



**PROJECT #ACCVA 12- 03
QUESTIONS REGARDING PHOTO SHOOT**

What is GLBT? **GLBT (Gay, Lesbian, Bisexual and Transgender)**

Is there a bid proposal form? **The Proposal Page is included in the RFP**

Budget: Is there a proposed or estimated budget that you can share with us?
We are not sharing the budget for this project.

The RFP discussed images for the leisure and business travelers. Are you hoping to also target the local community? **No, we are not targeting the local community.**

Shots:

Do you have a short list of shots desired?

Is it possible to elaborate on the number and types of shots you are looking to obtain, (i.e., with models / people, aerial shots, architecture, food, etc.). The unknowns makes it almost impossible for us to bid appropriately when it comes to overall production expenses such as:

Casting the number of models – 4 - 6 models should be cast for the photo shoots

(Are you comfortable reusing the same models in multiple shoots?)
No, we do not want to reuse the same models for multiple shoots.

Hiring fashion and markup artist/stylist

Helicopter schedules

Production crew, lighting and props

Food stylist and so forth

The selected photographer will be responsible for hiring staff and crew needed to complete the photo shoot. We are looking for one shot per category.

- o Do you have any layouts or examples of what you are looking for specifically or do we propose the entire storyline of the shoot? **The photographer will propose the storyline of the shoot in consultation with ACCVA staff.**
- o Is there a creative team to offer guidance or are you looking to rely on us to take the creative lead? **The ACCVA Marketing team will offer guidance to the photographer.**
- o Do you have a timeline to start production? **Production should start June 2012.**

Who selects the models for each shoot? **The ACCVA and the photographer will select the models for each shoot.**

The bid states "Tentative Schedule"; regarding this will there be added photo categories later? **No**

What is the maximum number of shoots we can expect for each category? **There will be one shot for each category.**

What is the maximum number of shoots that we would need to hire models for? **Models will be needed for all shots except aerials.**

Who schedules the photo shoot? **The photographer will schedule the shoots.**

How is the overall contract shoot list divided? Monthly? Weekly? Daily? **The photos will be taken June – September.**

What is the maximum time we would have to retain models for on any given shoot? **This will be at the photographer's discretion.**

Are there any options to assist in cash flow for the low bidder to be able to pay for the models, helicopters and/or boats? **No, financial assistance will not be available.**

Who determines which photos require models? Good, professional models can make all the difference in creating a marketable photo but it is difficult to factor in their cost without any minimum guidelines. Also, in one section of the RFP it states the photographer needs to obtain a total buyout from nay models used, another section states three year unlimited usage. Since this could affect the price, which is the accurate statement?

There shall be a three year usage limit on model photos commencing with the signing of the contract.

How will quality of work be determined and how important is it in the awarding of this contract? Who will be making the determination? **The proposals will be narrowed down to the top three, and the ACCVA will request samples of their work.**

The tentative shot list is very short on specifics. Great commercial and PR photography takes planning and time. Who will determine, for instance, how many guest rooms need to be photographed or how many different locations for dining, nightlife or shopping need to be included? The term "Attractions" could be very loosely interpreted. Is there an existing list of preferred attractions? Details would be very helpful in determining a fair price for the project. **There will be one shot location for each category.**

Why would a bidder need proof of liability insurance made out to the ACCVA before being awarded the contract? This seems like a deterrent to many good photographers. Would a statement from the bidder's insurance company stating the insurance will be in place before the start of the contract suffice? **Proof of professional liability insurance must be presented to the ACCVA at the time of award (before the contract is signed by the successful bidder)**

One of the evaluation criteria listed is "Availability and quality of personnel, facilities and equipment". How are these factors determined? **All proposals shall include resumes of staff that will be working on this project. The photographer shall also include a list of equipment currently used in the studio. The proposals will be reviewed and evaluated by ACCVA staff, in consultation with the Vice President of Marketing.**

Will the ACCVA help identify specific hotels, restaurants, casinos, etc that will be included in this project? **Yes, the ACCVA staff will work with the photographer to identify shot locations.**

How many hotels and/or casino's guest rooms etc are required? **One**

Will professional models be used in all photographs or will we attempt to use real guests for some of the images. **Professional models will be used for all images.**

Are signed model releases required of everyone who appears in the photographs? **Yes**

Will there be any ACCVA person assigned as liaison between the photographer and the selected hotels and casinos? **Yes**