

## Virtual Video Orientation Project

### JFS-IS-10-06 Bidder's Q&A.

**Question:** Section III., Anticipated Procurement and Project Timetable, 03-15-2010:

“Vendor initial site available providing national access to job opportunity data.”  
Question: please clarify the specific elements required on the site as of that date.

**Answer:** The 3/15 deadline was incorrectly inserted in the milestone table. Our deadline for completion of the project is 8/2/2010.

**Question:** Section III – ‘Anticipated Procurement and Project Timetable’ 3/15/2010

Clarify which portion (percentage) you require finished by the March 15<sup>th</sup> deadline.

**Answer:** The 3/15 deadline was incorrectly inserted in the milestone table. Our deadline for completion of the project is 8/2/2010.

**Question:** Section III (Project Timeline), row 7

Looks like the line “Vendor initial site available providing national access to job opportunity data” is a copy from their other RFQ (JFS-IS-10-08) – I am guessing a typographical error. But in case this is correct, will Ohio provide access to national job database that we will display to users or do they want us to get the data from various website and compile at one location or do they need a link to their another project from this system?

**Answer:** The 3/15 deadline was incorrectly inserted in the milestone table. Our deadline for completion of the project is 8/2/2010.

**Question:** Section IV., A. 1

“The vendor must have an existing State Term Schedule agreement with the State of Ohio”. Question: since this RFP was sent to a vendor that does not have a State Term Schedule agreement with Ohio, does this mean this qualification is waved for this RFP?

**Answer:** It is our intent to choose a STS vendor for this work. If no qualified STS vendors present themselves, we will re-formulate the request and repost.

**Question:** **Section V. Qualifications A. Mandatory Vendor Qualifications**

The vendor must have an existing State Term Schedule agreement with the State of Ohio.

Questions: What is the process to apply to be on the Ohio State Term Schedule? And, Can a company apply concurrently with the submission of this proposal?

**Answer:** The vendor's State Term Schedule must be approved by OIT by the time vendor bids are due on this project, in order to qualify for consideration. How to do business with the State of Ohio? All business with the State of Ohio is handled through the Department of Administrative Services. The State Procurement website handles all procurement opportunities, supplies and services contracts within Ohio.

**Question:** **Section VI., A., 3.b “(see Appendix A)”**

Question: we did not receive an Appendix A with the RFP – is this available elsewhere?

**Answer:** The material originally in Appendix A is actually now included in the sub-bullets under item C.

**Question:** **Section VI., A., 3.c**

Question: is the expectation that the vendor provide 30 minutes TOTAL of live action footage video for 7 modules (or approximately 4.2 minutes for each module), or 30 minutes of live action footage for EACH of the 7 MODULES (or 210 minutes total footage)?

**Answer:** We believe we will need about 30 minutes of video per topic on average. Some will be shorter, perhaps some longer. This 30 minute estimate would be for each of the modules (210 minutes total).

**Question:** **Section VI., A., 3.e**

Question: is the expectation that the vendor provide 90 minutes TOTAL of live action footage video for 7 modules (or approximately 12.8 minutes for each module), or 90 minutes of live action footage for EACH of the 7 MODULES (or 630 minutes total footage)?

**Answer:** We believe we will need about 90 minutes of video per topic on average. Some will be shorter some longer. This 90 minute estimate would be for each of the modules (630 minutes total).

**Question:** **Section VI., A., 3.g**

Question: please clarify the requirement of “text feed.”

**Answer:** We would like to have a closed caption window in the system to support hearing impaired or silent mode training.

**Question:** **Section VI., A., 3.h**

Does the word “test” mean “text?” And, can you please narrow the field of languages that might be required (ie: Spanish, French, Vietnamese, etc.)?

**Answer:** Yes, we intended to say text feed. We are not able to be more specific about what languages we would want at this time.

**Question:** **Section XVII, Attachments, B**

Question: we did not receive Attachment B – is this available elsewhere?

**Answer:** All bidders are required to complete and attach the signed Ohio Homeland Security form, “Government Business and Funding Contracts”. A copy is attached for your convenience or a copy can be obtained at the website below.

[http://www.homelandsecurity.ohio.gov/dma/dma\\_forms.asp](http://www.homelandsecurity.ohio.gov/dma/dma_forms.asp)

Click on: [DMA for funding and business contracts](#)

Bidders should check the current list of US State Department Terrorist Exclusion list at the Ohio Homeland Security website:

<http://www.homelandsecurity.ohio.gov/dma/dma.asp>

Failure to complete, sign, and return the Government Business and Funding Contracts form and return it with your bid, may result in your bid being rejected as being non-responsive.

**Question:** **Technical Proposal Score Sheet: Evaluation Criteria**

What is meant by “source material?” Do you mean content materials (videos, graphics, etc.) or do you mean source codes for the technology used?

**Answer:** The content for the material so that we have it for potential in-house modification going forward.

**Question:** Technical Proposal Score Sheet, page 2, Evaluation Criteria, Scope of Work, item #8:

Please clarify “ODJFS approved storyboard.” Does this mean ODJFS wishes to see the “content” of the storyboard or the “format” of the storyboard or both? There is only one storyboard format in the film and television industry – and does ODJFS wish to see this?

**Answer:** We need to have enough visibility into the process so that we can help ensure success. This is a quality checkpoint to ensure feedback is sought and incorporated.

**Question:** Technical Proposal Score Sheet, page 2, Evaluation Criteria, Scope of Work, item #8:

Please clarify “Provide a list of production activities for review, clarification and approval by ODJFS.” Does ODJFS wish a list of each and every activity in the production process? These are quite standard in any film or television or industrial production.

**Answer:** We need to have enough visibility into the process so that we can help ensure success. This is a quality checkpoint to ensure feedback is sought and incorporated.

**Question:** Section VI., A., 2.a

Clarify what you mean by ‘ODJFS Approved’ storyboards, as there is only one accepted format for storyboarding in the film and entertainment industry.

**Answer:** We need to have enough visibility into the process so that we can help ensure success. This is a quality checkpoint to ensure feedback is sought and incorporated.

**Question:** Section VI., A., 2.b

Clarify what you mean by ‘providing a list of production activities’ as these are normal and customary in any film or television or industrial production and do not change per project.

**Answer:** We need to have enough visibility into the process so that we can help ensure success. We will need to select mutually agreed upon check points to ensure feedback is sought and incorporated.

**Question:** Section VI., A., 3.c

Clarify exactly how many total minutes of finished video you require for the entire project. This is unclear in the current RFP.

**Answer:** Our current estimate is 840 minutes.

**Question:** Section VI., A., 3.e

Is there a preferred format for final delivered video? (IE 1020 HD, Standard Def, 24p, 29.97p, etc.)

**Answer:** We would like a high quality training video delivered via a web site. You may assume broadband connectivity to the end user. You must assume that the software on the end user PC is an industry standard vintage of high penetration.

**Question:** How many individuals do you anticipate being on line (concurrent use) at the same time at the peak usage of the Virtual One-Stop?

**Answer:** It is acceptable to limit the number of concurrent users to 100 at a time.

**Question:** Will the One-Stop system promote classes asking people to log on at the same time, or will this be a totally self-paced system with no scheduled orientation activities and/or core service training classes?

**Answer:** This video orientation will replace the classroom-like intake that happens today. People will become aware of their need to attend an orientation session via a letter. The letter will give them the choice of the on-line video that we are requesting here or in-person at a 1-stop. The letter will also provide a deadline for compliance.

**Question:** Section VI., C., 3.d

If needed, can the SkillsMax BESI self-assessment be re-created on vendors system or a link to that evaluation on a skillsmax.org mandatory?

**Answer:** A link to their SkillsMax system is required. We have data transfer from their system already in production operation that we are counting on for this work.

**Question:** Section VI., C., 3.g

Does user interface require a conversion in Spanish or any other language in addition to English?

**Answer:** No, we are not requesting other languages at this time. We would like to understand what it would take to get the text stream converted and if there are limitations to what languages your proposal would support.

**Question:** Section VI., C., 3.h

About 73% of public libraries have decent computers and internet connection (<http://www.library.ohio.gov/Marketing/PR/2009/July>), does Ohio need a system that will work on the computers at remaining libraries? This would imply creation of very low quality system that will still assume internet connectivity at those locations.

**Answer:** We are targeting the 73% and will work other arrangements in areas where the libraries do not support adequate bandwidth.

**Question:** Section VI., C., 3.i

ADA compliance; Does the state prefer the section 508 standards to be met for accessibility or the W3C guidelines (<http://www.ada.gov/websites2.htm>)?

**Answer:** We need to meet the section 508 standards.

**Question:** Technical Proposal Score Sheet, page 2, Evaluation Criteria, Scope of Work, item #34:

What level of security is preferred by the Ohio? Will SSL 128 bit work or are there some advanced security requirements?

**Answer:** This orientation will not contain private or sensitive data. It is expected to be generally accessible to the public with a targeted audience population.

Any further questions must be directed to [MIS\\_RLB\\_QA@jfs.ohio.gov](mailto:MIS_RLB_QA@jfs.ohio.gov) for a response. This includes any questions about Prevailing Wage, materials or services to be provided or boilerplate.