

## **Request for Qualifications for Videographer Questions & Answers**

Will there be travel associated with this project? If so will mileage be included in cost of service.

- **The firm will need to travel to Central Ohio for production of the videos. Mileage will not be reimbursed.**

Can you give us a general idea of dates associated with the events?

- **For 2023, the State of the Region will be on March 31, 2023, and the Summit on Sustainability will be on October 26, 2023. The dates for the 2024 are TBD.**

Along with the storyboarding will MORPC have some sort of script?

- **MORPC will provide the scripts for the videos that require a voiceover.**

Do you have expected runtimes for each video?

- **Each video is around 90 seconds**

Are there examples of current videos that you can provide that you're trying to match, or are you looking for new content?

- **Please visit MORPC YouTube channel to see previous examples of award videos.**
  - **Any of the award videos on the YouTube channel would be an example.**
    - **2022 Collaborative Achievement in Sustainability Award - YouTube**

Are you envisioning live-action content capture or more of an animation piece?

- **Videos are a combination of interview style, voice over with b-roll, and graphics.**

Is the B-Roll and Interview capture part of the request, or is this just an edit RFP?

- **The RFQ is for full production of the videos. From start to finish product.**

If so, are you looking for us to craft the story or is there a specific story you'd like to tell for each recipient?

- **MORPC will provide the script if it is a voiceover, MORPC will schedule the interviews if it is an interview style video, the firm will be responsible for b-roll footage.**

Is there a plan for Voice Over (Someone internal you use) or should we plan to source this?

- **The voiceover will need to be sourced.**

Is there more information about the content needed for each of the videos?

- **MORPC staff and the vendor will work closely together on the video content.**

For the quote, what information are you looking for aside from pricing to get an accurate apples to apples comparison?

- **Please refer to the RFQ for details.**

For clarification, is the budget for each video, for each recipient or for each event? It says \$2500/video for State of the Region, so is that \$2500 or \$7500 for the three requested?

- **\$2,500 per video.**

Is there a timeline for the video due dates?

- **Videos will need to be finalized two weeks prior to the event.**

Do you have a specific expectation of the number of revisions and how you like to work to see those?

- **Revisions will need to be made until the video meets MORPC expectations. Typically, there is 2-3 rounds of revisions.**

Is there a total of 13 videos with a budget of \$32,500?

- **Yes, with the potential of additional videos being produced if needed.**

How many total days of filming are there? (I assumed five days from RFP)

- **We typically try to schedule several interview style recordings for the award videos in ONE day. If the video is heavy on b-roll footage, then it depends on how long it takes the videography to film.**

Are there any stage or presenter lighting requirements or will this be provided by event space?

- **We shoot our award videos at several locations depending on who is being filmed. The videographer will be responsible for ensuring that the proper lighting is in place.**

Whether companies from Outside USA can apply for this? (like from India or Canada)

- **Any firm can apply, but the budget does not pay for travel expenses.**

Whether we need to come over there for meetings?

- **Yes, it would be required to be in person to produce the videos.**

Can we perform the tasks (related to RFP) outside USA?

- **To perform the tasks, the firm would need to be local to Ohio.**

Can we submit the proposals via email?

- **The proposal should be submitted via email.**