

# Request for Proposals (RFP)

## Digital Services: Website, Database, Content and Application Development

**Issue Date:** Immediate

**Proposal Due Date:** June 9, 2026, 8:00 a.m. CDT

### Executive Summary

The Illinois Law Enforcement Alarm System (ILEAS) is a statewide organization dedicated to supporting law enforcement and public safety agencies through mutual aid, emergency response coordination, and resource sharing. To further this mission, ILEAS is seeking qualified vendors to provide comprehensive website, database, content management system (CMS), and application development services that will modernize and enhance its digital infrastructure.

This project encompasses the ongoing maintenance of existing ILEAS websites, the migration to newly developed platforms, if necessary, and the integration of secure, interoperable database systems. The current environment includes Drupal 7, custom PHP applications, MySQL databases, and Apache-hosted web services on a Windows server. ILEAS aims to maintain this framework where appropriate and make any changes necessary to achieve a scalable, secure, and efficient ecosystem that best supports operational and strategic needs.

The primary goals of this initiative are to improve website functionality and performance, strengthen data integration and reporting capabilities, and ensure reliable, secure access for a diverse user base that includes law enforcement personnel, public safety officials, and the general public. The selected vendor will also play a key role in evaluating and potentially modernizing the CMS, establishing development standards, modifying or developing applications, supporting IT collaboration, and providing ongoing technical support and documentation.

Expected outcomes include enhanced system interoperability, optimized user experience across public-facing and internal platforms, robust data analysis and reporting tools, and maximal operational efficiency. Ultimately, this project will enable ILEAS to better leverage technology in support of its core mission, ensuring timely, coordinated responses and effective communication across Illinois' public safety network.

## 1. General Information

### 1.1 Project Contact

All questions or suspected errors must be directed to the Project Contact listed below. Responses provided outside of official communication channels will not be considered binding.

Derek Wetzel  
Information Technology Manager  
Illinois Law Enforcement Alarm System  
1701 E. Main Street  
Urbana, Illinois 61802  
Email: [djwetzel@ileas.org](mailto:djwetzel@ileas.org)  
Phone: 217-328-3800

### 1.2 Vendor Conference / Site Visit

ILEAS may require vendors to participate in a site visit and/or presentation. ILEAS reserves the right to review proposals and request presentations from any or all vendors.

### 1.3 Proposal Due Date

Proposals must be submitted via email no later than June 9, 2026, 8:00 a.m. CDT. Late submissions, modifications, or withdrawals will not be considered.

### 1.4 Submission Instructions

Submit proposals via email to:  
**[djwetzel@ileas.org](mailto:djwetzel@ileas.org)**

### 1.5 Number of Copies

One (1) electronic copy in PDF format is required.

### 1.6 Proposal Validity

Proposals must remain valid for ninety (90) days from the submission deadline.

### 1.7 Protest Procedures

Protests must be submitted in writing within seven (7) days of the award announcement. The protest must include all grounds; any omitted grounds are considered waived.

### **1.8 Award Notice**

ILEAS will post the apparent awardee on its website. This notice extends the proposal validity period until a contract is executed or the procurement is canceled.

ILEAS reserves the right to:

- Accept or reject any proposal
- Enter into negotiations
- Reject proposals if negotiations fail

Award decisions remain subject to resolution of any protests.

### **1.9 Public Records and Confidentiality**

All proposals become the property of ILEAS and may be subject to disclosure under the Illinois Freedom of Information Act (FOIA) (5 ILCS 140).

Vendors requesting confidential treatment must:

- Clearly identify exempt information
- Cite the legal basis for exemption
- Submit a redacted version of the proposal

ILEAS will disclose the awarded vendor's name, proposal summary, and pricing regardless of confidentiality requests.

### **1.10 Reservations**

ILEAS reserves the right to:

- Amend this RFP
- Reject any or all proposals
- Waive minor irregularities
- Request clarifications, presentations, or additional information
- Verify proposal contents

Submission of a proposal does not guarantee award.

ILEAS is not responsible for proposal preparation costs.

### **1.11 Governing Law**

This RFP and any resulting contract are governed by the laws of the State of Illinois. Any action relating to this RFP shall be brought in the courts of Champaign County, Illinois.

## 2. Proposal Evaluation

### 2.1 Administrative Compliance

ILEAS will review proposals to ensure compliance with submission requirements.

Except for late submissions, ILEAS may allow vendors to correct minor deficiencies as a condition of further evaluation.

### 2.2 Responsibility

ILEAS will determine whether a vendor is responsible and capable of performing the required services.

Factors may include:

- Past performance
- Familiarity with ILEAS and related agencies
- Conflicts of interest
- Certifications and financial disclosures
- References (including those not listed in the proposal)
- Compliance with applicable laws
- Financial stability and capacity to perform

Vendors must maintain sufficient financial resources and provide proof upon request.

### 2.3 Responsiveness

ILEAS will evaluate whether proposals meet all stated requirements.

Minor deviations that do not significantly impact cost or service delivery may be accepted. If no vendor meets a specific requirement, ILEAS reserves the right to waive that requirement.

### 2.4 Proposal Evaluation and Scoring

Proposals will be evaluated using the following weighted criteria:

- Technical Approach & Solution (25%)  
Understanding of ILEAS needs, quality of proposed CMS, website, and database solutions, and system integration approach.
- Experience & Qualifications (25%)  
Relevant experience with Drupal, PHP, MySQL, public safety organizations, and qualifications of assigned staff.
- Project Management & Support (25%)  
Clarity of implementation plan, communication, documentation, and ongoing maintenance/support approach.
- Pricing (25%)  
Fixed-rate pricing, cost reasonableness, and overall value.

### 3. Pricing

ILEAS requires a **fixed-rate pricing structure**.

- Any contract resulting from this RFP will be awarded on a fixed-rate basis.
- Proposals will be evaluated and scored as set forth above, with price as one of the factors. In cases where price is the sole determining factor, proposals may be ranked by price.

### 4. Business Information Requirements

Vendors must provide the following information with their proposal:

#### 4.1 Business and Directory Information

- Legal Business Name (including DBA, if applicable)
- Headquarters Address, Telephone, and Fax
- Parent Company (if applicable)
- Billing Address
- Chief Executive Officer (Name)
- Primary Customer Contact (Name, Title, Phone, Email, etc.)
- Company Website
- Type of Organization (e.g., Corporation, Partnership)
- Length of Time in Business
- Annual Revenue (most recent fiscal year)
- Number of Full-Time Employees
- Description of Business
- State of Incorporation/Formation
- Locations and contact details of relevant offices and facilities

#### 4.2 Legal and Compliance Disclosures

Vendors must disclose the following:

##### Debarment

- Any instance within the past five (5) years where the vendor was barred, suspended, or restricted from contracting with a governmental entity

##### Litigation

- Any current or pending legal, administrative, or regulatory actions that could impact performance

##### Contract Terminations

- Any contract terminated for cause or settled with damages in lieu of termination within the past five (5) years

## 5. Scope of Work

### 5.1 Work Location

All work must be performed within the United States.

Some tasks may require on-site work at:

ILEAS  
1701 East Main Street  
Urbana, Illinois

The vendor is responsible for providing all personnel, equipment, and resources necessary to complete the work.

### 5.2 Target Audience

The websites and systems supported under this RFP serve:

- ILEAS Executive Board
- ILEAS members
- Federal, state, county, and municipal public safety officials
- The general public

## 6. Deliverables

The selected vendor will provide comprehensive grant management and administrative support services to ILEAS, including:

- Developing and executing custom database queries to generate reports related to membership, training, financial management and record keeping, and other operational needs
- Performing data analysis and synthesizing results to support informed decision-making
- Providing responsive, time-sensitive support for system upgrades, reporting, meetings, and other urgent needs.

The vendor will design, develop, and enhance backend web portals by:

- Transforming new or existing portals to integrate with the current ILEAS data infrastructure
- Upgrading and expanding portal functionality to meet evolving user needs and improve system performance

The vendor will support project planning and management efforts by:

- Developing advanced plans that align operational processes with existing system architecture
- Assisting ILEAS leadership in leveraging software solutions to enhance mutual aid planning and overall efficiency

The vendor will perform ongoing website maintenance and upgrades in coordination with ILEAS IT staff, including:

- Evaluating and enhancing public-facing and internal website components currently built on Drupal and Apache
- Supporting backend systems utilizing PHP and MySQL
- Creating and implementing graphic content to improve usability and visual presentation across ILEAS web platforms

## 7. Vendor Requirements

Vendors must meet the following minimum qualifications. Proposals must include supporting documentation demonstrating compliance.

- Understanding of public safety organizations
- Ability to communicate effectively with law enforcement, fire, emergency management, and first responders
- Understanding of the National Incident Management System (NIMS)
- Experience with Drupal
- Experience with MySQL
- Strong experience managing CMS environments
- Ability to pass a security background check