



State of New Jersey

DEPARTMENT OF THE TREASURY
DIVISION OF ADMINISTRATION
NEW JERSEY PUBLIC BROADCASTING AUTHORITY
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FEBRUARY 4, 2026

NOTICE OF BID PROPOSAL

MASTER CONTROL SERVICES

1. PROJECT OVERVIEW

The New Jersey Public Broadcasting Authority ("NJPBA") seeks a qualified contractor to deliver 24/7/365 managed master control services for PBS-affiliated non-commercial programming. The selected contractor shall provide a fully integrated, IP-based centralized broadcasting solution with comprehensive monitoring, transmitter-ready stream delivery, and optional traffic/programming support services for an initial 1-year term with options for renewal, transfer, or termination upon request.

2. SCOPE OF SERVICES

2.1 Primary Service Requirements

Programming Delivery:

- 24/7/365 managed playout services for PBS-affiliated programming
- Aggregation and recording of all PBS, APT, and NETA nationally distributed content via PBS sIX and satellite feeds
- Automated quality control (QC) with monitoring-by-exception methodology
- Support for HD and SD content with automated aspect ratio management (16:9, 14:9, 4:3)
- Closed captioning verification (EIA708 and EIA608) for all content
- Option for live programming integration capability with low-latency studio return encoding
- Delivery to PBS aligned OTT streaming platforms
- Delivery to digital platforms (PBS Passport)

Technical Infrastructure:

- IP-based bi-directional connectivity (50-75 Mbps required for initial delivery)
- Redundant encoding with ATSC MPEG-2 transport stream delivery (transmitter-ready)
- N+2 system redundancy with UPS and generator backup
- Disaster recovery (DR) solution capable of a minimum 24-hour playlist protection
- Multi-node TR 101 290 monitoring (Priority 1, 2, and 3)

Monitoring & Operations:

- 24/7/365 staffed operations control center
- Real-time monitoring-by-exception for video, audio, closed captions, and transport stream integrity
- SNMP-based centralized alert management
- Emergency Alert System (EAS) compliance with DASDEC-III integration
- Off-air confidence monitoring via spoke return path
- Automated as-run log generation and delivery

Graphics & Branding:

- Template-based graphics system supporting dual independent keying layers
- Station identification, bugs, crawls, and full-screen graphics support
- Dynamic PSIP generation with complete EPG information

2.2 Content Management

- Local content submission via FTP
- Automated content workflow with QC checkpoints
- Common traffic database with shared access to national content across participating stations
- Local content retention for minimum 6 months from last air date
- National content sharing within hub operations

2.3 Traffic System Integration

- Full integration with Myers ProTrack traffic system or equivalent
- Real-time BXF messaging for automation control
- Playlist submission minimum 30 hours in advance
- Log modification capability
- Automated as-run reporting in real-time
- sIX compatibilities for PBS national scheduling

2.4 Optional Services (Please provide quotes for the following optional services, if available)

Traffic & Programming Services:

- Full traffic operations support
- Program scheduling and log preparation
- National content coordination and management

Archive Services:

- Long-term content archival storage

Additional Services:

- Live and post-live closed captioning services (hourly rate basis)

3. DELIVERABLES**3.1 Equipment & Installation****Contractor-Provided at NJPBA Facility:**

The contractor shall design, deploy, and configure a networking solution to establish secure, encrypted connectivity between NJPBA's on-premises operations and designated cloud environment(s). Contractor will provide an architecture enabling seamless integration of local and cloud resources through VPN tunnels that extend through NJPBA's existing network infrastructure into the cloud platform. Supplied equipment to include, but not limited to the following:

- Required Switches, routing, and interface equipment to provide
- Dual redundant power supplies if available
- Supply pricing for a turnkey, racked equipment package

3.2 Connectivity

NJPBA will utilize existing business class internet services. Contractor shall provide a solution capable of operating on a 50-75 Mbps bidirectional feed. Contractor will indicate bandwidth requirements for optional backup and local content contribution.

3.3 Training & Documentation

- Comprehensive operations training for traffic, operations, and engineering staff
- Remote training capability (no on-site requirement)
- System documentation and standard operating procedures
- Overture Template Builder software (or equivalent) training
- Traffic system integration training

4. IMPLEMENTATION TIMELINE

Require a 90-day on-air solution upon Purchase Order delivery for internet appliance application, equivalent to CentralCast "CAST" solution.

5. SERVICE LEVEL REQUIREMENTS

The contractor shall provide broadcast-grade reliability through an infrastructure featuring 99.9% uptime guarantee, automatic failover capabilities, and N+2 equipment redundancy at their operations facility. Operations facility shall contain conditioned UPS power and generator system with two-day fuel capacity. Contractor shall provide continuous real time 24/7/365 monitoring and

incident response through on-site, trained staffed. Contractor shall make available direct phone support and have escalation procedures in place as required.

Quality of Service assurance shall be provided through closed caption verification, audio silence and video black detection, and comprehensive TR 101 290 Priority 1-3 monitoring throughout the delivery chain. A frame-accurate playout with automation redundancy, and low-latency studio return of less than 26 frames shall be available.

6. CONTRACT TERMS

This contract shall commence with an initial term of one (1) year from the go-live date, subject to renewal options and an annual price escalation schedule to be mutually agreed upon by both parties.

The NJPBA retains early termination rights upon provision of appropriate notice and payment of any applicable fees, along with contract transfer rights under specified conditions. Both parties acknowledge termination for cause provisions in the event of material breach, as well as termination for convenience provisions that allow either party to exit the agreement under prescribed circumstances. Upon termination, the contractor shall provide comprehensive exit support and transition assistance to ensure seamless continuity of services.

The contractor guarantees adherence to a defined Service Level Agreement (“SLA”) with specified remedies for non-performance, including uptime guarantees supported by service credits or financial penalties for failures to meet committed thresholds, and binding response time commitments to ensure timely resolution of issues and maintenance of operational excellence throughout the contract term.

7. SPECIAL TERMS & CONDITIONS

7.1 PBS Compliance

- Solution must support full PBS sIX integration
- Compatibility with PBS Common Carriage requirements
- Support for PBS national schedule coordination
- Compliance with FCC regulations for public broadcasting

7.2 Content Ownership & Rights

- NJPBA retains all rights to submitted content
- Content shall not be shared with non-PBS entities without written consent
- Archive access and retrieval rights upon contract termination

7.3 Data Security & Privacy

- Secure FTP for content transfer with encryption
- Network segmentation with VLANs and QoS
- Access controls and audit logging
- Compliance with applicable data protection regulations

7.4 Change Management

- Process for requesting system changes, upgrades, or additional services
- Notification requirements for planned maintenance or upgrades
- Emergency change procedures

8. CONTRACTOR QUALIFICATIONS

Respondents shall demonstrate:

- Minimum 3 years of experience providing centralized master control services
- Current client references (minimum 3) from PBS member stations
- Technical certifications and partnerships with equipment manufacturers (Evertz, Harmonic, Myers)
- Financial stability and capacity to support long-term service delivery
- Proof of insurance (general liability, professional liability, cyber liability)
- Business continuity and disaster recovery plans

9. PROPOSAL REQUIREMENTS

Respondents shall submit:

1. **Executive Summary** - Overview of proposed solution and company qualifications
2. **Technical Approach** - Detailed description of system architecture, equipment, and workflows
3. **Implementation Plan** - Timeline, milestones, and project management approach
4. **Operations Plan** - Staffing, monitoring procedures, and support model
5. **Pricing** - Complete cost breakdown per Section 6
6. **Contract Terms** - Proposed contract language addressing Section 7
7. **References** - Minimum three (3) current PBS station clients with contact information
8. **Company Information** - Corporate structure, financial statements, insurance certificates, and notification of ownership [certifications](#) issued by the New Jersey Uniform Certification Service, if any.
9. [Ownership Disclosure form](#)
10. [Political Contribution Disclosure Chapter 271 form](#)
11. **Signed Agency RFP form** (attached) – Acknowledgment that all services shall comply with the [State of New Jersey Standard Terms and Conditions](#).

Upon recommendation of award, the following [forms](#) must be submitted by the successful bidder **prior to the issuance of a purchase order** (the official contract award), but may be submitted with the bid package:

- Certificate of Insurance
- Disclosure of Investigations form
- Disclosure of Investment Activities of Iran form
- MacBride Principles form
- Source Disclosure form
- Vendor Certification and Disclosure of Political Contribution Chapter 51 form
- Certification of Non-Involvement in Prohibited Activities in Russia or Belarus

Prior to issuance of a purchase order, the successful bidder shall also complete a [NJSTART Profile](#), [Business Registration](#), and [Affirmative Action form](#) online.

10. EVALUATION CRITERIA

Proposals will be evaluated based on:

- **Technical Merit (40%)** - System capabilities, redundancy, disaster recovery, monitoring
- **Cost (30%)** - Total cost of ownership over 5-year period including all fees
- **Experience & References (20%)** - Demonstrated success with PBS stations, client satisfaction
- **Implementation Plan (10%)** - Feasibility of timeline, thoroughness of approach, training plan

11. BID PROCESS

Pre-bid questions should be sent to Nichol R. Gee at nichol.gee@treas.nj.gov no later than Tuesday, February 17, 2026. All responses will be posted on our [website](#) by Friday, February 20, 2026. Bidders are responsible for checking the website for updated information. No further notice will be given.

All bidders shall include in their proposal a signed copy of the attached Agency RFP form and companion documentation (Section 9).

Bid responses are due on Wednesday, March 4, 2026, to Nichol R. Gee at nichol.gee@treas.nj.gov. The NJPBA will award the contract to that responsible bidder whose proposal is most advantageous to the State, with price, expertise, and other factors considered.

State of New Jersey AGENCY REQUEST FOR PROPOSAL

VENDOR NAME AND ADDRESS:	RETURN THIS PROPOSAL TO: Nichol Gee PO Box 777 Trenton, NJ 08625 nichol.gee@treas.nj.gov	DELIVER TO: NJPBA PO Box 777 Trenton, NJ 08625
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NOTE: This proposal must be returned before **Wednesday, March 4, 2026** the close of business on the following date:

FISCAL YEAR	ACCOUNT NUMBER				COST CENTER	OBLIGATION NUMBER	COMMODITY CODE	DATE OF TYPING
2026	ORG.	FUND	PROGRAM	OBJECT				1/29/2026

IMPORTANT INSTRUCTIONS TO BIDDERS: Read the entire bid proposal terms and conditions, and specifications. Fill in all the information requested below. All bid prices must be typed or written in ink. Any corrections, erasures or other forms of alterations to unit and/or total prices must be initialed by the bidder. Upon completion, this proposal must be signed and returned to the address shown above. Unsigned proposals are unacceptable.

NOTE: THE TERMS AND CONDITIONS ARE PROVIDED UNDER A SEPARATE ATTACHMENT.

ITEM NO.	QUANTITY	UNIT	DESCRIPTION (ALL ITEMS MUST BE DELIVERED F.O.B. DESTINATION)	UNIT PRICE	AMOUNT
1	1	each	All-inclusive Proposal Price		
2	1	each	Option 1: Traffic & Programming Services		
3	1	each	Option 2: Archive Services		
4	1	each	Option 3: Additional Services		

● **PRICES ARE FIRM UNTIL THE FOLLOWING DATE: May 4, 2026** ● **TOTAL: \$** _____

CASH DISCOUNT	DATE OF DELIVERY	VENDOR'S FEDERAL I.D. NUMBER	VENDOR'S TELEPHONE NO.
VENDOR'S SIGNATURE (MUST BE SIGNED): _____		TITLE: _____	DATE: _____