



State of West Virginia
Department of Administration
Purchasing Division
2019 Washington Street East
Post Office Box 50130
Charleston, WV 25305-0130

Request for Quotation

RFO NUMBER

DCH10050

PAGE

1

ADDRESS CORRESPONDENCE TO ATTENTION OF

SHELLY MURRAY
304-558-8801

RFQ COPY

TYPE NAME/ADDRESS HERE

V
E
N
D
O
R

DIVISION OF CULTURE & HISTORY

CULTURAL CENTER
1900 KANAWHA BOULEVARD, EAST
CHARLESTON, WV
25305-0300 558-0220

S
H
I
P
T
O

DATE PRINTED

05/24/2010

TERMS OF SALE

SHIP VIA

FOB

FREIGHT TERMS

BID OPENING DATE:

06/08/2010

BID OPENING TIME 01:30PM

LINE

QUANTITY

UOP

CAT.
NO.

ITEM NUMBER

UNIT PRICE

AMOUNT

ADDENDUM NO. 1

THIS ADDENDUM IS ISSUED TO ADDRESS THE QUESTIONS
RECEIVED PRIOR TO THE QUESTION SUBMISSION DEADLINE OF
05/14/2010.

ATTACHMENTS: QUESTIONS AND RESPONSES
PRE-BID SIGN IN SHEET

THE BID OPENING DATE IS EXTENDED:

FROM: 06/03/2010
TO : 06/08/2010

0001

LS

205-66

1

ASSISTIVE TECHNOLOGY SYSTEM

EXHIBIT 10

REQUISITION NO.: DCH10050

ADDENDUM ACKNOWLEDGEMENT

I HEREBY ACKNOWLEDGE RECEIPT OF THE FOLLOWING CHECKED
ADDENDUM(S) AND HAVE MADE THE NECESSARY REVISIONS TO MY
PROPOSAL, PLANS AND/OR SPECIFICATION, ETC.

ADDENDUM NO.'S:

SEE REVERSE SIDE FOR TERMS AND CONDITIONS

SIGNATURE

TELEPHONE

DATE

TITLE

FEIN

ADDRESS CHANGES TO BE NOTED ABOVE

WHEN RESPONDING TO RFQ, INSERT NAME AND ADDRESS IN SPACE ABOVE LABELED 'VENDOR'

GENERAL TERMS & CONDITIONS REQUEST FOR QUOTATION (RFQ) AND REQUEST FOR PROPOSAL (RFP)

1. Awards will be made in the best interest of the State of West Virginia.
2. The State may accept or reject in part, or in whole, any bid.
3. Prior to any award, the apparent successful vendor must be properly registered with the Purchasing Division and have paid the required \$125 fee.
4. All services performed or goods delivered under State Purchase Order/Contracts are to be continued for the term of the Purchase Order/Contracts, contingent upon funds being appropriated by the Legislature or otherwise being made available. In the event funds are not appropriated or otherwise available for these services or goods this Purchase Order/Contract becomes void and of no effect after June 30.
5. Payment may only be made after the delivery and acceptance of goods or services.
6. Interest may be paid for late payment in accordance with the *West Virginia Code*.
7. Vendor preference will be granted upon written request in accordance with the *West Virginia Code*.
8. The State of West Virginia is exempt from federal and state taxes and will not pay or reimburse such taxes.
9. The Director of Purchasing may cancel any Purchase Order/Contract upon 30 days written notice to the seller.
10. The laws of the State of West Virginia and the *Legislative Rules* of the Purchasing Division shall govern the purchasing process.
11. Any reference to automatic renewal is hereby deleted. The Contract may be renewed only upon mutual written agreement of the parties.
12. **BANKRUPTCY:** In the event the vendor/contractor files for bankruptcy protection, the State may deem this contract null and void, and terminate such contract without further order.
13. **HIPAA BUSINESS ASSOCIATE ADDENDUM:** The West Virginia State Government HIPAA Business Associate Addendum (BAA), approved by the Attorney General, is available online at www.state.wv.us/admin/purchase/vrc/hipaa.htm and is hereby made part of the agreement. Provided that the Agency meets the definition of a Cover Entity (45 CFR §160.103) and will be disclosing Protected Health Information (45 CFR §160.103) to the vendor.
14. **CONFIDENTIALITY:** The vendor agrees that he or she will not disclose to anyone, directly or indirectly, any such personally identifiable information or other confidential information gained from the agency, unless the individual who is the subject of the information consents to the disclosure in writing or the disclosure is made pursuant to the agency's policies, procedures, and rules. Vendor further agrees to comply with the Confidentiality Policies and Information Security Accountability Requirements, set forth in <http://www.state.wv.us/admin/purchase/privacy/noticeConfidentiality.pdf>.
15. **LICENSING:** Vendors must be licensed and in good standing in accordance with any and all state and local laws and requirements by any state or local agency of West Virginia, including, but not limited to, the West Virginia Secretary of State's Office, the West Virginia Tax Department, and the West Virginia Insurance Commission. The vendor must provide all necessary releases to obtain information to enable the director or spending unit to verify that the vendor is licensed and in good standing with the above entities.
16. **ANTITRUST:** In submitting a bid to any agency for the State of West Virginia, the bidder offers and agrees that if the bid is accepted the bidder will convey, sell, assign or transfer to the State of West Virginia all rights, title and interest in and to all causes of action it may now or hereafter acquire under the antitrust laws of the United States and the State of West Virginia for price fixing and/or unreasonable restraints of trade relating to the particular commodities or services purchased or acquired by the State of West Virginia. Such assignment shall be made and become effective at the time the purchasing agency tenders the initial payment to the bidder.

I certify that this bid is made without prior understanding, agreement, or connection with any corporation, firm, limited liability company, partnership, or person or entity submitting a bid for the same material, supplies, equipment or services and is in all respects fair and without collusion or Fraud. I further certify that I am authorized to sign the certification on behalf of the bidder or this bid.

INSTRUCTIONS TO BIDDERS

1. Use the quotation forms provided by the Purchasing Division. Complete all sections of the quotation form.
2. Items offered must be in compliance with the specifications. Any deviation from the specifications must be clearly indicated by the bidder. Alternates offered by the bidder as **EQUAL** to the specifications must be clearly defined. A bidder offering an alternate should attach complete specifications and literature to the bid. The Purchasing Division may waive minor deviations to specifications.
3. Unit prices shall prevail in case of discrepancy. All quotations are considered F.O.B. destination unless alternate shipping terms are clearly identified in the quotation.
4. All quotations must be delivered by the bidder to the office listed below prior to the date and time of the bid opening. Failure of the bidder to deliver the quotations on time will result in bid disqualifications: Department of Administration, Purchasing Division, 2019 Washington Street East, P.O. Box 50130, Charleston, WV 25305-0130
5. Communication during the solicitation, bid, evaluation or award periods, except through the Purchasing Division, is strictly prohibited (W.Va. C.S.R. §148-1-6.6).



State of West Virginia
Department of Administration
Purchasing Division
2019 Washington Street East
Post Office Box 50130
Charleston, WV 25305-0130

Request for Quotation

RFQ NUMBER

DCH10050

PAGE

2

ADDRESS CORRESPONDENCE TO ATTENTION OF

SHELLY MURRAY
304-558-8801

RFQ COPY

TYPE NAME/ADDRESS HERE

DIVISION OF CULTURE & HISTORY

CULTURAL CENTER
1900 KANAWHA BOULEVARD, EAST
CHARLESTON, WV
25305-0300 558-0220

DATE PRINTED	TERMS OF SALE	SHIP VIA	F.O.B.	FREIGHT TERMS
05/24/2010				

BID OPENING DATE:

06/08/2010

BID OPENING TIME

01:30PM

LINE	QUANTITY	UOP	CAT NO	ITEM NUMBER	UNIT PRICE	AMOUNT
	NO. 1					
	NO. 2					
	NO. 3					
	NO. 4					
	NO. 5					
I UNDERSTAND THAT FAILURE TO CONFIRM THE RECEIPT OF THE ADDENDUM(S) MAY BE CAUSE FOR REJECTION OF BIDS.						
VENDOR MUST CLEARLY UNDERSTAND THAT ANY VERBAL REPRESENTATION MADE OR ASSUMED TO BE MADE DURING ANY ORAL DISCUSSION HELD BETWEEN VENDOR'S REPRESENTATIVES AND ANY STATE PERSONNEL IS NOT BINDING. ONLY THE INFORMATION ISSUED IN WRITING AND ADDED TO THE SPECIFICATIONS BY AN OFFICIAL ADDENDUM IS BINDING.						
				 SIGNATURE	
				 COMPANY	
				 DATE	
NOTE: THIS ADDENDUM ACKNOWLEDGEMENT SHOULD BE SUBMITTED WITH THE BID.						
----- END OF ADDENDUM NO. 1 -----						

SEE REVERSE SIDE FOR TERMS AND CONDITIONS

SIGNATURE	TELEPHONE	DATE
TITLE	FEIN	ADDRESS CHANGES TO BE NOTED ABOVE

WHEN RESPONDING TO RFQ, INSERT NAME AND ADDRESS IN SPACE ABOVE LABELED 'VENDOR'

DCH10050

Addendum No. 1

1. Please explain "ongoing systems services costs". Is your desire to purchase an annual maintenance plan (or pre-paid services) which would cover for any software, system operation, or equipment issues?

Ongoing systems services costs relate to work being performed during the contract period and any continuous annual service/maintenance plan. We would hope that your proposal identifies a service agreement plan(s) option that covers software, system operation, and equipment issues. This plan should state that all costs are included in the price. (to include travel, per diem, or any travel related expenses). The State will not pay for these costs.

2. Software layers: Main message & up to 3 additional messages. Are these layers to be 'on the fly' selectable by users?

The handheld devices are required to provide for 3 layers of messages. As stated in the RFP, section 3.2.4 and 3.2.5, the current approved audio (37 areas) are to be used as the main message and include the newly developed "descriptive content" that the Vendor will create. Any additional 'layers' that are proposed for consideration should be as an Add/Alternate. This includes the Vendors proposal to create additional layers of information for current approved text panels throughout the facility. It is the Owners intention to continue the development of new content after this initial work is completed - as we get approval.

Correction - There are 36 current a/v messages identified in this project that are currently in use in the Museum.

The 37th message would be a new piece created by the Vendor - a Wayfinding/Introduction to the facility to include location of restrooms, escalators, elevator, emergency exits, lobby description.

Here is the list:

1. Welcome by Governor
2. Coal Forest (show path audio)
3. River Plains (show path audio)
4. The Fort (show path audio)
5. Conflict and Settlement, DR3 (tv)
6. Cabin and Barn (show path audio)
7. John Brown's Raid (show path audio)
8. Battle of Philippi (show path audio)
9. The War Within the State, DR6 (tv)
10. Wheeling Intelligencer Office (show path audio)
11. The Case for Statehood, DR7 (5 tracks – light sync. to audio)
12. Wheeling Docks (show path audio)
13. Building the Rails (show path audio)
14. The Coal Mine (show path audio)
15. Industry film, DR14d, (silent tv)

16. Mining Life, DR15, (tv)
17. The State Capitol, DR16, (tv)
18. It's Not All Work, DR17, (silent tv)
19. Miners Houses, Maintreet (show path audio)
20. The Great Depression, DR18 (tv)
21. The WV Theatre, DR19A, (silent tv)
22. Main Street (War Bonds) (show path audio)
23. USSWV West Virginians at War, DR20 (tv)
24. Soda Shop (show path tv)
25. Late 20th Century, DR21 (tv – disasters)
26. Late 20th Century, DR21 (tv – 60s)
27. Abandoned Coal Tipple (show path audio)
28. The Open Road & New River Gorge, (show path audio)
29. From Here to There, DR23 (tv)
30. Fairs and Festivals, (show path audio)
31. Vandalia (tent) (tv)
32. WV Scrapbook (audio-music only)
33. Traditions of Music, DR26, (tv)
34. What WV Means to Me, (show path audio)
35. Finale (a/v)
36. Governor's exit message (audio)

A descriptive message, transitioning to every area is requested - 36 in total as the basic package.

Any additional description the Vendor proposes should be included in the Add/Alternate.

All media will be provided to the successful Vendor in both text and mpg files.

3. **Please explain how you will use the “message tracking” tools. Will you be measuring number of selections, usage measure?**

The message tracking will be used to identify areas of high and low use – and study how the guests use the devices. This information will allow us the ability to enhance future programming.

4. **Assistive Listening requirements? Do you want the system to provide an audio track at assistive listening volumes synchronized with main Show Path and other looped audio by location?**

Synchronization is not necessary. Guests should be able to access any dialog at any time on the Show Path or in any Discovery Room. Imagine using the devices throughout the Museum without the overhead audio playing.

5. **Please give specifications on the AMX A/V System installed at the museum? Can you provide a picture or specifications of the audio rack room? Please provide model numbers and any relevant technical specifications and shows / audio tracks controlled.**

The current AMX-Binloop-Symetrix system is running at its full available capacity therefore the Assistive Technology installation must be a standalone component. Also, there is minimal storage in the AV room for rack mounted equipment.

- 6. Will you require any language translations? You mentioned a large number of Japanese visitors.**

The basic project does not call for or identify any additional language other than English. However, Vendors can submit proposals for alternate language translations as an Add/Alternate. Costs should be reflected by language – Japanese, Spanish.

- 7. Number of staff for training? Do you have any team training leaders? What are your training media preferences (face-to-face, PPT slides, word documents, web-based)?**

There will be a minimum of 5 staff involved in the training sessions. The team leaders will be the Museum Systems Specialist and Operations Manager. Training media preferences are face-to-face, hands-on with associated training aids (pdf or PPT slides). As per the RFP, section 3.2.7.1, there is a minimum of three (3) hours training at the 80% and 100% completion periods.

- 8. Can you provide a contact to discuss the specifications for the Magique wireless? What frequency is IR? Range of the trigger - inches?**

<http://www.magique.com/shop/wands/view-all-products/>

The Assistive Technology project is not connected to, nor associated with Magique at this time. There is no approved proposal in place for the Creative Kingdom project therefore will not be considered a factor in the installation of the Assistive Technology system.

- 9. Please confirm that the battery run time for devices is minimum 4 hours (3.2.4 opening paragraph) vs. the 14 hours battery life mentioned in 3.2.4 c.**

The devices should provide enough power on a charged battery for a minimum of 4 continuous hours of use. Omit the "14 hours" of battery life. The Vendor's proposal should state the minimum and maximum power capacity of the units.

- 10. Should we be prepared to provide a plan for storage and distribution of devices by museum guest services personnel?**

Yes

- 11. Does Braille need to be on buttons, or will uniquely shaped high contrast buttons with Braille user documentation suffice?**

Braille does not necessarily have to be on the handheld device buttons but the buttons on the handhelds should have some identifiable characteristic (i.e., color or shape)

- 12. What level of computer skill will be required for the operation of the editing tools?**

Operators will have knowledge and use of various standard pro audio/video editing programs, such as Sound Forge, Vegas, Cool Edit, Soundbooth, and Premier. There are a number of individuals on the training team that are very knowledgeable with these editing tools.

- 13. Please confirm that you want a “turn-key” proposal which includes installation labor cost for electrical and/or any contractor support we require.**

Yes – this project should be ‘all inclusive’

- 14. Do you want us to provide Guest Services device check-out and retrieval procedures? How do you envision the Exit Alert working? Do you want an alert delivered over the network to their front desk computer workstation?**

In section 3.2.4.c, we indicate that the handheld devices should incorporate some form of internal exit alert alarm. To clarify, this function cannot be tied to the Agency/State networking system. A “turnstile” device would have to be approved by the senior administration and could be considered an eyesore in the Great Hall, therefore would not be an option.

We will rely on your knowledge of the types of internal exit alarm systems that are available. The Vendor will provide specific criteria for each option and the costs associated with them.

- 15. What is the entire scope of the descriptive narration content for the first phase rollout? Should we assume that required description shall include: main Show Path visual descriptions and important titling (level 1), Discovery Room description and Discovery room titling (level 2), Discovery room “stories” from wall graphics (level 3), additional Discovery room elements (level 4)? Will you be providing all written content for narration creation for level 2 - 4?**

We need the descriptive component to compliment the audio that is currently being used in the Museum. The descriptive should be a transition from one audio/scene to another (existing 36 tracks as outlined in Question 2 above).

The RFP is calling for the existing audio and Vendor created descriptive to be programmed into the handheld devices. Vendor can submit an itemized cost of additional (layers) content from the existing adopted texts (panels, murals, signs) as an Add/Alternate.

- 16. All TV are closed captioning – can you provide access to the captioning data in digital format?**

No, we only have a word file of the following – 5,9,15,16,17,20,21,23,24,25,26,29

- 17. WiFi network – Governor’s office of technology - what is the protocol for the existing wireless network in the building? The network shows up as SSID “WV-Public-Access” but did not allow open internet access.**

All wireless access in the Statehouse Complex and in WVDCH is governed by rules set by The Office of Technology. WV-Public-Access is a protected sub network of wv.gov for the Museum and Education rooms, and provides internet to the public on their laptops and netbooks.

Vendors proposing to utilize the WiFi system within the facility will work in tandem with the Museum staff and Office of Technology.

18. Do you want the visuals described on the TV content?

This is not part of the basic package. Vendors suggesting that the visuals on the TV content be described should submit this proposal as an Add/Alternate.

19. We recommend that you describe the final "West Virginia Scrapbook" visuals. Should we make this part of the requirements or part of the Alternates?

Part of the Add/Alternate

20. Are the ~21 Show Path audio tracks associated with the A-Z show path segments? Are they separate independently timed loops or are all the audio tracks synchronized with each other?

All are separate audio loops.

DR6, narration is time synchronized to the special effects.

DR 7, Statehood, has synchronized lighting to the audio tracks.

21. Does the RFP include wayfinding for the restrooms and emergency exits in the museum?

No it does not, but should. Section Question 2 above.

The Wayfinding should be a new message created as part of this basic project (1 of 37 messages)

22. Are there state mandates for disabilities that the WV Culture & History Museum is trying to reach?

The WV State Museum has reached the ADA requirements; our goal is to not only meet the requirements but exceed them and provide the best experience possible to everyone.

23. Are "Wayfinding" systems for the vision impaired currently installed in the Museum? If yes, what kind?

The Museum's "Wayfinding" system for the visually impaired consists of our personal guide services, the large print on murals, and the audio component.

We have plans to work with other state agencies to create and produce Braille documents and 'sign' audio.

Refer to Question 21 and 2 above

24. Did the museum receive any federal grants to subsidize the museum?

This information is undisclosed.

25. Are there any budget constraints for this project? (A not to exceed amount.)

This information is undisclosed.

26. How will the servers and other computing equipment support the Assistive Technology Devices (if at all). What are the platforms of servers and equipment?

There are no servers or other computing equipment currently on site that has been identified as being dedicated to this project.

27. What is the format (file type) of the content/scripts to be supplied? (MS Word, PDF, Hard copy, etc)

The WVDCH will supply the Vendor with content/scripts of the audio and video as stated in Question #2 above in the following format:

- *Text files – Word*
- *Audio files – wav*
- *Video files - mpg*

28. How will information be exchanged, including Vendor questions?

Prior to award of the contract, all communication shall come through the Purchasing Division buyer. Vendor questions submitted prior to the question submission deadline are addressed in this addendum.

After the award, communication between the successful Vendor and Owner will be primarily through email, secondary would be fax. Brainstorming sessions can be through teleconferencing and followed up with an email confirmation.

In the case of the Vendor requiring copy approval at the 50%, 80%, and 95% completion stage, the submittals should be via email with edited copy attached as pdf files.

- 29. In section 3.2.5 – there is mention of “inclusion of newly developed content creation of descriptive information for the handheld devices capturing the scenic element of the Museum to enhance the effectiveness of delivery of existing (37) areas of audio/video currently in use at the museum” is the Vendor responsible for creating all of this audio description content? Is this the only content that the Vendor will be expected to create, while the rest of the programming will be done with the existing content the museum owns? It may be difficult to quote a price for this content with so many unknowns...it is acceptable to quote an hourly rate for this work, and a rough estimate of the time needed for completion (subject to change)?**

See Question 2 above for specific information relating to the areas included in the basic project. A Wayfinding/Orientation message and 36 additional descriptive messages are requested.

The descriptive content should be a text narration of the environment in which the guest is in...starlit sky, ferns and trees, split-rail fence, floor surface, wall surface...etc.

If additional (layers) are proposed based on text panels and graphics throughout the facility, this should be submitted under the Add/Alternates. We will rely on your expertise in the creation and development of content and styles of presentation.

- 30. In this same section, it states that content must be created and produced by a nationally recognized public broadcaster – please expand on these qualifications and give examples of broadcasters that meet this level of recognition, and are thus qualified for this project.**

Section 3.2.5 calls for the creation and production of the 'descriptive content' by a nationally recognized public broadcaster (or similar affiliate). A similar affiliate could be considered a person who has had experience in the creation and production of 'descriptive content'. The WVDCH should be provided at a minimum three samples of narrator voices to select from.

- 31. Will the Vendor be responsible for blending the newly created audio descriptive content with the existing 37 areas of existing audio to create a complete program?**

The Vendor will be responsible for creating the new Wayfinding/Orientation as the initial message and then blending in the descriptive narration transitions to the existing 36 messages. The program may or may not be one complete program but 37 separate programs.

- 32. In section 3.2.4 in Equipment needs, can you please explain/expand on the items: "docking units for recharging first position sync, extra dock for sync and for bite charging"?**

This specification type is not necessary in this Assistive Technology project. **Please omit** the following text from this section. Beginning at the 7th line, sentence beginning with Equipment, on 10th line, delete "first position sync, extra dock for sync and for bite charging".

- 33. In section 3.2.4, Item C, states "Buttons will have Braille on primary buttons, (start, stop, pause, forward, backward, etc.) All user functions should be controlled via the keypad with no knobs, sliders or switches that can break off." In our work with a visually impaired focus group, we have heard that visually impaired folks do not necessarily need or want Braille on buttons. Would the Agency be open to different visually impaired control options?**

See Question 11 above...

- 34. Are these devices meant to be deployed to ALL visitors (disabled/nondisabled) or only as an accessibility tool for those visitors with disabilities?**

Primarily, the devices will be used for all visitors expressing a need for assisted accessibility.

- 35. Would the Museum like to consider sign-language video tour components for the hearing impaired?**

As stated above, the Museum has future plans to work with state agencies to develop both Braille and sign language video.

Vendors interested in providing this service, should submit this information in the proposal under the Add/Alternate.

- 36. There is a requirement for 14 hours of continuous use of a device. Is the Museum open to having a unit with a shorter battery life than this stated amount?**

The devices should provide enough power on a charged battery for a minimum of 4 continuous hours of use. Omit the "14 hours" of battery life in the RFP. The Vendor's proposal should state the minimum and maximum power capacity of the units.

- 37. An RFID alarm system is outlined for unit security purposes and stated that the alert mechanism must be internal within the unit. Our standard system comes with a check-out system with security deposit mechanism (credit card / ID scanner): would an alternative security mechanism of this type, which created the same result of ensuring device return, be acceptable?**

See Question 14 above -

- 38. In section 3.2.6, it is stated that "Message capacity per tour should be at a minimum of 500 messages with up to 3 additional layers" – can you please explain what this means exactly? Our systems are not limited to a number of files associated with a tour, but the total memory space of said segments. If you are in effect requiring that there be space for 2000 media segments, what is the size of each (so that we can estimate a total memory space requirement and ensure this is available)?**

*Message capacity per tour would be a combination of buttons totaling 500 – at a minimum. Message capacity is different from storage capacity – the minimum storage of the units is listed at **4GB or larger (section 3.2.4)**. We understand that each message will vary in storage needs based on the media file format (i.e., mpg, wav, mp3, etc.). This section merely indicates that the handhelds be capable of handling at a minimum 500 total messages @ 4 layers/levels deep = averaging 125 messages per layer; for example 500 15Mb wav files would require 7.5Gb of storage. The current media playback system uses 5Gb of storage for file formats in wav and mpg.*

- 39. In section 3.2.7.1 – it is stated that training will be required and provided to Museum staff at 80% completion and 100% completion of project. This tends to indicate that 2 different training sessions will occur – one before installation, on at installation. Do both of these need to be onsite (requiring travel 2 times to the Museum) or could one of these sessions be held via conferencing software/web cam?**

*There will be a minimum of 5 staff involved in the training sessions. The team leaders will be the Museum Systems Specialist and Operations Manager. **Training media preferences are face-to-face, hands-on with associated training aids as needed.** As per the RFP, section 3.2.7.1, there is a minimum of three (3) hours training at the 80% and 100% completion periods.*

Yes, both training sessions should be on-site.

40. In section 3.2.8.B, 12 – it states that, “Formats should be WAV for audio and MPG for video and MPG for video w/audio” – is, this a required file format for all content to be in the system? Or just for the programming files delivered via the CD?

Final deliverables should be a final format that the device calls for (see J above), an editable format, and a backup of audio in WAV, and video in MPG format.

41. In relation to the above section, it also states that “copies of the applications required to view, edit and create new versions” should be included. Is this referring to the editing software that it required to make changes to programming files (i.e. – audio and video editing software)? Or is this referring to the software for the content management system? Our content management system is online hosted solution and cannot be sent vi disk. Is this type of solution permissible?

No, the WVDCH must have content management software to edit and create new media at any time – service contracts should provide annual costs relating to upgrades and/or patches to this software. No proprietary restrictions can be placed on the Owners ability to use this software.

SIGN IN SHEET

Page ____ of ____

Date: 05-13-10 A08:43 REF:

Request for Proposal No. 02H10050

PLEASE PRINT

* PLEASE BE SURE TO PRINT LEGIBLY - IF POSSIBLE, LEAVE A BUSINESS CARD

FIRM & REPRESENTATIVE NAME		MAILING ADDRESS	TELEPHONE & FAX NUMBERS
Company:	Museum Works	7500 Park Lane	PHONE 214 365 9999
Rep:	Scott Peck	Dallas Texas 75225	TOLL FREE
Email Address:	scottpeck@museumworksaudiotours.com		FAX 214 361 1365
Company:	Museum Works	7500 Park Ln	PHONE 214 727 6089
Rep:	R. J. Machacek	Dallas TX 75225	TOLL FREE
Email Address:	RJ.Machacek@TX.RR.Com		FAX 214 361 1365
Company:	The Paciello Group	5 Pine Street + Extension	PHONE 978-534-6860
Rep:	Helena Anttila	#6 Annex Unit 2-F	TOLL FREE 603-598-2839
Email Address:	hanttila@paciellogroup.com	Nashua NH 03060	FAX 978-534-6860 603-598-2839
Company:	Electronic Specialty Company	P.O. Box 400	PHONE 304-766-6277
Rep:	Tom R. Fitzwater	Durham WV 25064	TOLL FREE 800-642-5506
Email Address:	tfitzwater@electronic-specialty.com		FAX 304-766-6270
Company:	SOFTeq Development Corp.	1155 Daisy Ashford #125	PHONE 281 552 5027
Rep:	Trey Lital	Houston, TX 77079	TOLL FREE 888 552 5001
Email Address:	trey.lital@softeq.com	77079	FAX 281 552 5099

Page _____ of _____

Date: 05-13-10 A08:43 REF:

Request for Proposal No. DCH10056

PLEASE PRINT

*** PLEASE BE SURE TO PRINT LEGIBLY - IF POSSIBLE, LEAVE A BUSINESS CARD**

FIRM & REPRESENTATIVE NAME		MAILING ADDRESS	TELEPHONE & FAX NUMBERS	
Company:	Softeq Development Corp.		PHONE	281 552 5021
Rep:	Andrew Prochaska		TOLL FREE	888 552 5001
Email Address:	andy.prochaska@softeq.com		FAX	281 552 5099
Company:			PHONE	
Rep:			TOLL FREE	
Email Address:			FAX	
Company:			PHONE	
Rep:			TOLL FREE	
Email Address:			FAX	
Company:			PHONE	
Rep:			TOLL FREE	
Email Address:			FAX	
Company:			PHONE	
Rep:			TOLL FREE	
Email Address:			FAX	