

## Questions for Photographer RFP:

I am just contacting you about the school photography services.

A few questions I have.

- Would you know the projected dates of the three photography shoots?
- Would we be reimbursed for any travel expenses? (Ex. Hotel, Flight, and rental cars)
- Can we see the company proposal that was previously awarded?

That is a few questions I can think of at the moment.

Thank you in advance for your time and assistance with these queries.

## Responses:

Forwarding your question in regards to the photo dates on to Waylon Michell at PSIS. As for the travel expenses, that cost can be built into the proposal. I can share the total cost for the contract but not the breakdown.

## Additional Question and responses:

- What is the total number of students that would be photographed?

Current enrollment is 172 students  
170-max 200

- Would all the photos be taken in a single location at the school?  
They would be taken in two locations. All student and staff school photos are completed in the sound stage area. The foyer is completed for the winter program photos that are done annually. The second set during winter program is an evening photo shoot for each student who attends.

- Would we have space to set up multiple photographers?  
There would be space for a couple photographers, but really only need one for the school size.

- What grade are the students in?  
Kindergarten through 9<sup>th</sup> grade, but looking into grade expansion and additional grade level classes.

- How many days are we allocated for photos?  
180 days are in the school day.

What was the previous cost?

We presented a contract last year and didn't have any interested parties applying for them for last year's RFP. We have had agreements through Parsons and invoiced from previous Photography in 2021 for sports photos. This would be our initial run with contracting for our photo services for PSIS.

Taking photos during each sporting event? Or taking photos for seasonal sports?

There is scheduled sports photos during each season.

There is a sporting calendar that would be distributed to schedule accordingly for all photo shoots.