



## SKAMANIA EMERGENCY MEDICAL SERVICES & RESCUE

### SKAMANIA COUNTY PUBLIC HOSPITAL DISTRICT

253 SW First Street | PO BOX 338 | Stevenson, Washington | 98648

Office: 509-427-5065 Fax: 509-427-2767 Email: [info@skamaniaems.com](mailto:info@skamaniaems.com)

# Request for Proposals

## Website design, development and migration

### Introduction

Skamania County Public Hospital District (“DISTRICT”) is seeking proposals from qualified vendors to redesign, develop improved integrations, and migrate our existing website to a modern, accessible, and user-friendly platform. This project includes transitioning from a .com domain to a .gov domain, improving functionality for site visitors and agency staff tasked with managing content and updates, enhancing user experience, and ensuring compliance with applicable accessibility standards under Washington State law.

### Project Objectives

Skamania EMS & Rescue is a government organization (special purpose district) that provides emergency medical services and specialized rescue response for the residents and visitors to Skamania County, Washington. We aim to lead the county in emergency services and to provide the essential services necessary to preserve and benefit the health, safety and welfare of our unique communities.

Through this project, we aim to improve outreach to our community and streamline workflow related to information sharing for improved transparency and engagement. Specifically, the project objectives the firm will complete are outlined below. Interested parties should anticipate some manipulation of the final objectives, as the agency and the firm begin to work together:

1. Coordinate migration from a .com to a .gov address, implementing seamless URL redirection from the old domain to the new domain; ensure minimal downtime and preserve SEO rankings and indexing.
2. Develop or redesign for a modern, responsive website, improving usability, navigation and information architecture; including mobile accessibility.
  - a. Dynamic content features need to include news/events modules, alerts, announcements, social media integration, improvements in search functionality, forms and interactive tools (integration with existing agency technology).
3. Provide an easy-to-use content management system for agency staff, which supports role-based permissions, easy updates, posting and content scheduling. Include training hours for staff associated with the content management system.
4. Compliance with Washington State and federal accessibility standards, including ADA Title III requirements for public entities, and WCAG 2.2 AA standards.
  - a. The vendor must conduct an accessibility audit, remediate issues, ensure compatibility with assistive technologies, and provide documentation of compliance.

General project deliverables are outlined below. Some adjustments should be expected as the agency and the firm begin to work together:

- Firm will, through redesign or development, provide a fully functional, redesigned website
- Migration to a .gov domain with redirects

- Accessibility compliance report
- Content management system implementation and documentation, with staff training materials and sessions
- Ongoing support and maintenance (for three months) following final launch

**Procurement Method**

Selection will be conducted using a qualification-based selection process. Statements of qualifications and project quotes will be reviewed using the following criteria.

1. Relevant experience (emergency services, healthcare and government websites).
2. Demonstrated success with time-critical projects.
3. Past performance, references and review of content previously produced.

**Minimum Documents to be Included with a Statement of Qualifications and Quote**

Each firm submitting an SOQ and proposal must provide, at a minimum, the following documents:

1. A cover letter identifying the company background and summarizing the fit of the company in relationship to the proposed project.
2. The company’s project approach and methodology including strategies to address accessibility compliance and the proposed content management system.
3. A report or outline detailing 3 to 5 representative projects including the project name, client, client contact information, summary of the project, and representations of work provided.
4. A detailed quote that breaks down labor hours, materials, other applicable costs, and timelines with milestones.

**Anticipated Schedule**

RFQ Issued	June 2026
Statement of Qualifications, Project Quote Due	August 21, 2026
Selection, Final Contract Documents Executed	by end September 2026
Desired Project Completion Date:	by end February 2027

**General Conditions**

To maintain efficiency, the DISTRICT may short-list firms and conduct interviews at their discretion. The DISTRICT reserves the right to reject any and all submittals. Publication of this RFP does not commit the DISTRICT to award a contract, begin or complete any of the work outlined. Costs associated with submitting a Statement of Qualifications are the sole responsibility of the submitting firm.

**Point of Contact**

Questions regarding this RFQ should be submitted to Ann Lueders, Superintendent via email (preferred) [annlueders@skamaniaems.com](mailto:annlueders@skamaniaems.com) or via phone to 509.427.5065