

United States Bankruptcy Court

Western District of Virginia

Office of the Clerk
Commonwealth of Virginia Building - Room 200
210 Church Avenue, S.W.
Roanoke, Virginia 24011

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Clerk of Court

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Request for Proposals Audio & Video Systems Open Market Lowest Price, Technically Acceptable

RFP Number: VAWB 2019-01

Request Date: July 31, 2019

Special Notes:

This is a request for Open Market Pricing.

Statement of Work:

The Bankruptcy Court for the Western District of Virginia is requesting proposals for the replacement and upgrade of various audiovisual components in the U.S. Bankruptcy Courtroom in Roanoke, VA (location address: 210 Church Avenue, SW, Roanoke, VA 24011). All new components are to be integrated through a new Crestron interface with a new QSC audio system and an existing Polycom 700 group series video display system. All work must be approved by the court, comply with established standards, and meet all local building codes. Source code and Xpanel interface must be provided to the court upon completion of the project. This project addresses concerns in these areas: video conferencing, audio, evidence presentation, and Crestron control.

Video Conferencing details:

Existing Polycom (RealPresence 700) video conferencing system will be used and be integrated into the new Creston controls. The new Crestron system must be capable of receiving input from three existing Polycom Eagleeye 12x cameras as well as an input from the lectern evidence systems. The three existing Polycom 12x PTZ HD cameras will be wall mounted and placed in various areas of the courtroom and must be compatible with existing Polycom system and the output will feed AV scaler/distribution system capable of driving both the existing flat panel TV's, as well as 9 new 22 inch flat panel monitors (HDMI). Both existing flat panel TV displays and the new 22" Monitor displays will need to be moved and pole/wall mounted to various locations within the courtroom designated by the IT manager. Monitor displays will have the capability to display output from various court inputs.

Evidence Presentation details:

An AV scaler/switcher shall be installed in the lectern and integrated into the Crestron controls. It shall be capable of accepting VGA, DVI, HDMI, and composite video while integrating any audio accompanying each signal. The output will be sent to the AV scaler/distribution listed in the above paragraph. There shall be an appropriate patch panel that is user accessible for the inputs. A new Visual Document camera (Elmo P10HD or equal) is also to be installed in the lectern area. Modifications to the lectern furniture will be needed so that the document camera can slide out from the side of the lectern. Also, lectern will need to accommodate Crestron equipment placed in the bottom of the unit.

Crestron Control details:

Vendor shall install a Crestron control head at the Courtroom Deputy location and integrate all audio, video, and evidence throughout the court room. The final layout of the controls should follow closely what is already in place but may vary at the court's discretion.

Vendor will also move all new cabling to the first floor server room in an existing data rack.

Additional Technical Proposal Submission Requirements:

Substitutions. Brands and models of equipment mentioned above are products that meet the project requirements. Substitution of this brand name equipment with equal products is allowable unless otherwise indicated in the design. Proposals offering equal products will be considered for award if those products are clearly identified and are determined by the court to contain all of the essential characteristics of the brand name products referenced in the RFP.

If the contractor proposes to furnish an equal product, the contractor will provide all descriptive material (such as cut sheets, illustrations, drawings, or other information) necessary for the court to determine whether the substitution meets the requirements of the RFP.

Submit a technical proposal describing your approach, project management plan, and project cost(s) broken down by tasks in accordance with the statement of work listed above. Proposals are due by August 21, 2019 at 3:00 pm local time at the U. S. Bankruptcy Court, ATTN: Elizabeth Nichols, 210 Church Ave., SW, Room 200, Roanoke, VA 24011; or by email to elizabeth_nichols@vawb.uscourts.gov; or by fax to 540-857-2539.

A fixed price award from this RFP will be based on the lowest priced, technically acceptable offer.

If requested by any vendors, an on-site meeting with the court's technical representative will be held on Thursday, August 15, 2019 at 10:00am in the Bankruptcy Courtroom at 210 Church Ave., SW, 2nd floor, Roanoke, VA. To request an on-site meeting, contact Mark Norman at the number listed below.

Technical questions concerning this RFP should be directed to Mark Norman, Systems Manager at the U. S. Bankruptcy Court, at 540-795-6580. Questions concerning the RFP should be directed to Elizabeth Nichols, Chief Deputy Clerk at the U. S. Bankruptcy Court, at 540-795-6315.

APPLICABLE JUDICIARY TERMS AND CONDITIONS

1. Clause B-1, Solicitation Provisions Incorporated by Reference (SEP 2010)

This solicitation incorporates one or more solicitation provisions by reference, with the same force and effect as if they were given in full text. Upon request, the contracting officer will make their full text available. The offeror is cautioned that the listed provisions may include blocks that must be completed by the offeror and submitted with its quotation or offer. In lieu of submitting the full text of those provisions, the offeror may identify the provision by paragraph identifier and provide the appropriate information with its quotation or offer. Also, the full text of a solicitation provision may be accessed electronically at this address:

<http://www.uscourts.gov/procurement.aspx>

(end)

2. . Clause B-5, Clauses Incorporated by Reference (SEP 2010)

This contract incorporates one or more clauses by reference, with the same force and effect as if they were given in full text. Upon request, the contracting officer will make their full text available. Also, the full text of a clause may be accessed electronically at this address: <http://www.uscourts.gov/procurement.aspx>

(end)

3. The contractor shall comply with the clauses in this paragraph that the contracting officer has indicated as being incorporated in this contract: *[Contracting officer check as appropriate.]*

___ Clause 2-35 F.o.b. Destination, Within Judiciary's Premises (JAN 2003)

___ Clause 2-130 Energy Efficiency in Energy-Consuming Products (APR 2013)

___ Clause 2-135 IEEE Standard for Environmental Assessment of Personal Computer Products (APR 2013)

X Clause 3-3 Provisions, Clauses, Terms and Conditions - Small Purchases (APR 2013)

___ Clause 6-85 Commercial Computer Software License (APR 2013)

___ Clause 6-105 California E-Waste Fee (APR 2013)

___ Clause 7-115 Availability of Funds (JAN 2003)

(end)

4. Provision 3-5, Taxpayer Identification and Other Offeror Information (APR 2011)

1. (a) Definitions.

"Taxpayer Identification (TIN)," as used in this provision, means the number required by the Internal Revenue Service (IRS) to be used by the offeror in reporting income tax and other returns. The TIN may be either a social security number or an employer identification number.

2. (b) All offerors shall submit the information required in paragraphs (d) and (e) of this provision to comply with debt collection requirements of 31 U.S.C. §§ 7701(c) and 3325(d), reporting requirements of 26 U.S.C. §§ 6041, 6041A, and implementing regulations issued by the IRS. If the resulting contract is subject to the payment reporting requirements, the failure or refusal by the offeror to furnish the information may result in a 31 percent reduction of payments otherwise due under the contract.

3. (c) The TIN may be used by the government to collect and report on any delinquent amounts arising out of the offeror's relationship with the government (31 U.S.C. § 7701(c)(3)). If the resulting contract is subject to payment recording

requirements, the TIN provided hereunder may be matched with IRS records to verify the accuracy of the offeror's TIN.

4. (d) Taxpayer Identification Number (TIN): _____

1. ☐ TIN has been applied for.
2. ☐ TIN is not required, because:
 1. ☐ Offeror is a nonresident alien, foreign corporation or foreign partnership that does not have income effectively connected with the conduct of a trade or business in the United States and does not have an office or place of business or a fiscal paying agent in the United States;
 2. ☐ Offeror is an agency or instrumentality of a foreign government;
 3. ☐ Offeror is an agency or instrumentality of the federal government.

5. (e) Type of Organization:

1. ☐ sole proprietorship;
2. ☐ partnership;
3. ☐ corporate entity (not tax-exempt);
4. ☐ corporate entity (tax-exempt);
5. ☐ government entity (federal, state or local);
6. ☐ foreign government;
7. ☐ international organization per [26 CFR 1.6049-4](#);
8. ☐ other

6. (f) Contractor representations.

The offeror represents as part of its offer that it is ☐, is not ☐ 51% owned and the management and daily operations are controlled by one or more members of the selected socio-economic group(s) below:

1. ☐ Women Owned Business
2. ☐ Minority Owned Business (if selected then one sub-type is required)
 1. ☐ Black American Owned
 2. ☐ Hispanic American Owned
 3. ☐ Native American Owned (American Indians, Eskimos, Aleuts, or Native Hawaiians)
 4. ☐ Asian-Pacific American Owned (persons with origins from Burma, Thailand, Malaysia, Indonesia, Singapore, Brunei, Japan, China, Taiwan, Laos, Cambodia (Kampuchea), Vietnam, Korea, The Philippines, U.S. Trust Territory of the Pacific Islands (Republic of Palau), Republic of the Marshall Islands, Federated States of Micronesia, the Commonwealth of the Northern Mariana Islands, Guam, Samoa, Macao, Hong Kong, Fiji, Tonga, Kiribati, Tuvalu, or Nauru)
 5. ☐ Subcontinent Asian (Asian-Indian) American Owned (persons with origins from India, Pakistan, Bangladesh, Sri Lanka, Bhutan, the Maldives Islands, or Nepal)
 6. ☐ Individual/concern, other than one of the preceding.

(end)