GISD

GARLAND INDEPENDENT SCHOOL DISTRICT

PURCHASING DEPARTMENT
501 SOUTH JUPITER ROAD
Garland, Texas 75042

June 26, 2018

ADDENDUM #1, RFP #231-18

VIDEO STREAMING SERVICES

This addendum forms a part of the solicitation documents, modifies the original document as listed below, and is hereby made part of any pursuant award. Acknowledge receipt of this is addendum by returning the completed and signed form with the solicitation response. Failure to submit the addenda will be used as an evaluated factor.

THE DATE AND TIME FOR SUBMITTAL OF RESPONSES IS UNCHANGED

Questions and Responses on pages 2-3 following

Mark a Booker

Mark A. Booker
Director of Purchasing

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Company Name

_____

Address

_____

City   State   Zip

_____

Signature

_____

Title

#	Question	Response
1	Are you currently streaming your Board of Trustee meetings? If so, what is the live viewership and on-demand viewership for your broadcasts?	Yes, we are currently streaming Garland ISD Board Meetings. The number of viewers for the live stream is about 250 and we will get about 500-1,000 on-demand views of each meeting.
2	Do you currently have a provider for live captioning?	No, presently, Garland ISD (GISD) Board Meetings are not captioned.
3	In the opening of the RFP, the bid states responses must be provided in hard copy format, but on page 26 it notes that vendors are encouraged to submit electronically through their system. Which submission method is required?	Although we are legally required to accept paper proposals, we strongly request that proposers submit this bid electronically through the Oracle iSourcing module. Please feel free to call us at (972) 487-3009, if you require any assistance with this submittal. Electronic bidding eliminates errors, eliminates unnecessary work, and is more friendly to the environment. When filing this bid electronically, please do not send us a paper copy, as the electronic version will prevail. However, in the unlikely event that you do submit a paper bid, it is imperative that you only submit the hard copy document provided by the purchasing department with all of the required fields completed. Ensure the company name, title and bid number appear on the outside of the submittal envelope. Furthermore, no faxed bids will be received. Your cooperation is appreciated.
4	For capturing payment: "Ability to set up Pay-per-view payment" Do you have a specific payment system you are looking to use / will PayPal work? Or, are you referring to a vendor to be able to integrate with Oracle iSupplier for capturing website/external payment?	Pay-per-view for graduations and sporting events is an added service Garland ISD would like to explore. GISD Board Meetings are free and will never be on a Pay-per-view service. The Garland ISD does not have a specific payment system in mind at this time for the Pay-per-view payments. The GISD accounting department will assist in determining the best practices for Pay-per-view payments based on state and local school district finance rules and laws. Once again, the main objective of the RFP is to enter into a contract with a streaming service company for GISD Board Meetings. Pay-per-view is an added service GISD would like to explore for graduations and sporting events only.
5	Do you also need to add closed captioning to your library of archived meetings (to meet requirements of WCAG 2.0)?	The Garland ISD will need captioning by the contracted company, on Board Meetings prior to the contract inception, when a written request is received. The main goal for GISD is having Board Meetings captioned from the contract inception date going forward in order to meet requirements of WCAG 2.0.
6	Does the district need to stream meetings or other events to YouTube Live or Facebook Live?	No, the Garland ISD needs a proprietary streaming system. We do not want to use YouTube or Facebook Live.
7	What challenges are being faced with current video streaming system that GISD would like to address with this acquisition?	The largest challenge right now is adding the live captioning to our meeting streams and archives.
8	Does GISD have existing encoder that it would like to leverage OR would prefer to replace it with a new encoder?	The Garland ISD does not have a GISD owned encoder and will need one installed and maintained by the contracted streaming company.

#	Question	Response
9	Is there a preference between automated vs. manual captioning?	The Garland ISD prefers an automated captioning system. However, captions that have correctly spelled words and correctly punctuated sentences are essential.
10	How many meeting broadcasts are estimated per year and what's their avg. length?	The Garland ISD broadcasts about 25 meetings each year. The average length of each meeting is 5 hours
11	Is there a preference between hardware vs. software based encoder?	The Garland ISD prefers a hardware based encoder with the following capability. Periodically, the Garland ISD will conduct a closed session grievance hearing during a Board Meeting. When a closed grievance hearing is scheduled, a Garland ISD production employee needs the capability to locally shut off the video and audio feed to the streaming encoder, from inside the board room. Closed session grievance hearings are not to be recorded on the streaming encoder. Only local recordings of closed session grievance hearings are permitted. Recordings of closed session grievance hearings will be the responsibility of Garland ISD employees using GISD equipment.
12	What is the estimated size of GISD current video library?	Currently, the Garland ISD has about 120 Board Meetings in our video library.
13	We have received 2 versions of the RFP document, with significant discrepancies in requirements. Which is correct? a. Document rec'd via email: The first 16 pages of the document are dated 12/16/2016 in the footer. b. Document SOURCING RFP SERVICES TEMPLATE.pdf available through the online iSourcing module at https://proddmz1.garlandisd.net/): dated 12/04/2017 in its footer.	One set of instructions is for submitting online through our Sourcing module, the other instructions are for submitting a hard copy by mail. Please refer only to one or the other, depending on the method you choose to submit. The documents are not interchangeable.