



Request for Information

Digital Media Multi-Camera Production Studio

For Vernon Public Schools, Connecticut
RFI #VPS-FY17-001

Inquiries: Mr. Robert Testa
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Vernon, CT 06066
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Information Due: Friday, August 19th, 2016
2:00 PM, EST

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1.0 Introduction

Vernon Public Schools (VPS) is now seeking information to further develop its Technology Education Digital Media Design & Communications department with the addition of a multi-camera production studio.

2.0 Vernon Public Schools Mission Statement, Goals, and Theory of Action

Mission Statement

VPS, in partnership with family and community, is committed to provide a quality education, with high expectations, in a safe environment where all students become independent learners and productive contributors to society.

Vernon Public Schools Goals

1. Build and improve relationships and partnerships with family and community.
2. Increase the achievement of every student through high quality curriculum, instruction and assessment.
3. Promote safe environments that are socially, emotionally, and physically conducive to learning.

Theory of Action

The Vernon Public Schools goals are further refined in the VPS's **Theory of Action**:

1. If VPS develops **curriculum** aligned with state and national standards, develops common assessments to measure student achievement of the curriculum, and utilizes the results from both local and state-wide assessments to revise the curriculum, then student achievement will improve.
2. If teachers and administrators utilize the **data** from state-wide and local assessments to identify the individual needs of our students and we change our instruction based on those identified student needs, then student achievement will improve.
3. If the adults involved in instruction **collaborate** around student work, instructional strategies, and assessment; develop a common vocabulary regarding instruction and a common understanding of best practice; use that collective information to inform their instruction; employ high-yield research-based instructional strategies; and, hold each other accountable for such, then student achievement will improve.
4. If teachers engage in **professional learning** based on students' instructional needs; and if that professional learning is job-embedded, cyclical, consistent, ongoing, and includes 360 degree feedback regarding implementation, then student achievement will improve.
5. If teachers establish quality **relationships** with students and ensure that students are highly engaged in rigorous relevant work, then student achievement will improve.

3.0 Purpose of Request

The purpose of this request is to solicit technical approaches and cost estimates for the creation of a multi-camera production studio space capable of creating, editing, and broadcasting content to a variety of mediums.

4.0 Disclaimer

This RFI is for planning purposes only and is not a Request for Proposals (RFP) or an obligation on the part of VPS to purchase any products or services. Responses to this RFI are not offers and cannot be

accepted by VPS to form a binding contract. VPS reserves the right to determine how it should proceed as a result of this notice. Furthermore, those who respond to this RFI should not anticipate feedback with regard to its submission. VPS will not pay any cost incurred in response to this RFI. All costs associated with responding to this RFI will be solely at the responding party's expense. The information provided in this RFI is subject to change and is not binding on VPS.

5.0 Description of Information Requested

Interested parties shall furnish the following minimum information:

- a) Name of company;
- b) Telephone number, fax number, address, and e-mail address;
- c) Brief summary of company history relative to similar requirements; and
- d) Provide technical solutions and cost estimates for equipment, wiring, software, audio, lighting, and operational and technical support to create a multi-camera production studio space capable of creating, editing, and broadcasting content to a variety of mediums. Information should include multiple options to support future growth of the program.

What should be included in your response:

- Do submit comments that address VPS's requirements, assumptions, conditions, or contemplated approaches.
- Do submit information and suggestions that may encourage new, different or innovative approaches that would result in direct cost savings to VPS.

What should not be included in your response:

- Do not submit proposals or offers.
- Do not submit capability statements, white papers, or other company marketing materials.
- Do not submit requests to be considered for award or to be notified of a future solicitation.
- Do not submit requests to be added to a mailing or distribution list.
- Do not submit questions or comments not related to this RFI.
- Do not respond via telephone.

6.0 How to Respond

Please submit your response to this RFI in writing to Mr. Michael Purcaro, Director of Business and Finance, 30 Park Street, Vernon, Connecticut 06066. The closing time date for responses is 2:00 PM EST on Friday, August 19th, 2016.