



City of Wheaton
303 W. Wesley Street
Wheaton, IL 60187-0727
630-260-2000

City of Wheaton, Illinois

www.wheaton.il.us

TO: Sharon Barrett-Hagen, City Clerk
Qualified Bidders

FROM: Joan M. Schouten, MBA CPIM CPPB Procurement Officer

DATE: March 21, 2016

RE: Notice to Bidders

Actuarial Services

Formal Request for Proposal Solicitation packages for the above project will be available on March 21, 2016 on the City of Wheaton's website: <http://www.wheaton.il.us/bids/>.

Mandatory Pre-Bid Meeting: none

Last Date for questions: Thursday March 31, 2016 end of business

Response Required: Monday, April 11, 2016 prior to 10:00am local time

List of Proposers published: : Monday, April 11, 2016 by end of business

Location: City Hall Council Chambers; 303 West Wesley St.; Wheaton, IL

**The Prevailing Wage Act (820 ILCS 130/1-12) does not apply.

Submittals are to be according to the Instructions, Terms and Conditions, and Statement of Work stated in the solicitation package. All responses must include the specified forms.

If you have any questions, please contact the Procurement Officer within the timeframe stated at JSchouten@wheaton.il.us

Contact with anyone other than the Procurement Officer for matters relative to this solicitation during the solicitation process is prohibitive.