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July 6, 2008

Request for Proposals

FOR THE WRITING AND EDITING OF A BOOK CELEBRATING SASKATCHEWAN INNOVATORS AND ENTREPRENEURS

Saskatchewan has its heroes and icons: Joni Mitchell, Buffy Saint-Marie, Art Linkletter, W.O. Mitchell, Guy Vanderhaeghe, Allan Sapp, Gordy Howe, Wendel Clark, Sandra Schmirler, Catriona Le May Doan, Tommy Douglas, John Diefenbaker, Gabriel Dumont, and the list goes on. Yet, few of these icons made their mark in the field of business.

Prairie Policy Centre, Inc. (the publisher) wants to collect, document and publish the stories of Saskatchewan entrepreneurs who have made a significant contribution to the social and economic well-being of this province. We are currently seeking the supply of services to research, write, edit and prepare the materials for publishing a book or series of books on this subject.

Prairie Policy Centre is an independent, non-partisan, not-for-profit research and educational organization funded solely by the voluntary contributions of individuals, small business, corporations and organizations that share a common interest in making the prairie region a better place to live, work and prosper. Our mission is to foster a greater understanding of wealth creation and its relationship to our economic and social well-being in order to shape public policy to maximize opportunities for everyone.

By telling the stories of the innovators and risk-takers who turned their ideas and dreams into business opportunities, our purpose is to help build a greater understanding of, and appreciation for the fact it is entrepreneurship which generates the wealth that pays for and sustains social progress, including: improvements in health, education, and living standards.

SUBJECT MATTER SELECTION CRITERIA

The Prairie Policy Centre will be responsible for the selection of all subjects, based on the following criteria:

1. The subject may be an individual, a family, or any combination thereof that started a business enterprise in Saskatchewan. Preference will be given to those who currently reside or operate in the province; and,
2. All subjects must have made a significant difference to the economic and social well-being of Saskatchewan, through:
 - a. Business activities, including:
 - i. Entrepreneurship (risk-taking),
 - ii. Wealth creation (attracting investment and jobs), and/or
 - iii. Innovation (revolutionary products or ideas); and
 - b. Community service (benefits society as a whole).
3. Must have a compelling story - one of succeeding against the odds by overcoming the obstacles life and business can present.
4. Must have made a positive contribution to society as a whole through the product or service they provide, or through the development of an idea, a business or an industry in the province.
5. Special consideration should be given to those enterprises that:
 - a. have shown growth and sustainability over a long period of time;
 - b. have survived beyond the management of their founder; and,
 - c. currently conduct business in Saskatchewan.
6. Content should incorporate a good mix of subject matter, providing both:
 - a. broad geographic and,
 - b. broad industry representation.

REQUIREMENTS

Interested parties are invited to submit proposals for the delivery of a completed manuscript to the Prairie Policy Centre, based on the following requirements:

Publication description:

All submissions are to be predicated on publishing a hardcover book, with approximately 200 pages 8 1/2" x 11" in size. The book will be comprised of ten chapters plus an introduction. Each chapter will be approximately fifteen (15) pages in length - including text and photographs - and must tell the story of one person or family through the use of both words and pictures. The writing style will be entertaining as well as informative. The Prairie Policy Centre will provide the names and contact information for all subjects.

Scope of work:

Proposals should include methodology, timelines, and all costs to complete a finished manuscript that is ready to proceed to the design and production stage. This will include:

1. Researching history of the subject, family, business activities, etc.;
2. Conducting interviews with the subject, family members, colleagues, business associates, etc.;
3. Writing and editing all text;
4. Selecting and gathering all photographs to enhance stories; and,
5. Obtaining all necessary clearances for use of third party materials (stories, quotes, photographs, etc.).

Rights to the Book:

It is the desired intent of Prairie Policy Centre, Inc. (the publisher) to obtain all rights to the book, including Copyright, story rights, electronic and merchandising rights. The author will receive full credit for authorship.

Control and Final Decisions:

In terms of the manuscript, the publisher will reserve the right to edit and revise the work of the author. The publisher also reserves the right to control all aspects of the actual book in terms of content, look, style, printing, distribution, marketing and promotion.

Payment and Royalties:

This project is an educational, rather than commercial venture. As such, the publisher does not expect to sell large quantities of the printed book. Proposals should be prepared on a “fee for service” basis, which fairly compensates the author, and other personnel for their work. A royalty structure is not anticipated, but would certainly be open to negotiation.

Subject to any contract provisions, the publisher will seek an agreement that provides for scheduled payment along the following lines:

1. 25% payable on the signing of an agreement;
2. 5% payable on the publisher’s acceptance of a draft manuscript for each of ten chapters (for a total of 50%); and,
3. 25% payable on the publisher’s acceptance of a completed final manuscript.

Delivery deadline for completed manuscript: six (6) months from the date of signing an agreement.

PROPOSAL FORMAT

All proposals must contain: (1) a Technical section; (2) a Capabilities section; and, (3) a Time & Cost section.

Technical Section:

In the technical section, provide an overview of how you would undertake the project the terms of research, writing and editing. This should include your approach to both style and look of the book. The proposal should also include a detailed work plan which includes timelines, projected personnel requirements, schedules for the delivery of each completed chapter as well as the finished manuscript.

Capabilities Section:

In the capabilities section, provide a summary of your experience and capabilities, along with resumes for all personnel that will work on the project. It would also be useful to submit references and samples of any published work which demonstrate your capabilities.

Time and Cost Section:

In the time and cost section, detail the time and costs that will be required to complete and deliver the desired manuscript.

SUBMISSION OF PROPOSAL

Proposal Submission deadline:

July 31, 2008

Submit Proposal to:

Executive Director
Prairie Policy Centre, Inc.
2229 Avenue C North
Saskatoon, Saskatchewan S7L 5Z2

For Additional Information or Clarification, Contact:

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