



WILL COUNTY, ILLINOIS

PURCHASING DEPARTMENT

JENNIFER BERTINO-TARRANT
WILL COUNTY EXECUTIVE

KEVIN LYNN
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County Office Building
302 N. Chicago Street
Joliet, IL 60432

2026-68 Website Design Addendum #1 March 6, 2026

We received the following questions regarding this RFQ:

Question #1: Will questions and answers from all vendors be compiled and shared? If so, where will they be posted?

Answer #1: All relevant questions will be responded to via addendum release, available at www.willcounty.gov and www.demandstar.com

Question #2: Will the discovery materials from the external vendor be made available to shortlisted firms after selection?

Answer #2: Discovery materials contain confidential stakeholder insights and technical information. They will only be made available to the final selected vendor.

Question #3: For the case studies requested in Section 1.7.2, should all 3-5 examples be from government entities specifically, or is a mix of government and other sectors acceptable?

Answer #3: A mix of examples is acceptable.

Question #4: For the three references required in Section 1.7.6, should all three be government clients, or is a mix acceptable?

Answer #4: A mix of examples is acceptable.

Question #5: For "personnel profiles, bios and resumes" in Section 1.7.3, is there a recommended maximum number of team members to include, or should we provide information for everyone who might contribute to the project?

Answer #5: Please provide information on any team members who will be involved with the project.



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Question #6: For the electronic copy on digital storage device, what file format is preferred (PDF, Word, etc.)?

Answer #6: There is no preferred format

Question #7: The insurance requirements in Section 4 specify exact coverage amounts. Will firms without current coverage at these exact levels be eliminated immediately, or is there an opportunity to obtain required coverage upon selection?

Answer #7: Insurance requirements are set for the contractor post award. There will be opportunity to provide proof of requirements upon selection.

Question #8: **Offshore Work:** Does the County allow any portion of the design, development, or ongoing maintenance and support to be performed by staff located offshore, or must all work be conducted within the United States?

Answer #8: Offshore work is permitted.

Question #9: **Incumbent Vendor:** Is there an incumbent vendor currently providing these services, or was there a specific external vendor that conducted the "discovery review phase" mentioned in Section 1.3

Answer #9: There is no incumbent vendor for this project.

Question #10: **Project Budget:** While this is an RFQ for qualifications, has a budget range or maximum funding limit been established for the total project, including implementation and ongoing maintenance

Answer #10: There is no budget information publicly available for this project at this phase.

Question #11: **Electronic Submission:** The instructions require one electronic copy on a digital storage device. Does the County have a preference for the type of device (e.g., USB Flash Drive), and are there specific file format requirements (e.g., searchable PDF)?

Answer #11: There is no file format preference.



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Question #12: **Insurance:** For the "Motor Vehicle Insurance" requirement, if the vendor's team is entirely remote and does not use vehicles for project-related travel to County sites, can this requirement be waived?

Answer #12: Yes, this requirement can be waived.

Question #13: We did not see any reference to pricing or cost submissions in the RFQ requirements. Can the County confirm that vendors should **not** include pricing information in their response?

Answer #13: Correct, no pricing information is required in this RFQ format.

Question #14: Can the County please confirm whether an award will be made directly from this RFQ, or if a subsequent formal RFP will be issued to shortlisted proponents?

Answer #14: This determination will be made upon review of qualifications received and completion of a shortlist.

Question #15: Can the County clarify the weighting of the 30-point scoring system? Will the Statement of Qualifications (SOQ) score be the sole factor used to determine the interview shortlist?

Answer #15: Yes, the Statement of Qualification is what is used to create the shortlist.

Question #16: For the "Motor Vehicle Insurance" requirement, if the vendor's team is entirely remote and does not use vehicles for project-related travel to County sites, can this requirement be waived?

Answer #16: Yes

Question #17: Should vendors print and bind the entire 18+ page RFQ document with their response to satisfy the "not detach from this binding" instruction, or is it sufficient to include the signed forms as a section within a separate proposal binder?

Answer 17: This decision is up to the respondent.



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Question #18: We request to provide the extension of the proposal submission due date by minimum two weeks.

Answer #18: Will County will not consider extending the due date for this RFQ.