



MID-OHIO REGIONAL  
**MORPC**  
PLANNING COMMISSION

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Columbus, Ohio 43215  
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**MID-OHIO REGIONAL PLANNING COMMISSION  
REQUEST FOR QUOTES  
Videography Services**

**DATE OF ISSUE:** Wednesday, December 14, 2022

**DEADLINE:** Wednesday, January 4, 2023

**BACKGROUND:** The Mid-Ohio Regional Planning Commission (MORPC) is requesting statements of qualification from interested and qualified firms to provide videography services for award videos for MORPC's signature events for the years 2023 and 2024 with an option to extend the contract to include signature events in 2025.

The Mid-Ohio Regional Planning Commission (MORPC) is Central Ohio's regional council with more than 80 members comprised of counties, cities, villages, townships, and regional organizations. We take pride in bringing communities of all sizes and interests together to collaborate on best practices and plan for the future growth and sustainability of our region.

2023 list of award videos:

- State of the Region - Award Videos (3)
- Summit on Sustainability - Award Videos (3)

2024 list of award videos:

- State of the Region – Award Videos (3)
- State of the Region - Outgoing Chair (1)
- Summit on Sustainability – Award Videos (3)

Questions about the proposal should be submitted via email to Amanda McEldowney at [amceldowney@morpc.org](mailto:amceldowney@morpc.org). Responses to questions will be posted at <http://www.morpc.org/about-morpc/overview/rfps-rfqs/index>.

**SCOPE OF SERVICES:**

The Service Provider will support MORPC staff by creating and producing videography services for State of Region and Summit on Sustainability Awards. The selected firm will work directly with MORPC staff to create storyboards for each award video. The award videos will encompass MORPC brand guidelines and theme of each signature event.

In addition to the award videos, in 2024 the selected firm will work with MORPC staff to produce an Outgoing Chair video highlighting the work of MORPC's current Board Chair.

The chosen firm will have the opportunity to produce any additional videography services as needed throughout 2023-2024.

**William Murdock, AICP**  
Executive Director

**Karen J. Angelou**  
Chair

**Erik J. Janas**  
Vice Chair

**Chris Amorose Groomes**  
Secretary

**DELIVERABLES:**

The Service Provider will also be responsible for incorporating the positive culture and established branding standard, style guide, and color palette for MORPC.

The Service Provider will also provide ample time for video review by MORPC staff for comments and feedback which would then be incorporated into the final production.

**BUDGET:**

The Budgets for videography services are:

- State of the Region – \$2,500 per video
- Summit on Sustainability – \$2,500 per video

**SUBMISSION INSTRUCTIONS:**

To be considered, quotes must be emailed. Quotes will be received by MORPC until 5:00 p.m. (EDT), Wednesday, January 4, 2023.

**Submit quotes to:**

Mid-Ohio Regional Planning Commission  
Attn: Amanda McEldowney  
111 Liberty Street, Suite 100  
Columbus, OH 43215  
amceldowney@morpc.org

The Mid-Ohio Regional Planning Commission in accordance with Title VI of the Civil Rights Act of 1964 and the related nondiscrimination statutes, hereby notifies all bidders that it will affirmatively ensure that any contract entered into pursuant to this advertisement, all bidders including disadvantaged business enterprises will be afforded full and fair opportunity to submit bids in response to this invitation and will not be discriminated against on the grounds of race, color, creed, religion, ancestry, national origin, gender or sex (including pregnancy, gender identification or expression, and sexual orientation), gender identity or expression, age (including federally protected 40 years or older), disability or other handicap, genetic information, marital/familial status, military status (past, present or future), medical conditions, income status with regard to public assistance, or limited English proficiency in consideration for an award.

Small, minority-owned, or woman-owned businesses are strongly encouraged to apply.