


ADDENDUM NO. 2

DATE: March 17, 2020
TO: All Proposers
FROM: Julie Smith Maxwell, Procurement Specialist
SUBJECT: Addendum No. 2 – Audio Visual System for Knoxville Fire Training Academy
PROPOSALS DUE: March 25, 2020, at 11:00:00 a.m. Eastern Time



This addendum is being published to respond to questions asked by potential proposers and to add items of clarification regarding the above-referenced Request for Proposals. This addendum becomes a part of the Contract Document and modifies the original specifications as noted.

Question 1: Can you clarify spec #7 under main training room? Will the City be providing just the laptop and podium or the other items listed: Blu-Ray player, iPad, and microphone?

Response: The City will be providing the podium and computer. Contractor shall supply all other items needed to complete the AV system upgrade to include iPad, DVD player, and microphone.

Question 2: Will the City consider keeping the current projector or upgrading to a wide screen projector?

Response: No. The City prefers upgrading its current AV system to a television style training system and not utilize projector style AV equipment.

Question 3: Do all three classrooms get their own recorder?

Response: Yes.

Question 4: Will the Contractor or the City be responsible for the drywall work needed to cover the wall once the projector has been removed?

Response: The City will be responsible for the drywall work, as well as, outlets. The Contractor shall be responsible for pulling low voltage permits for this project.

Question 5: Do you want the iPad to have a permanent mount or removable?

Response: The iPad is expected to have a mount, but it is preferred that the iPad can be removed with ease. It is expected that the instructor will have the ability to carry the iPad throughout the classroom during lectures.

Question 6: Will the City be providing the computers for all classrooms or the Contractor? Will they be new or current stock? How old are they?

Response: The Contractor will NOT supply computers. The City will supply all computers. They will be the current inventory. Computers are approximately a year old.

Question 7: Do all three classrooms need to function wirelessly? Are we using your network?

Response: Yes. All three classrooms must be wireless. Contractor will not have access to the City's network. Contractor shall provide its own internal network for functionality of the upgraded AV system.

Question 8: Will the City consider a digital whiteboard as a substitution for a large television for the Admin Office Conference room?

Response: The City will consider a digital whiteboard as an option. A television is the current preference.

Question 9: Are you keeping the current speakers?

Response: No. The current speakers shall be removed and replaced by the Contractor. Current speakers will be surplus by City staff.

Question 10: The scope calls for wall mounting. Will you consider ceiling mounting?

Response: Yes. The City will consider mounting options other than wall mounting. The intent is to provide the best visibility for all students in the classroom.

Question 11: Is there a cable pathway contenting the main classroom to the other two classrooms?

Response: Not at this time.

Question 12: Who will be responsible for providing a cable pathway between all three classrooms?

Response: The City will provide the conduit. Contractor shall be responsible for all wiring.

Question 13: Are we allowed to use space in the closet (classroom 2 & 3) for connection equipment?

Response: Yes.

Items for Clarification:

In addition to submission procedures listed within this solicitation document, the City provides the option of electronic submission. To submit your proposal/bid electronically, please follow the detailed instructions below.

Electronic Submission Procedures:

Electronic submissions shall be submitted online through the City's Procurement website. DO NOT EMAIL YOUR SUBMISSION. All proposers/bidders must register as a vendor in order to submit an electronic file.

Step One: Register as a City of Knoxville vendor

(Vendors are encouraged to complete this step **now** to ensure seamless submission process prior to deadline.)

To register as a vendor:

Visit the website at www.knoxvilletn.gov/purchasing

Click the "Vendor Registration" tab; then "Click here to register as a City of Knoxville Vendor"

Follow the prompts to complete online registration.

Note: You will be asked for a PIN. This PIN will be emailed to you and may have been sent to your spam or junk folder.

DO NOT WAIT UNTIL SUBMISSION DEADLINE TO REGISTER AS A VENDOR. The electronic submission link will be disabled at 11:00:00 a.m. Eastern time. Vendors will not have the ability to submit any electronic files once the deadline has passed.

Step Two:

Submit all materials electronically as one (1) file to City's Procurement website PRIOR to **11:00:00 a.m.** (Eastern Time) on **March 25, 2020.**

To submit electronic file:

Visit the procurement website at www.knoxvilletn.gov/bids

Click "RFP- Audio Visual System for Knoxville Fire Department Training Academy"

Click "Submit Bid" (red button located at top of screen)

Follow the prompts to upload and submit electronic file.

Submit only one (1) submission file (see notes below if must submit additional files)

Files MUST be named as the firm's name followed by the title of the project.

Example: BobsBurgers-AVSystemKFD.pdf

Should you need to merge multiple documents into one PDF, please utilize Google to download a free software intended for merging pdf documents.

END OF ADDENDUM NO. 2