

RIVERBANKS ZOO & GARDEN

columbia south carolina

Procurement Division
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AMENDMENT TO SOLICITATION

AMENDMENT NO. 2

ISSUE DATE: 03/12/2019

SOLICITATION NO. P19001-03/18/2019

DATED: 02/25/2019

PROJECT: Video Production

QUESTIONS & ANSWERS:

All questions received by companies through March 11, 2019 have been combined and answered below.

1. At one point in the RFP, it says 3 references are required but at another, it says 5 references are required for clients "using the proposed solution"?

Answer: The Riverbanks Zoo & Garden will accept 3 references for both sections.

2. How many zoo and garden promos do you anticipate over a 1-year period?

Answer: The number is not defined.

3. How many Riverbanks Signature Events, Special Events and programs do you anticipate over a 1-year period?

Answer: The number is not defined.

4. How many Animal Care and Specialty Care, Conservation Projects do you anticipate over a 1-year period?

Answer: The number is not defined.

1. Since pricing factors in for 60% of determining who to award the contract to, is there a maximum budget available for this contract? Not knowing the scope of the available budget makes it difficult to determine the best approach.

Answer: No budget will be submitted.

2. In section 6.4.01(3), the RFP asks for "references that are currently using the same system that is proposed". Is "system" just a term for the array of services being offered to satisfy the needs of the RFP? There doesn't appear to be another reference to a "system" in the RFP.

Answer: Yes.

3. In regards to the list of programs and services on page 16 of the RFP, is it possible to provide a rate sheet for each of the services listed (videography, editing, animation, etc.) or do you want a flat monthly fee for all projects/videos listed? Presumably the monthly amount would vary based on the video lengths and frequency some of the videos and services are needed. For example, if Special Projects are only needed 1-5 times per year, that wouldn't be a monthly charge.

Answer: A flat monthly fee for all projects/videos listed.

4. Will any of the videos require casting and providing actors/talent, or will the zoo be providing all on camera talent? If the production company is providing talent, should day rates and agency fees be included in the pricing proposal?

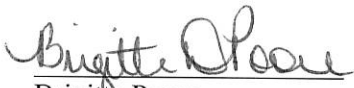
Answer: No, actors/talent will be provided by Riverbanks Zoo & Garden.

Offerors must acknowledge receipt of this addendum by one of the following methods: (a) By signing and returning one copy of this addendum with your bid; (b) By acknowledging receipt of this addendum on each copy of the bid submitted; or separate letter which includes a reference to the solicitation and addendum numbers. Failure of your acknowledgment to be received at the Purchasing Office prior to the hour and date of the opening may result in rejection of your offer. If by virtue of this addendum, you desire to change an offer already submitted, such change may be made by letter, provided such letter makes reference to the solicitation and this addendum and is received prior to the opening hour and date specified.

COMPANY NAME: _____

NAME & TITLE OF AUTHORIZED REPRESENTATIVE _____

AUTHORIZED SIGNATURE _____



Brigitte Poore
Procurement Manager