DUFUR SCHOOL DISTRICT

REQUEST FOR PROPOSALS (RFP)
2026 Dufur School Athletics Media Day Photography Services

Issue Date: [Date]
Proposal Due Date: July 24, 2026
Contact: Kristin Whitley, Superintendent
Dufur School District
kwhitley@dufur.k12.or.us
(541)298-5141

PROJECT OVERVIEW

The Dufur School District is seeking proposals from qualified photographers to provide professional photography services for the 2026 Dufur School Athletics Media Day on August 27th, 2026. The selected photographer will capture individual and team photographs for high school athletic programs, along with promotional images for district publications, social media, athletic schedules, websites, and community outreach.

SCOPE OF SERVICES

The selected photographer will be expected to:

• Attend and photograph the Dufur School Athletics Media Day on August 27th, 2026
• Capture individual athlete portraits for participating high school athletic teams.
• Capture team photographs for all participating athletic programs.
• Capture candid and promotional images featuring athletes, coaches, and athletic facilities.
• Provide basic photo editing, color correction, and image enhancement.
• Deliver high-resolution digital images suitable for print and web publication.
• Provide organized digital files categorized by team and athlete.
• Grant the District non-exclusive rights to use photographs for educational, promotional, and informational purposes.

- The photographer will not be able to use these images of Dufur student athletes for any other business or promotion.

OPTIONAL SERVICES

Proposers may also include pricing for:

• Parent purchase packages.
• Athletic banner photography.
• Senior athlete banners.

DELIVERABLES

The selected photographer shall provide:

• Individual athlete photographs.
• Team photographs.
• Promotional and candid photographs.
• Digital image files delivered through an online gallery, cloud-based folder, or similar platform.
• Delivery of final edited images within thirty (30) calendar days following Media Day.

PROPOSAL REQUIREMENTS

Proposals should include:

1. Business Information
   • Name of business
   • Contact information
   • Years of experience
2. Qualifications
   • Experience photographing youth, school, or athletic events
   • References from at least three schools, organizations, or clients
3. Portfolio
   • Sample athletic photography portfolio or website link
4. Pricing
   • Total cost for Media Day services
   • Optional service pricing
   • Any additional fees

EVALUATION CRITERIA

Proposals will be evaluated based on:

• Experience and qualifications
• Quality of portfolio and past work
• Cost and value of services
• References and demonstrated reliability

DISTRICT RESERVATIONS

The Dufur School District reserves the right to:

- Reject any or all proposals.
- Request additional information from proposers.
- Negotiate contract terms with the selected proposer.
- Select the proposal determined to be in the best interest of the District, which may not necessarily be the lowest-cost proposal.

SUBMISSION INSTRUCTIONS

Proposals must be submitted electronically to:

Kristin Whitley, Superintendent
Dufur School District
kwhitley@dufur.k12.or.us

Subject Line: Athletics Media Day Photography Proposal

Proposals must be received no later than July 24th, 2026

The Dufur School District is an equal opportunity public employer and encourages submissions from qualified local and regional businesses.