



RFP 2016-099

AUDIO UPGRADE FOR COUNTY

COURTROOMS

LEGAL NOTICE

By order of the Commissioners' Court of Collin County, Texas, sealed proposals will be received by the Purchasing Agent, 2300 Bloomdale, Suite 3160, McKinney, TX 75071, until **2:00 P.M., Thursday, February 4, 2016**, for Request for Proposal **Audio Upgrade for County Courtrooms (RFP No. 2016-099)**. A **Mandatory** pre-proposal conference will be conducted by Collin County on **Friday, January 22, 2016 at 9:00 a.m.** at the Ceremonial Courtroom, 2100 Bloomdale (1st Floor), McKinney, TX 75071. The group will then visit each type of courtroom (see section 5.8 for locations). Proposers shall use lump sum pricing. Funds for payment have been provided through the Collin County budget approved by the Commissioner's Court for this fiscal year only. Proposers may obtain detailed specifications and other documents at Office of the Purchasing Agent: Collin County Administration Building, 2300 Bloomdale, Suite 3160, McKinney, TX 75071, 972-548-4165, or by going to: www.bidsync.com. Sealed proposals will be opened on **Thursday, February 4, 2016 at 2:00 P.M.** by the Purchasing Agent, 2300 Bloomdale, Suite 3160, McKinney, TX 75071. The Commissioners' Court reserves the right to reject any and all proposals.

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ATTENTION:
BILL TO:

CLASSIFIEDS
ACCOUNT NO 06100315-000
COMMISSIONER'S COURT

NOTICE TO PUBLISHERS: Please publish in your issue on **Thursday, January 14, 2016, and Thursday, January 21, 2016**. A copy of this notice and the publisher's affidavit must accompany the invoice when presented for payment.

NEWSPAPER: **Plano Star Courier**
DATE: **January 12, 2016**
FAX: **972-529-1684**

Collin County, Texas

Bid Information

Bid Owner Courtney Wilkerson Senior Buyer
Email cwilkerson@co.collin.tx.us
Phone (972) 548-4113
Fax (972) 548-4694

Bid Number 2016-099
Title Audio Upgrade for County Courtrooms
Bid Type RFP
Issue Date 01/12/2016
Close Date 2/4/2016 2:00:00 PM Central

Contact Information

Address 2300 Bloomdale Rd.
Ste. 3160
McKinney, TX 75071

Contact Courtney Wilkerson Senior Buyer
Department Purchasing
Building Admin. Building
Floor/Room Ste.3160
Telephone (972) 548-4113
Fax (972) 548-4694
Email cwilkerson@co.collin.tx.us

Ship to Information

Address

Contact
Department
Building
Floor/Room
Telephone
Fax
Email

Supplier Information

Company Name _____
Contact Name _____
Address _____

Telephone _____
Fax _____
Email _____

Signature _____

Supplier Notes

Date ____ / ____ / ____

Bid Notes

Bid Activities

Date	Name	Description
1/22/2016 9:00:00 AM	Mandatory Pre-Proposal Meeting	
1/29/2016 5:00:00 PM	Do you intend to submit a proposal?	

Bid Messages

Bid Attachments

The following attachments are associated with this opportunity and will need to be retrieved separately

Line	Filename	Description
Header	LEGAL NOTICE-AUDIO UPGRADE.doc	Legal Notice
Header	General Instructions_Proposals.docx	General Instructions_Proposals
Header	Terms_of_Contract_Proposals.docx	Terms of Contract_Proposals

Header	Insurance updated 1-26-2015.doc	Minimum Insurance Requirements
Header	Audio Upgrade for County Courtrooms-revised.docx	Specifications
Header	Attachment A, Pricing Sheet.xlsx	Attachment A, Pricing Sheet
Header	Exhibit A, Typical Large Courtroom Audio Schematic.tif	Exhibit A, Typical Large Courtroom Audio Schematic
Header	Exhibit B, Typical Small Courtroom Audio Schematics.tif	Exhibit B, Typical Small Courtroom Audio Schematic
Header	Payment Bond.pdf	Payment Bond
Header	Performance Bond.pdf	Performance Bond
Header	CIQ_113015.pdf	Conflict of Interest Questionnaire
Header	W9_2014.pdf	W-9

Bid Attributes

Please review the following and respond where necessary

#	Name	Note	Response
1	Delivery	<p>Delivery will be F.O.B. inside delivery at Collin County designated locations and all transportation charges are to be paid by the supplier to destination.</p> <p>Please state delivery in calendar days from date of order.</p>	_____ (Required)
2	Exceptions	<p>Do you take exceptions to the specifications. If so, by separate attachment, please state your exceptions.</p> <p>Valid Responses: [Please Select], Yes, No</p>	_____ (Required)
3	Insurance	<p>I understand that the insurance requirements of this solicitation are required and a certificate of insurance shall be submitted to the Purchasing department if I am awarded all or a portion of the resulting contract.</p> <p>Please initial.</p>	_____ (Required)
4	Subcontractors	<p>State the business name of all subcontractors and the type of work they will be performing under this contract.</p> <p>If you are fully qualified to self-perform the entire contract, please respond with "Not Applicable-Self Perform".</p>	_____ (Required)
5	Reference No. 1	<p>List a company or governmental agency where these same/like products /services, as stated herein, have been provided.</p> <p>Include the following: Company/Entity, Contact, Address, City/State/Zip, Phone, and E-Mail.</p>	_____ (Required)
6	Reference No. 2	<p>List a company or governmental agency where these same/like products /services, as stated herein, have been provided.</p> <p>Include the following: Company/Entity, Contact, Address, City/State/Zip, Phone, and E-Mail.</p>	_____ (Required)

- 7 Reference No. 3 List a company or governmental agency where these same/like products /services, as stated herein, have been provided. _____ (Required)
- Include the following: Company/Entity, Contact, Address, City/State/Zip, Phone, and E-Mail.
- 8 Cooperative Contracts As permitted under Title 8, Chapter 271, Subchapter F, Section 271.101 and 271.102 V.T.C.A. and Title 7, Chapter 791, Subchapter C, Section 791.025, V.T.C.A., other local governmental entities may wish to also participate under the same terms and conditions contained in this contract. Each entity wishing to participate must enter into an inter-local agreement with Collin County and have prior authorization from vendor. If such participation is authorized, all purchase orders will be issued directly from and shipped directly to the local governmental entity requiring supplies/services. Collin County shall not be held responsible for any orders placed, deliveries made or payment for supplies/services ordered by these entities. Each entity reserves the right to determine their participation in this contract. _____ (Required)
- Would bidder be willing to allow other local governmental entities to participate in this contract, if awarded, under the same terms and conditions?
Valid Responses: [Please Select], Yes, No
- 9 Preferential Treatment The County of Collin, as a governmental agency of the State of Texas, may not award a contract to a nonresident bidder unless the nonresident's bid is lower than the lowest bid submitted by a responsible Texas resident bidder by the same amount that a Texas resident bidder would be required to underbid a nonresident bidder to obtain a comparable contract in the state in which the nonresident's principal place of business is located (Government Code, Title 10, V.T.C.A., Chapter 2252, Subchapter A). _____ (Required)
1. Is your principal place of business in the State of Texas?
2. If your principal place of business is not in Texas, in which State is your principal place of business?
3. If your principal place of business is not in Texas, does your state favor resident bidders (bidders in your state) by some dollar increment or percentage?
4. If your state favors resident bidders, state by what dollar amount or percentage.
- 10 Debarment Certification I certify that neither my company nor an owner or principal of my company has been debarred, suspended or otherwise made ineligible for participation in Federal Assistance programs under Executive Order 12549, "Debarment and Suspension," as described in the Federal Register and Rules and Regulations. _____ (Required)
- Please initial.

- 11 Immigration and Reform Act I declare and affirm that my company is in compliance with _____ (Required)
the Immigration and Reform Act of 1986 and all employees
are legally eligible to work in the United States of America.
- I further understand and acknowledge that any
non-compliance with the Immigration and Reform Act of
1986 at any time during the term of this contract will
render the contract voidable by Collin County.
- Please initial.
- 12 Disclosure of Certain Relationships Chapter 176 of the Texas Local Government Code _____ (Required)
requires that any vendor considering doing business with a
local government entity disclose the vendor's affiliation or
business relationship that might cause a conflict of interest
with a local government entity. Subchapter 6 of the code
requires a vendor to file a conflict of interest questionnaire
(CIQ) if a conflict exists. By law this questionnaire must be
filed with the records administrator of Collin County no
later than the 7th business day after the date the vendor
becomes aware of an event that requires the statement to
be filed. A vendor commits an offense if the vendor
knowingly violates the code. An offense under this section
is a misdemeanor.
- By submitting a response to this request, the vendor
represents that it is in compliance with the requirements of
Chapter 176 of the Texas Local Government Code.
- Please send completed forms to the Collin County County
Clerk's Office located at 2300 Bloomdale Rd., Suite 2104,
McKinney, TX 75071.
- Please initial.
- 13 Disclosure of Interested Parties Section 2252.908 of the Texas Government Code requires _____ (Required)
a business entity entering into certain contracts with a
governmental entity to file with the governmental entity a
disclosure of interested parties at the time the business
entity submits the signed contract to the governmental
entity. Section 2252.908 requires the disclosure form
(Form 1295) to be signed by the authorized agent of the
contracting business entity, acknowledging that the
disclosure is made under oath and under penalty of
perjury. Section 2252.908 applies only to a contract that
requires an action or vote by the governing body of the
governmental entity before the contract may be signed or
has a value of at least \$1 million. Section 2252.908
provides definitions of certain terms occurring in the
section.
- Section 2252.908 applies only to a contract entered into on
or after January 1, 2016.
- Please initial.
- 14 Bidder Survey In order to better serve our bidders, the Collin County _____ (Required)
Purchasing Department is conducting the following survey.
We appreciate your time and effort expended to submit
your bid. Should you have any questions or require more
information please call (972) 548-4165.
- How did you receive notice of this request?
Valid Responses: [Please Select], Plano Star Courier, Plan
Room, Collin County eBid Notification, Collin County
Website

15 Proposer Acknowledgement

Proposer acknowledges, understands the specifications, _____ (Required)
any and all addenda, and agrees to the proposal terms
and conditions and can provide the minimum requirements
stated herein. Offeror acknowledges they have read the
document in its entirety, visited the site, performed
investigations and verifications as deemed necessary, is
familiar with local conditions under which work is to be
performed and will be responsible for any and all errors in
Proposal submittal resulting from Proposer's failure to do
so. Proposer acknowledges the prices submitted in this
Proposal have been carefully reviewed and are submitted
as correct and final. If Proposal is accepted, vendor
further certifies and agrees to furnish any and all
products/services upon which prices are extended at the
price submitted, and upon conditions in the specifications
of the Request for Proposal.

Please initial.

Line Items

#	Qty	UOM	Description	Response
1	1	lump sum	State Total Price per Attachment A, Pricing Sheet.	\$_____
Supplier Notes: _____				_____

2	1	each	State Cost for Maintenance/Warranty for 1 year.	\$_____
Supplier Notes: _____				_____

3	1	each	State Cost for Maintenance/Warranty for 3 years.	\$_____
Supplier Notes: _____				_____

1.0 GENERAL INSTRUCTIONS

1.0.1 Definitions

1.0.1.1 Offeror: refers to submitter.

1.0.1.2 Vendor/Contractor/Provider: refers to a Successful Vendor/Contractor/Service Provider.

1.0.1.3 Submittal: refers to those documents required to be submitted to Collin County, by an Offeror.

1.0.1.4 RFP: refers to Request for Proposal.

1.0.1.5 CSP: refers to Competitive Sealed Proposal

1.1 If Offeror does not wish to submit an offer at this time, please submit a No Bid.

1.2 Awards shall be made not more than ninety (90) days after the time set for opening of submittals.

1.3 Collin County is always conscious and extremely appreciative of your time and effort in preparing your submittal.

1.4 Collin County exclusively uses ionWave Technologies, Inc. (Collin County eBid) for the notification and dissemination of all solicitations. The receipt of solicitations through any other company may result in your receipt of incomplete specifications and/or addendums which could ultimately render your bid non-compliant. Collin County accepts no responsibility for the receipt and/or notification of solicitations through any other company.

1.5 A submittal may not be withdrawn or canceled by the offeror prior to the ninety-first (91st) day following public opening of submittals and only prior to award.

1.6 It is understood that Collin County, Texas reserves the right to accept or reject any and/or all Proposals/Submittals for any or all products and/or services covered in a Request For Proposal (RFP) and Competitive Sealed Proposal (CSP), and to waive informalities or defects in submittals or to accept such submittals as it shall deem to be in the best interest of Collin County.

1.7 All RFP's and CSP's submitted in hard copy paper form shall be submitted in a sealed envelope, plainly marked on the outside with the RFP/CSP number and name. A hard copy paper form submittal shall be manually signed in ink by a person having the authority to bind the firm in a contract. Submittals shall be mailed or hand delivered to the Collin County Purchasing Department.

1.8 No oral, telegraphic or telephonic submittals will be accepted. RFP's and CSP's may be submitted in electronic format via Collin County eBid.

1.9 All Request for Proposals (RFP) and Competitive Sealed Proposals (CSP) submitted electronically via Collin County eBid shall remain locked until official date and time of opening as stated in the Special Terms and Conditions of the RFP and/or CSP.

1.10 Time/date stamp clock in Collin County Purchasing Department shall be the official time of receipt for all Request for Proposals (RFP) and Competitive Sealed Proposals (CSP) submitted in hard copy paper form. RFP's, and CSP's received in the Collin County Purchasing Department after submission deadline shall be considered void and unacceptable. Absolutely no late submittals will be considered. Collin County accepts no responsibility for technical difficulties related to electronic submittals.

1.11 For hard copy paper form submittals, any alterations made prior to opening date and time must be initialed by the signer of the RFP/CSP, guaranteeing authenticity. Submittals cannot be altered or amended after submission deadline.

1.12 Collin County is by statute exempt from the State Sales Tax and Federal Excise Tax; therefore, the prices submitted shall not include taxes.

1.13 Any interpretations, corrections and/or changes to a Request for Proposal or Competitive Sealed Proposal and related Specifications or extensions to the opening/receipt date will be made by addenda to the respective document by the Collin County Purchasing Department. Questions and/or clarification requests must be submitted no later than seven (7) days prior to the opening/receipt date. Those received at a later date may not be addressed prior to the public opening. Sole authority to authorize addenda shall be vested in Collin County Purchasing Agent as entrusted by the Collin County Commissioners' Court. Addenda may be transmitted electronically via Collin County eBid.

1.13.1 Addenda will be transmitted to all that are known to have received a copy of the RFP/CSP and related Specifications. However, it shall be the sole responsibility of the Bidder/Quoter/Offeror to verify issuance/non-issuance of addenda and to check all avenues of document availability (i.e. **Collin County eBid** <https://collincountytexas.ionwave.net/>, telephoning Purchasing Department directly, etc.) prior to opening/receipt date and time to insure Offeror's receipt of any addenda issued. Offeror shall acknowledge receipt of all addenda.

1.14 All materials and services shall be subject to Collin County approval.

1.15 Collin County reserves the right to make award in whole or in part as it deems to be in the best interest of the County.

1.16 Any reference to model/make and/or manufacturer used in specifications is for descriptive purposes only. Products/materials of like quality will be considered.

1.17 Offerors taking exception to the specifications shall do so at their own risk. By offering substitutions, Offeror shall state these exceptions in the section provided in the RFP/CSP or by attachment. Exception/substitution, if accepted, must meet or exceed specifications stated therein. Collin County reserves the right to accept or reject any and/or all of the exception(s)/substitution(s) deemed to be in the best interest of the County.

1.18 Minimum Standards for Responsible Prospective Offerors: A prospective Offeror must meet the following minimum requirements:

1.18.1 have adequate financial resources, or the ability to obtain such resources as required;

1.18.2 be able to comply with the required or proposed delivery/completion schedule;

1.18.3 have a satisfactory record of performance;

1.18.4 have a satisfactory record of integrity and ethics;

1.18.5 be otherwise qualified and eligible to receive an award.

Collin County may request documentation and other information sufficient to determine Offeror's ability to meet these minimum standards listed above.

1.20 Vendor shall bear any/all costs associated with its preparation of a RFP/CSP submittal.

1.21 Public Information Act: Collin County is governed by the Texas Public Information Act, Chapter 552 of the Texas Government Code. All information submitted by prospective bidders during the bidding process is subject to release under the Act.

1.22 The Offeror shall comply with Commissioners' Court Order No. 2004-167-03-11, County Logo Policy.

1.23 Interlocal Agreement: Successful bidder agrees to extend prices and terms to all entities that has entered into or will enter into joint purchasing interlocal cooperation agreements with Collin County.

1.24 Bid Openings: All bids submitted will be read at the county's regularly scheduled bid opening for the designated project. However, the reading of a bid at bid opening should be not construed as a comment on the responsiveness of such bid or as any indication that the county accepts such bid as responsive.

The county will make a determination as to the responsiveness of bids submitted based upon compliance with all applicable laws, Collin County Purchasing Guidelines, and project documents, including but not limited to the project specifications and contract documents. The county will notify the successful bidder upon award of the contract and, according to state law; all bids received will be available for inspection at that time.

2.0 TERMS OF CONTRACT

2.1 A proposal, when properly accepted by Collin County, shall constitute a contract equally binding between the Vendor/Contractor/Provider and Collin County. No different or additional terms will become part of this contract with the exception of an Amendment.

2.2 No oral statement of any person shall modify or otherwise change, or affect the terms, conditions or specifications stated in the resulting contract. All Amendments to the contract will be made in writing by Collin County Purchasing Agent.

2.3 No public official shall have interest in the contract, in accordance with Vernon's Texas Codes Annotated, Local Government Code Title 5, Subtitle C, Chapter 171.

2.4 The Vendor/Contractor/Provider shall comply with Commissioners' Court Order No. 96-680-10-28, Establishment of Guidelines & Restrictions Regarding the Acceptance of Gifts by County Officials & County Employees.

2.5 Design, strength, quality of materials and workmanship must conform to the highest standards of manufacturing and engineering practice.

2.6 Proposals must comply with all federal, state, county and local laws concerning the type(s) of product(s)/service(s)/equipment/project(s) contracted for, and the fulfillment of all ADA (Americans with Disabilities Act) requirements.

2.7 All products must be new and unused, unless otherwise specified, in first-class condition and of current manufacture. Obsolete products, including products or any parts not compatible with existing hardware/software configurations will not be accepted.

2.8 Vendor/Contractor/Provider shall provide any and all notices as may be required under the Drug-Free Work Place Act of 1988, 28 CFR Part 67, Subpart F, to its employees and all sub-contractors to insure that Collin County maintains a drug-free work place.

2.9 Vendor/Contractor/Provider shall defend, indemnify and save harmless Collin County and all its officers, agents and employees and all entities, their officers, agents and employees who are participating in this contract from all suits, claims, actions, damages (including personal injury and or property damages), or demands of any character, name and description, (including attorneys' fees, expenses and other defense costs of any nature) brought for or on account of any injuries or damages received or sustained by any person, persons, or property on account of Vendor/Contractor/Provider's breach of the contract arising from an award, and/or any negligent act, error, omission or fault of the Vendor/Contractor/Provider, or of any agent, employee, subcontractor or supplier of Vendor/Contractor/Provider in the execution of, or performance under, any contract which may result from an award. Vendor/Contractor/Provider shall pay in full any judgment with costs, including attorneys' fees and expenses which are rendered against Collin County and/or participating entities arising out of such breach, act, error, omission and/or fault.

2.10 If a contract, resulting from a Collin County RFP/CSP is for the execution of a public work, the following shall apply:

2.10.1 In accordance with V.T.C.A. 2253.021, a governmental agency that makes a public work contract with a prime contractor shall require the contractor, before beginning work, to execute to the governmental entity a Payment Bond if the contract is in excess of \$25,000.00. Such bond shall be in the amount of the contract payable to the governmental entity and must be executed by a corporate surety in accordance with

Section 1, Chapter 87, Acts of the 56th Legislature, Regular Session, 1959 (Article 7.19-1 Vernon's Texas Insurance Code).

2.10.2 In accordance with V.T.C.A. 2253.021, a governmental agency that makes a public work contract with a prime contractor shall require the contractor, before beginning work, to execute to the governmental entity a Performance Bond if the contract is in excess of \$100,000.00. Such bond shall be in the amount of the contract payable to the governmental entity and must be executed by a corporate surety in accordance with Section 1, Chapter 87, Acts of the 56th Legislature, Regular Session, 1959 (Article 7.19-1 Vernon's Texas Insurance Code).

2.11 Purchase Order(s) shall be generated by Collin County to the vendor. Collin County will not be responsible for any orders placed/delivered without a valid purchase order number.

2.12 The contract shall remain in effect until any of the following occurs: delivery of product(s) and/or completion and acceptance by Collin County of product(s) and/or service(s), contract expires or is terminated by either party with thirty (30) days written notice prior to cancellation and notice must state therein the reasons for such cancellation. Collin County reserves the right to terminate the contract immediately in the event the Vendor/Contractor/Provider fails to meet delivery or completion schedules, or otherwise perform in accordance with the specifications. Breach of contract or default authorizes the County to purchase elsewhere and charge the full increase in cost and handling to the defaulting Vendor/Contractor/Provider.

2.13 Collin County Purchasing Department shall serve as Contract Administrator or shall supervise agents designated by Collin County.

2.14 All delivery and freight charges (FOB Inside delivery at Collin County designated locations) are to be included as part of the proposal price. All components required to render the item complete, installed and operational shall be included in the total proposal price. Collin County will pay no additional freight/delivery/installation/setup fees.

2.15 Vendor/Contractor/Provider shall notify the Purchasing Department immediately if delivery/completion schedule cannot be met. If delay is foreseen, the Vendor/Contractor/Provider shall give written notice to the Purchasing Agent. The County has the right to extend delivery/completion time if reason appears valid.

2.16 The title and risk of loss of the product(s) shall not pass to Collin County until Collin County actually receives and takes possession of the product(s) at the point or points of delivery. Collin County shall generate a purchase order(s) to the Vendor/Contractor/Provider and the purchase order number must appear on all itemized invoices.

2.17 Invoices shall be mailed directly to the Collin County Auditor's Office, 2300 Bloomdale Road, Suite 3100, McKinney, Texas 75071. All invoices shall show:

2.17.1 Collin County Purchase Order Number;

2.17.2 Vendor's/Contractor's/Provider's Name, Address and Tax Identification Number;

2.17.3 Detailed breakdown of all charges for the product(s) and/or service(s) including applicable time frames.

2.18 Payment will be made in accordance with V.T.C.A., Government Code, Title 10, Subtitle F, Chapter 2251.

- 2.19 All warranties shall be stated as required in the Uniform Commercial Code.
- 2.20 The Vendor/Contractor/Provider and Collin County agree that both parties have all rights, duties, and remedies available as stated in the Uniform Commercial Code.
- 2.21 The Vendor/Contractor/Provider agree to protect Collin County from any claims involving infringements of patents and/or copyrights.
- 2.22 The contract will be governed by the laws of the State of Texas. Should any portion of the contract be in conflict with the laws of the State of Texas, the State laws shall invalidate only that portion. The remaining portion of the contract shall remain in effect. The contract is performable in Collin County, Texas.
- 2.23 The Vendor/Contractor/Provider shall not sell, assign, transfer or convey the contract, in whole or in part, without the prior written approval from Collin County.
- 2.24 The apparent silence of any part of the specification as to any detail or to the apparent omission from it of a detailed description concerning any point, shall be regarded as meaning that only the best commercial practices are to prevail. All interpretations of the specification shall be made on the basis of this statement.
- 2.25 Vendor/Contractor/Provider shall not fraudulently advertise, publish or otherwise make reference to the existence of a contract between Collin County and Vendor/Contractor/Provider for purposes of solicitation. As exception, Vendor/Contractor/Provider may refer to Collin County as an evaluating reference for purposes of establishing a contract with other entities.
- 2.26 The Vendor/Contractor/Provider understands, acknowledges and agrees that if the Vendor/Contractor/Provider subcontracts with a third party for services and/or material, the primary Vendor/Contractor/Provider (awardee) accepts responsibility for full and prompt payment to the third party. Any dispute between the primary Vendor/Contractor/Provider and the third party, including any payment dispute, will be promptly remedied by the primary vendor. Failure to promptly render a remedy or to make prompt payment to the third party (subcontractor) may result in the withholding of funds from the primary Vendor/Contractor/Provider by Collin County for any payments owed to the third party.
- 2.27 Vendor/Contractor/Provider shall provide Collin County with diagnostic access tools at no additional cost to Collin County, for all Electrical and Mechanical systems, components, etc., procured through this contract.
- 2.28 Criminal History Background Check: If required, ALL individuals may be subject to a criminal history background check performed by the Collin County's Sheriff's Office prior to access being granted to Collin County. Upon request, Vendor/Contractor/Provider shall provide list of individuals to Collin County Purchasing Department within five (5) working days.
- 2.29 Non-Disclosure Agreement: Where applicable, vendor shall be required to sign a non-disclosure agreement acknowledging that all information to be furnished is in all respects confidential in nature, other than information which is in the public domain through other means and that any disclosure or use of same by vendor, except as provided in the contract/agreement, may cause serious harm or damage to Collin County. Therefore, Vendor agrees that Vendor will not use the information furnished for any purpose other than that stated in contract/agreement, and agrees that Vendor will not either directly or indirectly by agent, employee, or representative disclose this information, either in whole or in part, to any third party, except on a need to know basis for the purpose of evaluating any possible transaction. This agreement shall be binding upon Collin County and Vendor, and upon the directors, officers, employees and agents of each.

2.30 Vendors/Contractors/Providers must be in compliance with the Immigration and Reform Act of 1986 and all employees specific to this solicitation must be legally eligible to work in the United States of America.

2.31 Certification of Eligibility: This provision applies if the anticipated Contract exceeds \$100,000.00 and as it relates to the expenditure of federal grant funds. By submitting a bid or proposal in response to this solicitation, the Offeror certifies that at the time of submission, he/she is not on the Federal Government's list of suspended, ineligible, or debarred contractors. In the event of placement on the list between the time of proposal submission and time of award, the Offeror will notify the Collin County Purchasing Agent. Failure to do so may result in terminating this contract for default.

2.32 Notice to Vendors/Contractors/Providers delivering goods or performing services within the Collin County Detention Facility: The Collin County Detention Facility houses persons who have been charged with and/or convicted of serious criminal offenses. When entering the Detention Facility, you could: (1) hear obscene or graphic language; (2) view partially clothed male inmates; (3) be subjected to verbal abuse or taunting; (4) risk physical altercations or physical contact, which could be minimal or possibly serious; (5) be exposed to communicable or infectious diseases; (6) be temporarily detained or prevented from immediately leaving the Detention Facility in the case of an emergency or "lockdown"; and (7) subjected to a search of your person or property. While the Collin County Sheriff's Office takes every reasonable precaution to protect the safety of visitors to the Detention Facility, because of the inherently dangerous nature of a Detention Facility and the type of the persons incarcerated therein, please be advised of the possibility of such situations exist and you should carefully consider such risks when entering the Detention Facility. By entering the Collin County Detention Facility, you acknowledge that you are aware of such potential risks and willingly and knowingly choose to enter the Collin County Detention Facility.

2.33 Delays and Extensions of Time when applicable:

2.33.1 If the Vendor/Contractor/Provider is delayed at any time in the commence or progress of the Work by an act or neglect of the Owner or Architect/Engineer, or of an employee of either, or of a separate contractor employed by the Owner, or by changes ordered in the Work, or by labor disputes, fire, unusual delay in deliveries, unavoidable casualties or other causes beyond the Vendor/Contractor/Provider's control, or by delay authorized by the Owner pending mediation and arbitration, or by other causes which the Owner or Architect/Engineer determines may justify delay, then the Contract Time shall be extended by Change Order for such reasonable time as the Owner/Architect/Engineer may determine.

2.33.2 If adverse weather conditions are the basis for a Claim for additional time, such Claim shall be documented by data substantiating that weather conditions were abnormal for the period of time and could not have been reasonably anticipated, and that the weather conditions had an adverse effect on the scheduled construction.

NOTE: All other terms and conditions (i.e. Insurance Requirements, Bond Requirements, etc.) shall be stated in the individual RFP/CSP Solicitation documents as Special Terms, Conditions and Specifications.

3.0 INSURANCE REQUIREMENTS

3.1 Before commencing work, the vendor shall be required, at its own expense, to furnish the Collin County Purchasing Agent with certified copies of all insurance certificate(s) indicating the coverage to remain in force throughout the term of this contract.

3.1.1 **Commercial General Liability** insurance including but not limited to the coverage indicated below. Coverage shall not exclude or limit Products/Completed Operations, Contractual Liability, or Cross Liability.

- Each Occurrence: \$1,000,000
- Personal & Adv Injury: \$1,000,000
- Products/Completed Operation: \$2,000,000
- General Aggregate: \$2,000,000

3.1.2 **Workers Compensation** insurance at statutory limits, as required by the laws of Texas, and Employers' Liability.

Employers' Liability

- Liability, Each Accident: \$500,000
- Disease-Each Employee: \$500,000
- Disease – Policy Limit: \$500,000

3.1.3 **Commercial Automobile Liability** insurance including owned, non-owned, and hired vehicles used in connection with the contract.

- Combined Single Limit – Each Accident: \$1,000,000

3.1.4 **Professional/Errors & Omissions Liability** insurance with a two (2) year extended period of coverage, (i.e. tail coverage). If you choose to have project coverage endorsed onto your base policy, this would be acceptable.

- Each Occurrence/Aggregate: \$1,000,000

3.1.5 **Umbrella/Excess Liability** insurance.

- Each Occurrence/Aggregate: \$1,000,000

3.2 With reference to the foregoing insurance requirement, the vendor shall endorse applicable insurance policies as follows:

3.2.1 A waiver of subrogation in favor of Collin County, its officials, employees, volunteers and officers shall be contained on all policies.

3.2.2 The vendor's insurance coverage shall name Collin County as additional insured under the General Liability policy.

3.2.3 All insurance policies shall be endorsed to require the insurer to immediately notify Collin County of any decrease in the insurance coverage limits.

3.2.4 All insurance policies shall be endorsed to the effect that Collin County will receive at least thirty (30) days notice prior to cancellation, non-renewal or termination of the policy.

3.2.5 All copies of Certificates of Insurance shall reference the project/contract number.

3.3 All insurance shall be purchased from an insurance company that meets the following requirements:

3.3.1 A financial rating of B+VI or better as assigned by the BEST Rating Company or equivalent.

3.4 Certificates of Insurance shall be prepared and executed by the insurance company or its authorized agent, and shall contain provisions representing and warranting the following:

3.4.1 Sets forth all endorsements and insurance coverages according to requirements and instructions contained herein.

3.4.2 Sets forth the notice of cancellation or termination to Collin County.

4.0 EVALUATION CRITERIA AND FACTORS

4.1 The award of the contract shall be made to the responsible offeror whose proposal is determined to be the lowest and best evaluated offer resulting from negotiation, taking into consideration the relative importance of price and other factors set forth in the Request For Proposals in accordance with Vernon's Texas Code Annotated, Local Government 262.030.

Level 1 - Conformance with Mandatory Technical Requirements

Criteria assessed during Level 1:

- The audio processing/switching/control equipment shall be BiAmp Tesira with no substitutions allowed.

The first part of the evaluation process is to validate the completeness of the proposal and ensure that all the RFP guidelines and submittal requirements are met. Those contractors who do not meet all the requirements for the RFP may, at the discretion of the County, be contacted to submit the missing information within two business days. Incomplete or noncompliant RFPs may be disqualified.

Level 2- Detailed Proposal Assessment

Criteria assessed during Level 2:

- 20% QUALIFICATIONS OF FIRM (Refer to Section 6.1.1)
REFERENCES/COMPARABLE EXPERIENCE (Refer to Section 6.8.1)
- 20% COST
- 10% MAINTENANCE/WARRANTY/RESPONSE TIME (Refer to Section 6.9.1)
- 20% WORK PLAN/TIMELINE (Refer to Section 6.5.1)
- 30% RESPONSE TO BUSINESS REQUIREMENTS (Refer to Section 6.10)

Level 3–Best and Final Offer

BEST AND FINAL OFFERS: Collin County reserves the right at its sole option to extend a Best and Final Offer (BAFO) opportunity to any or all of the top scoring contractors. Contractors may be asked to submit additional information specific to program specifications and cost.

5.0 SPECIAL CONDITIONS AND SCOPE OF SERVICES

5.1 Authorization: By order of the Commissioners' Court of Collin County, Texas sealed proposals will be received for **Audio Upgrade for County Courtroom.**

5.2. Intent of Request for Proposal: Collin County's intent of this Request For Proposal (RFP) and resulting contract is to provide offerors with sufficient information to prepare a proposal for equipment and installation for **Audio Upgrade for County Courtroom**.

5.3 Term: Provide for a term contract commencing on the date of the award and continuing project is complete.

5.4 Pre-Proposal Conference: A **mandatory** pre-proposal conference will be held Friday, January 22, 2016 at 9:00 a.m. in the Ceremonial Courtroom, 2100 Bloomdale McKinney, TX 75071. The group will then visit each type of courtroom (see section 5.8 for locations). It is the offeror's responsibility to review the site and documents to gain a full understanding of the requirements of the RFP. All contractors desiring to submit a proposal should have a representative at the pre-proposal conference; contractors that do not attend the pre-proposal conference shall not be considered in the evaluation for award of a contract per Texas Local Government Code 262.0256.

5.5 Funding: Funds for payment have been provided through the Collin County budget approved by the Commissioners' Court for this fiscal year only. State of Texas statutes prohibit the County from any obligation of public funds beyond the fiscal year for which a budget has been approved. Therefore, anticipated orders or other obligations that arise past the end of the current Collin County fiscal year shall be subject to budget approval.

5.6 Payment and Performance Bonds: In accordance with V.T.C.A. 2253.021, a governmental agency that makes a public work contract with a prime contractor shall require the contractor, before beginning work, to execute to the governmental entity a Payment Bond if the contract is in excess of \$25,000.00 and a Performance Bond if the contract is in excess of \$100,000. Such bond shall be in the amount of the contract payable to the governmental entity and must be executed by a corporate surety in accordance with Section 1, Chapter 87, Acts of the 56th Legislature, Regular Session, 1959 (Article 7.19-1 Vernon's Texas Insurance Code).

5.7 Completion/Response Time: Contractor shall place product(s) and/or complete services at the County's designated location within the number of calendar days according to the schedule proposed by offeror in section 6.5.

5.8 Delivery/Setup/Installation Location: Locations for delivery and installation will be stated on the Collin County Purchase Order(s). Delivery shall include assembly, setup and installation and shall be included in proposal. Below is the address for work to be completed.

Collin County Courthouse
Ceremonial, Auxiliary, County & District Courtrooms
2100 Bloomdale Road
McKinney, TX 75071

Collin County Administration Building
Commissioners' Courtroom
2300 Bloomdale Road, Suite 4192
McKinney, TX 75071

5.9 Samples/Demos: When requested, samples/demos shall be furnished free of expense to Collin County.

5.10 Approximate Usage: The scope of work with quantities is listed in Attachment A, Pricing Sheet.

5.11 Background Check: All Contractor employees that will be working on site or by VPN must pass a background check performed by Collin County before any work may be performed.

5.12 **PROPOSAL SCHEDULE**

RFP released:	January 12, 2016
Pre-Proposal Conference:	January 22, 2016 at 9:00a.m.
Deadline for submission of contractor questions:	January 29, 2016 at 5:00p.m.
Proposals due:	February 4, 2016 at 2:00p.m.
Award of Contract:	April 2016
Effective date of contract:	Upon Award

5.13 **PURPOSE/SCOPE OF WORK**

Collin County is looking to upgrade all audio equipment in the Commissioners, County, and District Courtrooms to digital. There are a total of 20 (Twenty) courtrooms which includes, 9 (Nine) District courtrooms, 1 (One) Ceremonial courtroom, 1 Commissioners Court, 7 (Seven) County courtrooms, and 3 (three) Auxiliary courtrooms. There are different types of courtrooms which are shown in the attached exhibits. The County requires that all proposed new audio processing/switching/control equipment shall be BiAmp Tesira with no substitutions allowed.

Collin County will be re-utilizing the following components of the existing Audio Visual system within the specified courtrooms:

- All UPS's
- All racks
- All fans
- All power distribution
- All visual equipment
- AMX control system

Attached are the following drawings that show the current layout.

Exhibit A, Typical Large Courtroom Audio Schematic
Exhibit B, Typical Small Courtroom Audio Schematic

5.13 GENERAL BUSINESS REQUIREMENTS

Contractor shall provide a response for each statement below.

5.13.1 Requirements for Video

- 5.13.1.1 The existing visual equipment will remain unchanged. No visual equipment needs to be replaced at this time and the existing equipment shall be integrated with the new audio equipment to form a fully functioning system.

5.13.2 Requirements for Audio

- 5.13.2.1 All current audio equipment including DSPs, amplifiers, speakers, microphones, assistive listening systems shall be replaced with new equipment specified in the equipment list.
- 5.13.2.2 It is the offeror's responsibility to run new cabling where needed to connect new devices and replace cabling where needed.

5.13.3 Requirements for Control

- 5.13.3.1 It is the contractor's responsibility to capture a copy of the existing AMX and DSP programming code to use as a template for the new code.
- 5.13.3.2 Program the current AMX system in the courtroom to control all existing devices that will be used and new devices with identical functionality and interface. The AMX touch panels will be used to control the volume of the audio, incorporating a mute and white noise function.
- 5.13.3.3 Program the DSP to provide optimal sound processing for a courtroom environment.
- 5.13.3.4 The operation of the system shall be identical in look and feel to the existing configuration before the start of the project.

5.13.4 Design Requirements

- 5.13.4.1 The selected contractor shall be required to provide a complete documentation set of all configuration notes, MS Visio diagrams and other installation materials.

5.13.5 Integration Requirements

- 5.13.5.1 Incorporate all current audio sources and outputs. It is the vendor's responsibility to replace any wiring that would cause the system to operate poorly and install any new wiring needed to make the system function optimally.
- 5.13.5.2 The appearance of all courtrooms shall remain unchanged, except for newly installed speakers and microphones, and be identical to the condition in which it was found prior to the start of work in that room.

- 5.13.5.3 In the District and County Courtrooms, all speakers that are installed under the desks shall be replaced with new in-ceiling speakers.
- 5.13.5.4 In the District and County Courtrooms install one MX393/0 Shure Omni-Directional Boundary Condenser Microphone at the Judge's bench and 1 (one) installed at the podium in Commissioners Court.
- 5.13.5.5 In the Commissioners Court, the offeror is responsible for providing a video/audio output from the A/V system to the existing streaming media solution in a way that maintains current functionality.
- 5.13.5.6 It is the offeror's responsibility to provide a fully-functioning, turn-key system. Any missing items needed to provide a turn-key solution will be the responsibility of the offeror to provide.
- 5.13.5.7 Responsible for mounting of all equipment in the rack and shall provide all necessary hardware and incidentals for such.
- 5.13.5.8 Responsible for providing, running and terminating all required cabling and labeling them per County Standards.
- 5.13.5.9 Responsible for removing all components of the existing system which will not be reused in the new system and shall wrap them in bubble wrap and provide them back to Collin County.
- 5.13.5.10 Responsible for programming the new equipment to work with the current control system used in the courtrooms.
- 5.13.5.11 All work shall be performed during normal business hours (Monday – Friday, 8am – 5pm). Weekend and after hours work will not be permitted.
- 5.13.5.12 Contractor shall have 2 (Two) weeks per courtroom 20 (Twenty) courtrooms total to complete demo of old system and install/testing of new system for acceptance.

5.13.6 Testing Requirements

- 5.13.6.1 Fully test the final system according to industry standards to ensure proper functionality of all audio and video inputs and outputs. This test shall be performed in each courtroom. County Audio/Visual Administrator or alternate shall be present during testing and shall sign off on each item tested.
- 5.13.6.2 Fully test the final system according to industry standards to ensure proper functionality of the control system. This test shall be performed in each courtroom. County Audio/Visual Administrator or alternate shall be present during testing and shall sign off on each item tested.
- 5.13.6.3 Provide a complete report of all testing results back to Collin County upon completion of testing.

5.13.7 Other Requirements

- 5.13.7.5 All programming code belongs to Collin County and shall be provided to the Collin County Audio/Visual Administrator upon completion of the project along with a copy of the programming software.

- 5.13.7.6 Provide a single point of contact to act as Project Manager on their behalf.
- 5.13.7.7 Provide to Collin County a complete list of all configuration settings used within all devices.
- 5.13.7.8 All technical communication of any kind shall go through the contractors' Project Manager, the Collin County Project Manager, and the Collin County Audio/Visual Administrator.
- 5.13.7.9 Contractor shall have an office located within 2 (Two) hours of the site so that they may provide onsite support within the specified time limit of the warranty.
- 5.13.7.10 Provide all new equipment for this project. None of the required equipment shall be refurbished, or reused.
- 5.13.7.11 Provide offsite storage for all equipment purchased for this project and shall be responsible for theft or damage to the equipment until final acceptance of each courtroom. Collin County will not provide any onsite storage.
- 5.13.7.12 Review RFP requirements for completeness and accuracy in order to ensure a full and properly functioning system upon completion. Please note that no amendments shall be allowed once proposal has been accepted by Collin County. If the contractor misses a piece of equipment, requirement, incompatibility, or service required for a complete and functioning solution it shall be their responsibility to correct it at their own expense whether by purchasing the missing components or performing the required labor.
- 5.13.7.13 Submit to Collin County at the time of RFP submittal product data sheets for all proposed items.
- 5.13.7.14 During the installation, if it is found there are discrepancies in equipment that prevent the completion of the project, the contractor will be responsible for supplying those items and covering the cost of those items. The cost of any item mistakenly installed will be covered by the contractor.

EQUIPMENT REQUIREMENTS FOR EACH COURTROOM

5.13.8 EQUIPMENT – AUDIO & VIDEO CONNECTIVITY

- 5.13.8.1 All audio and video connections between the courtroom and the equipment rack shall adhere to accepted industry standards.

5.13.9 EQUIPMENT - Audio (Refer to Attachment A, Pricing Sheet for quantities)

- 5.13.9.1 MX418DC Shure 12" Desktop Mounted Cardioid Microphone for a total count of 108 (one hundred and eight) units.
- 5.13.9.2 MX202WPC Shure Cardioid Hanging Condenser Microphone with Plate Mount for a total of 76 (seventy-six) units. There will be 4 (four) per courtroom located in the Gallery of the District and County Courtrooms.

- Courtrooms that currently have two will need to have the two additional microphones installed.
- 5.13.9.3 1 (one) MX393/0 Shure Omni-Directional Boundary Condenser Microphone per District and County Courtroom for a total of 20 (twenty) units.
 - 5.13.9.4 2 (two) ULXS124/85 Shure Combo Wireless System (SM58 Handheld & Lavalier) per District and County Courtroom.
 - 5.13.9.5 1 (One) WIR SYS 91V Williams Sound SoundPlus 2-Channel Infrared System per District and County Courtroom.
 - 5.13.9.6 1 (One) Biamp MCA8050 amplifier or equivalent per District, County and 2 (two) for the Commissioners Courtroom for a total of 21 (twenty-one) units.
 - 5.13.9.7 1 (One) Biamp Tesira DSP with the appropriate number of input and output cards in each District and County Courtrooms and Commissioners Court. In the District and County Courtrooms, an analog card will also be needed. Project total will be 20 (twenty) units.
 - 5.13.9.8 119 (one hundred and nineteen) pairs of JBL Control 26 C/T speakers.
 - 5.13.9.9 6 (six) JBL in-wall speakers for the Commissioners Courtroom.
 - 5.13.9.10 Cabling and all other necessary equipment needed.

5.14 MAINTENANCE/WARRANTY REQUIREMENTS

- 5.14.1 All products and workmanship shall be warranted under normal use and service from the date work is completed through three (3) years after final acceptance of last courtroom. Warranty shall include defects in workmanship and material. During warranty period, supplier shall also replace or repair, free of charge, any equipment proven to be defective in workmanship or material. Owner furnished equipment shall be exempt from this warranty.
- 5.14.2 Electronic devices not manufactured by supplier shall carry any original manufacturer's warranty which exceeds the contractor three (3) year warranty. Pass any registration and warranty documents and warranty rights to the County.

5.15 WARRANTY-RESPONSE TIME

- 5.15.1 All items reported shall receive a response via phone within 2 hours from the date/time of original notice of issue.
- 5.15.2 All items reported that require onsite repair/replace, technician shall be onsite within 24 hours (next Business Day) from the date/time of original notice of issue. (Phone call, online request, etc.)

6.0 PROPOSAL FORMAT

PROPOSAL DOCUMENTS: The proposal shall, at a minimum, include a Table of Contents detailing sections and corresponding page numbers, and shall be on letter-size (8 1/2"x 11") paper. Offerors may submit online via <https://collincountytx.ionwave.net> or submit a hard copy with one (1) original and five (5) copies assembled with spiral-type bindings or staples. **DO NOT USE METAL-RING HARD COVER BINDERS.** Paper copies should also be accompanied by an electronic copy of the information provided on a CD in a searchable format.

Proposal shall include responses to items 6.1-6.10 below. Failure to respond to these sections may deem your proposal as non-responsive.

6.1 FIRM OVERVIEW

Offeror is requested to define the overall structure of the firm to include the following:

- 6.1.1 A descriptive background of your company's history.
- 6.1.2 State your principal business location and any other service locations.
- 6.1.3 What is your primary line of business?
- 6.1.4 How long has your company been selling Audio Visual product(s) and/or providing service(s)?
- 6.1.5 State how many and the locations where your product/services are in use.

6.2 PROPOSED PROJECT TEAM/STAFF QUALIFICATIONS/EXPERIENCE/CREDENTIALS

- 6.2.1 Offeror is requested to provide qualifications as well as experience information on Offeror's key personnel.

6.3 PROPOSED PROJECT

- 6.3.1 Offeror is requested to provide an implementation plan for the proposed product(s)/service(s) to include but not limited to the following areas:
 - 6.3.1.1 Project to include all necessary components to render it complete and operational;
 - 6.3.1.2 Proposed Project Plan showing, at a minimum, the following key areas:
 - 6.3.1.2.1 Installation
 - 6.3.1.2.2 Education and Training
 - 6.3.1.2.3 Testing and Support
 - 6.3.1.3 Documentation samples showing the work product the county may expect to receive covering:
 - 6.3.1.3.1 Warranty/Maintenance
 - 6.3.1.3.2 Configuration and programming details

6.3.1.3.3 As-Built Diagrams

6.4 REFERENCES

- 6.4.1 Offeror is requested to include at least five (5) references with names, addresses, telephone numbers and e-mail address.

6.5 TIME SCHEDULE

- 6.5.1 Provide a schedule on each phase of the proposed project beginning with program development and ending with the date of operation. It is estimated that installation will begin May 2016. The schedule shall include all tasks that will require time in the process, such as County review. Contractor shall have 2 (Two) weeks per courtroom 20(Twenty) courtrooms total to complete demo of old system and install/testing of new system for acceptance. All work shall be performed during normal business hours (Monday – Friday, 8am – 5pm). Weekend and after hours work will not be permitted.

6.6 PRICING/FEES

- 6.6.1 See Attachment A for Pricing Sheet. Be sure to include all items necessary to render project complete and operational.
- 6.6.2 State Cost for Maintenance/Warranty for 1 Year.
- 6.6.3 State Cost for Maintenance/Warranty for 3 Years.

6.7 FINANCIAL STATEMENTS

- 6.7.1 Offeror is requested to submit recent financial statements with their proposal. Audited financial statements are not mandatory. Unaudited financial statements will be accepted. If offeror's firm does, however, have audited statements; please include a copy with your proposal.

6.8 OTHER PROJECTS INVOLVED WITH

- 6.8.1 Offeror is requested to provide a list of other projects that you are currently involved with or will be involved with.

6.9 MAINTENANCE/WARRANTY/RESPONSE TIME

- 6.9.1 Offeror is requested to respond to Warranty/Response time. (Refer to Section 5.14-5.15)

6.10 GENERAL BUSINESS REQUIREMENTS

- 6.10.1 Offeror shall provide a response for each of the requirements in Section 5.13.



Courtroom Audio Equipment List

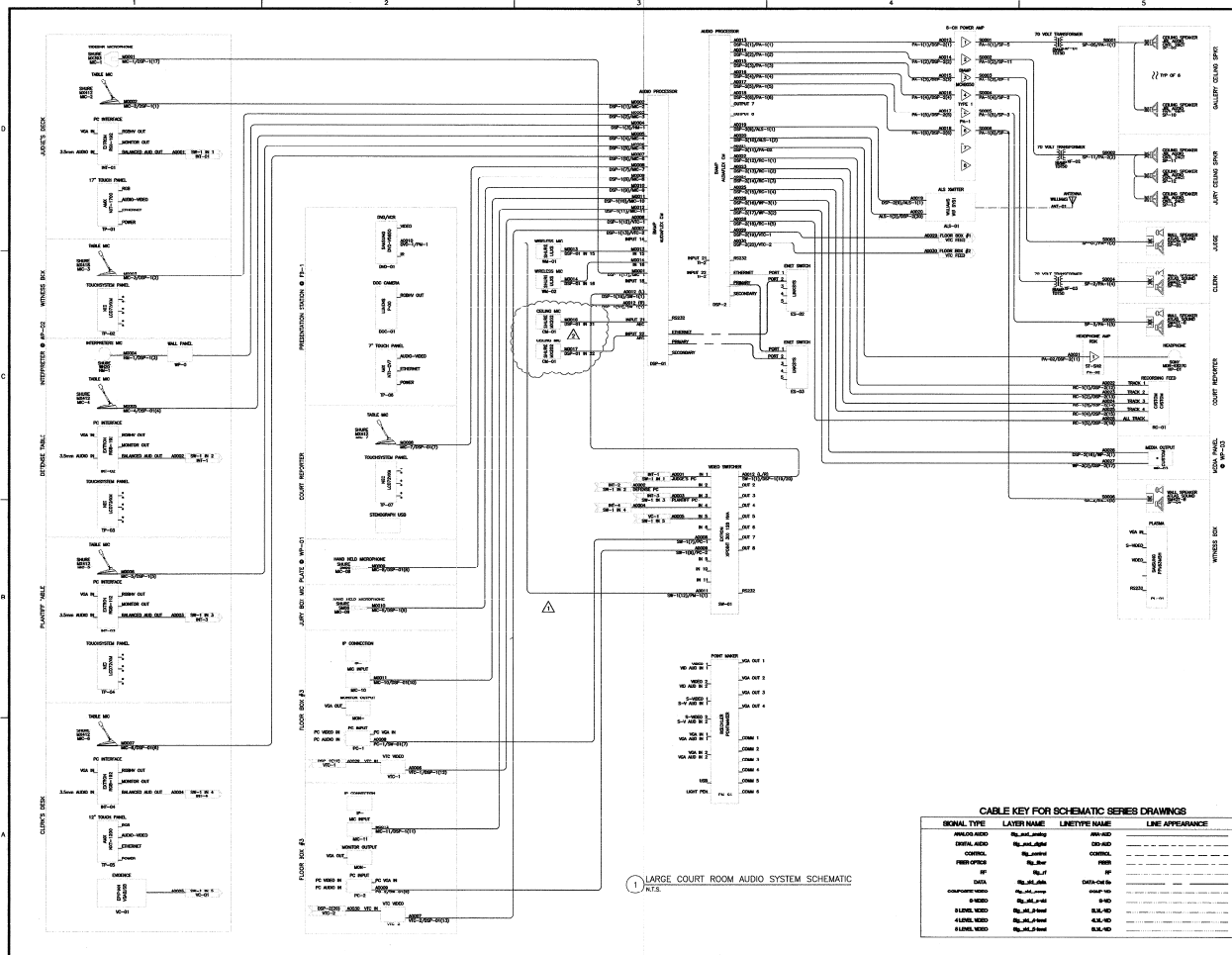
Description	Recommended Manufacturer Part/Model No.	State Manufacturer Part/Model	State price per item (each)	Project Total	Total Price
Audio					
Shure 12" Desktop Mounted Cardioid Gooseneck Microphone	MX418DC			108	
Shure Cardioid Hanging Condenser Microphone with Plate Mount	MX202WPC			76	
Shure Omni-Directional Boundary Condenser Microphone	MX393/0			20	
Shure Combo Wireless System (SM58 Handheld & Lavalier)	ULXS124/85			38	
Williams Sound SoundPlus 2-Channel Infrared System	WIR SYS 91V			19	
Biamp Amplifier	MCA8050			21	
Biamp Tesira Configurable DSP with appropriate number of inputs and outputs, echo cancellation and an analog card.	Server-IO Chassis			20	
JBL Control 26 C/T Speakers	JBL Control 26 C/T			119 pairs	
JBL In-wall speaker				6	
Miscellaneous					
Cables/Wiring				1	
Installation Fees/Programming/Labor					
Project Total					

COLLIN COUNTY

REVISION	DATE	BY	DESCRIPTION
1	01/11/2011	AV	Initial Design
2	01/11/2011	AV	Revised Design
3	01/11/2011	AV	Final Design

CLIENT: COLLIN COUNTY JUDICIAL CENTER
PROJECT NAME: LARGE COURT ROOM
SHEET TITLE: AUDIO SYSTEM SCHEMATIC
SHEET NUMBER: 51.3.6
SHEET TOTALS: 1

AV-201



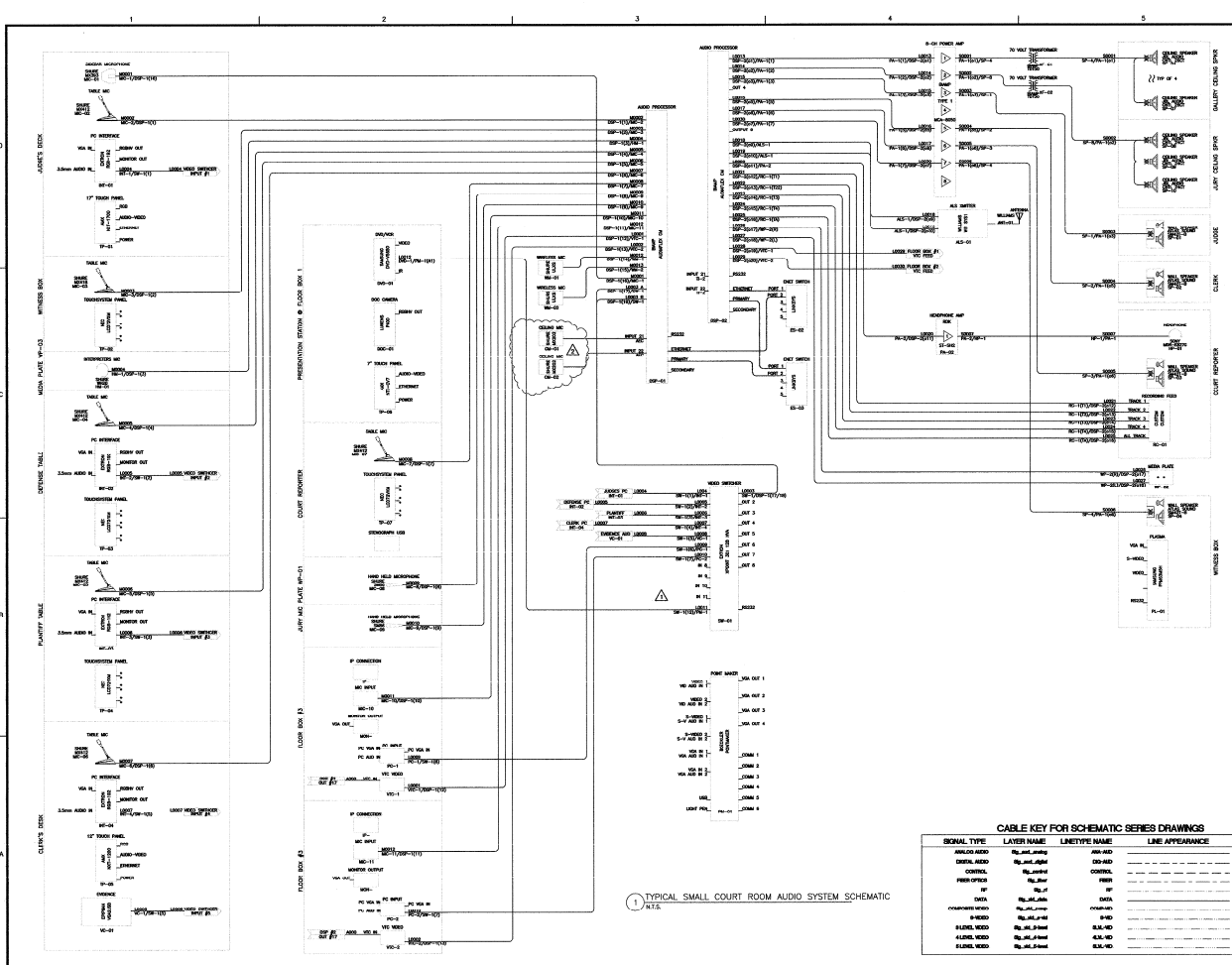
CABLE KEY FOR SCHEMATIC SERIES DRAWINGS

SIGNAL TYPE	LAYER NAME	LINETYPE NAME	LINE APPEARANCE
ANALOG AUDIO	ANAL_AUDIO	ANAL_AUDIO	---
DIGITAL AUDIO	DIGITAL_AUDIO	DIGITAL_AUDIO	---
CONTROL	CONTROL	CONTROL	---
VIDEO	VIDEO	VIDEO	---
DATA	DATA	DATA	---
COMPUTER/NETWORK	COMPUTER/NETWORK	COMPUTER/NETWORK	---
POWER	POWER	POWER	---
GROUND	GROUND	GROUND	---
VIDEO	VIDEO	VIDEO	---
VIDEO	VIDEO	VIDEO	---
VIDEO	VIDEO	VIDEO	---
VIDEO	VIDEO	VIDEO	---

COLLIN COUNTY

REVISION	DATE	BY	DESCRIPTION
1	01/15/04	AVS	ISSUED FOR SUBMITTAL
2			
3			
4			
5			
6			
7			
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19			
20			

For Location: Tarrant County Courthouse (P03-0075)
 Drawing No: 0000000000
 Project Name: COLLIN COUNTY JUSTICE CENTER
 Project Number: 0000000000
 Project Title: TYPICAL SMALL COURTROOM
 Project Size: 512.9
 Project Type: AUDIO SYSTEM SCHEMATIC
 Project Description: AV FUNCTIONAL DIAGRAM
 Project Number: AV-206



CABLE KEY FOR SCHEMATIC SERIES DRAWINGS

SYMBOL TYPE	LAYER NAME	LINE TYPE NAME	LINE APPEARANCE
ANALOG AUDIO	ANAL_AUDIO	ANAL_AUDIO	---
DIGITAL AUDIO	DIGITAL_AUDIO	DIGITAL_AUDIO	---
CONTROL	CONTROL	CONTROL	---
POWER/VIDEO	POWER/VIDEO	POWER/VIDEO	---
RF	RF	RF	---
DATA	DATA	DATA	---
CHASSIS/GROUND	CHASSIS/GROUND	CHASSIS/GROUND	---
VIDEO	VIDEO	VIDEO	---
ALARM/VIDEO	ALARM/VIDEO	ALARM/VIDEO	---
ALARM/VIDEO	ALARM/VIDEO	ALARM/VIDEO	---

1. TYPICAL SMALL COURTROOM AUDIO SYSTEM SCHEMATIC

PAYMENT BOND

STATE OF TEXAS §
COUNTY OF COLLIN §

KNOW ALL MEN BY THESE PRESENTS:

That _____, a corporation organized and existing under the laws of the State of _____, and fully authorized to transact business in the State of Texas, whose address is _____ of the City of _____ County of _____, and State of _____, (hereinafter referred to as "Principal"), and _____ (hereinafter referred to as "Surety", a corporation organized under the laws of the State of _____ and authorized under the laws of the State of Texas to act as surety on bonds for principals, are held and firmly bound unto _____ (hereinafter referred to as "Owner") and unto all persons, firms and corporations who may furnish materials for or perform labor upon the buildings, structures or improvements referred to in the attached Contract, in the penal sum of _____ Dollars (\$ _____) (not less than 100% of the approximate total amount of the Contract as evidenced in the proposal) in lawful money of the United States, for the payment whereof, the said Principal and Surety bind themselves, and their heirs, administrators, executors, successors, and assigns, jointly and severally, firmly by these presents:

WHEREAS, the Principal has entered into a certain written contract with the Owner, dated the _____ day of _____, 20_____, to which said Contract is hereby referred to and made a part hereof and as fully and to the same extent as if copied at length herein for the construction of _____.

NOW, THEREFORE, THE CONDITION OF THIS OBLIGATION IS SUCH, that the bond guarantees the full and proper protection of all claimants supplying labor and material in the prosecution of the work provided for in said Contract and for the use of each claimant, and that conversely should the Principal faithfully perform said Contract and in all respects duly and faithfully observe and perform all and singular the covenants, conditions, and agreements in and by said Contract, agreed to by the Principal, and according to the true intent and meaning of said Contract and the claims and specifications hereto annexed, and any and all duly authorized modifications of said Contract that may hereafter be made, notice of which modification to Surety being hereby waived, then this obligation shall be void; otherwise, to remain in full force and effect. Provided further, that if any legal action be filed on this Bond, venue shall lie in _____ Collin County, Texas.

"PROVIDED, HOWEVER, that this bond is executed pursuant to the provisions Texas Government Code, Chapter 2253, as amended, and Chapter 3503 of the Texas Insurance Code, as amended, and all liabilities on this bond shall be determined in accordance with the provisions of said articles to the same extent as if they were fully copied at length herein.

Surety, for value received, stipulates and agrees that the bond shall automatically be increased by the amount of any Change Order or supplemental agreement which increases the Contract price with or without notice to the Surety and that no change, extension of time, alteration or addition to the terms of the Contract, or to the work performed thereunder, or the plans, specifications, or drawings accompanying the same, shall in anyway affect its obligation on this bond, and it does hereby waive notice of any such change, extension of time, alteration or addition to the terms of the Contract, or to the work to be performed thereunder.

The undersigned and designated agent is hereby designated by Surety herein as the agent resident to whom any requisite notice may be delivered and on whom service of process may be had in matters arising out of such suretyship.

IN WITNESS WHEREOF, the said Principal and Surety have signed and sealed this instrument this _____ day of _____ 20_____.

WITNESS

PRINCIPAL

Printed/Typed Name _____

Title: _____

Company: _____

Address: _____

SURETY

Printed/Typed Name _____

Title: _____

Company: _____

Address: _____

WITNESS

The Resident Agent of the Surety for delivery of notice and service of process is:

Name: _____

Address: _____

Phone Number: _____

Note: Date of Bond must NOT be
prior to date of contract.

PERFORMANCE BOND

STATE OF TEXAS §
COUNTY OF COLLIN §

KNOW ALL MEN BY THESE PRESENTS:

That _____, a corporation organized and existing under the laws of the State of _____, and fully authorized to transact business in the State of Texas, whose address is _____ of the City of _____ County of _____, and State of _____, (hereinafter referred to as "Principal"), and _____ (hereinafter referred to as "Surety", a corporation organized under the laws of the State of _____ and authorized under the laws of the State of Texas to act as surety on bonds for principals, are held and firmly bound unto _____ (hereinafter referred to as "Owner") and unto all persons, firms and corporations who may furnish materials for or perform labor upon the buildings, structures or improvements referred to in the attached Contract, in the penal sum of _____ Dollars (\$ _____) (not less than 100% of the approximate total amount of the Contract as evidenced in the proposal plus 10-percent of the stated penal sum as an additional sum of money representing additional court expenses, attorneys' fees, and liquidated damages arising out of or connected with the below identified Contract) in lawful money of the United States, for the payment whereof, the said Principal and Surety bind themselves, and their heirs, administrators, executors, successors, and assigns, jointly and severally, firmly by these presents:

WHEREAS, the Principal has entered into a certain written contract with the Owner, dated the _____ day of _____, 20____, to which said Contract is hereby referred to and made a part hereof and as fully and to the same extent as if copied at length herein for the construction of _____.

NOW, THEREFORE, THE CONDITION OF THIS OBLIGATION IS SUCH, that if the said Principal fully and faithfully executes the work and performance of the Contract in accordance with the plans specifications, and Contract Documents, including any extensions thereof which may be granted with or without notice to Surety, during the original term thereof, and during the life of any guaranty required under the Contract, and according to the true intent and meaning of said Contract and the plans and specifications hereto annexed, if the Principal shall repair and/or replace all defects due to faulty materials or workmanship that appear within a period of one year from the date of final completion and final acceptance of the work by OWNER; and if the Principal shall fully indemnify and save harmless the OWNER from all costs and damages which OWNER may suffer by reason of failure to so perform herein and shall fully reimburse and repay OWNER all outlay and expense which the OWNER may incur in making good any default or deficiency, then this obligation shall be void; otherwise, to remain in full force and effect; and in case said CONTRACTOR shall fail to do so, it is agreed that the OWNER may do said work and supply such materials and charge the same against said CONTRACTOR and Surety on this obligation. Provided further, that if any legal action be filed on this Bond, venue shall lie in _____ Collin County, Texas.

"PROVIDED, HOWEVER, that this bond is executed pursuant to the provisions Texas Government Code, Chapter 2253, as amended, and Chapter 3503 of the Texas Insurance Code, as amended, and all liabilities on this bond shall be determined in accordance with the provisions of said articles to the same extent as if they were fully copied at length herein.

Surety, for value received, stipulates and agrees that the bond shall automatically be increased by the amount of any Change Order or supplemental agreement which increases the Contract price with or without notice to the Surety, but in no event shall a Change Order or Supplemental Agreement which reduces the Contract price decrease the penal sum of the Bond. And further that no change, extension of time, alteration, or addition to the terms of the Contract, or to the work performed thereunder, or the plans, specifications, or drawings accompanying the same shall in any way affect its obligation on this bond, and it does hereby waive notice of any such change, extension of time, alteration, or addition to the terms of the Contract or to the work to be performed thereunder.

Surety agrees that the bond provides for the repairs and/or replacement of all defects due to faulty materials and workmanship that appear within a period of one (1) year from the date of completion and acceptance of the improvement by the OWNER.

The undersigned and designated agent is hereby designated by Surety herein as the agent resident to whom any requisite notice may be delivered and on whom service of process may be had in matters arising out of such suretyship.

IN WITNESS WHEREOF, the said Principal and Surety have signed and sealed this instrument this _____ day of _____ 20____.

WITNESS

PRINCIPAL

Printed/Typed Name _____

Title: _____

Company: _____

Address: _____

SURETY

Printed/Typed Name _____

Title: _____

Company: _____

Address: _____

WITNESS

The Resident Agent of the Surety for delivery of notice and service of process is:

Name: _____

Address: _____

Phone Number: _____

Note: Date of Bond must NOT be prior to date of contract.

CONFLICT OF INTEREST QUESTIONNAIRE

FORM CIQ

For vendor doing business with local governmental entity

This questionnaire reflects changes made to the law by H.B. 23, 84th Leg., Regular Session.

This questionnaire is being filed in accordance with Chapter 176, Local Government Code, by a vendor who has a business relationship as defined by Section 176.001(1-a) with a local governmental entity and the vendor meets requirements under Section 176.006(a).

By law this questionnaire must be filed with the records administrator of the local governmental entity not later than the 7th business day after the date the vendor becomes aware of facts that require the statement to be filed. See Section 176.006(a-1), Local Government Code.

A vendor commits an offense if the vendor knowingly violates Section 176.006, Local Government Code. An offense under this section is a misdemeanor.

OFFICE USE ONLY

Date Received

1 Name of vendor who has a business relationship with local governmental entity.

2 ☐ Check this box if you are filing an update to a previously filed questionnaire.

(The law requires that you file an updated completed questionnaire with the appropriate filing authority not later than the 7th business day after the date on which you became aware that the originally filed questionnaire was incomplete or inaccurate.)

3 Name of local government officer about whom the information in this section is being disclosed.

Name of Officer

This section (item 3 including subparts A, B, C, & D) must be completed for each officer with whom the vendor has an employment or other business relationship as defined by Section 176.001(1-a), Local Government Code. Attach additional pages to this Form CIQ as necessary.

A. Is the local government officer named in this section receiving or likely to receive taxable income, other than investment income, from the vendor?

☐ Yes ☐ No

B. Is the vendor receiving or likely to receive taxable income, other than investment income, from or at the direction of the local government officer named in this section AND the taxable income is not received from the local governmental entity?

☐ Yes ☐ No

C. Is the filer of this questionnaire employed by a corporation or other business entity with respect to which the local government officer serves as an officer or director, or holds an ownership interest of one percent or more?

☐ Yes ☐ No

D. Describe each employment or business and family relationship with the local government officer named in this section.

4

Signature of vendor doing business with the governmental entity

Date

Request for Taxpayer Identification Number and Certification

Give Form to the
requester. Do not
send to the IRS.

Print or type See Specific Instructions on page 2.	1 Name (as shown on your income tax return). Name is required on this line; do not leave this line blank.	
	2 Business name/disregarded entity name, if different from above	
	3 Check appropriate box for federal tax classification; check only one of the following seven boxes: <input type="checkbox"/> Individual/sole proprietor or single-member LLC <input type="checkbox"/> Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=partnership) ▶ _____ Note. For a single-member LLC that is disregarded, do not check LLC; check the appropriate box in the line above for the tax classification of the single-member owner. <input type="checkbox"/> Other (see instructions) ▶ _____	4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3): Exempt payee code (if any) _____ Exemption from FATCA reporting code (if any) _____ <i>(Applies to accounts maintained outside the U.S.)</i>
	5 Address (number, street, and apt. or suite no.)	Requester's name and address (optional)
	6 City, state, and ZIP code	
7 List account number(s) here (optional)		

Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the Part I instructions on page 3. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN* on page 3.

Note. If the account is in more than one name, see the instructions for line 1 and the chart on page 4 for guidelines on whose number to enter.

Social security number										
				-				-		
or										
Employer identification number										
				-						

Part II Certification

Under penalties of perjury, I certify that:

- The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and
- I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
- I am a U.S. citizen or other U.S. person (defined below); and
- The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

Certification instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions on page 3.

Sign Here	Signature of U.S. person ▶	Date ▶
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General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

Future developments. Information about developments affecting Form W-9 (such as legislation enacted after we release it) is at www.irs.gov/fw9.

Purpose of Form

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) which may be your social security number (SSN), individual taxpayer identification number (ITIN), adoption taxpayer identification number (ATIN), or employer identification number (EIN), to report on an information return the amount paid to you, or other amount reportable on an information return. Examples of information returns include, but are not limited to, the following:

- Form 1099-INT (interest earned or paid)
- Form 1099-DIV (dividends, including those from stocks or mutual funds)
- Form 1099-MISC (various types of income, prizes, awards, or gross proceeds)
- Form 1099-B (stock or mutual fund sales and certain other transactions by brokers)
- Form 1099-S (proceeds from real estate transactions)
- Form 1099-K (merchant card and third party network transactions)

- Form 1098 (home mortgage interest), 1098-E (student loan interest), 1098-T (tuition)
- Form 1099-C (canceled debt)
- Form 1099-A (acquisition or abandonment of secured property)

Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN.

If you do not return Form W-9 to the requester with a TIN, you might be subject to backup withholding. See What is backup withholding? on page 2.

By signing the filled-out form, you:

- Certify that the TIN you are giving is correct (or you are waiting for a number to be issued),
- Certify that you are not subject to backup withholding, or
- Claim exemption from backup withholding if you are a U.S. exempt payee. If applicable, you are also certifying that as a U.S. person, your allocable share of any partnership income from a U.S. trade or business is not subject to the withholding tax on foreign partners' share of effectively connected income, and
- Certify that FATCA code(s) entered on this form (if any) indicating that you are exempt from the FATCA reporting, is correct. See *What is FATCA reporting?* on page 2 for further information.