



**REQUEST FOR PROPOSAL ADDENDUM  
PURCHASING OFFICE  
CITY OF AUSTIN, TEXAS**

**REQUEST FOR PROPOSAL: MPM0302 ADDENDUM NO. 2 DATE OF ADDENDUM: February 19, 2015**

This addendum is to incorporate the following questions and answers from the Pre-Proposal Meeting:

**Q1.) Do you have floorplans/elevations available?**

A1.) No floorplans are available. Studios are walked through during the pre-proposal meeting.

**Q2.) Are there specific lighting setups requested?**

A2.) There are many possible configurations for sets in these studios; therefore there are many options for lighting setup. The Scope of Work lists the existing equipment; however newer lights may cancel out the need for a one-to-one swap of the current lights.

**Q3.) What are the hours for installation?**

A3.) Accommodations will be made and installation times can be coordinated with studio needs. Studio downtime should be minimized to as little as possible; however the building is often manned from 9 AM – Midnight on weekdays.

**Q4.) What are the temporary lighting needs?**

A4.) Paragraph four (4) goal number four (4) in the Scope of Work refers to temporary lighting as a fuse disconnect for a guest circuit. No temporary lighting will be permitted for use in the studio as a means to light while more permanent fixtures are put in place.

**Q5.) Is a Living Wage mandated on this solicitation?**

A5.) Living Wage is not part of this contract.

**Q6.) What is the deadline for questions?**

A6.) Questions are due one week prior to the due date of your proposal.

**Q7.) Do you have a DMX preference?**

A7.) Presently, our current system is 20 years old, and thus will not be able to handle the new lighting. We do not specify a preference on a new DMX unit; however we would like the proposer to offer the system he/she feels is best to meet our needs.

**Q8.) What are the training requirements?**

A8.) There are currently seven (7) full-time staff members who will require training on the new system. Three (3) to (4) four of those staff members will need in-depth training as they will train any incoming people on the use of this system.

**Q9.) Do you have a preference on the intelligent robotic instruments?**

A9.) The City does not have a preference beyond that listed in the Scope of Work. Currently, our lights are RGB.

**Q10.) Should we address the lighting in the mini-studio control room in our proposal?**

A10.) The City would prefer a light that is dimmable in the mini-studio control room.

**Q11.) How would the City like to dispose of the legacy lights?**

A11.) The City will need to remove the lights from the inventory management system before the lights can be disposed of. If the lights have no resale value, the items shall be disposed of by the Contractor in an environmentally-friendly manner, which shall be outlined in the Contractor's proposal. Currently, the City believes there will be 43 lights to dispose of.

**The sign-in sheet from the second Pre-Proposal meeting is attached to this document.**

All other terms and conditions remain the same.

BY THE SIGNATURES affixed below, this Addendum is hereby incorporated and made a part of the above-referenced Solicitation.

**APPROVED BY:**



**Paige McDonald, Senior Buyer**  
Purchasing Office, 512-974-2076

**ACKNOWLEDGED BY:**

\_\_\_\_\_  
**SUPPLIER**

\_\_\_\_\_  
**AUTHORIZED SIGNATURE**

\_\_\_\_\_  
**DATE**

**RETURN ONE (1) COPY OF THIS ADDENDUM TO THE PURCHASING OFFICE, CITY OF AUSTIN, PRIOR TO BID OPENING OR WITH YOUR SEALED BID. FAILURE TO DO SO MAY CONSTITUTE GROUNDS FOR REJECTION OF YOUR OFFER.**

# PURCHASING OFFICE MEETING SIGN-IN SHEET

RFP & Description: MPM0302 channelAustin Studio Lighting

Meeting Date: Tuesday, February 17, 2015 1:00 PM

Buyer: Paige McDonald

Place/Room: channelAustin Studios

Please Print Legibly			
Name	Company/Agency/Dept.	Phone	Email
Michael Sullivan	Ford Audio Video	512-447-1103	SULLUM@FORDAV.COM
Jim Wynn	Representing Channel Austin	512 472 795	jwynn@earthlink.net
<b>Chris Mockring</b>	<b>smochring @ demand lighting . com</b>		
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