEMI-MONTHLY MEETING
August 15, 2024

Resolution No. 024-189

**Publish a Request for Proposals (RFP) Intended
for Professional Website Development and
Marketing Services for Special Project**

WHEREAS, the Town of Plattsburgh recently published the Developer’s Guide in 2023;
and

WHEREAS, the Town is actively marketing itself as an ideal location to site
commercial, residential, and industrial development; and

WHEREAS, the Town has been awarded a grant to expand upon this effort by digitizing
our Developer’s Guide and creating a digital platform for developer’s to learn about the Town of
Plattsburgh, our opportunities for development, local incentives, and our approval and permitting
processes; and

WHEREAS, the Town of Plattsburgh is seeking proposals from qualified New York
State Web Development and Marketing Firms to provide professional services to the Town of
Plattsburgh; and

WHEREAS, respondents should be familiar with the scope of services outlined in the
Town of Plattsburgh’s request for proposals for such services; and

WHEREAS, The Town of Plattsburgh will rank the responses received on an evaluation
and certification that the firm provides services to municipal clients, technical skills, experience,
and reference information. The Town of Plattsburgh reserves the right to reject any or all
proposals and to conduct interviews at its sole discretion. Responses must be submitted
electronically in PDF form to the Planning & Community Development Department:
jessicak@townofplattsburgh.org and Town Clerk: katiek@townofplattsburgh.org, with the
subject title “Professional Web Development and Marketing Services” and received by 12:00
pm, September 4th, 2024. Additional information regarding this Request for Proposals may be
obtained by contacting the Town of Plattsburgh Planning & Community Development
Department at (518)-562-6850 during business hours Monday – Friday; now, therefore be it

RESOLVED, that the Town Board of the Town of Plattsburgh does hereby authorize the
Supervisor to solicit and receive proposals for professional web development and marketing
services, and that the Town Clerk shall post notice on the Town Clerk’s bulletin board and post
on the Town’s Website; and, it is further

RESOLVED, that a copy of this Resolution be given to the Town Planning &
Community Development, and the Town Clerk.

Motion:

Seconded by:

Discussion:

Yes No Absent Carried Tabled

**Thomas E. Wood
Barbara E. Hebert
Charles A. Kostyk
Dana M. Isabella
Michael S. Cashman**

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