SUBJECT: CITY COUNCIL CHAMBERS AUDIO and VIDEO UPGRADE RE-BID

BID #: ESC-0593-19 **OPEN DATE: 2019-08-14**

COMPETITIVE SEALED PROPOSAL EVALUATION COMMITTEE

KIND AND BASIS OF CONTRACT: SUPPLY CONTRACT – FROM DATE OF AWARD THROUGH THE COMPLETION OF PROJECT

AGENCY: INFORMATION TECHNOLOGIES DIVISION

BASIS OF AWARD: HIGHEST SCORING RESPONSIVE, RESPONSIBLE BIDDER BASED ON THE EVALUATION CRITERIA

NUMBER OF BIDS INVITED: 28 **NUMBER RECEIVED:** 2 **OTHER:** 0

SUMMARY OF BIDS AND RECOMMENDED ACTIONS:
Recommend approval to the highest scoring responsive, responsible bidder WHITLOCK in the amount of $415,778.00 for CITY COUNCIL CHAMBERS AUDIO and VIDEO UPGRADE RE-BID. Period of service will be from date of award through the completion of the project. The bidders with the following scoring ranking:

1. Whitlock – 89.95 points
2. CCS Presentation System - 71 points

Funding to be encumbered by account AFIT53A-ITCC01-01-069427 and AFIT53A-ITCC01-01-069509, to be executed by contract through the Office of General Counsel and process via purchase order.

Attachments: Recommendation Memo, Bid Tabulation Sheet, Scoring Matrix, Terms and Conditions, Description of Services

Analyst: _____
RUBEN OLA

RESPECTFULLY SUBMITTED: _____
GREGORY PEASE, CHIEF
PROCUREMENT DIVISION

CONCURRENCE BY: Kenneth Lathrop, Chief of Information Technologies Division

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(ALL AWARD ACTIONS SUBJECT TO LAWFULLY APPROPRIATED FUNDS)
ACTION OF CSPEC COMMITTEE ON RECOMMENDATIONS ABOVE

MEMBERS APPROVING _____ MEMBERS DISAPPROVING _____ DATE: _____

_____ _____ OTHER: _____

_____ _____

_____ _____

_____ _____

_____ _____

ACTION OF AWARDING AUTHORITY DATE _____

APPROVED _____ DISAPPROVED _____

OTHER _____

SIGNATURE OF AUTHENTICATION _____

INFORMATION TECHNOLOGIES DIVISION

CITY OF JACKSONVILLE

09/12/19 15:34:53
Procurement Division

September 12, 2019

TO: **Greg Pease, Chief of Procurement Division**

TSP 9/12/19 **THRU:** **Kenneth Lathrop, Chief of Information Technologies / CIO** Kenneth C. Lathrop

FROM: **Thomas Ossi, Technology Contract and Records Manager, ITD** Thomas Ossi

SUBJECT: **ESC-0593-19 City Council Chambers Audio and Video Upgrade Re-Bid**

The Information Technologies Division (ITD) in conjunction with the City Council, submitted an RFP for a City Council Chambers Audio and Video Upgrade Re-bid. The solution will provide the purchase of professional services, hardware, software, and materials to upgrade the existing Audio Visual (AV) equipment and Broadcast System in City Council Chambers that has reached end-of-life.

The evaluation description criteria and maximum points for each category are provided in the evaluation matrix. The total maximum points a vendor can score is 100. The equipment and professional services will be awarded based on the evaluation criteria and will require a formal contract through Office of General Counsel. The term of the agreement will commence upon execution of the Contract and will continue until the project has been completed and accepted by ITD Project Manager and CIO (or designee).

The bid opened on August 14, 2019 and Procurement Division received two (2) vendor responses and zero (0) no bid for BID # ESC-0593-19. Procurement Division forwarded the bid responses for our review.

Vendor Name	Overall Score
Whitlock	**89.95**
Vision Worx, LLC DBA CCS Presentation System	71.00

ITD Management recommends awarding bid to Whitlock. as the highest ranking, responsive, responsible bidder based on points received, criteria, and price in the amount of $415,778.00. The evaluation committee consisted of Robert Gray, Technology Infrastructure Manager, ITD; Steve Cassada, Information Systems Administrator, City Council; and Paula Shoup, Information Systems Administrator, City Council. The period of service will commence upon execution of the contract and services will be paid via purchase order.

Funding Sources: AFIT53A-ITCC01-01-069427 $320,272.00 (Hardware) and AFIT53A-ITCC01-01-069509 $95,506.00 (Professional Services)

Your favorable consideration of this request is appreciated.
Attachments: Bid Tabulation Sheet / Scoring Matrix / Evaluator Score Sheets

FINANCE AND ADMINISTRATION DEPARTMENT
214 N. Hogan St. 9th Floor | Jacksonville, FL 32202 | Phone: 904.255.8000 | Fax: 904.232.6932

BID TABULATION SHEET

TITLE: CITY COUNCIL CHAMBERS AUDIO and VIDEO UPGRADE RE-BID

BID NO: ESC-0593-19

OPEN DATE: 08/14/2019

PURCHASING ANALYST: RUBEN OLA

NO. INVITED: (28) No. Received: (2) No Bids: (0)

RECORDED BY: J. HERNANDEZ

			VISION WORX, LLC DBA CCS PRESENTATION SYSTEM	WHITLOCK	
		LUMP SUM PRICE	$387,421.00	$415,778.00	
		NOTES:			
ITEM NO.	DESCRIPTION	POINTS			
1	Form 1 –LUMP SUM PRICE/PRICE SHEET (The contractor submitting the lowest cost to the City shall receive the maximum number of points for cost, 30 points. Each sub-sequentially higher cost shall be divided into the lowest cost received and the products score % will be multiplied by the maximum points available to render the points.) Score = (Lowest Bid/The Bid) X 30)	30	30.00	27.95	
2	Installation References - Form 4 (more Public Sector Audio Video integrations receive a higher score)	10	7.67	8.33	
3	Project Plan & Timeline Meet the Requirements (see Section 4.2.1)	20	12.00	18.67	
4	Project Resource Resume & Qualifications (see Section 1.4, Item 1b)	10	7.67	9.33	
5	Presentation of system design and functionality (ease of use and vision)	30	13.67	25.67	
		Total Points 100	71.00	89.95	
		Minimum Requirements:			
		Business/Corporate References:	✓	✓	
		Insurance Agent Acknowledgement Form:	✓	✓	
		Conflict of Interest:	✓	✓	
		Addendums ( ):			

SCORING MATRIX ESC-0593-19

CITY COUNCIL CHAMBERS AUDIO and VIDEO UPGRADE RE-BID

Total Points	30 Points	10 Points	20 Points	10 Points	30 Points	OVERALL	Rank
Criteria	Form 1 –LUMP SUM PRICE/PRICE SHEET (The contractor submitting the lowest cost to the City shall receive the maximum number of points for cost, 30 points. Each sub-sequentially higher cost shall be divided into the lowest cost received and the products score % will be multiplied by the maximum points available to render the points.) Score = (Lowest Bid/The Bid) X 30)	Installation References - Form 4 (more Public Sector Audio Video integrations receive a higher score)	Project Plan & Timeline Meet the Requirements (see Section 4.2.1)	Project Resource Resume & Qualifications (see Section 1.4, Item 1b))	Presentation of system design and functionality (ease of use and vision)	Total Points (100)	
VISION WORX, LLC DBA CCS PRESENTATION SYSTEM							
Reviewer 1 (Robert Gray)	30.00	10.00	15.00	8.00	10.00	73.00	
Reviewer 2 (Steve Cassada)	30.00	3.00	3.00	6.00	6.00	48.00	
Reviewer 3 (Paula Shoup)	30.00	10.00	18.00	9.00	25.00	92.00	
Average	30.00	7.67	12.00	7.67	13.67	71.00	2.00
WHITLOCK							
Reviewer 1 (Robert Gray)	27.95	10.00	20.00	10.00	25.00	92.95	
Reviewer 2 (Steve Cassada)	27.95	7.00	16.00	8.00	22.00	80.95	
Reviewer 3 (Paula Shoup)	27.95	8.00	20.00	10.00	30.00	95.95	
Average	27.95	8.33	18.67	9.33	25.67	**89.95**	1.00
Reviewer 1							
Reviewer 2							
Reviewer 3							
Average							
Reviewer 1							
Reviewer 2							
Reviewer 3							
Average							

1.3 **Term of Agreement.**

The term of the agreement will commence upon execution of the Contract and will continue until the project has been successfully completed and signed off by the ITD Project Manager and CIO (or designee).

1.4 **Minimum Requirements for Contractors.**

Contractors must satisfy the following mandatory minimum requirements in order to have their Responses evaluated. By submitting a Response, Contractor warrants and represents that it satisfies these requirements. Failure to meet these requirements will result in the Response not being evaluated and being rejected as non-responsive:

1. Contractor must be an Audio and Video Crestron Certified Partner and A/V integration provider
    a. Contractor must provide proof of up to date Audio and Video Gold Partner status from Crestron
    b. Provide resume and qualifications of the resource(s) that will be used for the project
    c. Contractor must have local office presence to include local support
    d. If contractor uses sub-contractor resources, they must also be certified and insured
    e. Contractor must be properly licensed to operate as a company in the state of Florida and hold local Duval County tax certificate if applicable.
    f. The Contractor must provide a minimum of three (3) contactable references of installed systems similar in scope (see Form 4 – Business/Corporate References). The City reserves the right to contact references. Government references are encouraged. Provide reference information including but not limited to:
        i. Customer Contact Name, Phone Number, and Title
        ii. Organization Name and Address
        iii. Industry
        iv. Briefly describe the nature of the Audio / Video services provided

1.5 **Equal Business Opportunity Program.**

It is an official policy of the City of Jacksonville to encourage the maximum participation of Jacksonville Small and Emerging Businesses (JSEBs) in its contract awards based upon availability. To participate as a JSEB on Buyer projects, a company must be certified as a JSEB with the City's Equal Business Opportunity Office.

This RFP and the resulting Contract are subject to requirements of the "Encouragement Plan," which is fully described on Attachment C to this RFP.

Contractors may contact Buyer's Equal Business Opportunity Office at 904-255-8840 or find the JSEB directory on Buyer's website. Please contact the Contact Person identified in Section 1.12 if you are uncertain of Buyer's website address or if you experience problems accessing it.

1.6 **Documents Available for Inspection.**

Documents will be made available for inspection at the Pre-Proposal Meeting as per Section 1.8.

1.7 **Federal Funds.**

Federal funds will not be used as part of this solicitation.

1.8 **Pre-Proposal Meeting and Optional Walk-Through.**

There **will be** a mandatory pre-proposal meeting scheduled for this RFP on July 30, 2019 at 8:30am located at City Council Chambers, 117 W Duval St., Jacksonville, Florida, 32202.

1) One (1) original signed version of its Response clearly marked as "ORIGINAL." The Response must be signed by an officer or employee having authority to legally bind Contractor.

2) Four (4) hard copies of the entire Response.

3) One (1) digital scanned copy (in pdf format) of entire Response, on a separate CD-ROM or flash drive. Large files may be scanned as several separate PDF files.

All copies are to be placed in a sealed package. The outside must be marked with (i) the RFP title and number, and (ii) Contractor's name, address, contact person, and telephone number.

It is the sole responsibility of each Contractor to assure all copies are EXACT duplicates of the original Response. Photocopies or CD copies will be used for the purpose of evaluating the Responses. Any information contained in the original Response which has not been transferred to the CDs or photocopies will NOT be considered. The original document will be used solely for official record keeping and auditing purposes.

2.5 Evaluation of Responses.

A. Buyer will determine the qualifications, interest and availability of Contractors by reviewing all Responses and, when deemed necessary in the sole discretion of Buyer, by conducting formal interviews of selected Contractors.

B. Before making an award, Buyer reserves the right to seek clarifications, revisions, and information it deems necessary for the proper evaluation of Responses. Failure to provide any requested clarifications, revisions or information may result in rejection of the Response.

C. Buyer reserves the right to accept or reject any and all Responses, or separable portions thereof, and to waive any minor irregularity, technicality, or omission if Buyer determines that doing so will serve Buyer's best interests. Buyer may reject any Response not submitted in the manner specified by the RFP.

2.6 Award of Contract.

A. The process for contract award is set forth in Jacksonville Ordinance Code Sections 126.204. Generally, Buyer will award the Contract to the responsible and responsive proposer whose Response is determined in writing to be the most advantageous to the City of Jacksonville, based solely on the relative importance assigned to price and of the criteria set forth in Attachment B. The award may be contingent on the outcome of direct negotiations under Section 126.201(d)(4) and 126.201(n), *Ordinance Code.* If an agreement cannot be reached with the highest ranked Contractor, Buyer reserves the right to make an award to the next highest ranked Contractor or subsequent Contractor(s) until an agreement is reached.

B. Buyer may make an award within sixty (60) days after the date of the Responses are due, during which period the Responses shall remain firm and shall not be withdrawn. Any Response that expresses a shorter duration may, in Buyer's sole discretion, be accepted or rejected. If award is not made within sixty (60) days, the Response shall remain firm until either the Contract is awarded or Buyer receives from Contractor written notice that the Response is withdrawn. [Note: Withdrawal of a Response may be requested within 72 hours (excluding State holidays, Saturdays and Sundays) after the date and time Responses are due. Buyer will not accept an amended Response after the date and time Responses are due.]

2.3 Format/Content of Responses.

A. If a Response Format is specified in the RFP, Contractors should follow that format.

B. Responses should be prepared simply and economically, providing a straightforward, concise description of Contractor's ability to provide services sought by the RFP. Unnecessary brochures, artwork, expensive paper, and presentation aids are discouraged. Bindings and covers will be at Contractor's discretion.

C. When responding to specific questions, please reprint each question in its entirety before the response.

D. Responses shall be in ink or typewritten. All corrections must be initialed.

E. Response shall be limited to a page size of 8½" x 11". Font size less than 11-points is discouraged. The Response shall be indexed and all pages sequentially numbered.

F. **Except as may be specifically requested in the Response Format, Contractor may not impose any additional terms or conditions to any aspect of the RFP.** Buyer objects to and shall not be required to consider any additional terms or conditions submitted by Contractor, including any appearing in the Response. In submitting a Response, Contractor agrees that any additional terms or conditions shall have no force or effect. Any failure to comply with the terms and conditions of the RFP, including those specifying information that must be submitted with a Response, may result in rejection of the Response. **If Contractor desires a change or clarification to the terms or conditions of the RFP, Contractor must follow the process set forth in Section 2.2 ("Questions and Requests for Amendments").**

G. Unless otherwise requested by Buyer, Contractors should make only one proposal for each RFP item. Multiple offerings, alternates (unless any are specifically requested by Buyer) and/or stipulations may be cause for rejection of a Response.

H. Price offerings shall be **inclusive of ALL costs** (including but not limited to administrative cost for submission of all required paperwork on Buyer's behalf and any other costs) and will be the only compensation given to Contractor for the required services herein.

I. All prices submitted under the RFP shall be indelible. The use of correction fluid or erasures to correct line item bid prices and/or quantities are not acceptable. Corrections must be by lineout of the incorrect figures, writing in of correct figures, and initialing of the corrections by the originator. Correction fluid or erasure corrected bids will be considered non-responsive for the corrected item(s) only, and may render the entire Response as nonresponsive.

J. Failure to sign any form requiring a signature may be grounds for rejecting a Response.

2.4 Submission of Responses.

A. The location and deadline for submitting Responses is set forth in Section 1 of the RFP. Contractors are fully responsible for meeting these requirements. Reliance upon mail or public carrier is at Contractor's risk. **Late bids will not be considered.**

B. Contractor shall submit:

Section 4
Description of Services and Deliverables

4.1. Background

The Information Technologies Division (ITD) of the City of Jacksonville, Florida is currently accepting bids to obtain source(s) of supply for the item(s) / service(s) as outlined in the bid documents provided. The purpose of this bid invitation is to obtain information about your firm, its ability to provide these items, and to obtain pricing commitments for the purchase of Professional Services to upgrade the existing Audio Visual (AV) Equipment and Broadcast System in the City Council Chambers to include the replacement of failing hardware that has reached useful end-of-life. Installation of new equipment facilitates the broadcast of public meetings, enhances the display of digital images such as presentations and maps and allows for integration with legislative management software for off-site closed captioning and customizable content.

4.2. Scope of Services

The services sought under this RFP are generally described as follows: Jacksonville City Council Staff Services & Information Technologies Division (ITD) of the City of Jacksonville, Florida is requesting proposals to upgrade the existing Audio Visual (AV) Equipment and Broadcast System in the City Council Chambers to include the replacement of failing hardware that has reached useful end-of-life. Installation of new equipment facilitates the broadcast of public meetings, enhances the display of digital images such as presentations and maps and allows for integration with legislative management software for off-site closed captioning and customizable content. See Section 4.3, Requirements. (REQUIRED FEATURES)

1. Contractor must provide a separate project plan and statement of work (SOW) with associated timelines. Project plan and timeline: hardware, software and equipment must be installed, configured and ready for final testing by Friday, January 3, 2020 at 8:00 am with production go-live on Monday, January 6, 2020. Vendor must be on-site on Monday, January 6, 2020 at 7:00 am to monitor systems during the live committee meeting that will be held.
2. Contractor must provide a document showing Project Manager's contact information for the duration of the project.
3. A documented Solution Warranty of 12 months will be activated on Go-Live date.
4. Evidence to be provided by the contractor that the Audio and Video systems and applications will be supported for a minimum of 5 years.
5. Non-customer impacting work can be performed during City Council normal business hours from 8:00 am - 5:00 pm Monday thru Friday. Customer impacting work will need to be scheduled and approved as per Jacksonville City Council Staff Services and the Information Technologies Division (ITD).

4.3. Requirements. (REQUIRED FEATURES)

Contractor to provide all labor, materials, equipment, software, hardware, tools of trade, supervision and transportation for the completion of City Council Chambers Audio and Video Upgrade as per specifications listed below, plans and drawings.

Part numbers and descriptions listed in **RED** and designated as "OFE" and/or "OWNER FURNISHED" will be provided by City of Jacksonville but are listed as a reference. Items in GREEN simply designate areas within Council Chambers section (this is just informative).

Lines: 74, 106, 162 are the Integration Labor Services
Lines: 73, 105, 161 are the cables and connectors for the Crestron system excluding the Infrastructure cabling which will be provided by the City of Jacksonville

Lines: 75, 107, 163 are all the shipping and warehouse charges for the equipment being purchased

	Part Number	Description	Qty
1	**Council Chambers**		
2	**Display Systems**		
3	COUNCIL CHAMBERS		
4	C861Q	86" UHD DISPLAY, 4K	6
5	DFD-200	OWNER FURNISHED LIFT FOR 86" DISPLAY	6
6	DM-NVX-350	DM 4K60 4:4:4 HDR NETWORK AV ENCODER/DECODER	6
7	DAIS		
8	MONITOR	OWNER FURNISHED MONITOR [2 MONITORS ARE FOR CAMERA STATION]	26
9	DM-NVX-350	DM 4K60 4:4:4 HDR NETWORK AV ENCODER/DECODER	26
10	CAMERA CONTROLLER STATION		
11	MONITOR	OWNER FURNISHED MONITOR [2 MONITORS ARE FOR CAMERA STATION]	2
12	DM-NVX-350	DM 4K60 4:4:4 HDR NETWORK AV ENCODER/DECODER	2
13	GREEN ROOM		
14	DISPLAY	EXISTING DISPLAY/MOUNT	1
15	DM-NVX-350	DM 4K60 4:4:4 HDR NETWORK AV ENCODER/DECODER	1
16	**Sources**		
17	COUNCIL CHAMBERS		
18	999-99630-100W	ROBOSHOT 30E ONELINK BRDGE SYS WHITE	5
19	DAIS		
20	FT2-202-MECH-ACUSB-B KIT	FLIPTOP FT2 SERIES, 202 SIZE, BLACK WITH US OUTLET AND USB CHARGING PORT	26
21	KEYBOARD/MOUSE	OWNER FURNISHED KEYBOARD/MOUSE	26
22	AK-A7518113	4-PORT USB 3.0 ULTRA SLIM PORTABLE DATA HUB	26
23	TT-12iD	DOCUMENT CAMERA	1
24	DM-NVX-350	DM 4K60 4:4:4 HDR NETWORK AV ENCODER/DECODER	1
25	CAMERA CONTROLLER STATION		
26	FT2-202-MECH-ACUSB-B KIT	FLIPTOP FT2 SERIES, 202 SIZE, BLACK WITH US OUTLET AND USB CHARGING PORT	1
27	KEYBOARD/MOUSE	OWNER FURNISHED KEYBOARD/MOUSE	2
28	AK-A7518113	4-PORT USB 3.0 ULTRA SLIM PORTABLE DATA HUB	2
29	999-5660-500	AV BRIDGE MATRIXMIX PRODUCTION SYSTEM	1
30	LECTERN PRESENTATION STATION		
31	LAPTOP	OWNER FURNISHED LAPTOP	1
32	DL-AR	UNIVERSAL HDMI ADAPTER RING COMPLETE ASSY	1
33	FT2-202-MECH-ACUSB-B KIT	FLIPTOP FT2 SERIES, 202 SIZE, BLACK WITH US OUTLET AND USB CHARGING PORT	1
34	AK-A7518113	4-PORT USB 3.0 ULTRA SLIM PORTABLE DATA HUB	1

35	DM-NVX-350	DM 4K60 4:4:4 HDR NETWORK AV ENCODER/DECODER	3
36	TSD-2220-B	21.5" HD TOUCH SCREEN DISPLAY	1
37	33-387-085	NEO-FLEX TOUCHSCREEN STAND	1
38	**Audio:**		
39	COUNCIL CHAMBERS		
40	SAROS-IC8T-W-T	8" 2-WAY IN-CEILING SPEAKER	24
41	MXWAPT4=-Z10	4CH ACCESS POINT TRANSCEIVER	3
42	UA8100	100' ANTENNA CABLE	2
43	UA850	50' ANTENNA CABLE	2
44	UA834WB	ACTIVE ANTENNA AMPLIFIER	2
45	UA874US	ACTIVE DIRECTIONAL AMPLIFIER	2
46	**Council Chambers (Continued)**		
47	DAIS		
48	MXW8=Z10	DESKTOP BASE TRANSCEIVER	11
49	MX415LP/C	CARDIOD, 15", BI-COLOR STATUS INDICATOR	11
50	SBC10-USB-A	6' WALL CHARGER FOR MXW TRANSMITTERS	11
51	ULXD2/B58	HANDHELD TRANSMITTER W/B58 CARTRIDGE	24
52	SBC200-US	DUAL DOCKING RECHARGING STATION W/POWER SUPPLY	24
53	SB900A	LITHIUM RECHARGEABLE BATTERY	24
54	TESIRA AMP-450P	4-CHANNEL POE+ AMPLIFIER	7
55	POE29U-1AT(PL)D-R	GIGABI POE+ INJECTOR	7
56	OFE SPEAKERS	EXISTING 3" SPEAKER (DAIS)	25
57	LECTERN PRESENTATION STATION		
58	MXW8=Z10	DESKTOP BASE TRANSCEIVER	1
59	MX415LP/C	CARDIOD, 15", BI-COLOR STATUS INDICATOR	1
60	SBC10-USB-A	6' WALL CHARGER FOR MXW TRANSMITTERS	1
61	GREEN ROOM		
62	AT100D	DELUXE DECORA PLATE MOUNTED 100W ATTENUTATOR	3
63	OFE SPEAKERS	EXISTING SPEAKERS	8
64	**Control Systems**		
65	COUNCIL CHAMBERS		
66	CEN-IO-RY-104	WIRED ETHERNET MODULE W/RELAY PORTS	6
67	DAIS		
68	HZ-KPCN-B	HORIZON KEYPAD, CRESNET, BLACK	26
69	HZ-BTN-1-B-T-ENGRAVED	HORIZON BACKLIT ENGRAVABLE PUSHBUTTON, SIZE 1, BLACK, INCLUDES CUSTOM ENGRAVING	78
70	CNTBLOCK	CRESNET DISTRIBUTION BLOCK	5
71	TS-1542-TILT-B-S	15.6" HD TOUCH SCREEN, TABLETOP TILT	1
72	**Integration Services**		
73	Cable & Hardware	Cable, Connectors, & Miscellaneous Integration Hardware	1
74	Service	Integration Labor Services	1
75	Shipping	Ground Shipping	1

76	**City Council Control Room**		
77	**Display Systems**		
78	C651Q	65" UHD DISPLAY, 4K	1
79	PDRUS	LARGE FLAT PANEL SWING ARM WALL DISPLAY MOUNT	1
80	DM-NVX-350	DM 4K60 4:4:4 HDR NETWORK AV ENCODER/DECODER	1
81	E327	32" DISPLAY	2
82	ST-32E	TABLE TOP STAND	2
83	DM-NVX-350C	DM 4K60 4:4:4 HDR NETWORK AV ENCODER/DECODER CARD	2
84	**Sources:**		
85	OFE PC	EXISTING PC	1
86	OFE KEYBOARD/MOUSE	OWNER FURNISHED KEYBOARD/MOUSE	1
87	OFE MONITOR	OWNER FURNISHED MONITOR	1
88	AK-A7518113	4-PORT USB 3.0 ULTRA SLIM PORTABLE DATA HUB	1
89	HD-DA2-4KZ-E	1X2 HDMI DA	1
90	DM-NVX-350C	DM 4K60 4:4:4 HDR NETWORK AV ENCODER/DECODER CARD	1
91	DMF-CI-8	DM CARD CHASSIS FOR DM NVX, 8 SLOTS	1
92	999-5755-000	PCC MATRIXMIX CONTROLLER	1
93	**Audio:**		
94	305P MkII	POWERED 5" 2-WAY STUDIO MONITOR	2
95	DM-NVX-350C	DM 4K60 4:4:4 HDR NETWORK AV ENCODER/DECODER CARD	1
96	**Control Systems:**		
97	TSW-1060-X-S	10.1" TOUCH SCREEN	1
98	TSW-1060-TTK-X-S	TABLETOP KIT FOR 10.1" TOUCH SCREEN	1
99	**City Council Control Room (Continued)**		
100	**Equipment Racks & Furniture:**		
101	ESUR+S12D-XX	60" VIDEO EDIT DESK WITH SINGLE RACK CONSOLE FURNITURE, FINISH TBD	1
102	PC-100	POWER CONDITIONER 100	1
103	CEN-UPS1250	UNINTERUPTIBLE POWER SUPPLY, 1250W	1
104	**Integration Services**		
105	Cable & Hardware	Cable, Connectors, & Miscellaneous Integration Hardware	1
106	Service	Integration Labor Services	1
107	Shipping	Ground Shipping	1
108	**City Council Equipment Room**		
109	**Display Systems**		
110	C431	43" DISPLAY	1
111	MTM1U	MED FUSION MICRO-ADJ TILT WALL MOUNT	1
112	DM-NVX-350	DM 4K60 4:4:4 HDR NETWORK AV ENCODER/DECODER	1
113	**Switching System:**		
114	DMF-CI-8	DM CARD CHASSIS FOR DM NVX, 8 SLOTS	7
115	DM-NVX-350C	DM 4K60 4:4:4 HDR NETWORK AV ENCODER/DECODER CARD	53
116	DM-DGE-200-C	DIGITAL GRAPHICS ENGINE 200 W/4K DM INPUT	1

117	HD-WP-4K-401-C	MULTI-WINDOW PROCESSOR	1
118	DM-XIO-DIR-160	DM XIO DIRECTIOR VIRTUAL SWITCHING APPLIANCE FOR UP TO 160 ENDPOINTS	1
119	HD-DA4-4KZ-E	1X4 HDMI DA	1
120	MD-LX	HDMI/SDI BI-DIRECTIONAL CONVERTER	7
121	BMD-HYPERD/ST/PRO2	HYPERDECK STUDIO PRO	1
122	MZ-75E2T0B/AM	2TB, 2.5" SATA III/INTERNAL SSD	2
123	SCE-492-E	EXISTING 3G/HD/SD CLOSED CAPTION ENCODER	1
124	FIBER SWITCH	OWNER FURNISHED 48P MASTER FIBER SWITCH W/4 FIBER GBIC'S PER NETWORK SWITCH	1
125	NETWORK SWITCH	OWNER FURNISHED 48P SWITCH, W/4 FIBER GBIC'S	3
126	**Sources:**		
127	OFE TINY PC	OWNER FURNISHED PC	28
128	XT1144	EXPANDED I/O PLAYER W/SCHEDULING SOFTWARE	1
129	**Audio:**		
130	MXWANI4	4CH AUDIO NETWORK INTERFACE	3
131	ULD4Q	QUAD WIRELESS RECEIVER	6
132	UA844+SWB/LC	ACTIVE ANTENNA SPLITTER	3
133	E10:4-US	4-CH 70V AMPLIFIER	1
134	NG GS724T AVB V4	AVB ENABLED NETGEAR 24PORT 1GB SWITCH	1
135	TESIRA SERVER-IO AVB	DSP FRAME SERVER W/AVB	2
136	TESIRA SIC-4	4-CH MIC/LINE INPUT CARD	2
137	TESIRA-SEC-4	4-CH MIC/LINE INPUT CARD WITH AEC	9
138	TESIRA SOC-4	4-CH MIC/LINE OUTPUT CARD	3
139	TESIRA SVC-2	2-LINE VOIP CARD	1
140	TESIRA DSP-2	DSP CARD	2
141	DA216S	1X16 AUDIO DA	1
142	**Control System:**		
143	TSW-1060-X-S	10.1" TOUCH SCREEN	0
144	TS-1542-B-S	15.6" TOUCH SCREEN, WALL MOUNT	1
145	PRO3	3-SERIES CONTROL SYSTEM	1
146	CNTBLOCK	CRESNET DISTRIBUTION BLOCK	1
147	**City Council Equipment Room (Continued)**		
148	**Equipment Racks & Furniture:**		
149	OFE	OWNER FURNISHED EQUIPMENT RACK	2
150	OFE	OWNER FURNISHED RACK PANELS	1
151	OFE	OWNER FURNISHED FAN TOP	2
152	OFE	OWNER FURNISHED CASTER BASE	2
153	PDT-2020C-RN	POWER STRIP, 20 OUTLET, 20A	2
154	BB-44-1	COPPER BUS BAR	2
155	BGR-RR45	RACKRAIL, REAR	2
156	PDT-2020TL-NS	PD-THIN, 1-20A CIR, 20 OUT	3

157	PDT-1020C-NS	PD THIN, 1-20A CIR, 10 OUT	2
158	SMT3000RM2U	2RU 3000VA SMART UPS	3
159	RBC43	REPLACEMENT BATTERY	1
160	**Integration Services**		
161	Cable & Hardware	Cable, Connectors, & Miscellaneous Integration Hardware	1
162	Service	Integration Labor Services	1
163	Shipping	Ground Shipping	1

1. **Other requirements:**

   a. All components must work with the Granicus system
   b. Ability to control systems remotely
   c. Local support with quick response time (vendor must provide SLA response times)
   d. Ability to check output streams (Comcast, U-verse, Granicus, Closed Circuit)
   e. Allow for crystal-clear signal to the internet streaming, Comcast, AT&T U-verse, etc.
   f. New system must include 12 months of maintenance which will begin upon customer sign-off, at project completion
   g. Video scheduler that can be scheduled remotely

4.4. System capabilities by areas covered by this RFP

Council Chambers

- AV Contractor shall remove (6) existing ceiling mounted large display lifts.
- AV Contractor shall install (6) new owner provided Auton DFD-200 lifts. AV Contractor will be responsible for affixing ceiling grid to new door panel (like existing lifts) and enlarging the ceiling opening to accommodate the larger lifts.
- AV Contractor shall provide and install (6) 86" displays. The displays shall be installed in the owner provided lifts.
- AV Contractor shall provide and install (1) NVX scaling decoder at each display location.
- AV Contractor shall provide and install (1) ethernet module at each lift location to tie into the control system.
- AV Contractor shall provide and install (1) AV decoder at each of the work stations located at the Dais for a total of (27) locations. Each decoder shall have (1) 4 port USB hub connected to it, this will allow each Dais member to tie the OFE keyboard, mouse, as well as connect a USB thumb drive back to their associated computer located in the equipment rack. The decoder shall also connect to each owner furnished monitor located at each location. Each work station shall have (1) cable cubby with (1) built in receptacle and (2) USB power ports for charging USB devices.
- AV Contractor shall provide and install (1) AV decoder and (1) encoder at the podium location.

- The decoder shall be connected to the provided and installed 21" touchscreen to allow for annotation over any input, the encoder shall allow the end user to connect a laptop. AV
- Contractor shall provide and install (1) Liberty universal HDMI adapter ring. The lectern shall
  have (1) cable cubby with (1) built in receptacle and (2) USB power ports for charging USB devices.
- AV Contractor shall provide (1) digital wireless handheld microphone, at each of the work stations. The presenter station and (3) Dais locations will have a wireless gooseneck microphone.
- AV Contractor shall provide and install (8) additional gooseneck wireless microphones, all antenna extenders, etc. for a complete wireless system.
- AV Contractor shall provide and install (5) HD PTZ cameras located as shown on the documents. Each camera shall connect back both video and control to the AV Contractor provided camera Matrixmix production system. AV Contractor shall provide and install (1)
- Matrixmix controller to be located at the camera controller station. The camera control station
  shall have (2) owner furnished monitors, 1 for preview, Multiview or side by side view and the
  2nd one for program out verification. Each monitor shall have (1) provided and installed decoder.
- AV Contractor shall provide and install (1) HD document camera with (1) NVX encoder to be
  located in the Dais area.
- AV Contractor shall provide and install (24) 8" 2-way in-ceiling speakers, (2) 4-channel 70v amplifiers, (2) DSP servers with input, output, VOIP, DSP and Dante cards as required.
- AV Contractor is responsible for providing and installing all speaker cabling from Equipment
  Room to speaker locations.
- AV Contractor shall reuse existing 3" speaker at each Dais location and incorporate this with
  new audio system and each Dais location for a total of (25) locations.
- AV Contractor shall provide and install (1) 15.6" touch screen for control of the room. The touch
  screen shall be located at the controller station, at Dais.
- AV Contractor shall provide and install (1) 3-button keypad at each Dais location for a total of
  (26) locations. The 3-button keypad shall allow each user to select their associated PC located
  in the equipment rack or what is being presented and unmute and mute their microphone. When
  their microphone is active, the 3" speaker will be muted to reduce feedback.
- AV Contractor shall provide and install (1) audio distribution amplifier and cabling into Chambers
  for Press Feed.
- AV Contractor shall coordinate all programming, touch screen layouts, etc. once the design is
  complete.

Chambers Control Room

- AV Contractor shall provide and install (1) 65" display, and (1) swing arm wall mount and (1)
  scaling decoder.

- AV Contractor shall provide and install (2) powered 5″ 2-way studio monitors for audio playback
  in the room.
- AV Contractor shall provide and install (1) Matrixmix controller at the desk location. AV Contractor shall provide and install (2) 32″ displays with desk mounts and (2) decoders to tie
  into the system. This location shall be an alternative to the primary camera controller location
  located in the chambers. Please note only 1 camera controller can be used at a time.
- AV Contractor shall install (1) OFE PC in the video edit desk location. AV Contractor shall provide and install (1) 1x2 HDMI DA and (1) DM encoder to tie the PC into the system.
- AV Contractor shall provide and install (1) 10.1″ touchscreen with tabletop kit to allow the user
  to control the system.
- AV Contractor shall provide and install (1) 60″ video edit desk with single rack console, finish
  (TBD). Also provided is (1) smart ups to protect the equipment located in this room.

Chambers Equipment Room

- AV Contractor shall provide and install (1) 43″ display, and (1) swing arm wall mount and (1)
  scaling decoder.
- AV Contractor shall provide and install (7) NVX card chassis with encoder/decoder cards as
  needed.
- AV Contractor shall install owner furnished Granicus encoder and provide (1) encoder/decoder
  to tie into NVX AV system, for monitoring.
- Owner shall provide and configure (3-4) NVX 10gb switch. The switch has ports available to
  allow for future expansion (i.e. more inputs or outputs as needed) and bandwidth.
- Owner shall also provide and configure (1) 48 port headend fiber switch to connect switches to
  route all traffic as needed. The switch shall be located in the Council Chambers equipment room
  (as needed).
- AV Contractor shall provide and install (1) 4x1 multi-window processor into the system to allow
  the end user to select any 4 inputs and display them as one output.
- AV Contractor shall provide and install (1) NVX XIO virtual director appliance.
- AV Contractor shall install (28) owner furnished PC's located in the provided equipment racks.
- AV Contractor shall provide and install (4) outputs with scalers for the following:
  - Owner provided streaming device
  - Owner provided Closed circuit insertion device
  - Owner provided U-verse insertion device
  - Owner provided Comcast insertion device
- AV Contractor shall provide and install (1) digital recorder with (2) 2TB drives.
- AV Contractor shall provide and install (2) powered 5″ 2-way studio monitors for audio playback
  in the room.
- AV Contractor shall provide and install (1) wall mounted 15″ touchscreen and (1) 3-series control processor.

- Owner shall provide and install (2) 42RU equipment racks, with fan tops, bases and casters.
- AV Contractor shall provide and install all power strips, ground bus bar, rack shelves, components, screws and UPS systems.
- AV Contractor shall install (1) owner furnished caption encoder and provide and install (2) SDI
  to HDMI converters to tie the closed caption encoder into the system.
- AV Contractor shall provide and install (1) BrightSign expanded i/o player with scheduling software. The player shall allow the end user to schedule video playback of pre-recorded video.

Green Room

- AV Contractor shall provide and install (1) NVX scaling decoder at the existing display location.
- AV Contractor shall reuse the existing (8) speakers in this room as well as the (2) restroom speakers. AV Contractor shall provide and install (2) volume control knobs, (1) for the Green
  room and (1) for the restroom speakers. AV Contractor shall rewire the cabling as needed to make this work.
- The Green room speakers shall be fed from the amplifiers being provided in the Council Chambers equipment room.

4.5. Special Notes

- The City of Jacksonville will be responsible for providing all power to necessary locations, including Equipment Room.
- The City of Jacksonville will be responsible for all bulk cabling from the equipment room to the
  Dias, large ceiling mounted displays, and Control Room.
- AV Contractor is responsible for all cable jumpers within equipment rack(s) to make system work, as described within this scope and parts list.
- The City of Jacksonville will be responsible for all painting and/or touch ups to the drywall ceiling.

4.6. Delivery

Vendor will store equipment which will be delivered to the customer location as the project phases require equipment inventory, delivery and installation on location: 117 W. Duval street (St. James building), Jacksonville, Florida. Contacts: Jacksonville City Council Staff Services, Louie Marino, Information Systems & AV Manager lmarino@coj.net , (w) (904) 630-1400 or (c) (904) 642-7476, Nancy Carlos, Administrative Assistant ncarlos@coj.net, (w) (904) 630-2430 & Information Technologies Division (ITD) Robert Gray, Infrastructure Manager grayr@coj.net, (w) 904-255-8065

If applicable, a packing list shall accompany all shipments, which shall indicate, at a minimum, the following; purchase order number, item number and description, date of shipment, quantity ordered and shipped, unit prices, and unit of measure.

Attachment A – Response Format

To maintain comparability and facilitate the evaluation process, Responses shall be organized in the manner set forth below. Tab delineations for each of the five sections would be helpful.

1) **Title Page:** Include RFP Title, RFP Number, Contractor's full name, address, phone number.

2) **Cover Letter:** Include the following:

   - Date of Letter.
   - RFP Title and Number.
   - Contractor's full name, address and phone number.
   - Names of the persons who will be authorized to make representations for the Contractor, their titles, addresses (including email address) and telephone numbers.
   - Contractor's Federal Employer ID Number.
   - Acknowledgement that (i) the Response is based on the terms set forth in the RFP and all amendments thereto posted on Buyer's website as of the date of the Response, and (ii) the Contractor will be responsible for monitoring Buyer's website for subsequent amendments and for either maintaining, amending or withdrawing the Response prior to the Response Due Date based on those subsequent amendments.
   - Signature of Authorized Representative.

3) **Required Forms.** Attach all forms identified in Section 1 or in Attachments C or F, each signed by an authorized representative. Examples of the forms that may be required include:

   - Price Sheet. (Form 1)
   - Conflict of Interest Certificate. (Form 2)
   - Insurance Agent Acknowledgment. (Form 3)
   - Business References. (Form 4)
   - Equal Business Opportunity Program Forms (if required, in Attachment C).
   - Federal Forms (if required, in Exhibit A and B).

4) **Proof of Minimum Requirements.** Responses will ONLY be accepted from companies meeting the minimum requirements in Section 1.4 of the RFP. Contractor must provide clear documentation on Company letterhead with a maximum of 2 pages of how the minimum requirements will be met.

5) **Statement of Qualifications.** This portion of the Response will be used to provide the information Buyer needs to evaluate how well the Contractor meets the criteria listed in Attachment B – Evaluation Criteria. Failure to provide adequate information on any criterion will result in lower scores and could result in rejection of the Response as non-responsive. Please divide this portion of the Response into subsections that correspond to each of the listed criteria.

Attachment B– Evaluation Criteria

The evaluations will be based upon the following criteria, and Contractors are requested to provide, as a minimum, the information listed under each criterion. Failure to provide adequate information on any criterion will result in lower scores and could result in rejection of the proposal as non-responsive. The response to each of the criterion will be evaluated relative to the other responses received and the contract will be awarded to the highest scoring, responsive, responsible Contractor for the Evaluation Criteria. Contractors are encouraged to arrange their responses in a format that will offer ready review and evaluation of each criterion. Please note that **100** points is the maximum total.

IMPORTANT NOTE: Responses which do not demonstrate that they meet the Requirements (Required Features) listed in Section 4.3 will not be scored.

MAXIMUM POINTS	EVALUATION CRITERIA
30	Form 1 –LUMP SUM PRICE/PRICE SHEET (The contractor submitting the lowest cost to the City shall receive the maximum number of points for cost, 30 points. Each subsequentially higher cost shall be divided into the lowest cost received and the products score % will be multiplied by the maximum points available to render the points.) Score = (Lowest Bid/The Bid) X 30)
10	Installation References - Form 4 (more Public Sector Audio Video integrations receive a higher score)
20	Project Plan & Timeline Meet the Requirements (see Section 4.2.1)
10	Project Resource Resume & Qualifications (see Section 1.4, Item 1b)
30	Presentation of system design and functionality (ease of use and vision)

QWS3270X 9/13/2019 4:14 PM
FAML6350 V5.1 ** NW COJ FAMIS PRODUCTION ** 09/13/2019
LINK TO: ACCOUNT SUMMARY INQUIRY 4:14 PM

FISCAL MO/YEAR : 12 2019 CURRENCY CODE :
INDEX CODE : AFIT53A ITD SYSTEM DEVELOPMENT
SUBOBJECT : 069427 DM-COMPUTER EQUIPMENT
PROJECT : ITCC01 CITY COUNCIL IT SYSTEMS/SOFTWARE
PROJECT DETAIL : 01 CITY COUNCIL CHAMBER UPGRADE
GRANT :
GRANT DETAIL :
USER CODE :

S	SEPT 2019	ANNUAL BALANCE	ALL YEARS BALANCE
ESTIMATED REVENUES	.00	.00	.00
REVENUES	.00	.00	.00
UNREALIZED REVENUES	.00	.00	.00
BUDGET	.00	400,000.00	400,000.00
EXPENDITURES	.00	.00	.00
ENCUMBRANCES	-5,355.00	52,919.64	52,919.64
PRE-ENCUMBRANCES	.00	.00	.00
REMAINING BALANCE	5,355.00	347,080.36	347,080.36

F1-HELP F2-SELECT F4-PRIOR F5-NEXT
F9-LINK F10-PRIOR-MO F11-NEXT-MO

G014 - RECORD FOUND

QWS3270X 9/13/2019 4:15 PM
FAML6350 V5.1 ** NW COJ FAMIS PRODUCTION ** 09/13/2019
LINK TO: ACCOUNT SUMMARY INQUIRY 4:14 PM

FISCAL MO/YEAR : 12 2019 CURRENCY CODE :
INDEX CODE : AFIT53A ITD SYSTEM DEVELOPMENT
SUBOBJECT : 069509 DM-CAPITAL PROFESSIONAL SERVICES
PROJECT : ITCC01 CITY COUNCIL IT SYSTEMS/SOFTWARE
PROJECT DETAIL : 01 CITY COUNCIL CHAMBER UPGRADE
GRANT :
GRANT DETAIL :
USER CODE :

S	SEPT 2019	ANNUAL BALANCE	ALL YEARS BALANCE
ESTIMATED REVENUES	.00	.00	.00
REVENUES	.00	.00	.00
UNREALIZED REVENUES	.00	.00	.00
BUDGET	.00	120,000.00	120,000.00
EXPENDITURES	.00	.00	.00
ENCUMBRANCES	.00	.00	.00
PRE-ENCUMBRANCES	.00	.00	.00
REMAINING BALANCE	.00	120,000.00	120,000.00

F1-HELP F2-SELECT F4-PRIOR F5-NEXT
F9-LINK F10-PRIOR-MO F11-NEXT-MO

G014 - RECORD FOUND