



Oregon Cultural Heritage Commission Seeks Proposals for Oral History Transcription Service

RFP Submission Deadline: December 23, 2013 5:00 PM

BACKGROUND:

The Oregon Cultural Heritage Commission discovers, celebrates, and commemorates Oregon's diverse cultural and literary legacy, raising awareness through media, memorials, and public events. Formed in 1988, OCHC believes in the importance of cultural memory, assuring the past a place in the present. As our culture continues making critical choices about the wide-ranging issues of the day, it is vital that we bring the wisdom and experience of our forbears into the discussion. To learn more, visit <http://www.ochcom.org>.

In March 2012, OCHC launched a new project, "Russell Lee in the Pacific Northwest: Documenting Japanese American Farm Labor Camps." The project will produce a traveling exhibition that will examine photographs of four labor camps in Oregon and Idaho, documented by Farm Security Administration photographer Russell Lee in the summer of 1942. The exhibition will debut in September 2014 at the Four Rivers Cultural Center in Ontario, Oregon, then travel to sites throughout the Pacific Northwest and beyond. This program is supported by grants from the National Park Service Japanese American Confinement Sites Grant Program; Idaho Humanities Council, a State-based Program of the National Endowment for the Humanities; and the Malheur County Cultural Trust. The Four Rivers Cultural Center, Snake River Valley Chapter of the Japanese American Citizens League, and the Oregon Historical Society have provided additional support. To learn more about the project, visit <http://www.ochcom.org/Lee.html>.

RFP PROJECT SUMMARY:

OCHC is seeking an individual or team to transcribe an estimated twenty hours of oral history interviews, recorded between April and December 2013. The average oral history interview is sixty minutes in length. The contractor(s) will be expected to provide all labor and equipment necessary for the transcriptions. OCHC will provide copies of audio and/or video files. All interviews will be transcribed verbatim and then be reviewed by the project directors.

SCHEDULE OF EVENTS:

Solicit responses to RFP:	December 2013
Select transcriber:	January 2014
Submit all transcriptions to OCHC:	March 2014
Debut exhibition at Four Rivers Cultural Center:	September 2014

PROPOSAL REQUIREMENTS:

Send an email with the proposal, including estimated hourly or project fees, as well as a resume or C.V. as PDF attachments to encanto@ochcom.org with the subject line "RFP transcription services."

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CONTACT:

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