

City of Fayetteville Staff Review Form

2014-0338

Legistar File ID

8/19/2014

City Council Meeting Date - Agenda Item Only
N/A for Non-Agenda Item

Fritz Gisler

8/1/2014

Government Channel /
Communications & Marketing Department
Division / Department

Submitted By

Submitted Date

Action Recommendation:

Award Bid #14-44 to B & H Photo Video in the amount of \$26,971.13 for the purchase of equipment for Location Production System.

Budget Impact:

4470.9470.5210.00

Sales Tax Capital Improvement

Account Number

Fund

14005

Location Production System

Project Number

Project Title

Budgeted Item? Yes

Current Budget \$ 65,000.00

Funds Obligated \$ 21,390.64

Current Balance \$ **43,609.36**

Does item have a cost? Yes

Item Cost \$ 26,971.13

Budget Adjustment Attached? No

Budget Adjustment \$ -

Remaining Budget \$ **16,638.23**

V20140610

Previous Ordinance or Resolution # _____

Original Contract Number: _____

Approval Date: _____

Comments:

[Signature] 8/14/14
Paul a. Anderson 8-4-2014
[Signature] 8-5-14

ENTERED 8-1-14 PM
ENTERED 8/4/14 PA
[Signature]



CITY COUNCIL AGENDA MEMO

MEETING OF AUGUST 19, 2014

TO: City Council
THRU: Don Marr, Chief of Staff
FROM: Fritz Gisler, Director of Media Services
DATE: August 1, 2014
SUBJECT: Bid Award for Location Production System Equipment

RECOMMENDATION:

Award Bid #14-44 to B & H Photo Video in the amount of \$26,971.13 for the purchase of components for Project #14005, Location Production System.

BACKGROUND:

The City Council approved the budget for Capital Improvement Project #14005, Location Production System. The Location Production System will be used by Media Services staff to record multi-camera productions in the field. The system will improve staff efficiency and provide faster program turn-around time for selected meetings and other events (i.e. Mayor's Town Hall Meetings, Gullely Park Concerts) that occur in locations outside City Hall and the Television Center.

DISCUSSION:

Quotes were initially requested, and one vendor provided the lowest quote on several items. Due to the total cost of the individual components being sourced from a single vendor, a Request for Bid was required. Bids were opened on July 25, 2014. B & H Photo Video provided the lowest bid that met the specifications. Purchasing discovered a clerical error in the Bid Document from B&H. The total amount on the Bid Document is \$25,931.92. Purchasing checked the addition and the correct amount is \$26,971.13, which is reflected on the Bid Tabulation provided by Purchasing. The transaction will be made using a PCard so a PO Request is not attached.

BUDGET/STAFF IMPACT:

None.

RESOLUTION NO. _____

A RESOLUTION TO AWARD BID #14-44 AND AUTHORIZE THE PURCHASE OF COMPONENTS FOR A LOCATION PRODUCTION SYSTEM FROM B&H PHOTO-VIDEO CORP. IN THE AMOUNT OF \$26,971.13 FOR USE BY THE MEDIA SERVICES DIVISION

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF FAYETTEVILLE, ARKANSAS:

Section 1. That the City Council of the City of Fayetteville, Arkansas hereby awards Bid #14-44 and authorizes the purchase of components for a Location Production System from B&H Photo-Video Corp. in the amount of \$26,971.13 for use by the Media Services Division.

PASSED and APPROVED this 19th day of August, 2014.

APPROVED:

ATTEST:

By: _____
LIONELD JORDAN, Mayor

By: _____
SONDRA E. SMITH, City Clerk/Treasurer



City of Fayetteville, Arkansas
Purchasing Division
OFFICIAL BID TABULATION
Bid 14-44, Remote Production System
Friday, July 25, 2014 3:00 PM

ITEM	Description	Qty.	Ea	B & H Photo		Southwest Audio-Visual		VSA Inc		Washington Professional System	
				Price Ea	Total Price	Price Ea	Total Price	Price Ea	Total Price	Price Ea	Total Price
1	PTZ Camera	3	x	\$ 3,075.00	\$ 9,225.00	\$ 3,239.00	\$ 9,717.00	\$ 3,122.00	\$ 9,366.00	\$ 3,250.00	\$ 9,750.00
2	Interface Card for PTZ Camera	3	x	\$ 1,285.00	\$ 3,855.00	\$ 1,350.00	\$ 4,050.00	\$ 1,305.00	\$ 3,915.00	\$ 1,391.00	\$ 4,173.00
3	IP Remote Controller for PTZ Camera	1	x	\$ 1,545.00	\$ 1,545.00	\$ 1,620.00	\$ 1,620.00	\$ 1,565.00	\$ 1,565.00	\$ 1,666.50	\$ 1,666.50
4	8 Input Auto Mixer	2	x	\$ 695.00	\$ 1,390.00	\$ 839.00	\$ 1,678.00	\$ 805.00	\$ 1,610.00	\$ 750.00	\$ 1,500.00
5	6 Input Auto Mixer	1	x	\$ 1,684.00	\$ 1,684.00	\$ 769.00	\$ 769.00	\$ 740.00	\$ 740.00	\$ 683.00	\$ 683.00
6	Digital Video Recorder	1	x	\$ 1,684.00	\$ 1,684.00	\$ 1,699.00	\$ 1,699.00	\$ 1,680.00	\$ 1,680.00	\$ 1,770.00	\$ 1,770.00
7	Rack Power Distribution	3	x	\$ 47.00	\$ 141.00	\$ 52.00	\$ 156.00	\$ 64.50	\$ 193.50	\$ 62.50	\$ 187.50
8	Tripods	3	x	\$ 272.00	\$ 816.00	\$ 1,395.00	\$ 4,185.00	\$ 280.85	\$ 842.55	\$ 300.00	\$ 900.00
9	Tripod Cases	3	x	\$ 105.00	\$ 315.00	\$ 129.00	\$ 387.00	\$ 175.00	\$ 525.00	\$ 139.00	\$ 417.00
10	Cable Reel	3	x	\$ 46.97	\$ 140.91	\$ 52.00	\$ 156.00	\$ 65.00	\$ 195.00	\$ 55.00	\$ 165.00
11	Fan-Out Coiling Reel Hub Adaptor	3	x	\$ 22.77	\$ 68.31	\$ 25.00	\$ 75.00	\$ 284.00	\$ 852.00	\$ 24.00	\$ 72.00
12	Rack Mount Audio Amplifier	1	x	\$ 221.00	\$ 221.00	\$ 259.00	\$ 259.00	\$ 265.00	\$ 265.00	\$ 275.00	\$ 275.00
13	Ethernet Switch for Camera Networking	1	x	\$ 32.00	\$ 32.00	\$ 52.00	\$ 52.00	\$ 47.00	\$ 47.00	\$ 39.50	\$ 39.50
14	DVI/VGA to SKI Video Scaler	1	x	\$ 1,569.95	\$ 1,569.95	\$ 2,039.00	\$ 2,039.00	\$ 2,035.00	\$ 2,035.00	\$ 1,800.00	\$ 1,800.00
15	Analog Video to SDI Converter	1	x	\$ 248.00	\$ 248.00	\$ 264.00	\$ 264.00	\$ 267.00	\$ 267.00	\$ 267.00	\$ 267.00
16	DVD Player	1	x	\$ 272.22	\$ 272.22	\$ 374.00	\$ 374.00	\$ 360.00	\$ 360.00	\$ 360.00	\$ 360.00
17	6 Input Multi-Viewer	1	x	\$ 2,849.00	\$ 2,849.00	\$ 3,219.00	\$ 3,219.00	\$ 3,390.00	\$ 3,390.00	\$ 3,290.00	\$ 3,290.00
18	Rack Mount Audio Monitor	1	x	\$ 381.00	\$ 381.00	\$ 418.00	\$ 418.00	\$ 455.00	\$ 455.00	\$ 404.00	\$ 404.00
19	Audio Distribution Amplifier	1	x	\$ 139.97	\$ 139.97	\$ 172.00	\$ 172.00	\$ 165.00	\$ 165.00	\$ 163.00	\$ 163.00
20	2 Rack Unit Blank Panel	2	x	\$ 10.18	\$ 20.36	\$ 11.00	\$ 22.00	\$ 12.60	\$ 25.20	\$ 9.75	\$ 19.50
21	1 Rack Unit Blank Panel	2	x	\$ 9.80	\$ 19.60	\$ 9.00	\$ 18.00	\$ 11.40	\$ 22.80	\$ 7.52	\$ 15.04
22	3 Rack Unit Blank Panel	1	x	\$ 12.00	\$ 12.00	\$ 13.00	\$ 13.00	\$ 19.60	\$ 19.60	\$ 13.50	\$ 13.50
23	Rack Shelf 1 U	2	x	\$ 41.36	\$ 82.72	\$ 29.00	\$ 58.00	\$ 37.60	\$ 75.20	\$ 31.50	\$ 63.00
24	Rack Shelf 2U	1	x	\$ 36.59	\$ 36.59	\$ 34.00	\$ 34.00	\$ 46.60	\$ 46.60	\$ 44.00	\$ 44.00
25	Rack Drawer 3U	2	x	\$ 111.25	\$ 222.50	\$ 69.00	\$ 138.00	\$ 51.00	\$ 102.00	\$ 98.50	\$ 197.00
TOTAL BID				\$	26,971.13	\$	31,572.00	\$	28,759.45	\$	28,234.54

*NOTICE: Bid award is contingent upon vendor meeting minimum specifications and formal authorization by City officials.

CERTIFIED:

P. Vice

C. Reef

7-25-14

P. Vice, Purchasing Manager

Witness

Date

** Highlight Denotes Calculation Error

Government & Educational
Sales Department

420 Ninth Avenue
New York, NY 10001



Tel: (212) 239-7503
800 947-8003

Fax (212) 239-7740
800 858-5517

E-mail: biddept@bhphotovideo.com

T H E P R O F E S S I O N A L ' S S O U R C E

Dear B&H Customer,

Please allow us to remind you that it is of the utmost importance for all buyers to reference our unique Quote/Reference Number on each Purchase Order you place with us.

We do this to ensure that your agency receives the exact price we applied to your solicitation, which includes all applicable terms and conditions set forth in your bid. Following these instructions will eliminate processing or administrative errors.

The Quote/Reference Number for this bid is 493825170.

We are happy to serve you and look forward to many future years of fulfilling your imaging needs.

Sincerely,

B&H Photo - Video Corp.



City of Fayetteville, Arkansas
Purchasing Division – Room 306
113 W. Mountain
Fayetteville, AR 72701
Phone: 479.575.8220
TDD (Telecommunication Device for the Deaf): 479.521.1316

INVITATION TO BID

INVITATION TO BID: Bid 14-44, Remote Production System Components

DEADLINE: Friday, July 25, 2014 before 3:00 PM local time

DELIVERY LOCATION: Room 306 – 113 W. Mountain, Fayetteville, AR 72701

PURCHASING AGENT: Andrea Foren, CPPO, CPPB, aforen@fayetteville-ar.gov

DATE OF ISSUE AND ADVERTISEMENT: Wednesday, July 9, 2014

INVITATION TO BID

Bid 14-44, Remote Production System Components

No late bids will be accepted. Bids shall be submitted in sealed envelopes labeled with the name and address of the bidder.

All bids shall be submitted in accordance with the attached City of Fayetteville specifications and bid documents attached hereto. Each bidder is required to fill in every blank and shall supply all information requested; failure to do so may be used as basis of rejection.

The undersigned hereby offers to furnish & deliver the articles or services as specified, at the prices & terms stated herein, and in strict accordance with the specifications and general conditions of bidding, all of which are made a part of this offer. This offer is not subject to withdrawal unless upon mutual written agreement by the Proposer/Bidder and City Purchasing Manager.

Name of Firm: Nathan Hirschman

Contact Person: B & H Foto & Electronics Corp / Bid Officer
420 Ninth Ave, New York NY 10001 Title: _____

E-Mail: _____
Tel: 212-239-7503 / 800-947-8003 Ext 2949
Fax: 212-239-7509 / 800-743-0895
Email: nathanh@bhphoto.com Phone: _____

Business Address: _____

City: _____ State: _____ Zip: _____

Signature: Date: 7-22-14

City of Fayetteville
 Bid 14-44, Remote Production System Components
 Bid Form

ITEM	DESCRIPTION	QTY	PRICE/EA	TOTAL PRICE
1	PTZ Camera Manufacturer: <u>SONY</u>	3	\$ <u>3075.00</u> Model: <u>BRCZ330</u>	\$ <u>9225.00</u>
2	Interface Card for PTZ Camera Manufacturer: <u>SONY</u>	3	\$ <u>1285.00</u> Model: <u>BRBKIP10</u>	\$ <u>3855.00</u>
3	IP Remote Controller for PTZ Camera Manufacturer: <u>SONY</u>	1	\$ <u>1545.00</u> Model: <u>RMIP10</u>	\$ <u>1545.00</u>
4	8 Input Auto Mixer Manufacturer: <u>RANE</u>	2	\$ <u>695.00</u> Model: <u>AM2</u>	\$ <u>1390.00</u>
5	6 Input Auto Mixer Manufacturer: <u>RANE</u>	1	\$ <u>1684.00</u> Model: <u>AM1</u>	\$ <u>1684.00</u>
6	Digital Video Recorder Manufacturer: <u>Blackmagic Design</u>	1	\$ <u>1684.00</u> Model: <u>HYPSTPRO2</u>	\$ <u>1684.00</u>
7	Rack Power Distribution Manufacturer: <u>FURMAN</u>	3	\$ <u>47.00</u> Model: <u>M8X2</u>	\$ <u>141.00</u>
8	Tripods Manufacturer: <u>Manfrotto</u>	3	\$ <u>272.00</u> Model: <u>028B</u>	\$ <u>816.00</u>
9	Tripod Cases Manufacturer: <u>SKB</u>	3	\$ <u>105.00</u> Model: <u>1SKBR3709W</u>	\$ <u>315.00</u>
10	Cable Reel Manufacturer: <u>CAMPLEX</u>	3	\$ <u>46.97</u> Model: <u>JACKREELF4</u>	\$ <u>140.91</u>
11	Fan-out Coiling Reel Hub Adaptor Manufacturer: <u>CAMPLEX</u>	3	\$ <u>22.77</u> Model: <u>JACKRLF4RH1</u>	\$ <u>68.31</u>

12	Rack Mount Audio Amplifier Manufacturer: <u>CROWN</u>	1	\$ <u>221.00</u> Model: <u>XLS1000</u>	\$ <u>221.00</u>
13	Ethernet Switch for Camera Networking Manufacturer: <u>NETGEAR</u>	1	\$ <u>32.00</u> Model: <u>GS105NA</u>	\$ <u>32.00</u>
14	DVI/VGA to SDI Video Scaler Manufacturer: <u>TV-ONE</u>	1	\$ <u>1569.95</u> Model: <u>C22105A</u>	\$ <u>1569.95</u>
15	Analog Video to SDI Converter Manufacturer: <u>Blackmagic</u>	1	\$ <u>248</u> Model: <u>CONVMASA4K</u>	\$ <u>248</u>
16	DVD Player Manufacturer: <u>TASCAM</u>	1	\$ <u>272.22</u> Model: <u>DVD01U</u>	\$ <u>272.22</u>
17	6 Input Multi-viewer Manufacturer: <u>KRAMER</u>	1	\$ <u>2849.00</u> Model: <u>MV6</u>	\$ <u>2849.00</u>
18	Rack Mount Audio Monitor Manufacturer: <u>FOSTEX</u>	1	\$ <u>381</u> Model: <u>RM2</u>	\$ <u>381</u>
19	Audio Distribution Amplifier Manufacturer: <u>KRAMER</u>	1	\$ <u>139.97</u> Model: <u>VM50AN</u>	\$ <u>139.97</u>
20	2 Rack Unit Blank Panel Manufacturer: <u>Middle Atlantic</u>	2	\$ <u>10.18</u> Model: <u>PHBL2</u>	\$ <u>20.36</u>
21	1 Rack Unit Blank Panel Manufacturer: <u>Middle Atlantic</u>	2	\$ <u>9.80</u> Model: <u>PHBL1</u>	\$ <u>19.60</u>
22	3 Rack Unit Blank Panel Manufacturer: <u>Middle Atlantic</u>	1	\$ <u>12.00</u> Model: <u>PHBL3</u>	\$ <u>12.00</u>
23	Rack Shelf 1U Manufacturer: <u>Middle Atlantic</u>	2	\$ <u>41.36</u> Model: <u>U1</u>	\$ <u>82.72</u>

24	Rack Shelf 2U Manufacturer: <u>Middle Atlantic</u>	1	\$ <u>36.59</u>	\$ <u>36.59</u>
		Model:	<u>U2</u>	
25	Rack Drawer 3U Manufacturer: <u>Middle Atlantic</u>	2	\$ <u>111.25</u>	\$ <u>222.50</u>
		Model:	<u>3U</u>	
TOTAL BID				\$ <u>25931.92</u>

Bids shall be submitted on this bid form *in its entirety* AND *accompanied by descriptive literature* on the products being bid. The City reserves the right to award this bid based on the City's best interest at the time of product order. The City intends to award this bid all or none.

THIS BID FORM CONTINUES ON THE NEXT PAGE.

Unsigned bids will be rejected. Items marked * are mandatory for consideration.

*NAME OF FIRM: _____

Purchase Order/Payments shall be issued to this name

*D/B/A or Corporation Name _____

*BUSINESS ADDRESS: _____

Nathan Hirschman
B & H Foto & Electronics Corp / Bid Officer
420 Ninth Ave, New York NY 10011
*STATE: New York
Tel: 212-239-7503 / 800-947-8003 Ext 2949
Fax: 212-239-7509 / 800-743-0895
Email: nathanh@bhphoto.com

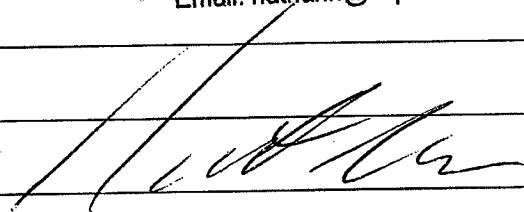
*CITY: _____

*PHONE: _____

*E-MAIL: _____

*BY: (PRINTED NAME) _____

*AUTHORIZED SIGNATURE: _____



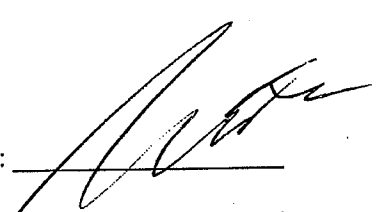
*TITLE: _____

DUNS NUMBER: 116012659 CAGE NUMBER: 24053

*TAX ID NUMBER: 132768071

Acknowledge Addendums:

Addendum No. 1 Dated: 7/17/14 Acknowledged by: _____



Addendum No. _____ Dated: _____ Acknowledged by: _____

Addendum No. _____ Dated: _____ Acknowledged by: _____

Addendum No. _____ Dated: _____ Acknowledged by: _____

City of Fayetteville
Bid 14—44, Remote Production System Components
General Terms and Conditions

1. SUBMISSION OF BID & BID EVALUATION:

- a. Bids shall be reviewed following the stated deadline, as shown on the cover sheet of this document.
- b. Bidders shall submit bids based on documentation published by the Fayetteville Purchasing Division.
- c. Bids shall be enclosed in sealed envelopes or packages addressed to the City of Fayetteville, Purchasing Division, Room 306, 113 W. Mountain, Fayetteville, AR 72701. The name, address of the firm and Bid, RFP, or RFQ number shall be on the outside of the packaging as well as on any packages enclosed in shipping containers or boxes.
- d. The City will not be responsible for misdirected bids. Vendor should call the Purchasing Office at 479.575.8220 to ensure correct receipt of bidding documents prior to opening time and date listed on the bid form.
- e. Bidders must have experience in providing products and/or services of the same or similar nature.
- f. Bidder is advised that exceptions to any of the terms contained in this bid must be identified in its response to the bid. Failure to do so may lead the City to declare any such term non-negotiable. Proposer's desire to take exception to a non-negotiable term will not disqualify it from consideration for award.
- g. Local time is defined as the time in Fayetteville, Arkansas on the due date of the deadline. Bids shall be received before the time as shown by the atomic clock located in the Purchasing Division Office.
- h. Bids will be evaluated and awarded based on the best interest of the City of Fayetteville. The City reserves the right to award bids in their entirety, none, or by line item.

2. WRITTEN REQUESTS FOR INTERPRETATIONS OR CLARIFICATION:

No oral interpretations will be made to any firms as to the meaning of specifications or any other contract documents. All questions pertaining to the terms and conditions or scope of work of this bid must be sent in writing via e-mail to the Purchasing Agent. Responses to questions may be handled as an addendum if the response would provide clarification to the requirements of the bid. All such addenda shall become part of the contract documents. The City will not be responsible for any other explanation or interpretation of the proposed bid made or given prior to the award of the contract.

3. DESCRIPTION OF SUPPLIES AND SERVICES:

Any reference to a particular brand or manufacturer is done in an effort to establish an acceptable level of quality for this project. Brands or manufacturers that are included in bid that are of at least equal quality, size, design, and specification as to what has been specified, will be acceptable for consideration only if approved by the City of Fayetteville Purchasing Division. The City of Fayetteville reserves the right to accept or reject any requested equal.

4. RIGHTS OF CITY OF FAYETTEVILLE BID PROCESS:

In addition to all other rights of the City of Fayetteville, under state law, the City specifically reserves the following:

- a. The City of Fayetteville reserves the right to select the bid that it believes will serve the best interest of the City.
- b. The City of Fayetteville reserves the right to accept or reject any or all bids.
- c. The City of Fayetteville reserves the right to cancel the entire bid.
- d. The City of Fayetteville reserves the right to remedy or waive technical or immaterial errors in the invitation to bid or in bids submitted.
- e. The City of Fayetteville reserves the right to request any necessary clarifications, additional information, or data without changing the terms of the bid.

5. COSTS INCURRED BY BIDDERS:

All expenses involved with the preparation and submission of bids to the City, or any work performed in connection therewith, shall be borne solely by the bidder(s). No payment will be made for any responses received, or for any other effort required of, or made by, the bidder(s) prior to contract commencement.

6. CONFLICT OF INTEREST:

- a. The bidder represents that it presently has no interest and shall acquire no interest, either direct or indirect, which would conflict in any manner with the performance or services required hereunder, as provided in City of Fayetteville Code Section 34.26 titled "Authority of City Employee to Contract With The City".
- b. All bidders shall promptly notify Andrea Foren, City Purchasing Agent, in writing, of all potential conflicts of interest for any prospective business association, interest, or other circumstance which may influence or appear to influence the bidder's judgment or quality of services being provided. Such written notification shall identify the prospective business association, interest or circumstance, the nature of which the bidder may undertake and request an opinion to the City as to whether the association, interest or circumstance would, in the opinion of the City, constitute a conflict of interest if entered into by the bidder. The City agrees to communicate with the bidder its opinion via e-mail or first-class mail within thirty days of receipt of notification.

7. WITHDRAWAL OF PROPOSAL:

A bid may be withdrawn prior to the time set for the bid submittal, based on a written request from an authorized representative of the firm; however, a bid shall not be withdrawn after the time set for the bid unless approved by the Purchasing Division.

8. LATE PROPOSAL OR MODIFICATIONS:

1. Bid modifications received after the time set for the bid submittal shall not be considered. Modifications in writing received prior to the deadline will be accepted. The City will not be responsible for misdirected bids. Bidders should call the Purchasing Division at (479) 575-8220 to insure receipt of their submittal documents prior to opening time and date listed.

9. LOCAL, STATE, AND FEDERAL COMPLIANCE REQUIREMENTS:

- a. The laws of the State of Arkansas apply to any purchase made under this bid. Bidders shall comply with all local, state, and federal directives, orders and laws as applicable to this proposal and subsequent

contract(s) including but not limited to Equal Employment Opportunity (EEO), Disadvantaged Business Enterprises (DBE), & OSHA as applicable to this contract.

- b. Pursuant to Arkansas Code Annotated §22-9-203 The City of Fayetteville encourages all *qualified* small, minority and women business enterprises to bid on and receive contracts for goods, services, and construction. Also, City of Fayetteville encourages all general contractors to subcontract portions of their contract to *qualified* small, minority and women business enterprises.

10. PROVISION FOR OTHER AGENCIES:

Unless otherwise stipulated by the bidder, the bidder agrees to make available to all Government agencies, departments, municipalities, and counties, the proposal prices submitted in accordance with said proposal terms and conditions therein, should any said governmental entity desire to buy under this proposal. Eligible Users shall mean all state of Arkansas agencies, the legislative and judicial branches, political subdivisions (counties, local district school boards, community colleges, municipalities, counties, or other public agencies or authorities), which may desire to purchase under the terms and conditions of the contract.

11. COLLUSION:

The Proposer, by affixing his or her signature to this proposal, agrees to the following: "bidder certifies that his or her bid is made without previous understanding, agreement, or connection with any person, firm or corporation making a proposal for the same item(s) and/or services and is in all respects fair, without outside control, collusion, fraud, or otherwise illegal action."

12. RIGHT TO AUDIT, FOIA, AND JURISDICITON:

- a. The City of Fayetteville reserves the privilege of auditing a vendor's records as such records relate to purchases between the City and said vendor.
- b. Freedom of Information Act: City contracts and documents prepared while performing City contractual work are subject to the Arkansas Freedom of Information Act. If a Freedom of Information Act request is presented to the City of Fayetteville, the (Contractor) will do everything possible to provide the documents in a prompt and timely manner as prescribed in the Arkansas Freedom of Information Act (A.C.A. §25-19-101 et. seq.). Only legally authorized photocopying costs pursuant to the FOIA may be assessed for this compliance.
- c. Legal jurisdiction to resolve any disputes shall be in Washington County, Arkansas with Arkansas law applying to the case.

13. CITY INDEMNIFICATION:

The successful bidder(s) agrees to indemnify the City and hold it harmless from and against all claims, liability, loss, damage or expense, including but not limited to counsel fees, arising from or by reason of any actual or claimed trademark, patent or copyright infringement or litigation based thereon, with respect to the goods or any part thereof covered by this order, and such obligation shall survive acceptance of the goods and payment thereof by the City.

14. VARIANCE FROM STANDARD TERMS & CONDITIONS:

All standard terms and conditions stated in this request for bid apply to this contract except as specifically stated in the subsequent sections of this document, which take precedence, and should be fully understood by bidders prior to

submitting a proposal on this requirement.

15. ADA REQUIREMENT FOR PUBLIC NOTICES & TRANSLATION:

Persons with disabilities requiring reasonable accommodation to participate in this proceeding/event, should call 479.521.1316 (telecommunications device for the deaf), not later than seven days prior to the deadline. Persons needing translation of this document shall contact the City of Fayetteville, Purchasing Division, immediately.

16. PROCUREMENT POLICY FOR RECYCLED MATERIALS:

The City of Fayetteville wishes to encourage its bidders to use recycled products in fulfilling contractual obligations to the City and that such practices will serve as a model for other public entities and private sector companies.

17. PAYMENTS AND INVOICING:

The bidder must specify in their bid the exact company name and address which must be the same as invoices submitted for payment as a result of award of this bid. Further, the successful bidder is responsible for immediately notifying the Purchasing Division of any company name change, which would cause invoicing to change from the name used at the time of the original bid. Payment will be made within thirty days of invoice received. The City of Fayetteville is very credit worthy and will not pay any interest, fees, or penalty for untimely payments. **Payments can be processed through bidder's acceptance of Visa at no additional costs to the City for expedited payment processing.** The City will not agree to any nonrefundable deposit or retainer that would remain property of the bidder even if the hourly work actually performed by the bidder would not justify such fee.

The City will pay the awarded bidder based on unit prices provided on invoicing. Progress payments will be made after approval and acceptance of work and submission of invoice. Payments will be made within 30 days of accepted invoice.

18. CANCELLATION:

- a. The City reserves the right to cancel this contract without cause by giving thirty (30) days prior notice to the Contractor in writing of the intention to cancel or with cause if at any time the Contractor fails to fulfill or abide by any of the terms or conditions specified.
- b. Failure of the contractor to comply with any of the provisions of the contract shall be considered a material breach of contract and shall be cause for immediate termination of the contract at the discretion of the City of Fayetteville.
- c. In addition to all other legal remedies available to the City of Fayetteville, the City reserves the right to cancel and obtain from another source, any items and/or services which have not been delivered within the period of time from the date of order as determined by the City of Fayetteville.
- d. In the event sufficient budgeted funds are not available for a new fiscal period, the City shall notify the vendor of such occurrence and contract shall terminate of the last day of the current fiscal period without penalty or expense to the City

19. ASSIGNMENT, SUBCONTRACTING, CORPORATE ACQUISITIONS AND/OR MERGERS:

- a. The Contractor shall perform this contract. No assignment of subcontracting shall be allowed without prior written consent of the City. If a bidder intends to subcontract a portion of this work, the bidder shall disclose such intent in the bid submitted as a result of this bid.

- b. In the event of a corporate acquisition and/or merger, the Contractor shall provide written notice to the City within thirty (30) calendar days of Contractor's notice of such action or upon the occurrence of said action, whichever occurs first. The right to terminate this contract, which shall not be unreasonably exercised by the City, shall include, but not be limited to, instances in which a corporate acquisition and/or merger represent a conflict of interest or are contrary to any local, state, or federal laws. Action by the City awarding a proposal to a firm that has disclosed its intent to assign or subcontract in its response to the bid, without exception shall constitute approval for purpose of this Agreement.

20. NON-EXCLUSIVE CONTRACT:

Award of this bid shall impose no obligation on the City to utilize the vendor for all work of this type, which may develop during the contract period. This is not an exclusive contract. The City specifically reserves the right to concurrently contract with other companies for similar work if it deems such an action to be in the City's best interest. In the case of multiple-term contracts, this provision shall apply separately to each item.

21. LOBBYING:

Lobbying of selection committee members, City of Fayetteville employees, or elected officials regarding request for proposals, request for qualifications, bids or contracts, during the pendency of bid protest, by the bidder/proposer/protestor or any member of the bidder's/proposer's/protestor's staff, and agent of the bidder/proposer/protestor, or any person employed by any legal entity affiliated with or representing an organization that is responding to the request for proposal, request for qualification, bid or contract, or has a pending bid protest is strictly prohibited either upon advertisement or on a date established by the City of Fayetteville and shall be prohibited until either an award is final or the protest is finally resolved by the City of Fayetteville; provided, however, nothing herein shall prohibit a prospective/bidder/proposer from contacting the Purchasing Division to address situations such as clarification and/or questions related to the procurement process. For purposes of this provision lobbying activities shall include but not be limited to, influencing or attempting to influence action or non-action in connection with any request for proposal, request for qualification, bid or contract through direct or indirect oral or written communication or an attempt to obtain goodwill of persons and/or entities specified in this provision. Such actions may cause any request for proposal, request for qualification, bid or contract to be rejected.

22. ADDITIONAL REQUIREMENTS:

The City reserves the right to request additional services relating to this bid from the bidder. When approved by the City as an amendment to the contract and authorized in writing prior to work, the Contractor shall provide such additional requirements as may become necessary.

23. ADD OR DELETE LOCATIONS OR SERVICES:

The City reserves the right to unilaterally add or delete locations and/or services, either collectively or individually, at the City's sole option, at any time after award has been made as may be deemed necessary or in the best interests of the City. In such case, the Contractor(s) will be required to provide services to this contract in accordance with the terms, conditions, and specifications.

24. INTEGRITY OF BID DOCUMENTS:

Bidders shall use the original bid form(s) provided by the Purchasing Division and enter information only in the spaces where a response is requested. Bidders may use an attachment as an addendum to the bid form(s) if sufficient space is not available on the original form for the bidder to enter a complete response. Any modifications or alterations to the

original documents by the bidder, whether intentional or otherwise, will constitute grounds for rejection of such response. Any such modifications or alterations a bidder wishes to propose shall be clearly stated in the bidder's response and presented in the form of an addendum to the original bid documents.

25. OTHER GENERAL CONDITIONS:

- a) Bidder is presumed to be familiar with all federal, state, and city laws, ordinances, and regulations which in any manner affect those engaged or employed in the Work, or the materials or equipment used, or that in any way affect the Work and shall in all respects comply with said laws, ordinances, and regulations. No claim of misunderstanding or ignorance on the part of Bidder or Proposer will in any way serve to modify the provisions of the contract. No representations shall be binding unless embodied in the contract.
- b) Prices shall include all labor, materials, overhead, profit, insurance, shipping, freight, etc., to cover the products and services presented. *Sales tax shall not be included in the bid price.* Applicable Arkansas sales tax laws will apply when necessary but will not be considered in award of this project.
- c) Each bidder should state the anticipated number of days from the date of receipt of an order for delivery of services to the City of Fayetteville.
- d) Bidders must provide the City with their bids signed by an employee having legal authority to submit bids on behalf of the bidder. The entire cost of preparing and providing responses shall be borne by the bidder.
- e) The City reserves the right to request any additional information it deems necessary from any or all bidders after the submission deadline.
- f) The request for bid is not to be construed as an offer, a contract, or a commitment of any kind; nor does it commit the city to pay for any costs incurred by bidder in preparation. It shall be clearly understood that any costs incurred by the Proposer in responding to this request for proposal is at the bidder's own risk and expense as a cost of doing business. The City of Fayetteville shall not be liable for reimbursement to the Proposer for any expense so incurred, regardless of whether or not the proposal is accepted.
- g) If products, components, or services other than those described in this bid document are proposed, the bidder must include complete descriptive literature for each. All requests for additional information must be received within five working days following the request.
- h) NOTE: Any uncertainties shall be brought to the attention to Andrea Foren immediately via telephone (479.575.8220) or e-mail (aforen@fayetteville-ar.gov). It is the intent and goal of the City of Fayetteville Purchasing Division to provide documents providing a clear and accurate understanding of the scope of work to be completed and/or goods to be provided. We encourage all interested parties to ask questions to enable all bidders to be on equal bidding terms.
- i) Any inquiries or requests for explanation in regard to the City's requirements should be made promptly to Andrea Foren, City of Fayetteville, Purchasing Agent via e-mail (aforen@fayetteville-ar.gov) or telephone (479.575.8220). No oral interpretation or clarifications will be given as to the meaning of any part of this request for proposal. All questions, clarifications, and requests, together with answers, if any, will be provided to all firms via written addendum. Names of firms submitting any questions, clarifications, or requests will not be disclosed until after a contract is in place.
- j) Any information provided herein is intended to assist the bidder in the preparation of proposals necessary to properly respond to this bid. The bid is designed to provide qualified Proposers with sufficient basic information

to submit proposals meeting minimum specifications and/or test requirements, but is not intended to limit a bid's content or to exclude any relevant or essential data.

- k) Bidders irrevocably consent that any legal action or proceeding against it under, arising out of or in any manner relating to this Contract shall be prevailed by Arkansas law. Proposer hereby expressly and irrevocably waives any claim or defense in any said action or proceeding based on any alleged lack of jurisdiction or improper venue or any similar basis.
- l) The successful bidder shall not assign the whole or any part of this Contract or any monies due or to become due hereunder without written consent of City of Fayetteville. In case the successful bidder assigns all or any part of any monies due or to become due under this Contract, the Instrument of assignment shall contain a clause substantially to the effect that is agreed that the right of the assignee in and to any monies due or to become due to the successful bidder shall be subject to prior liens of all persons, firms, and corporations for services rendered or materials supplied for the performance of the services called for in this contract.
- m) The successful bidder's attention is directed to the fact that all applicable Federal and State laws, municipal ordinances, and the rules and regulations of all authorities having jurisdiction over the services shall apply to the contract throughout, and they will be deemed to be included in the contract as though written out in full herein. The successful bidder shall keep himself/herself fully informed of all laws, ordinances and regulations of the Federal, State, and municipal governments or authorities in any manner affecting those engaged or employed in providing these services or in any way affecting the conduct of the services and of all orders and decrees of bodies or tribunals having any jurisdiction or authority over same. If any discrepancy or inconsistency should be discovered in these Contract Documents or in the specifications herein referred to, in relation to any such law, ordinance, regulation, order or decree, s/he shall herewith report the same in writing to City of Fayetteville.

26. ATTACHMENTS TO BID DOCUMENTS: N/A

City of Fayetteville
Bid 14-44, Remote Production System Components
Technical Specification

1. GENERAL:

- 1.1 All unit(s) bid shall meet or exceed the minimum requirements.
- 1.2 All specifications written are to minimums unless otherwise noted.
- 1.3 Bid will be awarded all or none.
- 1.4 All Items shall be delivered within 45 calendar days from received Purchase Order.
- 1.5 Items shall be delivered FOB to the City of Fayetteville, Media Services Division, 101 W. Rock St., Fayetteville, AR 72701. Items will be delivered and reviewed for specification compliance after delivery. Delivery of product shall not guarantee acceptance of items bid.

2. MANUFACTURER/MODEL

- 2.1 Unit(s) bid shall be new, unused, and of the latest standard production model as offered for commercial trade.

3. ITEM 1 – THREE (3) PTZ CAMERAS

- 3.1 Sony BRC-Z330U or equal
 - a. ___ 1/3 type HD Single CMOS PTZ Camera
 - b. ___ Compact size and silent mechanism
 - c. ___ 18X Optical zoom (72X with digital zoom)
 - d. ___ 1080i, 720p, and SD Output
 - e. ___ Optical card slot for BRBK-HSD2: HD/SD SDI Output card
 - f. ___ External synchronization function
 - g. ___ VISCA Control (RS-232C/RS-422)
 - h. ___ Fiber optical transmission of up to 6800 feet with BRU-SF10, CCFC-S200

4. ITEM 2 – THREE (3) INTERFACE CARDS FOR PTZ CAMERA

- 4.1 Sony BRC Camera IP Control Interface card for BRC-H900 & BRC-Z330 cameras or equal
 - a. ___ Compatible with the BRC-H900 and BRC-Z330 PTZ cameras
 - b. ___ Requires the use of the RM-IP10 IP Controller to achieve IP control
 - c. ___ Single RJ-45 input
 - d. ___ 2x BNC SDI Connectors

5. ITEM 3 – IP REMOTE CONTROLLER FOR PTZ CAMERA

- 5.1 Sony RMIP10 or equal
 - a. ___ Comfortable PTZ operation with the optical three-axis joystick.
 - b. ___ Versatile camera adjustment by simple panel operation
 - c. ___ The use of IP technology allows flexible installation and easy operation
 - d. ___ Preset feature saves camera settings (up to 16 positions)

6. ITEM 4 – TWO (2) 8 INPUT AUTOMIXERS

6.1 Rane AM-2-8 Input Cascading Auto mixer or equal

- a. ___ Gain sharing and automatic mic mixing
- b. ___ 8 XLR mic inputs with level controls and signal/OL indicators
- c. ___ Manual or automatic mix levels
- d. ___ USP audio input – 16 Bit 18kHz
- e. ___ Power, locate, USB, fault, and RAD status indicators

7. ITEM 5 – ONE (1) 6 INPUT AUTOMIXER

7.1 Rane AM-16 input cascading auto mixer or equal

- a. ___ Gain sharing and automatic mic mixing
- b. ___ 4 XLR mic inputs with level controls and signal/OL indicators
- c. ___ Manual or automatic mix levels
- d. ___ 2 auxiliary inputs with dual RCA & 1/8 inch (3.5 mm) inputs
- e. ___ USB audio input (16 bit 48 kHz)
- f. ___ USB charge port for iPod and USB powered devices
- g. ___ Power, locate, USB, fault, and RAD status indicators

8. ITEM 6 – ONE (1) DIGITAL VOICE RECORDER

8.1 Blackmagic Design Hyperdeck Studio Pro 2 Video Recorder with 2 slots for removable hard drives or equal

- a. ___ 1 RU File based video recorder
- b. ___ Records uncompressed 10 bit 4:2:2
- c. ___ Records compressed in ProRes/DNxHD
- d. ___ Records on two (2) 2.5 inch SSDs
- e. ___ 1 x 6G-SDI input/output
- f. ___ 3 x 3G-SDI input/output
- g. ___ Front panel button, jog wheel, & RS-422 control
- h. ___ Multi-display integrated LCD
- i. ___ Thunderbolt port

9. ITEM 7 – THREE (3) RACK POWER DISTRIBUTION

9.1 Furman 8x2 8 Outlet Rack Mountable Power Conditioner or equal

- a. ___ The rear outlets shall be spaced to accommodate even the bulkiest of wall warts and adapters.
- b. ___ A circuit breaker is provided on the rear panel. If the total load on the power conditioner (combining all outlets) exceeds the 15A or 1800W limit, the circuit breaker will trip and it can be easily reset.
- c. ___ Has a convenient master switch for the rear outlets, which glows when the power is on.
- d. ___ Filtration from radio frequencies and electromagnetic interference.
- e. ___ Operating voltage – 90 to 140 VAC
- f. ___ Black painted steel

493825170A

Max Perl

From: Shoshana Arnow
Sent: Friday, July 18, 2014 9:27 AM
To: GovEdBids
Subject: FW: Bid 14-44, Addendum 1 - City of Fayetteville, AR
Attachments: Bid 14-44, Addendum 1.pdf

Categories: DONE/ADDENDUM
310CFC2A-F57F-412a-B37D-602CCA270CC3:
e8202b97-6cf7-46f3-8803-c144f160e277

Thanks,

Shoshy
Government & Education Sales
Phone 212.239.7503 ext 7746
Fax 212.239.7512
www.bhphotovideo.com

My last day at B&H will be Tuesday, July 22nd
Please email Dave at dringel@bhphoto.com for any future correspondence

From: Foren, Andrea [<mailto:aforen@fayetteville-ar.gov>]
Sent: Thursday, July 17, 2014 6:04 PM
To: Foren, Andrea
Cc: Rex, Carolyn; Bilbe, Neal
Subject: Bid 14-44, Addendum 1 - City of Fayetteville, AR

Reference: Bid 14-44, Remote Production System Components
Deadline: Friday, July 25, 2014 before 3:00 PM, local time

Attached is Addendum 1 in reference to the above bid. Please contact me immediately if you have any questions. I appreciate your interest in our project.

Thank you,
Andrea

Andrea Foren, CPPO, CPPB
Purchasing Agent
Purchasing Division
113 W. Mountain
City of Fayetteville, Arkansas 72701
aforen@fayetteville-ar.gov
T 479.575.8220 | F 479.575.8257
[Website](#) | [Facebook](#) | [Twitter](#) | [YouTube](#)

Bid 14-44, Addendum 1



Date: Thursday, July 17, 2014

To: All Prospective Vendors

From: Andrea Foren, CPPO, CPPB – 479.575.8220 – aforen@fayetteville-ar.gov

RE: Bid 14-44, Remote Production System Components

This addendum is hereby made a part of the contract documents to the same extent as though it were originally included therein. Bidders should indicate their receipt of same in the appropriate blank of the Bid Form. ***BIDDERS SHOULD ACKNOWLEDGE THIS ADDENDUM ON THE DESIGNATED LOCATION ON THE BID FORM.***

1. Reference Page 15 of 19, Number 7, Item 5 for One 6 Input Auto-mixer, sub-item 7.1 shall be replaced in its entirety with the following:
 - 7.1 Rane AM-1 input cascading auto mixer or equal
 - a. ___ Gain sharing automatic mic mixing
 - b. ___ 4 XLR mic inputs with level controls and signal/OL indicators
 - c. ___ Each input can be mic, mic with 48V phantom, or line-level
 - d. ___ Manual or automatic mix levels
 - e. ___ 2 auxiliary inputs with dual RCA, independently mono'ed.
 - f. ___ USB audio input (16 bit 48 kHz)
 - g. ___ USB charge port for iPod and USB powered devices
 - h. ___ Power, locate, USB, fault, and RAD status indicators

2. Reference Page 16 of 19, Item 11.1 shall be replaced with SKB 1SKB-R3709W Roto-Molded Tripod Case with Wheels (37 inches tall) or equal.

10. ITEM 8 – THREE (3) TRIPODS

10.1 Manfrotto 028B Tripod with 89.4 inch maximum height or equal

- a. ___ Supports 26.5 pounds (12kg)
- b. ___ Rubber feet with retractable steel spike
- c. ___ Geared center column with non-roll-back feature
- d. ___ Twin shank leg design
- e. ___ Includes a mid-level spreader and carrying strap

11. ITEM 9 – THREE (3) TRIPOD CASES

11.1 SKB 1SKB-R3790W Roto-Molded Tripod Case with Wheels (37 inches tall) or equal

- a. ___ Quiet glide wheels
- b. ___ Removable top
- c. ___ Rotationally molded polyethylene
- d. ___ Foam in lid and base
- e. ___ Web straps/high tension slide buckle
- f. ___ Two molded in carry handles/tow handle
- g. ___ Two spaces for shipping label

12. ITEM 10 – THREE (3) CABLE REELS

12.1 Jackreel F4 or equal

- a. ___ Cable reel holds 125 feet (38.1 M) of 0.5 inch (12.7mm) O.D. Cable
- b. ___ Cable drum hub optimized for critical bend radius of fiber optic cables
- c. ___ Holds up to 1500 feet of 0.118 OD cable
- d. ___ Rear thumb-wheel hub lock
- e. ___ Ergonomic cushion grip carry handle

13. ITEM 11 – THREE (3) FANOUT COILING REEL HUB ADAPTOR

13.1 Cable fan-out hub adaptor

- a. ___ Fits Jackreel F4 Cable reel

14. ITEM 12 – ONE (1) AUDIO AMPLIFIER – RACKMOUNT

14.1 Crown XLS 1000 or equal

- a. ___ Lightweight rack mount design
- b. ___ Class D Electronics
- c. ___ Drive core Technology
- d. ___ Integrated PureBand Crossover System
- e. ___ XLR ¼" (inch) and RCA inputs
- f. ___ Speak on and Binding Post outputs
- g. ___ Individual level controls
- h. ___ Forced air cooling fans
- i. ___ LED Indicators

15. ITEM 13 – ONE (1) ETHERNET SWITCH FOR CAMERA NETWORKING

15.1 Netgear GS-105NA ProSave 5 port Gigabit Desktop switch or equal

- a. ___ 5 ports gigabit Ethernet
- b. ___ Full duplex support

- c. ___ Autosensing MDI/MDI-X Ports
- d. ___ Compact form factor
- e. ___ Standards: IEEE 802.3i, IEEE 802.3u, IEEE 802.3ab, 802.1p DSCP

16. ITEM 14 – ONE (1) DVI/VGA TO SDI VIDEO SCALER

16.1 TV One C2-2105A Down Converter or equal

- a. ___ DVI, Analog & HDTV to DS/HD-SDI
- b. ___ Multiple simultaneous output formats
- c. ___ PC loop-through
- d. ___ Multiple control options
- e. ___ Single quality controls & adjustments
- f. ___ Upgradeable video-processing engine

17. ITEM 15 – ONE (1) ANALOG VIDEO TO SDI CONVERTOR

17.1 Black Magic Design Mini Converter Analog to SDI or equal

- a. ___ Input: Component, NTSC, PAL, and S-video via 3x BNC's
- b. ___ Output: 2x SDI (switchable between SD, HD, 3Gbps SDI)
- c. ___ Analog audio Input: 2 channels of professional balanced analog with standard 1/4" (inch) connections
- d. ___ Digital audio input: 2 Channels of professional balanced digital with standard 1/4" jack connections, AES/EBU standard (audio inputs are shared)
- e. ___ Power standard: 12 VDC

18. ITEM 16 – ONE (1) DVD PLAYER

18.1 Tascam DV-D01U or equal

- a. ___ Rack mountable, 1RU sized
- b. ___ Capable of reading and playing DVD, DVD Audio, CD-DA, MP3, WMA, WAV, DivX, MPEG-2
- c. ___ RS-232 Interface
- d. ___ Video Outputs: Composite, Component, S-Video, and HDMI
- e. ___ Audio outputs: RCA, Optical PCM/Stream, Impeded over HDMI

19. ITEM 17 – ONE (1) 6 INPUT MULTIVIEWER

19.1 Kramer MV-6 or Equal

- a. ___ Maximum input data rate of up to 3 Gbps
- b. ___ Re-clocking looping inputs
- c. ___ Multi-standard operation: SDI (SMPTE 259M), HD-SDI (SMPTE 292M), and 3G HD-SDI (SMPTE 424M)
- d. ___ Multi-video Output formats: 3G HD-SHI (SMPTE 424M), HDMI & composite, scaling, refresh rate, and video standard conversion
- e. ___ Front panel preview screen: 16:9, 4.3 inch (10.92 cm) color LCD displaying the output of the unit
- f. ___ Flexible control options: Front panel with 2-row LCD, OSD, Ethernet, and RS-232 (supplied with PC control software)
- g. ___ Screen Handling Buttons: Freeze size position, and 4 pre-programmed and 2 user definable layouts
- h. ___ Worldwide power supply: 100 to 240 VAC

27. ITEM 25 – TWO (2) RACK DRAWER 3U

27.1 Middle Atlantic UD3 or equal

a. ____ Finish: Black textured

b. ____ Construction: Steel

28. **WARRANTY**

28.1 Items shall be warranted for 1 year or the manufacturer's standard warranty, whichever is greater.

28.2 Warranty shall include all parts, labor, and transportation to and from the location of the warranty service center.

28.3 Successful vendor shall be responsible for warranty administration of all items.

28.4 Each unit shall be delivered with the warranty documents which shall be placed into effect upon the first day of final acceptance of each unit.

29. **STANDARDS –**

29.1 Each unit shall meet or exceed the following applicable standards:

a. ____ Underwriters Laboratories, UL

30. **DELIVERY/DOCUMENTATION –**

30.1 All units are to be delivered FOB to the City's Media Services, located at 101 W. Rock St, Fayetteville, AR 72701.

30.2 Units shall be fully assembled, serviced, and ready for operations upon delivery.

