



REQUEST FOR PROPOSAL – Minerals North Videography

Addendum #1

March 29, 2023

RESPONSE TO BIDDER QUESTIONS:

1. Looking at event coverage for our production crew, between May 31 - June 2, 2023, is there a specific event schedule that highlights key dates, times, and locations the COQ would want coverage? How many camera angles are expected?
 - The preliminary schedule can be found on the Minerals North Website (<http://mineralsnorth.ca/conference/programming/>), this schedule is subject to change. Locations for each event are noted on the schedule except where TBA.
 - Welcome Reception, Plenary Sessions, Banquet, Breakout Sessions, and Luncheon should be covered by videography.
 - The focus of the project is to highlight the City's hosting abilities rather than a recap of the conference itself. Because of this, the decision to have multiple angles will be left to the bidder and what they believe will best serve the project.
2. What are the locations for our production crew purposes?
 - The conference is being held at West Fraser Centre, The Quesnel Hosting Precinct and Arena 2, these will be the locations for videography throughout the weekend. Bidders can creatively use B-roll from around town if they choose to.
3. Are the expected videos to be sizzle reels (soundtrack and video footage), or is a narrated story intended?
 - A narrated story is not the goal but having captions to further highlight and explain the event hosting capabilities (ex. Venue amenities, seating capacity, etc.)
4. Are multiple aspect ratios required for the long/short-form videos?
 - Horizontal for long-form required, vertical for short-form is preferred but not required.

5. Will the proponent identify the key messaging spots, or will the COQ provide them?
 - City will provide stats and details for proponent to include appropriately (ex. Seating capacity of West Fraser Centre being included with WFC footage)
6. Can you expand on “The City will have access to the deliverables”?
 - The City will have unrestricted access to the deliverables and be in possession of them at the end of the project.
7. Is B-Roll expected from the proponent or from other videographers?
 - From the proponent, in addition to the completed videos.