

# **Request for Quotations Lowest Price, Technically Acceptable**

## *Request for Quotation*

RFQ Number: 20-0008  
Request Date: July 20, 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 Wednesday, July 22nd from 9am-10am. To register for the walk through, please contact Chris Baker at [chris\\_baker@mow.uscourts.gov](mailto: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 **Friday, July 24th at 5:00pm** local time.

Quotes may be e-mailed to Stephanie Watson by **Wednesday, July 29th 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. 9<sup>th</sup> Street  
Kansas City, MO 64106

Sincerely,

Stephanie Watson  
Contracting Officer  
Email: [stephanie\\_watson@mow.uscourts.gov](mailto: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 three 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, Digital 4K Matrix. 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.

**2.2** – Contractor must provide one, input wall plate located in the rear of the room including a liberty ring for input. The wall plate shall include HDMI Input, VGA Input, Audio Input (3.5 mm jack), and USB Display input. The Liberty ring and cable must be 15' long, enough to reach a table located near the wall plate. 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 one, Control Processor located in the Podium. The contractor will also be responsible for testing all inputs into the system and ensuring signal is routed to all program outputs.

**2.4** – Contractor must provide RX DM Switches. The contractor will be responsible for installation and configuration of the switches including cabling needed. The switches will be located at two wall mounted monitors and two ceiling mounted projectors. The contractor will also be responsible for testing all inputs into the system and ensuring signal is routed to all program outputs.

**2.5** – Contractor must provide TX DM Switches. The contractor will be responsible for installation and configuration of the switches including cabling needed. The switches will be located at two wall mounted monitors and two ceiling mounted projectors. 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 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.

**2.7** – Contractor must provide one, DVD Player with integrated control. The DVD player will be installed in the podium. The contractor must test content sent from the DVD player into the control system and being displayed on all program outputs.

**2.8** – Contractor must provide programming and installation of rack mounted DSP unit. The unit will be capable of connecting all audio input sources and routing to the appropriate outputs. The unit will be capable of integrated VoIP and the contractor will configure and test the VoIP integration in the system. The contractor will test each input and output being utilized to ensure proper installation including sound quality in the space. This will be validated with the onsite IT Technical staff.

**2.9** – Contractor must provide two, 50” Displays with wall mounts. The contractor must also setup and test connectivity to the integrated video system to the monitor establishing complete control over the device. This will be validated with the onsite IT Technical staff.

**2.10** – Contractor must provide one, Video Recording solution with integration to GFE Eagle Eye Cameras or equivalent. The solution will be able to record to the device either on board memory or the courts network and include the ability to record audio and video in the space that could last 8 hours or more. The solution will also be able to be controlled remotely if adjustments to the camera need to be made while in record. The camera will be available as a video input into the integrated AV system. IT personnel will also be able to monitor while the device is recording from anywhere on the network to ensure quality. The camera will be mounted on the wall directly across from the lectern. The contractor must also setup and test connectivity to the integrated video system to the projectors establishing complete control over the device.

**2.11** – 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.

**2.12** – 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.

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

**2.14** – 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) Digital 4K 8x8 Matrix switch with required input/output cards.
- One (1) Wall Plate DigitalMedia 8G+ Transmitter 200, White Textured.
- One (1) Gang Decorator Style Faceplate for HD-MD-300-C-E and DM-TX-200-C-2G Series, White Textured.
- One (1) Control Processor at the Podium in the space for system input.
- DM Transmitters and Receivers appropriate for all inputs and output sources.
- One (1) rack mounted Amplifier.
- One (1) Industrial Grade DVD Player – Plays all DISCS.
- One (1) Tesira Server IO DAN VT or equivalent.
- One (1) Digitalinx Secure Adapter Ring.
- One (1) 15 ft HDMI Cable
- Two (2) 50” Displays Sharp or equivalent with wall mounts.
- One (1) SMP 351 or equivalent, to provide video and audio recording of presentations.
- 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.

<b>Deliverable</b>	<b>Date Due</b>
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 1 day after the new equipment have passed court-performed acceptance testing. (See Section 4.2.)
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#### 4.2 – Judiciary Review Period for Deliverables

<b>Deliverable</b>	<b>Review Period</b>
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

<b>Deliverable</b>	<b>Criteria</b>
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. 9<sup>th</sup> 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.

### **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 7/1/2018 to 9/30/2018. 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.

## 8. CLAUSES

### Clause B-5, Clauses Incorporated by Reference

This contract incorporates one or more clauses by reference, with the same force and effect as if they were given in full text. Upon request, the contracting officer will make their full text available. Also, the full text of a clause may be accessed electronically at this address: <http://www.uscourts.gov/procurement.aspx>.

<b>Clause or Provision #</b>	<b>Title</b>
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