



This Request for Qualifications (RFQ) is not a solicitation for a position or contract with Archuleta County. The opportunity described herein is for a regional position administered under the Southwest Colorado Healthcare Coalition (SWCHCC). All contractual agreements, reporting, and oversight will be managed at the regional coalition level, not by Archuleta County or any individual county government.

Date: 10/27/2025

Request for Qualifications

Southwest Colorado Healthcare Coalition (SWCHCC)

Website ADA/WCAG Remediation and Maintenance

RFQ Release Date: October 27, 2025

Proposal Deadline: November 19, 2025 (or until filled)

Contract Start: December 1, 2025

Contract End: June 30, 2026

1. Overview

The Southwest Colorado Healthcare Coalition (SWCHCC) seeks proposals from qualified vendors to assess, remediate, and maintain its public website to ensure compliance with the Americans with Disabilities Act (ADA) and Web Content Accessibility Guidelines (WCAG 2.1 AA) standards. The goal is to improve accessibility, usability, and compliance for all website visitors, including individuals with disabilities.

2. Scope of Work

The selected contractor will:

- Conduct a comprehensive ADA/WCAG accessibility audit of the existing SWCHCC website.
- Identify barriers to accessibility and provide a written remediation plan.
- Implement agreed-upon corrective measures to achieve WCAG 2.1 AA compliance.
- Conduct post-remediation testing and verification of compliance.
- Provide documentation of compliance and recommendations for ongoing accessibility maintenance.

- Offer options for quarterly or annual monitoring and updates to maintain accessibility standards.

3. Deliverables

1. Accessibility Audit Report – summarizing issues and recommended actions.
2. Remediation Plan – including timeline, priorities, and estimated hours.
3. Compliance Certificate – confirming WCAG 2.1 AA compliance.
4. Maintenance Proposal – outlining quarterly and annual support services.

4. Qualifications Submission Requirements

Respondents should submit the following information:

- **Firm Information:** Company name, primary contact, address, phone number, and email.
- **Relevant Experience:** Description of the firm's experience in ADA/WCAG compliance, digital accessibility, and web remediation projects.
- **Project Examples:** At least two (2) examples of comparable website accessibility projects completed within the last five years.
- **Key Personnel:** Names, roles, and qualifications of team members expected to participate in the project.
- **Technical Approach:** Overview of the firm's methodology for accessibility testing, remediation, and maintenance.
- **Capacity and Timeline:** Statement of availability and estimated timeframe for completing an accessibility audit and remediation phase.
- **References:** Contact information for at least two (2) clients for whom similar work has been performed.

5. Evaluation Criteria

Responses will be evaluated based on the following criteria:

Evaluation Area	Weight
Demonstrated experience with ADA/WCAG projects	35%
Qualifications and expertise of key personnel	25%
Clarity and strength of proposed methodology	25%
References and past performance	10%
Capacity and availability	5%

6. Submission Instructions

Please submit qualifications electronically in PDF format by 5:00 PM MST, November 19, 2025, to: lcapre@archuletacounty.gov

Subject line: **SWCHCC Website Accessibility RFQ Submission**

Late submissions may not be considered. SWCHCC reserves the right to accept or reject any or all submissions, to waive minor informalities, and to proceed in the best interest of the coalition.

7. Anticipated Timeline

Milestone	Date
RFQ Release	October 27, 2025
Qualifications Due	November 19, 2025
Evaluation & Shortlisting	November 25, 2025
Notification of Selected Applications	December 2, 2025

8. Point of Contact

For questions or clarifications regarding this RFQ, please contact:

Lacy Capre
Southwest Colorado Healthcare Coalition (SWCHCC)
Email: lcapre@archuletacounty.gov
Phone: 970-264-8439

9. Estimated Budget Range

SWCHCC anticipates that the total cost for accessibility audit, remediation, and documentation services will fall within the range of **\$10,000 – \$15,000**, depending on the size, complexity, and current accessibility status of the website. Additional annual maintenance or monitoring services may be contracted separately, generally anticipated in the range of **\$2,000 – \$5,000 per year**.

This information is provided solely to assist respondents in understanding the expected project scale and does not constitute a price solicitation. Cost proposals are not being requested at this stage.