"This is only the scope of work for the project. For more information, interested parties should contact Procurement at <u>purchasing@stpgov.org</u> to ensure receipt of a full project package, to be listed as a plan holder and to ensure any addenda to the project package are received."

## Scope of Work/Services:

The Cultural Season Guide (the Guide) is a bi-annual, printed calendar of arts and cultural events taking place in St. Tammany Parish. The document is used to promote events to residents and visitors and is distributed across the Parish to residences and businesses. The Fall/Winter Guide contains events taking place from October to March and the Spring/Summer Guide contains events taking place from April to September. The Guide has not been published since the year 2014, a copy of the most recent Guide is provided as (Attachment "H") for reference. The Commission on Cultural Affairs will begin re-producing this document for the Fall 2020/Winter 2021 season.