

REQUEST FOR PROPOSALS

St. John the Baptist Parish Council will receive Proposals for the project described as follows:

Interim Meter Reading Services

St. John the Baptist Parish (herein referred to as “the Parish”) hereby issues a Request for Proposals (RFP) for qualified companies (herein referred to as “Company”) to provide the Parish with interim meter reading services to support Utilities Department in effectively reading approximately 17,217 meters in the Parish. The Company must have the capability to perform the tasks described in the Scope of Work. The Parish is an Equal Opportunity Employer and we encourage all small, minority and women business enterprises to apply.

Proposals shall be addressed to the St. John the Baptist Parish Council and delivered to the receptionist at the Parish President’s Office in the Percy Hebert Building, 1801 West Airline Hwy., LaPlace, LA not later than **2:45 o’clock P.M. (CST) on September 19, 2018** *must be submitted in a sealed envelope or package clearly marked with the Contractor’s name and address, and RFP- Interim Meter Reading Services*

*Any proposals received after the specified time and date will not be considered. The sealed proposals will be publicly opened and read aloud at **3:00 o’clock P. M.** that same date in the St. John the Baptist Parish Joel S. McTopy Council Chambers located at 1801 West Airline Hwy., LaPlace, LA.*

Proposal documents may be viewed on or downloaded from the parish website, www.sjbparish.com; obtained by contacting Jean Stewart, Director of the Department of Purchasing and Procurement at the above address, phone 985-652-9569, or to j.stewart@stjohn-la.gov; or downloaded and proposals electronically submitted on www.centralbidding.com.

The Parish reserves the right to accept or reject any and all proposals and to waive any irregularities or informalities incidental thereto, and to accept any proposal, which the Parish feels serves its best interest. Such action will be in accordance with Title 38 of the Louisiana Revised Statutes.

Any person with disabilities requiring Special Accommodation must contact the St. John the Baptist Parish Council Office at (985) 652-9569 no later than seven (7) days prior to proposal opening. Participation by minority and female owned business, as well as businesses located in this Parish, is encouraged.

ST. JOHN THE BAPTIST PARISH COUNCIL

Publish:

August 25, 2018

August 29, 2018

September 1, 2018

September 5, 2018