



Downtown El Cajon Business Partners – Executive Committee Meeting
Wednesday, July 2, 2025 at Noon
City of El Cajon City Hall – 5th Floor Conference Room (200 Civic Center Way)

AGENDA

- 1. Introductions & Call to Order / Ron Nevels, President & Chair**
- 2. Review of May 28, 2025 Meeting Minutes** *Action Item* P. 3-6
- 3. Draft YTD P&L Financials / Shirley Zawadzki** *Action Item*
- 4. ECTLC Maintenance Operations Transition Update / Marco Li Mandri** P. 7-8
 - a. Brining In-House Effective August 1st
 - b. Transfer of Pressure Washer Trailer / Chris Gomez
- 5. District Renewal Task Force Update / Marco**
 - a. City Council Approval of New Enabling Ordinance
 - b. City Management of District Renewal Process *Action Item*
- 6. Authorization to Establish New 501c3 Corporation / Marco**
- 7. US Bank Transition Update / Shirley**
- 8. Appointment of New City of El Cajon Representative to the Board / Marco**
- 9. Palms Restaurant & Hall CUP Discussion / Marco**
- 10. Current Carryforward Acquisition Recommendations / Chris**
 - a. Draft List of Recommendations P. 9
 - b. *Do You Remember*: End of Summer Concert & Car Show (NTE \$20K) *Action Item* P. 10-14
- 11. ARPA Grant Acquisition / Chris** P. 15
 - a. LED Color Changing Lights on Main Street – Update
 - b. Speakers on Art Alley – In Progress
 - c. Truck & Water Trailer – Complete P. 16
 - d. Street Furniture (Table, Chairs & Umbrellas) – In Progress P. 17
 - e. Corner Planters – In Progress P. 18
- 12. Request for Proposals Issued / Chris**
 - a. Public Relations & Social Media Services P. 19-22
 - b. Content Management System & Mobile Responsive Website Design P. 23-25
- 13. Non-Agenda Public Comment & Announcements (3-Min. Max Per Person)**
Please keep comments directed to non-agenda items.

DOWNTOWN EL CAJON BUSINESS PARTNERS, INC.

200 Civic Center Way • El Cajon, CA 92020
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|------------------------------------|--|---------------------------|
| 14. New Standing Meeting: | Fourth Wednesday of the Month | <i>Action Item</i> |
| 15. Next Committee Meeting: | Wednesday, July 30, 2025 at Noon
City of El Cajon City Hall
(5th Floor Conference Room) | <i>Action Item</i> |

16. Adjournment	<i>Action Item</i>
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MEETING MATERIALS (GOVERNMENT CODE §54957.5 AND AB 2647). Documents provided to members of a Brown Act body in the 72 hours before a meeting (i.e., after the agenda is typically posted) are available to the public at the same time they are provided to the board members. The agenda and supporting documents are available online at DowntownElCajonMeetings.com.

COMPLIANCE WITH THE AMERICANS WITH DISABILITIES ACT (US CODE TITLE 42). If you need accommodation to participate in the meeting, please call or email and Nick Angulo will coordinate arrangements: 619-233-5009 or info@DowntownElCajon.com.

PUBLIC COMMENT. The public may attend meetings in person or virtually and may raise items not listed on the agenda. However, the Board or committee cannot take action on such items at that meeting. If appropriate, the item may be scheduled for a future Board or committee agenda. Similarly, items brought forward by Board members or staff cannot be discussed at that time but may be placed on a future agenda if appropriate. Each speaker will be allotted up to three (3) minutes to address the Board or committee to ensure the orderly conduct of business.



Downtown El Cajon Business Partners – Executive Committee Meeting
Wednesday, May 28, 2025 at Noon
City of El Cajon City Hall – 5th Floor Conference Room (200 Civic Center Way)

Committee Ron Nevels, Cathy Zeman, Cory Marco, Paris Landen

Staff Marco Li Mandri, Chris Gomez, Shirley Zawadzki, Rikki Gendron, Nick Angulo

Guests Rich Riel, David Burton, Chris Berg

MINUTES

Item	Discussion	Action Taken?
1. Introductions & Call to Order / Ron Nevels, President & Chair	The meeting was called to order by Ron Nevels at 12:02pm.	<i>No action taken.</i>
2. Review of April 30, 2025 Executive Committee Meeting Minutes	The minutes of the April 30, 2025 Executive Committee minutes were reviewed.	<i>Cathy Zeman moved to accept the April 30, 2025 minutes. Paris Landen seconded the motion. Unanimously passed.</i>
3. Draft YTD P&L Financials / Shirley	<p>3. Shirley provided an explanation on pages 7-10 and 12-14 of the packet.</p> <p>The June report will include dividends from the 106k that was moved into a CD.</p> <p>Discussion over \$380k expenditure. Must be spent in order to not carry over into the next fiscal year.</p> <p>Staff are working to align the</p>	<i>Cory Marco moved to review the draft year to date profit and loss financials as presented as well as the FY26 budget. Cathy Zeman seconded the motion. Unanimously passed.</i>

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	budget to match the District Management Plan.	
4. Authorization to Change Insurance Broker / Chris Gomez	Chris Gomez gave an update on the current insurance broker. Staff would like to move brokerage services to Acrisure.	<i>Cory Marco motioned to authorize staff make authorization to the board to explore other insurance brokers. Paris Landen seconded. Unanimously approved.</i>
5. ECTLC Task Force Recommendation to Give Notice on ECTLC Service Contract / Cathy Zeeman and Marco Li Mandri	Marco provided an update over page 11 of the packet. Recommending that staff provide a 60-day notice to change the parameters of the ECTLC contract.	<i>Cory Marco motioned to authorize a change to the ECTLC contract. Cathy Zeman seconded the motion. Unanimously approved.</i>
6. Review & Select Banking Partner/ Shirley	Chris Gomez shared the banking partners staff has met with and recommended moving to US Bank for the most advantageous partnership.	<i>Cathy Zeman motioned to authorize staff to move forward with US Bank. Paris Landen seconded the motion. Unanimously passed.</i>
7. FY26 Budget Review & Recommendation / Marco	Marco gave an explanation over page 12 of the packet.	<i>Refer to the motion on item 3.</i>
8. Review & Approve Logo Task Force's Final Recommendation / Chris G.	Chris G. and Paris provided an update on the main logo approved by the task force. They will be taking the approved logo to the board.	<i>Cory Marco motioned to take the approved logo to the board. Paris Landen seconded the motion. Unanimously passed.</i>
9. ARPA Grant Acquisition Update / Chris G.	Chris Gomez gave an update on the ARPA grant project.	<i>No action taken</i>
a. LED Color Changing Lights on Main Street- Complete	a. Cathy to follow up with the vendor, Nick at Amp Electric- Chris Gomez to help tag team	<i>a. No action taken.</i>
b. Speakers on Art Alley	b. Chris Gomez is meeting with the vendor on 5/29. Olaff to house	<i>b. No action taken.</i>

<p>c. Truck & Water Trailer</p> <p>d. Street Furniture (Table, Chairs & Umbrellas)</p> <p>e. Corner Planters</p>	<p>the iPad and hardware for the speakers.</p> <p>c. Chris G. stated the truck has been purchased, waiting on insurance before it can be used. The Water dog has been ordered, waiting on arrival</p> <p>d. Chris G. stated that staff will begin collecting estimates for street furniture because branding has been approved.</p> <p>e. Purchasing custom planters in two different sizes.</p>	<p><i>c. No action taken.</i></p> <p><i>d. No action taken.</i></p> <p><i>e. No action taken.</i></p>
<p>10. Renewal of District Under New Community Benefit District Ordinance/ Marco</p> <p>a. Compensation to New City America to Work on the Renewal (\$60k/ Discounted 40%)</p> <p>b. Recommendation to the Board of Directors to create a District Renewal Task Force</p>	<p>a. Marco provided an explanation on the renewal of the district. The cost for the renewal of the district under the new enabling ordinance will be \$ 65,000 which does include the required assessment engineer's report. Discussion followed</p> <p>b. Marco recommended to the board that a District Renewal Task Force be created to expedite the renewal process.</p>	<p><i>a. Cathy Zeman motioned to authorize NCA to work on the renewal of the district. Cory Marco seconded the motion. Unanimously passed</i></p> <p><i>b. Cathy Zeman motioned to authorize the board to create a district renewal task force. Cory Marco seconded the motion. Unanimously passed.</i></p>
<p>13. Non- Agenda Public Comment & Announcements</p>	<p>Community member, David Burton, expressed concerns over Thursday night concerts and the Cajon Classic series.</p>	<p><i>13. No action taken.</i></p>
<p>14. Next Executive Committee Board Meeting</p>	<p>Next Executive committee meeting July 2, 2025 at Noon El Cajon City Hall 5th Floor Conference Room (200 Civic</p>	<p><i>14. No action taken.</i></p>

	Center Dr.)	
15. Adjournment	Meeting adjourned.	<i>15. Cathy Zeman motioned to adjourn the meeting. Paris Laden seconded. Meeting adjourned.</i>

Minutes taken by Office Administrator, New City America Staff



Re: Update

From Christopher M. Gomez <chris@newcityamerica.com>

Date Fri 6/27/2025 11:17 AM

To Ken Weekes <kweekes@ectlc.org>

Hi Ken,

So we have a clean transition, we will be brining services in-house effective August 1st.

In reference to the items in storage at ECTLC onsite and at the Ranch, can we get an inventory of the items and approximate space it takes to store? We will be working with the City for storage options.

Thank you,
Chris

CHRISTOPHER M. GOMEZ

Brand Communications & Public Affairs Manager

New City America, Inc.

2210 Columbia Street

San Diego, CA 92101

Toll: 888-356-2726

Phone: 619-233-5009

Fax: 619-239-7109

NewCityAmerica.com

From: Christopher M. Gomez <chris@newcityamerica.com>

Sent: Thursday, June 19, 2025 10:00 AM

To: Ken Weekes <kweekes@ectlc.org>

Subject: Re: Update

Hi Ken,

Thank you for your patience. I had to discuss the idea with our team. In order to ensure we can be prepared for the transition, the earliest we can bring in house is the beginning of August.

As for the trailer, please send over the invoice and we will prepare payment.

Thank you,
Chris

CHRISTOPHER M. GOMEZ

Brand Communications & Public Affairs Manager

New City America, Inc.

2210 Columbia Street

San Diego, CA 92101

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From: Ken Weekes <kweekes@ectlc.org>
Sent: Wednesday, June 18, 2025 7:10:38 AM
To: Christopher M. Gomez <chris@newcityamerica.com>
Subject: Update

Chris

We spoke last week about turning over the contract on 7/1/25 and providing an invoice for \$2000.00 for the trailer. I was waiting for you to get approval. Are we ready to move ahead?
909 614-9425

--

Ken Weekes
Chief Administrative Officer

[619 442-0457](tel:6194420457)

1527 East Main Street El Cajon, CA 92021

ectlc.org



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DECBP Carryforward Proposed Project List

Drafted 6/13/2025

Carryforward		Amount
Carryforward Allocation		\$ 380,000
Vendor	Asset/Project	Cost
Maintenance & Beautification		
ECTLC	Pressure Washing Trailer	\$ 2,100
Uline	2 Janitor Carts, 2 Bags & Equipment	\$ 1,500
Fermob USA	XX Table & Chair Sets	\$ -
MJJ Sales	XX Sunbrella Market Umbrellas	\$ -
T's & Signs	XX Printed Logo on Umbrellas	\$ -
QCP Corp.	XX DEC Custom Planters	\$ -
TBD	ARPA Grant Plant Material & Labor	\$ -
Cal Trends	8 Parking Median Landscaping & Labor	\$ -
San Diego Golf Carts, LLC	1 Golf Cart	\$ 11,000
TBD	Enhanced Lighting on Main Street & Promenade	\$ -
TBD	Employee Time Clock	\$ -
TBD	Lockers	\$ -
TBD	Fencing to Secure Storage Space	\$ -
Luis Vargas	Metal Work for Banner at Prescott Promenade	\$ -
Marketing & Events		
TBD	Website Redesign & First Year Hosting	\$ 13,000
OVT Productions	Lifestyle Photo Shoot	\$ 4,000
T's & Signs	1 Branded Canopy & 2 Branded Stretch Table Cloths	\$ 1,223
Billjax Stage	54 4'x4' Panels (40'x24'x24"), Skirting, 2 Steps	\$ 74,887
Sonco	80 42"x72" White Vinyl Crowd Control Rails	\$ 14,351
MJAD Advertising + Design	4 Designs for Pole Banners	\$ 2,750
T's & Signs	4 Series Pole Banner (90 x 5' & 45x 8')	\$ 35,040
Street Décor	135 Banner Brackets	\$ 14,218.94
TBD	3 Stage Banners for Music on Main	\$ -
TBD	New Christmas Tree	\$ 60,000
Office Operational		
Office Depot	HP Laptop	\$ -
Amazon	HP Laser Printer	\$ -
619IT	Transition from Gsuite to Office365	\$ 3,500
Carryforward Allocation		\$ 380,000
Expenses		\$ 237,570
Variance		\$ 142,430

Wow your audience. Astonish the competition. Make a mark.

Public relations to grow your brand and scale your business.



Dear Chris,

We would love to work with you to promote Music on Main during the month of July. I have outlined a quick proposal to showcase how we can quickly deliver results to draw people in.

Thank you,

A handwritten signature in black ink, reading "Jennifer Borba von Stauffenberg". The signature is fluid and cursive, with the first name "Jennifer" being the most prominent.

Jennifer Borba von Stauffenberg

Updated on June 23, 2025

CONFIDENTIAL AND PROPRIETARY DOCUMENT OF OLIVE PUBLIC RELATIONS, INC.



PROMOTE MUSIC ON MAIN

- Work with your team to understand all the details we need to get clarity on how you want Southern California to know your Music on Main events
- Promote the four Thursday nights booked for July through a robust media relations campaign
- Identify all the story angles we can muster:
 - Where are the bands from?
 - What is unique about the show?
 - What exciting partners or activations are happening at the events?
 - Who is available for interviews?
 - What promotions are the adjacent local businesses offering to concert attendees?
 - And more

BUDGET

All campaigns are based on the amount of time it takes to execute. Client will always pre-approve any additional costs or add-on services. Changes to our base contract require a 30-day notice. All invoices are due payment at the first of the month for the month of services. All account services are put on hold if invoices are more than 10 days late.

- Strategic Communications Plan/Timeline
- Monthly Strategic Meeting
- Weekly ½ Hour Tactical Call
- Weekly Status Report Update
- Media Outreach
- Community Outreach
- Social Media Coaching and Consulting
- Facilitate Community Activations
- Monthly Summary and Scanned Clips

FEES

July Project – one announcement with targeted angles to media

- \$3,000

Updated on June 23, 2025

CONFIDENTIAL AND PROPRIETARY DOCUMENT OF OLIVE PUBLIC RELATIONS, INC.

Let's get started

Are you ready?



ARPA GRANT - DEC. 24, 2024

DOWNTOWN EL CAJON BUSINESS PARTNERS - \$300,000

PROJECTS - EXHIBIT B			Expended as of 6/18/2025
1	LED color changing lights on Main St		\$ 26,078.92
	Jasco Lights	\$ 10,528.92	Returning
	Amp Electric	\$ 7,775.00	Complete
	Nick Casillas	\$ 7,775.00	Complete
2	Purchase of benches, tables and umbrellas		\$ 58,501.41
	MJAD advertising + design (New DEC Logo)	\$ 3,500.00	Complete
	Fermob USA (15 x Tables, 60 x Chairs & 18 x Side Chairs)	\$ 49,765.67	
	MJJ Sales (15 x 9' Market Umbrella)	\$ 3,914.63	
	T's & Signs (15 x Branding on Umbrellas & 100 x Metal Plates for Chairs)	\$ 1,321.11	
3	Planters		\$ 102,633.83
	QCP, Inc. (Custom Concrete Planters - 16 Small & 16 Large)	\$ 102,633.83	Estimate
	Sunbelt Rentals (Forklift Rental to Move Planters)	\$ -	
4	Speakers along Art Alley		\$ -
	Time & Alarm Systems (Installation & Calibration of Sound Equipment)	\$ -	In Process
5	Truck & Water Trailer		\$ 52,489.22
	El Cajon Ford (2024 Ford F-150 with Tow Hitch)	\$ 40,511.06	In Process
	T's & Signs (Decals for Truck)	\$ -	
	ECTLC (PW Trailer)	\$ 2,000.00	
	PressureWasher.net (WaterDog)	\$ 9,978.16	Ordered
TOTAL EXPENDED		\$	239,703.38
BALANCE OF GRANT REMAINING		\$	60,296.62









REQUEST FOR PROPOSAL PUBLIC RELATIONS & SOCIAL MEDIA SERVICES

Issued by: Downtown El Cajon Business Partners, Inc. (DECBP)
Contact: Christopher Gomez
 Brand Communications & Public Affairs Manager
 chris@newcityamerica.com or 619-454-1596

Issue Date: Wednesday, June 25, 2025

Proposal Due: Wednesday, July 16, 2025 by 5:00pm

I. INTRODUCTION

Downtown El Cajon Business Partners, Inc. (DECBP) is a nonprofit Property Business Improvement District (PBID) committed to revitalizing Downtown El Cajon through strategic investments in events, beautification, and community initiatives. Funded by self-imposed property assessments, DECBP enhances public spaces, supports local businesses, and fosters a vibrant downtown experience for residents and visitors alike.

DECBP is soliciting proposals from qualified vendors to provide comprehensive public relations and social media services. The selected vendor will develop and execute strategies to enhance the district's brand identity, generate earned media coverage, and strengthen community engagement through digital platforms.

II. OVERVIEW

The prospective vendor responding to this RFP must be, or represent, a firm with demonstrated experience and expertise in public relations and social media strategy. Proposals should include detailed documentation outlining the vendor's relevant background, including prior work on similar projects involving the planning, coordination, and execution of public relations and digital media campaigns.

Preference will be given to vendors with proven success in:

- Destination marketing
- District or multi-tenant retail/dining center promotion
- Comprehensive public relations management
- Social media strategy and engagement

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Experience securing earned media in **local, regional, national, and Baja California** markets is highly desirable. Proposals should also clearly articulate the vendor's approach to the specific goals and priorities outlined in this RFP.

III. Scope of Work

The selected vendor will be responsible for the planning, coordination, implementation, and administration of PR and social media strategies, including:

A. Public Relations Services

- Develop and execute media outreach strategies
- Secure earned media placements in local, regional, national, and Baja California markets
- Promote:
 1. Downtown El Cajon as a premier destination
 2. Special events and seasonal promotions
 3. New projects and businesses
- Provide crisis communications support

B. Social Media Management

- Platforms: Facebook, Instagram, TikTok, and X (formerly Twitter); with potential expansion to other platforms as needed
- Deliverables:
 1. 2–3 posts per week
 2. Content strategy development
 3. Strategic ad placement and boosting
 4. Creation and management of event pages
 5. Audience engagement and inquiry response

IV. VENDOR EXPECTATIONS & DELIVERABLES

1. **Approval Process:** All press releases, media communications, and social media posts must be reviewed and approved by DECBP designated staff prior to publication.
2. **Spokesperson Coordination:** All spokespersons must be vetted and approved by the DECBP DI&P Committee Chair or designated staff.
3. **Reporting:** Monthly public relations and social media reports must be provided and reviewed at Board and DI&P Committee meetings.
4. **Participation:** A vendor representative must attend monthly Board and DI&P Committee meetings.
5. **Language Access:** Vendor may be required to provide a Spanish-speaking representative for media engagements.
6. **Advertising Budget:** A separate advertising/boosting budget will be provided in addition to the contract.

V. BUDGET & TERM

- **Annual Budget:** \$65,000
- **Contract Term:** One year with potential for extension and increased services/budget
- **Negotiation:** DECBP reserves the right to negotiate based on experience and proposed scope of work
- **Projected Start Date:** Friday, August 1, 2025

VI. PROPOSAL REQUIREMENTS

Please submit a clear and comprehensive proposal including the following sections:

1. Cover Letter

- Signed by an authorized representative
- Include a primary contact person

2. Qualifications & Experience

- Company background and capabilities
- Resumes/biographies of key personnel
- List of similar or relevant projects with outcomes
- Three (3) client references
- If subcontractors are included, provide the same information for those parties

3. Approach

- Describe your proposed strategy for public relations and social media management as outlined in the Scope of Work

VII. SUBMISSION INSTRUCTIONS

Deadline: Wednesday, July 16, 2025 by 5:00 PM

Submission Format: Electronic submission only

Submit to:

chris@newcityamerica.com

Please confirm receipt with a follow-up call to **Chris Gomez at 619-454-1596**.

Subject Line: *DECBP PR & SM RFP*

Addressed to:

Paris Landen, DI&P Chair
c/o Downtown El Cajon Business Partners, Inc.
200 Civic Center Way
El Cajon, CA 92020

VIII. ADDITIONAL PROVISIONS

- DECBP is not responsible for any costs associated with proposal preparation or submission.
- DECBP reserves the right to reject any or all proposals and to select the vendor deemed most beneficial to the organization.
- All contracts will comply with applicable federal, state, and local regulations.
- DECBP is an Equal Opportunity Employer. Minority, veteran, and women-owned businesses are encouraged to apply.
- While local vendors are preferred, all qualified proposals will be considered

IX. CONTRACTOR REPRESENTATIONS

By submitting a proposal, the vendor affirms that:

1. They have read and understand the RFP and all attachments

2. They have reviewed the project scope and visited the current site as needed to assess local conditions affecting cost and performance

X. AWARD OF CONTRACT

The contract is expected to be awarded by **Wednesday, July 30, 2025**, with work beginning **Friday, August 1, 2025**.



REQUEST FOR PROPOSAL CONTENT MANAGEMENT SYSTEM & MOBILE-RESPONSIVE WEBSITE DESIGN

Issued by: Downtown El Cajon Business Partners, Inc. (DECBP)
Contact: Christopher Gomez
 Brand Communications & Public Affairs Manager
 chris@newcityamerica.com or 619-454-1596

Issue Date: Wednesday, June 25, 2025

Proposal Due: Wednesday, July 16, 2025 by 5:00pm

I. INTRODUCTION

Downtown El Cajon Business Partners, Inc. (DECBP) is a nonprofit Property Business Improvement District (PBID) dedicated to revitalizing Downtown El Cajon through investments in events, beautification, and community engagement. Funded by self-imposed property assessments, DECBP enhances public spaces, supports local businesses, and promotes a thriving downtown experience.

DECBP seeks proposals from qualified vendors to design and develop a mobile-responsive website built on an intuitive content management system (CMS). The new site will highlight Downtown El Cajon businesses, events, public amenities, and provide public access to DECBP documents, meeting packets, and minutes.

II. OVERVIEW

Respondents must have demonstrated experience in CMS-driven, mobile-responsive website development, with a focus on public-facing sites for downtown districts, retail centers, or neighborhood organizations. Proposals should detail relevant experience, technical approach, and examples of similar work.

III. SCOPE OF WORK

The selected vendor will:

1. Collaborate with DECBP staff to design a user-friendly, fully responsive website
2. Deliver a BETA site for staff and Task Force review prior to launch
3. Include a dynamic Home page with rotating video/images and at least three alternate layout templates
4. Ensure full mobile compatibility without page-specific edits
5. Build on a scalable CMS that staff can update independently

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6. Optimize the site for SEO
7. Incorporate a business directory and interactive event calendar
8. Allow public event submissions (pending staff approval)
9. Demonstrate experience with place-based website design and assessment districts or DMOs
10. Include an interactive digital map as a key feature
11. Support public document access in compliance with the California Brown Act
12. Serve dual audiences: general public and DECBP members—without login requirements

IV. BUDGET & TERM

- **Budget Range:** \$7,500-\$10,000
- **Negotiation:** Final cost may be adjusted based on vendor experience and proposed scope
- **Ownership:** DECBP retains full ownership and rights to the site and its source code
- **Projected Start Date:** Immediately following vendor selection

V. PROPOSAL REQUIREMENTS

Please submit a clear and comprehensive proposal including the following sections:

1. Cover Letter

- Signed by an authorized representative
- Include a primary contact person

2. Qualifications & Experience

- Summary of qualifications and relevant project history
- Links/screenshots of sample work
- Project timeline
- Cost breakdown (by hours, tools, features, and any ongoing fees)
- Bios of team members assigned to the project
- Three (3) professional references

3. Approach

- Description of your proposed strategy and timeline for design, development, and launch

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Deadline: Wednesday, July 16, 2025 by 5:00pm

Submission Format: Electronic submission only

Submit to:

chris@newcityamerica.com

Please confirm receipt with a follow-up call to **Chris Gomez at 619-454-1596**.

Subject Line: *DECBP Website RFP*

Addressed to:

Paris Landen, DI&P Chair
c/o Downtown El Cajon Business Partners, Inc.
200 Civic Center Way
El Cajon, CA 92020

VII. ADDITIONAL PROVISIONS

- DECBP is not responsible for any costs associated with the preparation or submission of proposals
- DECBP reserves the right to reject any or all proposals and to select the vendor deemed most beneficial
- All contracts will adhere to applicable federal, state, and local laws
- DECBP is an Equal Opportunity Employer; minority, veteran, and women-owned businesses are encouraged to apply
- While local vendors are preferred, all qualified proposals will be considered

VIII. CONTRACTOR REPRESENTATIONS

By submitting a proposal, the vendor affirms that:

1. They have read and understand the RFP and all attachments
2. They have reviewed the project scope and visited the current site as needed to assess local conditions affecting cost and performance

IX. AWARD OF CONTRACT

The contract is expected to be awarded by **Wednesday, July 30, 2025**, with work beginning **Friday, August 1, 2025**.