

U.S. Bankruptcy Court - District of Minnesota
Open Market Request for Quotation
Lowest Price, Technically Acceptable

Request For Quotation

RFQ Number: USBC FY17 (03)

Training Room Audio/Video Systems Upgrade - See Attached Scope of Work

Request Date: 08/29/2017

To: Prospective Vendor

Special Notes:

This is a request for **Open Market Pricing**.

All items should be quoted **F.o.b. Destination**.

Enclosed is a Request for Quotation from the U.S. Bankruptcy Court in St. Paul, MN for Audio/Video Systems Upgrade in our Training Room located at 200 U.S. Courthouse, 316 North Robert Street, St. Paul, MN.

The Request for Quotation contains a pricing schedule and the technical specifications for the court. If you decide to submit a proposal for this project, you will need to develop and provide both a technical proposal and a price proposal. Your technical proposal shall consist of **all** of the submittals required to be provided at the time proposals are due. Your price proposal shall consist of the prices you are offering for each individual item of equipment, labor, maintenance, and travel and optional items subject to the availability of court funds if applicable. Award of this task order will be made to the company whose technically acceptable proposal offers the lowest price to the court. Substitution requests must appear in the "Substitutions" column of the Schedule B-1 spreadsheet. You must also provide the information at the top of Schedule B: B1Bid Form.

Optional items (items in addition to the optional maintenance) are included in the requirements, which the pricing for these items will be included in the overall evaluation and will be exercised based on the availability of funding. The court reserves the right to make an award based on the initial proposals, therefore, your company should submit their best pricing with their proposals.

If you would like to review the space and the existing equipment please contact the contracting officer.

PROPOSALS ARE DUE BY 12:00 noon, Tuesday, September 12. Proposal received after this date and time will be considered late. Please submit your proposal to the following address:

David R. Conn, Contracting Officer
(612) 664-5233
U.S. Bankruptcy Court - District of Minnesota
301 U.S. Courthouse, 300 South Fourth Street
Minneapolis, MN 55415

If you have any questions, please do not hesitate to contact me at 612-664-5233 or email @ dave_conn@mn.uscourts.gov.

Sincerely,

David R. Conn
Contracting Officer

U.S. Bankruptcy Court - District of Minnesota
Open Market for Quotation
Lowest Price, Technically Acceptable

Request For Quotation

See Attached Scope of Work and Specifications for Conference Room Audio/Video System Upgrade

The bottom portion must be completed and submitted with your quotation.

_____	_____
Vendors' Name	Vendor's Phone Number/fax number/email address
_____	_____
Vendor's Street Address	Vendor's City, State, and Zip Code
_____	_____
Signature of Person Authorized to Sign Quote	Date Quantity Discount or Trade- in amount
_____	_____
Printed or Typed Name of Signator	Discount Terms or Delivery Date Net 30
_____	_____
	Tax Identification # DUNS #

APPLICABLE JUDICIARY TERMS AND CONDITIONS

1. 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)

2. The following judiciary clauses, that the Contracting Officer has indicated are applicable, are incorporated in this contract by reference:

- Clause 3-3 Provisions, Clauses, Terms and Conditions - Small Purchases (JUN 2014)
- Clause 3-175 Fair Labor Standards Act and Service Contract Act – Price Adjustment (Multiple Year and Option Contracts) (JUN 2012)
- Clause 6-20 Insurance – Work on or Within a Judiciary Facility (APR 2011)
- Clause 7-55 Contractor Use of Judiciary Networks (JUN 2014)
- Clause 7-65 Protection of Judiciary Buildings, Equipment and Vegetation (APR 2013)
- Clause 7-115 Availability of Funds (JAN 2003)

3. The following full text clauses are incorporated if the Contracting Officer has marked them as applicable (X):

- Clause 2-90C Option to Extend Services (APR 2013)

The judiciary may require continued performance of any services within the limits and at the rates specified in the contract. These rates may be adjusted only as a result of revisions to prevailing labor rates provided by the Secretary of Labor. The option provision may be exercised more than once, but the total extension of performance hereunder shall not exceed 6 months. The contracting officer may exercise the option by written notice to the contractor no later than _____ calendar days prior to the contract's current expiration date *[insert the period of time within which the contracting officer may exercise the option]*.

(end)

- Clause 2-90D Option to Extend the Term of the Contract (APR 2013)

(a) The judiciary may extend the term of this contract by written notice to the contractor no later than _____ calendar days prior to the contract's current expiration date *[insert the period of time within which the contracting officer may exercise the option]*; provided that the judiciary gives the contractor a preliminary written notice of its intent to extend at least _____ calendar days [60 days unless a different number of days is inserted] before the contract expires. The preliminary notice does not commit the judiciary to an extension.

(b) If the judiciary exercises this option, the extended contract shall be considered to include this option clause.

(c) The total duration of this contract, including the exercise of any options under this clause, shall not exceed _____ (months) (years).

(end)

4. Incorporation of Department of Labor Wage Rate Determination

(If the estimated cost is over \$2,500, attach the current applicable Department of Labor wage rate determination.)

SUBMISSION OF QUOTE AND EVALUATION OF OFFERS

1. The following judiciary provisions, that the Contracting Officer has indicated are applicable, are incorporated in this solicitation:

Provision 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)

Solicitation Provisions Incorporated by Reference

- | | |
|--|--|
| <input checked="" type="checkbox"/> Provision 2-70 | Site Visit (JAN 2003) |
| <input type="checkbox"/> Provision 2-85A | Evaluation Inclusive of Options (JAN 2003) |
| <input type="checkbox"/> Provision 3-135 | Single or Multiple Awards (JAN 2003) |

Additional Solicitation Provisions

Provision 4-1, Type of Contract (JAN 2003)

The judiciary plans to award a _____ type of contract under this solicitation, and all offers shall be submitted on this basis. Alternate offers based on other contract types will not be considered.

(end)

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

(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.

(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.

(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.

(d) *Taxpayer Identification Number (TIN):* _____

- TIN has been applied for.
- TIN is not required, because:
 - 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;
 - Offeror is an agency or instrumentality of a foreign government;
 - Offeror is an agency or instrumentality of the federal government.

(e) *Type of organization:*

- sole proprietorship;
- partnership;
- corporate entity (not tax-exempt);
- corporate entity (tax-exempt);
- government entity (federal, state or local);
- foreign government;
- international organization per 26 CFR 1.6049-4;
- other _____.

(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:

- Women Owned Business
- Minority Owned Business (if selected, then one sub-type is required)
 - Black American
 - Hispanic American
 - Native American (American Indians, Eskimos, Aleuts, or Native Hawaiians)
 - Asian-Pacific American (persons with origins from Burma, Thailand, Malaysia, Indonesia, 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)
 - Subcontinent Asian (Asian-Indian) American (persons with origins from India, Pakistan, Bangladesh, Sri Lanka, Bhutan, the Maldives Islands, or Nepal)
 - Individual/concern, other than one of the preceding.

(end)

____ Provision 3-195 Exemption from Application of the Service Contract Act to Contracts for Maintenance, Calibration, or Repair of Certain Equipment – Certification (APR 2011)

(a) The offeror shall check following certification:

CERTIFICATION

The offeror does does not certify that –

(1) the items of equipment to be serviced under this contract are used regularly for other than government purposes, and are sold or traded by the offeror (or subcontractor in the case of an exempt subcontractor) in substantial quantities to the general public in the course of normal business operations;

(2) the services will be furnished at prices which are, or are based on, established catalog or market prices for the maintenance, calibration, or repair of equipment.

(i) An "established catalog price" is a price included in a catalog, price list, schedule, or other form that is regularly maintained by the manufacturer or the offeror, is either published or otherwise available for inspection by customers, and states prices at which sales currently, or were last, made to a significant number of buyers constituting the general public.

(ii) An "established market price" is a current price, established in the usual course of trade between buyers and sellers free to bargain, which can be substantiated from sources independent of the manufacturer or contractor; and

(3) the compensation (wage and fringe benefits) plan for all service employees performing work under the contract is the same as that used for these employees and equivalent employees servicing the same equipment of commercial customers.

(b) Certification by the offeror as to its compliance with respect to the contract also constitutes its certification as to compliance by its subcontractor if it subcontracts out the exempt services. If the offeror certifies to the conditions in paragraph (a) of this provision then [Clause 3-160, Service Contract Act of 1965](#), will not be included in any resultant contract to this offeror.

(c) If the offeror does not certify to the conditions in paragraph (a) of this provision –

(1) [Clause 3-215, Exemption from Application of the Service Contract Act to Contracts for Maintenance, Calibration, or Repair of Certain Equipment – Requirements](#), will not be included in any resultant contract awarded to this offeror; and

(2) the offeror shall notify the contracting officer as soon as possible, if the contracting officer did not attach a Service Contract Act wage determination to the solicitation.

(d) The contracting officer may not make an award to the offeror, if the offeror fails to execute the certification in paragraph (a) of this provision or to contact the contracting officer as required in paragraph (c) of this provision.

(end)

____ Provision 3-220 Exemption from Application of the Service Contract Act to Contracts for Certain Services – Certification (APR 2011)

(a) The offeror shall check following certification:

CERTIFICATION

The offeror [] does [] does not certify that –

(1) The services under the contract are offered and sold regularly to non-Governmental customers, and are provided by the offeror (or subcontractor in the case of an exempt subcontract) to the general public in substantial quantities in the course of normal business operations;

(2) The contract services are furnished at prices that are, or are based on, established catalog or market prices. An “established catalog price” is a price included in a catalog, price list, schedule, or other form that is regularly maintained by the manufacturer or the offeror, is either published or otherwise available for inspection by customers,

and states prices at which sales currently, or were last, made to a significant number of buyers constituting the general public. An “established market price” is a current price, established in the usual course of ordinary and usual trade between buyers and sellers free to bargain, which can be substantiated from sources independent of the manufacturer or offeror;

(3) Each service employee who will perform the services under the contract will spend only a small portion of his or her time (a monthly average of less than 20 percent of the available hours on an annualized basis, or less than 20 percent of available hours during the contract period if the contract period is less than a month) servicing the Government contract; and

(4) The offeror uses the same compensation (wage and fringe benefits) plan for all service employees performing work under the contract as the offeror uses for these employees and for equivalent employees servicing commercial customers.

(b) Certification by the offeror as to its compliance with respect to the contract also constitutes its certification as to compliance by its subcontractor if it subcontracts out the exempt services. If the offeror certifies to the conditions in paragraph (a) of this provision then [Clause 3-160, Service Contract Act of 1965](#), as amended, will not be included in any resultant contract to this offeror.

(c) If the offeror does not certify to the conditions in paragraph (a) of this provision—

(1) [Clause 3-225, Exemption from Application of the Service Contract Act to Contracts for Certain Services – Requirements](#), will not be included in any resultant contract to this offeror; and

(2) The offeror shall notify the contracting officer as soon as possible if the contracting officer did not attach a Service Contract Act wage determination to the solicitation.

(d) The contracting officer may not make an award to the offeror, if the offeror fails to execute the certification in paragraph (a) of this provision or to contact the Contracting Officer as required in paragraph (c) of this provision.

(end)

Request for Quotation



United States Bankruptcy Court District of Minnesota

Training Room Audio Visual System

August 29, 2017

Scope of Work / Technical Specifications

Design and install a multi-media audio/visual presentation system for the Court's Training Room located at the St. Paul, MN facility.

The Court currently has an existing analog audio visual system in the training room. The existing system technical drawings are attached. The Court intends to upgrade the system to a digital system that will replace the existing ceiling projector and screen, mixer, integrated Polycom video conference cart system, and other components.

Anticipated existing components to be incorporated into new system

- 4 Ceiling mounted speakers.
- Equipment Rack: Middle Atlantic RK-8
- Wireless Microphone: Shure ULXPL 124/85
- Wireless Microphone: Shure Lavalier.
- Desktop Microphone: Shure MX 418D
- 70v Power Amplifier: Extron MPA 181T
- Owner Provided PC's at rack location and lectern location.

NEW SYSTEM REQUIREMENTS

Audio Video System Upgrade

- Provide, install, and program Creston Control Panel (or equivalent) to replace existing analog Creston panel (s). Wired panel at lectern needs long enough cable to reach training table 2.
- Provide and install Shure (or equivalent) lavalier microphone.
- Provide and install Shure tabletop microphones (or equivalent) on 6 existing training tables.
 - Mount on table per customer direction and conceal wiring.
 - Integrate with control panels with local and remote muting.
- Provide and install video switching equipment processor (or equivalent).
- Provide and install digital DSP BiAmp Tesira Forte IV fixed I/O Server 12 x8, acoustic echo cancelling, 2channel VoIP, touch panel control (or equivalent).
- Desktop PC input at lectern. Digital media box with HDMI, and or VGA audio input.
- Desktop PC input at rack location. Input requirements HDMI, and or VGA audio input.
- Laptop input at training desk 2. Digital media box with HDMI, and or VGA audio input.
- Provide and install 90" LED Video Display with HDMI input, touch panel control.
- Provide and install tilting wall mount.
- Provide and install rack mounted Blu-Ray player with touch panel control
- Integrate owner provided CODEC CISCO SX80 with HDMI input/output, install wall mounted camera, and provide any necessary cables per customer direction. Touch panel control.

System Control

- An integrated control system with color touch panel (s) will provide reliable, intuitive system control.
- The controlled functions include:
 - System on/off
 - Source selection
 - Volume control
 - Video/Audio teleconference control
 - Ceiling speaker mute option
 - Other functions and layouts as specified by customer.

Integration with customers' existing equipment

- Integrate with existing equipment as specified in the attached drawings.

All material, wiring, cables, connectors, programming, installation, labor, and training for a complete operating system.

All removed existing equipment to be returned to owner.

Equipment Specification

All Equipment specified may be substituted with an equivalent. Substitutions must be approved in advance.

See attached Bid Form B-1

Terms, Conditions and Warranties

- 1) Contractor will be responsible for any damage to equipment or to the customer premises caused by any acts or omissions by employees and or its subcontractors' employees.
- 2) Contractor warrants that at the completion of the installation, the system shall conform in all material respects, to the written scope of work, approved by the customer.
- 3) Contractor warrants its installation of equipment, sold against defects in workmanship and materials for a period of one year, commencing on the date of the last day of installation labor, under this agreement, excluding any punch list items, hereinafter the warranty date.
- 4) For a period of one year, from the warranty date, Contractor shall provide its labor, free of charge to de-install or re-install defective equipment that is being repaired or replaced, under the manufacturer's warranty. Contractor will also provide programming labor as required for system control or owner requested control system changes for a period of one year,
- 5) This proposal shall include one training session. The Court will select appropriate personnel to receive training. Contractor designated personnel, will perform training based on a mutually agreed upon training schedule.
- 6) Contractor must grant the Court the right to the perpetual use of the provided control systems programming code.
- 7) Contractor will provide as built documentation including wiring diagrams, revised rack layouts, manuals, etc.

United States Bankruptcy Court, Minneapolis, MN
 Schedule B
August 15, 2017
The bidder is wholly responsible for all amounts and totals provided

		Qty	Unit Bid	Total Bid
Base Bid				
Audio Video Systems				
Training Room				
Training Room Audio/Video System Control & Power Functional Requirements				
1001	Programming, Control systems	1	\$0.00 \$	-
1002	Revisions, control system and control panel programming	1	\$0.00 \$	-
1003	Programming, DSP	1	\$0.00 \$	-
1004	New Rack Elevation Drawings with existing and new components	1	\$0.00 \$	-
1005	Tabletop Mic Installation	6	\$0.00 \$	-
Rack Elevation * Refer to drawing for existing rack configuration and equipment				
1006	Labor, Install new equipment into existing rack onsite	1	\$0.00 \$	-
1007	As-Built Drawings, Systems Documentation, Programming Code	1	\$0.00 \$	-
1008	System Design Technical Drawings	1	\$0.00 \$	-
Training Room Audio/ Video System Functional Requirements				
1009	Control Panel	1	\$0.00 \$	-
1010	Tabletop mount	1	\$0.00 \$	-
1011	Crestron Processor	1	\$0.00 \$	-
1012	Crestron POE Switch	1	\$0.00 \$	-
1013	Crestron Power Supply	1	\$0.00 \$	-
1014	Crestron Lectern Transmitter	2	\$0.00 \$	-
1015	Crestron TV Receiver	1	\$0.00 \$	-
1016	Crestron Receiver Codec	1	\$0.00 \$	-
1017	Crestron Keypad Interface	1	\$0.00 \$	-
1018	Blue Ray Player	1	\$0.00 \$	-
1019	90" LED Flat Screen TV	1	\$0.00 \$	-
1020	TV Wall mount	1	\$0.00 \$	-
1021	Digital Signal Processor	1	\$0.00 \$	-
1022	Tabletop Microphones	6	\$0.00 \$	-
1023	Cables e.g. HDMI, Etc, Connectors, active signals	1	\$0.00 \$	-
1025	Equipment Installation and Integration Labor	1	\$0.00 \$	-
GRAND TOTAL (Base Bid, CFE and all Options) SYSTEMS SUMMARY				
2000	BASE SYSTEM			
2001	Total Equipment/Material		\$	-
2002	Grand Total Including Programming, Wiring, Installation, and Misc. Labor and 1st Year Warranty		\$	-
3000	PER DIEM			
3001	Fixed Price Line Item for Travel			\$0.00
3002	Number of Trips x Cost per Trip			\$0.00
TOTAL PRICE FOR SYSTEM				\$0.00
4000	OPTIONAL MAINTENANCE			
4001	Total Optional Maintenance Year 2		Warranty	\$0.00
4002	Total Optional Maintenance Year 3		Warranty	\$0.00
5000	OPTIONAL HOURLY LABOR CHARGES for T&M			
5001	Rate per hour		Per Hr.	

SUBSTITUTIONS Please List and include specs