



Request for Proposals (RFP) Website Redesign and Development

Construction Safety Nova Scotia

Issue Date: May 13, 2026

Response Deadline: June 17, 2026

Introduction

Construction Safety Nova Scotia (CSNS) is seeking proposals from qualified vendors to redesign and develop our public-facing website (<https://constructionsafetyns.ca>).

The objective of this project is to deliver a modern, accessible, and user-centered digital platform that reflects CSNS's leadership in construction safety and supports the evolving needs of our members and stakeholders.

The successful vendor will design and build a responsive website that improves the user experience, enables staff to manage content internally, and provides a flexible foundation for future technology integrations.

This RFP does not obligate CSNS to award a contract. CSNS reserves the right to amend or cancel this solicitation at any time.

Organization Overview

Construction Safety Nova Scotia is an industry-funded, not-for-profit association established in 1994. Our mission is to promote a strong culture of safety across Nova Scotia's construction industry through training, certification programs, and safety resources.

CSNS supports thousands of workers, employers, and industry partners by delivering occupational health and safety training, administering certification programs, and providing advisory services that help improve safety outcomes across the province.

Project Overview

CSNS is seeking a strategic partner to redesign and rebuild its public website to better serve the construction industry and support our expanding programs and services.

Our current website, launched in 2019, no longer fully reflects the scope of our activities or the expectations of modern users. Content updates and structural changes often require technical intervention, limiting our ability to manage the platform efficiently.

The redesigned website must provide:

- A clear and intuitive user experience
- Improved access to training, safety resources, and industry information
- Flexible content management for internal staff
- A scalable technical foundation capable of supporting future growth

The project will involve user-focused design, improved information architecture, content migration, and development of a robust content management system.

Digital Transformation Context

CSNS is currently undertaking a broader digital modernization initiative aimed at improving how we deliver services, manage training programs, and engage with members.

Several core operational functions are currently supported by legacy systems that have evolved through custom development over time. To support future growth and reduce operational risk, CSNS is transitioning toward a modern ecosystem of integrated platforms.

Over the next 12 months, CSNS expects to introduce several new technology components, including:

- A replacement solution for our current custom-built legacy database and related processes
- A solution/ or solutions that will provide capabilities for:
 - Learning Management System (LMS) capabilities
 - Customer Relationship Management (CRM) capabilities

Because these systems are currently being evaluated and selected, the final technology environment has not yet been determined. As a result, the new website must prioritize flexibility, interoperability, and integration readiness.

Project Goals & Objectives

The primary goal of this project is to strengthen CSNS's digital presence while improving the experience for members, industry stakeholders, and the public.

Specific objectives include:

- Deliver a modern, intuitive, and engaging user experience across all devices
- Improve discoverability of training programs, safety resources, and organizational services
- Establish a scalable website architecture capable of supporting CSNS's ongoing technology modernization
- Improve search engine visibility and overall website performance
- Enable CSNS staff to easily manage and update website content without technical assistance
- Provide a foundation for future integration with enterprise systems such as LMS, CRM, and payment platforms

Technology Requirements

The website must be built on a modern, widely supported CMS platform known for stability, security, and scalability.

A key requirement of this project is the ability for the website platform to integrate with future systems, including database, LMS and CRM platforms.

Proposed solutions should demonstrate:

- Strong API capabilities and support for modern integration standards
- The ability to connect with external systems for training registration, member services, authentication, and future LMS/CRM integrations
- A flexible architecture that supports modular integrations and future scalability
- Minimal reliance on proprietary technologies or unsupported/open-source components that may limit interoperability or introduce long-term maintenance, support, or ownership risks. Vendors should disclose any significant open-source technologies included in the proposed solution.
- Secure payment processing and ecommerce capabilities
- Compliance with recognized security best practices, including role-based permissions, support for multi-factor authentication (MFA), secure coding practices, regular patching and update processes, and backup/recovery capabilities
- Compliance with applicable privacy legislation and disclosure of data hosting locations, including whether any data is stored outside Canada
- Compliance with SEO best practices and support for analytics tools

The solution must also enable CSNS staff to manage content, update images, and create pages independently.

Accessibility Requirements

The redesigned website must meet WCAG 2.0 Level AA accessibility standards to ensure an inclusive digital experience for all users.

Vendors should describe their accessibility practices, testing approach, and experience delivering accessible websites.

Content Template Requirements

The website must include flexible templates capable of supporting multiple content types. At a minimum, templates should accommodate:

- Homepage
- Standard content pages
- News and announcements
- Events
- Landing pages
- Resource or support content
- Product or store pages
- Campaign or storytelling pages

CSNS must be able to create new pages and modify templates without developer assistance.

Vendor Submission Requirements

Proposals must address the following sections.

1. Executive Summary

Provide a concise overview of your proposed solution and approach.

2. Company Profile

Include a brief description of your organization, years in operation, team structure, and relevant experience.

3. Technical Approach

Describe the platform and architecture you propose, including how it supports integration with external systems such as LMS, CRM, and payment platforms.

Vendors must explain how their solution will support integration with systems that are currently being selected and may not yet be defined at the time of development.

4. Implementation Plan and Proposed Timeline

Provide a project implementation plan outlining your approach to delivering the website.

Proposals should include:

- Key milestones and major deliverables
- Roles and responsibilities of both the vendor and CSNS

- Design and development methodology
- Content migration approach
- Training for CSNS staff

Vendors must also include a proposed project timeline identifying major phases and estimated completion dates, including discovery, design, development, testing, content migration, training, and launch.

Any dependencies, assumptions, or required inputs from CSNS that may affect the schedule should also be identified. Optional services such as content strategy, analytics reporting, or branding support may be included.

5. Client Examples and References

Provide three examples of comparable websites delivered by your organization and three client references.

Documentation and Training

Proposals must include a description of the documentation and training that will be provided to CSNS staff upon project completion.

Support and Maintenance

Describe available support and maintenance services, including service-level agreements and uptime guarantees.

Cost Proposal

Provide a detailed cost breakdown including:

- Design and development fees
- Licensing or subscription costs
- Hosting fees
- Ongoing maintenance costs
- Optional services

RFP Timeline

Milestone	Date
RFP Issued	May 13, 2026
Deadline for Questions	June 10, 2026
Submission Deadline	June 17, 2026
Vendor Interviews	July 6 – July 8, 2026
Vendor Selection	July 10, 2026
Contract Finalization	July 17, 2026

CSNS reserves the right to modify this schedule if necessary.

Submission Requirements and Deadline

All proposals must be submitted electronically by no later than June 17, 2026, at 4:00 P.M. Atlantic Time.

Late submissions will not be accepted.

Proposals must include:

- Technical Proposal
- Financial Proposal

Submissions should be emailed to:

Bobbi Luxton
Senior Communications Advisor
Construction Safety Nova Scotia
bluxton@constructionsafetyns.ca

CSNS reserves the right to accept or reject any proposal and to waive minor irregularities in submissions where doing so is in the best interest of the organization.

Contact Information

All inquiries regarding this RFP must be directed to:

Bobbi Luxton

Senior Communications Advisor

Construction Safety Nova Scotia

Cell: 902-499-0314

Email: bluxton@constructionsafetyns.ca

Contact with other CSNS personnel regarding this RFP may result in disqualification.

Addendum No. 1
Request for Proposals (RFP)
Website Redesign and Development
Construction Safety Nova Scotia (CSNS)

Issued: May 15, 2026

Original RFP Issued: May 13, 2026

Purpose of this Addendum

Construction Safety Nova Scotia (CSNS) has received questions seeking clarification regarding the intended scope of the website redesign project, specifically related to audience engagement strategy, brand positioning, and communication objectives.

This addendum is issued to clarify the intended scope and expectations of the project.

Clarification: Strategic Communications and Audience Engagement Scope

While the RFP places significant emphasis on technical requirements, platform flexibility, accessibility, and future system integrations, CSNS does not view this project solely as a technical rebuild.

As part of Phase I of this initiative, CSNS previously engaged a User Experience (UX) specialist to conduct:

- A UX audit of the existing website
- Empathy mapping exercises
- User journey and stakeholder experience work with members and industry users

This work established an initial discovery foundation and provided insight into user behaviours, needs, and engagement opportunities.

CSNS welcomes proposals that expand upon this foundation and incorporate:

- Audience engagement strategy
- Brand positioning recommendations
- Communication objectives
- User experience and content strategy recommendations
- Information architecture informed by audience needs and behaviours

Proponents are encouraged to demonstrate how strategic communications, user experience design, and technical implementation can work together to support member engagement and organizational objectives.

No Other Changes

All other terms, conditions, requirements, and timelines outlined in the original RFP remain unchanged.

This addendum forms part of the official RFP documentation and must be acknowledged within the proponent's submission.

Proponent Notification

This addendum is being distributed by email to all proponents who received the original RFP notification from CSNS. Moving forward, proponents are responsible for monitoring the CSNS website for any additional addenda, clarifications, or updates related to this procurement process.

Future amendments will not be distributed by email.

Please monitor the [CSNS Requests for Proposals Page](#) for all future updates related to this RFP.