



FINANCE

RFP 842-25 L28 CORRESPONDENT

Addendum #1
Date: September 18, 2024

Questions & Answers:

1. Is there an incumbent vendor for this RFP?

Yes, there are existing roles like those described in the RFP that are currently filled. However, this is the first issuance of this RFP as we are formalizing the process.

2. If yes, who is the incumbent and what is the current contract number and amount?

We are not disclosing specific details about current contracts or vendors at this stage in the process to ensure all proposals are evaluated on a consistent and fair basis. Interested parties may submit a formal records request through the City Clerk's office for additional information.

3. What is the projected budget for this RFP or for work done under the resulting contract for the first year of the contract?

Please refer to the RFP documentation.

4. What is the expected volume of work to be done under this contract?

Dependent on project.

5. How many broadcast pieces will be edited per week? How many per month?

Dependent on project.

6. You list "Edit news packages using footage and other materials as appropriate for the story." Can you please explain how you are referring to editing here. Do you want outputs of completed pieces ready for broadcast? Or do you mean create a paper edit of the piece for an editor to do the actual editing?

Using a non-linear editing software (e.g. Adobe Premiere, Davinci Resolve), candidates will be expected to edit complete news packages that can be published, along with minor edits for other pieces if necessary.

7. The RFP states that the City will provide necessary space and equipment for these services. Can you please detail what equipment will be provided?

City provides equipment needed to complete tasks such as filming and editing news packages.

8. Will the City provide any personnel along with the equipment or are we expected to film, present/be on-camera and edit the pieces all as part of this contract?

Most of our productions are done as a team. However, we need candidates who are capable of stepping into any of these roles as needed.

9. Will a platform be available for follow up questions when the answers to today's questions are posted?

Follow-up questions can be directed to bidinquiries@cityoflancafterca.gov

10. Would you consider accepting electronic delivery of proposals?

Unfortunately, not currently.