

**SOURCES SOUGHT NOTICE (SSN) OAM21019S
CLOSED CAPTIONING SERVICES**

Date: December 30, 2020
To: All Interested Parties
Re: Sources Sought Notice

This is NOT a solicitation for a proposal, proposal abstract, or quote. The purpose of this notice is to obtain information regarding qualified business sources. The responses to the information requested may assist the Government in determining the feasibility of moving forward.

The U.S. House of Representatives is conducting market research into a Closed Captioning solution that would ensure that all House proceedings that are broadcast on television or streamed on the Internet provide real-time closed captioning services. The House is also looking for a captioning service that would allow for all videos created by Members, Committees, and leadership offices to have closed captioning.

House workflow:

The House currently provides real-time closed captioning service for legislative proceedings on the House Floor. The service is provided by a closed captioning vendor using manual captioners that connect to onsite closed caption encoders. The House does not currently provide real-time closed captioning capabilities for Committee proceedings or locally produced web videos.

Requirements:

- Ability to display closed caption text on live streams of all legislative proceedings
- Ability to display closed caption text on House closed-circuit TV system channels, which is used to air all legislative proceedings in real-time, if a viewer selects CC on their television.
- Ability to preserve closed caption text as part of proceeding recordings.
- Ability to upload recorded video files to have closed caption text added to them.

Other considerations:

- **Workload Projections**
 - We currently support up to 32 simultaneous Committee hearings.
 - In an average year, there are at least 700 hours of House Floor Coverage.

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- In an average year, we see up to 1400 supported Committee hearings and special events that would need to be captioned.
 - We average 1000 in studio services requests using our two television studios that would need caption support if requested.
 - The current workflow for Committees is that a production switcher selects camera shot to air. That signal is transmitted via HD-SDI to an archive server, web encoder, and fiber transmitter (CCTV).
 - Currently only have two hardware CC encoders for when the service is requested.
 - Proceedings will typically begin anywhere from 9:00AM and finish by 5:00PM with some exceptions.
 - Current workload should allow for concurrent use of Virtual Conferencing Solution to include Webex, Zoom and Microsoft Teams.
- **Quality of Captioning**
 - The House is looking for higher than 95% accuracy with Closed Captions to support ADA initiatives and to accurately represent Members of Congress when they are speaking.
 - Looking at best possible solution. Can be AI generated, human generated or a combination of both.

How to Submit Responses to this Sources Sought

If interested, please submit a capability statement demonstrating your capacity to complete the requirements outlined above to: Toinetta.Gordon@mail.house.gov no later than 2:00 PM **January 18, 2021.**

The Capability Statement shall meet the following criteria:

- a. On page one (1) of the Capability Statement, begin by providing your company information as follows: Company name, address, phone number, CAGE code, DUNS number, GSA Contract Number (**if applicable**) and point of contact (name, phone and e-mail).
- b. Capability Statement must be in Microsoft Word, Microsoft Excel or Adobe PDF format, single spaced, 12-point font (excluding charts and graphics) and the entire document shall not to exceed 5 pages in length to include all attachments, charts, etc.
- c. Capability Statement must include but is not limited to (a) companies core capabilities (b) corporate experience and management capability; and examples of prior similar completed Government contracts (if any), references, and other related information; and (c) Rough Order of Magnitude in terms of pricing. **(Pricing that is provided is not legally binding, will be only used for budgeting and potential solicitation purposes.)**

Questions may be submitted at any time. However, due to the nature of a Sources Sought the Government will do its best to answer questions in a fair/efficient manner and may not be able to answer all questions.

Doing Business with the House:

The CAO publishes standard terms and conditions for doing business with the House on House.gov. These terms and conditions, with some exceptions, are very similar to those issued by the Executive branch. Prospective vendors will be required to accept these terms and conditions

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without deviation if and when an award or agreement is made. For more information, visit Doing Business with the House on House.gov.

Disclaimer and Important Notes:

This Sources Sought does not obligate the Government to award a contract or otherwise pay for the information provided in response. The Government reserves the right to use information provided by respondents for any purpose deemed necessary and legally appropriate. Any organization responding to this notice should ensure that its response is complete and sufficiently detailed to allow the Government to determine the organization's qualifications to perform the work. Respondents are advised that the Government is under no obligation to acknowledge receipt of the information received or provide feedback to respondents with respect to any information submitted. However, responses to this notice will not be considered adequate responses to a solicitation or serve as a guarantee of participation in a future solicitation if and when a solicitation is released. Please note that the United States House of Representatives is not subject to Federal Acquisitions Regulations (FAR) or any of its supplements.

Confidentiality:

No proprietary, classified, confidential, or sensitive information should be included in your response. The Government reserves the right to use any non-proprietary technical information in any resulting solicitation(s).