



Mark A Cowart
Administrative Services,
Chief Information Officer

2222 "M" Street
Merced, CA 95340
(209) 385-7331
(209) 725-3535 Fax
www.co.merced.ca.us

Equal Opportunity Employer

**ADMINISTRATIVE SERVICES
PURCHASING**

April 4, 2014

**PRE-PROPOSAL CONFERENCE
MINUTES**

**APRIL 4, 2014
10:00 A.M.**

**REQUEST FOR PROPOSAL
RFP NO. 7041
FOR
INTEGRATED AUDIO VIDEO**

Attendees:

Kim Nausin, Merced County Administrative Services – Purchasing
Jeremy Rahn, Merced County Emergency Service
Mark Cowart, Merced County Information Systems
Robert Dinuzzo, Merced County DPW – Public Works Administration
Donna Simmons, Merced County Administrative Services - Purchasing
John Nishihama, Merced County Network Supervisor
Rob Kuhlmeier, Merced County Network
Kevin Musante, Inter-Pacific
David Carroll, David Carroll Associates, Inc.
Jerry Liles, Sound Contracting
David Barrios, David Barrios Designs
Don Duterte, Electroboard
Melanie Gulke, High-Tech Electric
Amy Cook, High Tech Electric
Alan Smith, Electroboard
Don Isbell Spinitar
David Gaither, Control Room Group
Jeremy Applegate, Stanislaus Audio Video Incorporated
James Sherman, LinkUs
Bill Paholsky, LinkUs
Barbara Stuller, Avidex AV

Introduction:

Kim Nausin of Merced County Administrative Services - Purchasing, opened up the meeting. Business cards were collected. The agenda and question received to date were passed out. Everyone introduced themselves and the companies they represented.

The meeting was turned over to Jeremy Rahm from Merced County Fire Department. He provided a brief overview of the program.

General Overview of RFP Requirements:

The following RFP requirements were reviewed by Jacquie Michael:

Oral answers at the conference will not be binding on the County.

- a. Pre-Proposal Conference (Mandatory) – Section 1.4. – Page: 4
- b. Scheduled Activities – Section 1.5. – Page: 5
- c. Deadline for written questions – April 9, 2014
- d. Closing Date – Cover Page: Thursday, April 17, 2014 at 4:00 P.M.
- e. Questions must be submitted in writing – Section 1.4. – Page 4
- f. Contact personnel for information – Cover Page
- g. Number of Copies – Hardcopy submittal (1 original, 4 copies) – Section 4.2. – Page 36
- h. Financial Statement – Hardcopy submittal in a separate, sealed envelope.

Bidders are instructed to disregard any prospective oral representations it may have received prior to, and during the solicitation process of the proposal.

The meeting was opened up for questions.

Question 1: Are there drawings, safety design drawings?

Answer: There are building drawings but you will come up with the AV drawings.

Question 2: Who is the designer and creator? No specific consultant?

Answer: There was no specific consultant.

Question 3: My understanding of today is we will do a walk through and have the systems desired explained and from that we are to come up with our own system block diagram for how we would solve/provide the solution?

Answer: I would say yes to the second part which would be that we are looking for respondents to do the system design diagramming. To the first part, we will try to give you an explanation to the best of our abilities.

Question 4: If there are things that have been left out of the specifications, they need to get included in vice versa

Answer: If you see something that you feel has been omitted, you can ask the question to make sure we did not leave it out intentionally. But ultimately you need to still put that question in writing.

Question 5: The questions will be public obviously?

Answer: Yes.

Question 6: Will the County take substitutions, if we submit something we think is equal or better?

Answer: Absolutely, yes just make sure that in your submission you justify your substitution and explain why and you think it is just as good or better.

Question 7: Sony brand, are you stuck on that?

Answer: No.

Question 8: Is there a state or county wide standard for VTC?

Answer: No.

Question 9: How about for control, is there a standard?

Answer: No.

Question 10: If it comes down to a couple of companies close, are you going to have an interview process?

Answer: Yes.

Question 11: Did you want the base bid to be exactly as spec'ed?

Answer: Yes.

Question 12: So are you pulling the training portion out as a separate item and the testing would be separate as well?

Answer: Right, so we'll be able to say here is all the equipment, since we already have a section on the ongoing maintenance, so now we can boil out training and testing so you can really delineate all of the individual costs.

Question 13: In terms of the cost form, you have provided a spreadsheet and you want us to use that spreadsheet for the bid as a part of the presentation, there is no place to put labor, do you want that to be included in the line item or do you want that as a separate line.

Answer: We would like labor as a separate line.

Question 14: It is a prevailing wage project.

Answer: Yes.

Question 15: Has funding already been secured for this project?

Answer: Yes.

Question 16: Is there a deadline for award?

Answer: No.

Question 17: I just did not know if that time does delay a little bit if this would cut into project time.

Answer: We will endeavor to be timely.

Question 18: Are there any small business requirements?

Answer: No.

Question 19: I think specifically VVE or SPV has a big preference as per state guidelines.

Answer: See answer to #18.

Question 20: Are there going to be any security guidelines to be concerned about? Meaning different classifications and networks or anything of that nature?

Answer: No

Question 21: The signs on the doors and door jams are not correct.

Answer: The names are on the map which are correct.

Question 22: Is there anyway by chance to get floor plans or ceiling plans?

Answer: Yes. Electrical drawings are on the website.

Question 23: Perhaps you can post them on the site?

Answer: See answer to #22.

Question 24: So you need reflective ceiling plan?

Answer: I would say floor plan and reflective ceiling plan and critical electrical.

Question 25: Do you want power, lighting, communications, data since there is a lot?

Answer: Communications specifically for AV but there is none

Question 26: There are a lot of boxes which I am assuming that don't mean anything?

Answer: They meant something as part of the original AV design but when it was redesigned the boxes now don't mean anything.

Question 27: For the media room we have to get another panel and I wonder if we have to get another piece connected into the network before you start doing the programming aspect?

Answer: Unknown at this time.

Question 28: Do we know if any of the floor pockets go back to the main room we just came from?

Answer: The floor pockets, to my understanding, all go back to the communication room which will be a part of the Sheriff's dispatch center when it gets here.

Question 29: We should assume that there is no high voltage that is going to be required?

Answer: The original AV design infrastructure has power to some of the stuff.

Question 30: Not correct sizing I think that probably would be the task of making it work that would be part of the proposal to move things around and make them work?

Answer: That's what it sounds like, like a building design set up.

Question 31: In the RFP it calls for this room to call to any room, is that still the desired function do you know?

Answer: Yes.

Question 32: Somewhere there has to be a microphone jack and a control thing to run back to the main room, correct?

Answer: Yes.

Question 33: Is the desire to abandon the electrical boxes that the vendors feel are too low and to put new boxes where they feel they are better or do they use existing boxes?

Answer: I think you quote based on where they are and separately identify what you might do and cost to put in a different location. You could even if you want to identify it in your proposal response you could attach a cost to do that and that would be helpful as well.

Question 34: If you're going to page to each of the rooms, each room needs a speaker and it needs to be home run back to the amplifier and it's not specified in the proposal and the speakers that go in those rooms are probably included in the speakers that are named for the hallways, I think there are enough speakers and they just need to be relocated and know that every office needs a home run.

Answer: If you think additional speakers are necessary, please add them to your cost proposal.

Question 35: As far as the big screens they are listed as a line item, they are already installed, will those be removed or zeroed out.

Answer: Yes, they will be removed.

Question 36: Do those screens have the low voltage controls?

Answer: It looks like there is a low voltage on the wall.

Question 37: Do you know what aspect ratio the current screens are? Are they wide screen or standard?

Answer: We can lower one of the screens for you to look at.

Question 38: Do you know within this municipality is there a plenum requirement for cable or is there an ENT conduit?

Answer: The turn air space in the ceiling is a plenum space so that would be plenum cable.

Question 39: Free running cable is fine? No ENT or anything is required?

Answer: Yes.

Question 40: Is there going to be a line item added for wire material too like labor?

Answer: Yes.

Question 41: Materials would be things like cables and connectors, correct?

Answer: Yes.

Question 42: Is there any idea how long it will take you for the turn around the document?

Answer: By early next week.

Question 43: On the front desk, is it going to be able to page and is it going to be able to page the whole building or is it going to page the hallways and then all the other spaces as two different page zones?

Answer: I think the idea was from the front desk was to page the entire space and the communications room will be to page individual rooms.

Question 44: Is there any broadcast punch down for them to come in and plug in?

Answer: There is one outside.

Question 45: What kind of communications company will be for the radios?

Answer: We will be running our own Calfire center radios.

Question 46: Is there any interface between radio com and AV?

Answer: No.

Question 47: Is there a limitation to hours available for the installation side, are we talking Monday – Friday or weekends, after hours ok?

Answer: We can be flexible.

Question 48: Is there going to be satellite T.V.?

Answer: They are looking at bringing in Comcast.

Question 49: There was one thing about Thunderbolt connections, can these be changed?

Answer: See answer to question #81.

Question 50: Would Comcast provide the tuners needed if you have service with them?

Answer: That sounds logical.

Question 51: Everything we asked today is unofficial, correct?

Answer: Yes.

The Following Questions Emailed In:

Question 52: In Section 4 - 4.1 - Proposal Requirements. The 1st requirement is that the firms bidding are to have been in business for "not less than five years". I would like to ask that sufficient industry experience be also accepted in addition to the time of being in the business for the five year period. Can you accept my experience in the industry to qualify my company to participate in this RFQ?

Answer: The County is looking for verifiable experience performing the work outlined in the RFP. Include any and all information that would support that requirement in your submission and that should suffice.

Question 53: Item 2.8 - Field Quality Control. This section calls for quite a number of tests to be performed, a specific set of test equipment to be used, and the results of these tests to be delivered to the County. My opinion is that the items that this section asks for have a considerable cost. I am thinking that if there are no problems with the systems - there are no reasons to ask for these somewhat costly tests to be performed. Perhaps you may want to change this to be a list of what might be asked for - should there be an unsatisfactory level of performance?

Answer: Each bidder should price the testing as specified in the RFP. The County will modify the cost sheet to add a line for the cost. Additionally, a bidder can include a recommendation for the testing that they deem appropriate to ensure that the system will work to its full potential. They will need to include an explanation on how the system will be tested to confirm that the configuration and equipment are working to the County's specifications.

Question 54: Would it be possible to state on the bid form that city/county licenses are in process and will be in place prior to contract? As per the below, it may take up to two weeks for the county license to be issued.

Answer: Yes. They are not required until award.

Question 55: How many copies of the bid bond do you require?

Answer: One.

Question 56: Room 105 - There are no plates and/or a/v cabling requested. Yet I think the following is desired - a VGA, a mini for audio, an hdmi, and an xlr for audio.

Answer: This is correct. A DM-TX-200-C-2G-B-T is acceptable.

Question 57: The wireless microphones list 2 transmitters - no receivers. I am assuming that these are to be 2 complete systems. Additionally the antennae's for these should be remoted out from the main rack to room 105 as well?

Answer: Yes, this is correct.

Question 58: I am thinking that there needs to be an additional Crestron RMC-100 here as well.

Answer: Yes.

Question 59: I think the projector should be solidly mounted above the ceiling and that a ceiling tile style mount is not acceptable?

Answer: Yes, it should be a solid mount.

Question 60: Room 107 - There are 8 Bi Amp Nexia TC "signal processors" (really dsp based mixers) - called for. I think this is a mistake. There should be 2 Bi Amp Tesira Forte AVB Vi and 1 Bi Amp Tesira Forte AVB Ti. And that these are for rooms 105, the conference room, and the main floor respectively?

Answer: Yes, for rooms 105, the conference room, and the main floor. And you are correct on the equipment change from 8 to 2 and 1 respectively.

Question 61: Room 303 - There are no speakers in this room. I would assume that you would want 2 speakers here - and since there is a desire to page all rooms from the Main floor - that this be a home run to the main rack as well.

Answer: Yes, the room will need speakers and home run.

Question 62: Room 301 - The description of the room calls for 4 speakers - but the equipment list is for 6 speakers. I would think that 6 speakers is the right number.

Answer: 6 is correct.

Question 63: Since the desire is to page to each of the facility's rooms from this room. A microphone is required. My recommendation is to provide a microphone – mounted on the wall - near the touch pad - with an additional jack as well.

Answer: Yes.

Question 64: There are ceiling microphones requested. I am not clear as to their purpose. Are we sure these are needed? (Could be a functionality issue.)

Answer: Please submit the pricing with the ceiling microphones and we will determine later if they are necessary.

Question 65: The video displays are listed as "thin bezel commercial grade" - the units listed are neither. The units listed should be fine to us - however can you clarify this?

Answer: The units listed are fine.

Question 66: Room 305 - The description calls for a 10" touch screen - but the equipment list calls for a 7" touch screen. Can you clarify?

Answer: 7" TP is needed.

Question 67: There are no speakers. I would think that a speaker with a home run is required?

Answer: 1 speaker and a home run will work.

Question 68: Room 306 - The same 2 questions/issues as Room 305.

Answer: See answers above.

Question 69: Room 307 - Again there are no speakers listed. And 1 or 2 speakers here? And ran back as it's own channel for paging.

Answer: 2 speakers and a home run will work.

Question 70: Room 411 - Again no speakers listed. 2 speakers?

Answer: Yes, and home run.

Question 71: Room 310 - Again no speakers - 1 speaker?

Answer: Yes, and home run.

Question 72: Room 313 - Same as room 310.

Answer: Yes, and home run.

Question 73: Room 314 - Same as room 310.

Answer: Yes, and home run.

Question 74: Front Lobby - Again no speakers are listed. I am thinking 2 speakers here?

Answer: Yes, and home run.

Question 75: There also is a desire to be able to page the entire facility from here.

Answer: Correct.

Question 76: There also was a desire during the walk thru to provide a video display here that could be utilized for digital signage. Is this to be done? If so - how will the digital signage be achieved?

Answer: This will be determined in the future.

Question 77: Optional press panel - I am not sure this is laid out the way one may wish it to be. It appears you have some video - but no real audio called for in this panel. I am thinking that it is the other way around. I think audio is what you want to provide? Or do you wish to provide video at this panel too? And if it is in fact audio - I am assuming that you will require 4 runs of balanced +4, 2 channels of line level, and 2 channels of -10 available at the press panel. Please clarify this.

Answer: Only audio for now. 3 each : +4 male XLR, line balance ¼, and -10 RCA.

Question 78: Overall notes - The RFP asks for 13 pairs of speakers for the distributed sound system. I am assuming that these speakers are for the different rooms that did not have speakers called out - and for the 3 sets of bathrooms in the building. Please clarify.

Answer: Yes.

Question 79: I am also assuming that the hallways and the bathrooms will all be considered one zone?

Answer: Yes.

Question 80: As I recall - the RFP is to be priced out - as the equipment and installation as a cost, then the testing as a cost, then the service contract as a cost. Is this correct? Are there any other cost breakdowns that I have missed?

Answer: There is a REVISED cost sheet on the website that outlines what the cost proposal should include and how it should be put together.

Question 81: In the description for Room 105 - there is a line that states that the input "Must have Thunderbolt and legacy IOS connections." During the walk thru it was indicated that this was not needed. I think the thinking is to use simpler adapters when this may be needed. Please clarify.

Answer: Adapters will work.

Question 82: Where display port connectivity is asked for - again I am thinking that an adapter was OK'd during the walk thru. Please clarify.

Answer: Yes.

Question 83: Are AV system drawings available?

Answer: No, but electrical drawings were posted to the website on 4/9

Question 84: Is a written design intent narrative available?

Answer: No.

Question 85: Who is the system designer?

Answer: Original design was completed as part of the building remodel but we do not have that information.

Question 86: SBE/DVBE required?

Answer: No.

Question 87: Prevailing wage required?

Answer: Yes.

Question 88: Where to put labor costs and materials costs on bid form?

Answer: There is a REVISED cost sheet on the website that addresses this question.

Question 89: Explain where substitute equipment are allowed or disallowed?

Answer: See above answer to #6.

Question 90: What are the financial criteria for disqualification?

Answer: The Auditor's Office performs a PASS/FAIL review on Financials. No criteria is available.

Question 91: Can cable be free run in ceiling?

Answer: Yes.

Question 92: Is ceiling a plenum space?

Answer: Yes.

Question 93: Please provide AV Infrastructure plans?

Answer: See answer to #1.

Question 94: Projection screens exist, will be taken out of scope?

Answer: Yes, we do not need screens.

Question 95: Do installed projection screens include low voltage controls?

Answer: Yes.

Question 96: Who designs and installs in-wall and above finished ceiling attachments?

Answer: Bidders.

Question 97: If AV contractor designs and installs will there be inspections?

Answer: Unknown at this time

Question 99: TV tuner required for flat panel displays? Spec says yes so is a coax distribution system required?

Answer: Yes.

Question 100: Confirm only Comcast as outside content provider

Answer: Yes.

Question 101: Comcast channel selection on touch panel control?

Answer: Can be defined later.

Question 102: If yes, indicate control specifications including how many pre-set channels

Answer: I-turner – 1 channel to all.

Question 103: Speaker/Amp system 70V?

Answer: Yes.

Question 104: Installation to take place during normal business hours?

Answer: Yes.

Question 105: Clarification, is the IDF (room name used in some areas of the description) and the AV Equipment room 107 the same room? The provided plan does not show either.

Answer: Yes, same room.

Question 106: Biamp TC units where specified which have phone line inputs. Will any of the rooms have audio conferencing? Nothing is mentioned in the descriptions. If so which ones?

Answer No.

Question 107: Does backing exist or required for all wall mounted displays?

Answer: The original displays were to mount into the boxes that are in the walls. Not knowing where the new displays are located, we can say that there is not backing in the walls. The walls are metal stud framed in most areas, and some of the walls are solid concrete/concrete block.

Question 108: It is assumed that connectivity for Thunderbolt, traditional iOS, Display port, Mini Display Port, etc. will be via OFE adapters for said devices to HDMI inputs at plates.

Answer: Adapters will work.

Press/Training Room 105 (JIC):

Question 109: It is mentioned an OFE iPad w/dock is needed. Would a 3.5mm audio jack be sufficient? If not, what make/model of Dock is desired?

Answer: The 3.5mm audio jack is fine but we also want power.

Question 110: The description of the systems says "HD cameras" (plural) but there is not a second camera shown on the equipment list. Will there only be the one camera that is supplied with the VTC unit or will a second one be needed?

Answer: Just one.

Question 111: It is not clear if the VTC codec is to be connected directly to a display or the matrix switcher. Please confirm all of the desired connectivity for the codec.

Answer: It should all go to the matrix switcher then to the display for control.

Question 112: Is sending computer content to the codec required?

Answer: Yes.

Question 113: Equipment list shows [x2] 60" displays but the description does not mention them. Are these needed? If so, what is the desired connectivity, location, mount style, etc?

Answer: This should be 1 media receiver to the projector per the description.

Question 114: The equipment list shows the individual part #'s for the wireless microphone system but it does not include the wireless microphone receivers. We assume the ULXP4 is the desired receiver. Please confirm.

Answer: Yes, that is correct.

Question 115: The system in this room has a 10" TP and the equipment list also calls out a second 1-gang Ashly DSP controller. What is the purpose of this second control device? The control of the audio/volume in the system can be handled by the Crestron system? Should the Ashley be removed?

Answer: It should remain for redundancy.

Question 116: The description calls out for a cable management unit in the podium. We assume this is a type of cable cubby. Please confirm. Also, will the cutout for this be included in this scope or by others?

Answer: Included.

Operations Room 303:

Question 117: Description talks about an AV input plate but it is not on the equipment list. Please confirm the DM-TX-200-C-2G-B-T is acceptable.

Answer: Yes.

Question 118: Description talks about controlling an O.F.E. workstation via a USB extension plate but this is not on the equipment list. Where will the extension plate be located? What will be the Mfr./Model of the extenders?

Answer: See above answer.

Question 119: Is USB extension strictly for Mouse/Keyboard?

Answer: No, it may also connect other usb equipment.

EOC Room 301:

Question 120: Description for this room calls out for “commercial grade” displays, the models shown on the equipment list are consumer grade. Please confirm if the listed consumer displays are acceptable.

Answer: Yes.

Question 121: Description talks about [x2] AV input plates but it is not on the equipment list. Please confirm the DM-TX-200-C-2G-B-T is acceptable.

Answer: Yes.

Question 122: Description talks about [x3] ceiling microphones for “videoconferencing and PA use” but they are not on the equipment list. Are these needed? If so, is there a desired make/model?

Answer: Yes, Shure-MX202 Microflex Overhead condenser microphone.

Question 123: Description shows “videoconferencing and PA use” there is not a VTC unit on the equipment list for this room. Is this the unit listed in the main equipment room?

Answer: No.

Question 124: It is mentioned an OFE iPad w/dock is needed. Would a 3.5mm audio jack be sufficient? If not, what make/model of Dock is desired?

Answer: The 3.5mm audio jack is fine but we also want power.

Logistics Room 305:

Question 125: Description talks about a 10” TP but the equipment list shows a 7”. Which is correct?

Answer: 7” TP is needed.

Question 126: Description talks about an AV input plate but it is not on the equipment list. Please confirm the DM-TX-200-C-2G-B-T is acceptable.

Answer: Yes.

Finance Room 306:

Question 127: Description talks about a 10" TP but the equipment list shows a 7". Which is correct?

Answer: 7" TP is needed.

Question 128: Description talks about an AV input plate but it is not on the equipment list. Please confirm the DM-TX-200-C-2G-B-T is acceptable.

Answer: Yes.

Strategic Planning Room 307:

Question 129: Description talks about an AV input plate but it is not on the equipment list. Please confirm the DM-TX-200-C-2G-B-T is acceptable.

Answer: Yes.

Conference Room:

Question 130: The system in this room has a 10" TP and the equipment list also calls out a second 1-gang Ashly DSP controller. What is the purpose of this second control device? The control of the audio/volume in the system can be handled by the Crestron system? Should the Ashley be removed?

Answer: It should remain for redundancy.

Question 131: It is not clear if the VTC codec is to be connected directly to a display or the matrix switcher. Please confirm all of the desired connectivity for the codec.

Answer: It should all go to Matrix switcher then to display.

Question 132: Is sending computer content to the codec required?

Answer: Yes.

Question 133: Are the 4 listed mics connecting directly to the codec? The codec only has 2 mic inputs. Should we reduce the qty to 2 mics or add a mixer? Please clarify.

Answer: Add the mixer.

Staff Lounge 411:

Question 134: Will there be a local AV input?

Answer: Yes.

Office Room 310:

Question 135: Will there be a local AV input?

Answer: Yes.

Office Room 313:

Question 136: Will there be a local AV input?

Answer: Yes.

Office Room 314:

Question 137: Will there be a local AV input?

Answer: Yes.

Front Lobby:

Question 138: Description talks about the display being wall-mounted but the equipment list has a ceiling mount, which is correct?

Answer: Wall mount.

Question 139: Will there be a local AV input?

Answer: Yes.

AV Equipment Room 107:

Question 140: Will there be any additional O.F.E. CPU's/workstations inside the main equipment rack besides the one described in Operations Room 303?

Answer: Possibly in the future.

Paging and Distributed Audio system:

Question 141: The specified speakers are not self-powered as the description outlines. Is the specified EV speaker correct?

Answer: Please submit pricing with the speakers requested and list another option in the section provided on the cost sheet.

Question 142: There are a total of 20 amplifiers channels per the equipment list. This will be enough for a single speaker zone in EOC Main floor, Press/Training, Conference Room, and 17 paging zones (of 26 paging speakers total). Is this enough for the desired intent?

Answer: Yes.

Press Panel:

Question 143: It is unclear of the desired connectivity at the press panel. What are the types of outputs required and the qty of each? (i.e. HDMI, Audio XLR, etc.)

Answer: Only audio for now. 3 each : +4 male XLR, line balance 1/4, and -10 RCA.

UNDER SEALED COVER WAS DEFINED:

One other thing, it sounds like this is new for everyone. I do want this to be clear because in the past we've had people submit their proposals and not have them in sealed cover. The concept of under a sealed cover is a very literal concept.

If you are preparing a bid that occupies a binder, that means the binder has to be in a box and the box has to be taped shut all the way around, so under sealed cover is very strict and literal. If the RFP/Bid can go in a manila envelope and be sealed in a manila envelope, that's fantastic. All copies – everything is to be sealed together either in a box or manila envelope.

The number and name of the Bid/RFP and the Procurement Specialist name, with the closing date on the outside of the sealed container. Because it cannot be accessed by anyone within the County prior to its official opening and so under sealed cover means exactly that.