



Procurement and Contracting Services

Request for Proposals for Audio/Visual Captioning Services

ADDENDUM #1

**Please mark all proposal submission
Envelopes with the following information**

**Sealed RFP # L192101
Due on August 4, 2020 no later than 2:00 PM, MST**

The timeline for RFP L192015 has been amended as follows:

Section 3.3:

Original Schedule

07/14/2020 Issuance of RFP
07/24/2020 Technical Questions/Inquiries due no later than 12:00 PM/MST
08/04/2020 RFP is Due August 4, 2020, no later than 2:00 PM, MST
TBD Vendor Presentations, (if necessary)

Revised to:

07/14/2020 Issuance of RFP
07/24/2020 Technical Questions/Inquiries due no later than 12:00 PM/MST
08/14/2020 RFP is Due August 14, 2020, no later than 2:00 PM, MST
TBD Vendor Presentations, (if necessary)

Section 3.8: Proposal Submission and Subsequent Action

All dates within the entire section 3.8 are revised to August 14, 2020 at 2:00PM MST.

The following questions were received before the technical question/inquiry due date of July 24, 2020 at 12:00PM MST:

1. 5.9.4 Audio Description: Video/audio description services. What is this and what does it entail? Is this a service that gives a typed video overview/summary of a video?
 - Please view <https://www.w3.org/WAI/media/av/description/>
2. 5.7.1 Provide your most recent VPAT. Do we need to provide this? We provide a service, it would not be something that is not usable (personally) to the deaf community, but helpful to them. I do not know how to show this on this form/test.
 - Yes, we need a VPAT because you have an online application which can be used by many users, including someone who may be using assistive technologies to complete job functions.
3. Does the University maintain a portal for uploading video for video captioning?
 - We mostly use Panopto, VoiceThread, YouTube, Vimeo and other platforms for video hosting. We currently rely on both vendor integrations as well as the vendor's user interface for acquiring captions.
4. Who is the University's current providers for live captioning, video captioning, translation and audio description services?
 - We currently work with several vendors for these services, which would also be the case for this RFP since it is a multi-vendor award without guarantees for work.

5. What are the current rates that University pays for live captioning, video captioning, translation and audio description services?
 - The UA pays a range with the price determined by services provided and turn-around time requested.
6. How many hours were captioned/transcribed for the University in 2019?
 - The Disability Resource Center captioned approximately 3,000 hours' worth of video material in 2019.
 - Other campus units are also proactively captioning course and marketing content which is in addition to the content captioned by the Disability Resource Center.
7. Which lecture capture and learning management systems does the University use?
 - Panopto, VoiceThread, and Brightspace
8. Do vendors need to be HIPAA compliant?
 - There may be instances where HIPAA compliant captioning is needed. However, this is on a case by case basis and should not deter you from replying to the RFP.
9. What is the current method of connection for captioning?
 - We utilize both platform integrations and the vendors upload interface.
10. Is the selected vendor able to negotiate the General Terms and Conditions? If so, are exceptions to be submitted with the proposal?
 - If you are one of the awardees for the RFP, there is a period of time for adjustment and agreement for the General Terms and Conditions. Note that some of that information may be non-negotiable.
11. What is the dollar value of the contract?
 - The University is inviting vendors to provide their pricing proposals. Due to University guidelines, we will not pre-pay for services. All services are to be invoiced for payment. Award of the RFP contract is a multi-vendor award and will not guarantee jobs.

End of addendum, all else remains the same.