Procurement and Contracting Services

Request for Proposals for Production Services for University of Arizona Commencement

Addendum #1

Please mark all proposal submission Envelopes with the following information

Sealed RFP #L132006
Due on 10/02/19 no later than 2:00 PM, MST
The following questions were received before the technical question/inquiry due date of September 17, 2019 at 12:00PM MST:

**Q:** Is this a more (than one) year deal? If yes, how many years? (this to know over how many years we can spread the cost of custom skins)

**A:** Per Section 5.10 of the RFP, this RFP/Award is good for up to 5 years (May 2020 through May 2024) upon mutual agreement of all parties. Please note at this time we do not require all brand-new skins for the existing scenic which the university owns and is in storage in Las Vegas. Winning bidder must provide for storage of the university materials – see manifest/photos in Dropbox link. Please provide your per square foot pricing for red, white, blue textaline as well as comparable mesh fabrics both in stock color as well as direct printed. Please also provide your price per square foot of applied vinyl printing (old main structure seen in prints/photos typically needs a fresh print each year). So, to say again we do not need you to estimate rebuilding the entire set as you see it in the photos but to take care of storage/transport/assembly/minor repairs etc. as one option of your proposal. Vendors are encouraged as well to propose a secondary solution whereby in the spirit of the design being used now a new scenic system is created especially if aesthetically pleasing and also at a potential cost savings.

**Q:** Is it possible to quote on just a few items? We would like to look at the (2x) video towers and the (4x) delay towers

**A:** Yes, you are welcome to propose any solutions to this RFP including parts or all of any section/subsection within the technical areas of 5.0 through 5.9.2. To say again an audio specialist may choose to just bid on audio, rigging just on rigging, or a production team with any combination of departments that they can expertly offer is all welcome and does not hurt your chances of being selected to only offer pricing on your core services.

**Q:** If chosen, is the vendor responsible for pulling local permit for building?

**A:** No Local building, electrical or other like permits are required. The University has a risk management team that will seek to see stamped structural drawings as well as appropriate flame certificates for all fabrics etc., but this has always been a easy and straightforward process.

**Q:** May we have a better dwg file of the staging?

**A:** Stage views in PDF / DWG / VWX form are provided in the existing Dropbox link under drawings/scenic&site etc. Note within the VWX etc. the staging / scenic is present in 3D wireframe as well. Additionally, note when providing pricing for carpet for the stage – simply offer your price per square foot of white, red, and black low-cut pile options as economically as possible, it varies from year to year how much we actually need to refresh/replace vs what you can see in our storage inventory/photos etc. It typically takes approximately (115) 4’x8’ s and (10) 2’x8’ decks to complete the main stage and press risers shown plus all misc hardware, steps etc.

**Q:** Will railing that is denser with vertical bars about every 6” be acceptable or do we need to supply railing exactly as pictured?

**A:** Yes, that would be acceptable. Railing compliant with normal building and safety standards will be accepted including those with vertical oriented mid-bars vs. horizontal.

**Q:** Please confirm we are responsible for erecting client provided scenery.

**A:** Yes, if your team is able please do propose retrieving Las Vegas storage assets, holding approximately 3 tractor trailers worth of volume of materials (see manifest/photos in Dropbox), transporting to and from site, and assisting with overseeing IATSE scenic crew in assembling
these parts. Note you are welcome of course to propose storage options in Tucson AZ if that would be easier then your own facility / trailer yard etc.

**Q:** What is the accessibility for equipment onto the field. We assume we can drive trucks onto the field since there is going to be flooring.  
**A:** Very Good actually...The loading dock area is in the north west corner of the stadium (also where the students make their primary procession in through as you look through photos etc.). While there are some lower height bays in that area, typically we line up 3-4 trailers just outside the dock area (easily seen in google satellite views small parking area outside NW corner) and then roll / forklift items in from there. With some items – especially the larger scenic pieces that are bulky, we do in fact back tractor trailers onto the field (see field protection ratings provided by Sunbelt Inc / University etc.). We also run forklifts, golf carts, cranes etc. however all vendors are still liable should they cause any damage to the field / facilities, so we do try to limit how many trucks come directly onto the field area.

**Q:** Confirming our crew does not need to be Union  
**A:** Your department heads / traveling crew etc. does not need to be Union.

**Q:** Are there locations for case storage or do we need to provide trailers?  
**A:** There is ample case storage onsite, typically under the bleachers in the south and west of the stadium with of course additional more critical storage (and active tech space) under the stage itself.  
We also can store trailers / trucks as needed within few miles of the stadium at various lots owned by the university.

**Q:** Where are house power locations?  
**A:** See scale drawings under site/scenic folder of Dropbox link provided. (4) 400a phase services at NW Dock, (1) 200amp 3phase at each 30yard line marker on the east side (2 total), additional 100amp 3phase service under south bleachers, L21-30 Plug available at West 50-yard line (upstage center) typically used for fast access rigging power prior to larger power order coming in etc., as well as various convenience outlets etc.

Additional Reminder: Additional drawings, photos, information can be found at the Dropbox link originally provided within the RFP restated below.  
[https://www.dropbox.com/sh/cybxpdlom2o4nij/AACI3DNZ1Q1KfJqkJqkJm7PAa?dl=0](https://www.dropbox.com/sh/cybxpdlom2o4nij/AACI3DNZ1Q1KfJqkJqkJm7PAa?dl=0)

**End of addendum, all else remains the same.**