

## **WAMPO Video Creation Services RFP**

The WAMPO Video Creation Services RFP was issued on March 30, 2023. Questions were to be submitted by 5 pm on April 5, 2023. WAMPO provided responses at [www.wampo.org/wampo-is-hiring](http://www.wampo.org/wampo-is-hiring) on April 7, 2023.

The questions are bolded below. Our responses are shown in red.

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**With regards to music and voice-over, are there plans to carry out an OTT ad buy? For how long?**

Currently, there are no plans to use these videos for any advertising over streaming services. However, it is likely that we would boost the videos on Facebook.

**The RFP states that you expect 3-10 videos to be developed for the project. I am curious if you would be open to a proposal for more than 10 videos, provided that we can still remain within the allocated budget?**

**We believe that delivering additional high-quality videos could offer more value and help better achieve the project's objectives.**

Yes, we would be open to allowing more than 10 videos, as long as your proposal still remains within our budget.

**What are my next steps?**

Please submit a proposal following the steps listed in the RFP by 5 pm on April 17. The RFP can be found at: [www.wampo.org/wampo-is-hiring](http://www.wampo.org/wampo-is-hiring)

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Received on 4/5. Responses were posted on 4/11.

Please accept our RFP questions:

- 1. Are there any or will there be any renderings of proposed planned projects to be included during the 3-year contract?**

There are no renderings of proposed projects yet. But we would like to work with the Consultant to develop video ideas.

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2. **Do you have an accessible library of more recent high-quality, high resolution source files of photography and videos that the contractor could access?**

Yes, we have a large library of pictures, video clips, and animation clips that can be used. The photos vary in age from 2014 to 2022.

3. **Do you have any ability to use KDOT's stock for the Wichita area?**

We would have to investigate that. It would be great if we could!

4. **How many of the videos do you anticipate each year that would be more technical explainer or is this something you'd like to determine with the selected team?**

We'd like to determine this with the selected consultant. We know we will want a video about what WAMPO is.

5. **Is there a DBE requirement for this project?**

There is no DBE requirement for this project.

6. **Could you provide all options for specific documentation from a cognizant state agency, of our proposed rates, will you accept? (i.e. Confirmation of our rates by another state in a letter? Or, a copy of our approved rates and indirect rates by another state for its Safe Harbor program?)**

The RFP does not require this documentation as part of the response. If indirect costs are included, during the negotiation process, WAMPO may seek documentation that these indirect costs have been approved (accepted and likely audited) by another governmental entity.

7. **Is a budget breakdown by task sufficient for the initial proposal or do you need details by individual staff?**

We need a breakdown of the cost for each employee per task.

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Received on 4/5. Responses were posted on 4/13.

**The RFP states that you are anticipating the need for 3 – 10 videos per year. As you pointed out, the nature of each video may be different in the specifications. Some may, for instance, may require testimonial interviews while others may require animation and voice-over. They may also vary in length. Understanding that a work plan and breakdown of fees could vary greatly**

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**depending on the number and type of video we would be producing, could you further explain what you're looking for with regards to budget?**

Please provide a budget that shows the cost for each employee and a breakdown of fees for the professional and administrative services. A driving factor for determining the number of videos we can create each year is the cost per employee and overhead fees.