



City of Wheaton, Illinois

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

[www.wheaton.il.us](http://www.wheaton.il.us)

---

## *Website Hosting, Re-Design, Development and Implementation*

---

**Requesting:** Formal Request for Proposal (3 originals compiled as described within)

**Issue Date:** October 2016

**Mandatory Pre-Bid Meeting:** None

**Last Date for Questions:** Thursday, November 10, 2016 end of business

**Sealed Proposal Submittal due:** **Friday, November 18, 2016 prior to 10:00am local time**

**List of Proposers published:** Monday, November 21, 2016 5:00 pm local time

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

**Start Date:** Within 15 days of Notice to Proceed

**Completion Date:** April 28, 2017

**Enclosures:** General Instructions Regarding the Provision of Professional Services

General Terms and Conditions for Professional Services

Special Terms and Conditions for Professional Services

Statement of Work and Vendor CMS Evaluation Criteria

*Forms Provided for Submitting this formal Offer\**

Proposal Page with fees

Proposal

Certification of Compliance

Customized Mailing Label for Sealed Submittal

*Agreement Document (if you are awarded the work/order)*

Certificate of Insurance

Confidentiality and Non-Disclosure Agreement

*All questions concerning this solicitation shall be via e-mail to the Assistant Director of Finance and received no later than time stated above. A written response in the form of a public addendum will be published and forwarded to qualified proposers.*

***Contact with anyone other than the Assistant Director of Finance for matters relative to this solicitation during the solicitation process is prohibitive.***

**Contacts for this proposal:** [clavery@wheaton.il.us](mailto:clavery@wheaton.il.us)