



NEW HAVEN PUBLIC SCHOOLS
AGREEMENT COVER SHEET

Cover Sheet is an Internal Document for Business Office Use

Please Type

Contractor full name: Coppola Photography

Doing Business As, if applicable:

Business Address: 294 Route 81 Killingworth, CT 06419

Business Phone: 203-415-9851

Business email: adam@coppolaphotography.com

Funding Source & Acct # including location code: ESSER II, 2552-6363-56694-0000

Principal or Supervisor: Lisa Flegler

Agreement Effective Dates: From 01/10/23 To 03/31/23.

Hourly rate or per session rate or per day rate.

Photography \$2,750.00

Videography \$6,055

Total amount: \$8,805

Description of Service: Please provide a one or two sentence description of the service. *Please do not write "see attached."*

Coppola will create a 3-5 minute video, a library of lifestyle images, and hero images of featured teachers with the goal of recruiting talent to work for New Haven Public Schools.

Submitted by: Sarah Diggs

Phone: 475-220-1548

Jubie Lopez

8-1436



NEW HAVEN PUBLIC SCHOOLS

Memorandum

To: New Haven Board of Education Finance and Operations Committee
From: Lisa Flegler, Director of Human Resources and Sarah Diggs, Coordinator of Recruitment and Retention
Date: 11/30/22
Re: Recruitment and Retention Marketing Project

Please answer all questions and attach any required documentation as indicated below. Please have someone **ready to discuss** the details of each question during the Finance & Operations meeting or this proposal might not be advanced for consideration by the full Board of Education.

1. **Contractor Name:** Coppola Photography
2. **Description of Service:** Coppola will create a 3-5 minute video, a library of lifestyle images, and hero images of featured teachers with the goal of recruiting talent to work for New Haven Public Schools.
3. **Amount of Agreement and hourly or session cost:** Photography \$2,750.00, Videography \$6,055, Total amount: \$8,805
4. **Funding Source** and account number: ESSER II, 2552-6363-56694-0000
5. Approximate number of staff served through this program or service: 2,500
6. Approximate number of students served through this program or service: 7,000
7. **Continuation/renewal or new Agreement?** New agreement

Answer all questions:

- a. If continuation/renewal, has the cost increased? If yes, by how much? N/A
- b. What would an alternative contractor cost: We obtained quotes from two other vendors for \$8,795.00 (Chike) and \$7,358 (Vienna).
- c. If this is a continuation, when was the last time alternative quotes were requested? N/A

- d. For new or continuation: is this a service existing staff could provide. If no, why not?
No, we do not have professional photographers or videographers on staff.

8. Type of Service:

Answer all questions:

- a. Professional Development? No
 - i. If this is a professional development program, can the service be provided by existing staff? If no, why not? N/A
- b. After School or Extended Hours Program? No
- c. School Readiness or Head Start Programs? No
- d. Other: (Please describe) This service is for photography and videography.

9. Contractor Classification:

Answer all questions:

- a. Is the Contractor a Minority or Women Owned Business? No
- b. Is the Contractor Local? Yes
- c. Is the Contractor a Not-for-Profit Organization? If yes, is it local or national? No, N/A
- d. Is the Contractor a public corporation? No
- e. Is this a renewal/continuation Agreement or a new service? New service
- f. If it is a renewal/continuation has cost increased? If yes, by how much? N/A
- g. Will the output of this Agreement contribute to building internal capabilities? If yes, please explain: Yes. This agreement will support recruitment and retention efforts in the district. The current educator shortage is having an impact on many staff members throughout the district. The ability to hire staff for open roles will allow us to refocus on building internal capacity within staff members' roles.

10. Contractor Selection: In this section, please describe the selection process, including other sources considered and the rationale for selecting the contractor. Please answer all questions:

- a. What specific skill set does this contractor bring to the project? Please attach a copy of the contractor's resume if an individual or link to contractor website if a company:

The district has used this contractor in the past and they are very knowledgeable of our schools and district. Their previous work has been effective.

Website: <https://www.coppolaphotography.com/>

- b. How was the Contractor selected? Quotes, RFP/RFQ, Sealed Bid or Sole Source designation from the City of New Haven Purchasing Department?

We obtained three quotes. We also met with the selected vendor two times to review the project and our needs.

- c. Is the contractor the lowest bidder? If no, why? Why was this contractor selected? The contractor was the highest bidder, but only by less than \$1,500 and \$10.

- d. Who were the members of the selection committee that scored bid applications? Sarah Diggs, Lisa Flegler, Barbara Mincey
- e. If the contractor is Sole Source, please attach a copy of the Sole Source designation letter from the City of New Haven Purchasing Department. N/A

11. Evidence of Effectiveness & Evaluation

Answer all questions

- a. What **specific need** will this contractor address and how will the contractor's performance be measured and monitored to ensure that the need is met? We are in need of current images to use for recruitment and retention marketing. We also need a marketing video to attract potential candidates. The contractor will be assessed based on the delivery of the deliverables outlined in the agreement.
- b. If this is a **renewal/continuation service** attach a copy of the evaluation or archival data that demonstrates effectiveness. N/A

How is this service aligned to the District Continuous Improvement Plan? This service will support section 4.1 of the strategic plan: restructure and implement an effective system and structure for recruiting and hiring diverse staff.

- 12. Why do you believe this Agreement is fiscally sound? The price is close to the other two quotes and is consistent with previous work from this vendor.
- 13. What are the implications of not approving this Agreement? We would not be able to move forward with the Recruitment and Retention plan for the current school year and may not achieve strategic plan goals and indicators.



NEW HAVEN PUBLIC SCHOOLS

AGREEMENT
By And Between
The New Haven Board of Education
AND

Coppola Photography

FOR DEPARTMENT/PROGRAM:

Human Resources, Recruitment and Retention

This Agreement entered into on the 30th day of November, 2022, effective (no sooner than the day after Board of Education Approval), the 10th day of January, 2023, by and between the New Haven Board of Education (herein referred to as the “Board” and, Coppola Photography located at, 294 Route 81 Killingworth, CT 06419 (herein referred to as the “Contractor”).

Compensation: The Board shall pay the contractor for satisfactory performance of services required the amount of \$2,750 for Photography; Videography \$6,055

The maximum amount the contractor shall be paid under this agreement: Eight thousand eight hundred and five dollars (\$8,805). Compensation will be made upon submission of an itemized invoice which includes a detailed description of work performed and date of service.

Fiscal support for this Agreement shall be by **ESSER II Program** of the New Haven Board of Education, **Account Number:** 2552-6363-56694, **Location Code:** 0000.

This agreement shall remain in effect from 01/10/23 to 03/31/23.

SCOPE OF SERVICE: *In the space below, please provide brief summary of service.*

Coppola will create a 3-5 minute video, a library of lifestyle images, and hero images of featured teachers with the goal of recruiting talent to work for New Haven Public Schools.

Exhibit A: Scope of Service: Please attach contractor's detailed ***Scope of Service*** on contractor letterhead with all costs for services including travel and supplies, if applicable.

Exhibit B: Student Data Privacy - attached

Exhibit C: Contractor's Declaration Attesting to Compliance with Executive Order No. 13G – form must be completed by the contractor. See attached form for contractors who are working with students or staff in school or in after school programs, regardless of location.

APPROVAL: This Agreement must be approved by the New Haven Board of Education ***prior to service start date***. Contactors **may begin service no sooner than the day after Board of Education approval.**

HOLD HARMLESS: The Contractor shall insure and/or indemnify the Board and its members, employees and agents against all claims, suits, and expenses, including reasonable attorney's fees, in connection with loss of life, bodily injury or property damage arising from any neglect act or omission of the Contractor or its employees or agents. Further, the Contractor covenants and agrees that it shall hold the Board and its members, employees and agents harmless against any and all claims, suits judgments of any description whatsoever caused by the Contractor' breach of this agreement or based upon the conduct of the Contractor, or its agents or its employees or arising out of in connection with their activities under this agreement.

TERMINATION: The Board may cancel this agreement for any reason upon thirty (30) days' written notice sent to the Contractor by certified U.S. mail, return receipt requested; provided however, that the Board shall be responsible to the Contractor for all services rendered by the Contractor through the last day of thirty (30) day notice period, as long as the Agreement was approved by the Board prior to the start date of service.



Contractor Signature

President
New Haven Board of Education

12/1/2022

Date

Date

Adam L. Coppola, Owner/Photographer

Contractor Printed Name & Title

Revised: 9-27-21



NEW HAVEN PUBLIC SCHOOLS

EXHIBIT B

STUDENT DATA PRIVACY AGREEMENT SPECIAL TERMS AND CONDITIONS

For the purposes of this Exhibit B "directory information," "de-identified student information," "school purposes," "student information," "student records," "student-generated content," and "targeted advertising" shall be as defined by Conn. Gen. Stat. §10-234aa.

1. All student records, student information, and student-generated content (collectively, "student data") provided or accessed pursuant this Agreement or any other services agreement between the Parties are not the property of, or under the control of, the Contractor.
2. The Board shall have access to and the ability to delete student data in the possession of the Contractor except in instances where such data is (A) otherwise prohibited from deletion or required to be retained under state or federal law, or (B) stored as a copy as part of a disaster recovery storage system and that is (i) inaccessible to the public, and (ii) unable to be used in the normal course of business by the Contractor. The Board may request the deletion of any such student information, student records or student-generated content if such copy has been used by the operator to repopulate accessible data following a disaster recovery. The Board may request the deletion of student data by the contractor within two (2) business days of receiving such a request and provide to the Board confirmation via electronic mail that the student data has been deleted in accordance with the request, the date of its deletion, and the manner in which it has been deleted. The confirmation shall contain a written assurance from the Contractor that proper disposal of the data has occurred in order to prevent the unauthorized access or use of student data and that deletion has occurred in accordance with industry standards/practices/protocols.
3. The Contractor shall not use student data for any purposes other than those authorized pursuant to this Agreement.
4. A student, parent or legal guardian of a student may review personally identifiable information contained in student data and correct any erroneous information, if any, in such student data. If the Contractor receives a request to review student data in the Contractor's possession directly from a student, parent, or guardian, the Contractor agrees to refer that individual to the Board and to notify the Board within two (2) business days of receiving such a request. The Contractor agrees to work cooperatively with the Board to permit a student, parent, or guardian to review personally identifiable information in student data that has been shared with the Contractor, and correct any erroneous information therein.

5. The Contractor shall take actions designed to ensure the security and confidentiality of student data.
6. The Contractor will notify the Board, in accordance with Conn. Gen. Stat. § 10-234dd, when there has been an unauthorized release, disclosure or acquisition of student data. Such notification will include the following steps:

Upon discovery by the Contractor of a breach of student data, the Contractor shall conduct an investigation and restore the integrity of its data systems and, without unreasonable delay, but not more than thirty (30) days after such discovery, shall provide the Board with a more detailed notice of the breach, including but not limited to the date and time of the breach; name(s) of the student(s) whose student data was released, disclosed or acquired; nature of and extent of the breach; and measures taken to ensure that such a breach does not occur in the future.

7. Student data shall not be retained or available to the Contractor upon expiration of the contract between the Contractor and Board, except a student, parent or legal guardian of a student may choose independently to establish or maintain an electronic account with the Contractor after the expiration of such contract for the purpose of storing student-generated content.
8. The Contractor and Board shall each ensure their own compliance with the Family Educational Rights and Privacy Act of 1974, 20 U.S.C. § 1232g, as amended from time to time.
9. The Contractor acknowledges and agrees to comply with the above and all other applicable aspects of Connecticut's Student Data Privacy law according to Connecticut General Statutes §§ 10-234aa through 10-234dd.
10. The Parties agree that this Agreement controls over any inconsistent terms or conditions contained within any other agreement entered into by the Parties concerning student data.

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P H O T O G R A P H Y

Adam L. Coppola
COPPOLA PHOTOGRAPHY
www.coppolaphotography.com
Email: adam@coppolaphotography.com
294 Route 81
Killingworth, CT 06419
Cell: (203) 415-9851

Sarah Diggs
New Haven Public Schools
54 Meadow Street
New Haven, CT 06519

Date: ~~October 5th, 2022~~ Updated: November 29th, 2022

I. **Estimate ID:** 1535

II. **Client:** New Haven Public Schools Recruiting

III. **Creative Brief:**

- Together with the New Haven Public Schools Recruiting Team, Coppola Photography will create a 3-5 minute video, a library of lifestyle images, and hero images of featured teachers with the goal of recruiting talent to work for New Haven Public Schools.

IV. **Assignment Description:**

- One full day of photography: hero portraiture and lifestyle photography at up to two school locations
- One half-day of videography, up to 6 interviews in 1 location
- 3-5 minute feature video edited to blend interview & B-Roll footage. To include—
 - Clips from interviews with the outlined school
 - B-Roll Footage of New Haven Public Schools (Existing Library)
- Hero Images: Environmental Headshots of Interviewed Teachers
- Library of Images: Lifestyle images of teachers/staff and students in their academic/work environment.
- **Production Dates:** TBD (Window 1/1/23-3/31/23)

V. **Deliverables:**

- Coppola Photography will digitally deliver via Dropbox or Vimeo
- 1 x Approx. 3-5 minute promotional video
- 6 x Environmental Headshot "Hero Images"
- 50 x Lifestyle Images

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- First draft to be delivered within 3 weeks of production completion. Revised drafts to be completed within 5 business days of receipt of revisions

VI. Video Revisions & Edits:

- Included in this estimate are 2 revisions per video. Additional revisions will be charged accordingly on an hourly basis.

VII. Fees & Expenses:

PHOTOGRAPHY Fees & Expenses

1	Planning & Production <ul style="list-style-type: none"> New Haven Public Schools to take on scheduling and coordination with subjects. 	NA
3	Creative Fee/Photography <ul style="list-style-type: none"> \$2,200/ day (up to 8 hours) \$1,400/ half day (up to 4 hours) 	1 full-day= \$2,200.00-
5	Lighting Assistant/Grip <ul style="list-style-type: none"> \$500/ day \$300/half day 	1 full-day= \$500.00
9	Post Production <ul style="list-style-type: none"> Coppola Photography will post-process and retouch up to 6 hero/environmental portraits and 50 lifestyle images Additional Images at \$100/image 	Included
11	Incidentals	= \$50.00
12	Licensing Usage rights for CLIENT (see section VI Licensing Agreement for details) <ul style="list-style-type: none"> Unlimited Usage for New Haven Public Schools *3rd Party rights do not apply 	Included
13	File Delivery <ul style="list-style-type: none"> Delivery via either Dropbox or Vimeo \$50 per video upload 	= \$50.00 Waived = -(\$50.00) = \$0.00
14	Project Subtotals	= \$2,750.00

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PHOTOGRAPHY

VIDEOGRAPHY Fees & Expenses

	Planning & Production <ul style="list-style-type: none"> New Haven Public Schools to take on scheduling and coordination with subjects. 	NA
3	Creative Fee/Director <ul style="list-style-type: none"> \$2,000/ day (up to 8 hours) \$1,200/ half day (up to 4 hours) 	1 half-day= \$1,200.00
4	Director of Photography <ul style="list-style-type: none"> \$2,000/ day \$1,200/half day 	1 half-day = \$1,200.00
5	Lighting Assistant/Grip <ul style="list-style-type: none"> \$500/ day \$300/half day 	1 half-day= \$300.00
7	Audio Recording <ul style="list-style-type: none"> \$640/ per day 	1 day = \$640.00
9	Post Production <ul style="list-style-type: none"> 3-5 minute video - \$2,500 <ul style="list-style-type: none"> Editing new interview content together with archival B-Roll footage \$100/hr revisions past 3 (minimum 1 hour per revision) 	(1) 3-5 Minute Video= \$2,500.00
10	Music Licensing *This is approximate and may change depending upon usage, the song chosen, and company used. <ul style="list-style-type: none"> \$300/broadcasting song \$65/non-broadcast song 	(1 non-broadcast) = \$65.00
11	Incidentals	= \$100.00
12	Licensing Usage rights for CLIENT (see section VI Licensing Agreement for details) <ul style="list-style-type: none"> Unlimited Usage for New Haven Public Schools *3rd Party rights do not apply 	Included
13	File Delivery <ul style="list-style-type: none"> Delivery via either Dropbox or Vimeo \$50 per video upload 	= \$50.00
14	Project Subtotal	= \$6,055
15	Project Total (Photo & Video): <ul style="list-style-type: none"> <i>New Haven Public Schools is a tax-exempt organization</i> 	= \$8,805

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P H O T O G R A P H Y

I. Licensing Agreement

1. *The Parties:* Coppola Photography shall be considered the "Licensor," and New Haven Public Schools shall be considered the "Licensee."
2. *Media Permissions:* The Licensor permits the Licensee the following rights to reproduce images created from this photography project: Coppola Photography permits the following usage to: New Haven Public Schools (3rd party rights do not apply)
 - i. Unlimited
 - ii. 3rd Party Usage Rights Do Not Apply

II. Terms and Conditions:

[1] Definition: "Image(s)" means all visual representations furnished to Client by Photographer, whether captured, delivered, or stored in photographic, magnetic, optical, electronic, or any other media. Unless otherwise specified on the front of this document, Photographer may deliver, and Client agrees to accept, Images encoded in an industry-standard data format that Photographer may select, at a resolution that Photographer determines will be suitable to the subject matter of each Image and the reproduction technology and uses for which the Image is licensed. It is Client's responsibility to verify that the digital data (including color profile, if provided) are suitable for image reproduction of the expected quality and color accuracy, and that all necessary steps are taken to ensure correct reproduction.

If the data are not deemed suitable, Photographer's sole obligation will be to replace or repair the data, but in no event will Photographer be liable for poor reproduction quality, delays, or consequential damages. Unless otherwise specifically provided elsewhere in this document, Photographer has no obligation to retain or archive any of the Images after they have been delivered to Client. Client is responsible for sending an authorized representative to the assignment or for having an authorized representative review the images remotely during the assignment. If no review is made during the assignment, Client is obligated to accept Photographer's judgment as to the acceptability of the Images.

[2] Rights: All Images and rights relating to them, including copyright and ownership rights in the media in which the Images are stored, remain the sole and exclusive property of Photographer. ~~Unless otherwise specifically provided elsewhere in this document, any grant of rights is limited to a term of three (3) years from the date here of and to usage In-Store Point of Sale/Online/Social Media in the United States.~~

No rights are transferred to Client unless and until Photographer has received payment in full.

Digital files may contain copyright and other information embedded in the header of the image file or elsewhere; removing and/or altering such information is strictly prohibited and constitutes violation of the Copyright Act.

All fees and expenses payable under this agreement are required irrespective of whether Client makes actual use of the Images.

[3] Loss or Damage:

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Reimbursement for loss or damage of each digital file shall be in the amount of Two Hundred Dollars (\$200). Photographer and Client agree that said amount represents the fair and reasonable cost of the time and materials required to replace each item. Client understands that its acceptance of the stipulated value of the Images is a material consideration in Photographer's acceptance of the terms and prices in this agreement.

[4] Indemnification: Client will indemnify and defend Photographer against all claims, liability, damages, costs, and expenses, including reasonable legal fees and expenses, arising out of the creation or any use of any Images or arising out of use of or relating to any materials furnished by Client. Unless delivered to Client by Photographer, no model or property release exists, and it is Client's responsibility to obtain the necessary permissions for usages that require any model or property releases not delivered by Photographer. It is Client's sole responsibility to determine whether any model or property releases delivered by Photographer are suitable for Client's purposes. Photographer's liability for all claims shall not exceed in any event the total amount paid under this invoice.

[5] Transfer and Assignment: Client may not assign or transfer this agreement or any rights granted under it. This agreement binds Client and inures to the benefit of Photographer, as well as their respective principals, employees, agents, and affiliates, heirs, legal representatives, successors, and assigns. Client and its principals, employees, agents, and affiliates are jointly and severally liable for the performance of all payments and other obligations hereunder. No amendment or waiver of any terms is binding unless set forth in writing and signed by the parties. However, the invoice may reflect, and Client is bound by, Client's oral authorizations for additional Images, fees and expenses that could not be confirmed in writing because of insufficient time or other practical considerations. This agreement incorporates by reference the Copyright Act of 1976, as amended. It also incorporates by reference those provisions of Article 2 of the Uniform Commercial Code that do not conflict with any specific provisions of this agreement; to the extent that any provision of this agreement may be in direct, indirect, or partial conflict with any provision of the Uniform Commercial Code, the terms of this agreement shall prevail. To the maximum extent permitted by law, the parties intend that this agreement shall not be governed by or subject to the UCITA of any state. Photographer is an independent contractor and not an employee. If photographer is deemed under any law to be an employee of Client, and if the Images are therefore considered works made for hire under the U.S. Copyright Act, Client hereby transfers the copyright to all such Images to Photographer. Client agrees to execute any documents reasonably requested by Photographer to accomplish, expedite or implement such transfer.

[6] Disputes: Except as provided in [7] below, any dispute regarding this agreement shall, at Photographer's sole discretion, either:

(1) Be arbitrated in Killingworth, CT, under rules of the American Arbitration Association and the laws of CT; provided, however, that irrespective of any specific provision in the rules of the American Arbitration Association, the parties are not required to use the services of arbitrators participating in the American Arbitration Association or to pay the arbitrators in accordance with the fee schedules specified in those rules. Judgment on the arbitration award may be entered in any court having jurisdiction. Any dispute involving \$5,000 or less may be submitted without arbitration to any court having jurisdiction thereof.

OR

(2) Be adjudicated in Killingworth, CT under the laws of the United States and/or of CT.

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(3) In the event of a dispute, Client shall pay all court costs, Photographer's reasonable legal fees, and expenses, and legal interest on any award or judgment in favor of Photographer.

[7] Federal Jurisdiction: Client hereby expressly consents to the jurisdiction of the Federal courts with respect to claims by Photographer under the Copyright Act of 1976, as amended, including subsidiary and related claims.

[8] Re-shoots: Client will be charged 100 percent fee and expenses for any re-shoot required by Client. For any re-shoot required because of any reason outside the control of Client, specifically including but not limited to acts of God, nature, war, terrorism, civil disturbance or the fault of a third party, Photographer will charge no additional fee, and Client will pay all expenses.

If Photographer charges for special contingency insurance and is paid in full for the shoot, Client will not be charged for any expenses covered by insurance. A list of exclusions from such insurance will be provided on request.

[9] Assignment Cancellations and Postponements: Once a production date has been established and agreed upon by both parties, that date can only be changed under the following provisions:
Cancellations: Client is responsible for payment of all expenses incurred up to the time of cancellation of the assignment, plus 50 percent of Creative Fee(s); however, if notice of cancellation is given less than two (2) business days before the shoot date, Client will be charged 100 percent fee. **Postponements:** Unless otherwise agreed in writing, Client will be charged a 100 percent fee if postponement of the assignment occurs after photographer has departed for location, and 50 percent fee if postponement occurs before departure to location. At the discretion of Photographer, a portion of these fees may be used towards a future photography date. Fees for cancellations and postponements will apply irrespective of the reasons for them, specifically including but not limited to weather conditions, acts of God, nature, war, terrorism, civil disturbance, and the fault of a third party.

[10] Shooting Time/Additions: The Client and the Photographer agree that cooperation and punctuality are essential to accomplish the goals and wishes of all parties. Therefore;
-Shooting commences at the scheduled start time and ends at the scheduled end time and includes appropriate allocation for lunch included within the hours (45 minutes for hours over 5/day. 60 minutes for hours over 8/day).
-Post-Production: Photographer and Client agree to complete post work in a timely manner. Photographer agrees to deliver low resolution images to client within one week of production date for selection purposes and within 3 weeks for post-processed images. (Images that require retouching may need additional time). Client agrees to respond with image selects/video revisions within one week. In the event that Client has failed to move forward with image selects or video revisions, after 2 weeks Client releases creative liberty for Photographer to move forward with what he/she feels is best by either: 1- Closing the project and charging a \$500 re-start fee when Client is ready to move forward, or 2- make selects/revisions and deliver within aforementioned timeframe.

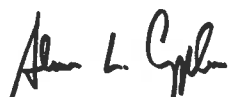
[11] Payment Schedule: Payment of 50% is due at the time of signing the agreement. The remaining balance is due in full prior to delivery of images, or 30 days from the last shoot date, whichever comes first. Returned checks will be assessed a \$100 non-sufficient funds fee. In the event that payment is not made within 30 days of invoice date, Client will be responsible to pay a late fee of 3%. Accepted forms of payment include Check or Bank transfer.

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Thank you very much for considering the Coppola Photography Team. We take pride in our creative services offered and plan to make your satisfaction our priority. We look forward to the opportunity of collaborating on this exciting project. Please do not hesitate to reach out to us regarding any questions with this estimate.

Sincerely,



Adam Coppola
Owner and Lead Photographer

Signatures:



11/17/2022

Adam Coppola
Owner and Lead Photographer

Date

Client



Barbara Mincey

Invoice # 255 10/19/22

To:

Barbara Mincey
4752201542
barbara.mincey@nhboe.net

From:

Chike Photography
8609872721
chike@chikephotography.com

New Haven, CT
United States

Item	Qty/Hrs	Tax	Price	Subtotal
NHBOE - 11/15/22 - 11/16/22 promotional project - all inclusive quote (Tax exempt)				
<ul style="list-style-type: none">• 1.5 days of photography to include at least 50 lifestyle shots, 6 environmental portraits and a 5 minute promotional video• Planning/meeting fees• Lighting• File delivery• Licensing fee if applicable• Incidentals	1		\$8,795.00	\$8,795.00

Subtotal: \$8,795.00**Tax: \$0.00****Total: \$8,795.00****Remainder: \$8,795.00**

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INVOICE

No : 0040 2022

Invoice To :

NEW HAVEN PUBLIC SCHOOLS

viennastorycraft@gmail.com

New Haven, CT 06511

203.214.4275

Date : October 25, 2022

DESCRIPTION	QTY	RATE	TOTAL
Marketing & Lifestyle (~7 hrs coverage) ***Any time over 7 hrs up to 10 hrs will be covered by Photographer in Package	1.5 Days Coverage	\$250/hr	\$1750
Additional Hourly Coverage (may be added during client consultation)	1 Hour	\$250	\$0
Professional Photo Edits Including 50 Lifestyle Shots, 6-10 Documented Environmental Portraits	10+ Hours	\$50/hr	\$500
Godox TT350 Speedlight and Softbox, Godox Softbox Light Mount, Camera Batteries	1.5 Days Coverage	\$246	\$0
Professional Marketing & Documentary Videography	1.5 Days Coverage	\$115/hr	\$800
Professional Video Editing (Editing time dependent on B-Roll Interspeed)	5 -10 Hours	\$50/hr	\$250-500
Additional Videographer Rental Gear: Sony a7III Videocamera, Rode NTG4+ Microphone, Sachtler Ace M Fluid Head Tripod Kit, Lowel Tota LED 3-llght Kit	7 Day Rental	Camera: \$50 Microphone: \$47 Tripod: \$75 Light Kit: \$82	\$254

Summary

Total with Video Edit
estimating 5 Hours : \$3,554

Total with Video Edit
Estimating 10 Hours : \$ 3,804

Balance Due : TBD

Payment Methods

Venmo : Vienna-Hinkson
Check: Please make out to
Vienna Storycraft
Cash: also accepted

Thank you for purchase!

*If payment installments were agreed upon,
separate invoices will be emailed.*