

# STATE OF ALASKA

Department of Education and Early Development  
Division of Finance and Support Services



## Post-Production Captioning and Transcription Services for WCAG2.1 AA Accessibility

RFQ 200000057

Amendment ONE

June 30, 2020

**Amendment One is being issued to summarize and respond to questions received. This Amendment is being issued for informational purposes only. This document does not need to be returned with your quote.**

**Important Note to Offerors:** Only the RFQ terms and conditions referenced in this amendment are being changed. All other terms and conditions of the RFQ remain the same.

Laurel Shoop  
Procurement Specialist III  
Phone: (907) 465-8654  
Email: [laurel.shoop@alaska.gov](mailto:laurel.shoop@alaska.gov)

**Questions submitted by potential offerors and answers from the state:**

**Question 1:** You reference audio description "with extended time" on line items 6 and 8 of the RFQ. Is this referring to extended audio description, as explained on page 5 of the RFQ and WCAG 2 1.2.7 (<https://www.w3.org/WAI/WCAG21/quickref/#extended-audio-description-prerecorded>)?"

**Response 1:** Yes.

---

**Question 2:** Is a 1-day turnaround for audio description a requirement of this RFQ?

**Response 2:** Turnaround times have been amended to reflect a 5-day turnaround time requirement.

---

**Question 3:** Is it required to bid on all of these items to be considered as a vendor, or can we bid on specific items as well?

**Response 3:** Vendor must provide services and quote for all items listed on the RFQ to be considered responsive.

---

**Question 4:** Do you have any sense for the amount of content that will need captions and audio descriptions?

**Response 4:** The State will not guarantee purchasing volume. However, rough estimates of potential use are provided as follows:

Fiscal Year	Estimated Media Volume (in minutes)	Estimated Media Volume (in minutes)	Estimated Media Volume (in minutes)
	Transcription and Captioning	Captioning placements	Audio Descriptions
2021	3000 (50 hours)	300 (5 hours)	900 (15 hours)
2022	3000 (50 hours)	300 (5 hours)	900 (15 hours)
2023	3000 (50 hours)	300 (5 hours)	900 (15 hours)
2024	3000 (50 hours)	300 (5 hours)	900 (15 hours)
2025	3000 (50 hours)	300 (5 hours)	900 (15 hours)

### Changes to the RFQ:

**Change 1: Vendor Quotation table on page 1 is hereby amended and incorporated as described below:**

“

VENDOR QUOTATION					
Item	Description of Supply or Service	Qty	Unit	Unit Price	Extended Price
<del>1</del>	<del>Professional captions/transcriptions for video, deliverable within 1 day</del>	ITEMS 1 AND 2 REMOVED			
<del>2</del>	<del>Professional captions/transcriptions for video, deliverable within 1 day with custom caption placement</del>				
3	Professional captions/transcriptions for video, deliverable within 5 business days				
4	Professional captions/transcriptions for video, deliverable within 5 business days with custom caption placement				
<del>5</del>	<del>Professional audio description files for video, deliverable within 1 business day</del>	ITEMS 5 AND 6 REMOVED			
<del>6</del>	<del>Professional audio description files for video, delivered within 1 business day, with extended time</del>				
7	Professional audio description files for video, delivered within 5 business days				
8	Professional audio description files for video, delivered within 5 business days, with extended time				
9	Cloud-based platform through which the customer can manage work orders and work product and edit the captions and audio description delivered as described in the RFQ				
10	Extended Price of Item 3 + 4 + 7 + 8 + 9 = <b>TOTAL EVALUATED COST</b>				

”

**Change 2: SEC. III is hereby amended and replaced in full to read:**

#### “III. Deliverables

1. Professional captions/transcriptions for video, deliverable within 5 business days with custom caption placement if selected by the State, delivered as downloadable files in a variety of formats including but not limited to VTT, SCC, SRT, TXT.
2. Professional audio description files for video, deliverable within 5 business days, with extended time if selected. Files must:
  - a. Be provided as downloadable files with the ability to merge audio description with source media
  - b. Be provided as downloadable files in a variety of formats including, but not limited to MP3, MP4, OGG, WAV.
3. A cloud-based platform through which the customer can manage work orders and work product and edit the captions and audio description delivered. The platform should have the following characteristics:
  - a. The ability for the customer to review and edit captions and audio description

- b. Integration with YouTube, so that the customer can order captions and audio description for YouTube videos and publish the completed captions without manual upload and download of video and caption files
- c. Workflow management, allowing the customer to organize files submitted for processing, check the status of work, manage authorized users, and identify a user as a "gatekeeper" to approve work orders before they are submitted to the vendor"

**Change 2: SEC. #IX is hereby amended and included in full to read:**

**"IX. Location of Work**

By signature on their Quote, the offeror certifies that all services provided under this contract by the contractor shall be performed in the United States.

If the offeror cannot certify that all work will be performed in the United States, the offeror must contact the procurement officer in writing to request a waiver prior to the deadline.

The request must include a detailed description of the portion of work that will be performed outside the United States, where, by whom, and the reason the waiver is necessary.

Failure to comply with these requirements may cause the state to reject the quote as non-responsive, or cancel the contract."

---

**Change 3: SEC. #X is hereby amended and included in full to read:**

**"X. Subcontractors**

Subcontractors are not allowed."