FILM INDUSTRY ADVOCACY FIRM RFP
QUESTIONS AND ANSWERS: FEBRUARY 4, 2015

The full text format of this Request for Proposals can be found on the City website:
www.city-buffalo.com/bids

Question 1:
In the media reports, it is stated that the budget set aside for the consultant described in the RFP is $15,000 (fifteen thousand dollars) annually. Are offers limited to this number? Will offers higher than $15,000 per year be considered?

Answer 1:
The $15,000 is a target budget. If a strong proposal is submitted that meets all of the City of Buffalo’s requirements it will be considered, even if it’s over the $15,000 target budget.

Question 2:
For the required insurance coverage, is the workman’s compensation/disability insurance necessary for the consultants (7.1)?

Answer 2:
Yes. The City is required to obtain proof of New York State Workers’ Compensation Insurance and Disability benefits. Any contractor, for which New York State does not require that they maintain such coverage, must produce a Certificate of Attestation of Exemption from the New York State Workers’ Compensation Board. For more information on these requirements, please visit the New York State Workers’ Compensation Board at http://www.wcb.ny.gov/.

Question 3:
Where would one find quotes for insurance mentioned in 7.2, 7.3, and 7.4?

Answer 3:
Quotes for insurance coverage may be obtained from any insurance company. All policies of insurance must be issued by companies that are licensed and authorized to do business within New York State.

Question 4:
On the Living Wage section, we do not pay any of our employees on an hourly basis. All employees of the firm are paid annual salaries. How should we complete P. 30, item 5?

Answer 4:
The annual salary shall be inserted in its place.