

Request for Proposals Video Documentary on Ramsey Hill Neighborhood

March 7, 2017

The Ramsey Hill Association (RHA) of St. Paul, MN is seeking a video production team to create a 60-minute documentary about the history and resiliency of a community, for distribution on social media, YouTube, viewing on personal devices and for possible cable or broadcast television. The production will provide the public with a program addressing 150 years of development within one community. Segments of the video are intended to be used in classrooms as well as community screenings and discussions.

RHA expects to own the copyright and have full use of the footage gathered for this project, as well as the edited program.

The successful applicant should have experience in:

1. creating videos and television programs
2. editing images and video from other formats to edit into the new program
3. overseeing the creation of closed captions
4. posting the finished program and associated video clips online
5. distributing programs through broadcast or cable outlets
6. using high quality video, sound and editing equipment
7. advising on promotion and marketing of video productions

All applicants must have a proven record for producing high-quality documentaries, on schedule and within budget.

The project, if funded, will begin December 1, 2017, and must be finished by November 30, 2018. The scope of work will include creating a program outline with RHA using an existing script; planning for 12 field days with a full crew; editing; post production; and steps towards distribution. All new recording will occur within the Twin Cities; no overnight travel is required. Expenses for the video production should not exceed \$100,000. RHA will have final approval of the program, working closely with the videographer.

Please reply with production schedule and estimated budget, sample videos and statement of experience, no later than 4:00 pm on March 24, 2017. Confirmation to applicants is expected to occur by the end of day on March 28, 2017.

Send responses and inquiries to:

Dan Reed and Aaron Gjerde
Ramsey Hill Neighborhood Association
info@ramseyhill.org

Pursuant to Minnesota Statutes 177.41 to 177.44 and corresponding Rules 5200.1000 to 5200.1120, this work is subject to the prevailing wages as established by the Minnesota Department of Labor and Industry. Specifically, all contractors and subcontractors must pay all laborers and mechanics the established prevailing wages for work performed under this agreement. Failure to comply with the aforementioned may result in civil or criminal penalties.