



PARISH OF ASCENSION

PURCHASING

REQUEST FOR PROPOSALS

Request for proposals will be received by the Ascension Parish Government at the Ascension Parish Government Purchasing Office, 615 East Worthey St., Gonzales, LA 70737 until **July 18 August 8, 2024**, at 3:00 p.m. (CST) for the following:

Ascension Parish Government Website Rebuild

STATEMENT OF WORK

Ascension Parish Government (Parish) is seeking proposals from qualified proposers who are interested in providing website services to redesign, host, and publish the Parish website. Continuation of operations must be maintained.

The Parish seeks a well-qualified and dynamic web development firm to redesign, modernize, and upgrade the website – including both the CMS and front-end – to meet the current needs of Parish staff and the community it serves. The chosen contractor will also be responsible for hosting the site content on a secure server to be maintained by the contractor in addition to conducting tangible research prior to development in several forms including but not limited to focus groups (internal and external), surveys, and industry comparisons.

All questions regarding the RFP shall be submitted to the Purchasing Department via email at purchasing@apgov.us by 3:00 p.m. local time (CST) on July 2, 2024. Responses will be coordinated with the Project Coordinator and posted on the www.centralauctionhouse.com by 3:00 p.m. local time (CST) on July 9, 2024.

Firms/individuals who are interested in providing services requested under this RFP must submit six copies of the information specified in this section. The information shall be received in hard copy (printed) version by: **Ascension Parish Government, Purchasing Department, 615 East Worthy Street, Gonzales, LA 70737** on or before 3:00 p.m. Central Standard Time on the date specified in the Schedule of Events. Electronic submittals are permitted via <http://www.centralauctionhouse.com>; however (6) hard copies must still be submitted within 24 business hours of the Proposal submission deadline (i.e. the Monday following the submission deadline since Parish buildings are closed on Fridays).

The Parish reserves the right to disqualify any bid, request for quotes, response to a request for qualifications, or request for proposals if it is determined that the submitting business entity is not in good standing with the Louisiana Secretary of State or is not authorized to do business in the State of Louisiana.

Ascension Parish Government reserves the right to reject all proposals for just cause.

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