

# **Elimination of Bias Video Project**

## **Request for Proposal: Questions & Responses**

September 10, 2012

- 1. Hiring professional actors would be a significant item in any budget. Do you expect to use professional actors, or can the State Bar provide volunteers from its own staff to act in this video?**

*To maintain the professional quality of the final production(s), we anticipate the use of professional actors.*

- 2. We would like to propose using an on-camera narrator. Once again the narrator can be a professional, or from your own staff. Do you have a preference?**

*As noted above, we anticipate the use of professional narrators.*

- 3. Building sets in a studio or renting office space in which to shoot would also be a major expense. Can the State Bar provide office space in which this video could be shot?**

*To the extent possible, the State Bar can assist with identifying appropriate locations to reduce costs, however, original cost estimates should identify the locations and indicate the full range of costs (e.g. costs ranging from building the sets, to renting office space and obtaining free use of office space).*

- 4. Under Totals by Production you have listed “Production (union)”. Does that mean you require the production to be handled by unionized workers?**

*The reference in the worksheet totals was to indicate the preferred use of profession union actors in the production, as listed on line 29.*

- 5. Under Post-Production you have listed “250 DVD Duplication”. The RFP does not mention duplication. Do you need 250 copies of the finished program?**

*Yes, along with a breakdown of the copying costs for the original 250 as well as additional copies.*

- 6. Likewise you have listed 250 units of Training Material Reproduction/Print. The RFP merely states that you need *Consultation and coordination with State Bar Staff on the production of written trainer and participant materials to accompany the video(s)*. This implies that the State Bar will produce and re-produce their own training material based on input from the video production company. Which is the case? How involved do you need the video production company to be in the production of written training materials?**

*We expect to rely on the expertise of the production company in the creation of the training materials and would also like a breakdown of costs for producing 250 copies of the materials including design and printing/copying costs.*