

May 10, 2018

From: New Jersey Historic Trust  
101 S. Broad Street, Trenton, NJ  
(609) 984-0473

To Whom It May Concern:

The New Jersey Historic Trust (NJHT) is seeking proposals from an experienced documentary filmmaker/team (Vendor) to develop, film, produce, edit, and broadcast a documentary series, in short and long form, about the Trust's preservation programs, with a special emphasis on heritage tourism in the state. Attached you will find **a Request for Proposal due by 4 pm on Thursday, May 17, 2018.**

The New Jersey Historic Trust is in but not of the Department of Community Affairs. Its mission is to advance historic preservation through education, stewardship and financial investment programs that save our heritage and strengthen our communities. In addition to its role as the primary provider of bricks and mortar grants to NJ's historic properties, the Trust also administers the heritage tourism grant program funded by the Discover NJ History License Plate sales.

If selected as the consultant for this RFP, you will be required to provide the following:

- A valid NJ Business Registration certificate
- Registration in NJSTART vendor system: [www.njstart.gov](http://www.njstart.gov)
- A current NJ Certificate of Employee Information Report/Affirmative Action Certificate (or provide the State of NJ Employee Information Report and a \$150 check to the NJ Dept. of Treasury to attain a new certification)
- Complete DPA form packet  
[http://www.nj.gov/treasury/purchase/forms/DPA\\_Packet.pdf](http://www.nj.gov/treasury/purchase/forms/DPA_Packet.pdf)

Any questions on this proposal should be directed to [Dorothy.guzzo@dca.nj.gov](mailto:Dorothy.guzzo@dca.nj.gov)

Sincerely,



Dorothy P. Guzzo, Executive Director