



## NOTICE OF REQUEST FOR PROPOSAL (RFP)

### RFP #26-55-COM

### Corporate Website Redesign and Implementation Services

#### Bid Submission:

Proposal together with all other files as identified in the RFP to be uploaded to the City of Vernon procurement portal (Bonfire).

#### RFP Timetable:

| Event:                                                                  | Date:                                                |
|-------------------------------------------------------------------------|------------------------------------------------------|
| Issue Date of this RFP                                                  | Monday, July 13, 2026                                |
| <a href="#">Deadline for Questions</a>                                  | <a href="#">Wednesday, July 29, 2026 @ 2:00pm PT</a> |
| Last Day for Issue of Addenda                                           | Wednesday, August 5, 2026 @ 2:00pm PT                |
| <a href="#">RFP Closing Date and Time:</a>                              | <a href="#">Tuesday, August 11, 2026 @ 2:00pm PT</a> |
| Evaluate and Shortlist                                                  | Thursday, August 20, 2026                            |
| <a href="#">Presentation and Interview<br/>(Shortlisted Proponents)</a> | <a href="#">August 25-26, 2026</a>                   |
| Complete Evaluation                                                     | Thursday, August 27, 2026                            |
| Notice of Award Date (estimated)                                        | Monday, August 31, 2026                              |

The RFP timetable is tentative only and may be changed by the City at any time. Bids received after the Submission Deadline will not be accepted. All times in the RFP are listed as local time.

#### Contact:

**Romona Marshall**, Manager, Procurement Services

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Any questions regarding the project are to be directed through the Procurement Portal – Bonfire in the Messages section: Opportunity Q & A. Note that any questions being submitted are only available for viewing by the City of Vernon. Should questions

arise that result in answers that have a material value to the project, they will be issued via an addendum for all proponents to view.

This notice of Request for Proposals (the “RFP”) is issued by The Corporation of the City of Vernon in British Columbia, Canada (the “City”) to prospective proponents to submit proposals for the provision of **Corporate Website Redesign and Implementation Services**, as further described in the RFP documents.

The City of Vernon invites qualified and experienced Proponents to submit proposals for the redesign, development, implementation, and post-launch support of a new corporate website ([www.vernon.ca](http://www.vernon.ca)).

The City's website is one of its primary channels for delivering information, services, and engagement opportunities to residents, businesses, visitors, developers, community organizations, and other stakeholders. As the City's digital front door, the website plays a critical role in supporting transparent government, customer service, emergency communications, and access to municipal programs and services.

The City is seeking a modern, secure, accessible, and user-centered website that improves the online experience for the public while providing staff with intuitive content management tools that support efficient publishing, governance, and long-term sustainability.

The successful Proponent will work collaboratively with City staff to design and implement a scalable digital platform that reflects the City's strategic priorities, supports evolving service delivery, and provides flexibility for future growth.

**Note:** the City will be shortlisting up to three (3) top-ranked proponents to attend a two-hour Teams Meeting for a presentation and interview.

**The RFP documents have been posted and are available for download at:**

URL: <https://vernon.bonfirehub.ca/opportunities/107743>

**Click the link above or type the address into your browser to go to the portal; register as Vendor and the documents will be accessible. It is recommended to download from a PC and ensure your firewall and virus security allows downloads.**

The City of Vernon reserves the right to accept or reject all or part of any proposal, and to accept the Proposal in total or in part, or to accept the Proposal which it deems most favourable in the interest of the City of Vernon.