

# ***TECHNICAL PROPOSAL PACKET***

## ***SP-20-0116***

## PROPOSAL SIGNATURE PAGE

Type or Print the following information.

PROSPECTIVE CONTRACTOR'S INFORMATION				
Company:				
Address:			AR Vendor # (if known)	
City:		State:		Zip Code:
Business Designation:	<input type="checkbox"/> Individual <input type="checkbox"/> Sole Proprietorship <input type="checkbox"/> Public Service Corp <input type="checkbox"/> Partnership <input type="checkbox"/> Corporation <input type="checkbox"/> Nonprofit			
Minority and Women-Owned Designation*:	<input type="checkbox"/> Not Applicable <input type="checkbox"/> American Indian <input type="checkbox"/> Service-Disabled Veteran <input type="checkbox"/> African American <input type="checkbox"/> Hispanic American <input type="checkbox"/> Women-Owned <input type="checkbox"/> Asian American <input type="checkbox"/> Pacific Islander American			
AR Certification #: _____ * See <i>Minority and Women-Owned Business Policy</i>				
PROSPECTIVE CONTRACTOR CONTACT INFORMATION				
<i>Provide contact information to be used for bid solicitation related matters.</i>				
Contact Person:			Title:	
Phone:			Alternate Phone:	
Email:				
CONFIRMATION OF REDACTED COPY				
<input type="checkbox"/> YES, a redacted copy of submission documents is enclosed. <input type="checkbox"/> NO, a redacted copy of submission documents is <u>not</u> enclosed. I understand a full copy of non-redacted submission documents will be released if requested. <i>Note: If a redacted copy of the submission documents is not provided with Prospective Contractor's response packet, and neither box is checked, a copy of the non-redacted documents, with the exception of financial data (other than pricing), will be released in response to any request made under the Arkansas Freedom of Information Act (FOIA). See Bid Solicitation for additional information.</i>				
ILLEGAL IMMIGRANT CONFIRMATION				
By signing and submitting a response to this <i>Bid Solicitation</i> , a Prospective Contractor agrees and certifies that they do not employ or contract with illegal immigrants. If selected, the Prospective Contractor certifies that they will not employ or contract with illegal immigrants during the aggregate term of a contract.				
ISRAEL BOYCOTT RESTRICTION CONFIRMATION				
By checking the box below, a Prospective Contractor agrees and certifies that they do not boycott Israel, and if selected, will not boycott Israel during the aggregate term of the contract. <input type="checkbox"/> Prospective Contractor does not and will not boycott Israel.				

**An official authorized to bind the Prospective Contractor to a resultant contract shall sign below.**

The signature below signifies agreement that any exception that conflicts with a Requirement of this *Bid Solicitation* will cause the Prospective Contractor's proposal to be rejected.

Authorized Signature: \_\_\_\_\_ Title: \_\_\_\_\_

Printed/Typed Name: \_\_\_\_\_ Date: \_\_\_\_\_

## PROPOSED SUBCONTRACTORS FORM

- **Do not** include additional information relating to subcontractors on this form or as an attachment to this form.

**PROSPECTIVE CONTRACTOR PROPOSES TO USE THE FOLLOWING SUBCONTRACTOR(S) TO PROVIDE SERVICES.**

*Type or Print the following information*

Subcontractor's Company Name	Street Address	City, State, ZIP

☐ **PROSPECTIVE CONTRACTOR DOES NOT PROPOSE TO USE SUBCONTRACTORS TO PERFORM SERVICES.**

**Authorized Signature:** \_\_\_\_\_ **Title:** \_\_\_\_\_

## SUBMISSION REQUIREMENTS

Per the Bid Solicitation, the following items **must** be submitted as hardcopies with the Prospective Contractor's proposal:

- ☐ *Proposal Signature Page*
- ☐ Responses to the *Information for Evaluation* section of the *Technical Proposal Packet*
- ☐ *Official Bid Price Sheet*

It is strongly recommended that the following items are also included with the Prospective Contractor's response:

- ☐ Three (3) additional hardcopies of the *Technical Proposal Packet*
- ☐ Four (4) electronic copies of the *Technical Proposal Packet*
- ☐ One (1) redacted electronic copy the original *Technical Proposal Packet*, if applicable
- ☐ One (1) electronic copy of the *Official Bid Price Sheet*, separately sealed
- ☐ Electronic copy of the completed EO 98-04: *Contract and Grant Disclosure Form*
- ☐ Electronic copy of the Prospective Contractor's *Equal Opportunity Policy*
- ☐ Electronic copy of the *Voluntary Product Accessibility Template*
- ☐ Electronic copy of the *Proposed Subcontractors Form*, if applicable

## INFORMATION FOR EVALUATION

- Provide a response to each item/question in this section. Prospective Contractor may expand the space under each item/question to provide a complete response.
- **Do not** include additional information if not pertinent to the itemized request.

	Maximum RAW Score Available
<b>E.1 QUALIFICATIONS AND EXPERIENCE</b>	
<p>A. Describe previous and current outsourced master control service projects provided by your organization of similar size and scope to those described in the Solicitation that demonstrate your organization's capability to perform all services required in the Solicitation.</p> <p>For each project referenced, provide the client's station call letters, the client's management and technical/operations contact information (including contact name and email), the station's web stream URL and other links to view station material managed by your organization (as applicable), a description of the services provided, and contract term dates. Additionally, provide names of the key personnel assigned to each project, including project management, programming/traffic support, operations/technical support, and maintenance/service support personnel.</p>	
1. Include experience providing master control services to PBS clients.	5 points
2. Include experience installing and implementing master control systems and a description of the equipment installed.	5 points
3. Include scheduled and actual implementation timelines from delivery to Go-Live.	5 points
4. Include problems your organization encountered during implementation and methods your company used to resolve those problems.	5 points
<b>E.2 INNOVATION EXPERIENCE</b>	
A. Describe your organization's experience and capabilities in providing technology and applications beyond broadcasting, including but not limited to public safety, EAS, and data casting.	5 points
<b>E.3 IMPLEMENTATION</b>	
<p>A. Describe your organization's strategy and plan for providing AR-PBS with a fully functional and operational master control system by the Go-Live Date that specifies all tasks to be completed by your company (including key personnel responsible for each task), tasks expected to be completed by AR-PBS, and task timelines. Detail, at minimum, the following tasks:</p> <ol style="list-style-type: none"> <li>1. Kick off meeting and proposed agenda</li> <li>2. Delivery</li> <li>3. Installation</li> <li>4. Acceptance testing</li> <li>5. Training</li> </ol>	5 points

B. Describe your organization's plan for providing satellite receive equipment, the network node, and delivery server system locally. Should your organization plan to leverage AR-PBS equipment and resources, include how your organization's systems will interface with AR-PBS equipment and resources.	5 points
C. Describe the risks your organization anticipates during the implementation and how your organization intends to mitigate those risks.	5 points
D. Describe your organization's plan for maintaining continual operation of all four (4) Channels during implementation.	5 points
E. Describe your organization's plan for enabling and assisting AR-PBS with the transition from ATSC 1.0 to ATSC 3.0.	5 points
<b>E.4 MASTER CONTROL SYSTEM</b>	
A. Detail and describe the following capabilities and functionalities of the master control system proposed by your organization for providing services for each of the four (4) Channels, including the system's limitations.	
1. Ongoing remote monitoring	5 points
2. Automation	5 points
3. Closed captioning	5 points
4. EAS	5 points
<b>E.5 ADDITIONAL SUPPORT SERVICES</b>	
A. Describe your organization's plan for providing local insertion of underwriting, promotions, keyed logos, and branding for AR-PBS.	5 points
B. Describe your organization's plan for providing improved graphics, program squeeze back, and web-based imagery from weather radar services for AR-PBS.	5 points
C. Describe your organization's plan for providing program storage and content management.	5 points
<b>E.6 DISASTER RECOVERY AND QUALITY CONTROL</b>	
A. Describe your organization's plan for providing ongoing monitoring and quality control for channel outages, video quality degradation, descriptive and alternate language audio, and closed captioning.	5 points
B. Describe your organization's plan for providing ongoing monitoring and fault response management, including initial diagnostics, corrective actions, and staff deployment to assist with restoration of services.	5 points
C. Describe your organization's disaster recovery procedures in the event of a single channel failure or total catastrophic outage.	5 points
<b>E.7 VALUE-ADD CAPABILITIES AND SERVICES</b>	
A. Detail and describe proposed value-added options that will be available to AR-PBS at no additional cost under a resulting contract, including broadcasting, technical, service, and support options. (You must not include pricing in the Technical Proposal Packet.)	5 points