



**DISCOVER PALM BEACH COUNTY, INC.
2195 SOUTHERN BLVD., SUITE #400 WEST PALM BEACH, FL 33406**

**REQUEST FOR SUBMITTAL (RFS) FOR THE PALM BEACHES
OFFICIAL VISITORS PUBLICATION**

*In accordance with the provisions of ADA,
this document may be requested in an alternate format.*

REQUEST FOR SUBMITTAL (RFS) FOR THE PALM BEACHES OFFICIAL VISITORS PUBLICATION

Discover The Palm Beaches Overview

Discover Palm Beach County, Inc., d/b/a Discover The Palm Beaches (DTPB) a 501(c)6, private, not-for-profit corporation providing destination marketing services to Palm Beach County, Florida (County), as an independent contractor for branding, marketing, promoting, and advertising Palm Beach County as a national and international destination. The destination is commonly referred to as “The Palm Beaches.”

Purpose

This Request for Submittal (RFS) is to enter an agreement with a qualified firm to be the printer (Printer) of the Official Visitors Guide and Map (Publication).

Expectations and Statement of Needs

DTPB will work with a printing partner to accomplish the goal of having a consumer-friendly printed publication. DTPB will supervise Printer as they carry out of the Scope of Work to assure content is consistent with the DTPB goals and objectives.

Printer agrees to produce the Publication for 2022 and the possibility of additional copies if needed.

Printers which have a home office located within Palm Beach County and hold any business license required by Palm Beach County or a city within the county, will be given local preference.

Minimum Qualification of Bidders

In submitting a proposal Printers must meet the following minimum qualifications:

- Must be licensed to do business and hold the appropriate insurance coverage.
- Demonstrate your experience in creating published material.
- Exhibit a technical acumen to create, edit, prepare, and publish content for distribution.

Term

DTPB intends to contract for a one (1) guide, with the possibility of additional print runs.

Submitting a Proposal

Timeline

1. Release of RFS: April 1, 2022
2. Proposal submitted by: April 22, 2022
3. Selection and notification by: April 29, 2022

Contact Persons

The main Contact Person at DTPB for this RFP is Sergio Piedra. He can be reached via phone at 561.233.3035 or at spiedra@thepalmbeaches.com. The secondary contact is Evan Lomrantz, SVP Finance and Administration at elomrantz@thepalmbeaches.com. Please submit your proposal to Sergio Piedra.

Your Proposal Must Contain These Items

1. Proposals should be prepared in a format to address all points listed in the Scope of Work and the final proposed price.
2. Any additional information DTPB should consider based on the abilities of your company.

Scope of Work

Goal

Oversee and coordinate with DTPB the development of a printed and digital The Palm Beaches Official Visitors Publication and Map. Final proposed price should include all the below services.

Quantity: 50,000

Publication

Pages 80 Pages + 4 Page Cover

Size 10.875 x 8.375

Paper 100# Gloss Cover House Sheetfed Paper

60# Gloss Text#3 Web Paper price

Ink Cover: 4/4 Process + Overall Soft Touch Aqueous 1 Side
Inside Pages: 4/4 Process
Finishing Perfectbind and Bulk Pack in 30 lbs Cartons

Map

Visitors Guide 8 Page Map

Size 7.5 x 18 Flat

Paper 70# Gloss Text

Ink 4/4 Process

Finishing Trim, Fold to 4.5 x 7.5 with 1 Vertical Perf 7.5". Will Perfectbind into Catalog that is for at least 80 + 4 Page Cover

Shipping:

Dock to dock to a warehouse location, to be provided by DTPB.

Note: This scope of work may be altered at any time at the discretion of DTPB.
