



REQUEST FOR PROPOSAL

SHERIDAN COUNTY AIRPORT PHOTOGRAPHY DISPLAY PROJECT

Sheridan County Travel & Tourism

Shawn Parker, Executive Director
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(307)673-7120

SHERIDAN COUNTY TRAVEL & TOURISM IS SEEKING A VENDOR TO PRINT AND MOUNT PHOTOGRAPHS AT THE SHERIDAN COUNTY AIRPORT TERMINAL BUILDING.

The chosen vendor shall print high-quality images suitable for public display at the Sheridan County Airport Terminal. Sheridan County Travel & Tourism is willing to consider traditional framed prints as well as images printed directly onto metal, vinyl, or other mediums. In order to maintain uniformity and a cohesive design aesthetic, one medium for all prints shall be selected.

Prints shall be mounted at various locations in the terminal, including the arrivals area, departures area, and the baggage claim area. Prints should be accompanied by a placard with a description of the image as the photographs will feature scenes and landmarks from across Sheridan County.

With consideration for the size and space available at the terminal, Sheridan County Travel & Tourism is seeking to have 8-12 prints created that range in size from 3' x 4' to 10' x 5', with the majority of the images displayed in landscape format.

- Sheridan Travel & Tourism shall provide digital images to the vendor.
- Sheridan Travel & Tourism shall provide descriptions for placards.
- Sheridan Travel & Tourism shall work with the selected vendor, and the Sheridan County Airport, on an appropriate timeline for the mounting of selected prints.

ADDITIONAL INFORMATION:

- Total project cost not to exceed \$15,000.

Sheridan County Travel & Tourism will be accepting proposals in the form of one (1) electronic copy of the proposal and scope. Late proposals will not be accepted.

Submit to: Sheridan County Travel & Tourism
Attn: Shawn Parker
sparker@sheridanwy.gov

- Award Schedule:

- * RFP Release: January 6, 2025
- * Proposals Due: January 20, 2025
- * Vendor Award: January 28, 2025

- Sheridan County Travel & Tourism reserves the right to accept, reject, or request changes in proposals. In the event that a satisfactory fee cannot be negotiated with the selected company, subsequent attempts will be made to negotiate with the other qualified companies in the order of their ratings. Sheridan County Travel & Tourism will work closely with the selected company to develop or refine a detailed scope of items and costs associated with supplied equipment. Sheridan county Travel & Tourism is not liable for any costs incurred by the responding companies prior to contract issuance.