

HONOLULU AUTHORITY FOR RAPID TRANSPORTATION
CITY AND COUNTY OF HONOLULU

ADDENDUM NO. 1

TO THE

REQUEST FOR QUALIFICATIONS

FOR THE

CLOSED CAPTIONING SERVICES FOR HART BOARD MEETINGS

REQUEST FOR QUALIFICATIONS NO. RFQ-HRT-2200612

ISSUED: MARCH 18, 2022

NOTICE TO ALL PROSPECTIVE OFFERORS:

This Addendum is hereby made a part of the Request for Qualifications RFQ-HRT-2200612 (RFQ) for the Honolulu Rail Transit Project (HRTTP), Closed Captioning for HART Board Meetings Contract, and it shall amend the said RFQ in the following respects:

ITEM NO. 1 – QUESTIONS AND RESPONSES

The following questions were timely received through email by the HlePRO solicitation's indicated Contact Person. The responses provided by the Honolulu Authority for Rapid Transportation (HART) are as follows and are herein incorporated as part of the RFQ:

Question #1:

What is the estimated annual volume of live captioning?

Response #1:

HART establishes approximately 24 meetings annually. The approximate annual hours are provided in the "Line Items" tab, per annual service requested.

Question #2:

What is the estimated annual volume of post production captioning?

Response #2:

HART establishes approximately 24 meetings annually. The approximate annual hours are provided in the "Line Items" tab, per annual service requested.

Question #3:

What is the typical duration of the live meetings?

Response #3:

The approximate length of hours to each HART meeting is expected at 6 hours.

Question #4:

When are live meetings typically conducted?

Response #4:

HART meetings are normally conducted twice (2) a month, on Thursday or Friday mornings to begin at about 8:30A to 9:00A HST.

Question #5:

What encoder do you use for live events and what is the workflow?

Response #5:

HART conducts its live broadcasting with 'Ōlelo Community Media, 'Ōlelo has the available models, eegHD491 and eegEN537.

Further description of expectations and requirements to the contract are as provided in the attachment titled "5 Scope of Work.pdf"

Question #6:

Who is the current captioning vendor?

Response #6:

There is currently no active contract providing HART with closed captioning services.

Question #7:

What rate do you currently pay for captioning services?

Response #7:

There is currently no active contract providing HART with closed captioning services.

Question #8:

What information needs to be included with the quote?

Response #8:

Please see the "Instructions" tab on HlePRO, made available with the solicitation. Additional instructions and requirements can be found in the attachments provided downloadable in the solicitation page on HlePRO, in the "Attachments" section.

Question #9:

How do we submit our quote?

Response #9:

Currently, quote offers are being accepted through HlePRO (Hawaii eProcurement site). Vendors must be registered on the eProcurement site. Help and additional instructions can be found on HlePRO's "Help Videos" tab or on the homepage.

See following links:

<https://hiepro.ehawaii.gov/welcome.html>

<https://hiepro.ehawaii.gov/videos.html>


Question #10:

Do we need to file the DBE Participation Report if all work is done in-house without the use of subcontractors?

Response #10:

All contractors shall submit the DBE Participation Report with each request for payment.

APPROVED:



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