

Request for Quotations Lowest Price, Technically Acceptable

Request for Quotation

RFQ Number: 20-0006
Request Date: July 15, 2020

To Whom It May Concern:

This is a request for **Open Market Pricing**.

All items should be quoted **F.o.b. Destination, Within Judiciary Premises**.

A walk through will be completed on Monday, July 20th from 10am-11am. To register for the walk through, please contact Chris Baker at chris_baker@mow.uscourts.gov. A walk through is not required to submit a quote for the project.

Questions may be emailed to Stephanie Watson by **Wednesday, July 22nd at 5:00pm** local time.

Quotes may be e-mailed to Stephanie Watson by **Friday, July 24th at 1:00pm** local time.

A fixed price award from this RFQ will be made based on the lowest priced, technically acceptable offer. Delivery and installation are desired within 60 days after receipt of order (ARO).

Quotes and questions concerning this RFQ should be addressed to Stephanie Watson at the information listed below.

The **Delivery Address** for this purchase will be:

US District Court
c/o Chris Baker
400 E. 9th Street
Kansas City, MO 64106

Sincerely,

Stephanie Watson
Contracting Officer
Email: stephanie_watson@mow.uscourts.gov
Phone: (816) 512-5070

SPECIFICATIONS / STATEMENT OF WORK

1. BACKGROUND

The Court is requesting open market pricing for the acquisition, installation and configuration of an integrated presentation system including display and integrated media control/switching. The system will consist of integrated phone conferencing, video conferencing, wireless presentation, as well as wired presentation from two separate inputs. The system will also consist of a large monitor for displaying content in the space.

2. SCOPE/GENERAL REQUIREMENTS

2.1 – Contractor must provide one, 90” Display with wall mount. The contractor must also setup and test connectivity to the integrated video system to the monitor establishing complete control over the device.

2.2 – Contractor must provide two, Laptop HDMI/VGA input plates. The plates shall include HDMI Input, VGA Input, Audio Input (3.5 mm jack), and USB Display input. The Liberty ring and cable must be long enough to reach a podium located in the same location. The contractor will also be responsible for testing all inputs into the system and ensuring signal is routed to all program outputs.

2.3 – Contractor must provide two, Liberty Rings or equivalent. The Liberty rings will be in the space attached to two HDMI cables which will be 6ft long each. The contractor will also be responsible for testing all inputs into the system and ensuring signal is routed to all program outputs.

2.6 – Contractor must provide one, Rack Mounted POE Switch such as Luxl AV Series 12-Port/8 PoE+ Gigabit Managed Switch (130W) or equivalent. The switch will be capable of allowing communication between DSP, Digital Matrix, and all other components installed in this request. The contractor will also be responsible for configuring and testing the switch to ensure connectivity between all pieces of equipment and the Court’s network. This will be validated with the court Network Administrator.

2.7 – Contractor must provide one, Shure MXA910W ceiling mic array or equivalent. The array will be configured to capture speakers at the conference table in the center of the space and if anyone is standing in the room. The microphone array will also be configured to reduce noise pickup being generated outside the windows in the space and hallway. The contractor is responsible for fine tuning and testing the configuration with staff onsite and at remote locations to ensure proper volume levels as well as correct configuration. Testing will be validated with the remote and on-site IT Technical staff.

2.8 – Contractor must provide programming and installation of rack mounted DSP units. The unit will be capable of connecting all audio input sources and routing to the appropriate outputs. The unit will be capable of integrating a VoIP phone line into the AV system utilizing the

speakers and microphone to be installed. The contractor will test each input and output being utilized to ensure proper installation. This will be validated with the onsite IT Technical staff.

2.9 – Contractor must provide one, Digital 4K Matrix and 7” black touch panel. The contractor will also setup remote control via browser to the matrix for remote support. The contractor will program the touch panel based off the court unit design standard, specifications ensuring continuity in all presentation spaces. The onsite IT Technical staff will provide all requirements the touch panel must have before completion. The contractor will program and test the Digital Matrix to ensure all routing and control in the space is working at peak efficiency. All inputs as well as outputs will be tested along with each button created on the touch display. The onsite IT Technical staff will validate all settings with the contractor prior to completion.

2.10 – Contractor must provide one, Wireless Presentation Gateway System. The contractor will name the unit according to the standard convention used by the court unit. The contractor will test from multiple devices with the onsite IT Technical staff to ensure connectivity and program input is being routed to all program outputs.

2.11 – Contractor must provide one, rack mounted Amplifier. The contractor will assess the room and chose an amplifier that will provide enough power for all speakers that will be installed. The contractor will test from multiple devices with the onsite IT Technical staff to ensure the amplifier is set correctly and safely.

2.12 – Contractor must provide one, black AV rack with wheels. The contractor will size the rack appropriately so that all rack mounted components listed can be installed. The AV rack will also have space for expansion with a minimum of 4RU spaces available. The contractor will also provide a rack that has adequate cooling to maintain the equipment being installed in it.

2.13 – Contractor must provide one APC Smart UPS 2200 Series or equivalent with additional network card ap 9630 or equivalent. The contractor will test and validate that the UPS is functioning within normal limits and perform a load test on the unit prior to plugging in any equipment. Contractor will perform a run time test with the system on to verify uptime on backup battery. This will be validated with the onsite IT Technical staff.

2.14 – Contractor must configure and integrate the following GFE. One Polycom RealPresence 500 unit or equivalent and one eagle eye 4x camera with mounts or equivalent. The contractor will test the system to ensure they have complete control over the codec and cameras. The contractor is responsible for testing not only audio and video being sent but also starting and stopping content sent. This will be validated with the onsite IT Technical staff.

2.15 – Contractor must provide installation and configuration of GFE ceiling speakers. It is the responsibility of the contractor to assess the space being updated and suggest the appropriate number of ceiling mounted speakers. The contractor will ensure the speakers that are supplied will be rated for the amplifier being used in the space. The contractor is responsible for

mounting, cabling, and configuring of all speakers. The contractor will test from multiple devices with the onsite IT Technical staff to ensure the speakers are in working condition.

2.16 – Contractor must remove the retired rack mounted, ceiling mounted, and wall mounted equipment in such a fashion as to preserve the operability of each component. The contractor will also remove any old unused wiring not being utilized. Removed equipment remains the property of the government and shall not be removed from the property.

2.17 – Contractor will provide a list of all equipment including Item, Description, and Serial Number prior to installation to the onsite IT Technical staff. The court Network Administrator will then be able to assign IP addresses to all equipment being installed.

2.18 – Contractor will configure and test all equipment with the IP address scheme that has been approved by the court Network Administrator.

2.19 – Contractor must have the following certifications: Avixa, Crestron Programmer, Biamp & Tesira certified, CTS, and CTS-D. An employee of the A/V service provider shall have these certifications and not a 3rd party.

3. EQUIPMENT REQUIREMENTS

All equipment used in the installation shall be new.

4. DELIVERABLES

- One (1) 90” Class Commercial LCD Display – Brilliant High Definition (1920 x 1080) resolution with 350 cd/m2 Brightness and 5,000:1 Contrast Ratio. Built-in USB Media Player, Digital Tuner, and 10W per Channel Stereo Audio System. 3- Year Limited Warranty.
- One (1) Micro-Adjust Tilt Wall Mount X-Large
- Two (2) DM TX for input at the Conference Table capable of HDMI/VGA/ 3.5mm input.
- One (1) Digital 4K 8x8 Matrix switch with required input/output cards.
- One (1) Wireless Presentation Gateway System.
- One (1) Industrial Grade DVD Player – Plays all DISCS.
- One (1) APC Smart-UPS 2200 with network card, TAA or equivalent.
- One (1) AV Series 12-Port/8 PoE+ Gigabit Managed Switch (130W).
- Two (2) Digitalinx Secure Adapter Ring or equivalent.
- One (1) TesiraFORTE DAN VT or equivalent.
- One (1) 8-CH Network Interface.
- One (1) MXA910W-60CM and P300-IMX
- One (1) 7 in. Touch Screen, Black Smooth.
- One (1) Tabletop Kit for TSW-760, Black Smooth.

- Install and proper configuration of Polycom RealPresence 500 and Eagle Eye Camera GFE.
- Install and proper configuration of JBL speakers GFE.
- Installation and proper configuration of all components by AV Installer.
- Acceptance testing confirmation report.
- Removal from rack of retired equipment and related installed components
- 1 Year Warranty for all items

Delivery will be F.o.b., Destination, Within the Judiciary’s Premises (See Clause 2-35).

4.1 – Delivery/Installation Schedule

The contractor shall perform installation services within court business hours (8:00 am – 5:00 pm (CST), Monday - Friday). The contractor shall begin installation on a Monday morning (date to be determined) with staging and preparing of the new equipment and related hardware. The existing hardware cannot be removed when the space is in use.

Deliverable	Date Due
Installer Certification Documentation	15 calendar days after date of the award
Display System Equipment	30 calendar days after the date of the award
Video System Equipment	30 calendar days after the date of the award
Audio System Equipment	30 calendar days after the date of the award
Control System Equipment	30 calendar days after the date of the award
Installation, configuration, and acceptance testing.	Not later than 30 calendar days after delivery of the equipment.
Removal of retired equipment.	Within __ days after the new equipment have passed court-performed acceptance testing. (See Section 4.2.)

4.2 – Judiciary Review Period for Deliverables

Deliverable	Review Period
Installer Certification Documentation	3 calendar days after receipt
Display System Equipment	3 calendar days after receipt
Video System Equipment	3 calendar days after receipt
Audio System Equipment	3 calendar days after receipt
Control System Equipment	3 calendar days after receipt

Installation, configuration, and acceptance testing.	3 calendar days after receipt
Removal of retired equipment.	3 calendar days after receipt

4.3 – Acceptance Criteria

Deliverable	Criteria
Installer Certification Documentation	Credentials for meeting all technical performance requirements provided for verification. (See Section 2.14)
Display System Equipment	All Display Systems and associated hardware are present, accounted for and in good working condition.
Video System Equipment	All Video Systems and associated hardware are present, accounted for and in good working condition.
Audio System Equipment	All Audio Systems and associated hardware are present, accounted for and in good working condition.
Control System Equipment	All Control Systems and associated hardware are present, accounted for and in good working condition.
Installation, configuration file copying, and configuration	Court IT personnel will be present for inspection, testing and approval of this deliverable to ensure 100% quality and performance as stated in Section 2.
Acceptance testing	Court personnel will perform acceptance testing as described in Section 4.4 to ensure

4.4 - Acceptance Testing

At the conclusion of installation, but prior to acceptance, Court IT personnel will perform tests to assure that configuration and performance meet the requirement. This testing will include:

Testing by court employees on audio output and court employees in remote locations listening to live audio. Additional adjustments or tuning of the equipment will be performed to the Western District of Missouri courts satisfaction. For reference a sound-reinforcement system should be used to achieve an STI rating of very good to excellent. The STI should be measured when the audio system is completely installed, in accordance with the method laid out in IEC 60268-16 or ANSI S3.2-1995. Speech intelligibility is a measure of the ability of a listener to understand what is being said. A high standard of speech intelligibility is critical to ensure that all questions, testimony, and discussion can be clearly understood by all the participants and observers of the event.

- Confirming audio routing to all system inputs and outputs.
- Confirming video routing to all system inputs and outputs.

- Confirming touch control panel does and looks as required.
- Confirming network connectivity to all components in the system.
- Confirming program audio is routed correctly to all outputs.

5. ENVIRONMENT

The contractor shall ensure that only properly certified installers perform the duties associated with installation and configuration of the new switches.

5.1 – Location for Performance

The location for delivery and performance will be 400 E. 9th St, Kansas City MO 64109. Prior to delivery and installation, the contractor will attend a Kickoff Meeting either in person or via teleconference to finalize the details and address any questions or concerns related to schedule, shipping and installation.

5.2 – Security

All contractor personnel must provide photo I.D. before entering the courthouse. All contractor personnel must be escorted by Court personnel throughout every area of the courthouse. Face masks are required at all times inside the courthouse.

5.3 – Contractor Furnished Material

The equipment, including all connectors, cables, cords and ancillary parts necessary for completion of this contract are new and shall be provided by the contractor.

5.4 – Government Furnished Material

The Court shall provide an equipment rack and podium.

6. PERIOD OF PERFORMANCE

The overall period of performance for this contract will be 7/20/2020 to 9/30/2020. See Section 4.1 for detailed breakdown of anticipated schedule for delivery and installation.

7. PAYMENT

The contractor shall submit an invoice for full payment in accordance with Clause 7 – 125, Invoices, after receiving acceptance of all products and services in writing from the Contracting Officer.

Clause or Provision #	Title
1-10	Gratuities or Gifts
1-15	Disclosure of Contractor Information to the Public
2-10	Responsibility of Products
2-25A	Delivery Term and Contractor's Responsibilities
2-35	F.o.b Destination, Within Judiciary's Premises
2-70	Site Visit
2-90D	Option to Extend the Term of The Contract
2-100	Brand Name or Equal
2-140	Judiciary IT Security Standards
3-210	Protests
6-20	Insurance – Work On or Within a Judiciary Facility
7-30	Public Use of the Name of the Federal Judiciary
7-35	Disclosure or Use of Information
7-65	Protection of Judiciary Buildings, Equipment, and Vegetation
7-115	Availability of Funds
7-125	Invoices
7-130	Interest (Prompt Payment)
7-135	Payments
7-140	Discounts for Prompt Payment
7-235	Disputes