



**CITY OF BEVERLY HILLS
455 NORTH REXFORD DRIVE
BEVERLY HILLS, CALIFORNIA 90210**

Date of Request: February 5, 2020

Bid Number: 20-010-01

Item Description: The City of Beverly Hills ("City") requests proposals from firms ("Contractor") who can perform special event management and production services including experiential and digital programming under the purview of the City Manager's Office and various City Departments.

Open Date: Thursday, March 5, 2020 at 2:00 p.m. (Pacific)

Request for Qualifications Questions and Answers

1. **Q.** Is it expected that in addition to the Pricing Information (Sample Budget) listed on page 14 of the RFQ, contractors also need to provide sample Agreements, Scope of Works, Schedule of Payments and Certificates of Insurance, similar to the examples included on pages 15-26 of the RFQ?
A. No. The City is requesting a sample budget from an event the Respondents has previously executed with a line item breakdown. The City is not requesting the Respondents to provide sample Agreements, Scope of Works, Schedule of Payments, and Certificates of Insurance similar to pages 15-26 of the RFQ.

Pages 15-26 represent the City's standard, template Agreement. Should a Respondent not be agree with any of the language in the standard template, then the Respondent is to include with their submission what modifications they would like to request.