

## ADDENDUM ONE, QUESTIONS and ANSWERS

Date: March 30, 2015

To: All Bidders

From: Lori A. Cole, Buyer  
Department of Economic Development

RE: Addendum for Request for Proposal Number 4928Z1  
to be opened April 10, 2015 at 2:00 p.m. Central Time

### Questions and Answers

Following are the questions submitted and answers provided for the above mentioned Request for Proposal. The questions and answers are to be considered as part of the Request for Proposal. It is the Bidder's responsibility to check the State Purchasing Bureau website for all addenda or amendments.

Questions	Answers
1. Does the bidder include the complete original document in proposal or just the documents that require a signature and/or initial?	Bidder must sign and include the Request for Proposal for Contractual Services form, should include completed Section III. Terms and Conditions, and must provide the information required in Section IV. Project Description and Scope of Work. Additional Proposal Instructions are found in Part V. Proposal Instructions of the RFP.
2. If bidder is a person rather than a company, does bidder use their name on THE FIRM line item?	Yes. If the bidder is an individual or sole proprietor, the bidder should use their name on "The Firm" line item.
3. Do all insurance requirements listed apply to an individual applying?	The insurance requirements apply to all bidders. However, a bidder may indicate any exceptions to the Terms and Conditions of the RFP by (1) clearly identifying the term or condition by subsection, and (2) including an explanation for the bidder's inability to comply with such term or condition which includes a statement recommending terms and conditions the bidder would find acceptable.

<b>Questions</b>	<b>Answers</b>
4. What is the pay schedule?	As indicated in the RFP, a payment will be made upon completion and acceptance by the Department of the Annual Marketing Plan. The Department will make fixed monthly payments during the term of the contract for the operation of the Film Office, Implementation of the Marketing Plan and Fulfillment of the Reporting Requirements. The Department will make a payment for attendance and marketing of Nebraska at a film convention, exposition, or tradeshow upon completion and acceptance by the Department of the services provided.
5. What was the last amount awarded for the most current position?	The Department currently pays a fixed amount of \$2,309.85 per month for services performed in Operation of the Film Office. The current contract allows for payment of expenses, which average \$250.00 per month. The current contract also provides payment for attendance at a film convention, exposition or tradeshow. Cost for attendance in 2014 was approximately \$1,500.
6. Will you accept letters of support from industry professionals in the form of an email?	No. The Department will not accept email letters. All information needs to be included in the bidder's proposal submitted in response to the RFP.
7. What is the annual salary of the current Film Officer?	The Department currently pays a fixed amount of \$2,309.85 per month for services performed in Operation of the Film Office. The current contract allows for payment of expenses, which average \$250.00 per month. The current contract also provides for payment for attendance at a film convention, exposition or tradeshow. Cost for attendance in 2014 was approximately \$1,500.
8. What is the operating budget for the current Film Office?	The Department currently pays a fixed amount of \$2,309.85 per month for services performed in Operation of the Film Office. The current contract allows for payment of expenses, which average \$250.00 per month. The current contract also provides for payment for attendance at a film convention, exposition or tradeshow. Cost for attendance in 2014 was approximately \$1,500. These items together total less than \$35,000. The Department performs administrative functions for the Film Office such as accounting and legal with Department staff.
9. Will the current Film Officer be considered in this RFP?	RFP 4928Z1 is open to all bidders.
10. Is there any plan or process in play to establish Film Incentives in Nebraska?	The Department does not have a plan or process in play to establish Film Incentives in Nebraska.

This addendum will become part of the Request for Proposal and should be acknowledged with the Request for Proposal.