SINGLE SOURCE AWARD **BID # SS-9679-21**

Subject: Senior and Community Center Audio & Video Equipment, Installation and Training

Department: Information Technologies Division

Description of Purchase:
Recommend approval of Single Source Award to Visionworx, LLC dba: CCS Presentation Systems (CCS) for the purchase of Audio & Video Equipment, Installation and Training to five (5) Senior and Community Centers to enable virtual conferencing capabilities due to the COVID-19 pandemic. Total requested expenditure not to exceed $120,750.05

Funding for this award to be encumbered by account 10602.191477.534100.010008.00000000.00000.0000000, to be executed by purchase order(s).

Single Source Award To: Visionworx, LLC dba: CCS Presentation Systems (CCS)

Price Justification: See Attached

Total Award: $120,750.05 **Requisition #** FAIT-500577-21

Attachments: Single Source Form; Agency Memo, Vendor Quote

Certification as to Single Source: Kenneth Lathrop, Chief of Information Technologies Division/CIO

THE ABOVE PURCHASE IS RECOMMENDED FOR AWARD IN ACCORDANCE WITH CHAPTER 126.206.

ANALYST: Ruben Ola

Gregory Pease, Chief
Procurement Division

APPROVAL OF GENERAL GOVERNMENT AWARDS COMMITTEE
"ALL AWARD ACTIONS SUBJECT TO LAWFULLY APPROPRIATED FUNDS"

CHAIRMAN ***DATE***

ACTION OF AWARDING AUTHORITY

DATE: _____

APPROVED_____ **DISAPPROVED** _____

OTHER _____

SIGNATURE OF AUTHENTICATION _____

FORM GB-114, Revised 12/2007

INFORMATION TECHNOLOGIES DIVISION

CITY OF JACKSONVILLE

DATE: December 9, 2020

TO: Greg Pease, Chief of Procurement Division

THRU: Kenneth E. Lathrop, Chief of Information Technologies / CIO — Kenneth E. Lathrop, Digitally signed by Kenneth E. Lathrop, Date: 2020.12.09 11:33:16 -05'00'

FROM: Robert Gray, Enterprise Technology Infrastructure Manager — Robert Gray 2020.12.09 08:58:16 -05'00'

RE: **Senior and Community Center Audio & Video Equipment, Installation, and Training – Single Source Award Request**

The Information Technologies Division (ITD) requests approval to purchase Audio & Video (AV) Equipment, Installation, and Training for five (5) Senior and Community Centers from Visionworx, LLC dba CCS Presentation Systems (CCS). The five centers are Ed Austin Community Center, Mandarin Senior Center, Mary Lena Gibbs Gymnasium, Lincoln Villa Senior Center, and Oceanway Community Center. The equipment is necessary to enable virtual conferencing capabilities due to the COVID-19 pandemic.

ITD Management recommends utilizing CSS as the supplier for this purchase. The supplier recently installed the same portable solution in the Multipurpose Room at the Main Library. ITD requires consistent configuration and standardized hardware to enable us to support multiple new AV installations efficiently. In addition, another vendor would have to re-survey COJ locations, interview customers for requirements, and learn the specific portable AV designed provided by CCS before they could implement any changes or new devices. This process would take longer due to unfamiliarity with the standard designed developed by CCS.

The total not-to-exceed amount for this request is $120,750.05. — Tracy Geake, Digitally signed by Tracy Geake, Date: 2020.12.09 11:10:59 -05'00'

Funding Source: 10602.191477.534100.010008
POETA: 010008.111501.534100.5.10602-331511.191477

Your favorable consideration of ITD's request is appreciated.

Attachments: Single Source Request
Supplier Quote

CC: Elizabeth Brown, IT Operations Manager

SINGLE SOURCE REQUEST

Pursuant to the City of Jacksonville Procurement Code § 126.206 & § 126.312, when requesting a purchase from a Supplier subject to the referenced sections, please complete this form to justify your request and submit to Procurement with applicable attachments

PROVIDE A SUMMARY OF THE SCOPE OF GOODS/SERVICES TO BE PROVIDED; IDENTIFY EACH ITEM, COMPONENT OR SERVICE BEING PROCURED (ATTACH QUOTE/PROPOSAL):

The Information Technologies Division (ITD) requests approval to purchase Audio & Video equipment, to include installation services to five (5) COJ Senior and Community Centers to enable Zoom and/or Teams video conferencing, in support of COVID-19.

PROVIDE A DETAILED JUSTIFICATION AS TO WHY THE REQUESTED GOODS/SERVICES CAN ONLY BE EFFICIENTLY AND EFFECTIVELY PROCURED THROUGH THE RECOMMENDED SINGLE SOURCE PROVIDER:

CCS is the original AV designer for the COJ portable solutions providing specific configuration and programming and are familiar with how it is set up and how to configure the portable Zoom settings for each COJ office. Another vendor would have to re-survey COJ locations, interview with customer for requirements and learn the specific portable AV designed provided by CCS before they could implement any changes or new devices. This process would take longer due to unfamiliarity with the standard designed developed by CCS.

ASSERT THAT YOU HAVE RESEARCHED THE AVAILABILITY OF THE REQUESTED GOODS/SERVICES FROM OTHER SOURCES IN APPLICABLE MARKETS AND HAVE DISCUSSED AND EVALUATED THE SAME WITH COJ'S PROCUREMENT AND EBO DIVISIONS:

It is in the best interest of the City to have this work performed by the original designers (CCS) of the portable AV systems who have developed the new standard for COJ locations.

Procurement Division_____ **December 8th, 2020**

CCS
Presenting Better Solutions

CREATED FOR

City of Jacksonville

Community/Senior Center

December 3, 2020

Prepared by: Dan Phillips
dphillips@ccssoutheast.com

10393 Fortune Pkwy
Jacksonville, Florida 32256
P | 904-998-7227 F | 904-998-7225

Project Version 1.0

COMMUNITY CENTER

SCOPE

CCS will provide and install a stand alone audio conferencing system. This consists of :

- 8 wireless discussion devices with a local speaker, a 19" (or 12") gooseneck microphone, 1/8" mini headphone jack, a Push to Talk/Push to Mute button and LED indicator.
- 8 rechargeable batteries and charging ports for 20 batteries
- Head End unit, also known as the WAP.
- Browser based GUI, virtually a "set it and forget it" type system.
- Can add a "tracking" type camera in the future, if necessary, that tracks to the open microphone
- 2 Loudspeakers, 2 speaker stands, and optimal amplification
- A furniture style equipment rack for any necessary equipment, including power distribution
- 1 case for safe and convenient transport of all 8 microphones
- 1 75" commercial 4K display mounted on a mobile rolling cart

PC to host Zoom and Zoom licensing must be owner furnished,
Any power outlets needed to complete must be owner furnished,
CCS will provide initial set up and training of this system. Any subsequent set ups required after that will be billable.

AUDIOVISUAL SYSTEM

QTY	DESCRIPTION	PRICE	PRICE EXT
1	Peerless-AV SR598 SmartMount Univeral Cart For 55" to 98" TV's	$599.43	$599.43
1	LG Electronics 75US340C0UD HDMI (3), USB , HDMI/HDCP Input, RS-232C, RJ45, non Wifi	$1,679.09	$1,679.09
1	CCS -- BoschDCNM-WAP - DICENTIS Wireless Access Point	$2,446.25	$2,446.25
8	CCS -- Bosch DCNM-WD - DICENTIS Wireless Device (mic/battery sold separately)	$695.52	$5,564.16
8	CCS -- Bosch DCNM-MICL - DICENTIS Long Stem Microphone	$139.79	$1,118.32
8	CCS -- Bosch DCNM-WLIION - DISCENTIS Battery Pack	$128.93	$1,031.44
1	CCS -- Bosch DCNM-WTCD - Dicentis transport case fits 10 x Wireless Discussion Devices, 10 x short or long stem microphones, 10 x high directive microphones, 1x WAP, 1x PSU, and 2 x chargers	$1,015.82	$1,015.82
2	CCS -- Bosch DCNM WCH05 - DISCENTIS Charger for 5 Batteries	$427.50	$855.00
2	Tannoy VX 8 8" Dual Concentric Full Range Loudspeaker for Portable and Installation Applications [Priced Individually, Sold in Pairs]	$368.13	$736.26

QTY	DESCRIPTION	PRICE	PRICE EXT
2	Ultimate Support TS-90B TeleLock Speaker Stand	$91.46	$182.92
1	QSC SPA2-200 1/2 RU 2 Channel ENERGY STAR amplifier / Stereo Operation 200 watts into 8Ω & 4Ω, Bridged operation 400 watts into 8Ω & 4Ω, and 350 watts into 70v and 100v / 100-240 VAC Operation	$465.91	$465.91
1	Middle Atlantic PD-915R Rack Mount Power Distribution	$90.90	$90.90
1	Middle Atlantic BGR-25SA27MDK-GS 25SP,27DP,PLEXI D&GS TOP	$1,285.18	$1,285.18
1	CCS -- USB Audio Interface	$329.00	$329.00
1	CCS -- Bosch LBC1259/000 Universal Floor stand - for WAP	$235.00	$235.00
	EQUIPMENT TOTAL		$17,634.68

ACCEPTANCE

FINANCIAL

PAYMENT SCHEDULE
30% Deposit Invoice - Billed upon contract receipt
50% Progress Invoice - Billed upon receiving equipment
20% Final Invoice - Billed upon completion

*Payment Schedule and Credit Terms for New Customers upon Credit Review

*All Taxes calculated by accounting at time of Invoice

EQUIPMENT TOTAL	$17,634.68
SHIPPING TOTAL	$0.00
LABOR TOTAL	$5,385.00
MISC. HARDWARE	$601.29
SHIPPING	$529.04
SUBTOTAL	$24,150.01
TOTAL TAX	$0.00
PROJECT TOTAL	$24,150.01

TERMS

**All applicable taxes to be calculated at the time of invoicing

THE PRICING WITHIN THIS PROPOSAL EXPIRES: **December 31, 2020**

Owner Furnished Equipment
CCS Presentation Systems does not warrant either directly or indirectly the functionality or serviceability of any equipment not sold directly through CCS. Any estimates made that reference OFE are made with the client's assurance that the equipment is functional and meets the standards as required by the entire system that is being implemented. Delays in the availability of OFE equipment may result in additional costs due to resulting inefficiencies in labor deployment.

Warranties and Maintenance
Unless stated otherwise, CCS Presentation Systems includes a 90-day installation warranty with no recurring preventive maintenance. An installation warranty covers the work performed to deliver, assemble and install system components and should not be confused with equipment warranties. Manufacturers' equipment warranties typically address only the repair and/or replacement of their products during their stated warranty period. The labor to uninstall and reinstall system components plus any associated shipping costs are covered by an installation warranty or maintenance agreement.
The installation warranty covers:

- On site labor to diagnose and resolve system failures.
  - On site response time within 16 business hours
  - Service calls are to take place during our regular business hours (M-F, 8-5) unless special arrangements have been made in advance.
  - Work that must be performed during off hours may incur additional charges.
- Transportation and shipping charges for parts and equipment.
  - Optional expedited shipping may incur additional charges.
  - Owner-furnished equipment and/or equipment not covered by factory warranty may incur additional charges.

The installation warranty excludes:

- Repairs for system failures that were caused by abnormal conditions including:
  - lightning strike, fire, flood, earthquake, tornado, or any other acts of nature
  - obvious abuse, misuse, or negligence
  - failures caused by structural, mechanical, electrical, plumbing or other devices or systems not installed or maintained by CCS
- Replacement costs for consumable parts such as lamps, filters and batteries
- Changes to control system or other software programming that constitute a change in scope from the customer approved design.
- Repairs to owner-furnished equipment and/or equipment not covered by factory warranty

Statement of Performance
This statement of performance is intended to provide you with our working standards and expectations while planning and installing your system.

Customer Responsibilities:

- Reasonable access to the installation site and suitable secure space for the storage of equipment before installation if required.

- Electrical infrastructure to provide power to equipment.
- Quality of electrical power. *Examples of possible issues include power fluctuations, surges, spikes, electrical noise and ground loops.*
- Conduits and cable pathways which require modifications to structure such as core drilling
- Quality of environment. *CCS will advise you of any unsatisfactory operating condition due to temperature, humidity, ventilation, mechanical structure or other safety concern.*
- Voice/data cabling and the configuration of associated network and communications systems
- Millwork and furniture modifications such as holes for specialty boxes installed in tables.
- Structural modifications including reinforcement to support equipment loads, painting and resurfacing.
- Quality of mechanical systems that may adversely affect the performance of an audiovisual system due to excess noise and/or vibration.

CCS Responsibilities:

- CCS will install all equipment in accordance with the manufacturers' specifications, national and local regulation ordinances and codes, including all OSHA guidelines.
- Unless other arrangements have been made, on site work will be performed during the normal working hours of Monday through Friday, between 8:00AM and 5:00PM, except for recognized holidays. Additional charges may apply if work must be completed outside normal business hours.
- CCS will run and terminate all low voltage cables and wires associated with AV equipment
- CCS staff will maintain a clean and safe work environment. All unused materials, containers, tools and equipment will be removed whenever possible. CCS will take precautions to protect all floors, walls, windows and other surfaces from stains, marring or other damage.
- CCS will provide all operation manuals and warranty documents.
- CCS will acquire, assemble, deliver and test all specified equipment and components to provide a fully functional system.

CCS will provide basic training on system usage and features to your staff immediately following completion of the installation.

Acceptance

This statement of acceptance is intended to secure proof that the customer is familiar with the CCS terms and conditions of this proposal, as contained herein.

ACCEPTANCE

CITY OF JACKSONVILLE

SIGNED	DATE
PRINT NAME	TITLE

CCS SOUTHEAST - JAX

SIGNED	DATE
PRINT NAME	TITLE

CCS MAX - Annual Service Level Agreements

It is the mission of CCS to help our clients effectively communicate their message. We believe that our CCS MAX SLA provides an extra level of support to make sure your visual communication systems are in peak operation with minimal or no down time. For systems that are considered mission critical with minimal tolerance for downtime, CCS may recommend that our clients purchase spare equipment for rapid replacement and system recovery. Otherwise our timeframe for system repair will be limited by component availability, repair turnarounds and shipping schedules.

Service Plan Features

- Covers all onsite labor charges (Equipment not covered by factory warranty may incur additional cost for factory repair or replacement)
- Priority Response & Resolution Status. Your issue goes to the front of the line, in relationship to customers that do not have a Service Agreement
- 2 business-hour telephone response time*
- 16 business-hour onsite response time*
- Semi-annual preventive maintenance
- Unlimited telephone support - Monday thru Friday, 8:00AM to 5:00PM
- Facilitation of manufacturer's warranty when applicable
- Loaner equipment – Depending on product availability
- Free training at time of semi-annual preventive maintenance visits

Maintenance Provided

- Complete operational checks of the system functions
- Replace projector lamp, reset counter, clean or replace filters, and align**
- Detailed inspection and testing of selected system components
- Adjustment of equipment settings as required to maintain overall system performance
- Professional cleaning of projector lenses and other critical surfaces, as needed
- Mechanical and electrical adjustment of video projectors as needed
- Inspection and repair any faulty wiring or connections
- Firmware updates as recommended by the manufacturers
- Service reports
- Recommendations for any additional services and upgrades

*Response times are stated for locations within a one hour radius of a CCS physical office only.
**The cost for consumable parts such as lamps, filters and batteries is additional for all agreements.