

Request for Proposals Frequently Asked Questions

Q. What is the financial year for Visit California?

A. Visit California works on a fiscal year of July 1 – June 30.

Q. What are Visit California's unique selling points?

A. Abundance and diversity are big selling points. You can surf and snow ski in the same day in California. Its abundance and the slightly hedonistic, do-anything spirit perpetuated here.

Q. What are the 12 designated regions of California?

A. We recognize the 12 tourism regions as follows: North Coast, Shasta Cascade, San Francisco Bay Area, High Sierra, Gold Country, Inland Empire, San Diego Area, Los Angeles Region, Orange County, Central Coast, Deserts and Central Valley. See more details here: <http://www.visitcalifornia.com/explore/>

Q. How often does Visit California go out for RFP?

A. Visit California policy is to go out for bid every three years for projects meeting certain criteria.

Q. Are you willing to provide nondisclosure of proprietary aspects of our proposal and financial documents?

A. Visit California policy is to keep all information that is submitted through RFP processes confidential. If requested, Visit California will sign an NDA; to request, please contact rfps@visitcalifornia.com.

Q. Can I include attachments such as portfolios, images, video and related items?

A. Yes. But please note, as stated in the RFP, all items become the property of Visit California and will not be returned.

Q. Do we have to use the same format as the budget example?

A. Yes.

Q. Due to unforeseen circumstances, I was not able to submit my Intent to Bid or Proposal by the deadline. Can I have an extension?

A. No.

Q. How can we get notified of future RFPs?

A. Email rfps@visitcalifornia.com and ask to be placed in our database of potential bidders.

Request for Proposals Frequently Asked Questions

- Q. What do you mean by ‘certify that there is no conflict of interest’?**
A. Attach a statement that you have no conflict of interest with any of your other clients should you be chosen for this account.
- Q. What types of relationships do you consider a conflict of interest?**
A. In general, we’d like to be informed of any and all current and past tourism related clients. We will review your client list and may ask you to provide additional information.
- Q. Must our financial statements be certified by an accounting firm?**
A. No. However, they must be true and accurate to the best of your knowledge.
- Q. Will our financial statements be confidential?**
A. Yes. Please submit them in a sealed envelope. They will be shredded after review.
- Q. How many people will be sitting on your panel for the oral interviews?**
A. It depends on the project. Typically about five persons will sit on the panel.
- Q. Can teams participate in the finalist interviews?**
A. Yes. We encourage not only management to participate, but the persons actually doing the day to day activities.
- Q. Will there be incumbent organizations participating in the RFP?**
A. It depends on the project.
- Q. What are your invoicing / billing processes?**
A. These terms will be handled through our contracts phase, should you be selected as the winning vendor. In general, most vendors invoice monthly. Detailed invoices and supporting documentation are required prior to payment. A W-9 or W-8 is required prior to payment.
- Q. I’m a sole proprietor. Does that disqualify me from consideration?**
A. No.
- Q. Will there be a bidder’s conference or conference call to go over the RFP?**
A. No.

Request for Proposals Frequently Asked Questions

- Q. Can companies from out of state or out of country respond to your RFPs?**
A. It depends on each RFP. Please review the requirements within each RFP.
- Q. Is your RFP and bidding process governed by the State of California?**
A. No. We are a private non-profit organization.
- Q. Can we change our proposal after submission?**
A. No.
- Q. If you receive only one bid or proposal, is it an automatic award?**
A. No.
- Q. Is the vendor selected always the lowest bidder / proposal?**
A. No.
- Q. Will the contract signed by the winning vendor be prepared by your organization or can we use our contract?**
A. We typically use our own contract.

Request for Proposals Frequently Asked Questions

Visit California Office Details

The building is located at 555 Capitol Mall, between Capitol Mall and L Street in the Plaza Five Fifty Five Building. Visit California's office is located on the 11th Floor, Suite 1100.

If you're driving to the Visit California office, a parking garage is located next to our building. The entrance is located off of 6th Street between Capitol Mall and L Streets; L Street is a one-way street and Capitol Mall is not. Parking is \$5.00 per hour and the maximum for parking is \$20.00. The parking garage only accepts cash.

If you will be taking a taxi from the Sacramento International Airport, the average cost of cab fare is \$35.00-\$45.00.

The Bridge Conference Room

561 sf | Seating for 18

Existing Windows 7 PC with Office, hooked up to a central projector and surround sound. HDMI input and Analog audio input are available if you choose to use your own presenting device.

Wireless Access: Guest Network - Dream Big - Guest

Elevators

Passenger elevator = 6'-6" wide x 4'-6" deep x 7'-6" high	219 cubic feet
Freight elevator = 6'-0" wide x 5'-6" deep x 9'-0" high	297 cubic feet

Hotel Suggestions

Sheraton Grand Sacramento
1230 J Street
Sacramento, CA 94814
916.447-1700

Citizen Hotel
926 J Street
Sacramento, CA 94814
916.447.2700

Request for Proposals

Frequently Asked Questions

Directions to Our Office

From the Sacramento International Airport

Estimated Travel Time: 11.7 miles - about 17 minutes

1. Start out going NORTH on AIRPORT BLVD.
2. Take AIRPORT BLVD toward TERMINAL A / TERMINAL A PARKING / RENTAL CARS / ECONOMY PARKING.
3. Turn SLIGHT RIGHT toward RENTAL CARS / AIRPORT EXIT / TERMINAL B / ECONOMY PARKING.
4. Turn SLIGHT RIGHT onto MCNAIR CIR.
5. Turn SLIGHT RIGHT onto AVIATION DR.
6. AVIATION DR becomes CROSSFIELD DR.
7. Turn LEFT to take the ramp toward I-5 / AIRPORT EXIT.
8. Merge on AIRPORT BLVD.
9. Merge onto I-5 SOUTH towards SACRAMENTO / YUBA CITY.
10. Take exit 519B to merge onto J STREET toward DOWNTOWN.
11. Turn right onto 7th STREET.
12. Turn right onto CAPITOL MALL. Destination will be on the right.

From Southern California / Los Angeles

Estimated Travel Time: 385 miles - about 5 hours 55 minutes

1. Merge onto US-101 NORTH toward HOLLYWOOD FWY / HARBOR FWY.
2. Keep LEFT to take CA-170 NORTH toward SACRAMENTO.
3. CA-170 NORTH becomes I-5 NORTH.
4. Take the J STREET exit toward DOWNTOWN.
5. Turn SLIGHT RIGHT onto J STREET.
6. Turn RIGHT onto 7th STREET.
7. Turn RIGHT onto CAPITOL MALL.

From the San Francisco Bay Area

Estimated Travel Time: 88.50 miles - about 1 hour 35 minutes

1. Take US-101 SOUTH toward OAKLAND (I-80 EAST) / SAN JOSE.
2. Take the BAY BRIDGE / OAKLAND Left exit onto I-80 EAST.
3. Continue on US-50 EAST towards SACRAMENTO / I-80-BR / SOUTH LAKE TAHOE.
4. Take the REDDING / LOS ANGELES exit onto I-5 NORTH toward REDDING.
5. Take the J STREET exit.
6. Bear RIGHT on J STREET.
7. Turn RIGHT onto 7th STREET.
8. Turn RIGHT onto CAPITOL MALL.