

**ADDENDUM #1
CITY OF FEDERAL WAY
REQUEST FOR PROPOSALS FOR
STORMING THE SOUND WITH SALMOM PROGRAM AND
LOW IMPACT DEVELOPMENT VIDEO**

I. PURPOSE OF REQUEST

The City of Federal Way (“City”) is requesting proposals for the purpose of creating a video to raise the visibility of the Storming the Sound with Salmon (“SSS”) program and new Low Impact Development (“LID”) curriculum among Puget Sound school districts in order to educate more children about the connection between surface and storm water runoff, the health of Puget Sound, and salmon habitat.

II. TIME SCHEDULE

The City is amending the time schedule as follows, which should result in a selection of a firm by October 20, 2017.

Issue Request for Proposals	9/29/17
Deadline for Submittal of Proposals	10/13/17
Preliminary Selection of Firm	10/18/17
Notify Firm chosen	10/20/17

The City is amending the project completion date of December 30, 2017 to January 31, 2018 for the Contractor to provide the raw footage and finished product to the City.

All proposals must acknowledge receipt and incorporation of Addendum #1 in order to be considered.

III. RESPONSES TO CLARIFYING QUESTIONS ON SCOPE OF WORK

Q1: Is there any existing footage that City of Federal Way will provide?

A1. No, the City does not have any footage to provide; however, we do have still photos of past salmon release events.

Q2. Assuming we will need to shoot all new footage, how many shoot days do you anticipate?

A2. We don’t have a specific number of shoot days in mind. We wanted to leave that up to the discretion of the consultant keeping our budget and time schedule in mind.

Q3. Can the footage of the field trip and footage of students taking care of a salmon tank be shot on the same day or will these require separate shoot days? How long is the field trip?

A3. It is possible shooting of this footage could occur in a single day; however, this is subject to school district scheduling and availability of eggs from the salmon hatchery. These events may be scheduled on separate dates.

Q4. Would one additional day be enough to capture the footage of Town Square Park, or similar areas?

A4. Yes.

Q5. Do you have a location in mind to capture footage of stormwater runoff and salmon in the environment? What is timing for seeing salmon in those locations this fall?

A5(1). The City does not have a location defined for capture of footage of stormwater runoff and will allow stock footage of runoff within the Puget Sound region to be utilized by the proposer.

A5(2). In terms of where to see the salmon, it depends on the particular stream and the type of salmon. Some species start arriving as early as September, while others can be seen as late as December. Location will be dependent on when the filming for that segment happens and where salmon are spawning within the region at that time. As timing and location of salmon spawning can be somewhat unpredictable, the City will allow stock footage of salmon within the Puget Sound region to be utilized for capturing salmon in the environment if desired by the proposer.

Q6. How many interviewees do you anticipate that you would like to include in the video?

A6. The City does not have a specific number in mind. We wanted to leave it up to the expertise of the consultant to advise how many would be a good number for the length of the video.

Q7. Can you clarify bullet D on page 4 – what will the city provide and what are you looking for consultant to provide? Will the City write the scripts? What equipment will the City provide?

A7. The City would like the consultant to provide the scripts as well as all equipment needed for filming and editing.

Q8. When shooting video of children, consent is needed from parents/guardians – will the City arrange for video release/clearance for children before hand?

A8. Yes, we will work with the school district to get the required release forms prior to filming.

All information listed in the City of Federal Way Request for Proposals are required including the items amended in this addendum.

Addendum #1 to Request for Proposals for
Storming the Sound with Salmon Program and
Low Impact Development Video