

RFP 22MISC7
GRADUATION STREAMING SERVICES

FACT SHEET

A. **Overview:** This recommendation is to establish a contract for graduation streaming services.

1. **Bid participation:**

10 proposals downloaded
4 companies submitted a proposal

2. **Bids were received from:**

CVW Event Productions (Herndon, VA)
Donovan Marks Photography (Hyattsville, MD)
Showcall, Inc. (Frederick, MD)
3 Roads Communications, Inc. (Frederick, MD)

3. **Other facts:**

- The contract term shall be effective from date of award through June 30, 2022, with two additional one-year renewal options.
- A committee of Frederick County Public School staff independently reviewed and evaluated each proposal. Selection was based on the total score of each vendor's technical and cost proposal.
- Graduations will be held at Mount Saint Mary's Knott Arena.
- The contract will be administered by Dr. Daniel Lippy, Director, School Administration.

4. **Source of funding:** FY22 Approved Operating Budget and contingent upon Board approval of FY23 and FY24 Operating Budgets.

B. **Recommendation:** Staff recommends the contract for RFP 22MISC7, Graduation Streaming Services be awarded to CVW Event Productions, of Herndon, VA.

C. **Action taken by the Board (Purchasing use only):**

<input checked="" type="checkbox"/> _x_ Approved	<input type="checkbox"/> Denied	<input type="checkbox"/> Deferred	<input type="checkbox"/> Other	BM/sg
02.23.22 Date	<input type="checkbox"/> Date	<input type="checkbox"/> Date	<input type="checkbox"/> Date	BOE Mtg.: 02.23.22

22MISC7, Graduation Streaming Services
Score Sheet

Vendor	Average Tech Score = 35 pts max	References = 15 pts max	Final Tech Score = 50 pts max	Cost Score = 50 pts max	Total Score = 100 pts max
CVW Event Productions	32.5	15	47.5	50	97.5
Donovan Marks Photography	22	0	22	25	47.0
Showcall	30.5	15	46	44	89.1
Three Roads Communications, Inc.	31.2	15	46.2	43	89.1



Creative Video of Washington, Inc.

470 Spring Park Place
Suite 900
Herndon, VA 20170
703-891-2620

ADDRESS

Bill Meekins
Frederick County Public Schools
191 South East St
Frederick, MD 21701 USA

SHIP TO

RFP 22MISC7
FCPS Graduation
Streaming Services
Mount St. Mary's University
Knott Arena
16300 Old Emmitsburg Rd
Emmitsburg, MD 21727

Estimate 3163

DATE 01/24/2022

EXPIRATION DATE 02/25/2022

EVENT DATE

May 23-27, 2022

PROJECT

RFP 22MISC7

SALES REP

J. Vaughn

ACTIVITY

QTY

RATE

AMOUNT

EVENT DESCRIPTION: CVW Event Productions will provide LIVE, multi-camera switched webcast streaming services for FCPS's 10 in person graduation commencements. The events will be live-streamed to the clients YouTube account. All graduations will be live captioned as well as recorded for archival and re-broadcast purposes on the FCPS platforms. Full Graphics and Lower 3rd capabilities provided.

ACTIVITY	QTY	RATE	AMOUNT
HD VIDEO PRODUCTION PACKAGE 5 DAYS, CHARGED FOR 3 DAYS 1920x1080i Package includes: SWITCHER/CONTROL: 1- ATEM Constellation 8K Ultra HD production switcher pckg -includes 1M/E surface panel, 2x24" multiview monitor 1-HD Engineering Rack -includes 17" ENG monitor, HD waveform, vectorscope, intercom, distribution 1-DT Videolabs Playback Pro hard drive playback system -includes computer, software, controller, hard drive 1-Windows Laptop Computer (w/ powerpoint, photoshop) 2-AJA Ki-Pro Hard Drive Recorder 2-8" HDSDI monitor CAMERAS: 3-Sony HXC100 1080i HD studio camera package -includes camera, CCU, tripod, lens, studio config, cabling 2-Canon 40x (HD) long lens w/ heavy duty tripod 3-Spider Pod camera platform WEBCAST: Redundant Webcast Encoding Package Includes: 2 - BlackMagic UltraStudio HDSDI Encoders 2 - Macbook Pro webcast laptop computers -includes Wirecast/Livestream software 2- Cat5e cable packages 1- Netgear 1x4 Ethernet Switch 1- Headphones 1-QSC 8ch digital audio mixer 1-Video/power cable package 1-VIMEO Enterprise Account	3	9,500.00	28,500.00
			Subtotal: 28,500.00
CLOSED CAPTIONING SERVICES-Priced Per Graduation Provide Live, manual CLOSED captioning services in English for live event via YouTube Live API process. The captioning will be embedded in the YouTube stream. PACKAGE INCLUDES: 1- Closed Caption Equipment Package (English)- per day Includes: 1- Remote Captioning Operator (3hr per graduation) -includes captioning equipment package	10	1,000.00	10,000.00
LABOR, ESTIMATED			
BASED ON 10HR FULL DAY RATE			
SUNDAY MAY 22, 2022			
SET-UP DAY (1/2 DAY)			
10:00AM-3:00PM			
Technical Director, 1/2 day (5 hr max)	1	400.00	400.00
Video Engineer (EIC), 1/2 day (5 hr max)	1	400.00	400.00
Webcast Technician, 1/2 day (5 hr max)	1	400.00	400.00
Camera Operator, 1/2 day (5 hr max)	3	350.00	1,050.00
MONDAY MAY 23, 2022			
DAY 1 (2 GRADUATIONS)			
7:00AM-5:00PM			
Technical Director	1	600.00	600.00
Graphics Operator	1	500.00	500.00

ACTIVITY	QTY	RATE	AMOUNT
Video Engineer (EIC)	1	600.00	600.00
Webcast Technician	1	600.00	600.00
Camera Operator	3	550.00	1,650.00
TUESDAY MAY 24, 2022 DAY 2 (3 GRADUATIONS) 8:00AM-10:00PM			
Technical Director	1	600.00	600.00
Technical Director, OT hours	4	90.00	360.00
Graphics Operator	1	500.00	500.00
Graphics Operator, OT hours	4	75.00	300.00
Video Engineer (EIC)	1	600.00	600.00
Video Engineer (EIC), OT hours	4	90.00	360.00
Webcast Technician	1	600.00	600.00
Webcast Technician, OT hours	4	90.00	360.00
Camera Operator	1	550.00	550.00
Camera Operator, OT hours	12	82.50	990.00
WEDNESDAY MAY 25, 2022 DAY 3 (2 GRADUATIONS) 7:00AM-5:00PM			
Technical Director	1	600.00	600.00
Graphics Operator	1	500.00	500.00
Video Engineer (EIC)	1	600.00	600.00
Webcast Technician	1	600.00	600.00
Camera Operator	3	550.00	1,650.00
THURSDAY MAY 26, 2022 DAY 4 (2 GRADUATIONS) 7:00AM-5:00PM			
Technical Director	1	600.00	600.00
Graphics Operator	1	500.00	500.00
Video Engineer (EIC)	1	600.00	600.00
Webcast Technician	1	600.00	600.00
Camera Operator	3	550.00	1,650.00
FRIDAY MAY 27, 2022 DAY 5 (1 GRADUATION)/STRIKE 7:00AM-5:00PM			
Technical Director	1	600.00	600.00
Graphics Operator	1	500.00	500.00
Video Engineer (EIC)	1	600.00	600.00
Webcast Technician	1	600.00	600.00
Camera Operator	3	550.00	1,650.00
			Subtotal: 33,270.00
16' Box Truck, mileage -Delivery/Pickup	1	125.00	125.00
CONGRATS 2022 GRADUATES DISCOUNT-\$8,000.00 (SHOWN BELOW)			

-5 20AM, dedicated, Edison power circuits provided at head-end location at no cost to CVW. SUBTOTAL

61,895.00

-1 high speed, open access internet connection will be provided at the head-end location at no cost to CVW.
-CVW is not responsible for audio quality provided by the in-house AV team.

DISCOUNT

-8,000.00

TOTAL	\$53,895.00
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Accepted By

Accepted Date