



The following terms and conditions, unless otherwise modified by the City of Farmington within this document, shall govern the submission of proposals and subsequent contracts. The City of Farmington reserves the right to reject any proposal that takes exception to these conditions. The City also reserves the right to reject any and/or all proposals and to select from any or all remaining proposals, the proposal it believes to be best for the City.

1.00 Submission of Proposal

Proposal along with vendor proposal form can be submitted to Dustin Unger, Program Coordinator, Farmington Civic Center— 2 Black Knight Drive, Farmington, Missouri 63640. Each proposal must be clearly marked as a proposal for Youth Sports Photography—Farmington Parks and Recreation.

The deadline for proposals is 4:00 P.M., December 1, 2017. No proposal will be accepted after the deadline for submission of proposals, regardless of the reason for such lateness, and will be returned to sender unopened

2.00 Questions and Interpretations

All questions relating to interpretation of statement contained in this RFP not otherwise clarified by an addendum are to be addressed to Dustin Unger, Program Coordinator as the Farmington Civic Center, (573)756-0900 extension 1212. For clarity and purposes of ensuring a fair and open selection process, all submitted questions and responses will be forwarded to all proposers.

3.00 Modifications to Proposals

Proposals may be withdrawn or modified in writing prior to the proposal submission deadline. All changes and/or additions to this request for proposals will be made in the form of a written addendum.

4.00 Compliance with all Government Laws

All contractual agreement shall be subject to, governed by, and construed according to the laws, ordinances, rules, regulations, and orders of the City, County, State, Federal, or any other public bodies, which apply to work performed under this agreement.

5.00 Requested Services

Qualified photographers are invited to submit a proposal for team and individual pictures for Farmington Parks and Recreation youth sport leagues for leagues between January 1, 2018 and December 31, 2018.

Each proposal shall be submitted with the Vendor Proposal Form. Vendors will supply all equipment, materials, props, and labor

6.00 Scope of Work

The Farmington Parks and Recreation Department offers five separate sports leagues throughout the calendar year.

League	# of Players	# of Teams
Futsal	400-500	45-50
Spring Soccer	200-300	20-30
Baseball/Softball	500-600	25-30
Fall Soccer	300-350	30-40
Basketball	300-400	35-45

October 26, 2017

Dustin Unger

Program Coordinator

Farmington Parks and Recreation