



Photographer Services Request for Proposal

Organization: Mid-Ohio Regional Planning Commission
Project: Central Ohio Greenways Brochure
Submittal Deadline: March 19, 2010
Project Deadline: April 7, 2010

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The Mid-Ohio Regional Planning Commission (MORPC) is a voluntary association of governments serving a 12 county area in central Ohio. A catalyst for regional change, evidence of MORPC's work is seen every day through planning and programming in the areas of housing, transportation, water and air quality, land use, economic development, environmental and public policy. We assist our 47 local government members by providing innovative solutions for the many challenges facing our growing region. MORPC is a 501(c)(3) non-profit organization.

Scope of Services:

The Service Provider will supply MORPC with 14 high resolution photos of 7 ceramic Central Ohio Greenways Trail Mile Markers on a CD with all rights given to MORPC. Each mile marker will be photographed on a white and black background. The successful Service Provider will work with MORPC to plan, design, layout, and prepare professional photography services. **The photography budget for this project is \$300.**

Equipment to be used includes but is not limited to:

- 7 ceramic mile markers
- Professional camera and lighting (would prefer the photos to be taken at MORPC due to the delicate nature of the ceramic Mile Markers)
- Staging of Mile Markers on White and Black background

Overview:

The Central Ohio Greenways Brochure is used to capture our unique trail system. During spring of 2010 ½ mile markers will be placed along our Greenway Trails and will be used to guide individual users on how far they are biking, walking, etc. The mile marker photographs will be used as part of the brochure. See www.centralohiogreenways.com for more information about the trail system that the Mile Markers will be used for.

General Statement of Work:

The successful Service Provider will deliver photographic services that enhance the professionalism and appeal of the Central Ohio Greenways Brochure, as well as other future publications MORPC creates using the photos.



Selection Criteria and Process:

MORPC staff will review and evaluate all properly submitted proposals that are received on or before the deadline. A response will be emailed to you by March 24, 2010.

RFP Requirements:

Proposals should be prepared simply and provide a straightforward, concise description of provider capabilities to satisfy the requirements of the request. Emphasis should be on completeness and clarity of content. Use of both sides of paper for any submittals to MORPC is desirable.

Proposals should include the following:

1. A response detailing an approach to the scope of work
2. Total project cost

Contact:

Please send responses to this RFP **by Monday, March 19, 2010** at 5pm to:

Amanda McEldowney

Email: amceldowney@morpc.org or

Fax: 614.621-2401

*Email is preferred.

Questions? Please call Amanda McEldowney at 614-233-4112.