

ADDENDUM NO. II

RFP NUMBER: 160511

RFP TITLE: RFP for Video and Audio System Products and Services

DEPARTMENT: Information Technology

COMMODITY: Hardware / Software

DATE OF ADDENDUM: November 6, 2017

RFP DUE DATE: November 14, 2017

RFP DUE TIME: 4:00 p.m., e.s.t.

REASON: ANSWERS TO QUESTIONS

(SIGNED): _____ (DATE): _____

(COMPANY): _____

Please sign one (1) copy of this page and return it with your proposal, or separately and clearly labelled if your proposal has already been submitted, to the Purchasing Department (email: dmkeylon@chattanooga.gov; or fax to 423-643-7244 Attn: D Keylon; or mail to Purchasing Dept., Attn: D Keylon, 101 E. 11th Street, Suite G-13, Chattanooga, TN 37402.

Retain a copy for your file.

Questions and Answers

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Question: How many rooms will there be?

Answer: There is not a set amount of rooms. Rooms that are needing upgrade will be scheduled as departments have funding available.

Question: What is the timeline for the rooms to be installed?

Answer: There is not a set timeline for the install. When a room is scheduled for an upgrade, a timeline for completion from the vendor will be expected.

Question: Will the selected vendor need badge access into each building and room?

Answer: It will depend on the building in which the room is located. Some premises are locked down, which will need badge access.

Question: Will the selected vendor have a point of contact with the City's I.T. Department for network questions? Will that POC be on site with the selected vendor?

Answer: Each room upgrade will have a Dept. of IT Project Manager contact, as well as a department contact that is over the room that is getting upgraded. The POC will be on site as needed through the progress of the project.

Question: What is the ceiling type in each room (ceiling tile, hard ceiling, other)?

Answer: Most rooms throughout the city have drop ceilings.

Question: What type of flooring is in each room?

Answer: Flooring will depend on the room location in multi-floor buildings.

Question: Are the ceiling spaces plenum rated?

Answer: This will depend on the building in which the room is located, and the rating of that building.

Question: What is the wall type in each room (hard wall, dry wall, cinder block)?

Answer: This will depend on the building in which the room is located in.

Question: Will equipment racks be located in each room? If so, will it need to be a floor-standing rack, wall-mounted rack, credenza with built-in rack, lectern with built-in rack, or other specific type?

Answer: This will depend on the room that is being upgraded. If the existing rack space can be reused, that will be the preference.

Question: Will there be a centralized rack for AV equipment in each building? If so, where will this rack be located?

Answer: Most rooms have a rack space. This will depend on the room that is being upgraded.

Question: Can you provide scalable architectural drawings for each building that shows each room's locations?

Answer: The city engineer should be able to provide drawings as the particular room is selected for upgrade.

Question: What are each room's dimensions (width, depth, and height)?

Answer: Dimensions of the room will be given as the particular room is selected for upgrade.

Question: What are the AV inputs and quantity of AV inputs for each room?

Answer: Rooms throughout the city that need to be upgraded range from small spaces to large assembly rooms. The number of inputs will depend on the room size.

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Answer: Rooms throughout the city that need to be upgraded range from small spaces to large assembly rooms. The number of outputs will depend on the room size.

Question: Is the furniture movable in each room?

Answer: Yes

Question: Will electrical power be supplied by the City or by the selected vendor?

Answer: The City

Question: Will the network drops needed be supplied by the City or by the selected vendor?

Answer: By selected vendor

Question: Will the conduits needed be supplied by the City or by the selected vendor?

Answer: By selected vendor

Question: What type of phone system is used for each building? VoIP or POTS?

Answer: VoIP

Question: How many hours of training and how many sessions are required for each room?

Answer: One session of training should be sufficient. Number of hours will be dictated by the amount of equipment installed.

Question: Will a redundant form of control be needed for each room? (ie: the control system software on a PC will mirror what is on the touch panel)

Answer: Preferably

Question: Is there a required response time for service calls? Does this depend on the severity of the issue?

Answer: Depending on severity of the issue will dictate the reasonableness of the response time.

Question: Will any of the rooms need to be streamed using cameras and microphones? If so, will this be live-streamed? Will this be a recorded session and streamed at a later date?

Answer: No

Question: If there will be an AV streaming, will the selected vendor supply the website info for the streaming or will this info be supplied and supported by the City?

Answer: N/A

Question: Re: Video distribution system that will display/share the same image on all monitors and projection... does this mean that the presentation room content will distribute the same image to the other conference rooms, or does this mean that no matter the scenarios, the display in each meeting space will display the same content?

Answer: No matter the scenarios, the display in each meeting space will display the same content.

Question: Are floor boxes utilized in the current conference rooms to provide a pathway from tables to displays and adjoining rooms?

Answer: Yes

Question: Will a list of existing equipment be furnished to bidders?

Answer: No

Question: Will there be a more specific narrative released explaining the intent of the modified systems and the system types being requested?

Answer: No

Question: Will video conferencing be needed for the upgrades, as well as audio conferencing?

Answer: Yes

Question: Please clarify if and how Appendix D: "Software Standards and Appendix E: Cloud Hosted Solution Standards apply to this RFP?

Answer: This does apply if there is a application that is need for the AV control system and if a server will be needed for housing the application. If the vendor offers hosted managed solution for the application that is needed, these appendixes will apply.

Question: Will you have a component list that needs to be priced?

Answer: We do not have a component list; in the RFP we requested that a vendor supply their product list with prices.

Question: Are you looking for specific functionality and design elements?

Answer: Functional requirements are in the RFP; no particular design elements.

Question: Will Audio mixing be required?

Answer: No, just a audio control system.

Question: If projections screens are required what type and size?

Answer: Some conference rooms are small to large. Please provide a price range for S/M/L screens.

Question: Do laser projectors need to be short throw and how many?

Answer: Possibly, it just depends on the conference room. One projector per conference room.

Question: What inputs would the room controllers needs to support? Lighting? Screen, audio, video conferencing, Inputs?

Answer: Video and audio inputs. Phone conferencing available through mics.

Question: Will there be pre bid meeting or walkthrough of the proposed meeting rooms?

Answer: The proposal is not for any particular meeting room; there will not be a walk through because all the conference rooms are different and have different needs.

Question: Will you have a component list that needs to be priced?

Answer: We do not have a component list; in the RFP we requested that a vendor supply their product list with prices.

Question: Are you looking for specific functionality and design elements?

Answer: Functional requirements are in the RFP; no particular design elements.

Question: The specifics outlined are very nebulous. We have no idea on screen sizes, type of audio, number of mics, type of mics. Will Audio mixing be required?

Answer: No, just a audio control system.

Question: If projections screens are required what type and size?

Answer: Some conference rooms are small to large. Please provide a price range for S/M/L screens.

Question: Do laser projectors need to be short throw and how many?

Answer: Possibly, it just depends on the conference room. One projector per conference room.

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Answer: Video and audio inputs. Phone conferencing available through mics.

Question: Will video conferencing or other collaborative solutions need to be provided or integrated?

Answer: Collaborative solutions, such as Chrome Box.

Question: Do you have room designs, measurements or pictures?

Answer: No. There is no one room picked out over another. This is due to individual department funding that will be available.

Question: Are you looking for advanced collaborative functions such as multiple applications, sites and users information sharing?

Answer: User information sharing, such as Barco Presentation System with multiple dongles included.

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Question: Is the contract designed to produce video production for the City or to train people to do it?

Answer: This solicitation is not for the production of videos. It is for video and audio systems for conference rooms and the associated products and services that are required for installation of the systems, training certain City employees on use of the equipment, etc., as specified in the main RFP document.

Question: How long will the contract be?

Answer: There will be a twelve (12) month blanket contract with two (2) optional twelve (12) month renewals.

Question: Has the City done something like this before?

Answer: Yes. The City has had a similar contract in place before. There are changes being made with this solicitation.