
MEMORANDUM

TO: VERNON TOWNSHIP BOARD OF TRUSTEES
FROM: TODD GEDVILLE, DIRECTOR, DEPARTMENT OF PARKS AND RECREATION
SUBJECT: WEB SITE VENDOR SELECTION PROCESS
DATE: JULY 17, 2017
CC: DANIEL DIDECH, SUPERVISOR
HOLLY KIM, DIRECTOR, DEPARTMENT OF CONSITTUTENT AFFAIRS

Based on the review of 14 responses to the Website Development Request for Proposals by Supervisor Didech, Holly Kim and I, we recommend extending an invitation to three vendors for the purpose of providing a demonstration of the use of the product and allowing for a question and answer session. The three vendors are Civic Plus, Pure i, and Americaneagle.com.

Selection of the final three vendors was based on a number of items. The first item discussed was cost of the website development and reoccurring annual fees. The three vendors identified were in the lower end of the cost range. The total average cost of the 14 proposals was \$34,278. The three vendors that are being recommended averaged \$21,200.

Second, the review team considered the number of existing clients that are units of government with additional consideration given if those units were in Illinois. This is because Illinois has specific posting requirements for units of government who maintain their own website. It was assumed vendors with government clients in Illinois will have a good understanding of and easy solutions for these requirements.

Third, designs of the existing vendor sites were considered by visiting their client's websites. Apart from the visual appeal, ease of navigation of the site was also considered. The final three vendor recommendations do also include the ability to include an ecommerce and/or registration solution for the Township. Also considered was the ability to conduct targeted communications to residents in emergency and other situations. (i.e. a text message or email to residents of the Pekara subdivision regarding flood relief efforts.)

Following the demonstration, a recommendation for a final vendor will be provided.