

**Arizona CDFI Network**  
**RFP No. 2026-01**  
**Video Production Services – Capital Reimagined**

**Questions & Responses (Addendum No. 1)**

**Issued:** March 10, 2026

The following questions and answers are response to RFP No. 2026-01 for the Arizona CDFI Network Video Production Services.

**Question:**

Is there a project budget range or not-to-exceed amount you'd like proposers to target or should we propose a full cost estimate with options?

**Response:**

Proposers should submit a **full cost estimate as part of their proposal**, including any optional services or alternative production approaches that may affect the overall project scope and budget.

**Question:**

How many interview subjects and filming locations are confirmed (or estimated) per region (Southern, Northern, Tucson MSA, Phoenix MSA)?

**Response:**

We anticipate conducting approximately **10 interviews across Arizona** to capture perspectives from CDFI leaders, borrowers, and ecosystem stakeholders.

Estimated regional distribution includes:

- Northern Arizona – 2 interviews
- Southern Arizona – 2 interviews
- Tucson Metropolitan Area – 3 interviews
- Phoenix Metropolitan Area – 3 interviews

The Arizona CDFI Network will support coordination of interview participants and filming locations to minimize travel needs within each region. Final interview subjects and locations may be adjusted as the production plan is finalized.

**Question:**

Do you require the vendor to provide original music and music licensing?

**Response:**

Yes. The selected vendor will be responsible for providing appropriate background music for the film and securing all necessary music licensing rights for its use within the final production.

Question:

Are there existing creative references or a style guide (films you like, tone examples) the selection team prefers?

**Response:**

No formal creative references or style guides have been established. Creative direction and tone will be discussed during the onboarding process with the selected vendor.

**Question:**

Will the Network coordinate scheduling and travel for interviewees, or will the vendor handle scheduling communications?

**Response:**

The Arizona CDFI Network will coordinate scheduling and travel for interview participants. The selected vendor will collaborate with the Network to finalize filming schedules and manage production logistics.

**Question:**

What payment schedule do you prefer (e.g., deposit, milestone payments, final on acceptance)?

**Response:**

Please refer to the Payment Schedule outlined in the RFP (pages 8–9).

**Question:**

Are travel, lodging, per diem, and location fees reimbursable outside the proposed production budget or must they be included?

**Response:**

All anticipated travel, lodging, per diem, and location-related costs should be included within the proposed project budget.

**Question:**

I would like to confirm the due date for the RFP. Page 4 states March 31st, however Page 9 states March 20th.

**Response:**

The correct proposal submission deadline has been updated to **March 31, 2026 at 5:00 PM MST**. Proposers should use this date as the official submission deadline.

These responses are provided to clarify the original Request for Proposals (RFP). All other terms and requirements of RFP No. 2026-01 remain unchanged.