

Chatham County  
Request for Proposals for Youth Sports Photography

Chatham County is seeking submittals from qualified photography firms to provide photography (photo packages) to the Chatham County Parks and Recreation youth sports participants. (Youth Softball, Basketball, and T-Ball). The photographer selected to provide photo services will be responsible for team and individual photos in the Chatham County Parks and Recreation youth sports programs.

All qualified proposals will be evaluated and acceptance made of the proposal judged by Chatham County to constitute the best value offered for the purpose intended. Evaluation will include, but not necessarily be limited to, the bidder's qualifications, experience, past performance, financial standing and proposal price. The initial contract award will be for one year. The County reserves the right to negotiate additional renewal terms with the selected firm.

Proposal packets must be labeled "Chatham County Youth Sports Photography". Proposals will be accepted by the County by either mail to: Robin James, Chatham County Procurement Manager; Chatham County Finance Office, PO BOX 608, Pittsboro, NC 27312; or the physical address at the Chatham County Finance Office, Attn: Robin James, 12 East Street, Pittsboro, NC. **Two (2) printed copies and one (1) electronic copy in .pdf format are required.** The electronic copy may either be included within the submittal package or sent to [robin.james@chathamnc.org](mailto:robin.james@chathamnc.org). Documents will be accepted until 3:00 p.m., **Tuesday, December 4<sup>th</sup>, 2018.** **BOTH** parts of the submittal must be received by the deadline. Responses will not be accepted after the aforementioned time and date. We will not accept proposals by fax or any method other than stated. The sender must allow ample delivery time for the selected shipment or transmission methods.

This bid and other County bids can be found on our webpage at

<http://www.chathamnc.org/government/current-bid-proposal-opportunities>

For questions on this project, contact Robin James, Chatham County Finance Office, P.O. Box 608, 12 East Street, Pittsboro, NC 27312, (919)545-8364, or [robin.james@chathamnc.org](mailto:robin.james@chathamnc.org).

Local, minority, female owned, and small businesses are encouraged and invited to submit proposals. Chatham County reserves the right to accept or reject any or all proposals presented, and the right to waive any informalities or irregularities. Chatham County is an Equal Opportunity Employer.