



North Central Texas Council Of Governments

TO: Interested Parties

DATE: April 4, 2025

FROM: Dan Kessler
Assistant Director of Transportation

SUBJECT: Request for Proposals for Digital Asset Management

The North Central Texas Council of Governments (NCTCOG) is requesting proposals from consultants to provide a Digital Asset Management (DAM) service to streamline storage, retrieval and use of digital assets among members of the Transportation Department. The DAM will replace/supplement our use of the network for storing photo and video assets. It will allow for direct import of assets into Adobe and Microsoft applications.

This is an invitation to respond to the Request for Proposals (RFP). Proposers must submit one hard copy or one flash drive of the submission to Kenneth Bergstrom, Communications Manager, 616 Six Flags Drive, Arlington, Texas 76011. Flash drives that are unreadable or contain corrupted files will be considered non-responsive. **Proposals must be received by 5:00 pm, Central Time, on Friday May 2, 2025.** Proposals after that time will not be considered and will be returned unopened. The in-hand submittal will count as the official submittal. In addition to the in-hand submittal, NCTCOG is requesting electronic submission of proposals to TransRFPs@nctcog.org. Electronic submissions only will **not** be evaluated. The RFP will be available at www.nctcog.org/rfp by the close of business on **Friday April 4, 2025.**

Any amendments or updates to the RFP, as well as all questions and responses, will be posted on NCTCOG's website. Written questions concerning the RFP should be submitted by email to TransRFPs@nctcog.org by **5:00 pm, Central Time, on Friday April 11, 2025.** We appreciate your consideration of this request.

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Dan Kessler

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Dan Kessler

JO:tmb

cc: Kenneth Bergstrom, Communications Manager, NCTCOG
Amanda Wilson, Senior Program Manager, NCTCOG
Emily Beckham, Program Manager, NCTCOG
Procurement File