



CT Lottery
Audio-Video Editing Services
Request For Qualifications & Pricing (RFQ)
CLC202404

Addendum #1

CLC Responses to Questions

1. How have the CLC's needs changed since its last solicitation sent to prospective vendors?

CLC Response: The previous solicitation sought to replicate the CLC's current drawing video production process by asking vendors to provide remote or in-person camera operators to record daily midday and evening drawings. The CLC in its current RFQ no longer requires camera operators to record drawings. Instead, vendors should provide recommendations and pricing for equipment (i.e., cameras, sound, lighting) that can be purchased by the CLC and installed and programmed by the selected vendor to automate the recording of drawings. Vendor staff would not be required to operate the equipment, and CLC drawing performers would only need to turn the equipment on and off to record drawings. The creation of videos from raw drawing recordings each day is still needed by the CLC and vendors should also quote this work in their submissions.

2. What pricing information must vendors submit to CLC?

CLC Response: Vendors should provide separate pricing for (a) cameras, lighting, sound, and other necessary operating equipment, (b) reoccurring annual cost for services, and (c) initial equipment setup costs, which will include training of CLC staff and drawing performers on equipment and mock draw testing. While two (2) cameras are required for each drawing, vendors should quote four (4) cameras.

3. Is the selected vendor responsible for setting up equipment?

CLC Response: Yes.

4. What is the ceiling height of CLC's drawing studio? Can CLC provide any other information about the size of its drawing studio?

CLC Response: The ceiling height of the draw studio is 8 feet 8 inches (8'8"). The dimensions of the studio are approximately 40 feet (length) x 25 feet (width). Pictures of the draw studio are attached in Attachment A.

5. When will drawing videos be made available to the selected vendor for editing?

CLC Response: As quickly as possible after completion of drawings, depending on method used for file transmission. This may be dependent on the camera recommended by the selected vendor.

6. When will the selected vendor be required to return edited drawing files to CLC?

CLC Response: Refer to the RFQ. The files must be completed and returned to the CLC no later than 11:00 am the following business day. For Friday, Saturday, and Sunday drawings, completed videos must be provided no later than Monday, 11:00 am. If Monday is a holiday weekend, files must be provided no later than Tuesday, 11:00 am.

7. Will the selected vendor be required to upload drawing video to YouTube?

CLC Response: No.

8. When will services start?

CLC Response: The CLC expects editing of drawings videos to begin in the next couple months with equipment installed and staff training prior to the start date.

9. Is it CLC's expectation to receive the same drawing videos that it is receiving now? Must drawing videos meet any minimum specifications (e.g., 1080p resolution)?

CLC Response: The CLC expects completed drawing videos to be of better quality but contain the same main components that they currently possess – wide angle shot of drawing performer and balls being mixed, separate zoom shot of actual balls drawn, and continuous display of appropriate game logos. The date and time must also continuously be displayed on each drawing video.

10. Will CLC provide a secure method for the transfer of drawing videos?

CLC Response: Yes. The CLC will provide a secure file transfer portal for the selected vendor to download raw videos and upload completed videos. Vendors may propose in their submissions other video file transfer options for the CLC's consideration.

11. Will the selected vendor have access to the secure portal 24/7 to download and upload drawing videos?

CLC Response: Yes.

12. What is the download and upload speed at CLC facility's server for the selected vendor to pull files from and push files to? This is to help determine the time it takes for the selected vendor to receive the files and the time it will take to send the finished files back to the CLC.

CLC Response: The selected vendor will have access to fiber internet with 1GB up and down speed.

13. Will CLC have a representative on-site to perform pre-drawing equipment checks and to handle technical issues?

CLC Response: No. Vendors should include in their submissions recommendations to ensure equipment operates pursuant to the agreed upon automated settings and videos are recorded for each drawing with minimal operation by CLC staff and drawing performers.

14. Is CLC interested in inserting a crawl at the bottom of videos?

CLC Response: A crawler message is optional.

15. Will the CLC provide background music to the selected vendor to insert into drawing videos?

CLC Response: Yes.

16. Can vendors offer recommendations and process improvements concerning video production, set backgrounds, music, video file transfer, equipment, backup redundancies, technical support, and any other aspect of the requested services?

CLC Response: Yes. Vendor submissions may include recommendations and alternative processes for performing the work for the CLC's consideration. Recommendations should be clearly identified and explained and include separate associated pricing.

17. Must the selected vendor and its employees directly performing services be licensed by the Connecticut Department of Consumer Protection?

CLC Response: Yes. Licensing will be at the selected vendor's own cost. These costs are minor.

18. Will the selected vendor's assigned employees be prohibited from purchasing and participating in, or sharing the winnings from, any CLC lottery game or multijurisdictional lottery game in which the CLC participates (i.e., Powerball, Mega Millions, Lucky for Life)?

CLC Response: Yes.

19. Does the CLC require the selected vendor to have any special insurance?

CLC Response: No. The selected vendor is only required to have the types of business and liability insurance customary held by video production and editing businesses.

20. What happens if there is a catastrophic equipment failure or the raw video is incomplete (e.g., no audio, no video, etc.)? Will the vendor be expected to be available for troubleshooting during a drawing if an issue arises?

CLC Response: In the event that the equipment does not work properly, a file cannot be transferred, or a raw video is incomplete, the CLC will post a still online in lieu of a video for the affected drawing.

No, the selected vendor is not responsible for troubleshooting during a drawing if there is an issue. The CLC's drawing manager will contact the selected vendor to discuss causes and resolution the next business day.

Attachment A
CLC's Draw Studio



