

DEPARTMENT OF CALIFORNIA HIGHWAY PATROL

June 16, 2026

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ADDENDUM 1
TO
INVITATION FOR BID (IFB) – NUMBER 26C053002
CALIFORNIA HIGHWAY PATROL
UNIFORMED HIRING SECTION

ADDENDUM NUMBER 1 REVISES IFB 26C053002 AND THE PROPOSED AGREEMENT AS FOLLOWS:

1. **EXHIBIT A – SCOPE OF WORK IS REPLACED IN ITS ENTIRETY.**

A COPY OF THIS ADDENDUM, IN ITS ENTIRETY, MUST BE INCLUDED WITH YOUR IFB. FAILURE TO DO SO MAY RENDER YOUR BID NON-RESPONSIVE.

2. **SECTION B: TIME SCHEDULE**

Below is the **REVISED** tentative time schedule for this IFB:

Event	Date @ Time (if applicable)
IFB Released	June 3, 2026
Questions Due	June 11, 2026 @ 11:00 AM
Bid Due	July 1, 2026 @ 11:00 AM
Bid Opening	July 1, 2026 @ 11:30 AM
Proposed Start Date of Agreement	November 1, 2026 OR UPON DGS APPROVAL, WHICHEVER IS LATER

If you have any questions, contact Jared Cartwright, Contract Services Unit, at (279) 224-6347.

EXHIBIT A
(Standard Agreement)

SCOPE OF WORK *(Continued)*

1. Contractor agrees to provide to the Department of California Highway Patrol (CHP) **Uniformed Hiring Section (UHS), Recruitment Unit**, the services described herein: furnish all supplies, materials, tools, equipment, labor, personnel, and supervision; pay all taxes, insurance, bonds, license and permit fees, and all other direct and indirect costs necessary to provide **Web Hosting and Compliance, Domain Management, and Ongoing Maintenance Services** as set forth in this Agreement.
 - A. Contractor Qualifications and Minimum Requirements
 - 1) Must possess a minimum of three (3) years of demonstrated experience providing **Web Hosting and Compliance, Domain Management, and Ongoing Maintenance Services** for law enforcement, government, or enterprise-level clients. This experience must encompass the successful execution of the following services across at least four (4) projects of equivalent scale and complexity within the past five (5) years:
 - a) Building comprehensive websites,
 - b) Developing and maintaining Americans with Disabilities Act (ADA) compliant websites,
 - c) Handling confidential information, and
 - d) Providing recurring and timely updates.
 - 2) The selected contractor shall provide Letters of Recommendation from no less than four (4) previous or current clients where the contract remains in good standing. Letters of Recommendation must be on official organization letterhead and include the following:
 - a) The specific dates work was performed for the organization,
 - b) A statement of current standing and satisfaction, and
 - c) A summary of the specific scope and responsibilities managed.
 - 3) The selected contractor must include tangible examples of work product corresponding to each Letter of Recommendation to verify the quality and scope of previous engagements.
 - 4) The selected contractor's corporate or principal headquarters must be physically located within the fifty (50) United States or the District of Columbia.

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SCOPE OF WORK *(Continued)*

2. The services shall be performed at:

Work may be done at the Contractor's location, including, but limited to, Web Hosting and Compliance, Domain Management, and Ongoing Maintenance Services.

Status meetings shall be held as requested by the CHP Project Representative either virtually or at:

Department of California Highway Patrol
Uniformed Hiring Section, Recruitment Unit
601 N. 7th Street
Sacramento, CA 95811

3. The services shall be provided during:

Dates and times shall be mutually agreed upon between CHP Project Representative and Contractor.

4. The Project Representatives during the term of this Agreement will be:

STATE AGENCY Department of California Highway Patrol		CONTRACTOR TBD Upon Award	
NAME Michael Maher, Lieutenant		NAME	
TELEPHONE NUMBER (916) 843-3760	EMAIL mimaher@chp.ca.gov	TELEPHONE NUMBER	EMAIL
Direct all inquiries to:			
STATE AGENCY Department of California Highway Patrol		CONTRACTOR TBD Upon Award	
SECTION/UNIT Business Services Section, Contract Services Unit		SECTION/UNIT	
ATTENTION Jared Cartwright, Contract Analyst		ATTENTION	
ADDRESS 601 N. 7 th Street, Sacramento, CA 95811		ADDRESS	
TELEPHONE NUMBER (279) 224-6347	EMAIL jared.cartwright@chp.ca.gov	TELEPHONE NUMBER	EMAIL

5. SETUP AND TRANSITION SERVICES

- A. Contractor shall fully replicate the existing www.CHPMadeforMore.com website, including all associated subdomains incorporated in its current form, function, and usability. See Section 6B, Domain Management, for a complete list of all domains and subdomains.

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SCOPE OF WORK *(Continued)*

- B. The selected contractor shall be solely responsible for coordination and funding assistance from the previous vendor, if required, to fulfill the requirements of this contract.
- C. The initial website build shall be completed within thirty (30) days of the Start Date of this Agreement.
- D. Contractor shall provide a fully functional and ADA compliant test website environment no less than thirty (30) days before the go-live date. The anticipated go-live date shall be sixty (60) days from the Start Date of this Agreement.
- E. CHP shall retain ownership and registry control of all associated domain names.
- F. The selected contractor shall provide CHP with:
 - 1) All necessary Domain Name System (DNS) configurations to reroute website domains to the contractor's secure hosting environment to ensure a smooth transition that does not cause any interruption of services, website availability, or functionality.
 - 2) Backend login credentials to the webpage servers or application-level access.

6. RECURRING MONTHLY SERVICES

A. Web Hosting and Compliance

- 1) Contractor shall provide a secure hosting environment that maintains the current website's structure, functionality, design, and content without alteration or interruption.
- 2) The selected contractor is responsible for maintaining all server requirements necessary to support the website, including performing all routine security updates and server patches as part of the Recurring Monthly Services.
- 3) Contractor shall ensure the websites:
 - a) Can accommodate expected traffic and user activity without experiencing a decrease in performance speed.
 - b) Maintain one hundred percent (100%) uptime with server backups.

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SCOPE OF WORK *(Continued)*

- c) Remain compliant with applicable Americans with Disabilities Act (ADA) accessibility requirements.

B. Domain Management

- 1) Contractor shall be responsible for the administrative management and timely renewal of all domains listed below including all necessary funding for registration fees. Registry registrations shall be extended for no less than six (6) months beyond the expiration date of this Agreement.

Domain	Registry Expiration
www.CHPMadeforMore.com	01/08/2027
www.JointheCHP1000.com	02/09/2027
www.JointheCHP1000.net	02/09/2027
www.chpcareers.com	06/16/2027
www.madeformoreCHP.com	01/08/2027
www.chpbethevoice.com	09/16/2027

- 2) Contractor shall ensure the following web domains continue to re-direct to www.CHPMadeforMore.com:
- a) www.MadeforMoreCHP.com
 - b) www.JointheCHP1000.com
 - c) www.JointheCHP1000.net
 - d) www.chpbethevoice.com
 - e) www.chpcareers.com
- 3) Contractor shall manage and maintain the following web sub-domains:
- a) https://dispatch.chpmadeformore.com/
 - b) https://protectca.chpmadeformore.com/autotech/
 - c) https://protectca.chpmadeformore.com/mcs/
 - d) https://protectca.chpmadeformore.com/cvis/

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SCOPE OF WORK *(Continued)*

- e) <https://warehouse.chpmadeformore.com/>
- f) <https://app.chpmadeformore.com/>
- g) <https://linktr.ee/chpcareers>

7. AS-NEEDED SERVICES

A. Webpage Design, Development, and Ongoing Maintenance

- 1) Contractor shall provide ongoing website maintenance and updates on an as-needed basis as requested by CHP and billed at the appropriate hourly rate per Exhibit B-1, Cost Sheet, of this Agreement. These services include, but are not limited to, the following:
 - a) Updating text.
 - b) Adding, removing or correcting hyperlinks.
 - c) Uploading documents or media.
 - d) Providing modifications to existing webpages including updates to page structure, layout, and presentation.
- 2) Contractor shall provide professional and creative website development services consistent with CHP branding by collaborating with CHP to obtain, design, and/or incorporate additional website content.
- 3) Contractor is responsible for obtaining written approval from CHP prior to making any material changes to the website or content that is visible to the public.
 - a) Written approval shall consist of a fully approved Website Design and Maintenance Request Form included in Exhibit A-1, Website Design and Maintenance Request Form. CHP reserves the right to revise or adjust the process for written approval at any time by written instruction from a designated CHP Project Representative.
 - b) Contractor shall provide CHP with a draft of all changes and await CHP approval prior to publishing public facing updates.

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- c) If a draft fails to meet written specifications, CHP owes nothing and may request revisions or reject the work entirely. CHP shall only incur charges for drafts that strictly adhere to the approved specifications.
- d) Minor updates such as text changes, URL links and photographs shall be completed within forty-eight (48) hours.
- e) Major updates (e.g., development of new subpages, tabs, website graphic design) shall be completed within five (5) business days.
- f) Extensions to update timelines may be granted upon prior written approval from CHP on an individual basis.

8. PROJECT MANAGEMENT AND COMMUNICATION

- A. All communication and project management activities are included in the **Recurring Monthly Service Fee**. No additional charges shall be invoiced for emails, calls, meetings, scheduling, or coordination related to ongoing services.
- B. For **As-Needed Services**, invoiced time reflects only the hours spent actively performing the requested work. Time spent communicating about **As-Needed Services**, including scoping, clarifying questions, or consultation, will not be added to or bundled with the billable time for that service.
- C. CHP shall not be charged separately at any time for responsiveness, availability, or ongoing dialogue with Contractor, regardless of frequency or volume of communication.

9. CORE RESPONSIBILITIES

- A. Contractor shall be responsible for the following during the term of the Agreement:
 - 1) Provide CHP with a written statement confirming all original graphics, code, and content developed by Contractor shall be the sole intellectual property of CHP.
 - 2) Provide secure hosting, routine server security patching, and maintenance/renewal of all required Transport Layer Security (TLS) certificates per Section 6, Recurring Monthly Services.

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- 3) Provide ongoing maintenance and updates of website content per Section 7, As-Needed Services.
 - 4) Ensure all developed websites, webpages, and subsequent updates are ADA compliant per Section 6, Recurring Monthly Services.
 - 5) Ensure websites remain active with full functionality during the term of the Agreement per Section 6, Recurring Monthly Services.
 - 6) Provide edits and updates to the webpages that are consistent with CHP brand identity and provide creative design per Section 7, As-Need Services.
 - 7) Provide all necessary DNS routing information to the CHP to connect the State-owned domains to the Contractor's servers per Section 5, Setup and Transition.
 - 8) Provide the CHP with backend login credentials to the webpage servers, per Section 5, Setup and Transition.
 - 9) Provide administrative management and timely renewal of all six (6) domains listed in Section 6B, Domain Management, Paragraph 1, for the duration of the Agreement.
- B. CHP shall be responsible for the following during the term of the Agreement:
- 1) Provide clear written expectations of the Agreement to Contractor.
 - 2) Provide a CHP Project Representative for Contractor.
 - 3) Provide content to be updated.
 - 4) Provide timely approvals of any design changes and/or edits requested by Contractor within five (5) business days.
 - 5) Provide a file sharing method, such as a Microsoft SharePoint folder, for Contractor to migrate materials into during the End of Project Transition period.

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10. END OF PROJECT TRANSITION

CHP reserves the right to do other work in connection with the project or adjacent thereto by contract or otherwise. Contractor shall, at all times, conduct work so as to impose no hardship on the State, others engaged in the work, or to cause any unreasonable delay or hindrance. Where two (2) or more entities (e.g., contractors, consultants, CHP) are employed on related or adjacent work, each shall conduct operations in such a manner as not to cause delay or additional expense to the other or to the State.

The end of project transition objective is to minimize the impacts on operation continuity, maintain communication with CHP, identify key issues, document historic work including, but not limited to, videos, campaigns and hosted media, and overcome barriers to transition. Contractor is responsible for performing due diligence to ensure that all the transition activities are identified, acted upon, and completed during the transition term. Contractor shall establish a transition management structure capable of providing overall management and logistical support of all transition activities. The CHP reserves the right to terminate the contract with a thirty (30) day written notice to Contractor.

No less than thirty (30) days before the end of the contract term, Contractor shall provide all related materials to the CHP (e.g., graphics, audio, video, pamphlets, website access and control, DVDs), and other CHP property (including work done for CHP), electronic or tangible, to CHP for the CHP's use in future Agreements. Contractor shall not retain any confidential information upon termination of this Agreement.

Contractor shall not use CHP's website or related work product to demonstrate capabilities or past work to prospective clients without prior written consent. Contractor must obtain written approval from CHP before using any CHP branded work product as portfolio examples.

11. INFORMATION AND DATA PRIVACY AND SECURITY

- A. In the performance of this Scope of Work (SOW), Contractor shall comply with the data protection provisions established in the applicable General Provisions, referenced as Exhibits F and G. This section includes clarifications to the General Provisions.

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1) Security Incident, Data Breach and Disclosure of CHP Information

- a) A security incident is the potential unauthorized access to personal data or non-public data. A data breach is any access, destruction, loss, theft, use, modification, or disclosure of personal data or non-public data by an unauthorized party or that is in violation of contract terms and/or applicable state or federal law. In the event of a Contractor security incident or data breach, the Contractor shall promptly notify the Department.
 - b) The Parties further clarify Section 21.10 (Security Incident) of the General Provisions as follows:
 - i. The Contractor shall immediately notify the Department's Information Security Office at ISO@chp.ca.gov and (916) 843-4070, of any actual or suspected information security incident involving information accessed or obtained under this Agreement as soon as reasonably possible after detection.
 - c) The Parties further clarify Section 21.11 (Data Breach) of the General Provisions as follows:
 - i. The Contractor shall immediately notify the Department's Information Security Office at ISO@chp.ca.gov and (916) 843-4070, of any actual or suspected information data breach involving information accessed or obtained under this Agreement as soon as reasonably possible after detection.
- B. In the performance of this SOW, the Contractor shall comply with the website standards established in the Department of General Services State (DGS) Administrative Manual Section 5190.1, including:

1) Transport Layer Security

- a) Websites shall, at minimum, use Transport Layer Security (TLS) Certificates (formerly referred to as Secure Socket Layer (SSL) Certificates) that adhere to a minimum Secure Hash Algorithm (SHA) 2 and 2048-bit key encryption. At minimum the full Agency/state entity name shall be provided as the "unit" for TLS certificate purposes. The contact person(s) named in a TLS certificate must be consistent with the contact(s) registered for the domain. Agency/state entities shall verify contacts are consistent as part of the annual Domain Name Certification process, see SAM Section 5195.

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2) Extended Validation

- a) Websites that process, store or transmit financial transactions and/or Personal Information, as defined by Civil Code Section 1798.3, shall use an Extended Validation (EV) TLS Certificate.
- C. In the event of any inconsistency between articles, attachments, specifications, or provisions which constitute the contract, the State's General Provisions order of precedence shall apply.