**RFP#18-1005**
**Audio Visual Production and Management Services**
**Addendum#1**
Issue Date: January 2, 2019

The purpose of this Addendum is to address questions from the Pre-Bid Conference on December 17, 2018. Please see Attachment A for the following additions (highlighted in yellow):

**Summary Tab (added)**
- NROTC Event on 5/24/19
- Mass / NROTC Prep Day on 5/23/19
- Video Load out at the end of USD Undergraduate Commencement on 5/26/19

**Level 1 Events (added)**
- Video Wall Detail: ratio is 608 X 352
- guitars for mass are acoustic, with one electric bass
- keyboard specification
- Mesa College will utilize PIP for translation
- USD may use lower thirds during events
- USD is still considering the use of Social Media during the hour prior to each ceremony

Video recordings of past events are below. Additional pictures are attached:

**USD Undergraduate Ceremony**
https://livestream.com/accounts/63130/events/4014700/player?width=640&height=360&enableInfoAndActivity=true&defaultDrawer=&autoPlay=true&mute=false

**Baccalaureate Mass 2018**
https://livestream.com/accounts/63130/events/4014700/videos/175467973/player?width=640&height=360&enableInfo=true&defaultDrawer=&autoPlay=true&mute=false

**NROTC 2017**
https://livestream.com/accounts/63130/events/4014700/videos/157031102/player?width=640&height=360&enableInfo=true&defaultDrawer=&autoPlay=true&mute=false

**Streaming:** The vendor will be provided a link for streaming. We will use the same process for streaming the events that we have used in previous years.

**Outstanding Items**:
- we are still working to determine power in the catwalk
- we are still working to determine rigging details with campus

**Bid Due Date remains January 31, 2019. Successful bidder will be notified by February 15, 2019**.

**How will the RFP be evaluated?**

Please see evaluation criteria under Section 8.1.3 of the RFP as well as the information below.

Qualification/Experience – 30 points
Price – 35 points
Responsiveness – 20 points
References – 15 points