

**REQUEST FOR PROPOSALS NO. PS20172209**

**VANCOUVER CIVIC THEATRES MARQUEES AND DIGITAL ENGAGEMENT**

**QUESTIONS AND ANSWERS NO. 1**

**ISSUED ON APRIL 3, 2018**

<b>Q1</b>	<p>For the Digital Engagement component of the RFP:</p> <ul style="list-style-type: none"> <li>a. are the deliverables &amp; timelines dependent on the budget, and if so, please clarify how? For example, proponents require more direction/parameters from VCT in order to propose a software solution.</li> <li>b. Does VCT have a list of objectives that they wish to realize?</li> <li>c. Is QET the only lobby in-scope at this time? Or are all the 4 theatre lobbies in-scope?</li> <li>d. Is the implementation dependent on anything else, and if so, what?</li> </ul>
<b>A1</b>	<ul style="list-style-type: none"> <li>a. Yes: depending on the Commercial Proposals, and selected successful proponent(s), the deliverables &amp; timing of implementation will be affected. Please also see c, below.</li> <li>b. The objectives include: conducting surveys; increasing subscription to newsletters; promoting membership; and promoting other City events/venues. VCT intends to maximize the marketing capabilities associated with digital signs.</li> <li>c. Yes, all 4 theatres. Proponents' pricing in the Commercial Proposals should show detailed cost breakdowns for each location &amp; item, so that VCT is able to prioritize what part of the supply can be completed to remain within current approved budget.</li> <li>d. Any required permits, and weather.</li> </ul>
<b>Q2</b>	Is there information on the licensing structure for the existing Navori software, so proponents can get an idea of the requirements to transition away from Navori?
<b>A2</b>	The Navori license is up for renewal soon, and there should be no issues/requirements that affect the outcome of the RFP.