



REQUEST FOR PROPOSALS for PHOTOGRAPHY SERVICES

The New River Valley Regional Commission (NRVRC) is seeking one or more qualified independent consultants or firms to provide photography services.

Objectives

The NRVRC seeks consultants to provide photography services for general images from around the region, along with specific events pertaining to current and future projects. Videography content may be needed and included as a separate sub-contract. A list of many (but not limited to) events that will need photography services follow:

- Various events both live and virtual such as:
 - Commission Annual Dinner
 - Commission Staff Retreat/group picture
 - ReNew the New (late summer event)
 - Bike Shorts Film Festival
- General images from around the region
 - Downtowns
 - Outdoor recreation areas (i.e., Kayakers on rivers, people walking/biking New River Trail)
 - Community events
- Various projects pertaining to NRVRC work program such as:
 - General transportation on town/city streets including transit systems
 - Tourism and recreation (people at events)
 - Housing types representing the region
 - Farmers Markets in the NRV
- Short video capture for “B roll” use
 - Capture of 30-60 second clips at events listed above
 - Processing of video shorts with and without audio
 - Interviews at targeted events where appropriate

Location of Work

The consultant will work at various locations within the New River Valley.

Work Samples

Each proposer must provide a portfolio including samples of a variety of images supporting the scope of work. Please include videography and video editing abilities and samples.

Duration of Consultancy

The consultant will be procured for a period of six months. The contract may be renewable after six months.

Preferred Qualifications

- At least 3 years of photography experience
- Ability to deliver professional level of post-processing
- Ability to attend day and evening events and meetings
- Ability to respond to tight deadlines
- Willing to coordinate work through electronic and telephone correspondence, as well as in-person meetings
- Ability to receive and incorporate feedback from an internal committee

To Apply

Please submit the following:

- **B**usiness/company background
- Specific areas of expertise
- Portfolio of sample work
- Hourly cost estimate or pricing structure
 - Differentiate between image and video costing
 - Breakout active photography from processing time
- Three (3) references
- Itemized list of camera gear
- Responses may be submitted electronically, or 5 copies ground mailed to the contact below and be no longer than 10 pages front and back

Submissions are due no later than ***Friday, January 22nd, 5:00 PM EST*** to James Jones, Regional Planner, jjones@nrvc.org Please include “RFP: PHOTOGRAPHY SERVICES” in the subject line. Applicants may submit their question(s) to jjones@nrvc.org. This RFP does not guarantee or commit the NRVRC to proceeding with the above described work. All expenses related to responding to this request for proposals are the sole responsibility of the offeror.

The New River Valley Regional Commission (www.nrvc.org) is a governmental agency comprised of 13 local governments and three higher education institutions for the purpose of encouraging collaboration to address regionally significant issues and opportunities. Our organization provides services the counties of Floyd, Giles, Montgomery, and Pulaski, and the City of Radford along with the towns located therein.