

RFP Number: GT-15

Effective Teacher and Principal Practice Video Production

Additional Questions & Answers

Posted January 25, 2012

112. Q: Although there is no provision in the RFP for delays in performance as a result of a force majeure event (events beyond the contractor's reasonable control including without limitation, acts of God; acts or omissions of governmental authorities or NYSED or any third party; strikes, lockouts or other industrial disturbances; acts of public enemies; wars; blockades; riots; civil disturbances; epidemics; floods; hurricanes; tornadoes; and any other similar acts, events, or omissions), does the NYSED acknowledge that such delays in performance would not constitute a breach of the contract?

112. A: NYSED acknowledge that delays in performance as a result of a force majeure event beyond the contractor's reasonable control including without limitation, acts of God; acts or omissions of governmental authorities or NYSED or any third party; strikes, lockouts or other industrial disturbances; acts of public enemies; wars; blockades; riots; civil disturbances; epidemics; floods; hurricanes; tornadoes; and any other similar acts, events, or omissions, would not constitute a breach of the contract

113. Q: We presume if the approval of the Contract by the NYS Office of the State Comptroller is delayed past the anticipated contract start date of March 30, 2012, that the successful bidder will not be held in breach for the delayed deliverables and that NYSED will collaborate with the successful bidder to reach revised mutually agreeable delivery dates. Is this correct?

113. A: The NYSED is not opposed to adding a force majeure clause to the resulting contract at the request of the winning bidder.

114. Q: Page 3, Item 5, Item 5 requests six (6) CD-ROMs, each featuring three (3) sample videos. We presume the six (6) CD-ROMs should be copies, for a total of three (3) sample videos. Is this accurate?

114. A: Yes, this is accurate: six (6) CD-ROMs copies, each featuring three (3) sample videos, for a total of three (3) sample videos.

115. Q: On page 7, paragraph 2, the RFP states, "NYSED will allow a subcontract for the instructional coaching component to the extent it is permitted in the Mandatory Bid Requirements, paragraph 3." Can NYSED please confirm that the reference to "Mandatory Bid Requirements, paragraph 3" in the above-cited provision is correct? Please clarify.

115. A: Yes, the reference to Mandatory Bid Requirements, paragraph 3, is correct.

This paragraph reads that “All bidders must sign and return the Mandatory Requirements Certification located in “Submission Documents.” By signing the Mandatory Requirements Certification Form, the vendor certifies that they agree to provide and/or meet all of the Mandatory Requirements listed. Proposals that do not include the signed Mandatory Requirements Certification will be disqualified and removed from further consideration.”

Up to 50% of this annual contract can be subcontracted as long as all Mandatory Bid Requirements are met.

116. Q: We presume that NYSED does not expect the vendor to create psychometrically valid and reliable assessments as a deliverable of this RFP (citation: Page 7, Paragraph 4(b)); rather to focus on informal classroom assessment of student understanding. Is this correct?

116. A: NYSED does not expect the vendor to create psychometrically valid and reliable assessments as a deliverable of this RFP. That is correct. The New York State Education Department has posted lists of Approved Student Assessments that could be selected for use by the video production vendor or instructional coaches, a district approved assessment that is not on this list could be used, a BOCES-developed assessment, school created assessment, teacher created assessment, or many other options for locally selected assessment components including a district-wide goal setting process where a goal could be measured using a district or school created assessment could be used for purposes of assessment within this RFP.

117. Q: Page 8, Item 1, Item 10 requires raw footage and rough cuts of all filming sessions. What is the preferred media type of the footage?

117. A: The RFP on page 9, number 15 specifies that formats would include: .mp4, .mov, .wmv and the following resolutions: 1080p, 720p, 480p as well as details the possible resolutions.

118. Q: Page 8, Paragraph 14; Page 9, Paragraph 16; Page 9, second to last bulleted paragraph. On page 8 the RFP states that the vendor will create a video platform during the production and editing that NYSED staff can access for review and approval of videos produced, but on page 9 the RFP states that the video hosting sites will be Vimeo, YouTube, and/or EngageNY. We presume that NYSED does not expect the vendor to create a video platform, but rather wants the vendor to use existing video sharing sites such as Vimeo, YouTube, and EngageNY (as mentioned on page 9) for hosting Is this correct?

118. A: The RFP on page 8, number 14 specifies that during **production and editing**, the vendor must create the video platform that NYSED staff can access for review and approval of videos produced. The RFP states on page 9, number 16 details **hosting** for upload of the final production professional grade copy to the NYSED-specified video hosting site, included but not limited to NYSED’s accounts on Vimeo and YouTube.

119. Q: What is the difference between the deliverables applicable to the 2-week review period described on pages 8 and 9 in the sections titled VIDEO

PRODUCTION SERVICES and NYSED ROLE of the RFP vs. the deliverables applicable to the 1-month review period described on page 10 in the section titled DELIVERABLES of the RFP (citation: Pages 8, 9, 10)?

119. A: NYSED will require up to 2 weeks approving videos on the video platform during the production and editing process. NYSED then reserves the right to a 1 month review and approval period of for all completed deliverables.

120. Q: Item 19 on page 9, requires summary descriptions of videos. Please clarify the description format or if this is a printed format, such as a manual.

120. A: The RFP details Video Content extensively in the section, "Video Content Tables" beginning on page 13 and ending on page 19.

121. Q: Page 10, Deliverables 1 – 4, mentions Documentary episodes. Please clarify which videos are the 'documentary episodes' and the specific requirements of those videos.

121. A: Please see the answer to question #25, re documentary episodes.

122. Q: Re page 10, Deliverables, please confirm that the library will be hosted by NYSED?

122. A: NYSED will provide a secure server to upload all video content. It is then anticipated that the videos will be available from Web based servers through the Internet, in downloadable format. There is no requirement in this RFP for the video production vendor to host the video library.

123. Q: Re page 12, Deliverable Milestone Table; for planning purposes, can bidders assume that there will not be opportunities for filming on location (at schools) during July and August of 2012 and 2013?

123. A: The RFP lists in, "Deliverable Milestone Tables" beginning on page 12 and ending on page 13 detail the deliverable schedule. The RFP details the role responsibilities of vendor filming and filming opportunities in the section, "Vendor Production Services", especially number 5.

124. Q: Re page 14, footnote 1; please clarify how many different ESL, bilingual and dual-lingual language programs are in the state. Is the number of videos listed for ELLs in the tables for each program?

124. A: The number of videos required is detailed in the, "Video Overview table" on page 10 of the RFP.

125. Q: Citation: Page 15, Item 2, Short and Long Form Teacher Practice Videos; this description includes a statement that "NYSED reserves the right to further refine this list to highlight specific and granular practices....." Does refinement include shooting additional video or will the refinements be made prior to video production?

125. A: Refinement of the list can occur prior to video production or as part of the review and approval process of video production and editing: the number of videos will not change.

126. Q: Re page 21, Item 7; are transcripts needed in hardcopy as well as on the web?

126. A: Transcripts in hard copy in addition to Web compliant format consistent with item 7 on page 21 of the RFP are required.