



Collin County Purchasing

2021-158

Audio Visual Upgrade for Collin County Courthouse

Issue Date: 3/16/2021

Questions Deadline: 4/8/2021 02:00 PM (CT)

Response Deadline: 4/15/2021 02:00 PM (CT)

Collin County Purchasing

Contact Information

Contact: Sara Hoglund, NIGP-CPP, CPPB Senior Buyer

Address: Purchasing
Admin. Building
Ste.3160
2300 Bloomdale Rd.
Ste. 3160
McKinney, TX 75071

Phone: (972) 548 x4104

Fax: (972) 548 x4694

Email: shoglund@co.collin.tx.us

Event Information

Number: 2021-158
Title: Audio Visual Upgrade for Collin County Courthouse
Type: Request for Proposal - HT/INS
Issue Date: 3/16/2021
Question Deadline: 4/8/2021 02:00 PM (CT)
Response Deadline: 4/15/2021 02:00 PM (CT)
Notes: Collin County has 26 courtrooms, which are used to hear District Court and County Court cases, overflow cases, attorney general cases and other special ad-hoc court dockets. Currently, there is existing HDBaseT A/V and we are upgrading to an A/V over IP system. The county is seeking a turn-key solution to procure, deliver, install, configure, program, test, and document the standard county build out to provide the AV services for these courts.

Ship To Information

Contact: Call Ext. 4516
Address: Computer Parts Warehouse
Courthouse
Ste. 00138
2100 Bloomdale Rd.
Ste. 00138
McKinney, TX 75071

Billing Information

Address: Auditor
Admin. Building
Ste. 3100
2300 Bloomdale Rd.
Ste. 3100
McKinney, TX 75071

Bid Activities

Pre-Proposal Meeting

3/26/2021 2:00:00 PM (CT)

A mandatory pre-proposal conference will be conducted by Collin County on Friday, March 26, 2021 at 2:00 pm or Wednesday, March 31, 2021 at 2:00 pm meet between the escalators (you will need to go through security) 2100 Bloomdale Road, McKinney, TX 75071. The group will then visit sample courtrooms to see the equipment layout. This is to provide an opportunity for all interested companies to ask questions, receive clarification and additional documentation providing statistical information, and to tour the facilities. Participation in the conference is mandatory for any Contractor intending to submit a proposal. The site tours are also **MANDATORY** to avoid the situation of a proposal being submitted without the Contractor having seen the facilities. While the conference and site tours are mandatory, it is not mandatory that the same company representatives participate in both activities. Delegation of each task assignment is at the discretion of the Contractor; however, at least one company representative shall represent the Contractor at each activity.

Those interested in attending the pre-proposal conference shall RSVP to purchasing@co.collin.tx.us with "2021-158, Audio Visual Upgrade for Collin County Courtrooms" in the subject line, no later than Thursday, March 25, 2021 at 12:00 PM. RSVP response shall include company name, name of individual that will be attending and the preferred session time. Attendees for each session will be scheduled in the order received.

Pre-Proposal Meeting

3/31/2021 2:00:00 PM (CT)

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Bid Attachments

General_Instructions_Proposals.docx

General Instructions - Proposals

[View Online](#)

Terms_of_Contract_Proposals_-_2.10.21.docx

Terms of Contract - Proposals

[View Online](#)

Insurance.doc

Insurance

[View Online](#)

Specifications_-_3-3.docx

Specifications

[View Online](#)

Attachment A - Requirements - 3-3.xlsx

Attachment A - Requirements

[View Online](#)

Attachment B - Pricing Sheet.xlsx

Attachment B - Pricing Sheet

[View Online](#)

Exhibit A - Collin County Cabling Standards.docx

Exhibit A - Collin County Cabling Standards

[View Online](#)

Exhibit B - Prevailing Wage Rates.docx

Exhibit B - Prevailing Wage Rates

[View Online](#)

Payment Bond.pdf

Payment Bond

[View Online](#)

Performance Bond.pdf

Performance Bond

[View Online](#)

Information Regarding Conflict of Interest Questionnaire.pdf

Information Regarding Conflict of Interest Questionnaire

[View Online](#)

CIQ_113015.pdf

Conflict of Interest Questionnaire

[View Online](#)

W-9 rev 2018.pdf

W-9 Form

[View Online](#)

Requested Attachments

Proposal Response

(Attachment required)

Attachment A - Requirements

(Attachment required)

Attachment B - Pricing Sheet

(Attachment required)

COI

Conflict of Interest

W9

(Attachment required)

Bid Attributes

1 eBid Notice

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 means may result in your receipt of incomplete specifications and/or addendums which could ultimately render your bid/proposal non-compliant. Collin County accepts no responsibility for the receipt and/or notification of solicitations through any other means. Please initial.

(Required: Maximum 1000 characters allowed)

2 Contact Information

List the contact name, email address and phone number of the main person(s) Collin County should contact in reference to this solicitation. Contact(s) shall be duly authorized by the company, corporation, firm, partnership or individual to respond to any questions, clarification, and or offers in response to this solicitation.

(Required: Maximum 4000 characters allowed)

3 Solicitation Submittals

Collin County Purchasing will temporarily only accept IFB, RFP, RFQ and Quote submittals electronically in Ionwave (eBid) or via parcel carrier until further notice. Please do not deliver your solicitation response in person. All bid openings will be completed on schedule and witnessed by Collin County Purchasing staff to ensure all procurement statutes, policies and state laws are followed. Please initial.

(Required: Maximum 1000 characters allowed)

4 Delivery

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. Please state delivery in calendar days from date of order.

(Required: Maximum 1000 characters allowed)

5 Exceptions

Do you take exception to the specifications? If so, by separate attachment, please state your exceptions.

Yes No

(Required: Check only one)

6 Insurance Acknowledgement

I understand that the insurance requirements of this solicitation are required and are included in the submitted pricing. A certificate of insurance shall be submitted to the Purchasing department if I am awarded all or a portion of the resulting contract. Please initial.

(Required: Maximum 1000 characters allowed)

7 Bonding Requirement Acknowledgement

I understand that the bonding requirements of this solicitation are required and are included in the submitted pricing. A bond certificate (payment, performance, and/or maintenance) as stated in the specification document shall be submitted to the Purchasing department if I am awarded all or a portion of the resulting contract. Please initial.

(Required: Maximum 1000 characters allowed)

8 Subcontractors

State the business name of all subcontractors and the type of work they will be performing under this contract. If you are fully qualified to self-perform the entire contract, please respond with "Not Applicable-Self Perform".

(Required: Maximum 4000 characters allowed)

9 Reference No. 1

List a company or governmental agency, other than Collin County, where these same/like products/services, as stated herein, have been provided. Texas references preferred. Include the following: Company/Entity, Contact, Address, City/State/Zip, Phone, and E-Mail.

(Required: Maximum 4000 characters allowed)

**1
0 Reference No. 2**

List a company or governmental agency, other than Collin County, where these same/like products/services, as stated herein, have been provided. Texas references preferred. Include the following: Company/Entity, Contact, Address, City/State/Zip, Phone, and E-Mail.

(Required: Maximum 4000 characters allowed)

**1
1 Reference No. 3**

List a company or governmental agency, other than Collin County, where these same/like products/services, as stated herein, have been provided. Texas references preferred. Include the following: Company/Entity, Contact, Address, City/State/Zip, Phone, and E-Mail.

(Required: Maximum 4000 characters allowed)

**1
2 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. Would bidder be willing to allow other local governmental entities to participate in this contract, if awarded, under the same terms and conditions?

Yes No

(Required: Check only one)

**1
3** **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).

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.

(Required: Maximum 4000 characters allowed)

**1
4** **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. Please initial.

(Required: Maximum 1000 characters allowed)

**1
5** **Immigration and Reform Act**

I declare and affirm that my company is in compliance with 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.

(Required: Maximum 1000 characters allowed)

**1
6** **Disclosure of Certain Relationships**

Chapter 176 of the Texas Local Government Code 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.

(Required: Maximum 1000 characters allowed)

17 Anti-Collusion Statement

Bidder certifies that its Bid/Proposal is made without prior understanding, agreement, or connection with any corporation, firm, or person submitting a Bid/Proposal for the same materials, services, supplies, or equipment and is in all respects fair and without collusion or fraud. No premiums, rebates or gratuities permitted; either with, prior to, or after any delivery of material or provision of services. Any such violation may result in Agreement cancellation, return of materials or discontinuation of services and the possible removal from bidders list. Please initial.

(Required: Maximum 1000 characters allowed)

18 Disclosure of Interested Parties

Section 2252.908 of the Texas Government Code requires 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.

(Required: Maximum 1000 characters allowed)

19 Notification Survey

In order to better serve our offerors, the Collin County 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?

- Plano Star Courier Plan Room Collin County eBid Notification Collin County Website
 Other

(Required: Check only one)

20 Proposer Acknowledgement

Proposer acknowledges, understands the specifications, 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.

(Required: Maximum 1000 characters allowed)

Bid Lines

1 State Grand Total from Attachment B - Pricing Sheet

(Response required)

Quantity: 1 UOM: each Price: \$ Total: \$

Supplier Notes: _____

No bid
 Additional notes
(Attach separate sheet)

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 submittal 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 the date specified in the solicitation. 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://collincountytx.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 it's 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 offerors during the solicitation 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 Offeror 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. Delivery to governmental entities located within Collin County will be at no additional charge or as otherwise provided for in the award document. Delivery charges, if any, for governmental entities located outside of Collin County shall be negotiated between the Vendor and each governmental entity.

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 offeror upon award of the contract and, according to state law; all bids received will be available for inspection at that time.

1.25 Offeror shall comply with all local, state and federal employment and discrimination laws and shall not discriminate against any employee or applicant for employment because of race, color, religion, sex, age, national origin or any other class protected by law.

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 Expenses for Enforcement. In the event either Party hereto is required to employ an attorney to enforce the provisions of this Agreement or is required to commence legal proceedings to enforce the provisions hereof, the prevailing Party shall be entitled to recover from the other, reasonable attorney's fees and court costs incurred in connection with such enforcement, including collection.

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

2.11.1 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).

2.11.2 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).

2.12 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.

2.13 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.

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

2.15 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.

2.16 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.

2.17 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.

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

2.18.1 Collin County Purchase Order Number;

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

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

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

- 2.20 All warranties shall be stated as required in the Uniform Commercial Code.
- 2.21 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.
- 2.22 The Vendor/Contractor/Provider agree to protect Collin County from any claims involving infringements of patents and/or copyrights.
- 2.23 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.
- 2.24 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.
- 2.25 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.
- 2.26 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.
- 2.27 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.
- 2.28 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.
- 2.29 Criminal History Background Check: If required, ALL individuals may be subject to a criminal history background check performed by Collin County prior to access being granted to Collin County facilities. Upon request, Vendor/Contractor/Provider shall provide list of individuals to the Collin County Purchasing Department within five (5) working days.
- 2.30 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.

2.31 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.

2.32 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.

2.33 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.

2.34 Delays and Extensions of Time when applicable:

2.34.1 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/Enginner may determine.

2.34.2 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.

2.35 Disclosure of Certain Relationships: Chapter 176 of the Texas Local Government Code 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.

2.36 Disclosure of Interested Parties: Section 2252.908 of the Texas Government Code requires 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.

2.37 Vendors/Contractors/Providers must be in compliance with the provisions of Section 2252.152 and Section 2252.153 of the Texas Government Code which states, in part, contracts with companies engaged in business with Iran, Sudan, or Foreign Terrorist Organizations are prohibited. A governmental entity may not enter into a contract with a company that is listed on the Comptroller of the State of Texas website identified under Section 806.051, Section 807.051 or Section 2253.253 which do business with Iran, Sudan or any Foreign Terrorist Organization. This Act is effective September 1, 2017.

2.38 Force Majeure: No party shall be liable or responsible to the other party, nor be deemed to have defaulted under or breached this Agreement, for any failure or delay in fulfilling or performing any term of this Agreement, when and to the extent such failure or delay is caused by or results from acts beyond the affected party's reasonable control, including, without limitation: acts of God; flood, fire or explosion; war, invasion, riot or other civil unrest; actions, embargoes or blockades in effect on or after the date of this Agreement; or national or regional emergency (each of the foregoing, a "Force Majeure Event"). A party whose performance is affected by a Force Majeure Event shall give notice to the other party, stating the period of time the occurrence is expected to continue and shall use diligent efforts to end the failure or delay and minimize the effects of such Force Majeure Event.

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. Coverage must be written on occurrence form.

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

3.1.2 **Workers Compensation** insurance 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 which includes any automobile (owned, non-owned, and hired vehicles) used in connection with the contract.

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

3.1.4 **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 provided for General Liability, Commercial Automobile Liability, and Workers' Compensation.

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 A-VII or higher 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 contractor, whose proposal is determined to be the 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.

The Evaluation Committee will review all proposals received by the Opening date and time as part of a documented evaluation process. For each decision point in the process, the County will evaluate contractors according to specific criteria and will elevate a certain number of contractors to compete against each other. The proposals will be evaluated on the following criteria.

The County will use a competitive process based upon “selection levels.” The County recognizes that if a contractor fails to meet expectations during any part of the process, it reserves the right to proceed with the remaining contractors or to elevate a contractor that was not elevated before. The selection levels are described in the following sections.

Level 1 - Conformance with Mandatory Technical Requirements

Criteria assessed during Level 1:

- Conformance with RFP guidelines and submittal requirements outlined in Section 6.0 including response to each item in Section 6.0.
- Submit completed Attachment A - Requirements, Attachment B - Pricing Sheet and if applicable, Detailed Response to Requirements.

The following items listed below are Collin County equipment manufacturer standards per Court Order No. 2020-1104-11-02. No substitutions allowed.

- The video processing/switching/control equipment shall be Crestron with no substitutions allowed.
- The audio digital signal processor shall be by Biamp Systems Corporation with no substitutions allowed.
- The network cabling system shall comply with Collin County’s Panduit requirements and manufacturer shall be Panduit Corporation with no substitutions allowed.
- The assisted listening system shall be Williams Sound with no substitutions allowed.
- Data room switching and routing shall be Cisco Equipment with no substitutions allowed.

Level 2 – Detailed Proposal Assessment (Maximum 100 Points)

The Evaluation Committee will conduct a detailed assessment of all proposals elevated to this Level. Proposals may earn up to 100 Points based on evaluated criteria. Criteria evaluated in Level 2 include:

Points	Description
65	Response and compliance with Attachment A-Requirements (Proposal Format Item 6.8) (Maximum of 65 Points) <ul style="list-style-type: none"> • General Requirements (Maximum of 10 Points)

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	<ul style="list-style-type: none"> • Functional Requirements (Maximum of 20 Points) • Technical Requirements (Maximum of 25 Points) • Warranty Requirements (Maximum 5 Points) • Training Requirements (Maximum 5 Points)
20	Qualifications of Firm (Proposal Format Item 6.2; 6.3) References/Comparable Experience (Proposal Format Item 6.5; 6.6)
15	Project Plan/Timeline (Proposal Format Item 6.4; 6.7)

It is anticipated that Collin County will elevate proposals scoring at least 70 points (70%) to Level 3.

Level 3 – Cost (Maximum 25 Points)

Points	Description
25	Total Cost including 1 year warranty (Proposal Format Item 6.9)

Level 4–Best and Final Offer

Contractors who are susceptible of receiving award will be elevated to Level 4 for Best and Final Offer. Contractor will be asked to respond in writing to issues and questions raised by the County as well as any other cost and implementation planning considerations in the proposal, and may be invited to present their responses on-site. Proposals may be re-evaluated based upon Criteria in level 2 and level 3.

Based on the result of the Best and Final Offer evaluation, a single contractor will be identified as the finalist for contract negotiations. If a contract cannot be reached after a period of time deemed reasonable by the County, it reserves the right to contact any of the other contractors that have submitted bids and enter into negotiations with them.

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 Visual Upgrade for Collin County Courtrooms.**
- 5.2 Intent of Request for Proposal: Collin County’s intent of this Cooperative Request for Proposal (RFP) and resulting contract is to provide contractors with sufficient information to prepare a proposal for equipment and installation for **Audio Visual Upgrade for Collin County Courtrooms.**
- 5.3 Term: Provide for a term contract commencing on the date of the award and continuing until project is complete. County will enter into an annual warranty/maintenance agreement for the period of one (1) year after project acceptance.
- 5.4 Pre-Proposal Conference: A mandatory pre-proposal conference will be conducted by Collin County on Friday, March 26, 2021 at 2:00 pm or Wednesday, March 31, 2021 at 2:00 pm meet between the escalators (you will need to go through security) 2100 Bloomdale Road, McKinney, TX 75071. The group will then visit sample courtrooms to see the equipment layout. This is to provide an opportunity for all interested companies to ask questions, receive clarification and additional documentation providing statistical information, and to tour the facilities. Participation in the conference is

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mandatory for any Contractor intending to submit a proposal. The site tours are also **MANDATORY** to avoid the situation of a proposal being submitted without the Contractor having seen the facilities. While the conference and site tours are mandatory, it is not mandatory that the same company representatives participate in both activities. Delegation of each task assignment is at the discretion of the Contractor; however, at least one company representative shall represent the Contractor at each activity.

Those interested in attending the pre-proposal conference shall RSVP to purchasing@co.collin.tx.us with “2021-158, Audio Visual Upgrade for Collin County Courtrooms” in the subject line, no later than Thursday, March 25, 2021 at 12:00 PM. RSVP response shall include company name, name of individual that will be attending and the preferred session time. Attendees for each session will be scheduled in the order received.

- 5.5 Point of Contact: Information regarding the purchasing process and the contents of this RFP may be obtained from the Collin County Department or email shoglund@co.collin.tx.us, Sara Hoglund, Senior Buyer.
- 5.6 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.
- 5.7 Completion/Response Time: Contractor shall place product(s) and/or complete services at the County’s designated location according to the schedule proposed by contractor in Section 6.8.
- 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.

Russell A. Steindam Courts Building
2100 Bloomdale Road
McKinney, TX 75071
- 5.9 Freight/Delivery charges: shall be included in the submitted pricing. No additional fees for delivery/freight/fuel surcharge or other fees shall be invoiced or paid by Collin County.
- 5.10 Testing: Testing may be performed at the request of Collin County, by an agent so designated, without expense to Collin County.
- 5.11 Samples/Demos: When requested, samples/demos shall be furnished free of expense to Collin County.
- 5.12 Approximate Value/Usage: Approximate usage does not constitute an order, but only implies the probable quantity the County will use. Estimated expenditure is \$1,500,000.
- 5.13 Background Check: All Contractor employees that will be working on site or by remote access shall pass a criminal background check performed by Collin County before any work may be performed. The selected contractor shall be provided the required documents to submit required information for background checks.

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5.14 Subcontractors: Contractor shall state names of all subcontractors and the type of work they will be performing. If a contractor fails to specify a subcontractor, then he shall be deemed to have agreed that he is fully qualified to perform the contract himself, and that he will fully perform the contract himself. No proposer whose proposal is accepted shall (a) substitute any subcontractor, or (b) permit a subcontract to be voluntarily assigned or transferred or allow it to be performed by anyone other than the original subcontractor listed in the original proposal without approval in writing from the Collin County Purchasing Department.

The successful proposer further agrees that Collin County and its agents, servants and employees shall not be liable for any loss or damage resulting from personal injury, physical loss, harassment of or discrimination against employee or other violations of the provisions of this contract occasioned by the acts or omissions of the successful proposer’s sub-contractors, their agents or employees. The indemnification provisions of this contract shall apply to all sub-contractors.

5.15 Confidential or Proprietary Information: Collin County is subject to the Texas “Public Information Act”, Texas Government Code Chapter 552. Contractors shall identify those portions of their proposals that they deem to be confidential, proprietary information or trade secrets. Contractors shall clearly indicate each and every section to which this applies. It is not sufficient to preface the entire proposal with a proprietary statement. State of Texas Attorney General retains the final authority as to the extent of material that is considered proprietary or confidential.

5.16 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).

5.17 Wage Scale: In accordance with The Texas Government Code, Title 10, Chapter 2258, Prevailing Wage Rates, the general prevailing wage rate has been determined for this locality for the craft or type of workman needed to execute work of a similar character of the project listed herein. The Contractor shall pay the prevailing wage rate in this locality to all his/her employees and subcontractors performing work on this project, and in no event shall the Contractor pay less than the rate shown in the following schedule. Refer to Exhibit B for current prevailing wage rates.

5.18 **PROPOSAL SCHEDULE**

Collin County reserves the right to change the schedule of events as it deems necessary.

RFP Released	Tuesday, March 15, 2021
Mandatory Pre-Proposal Conference	Friday, March 26, 2021 at 2:00 pm (CST) or Wednesday, March 31, 2021 at 2:00 pm (CST)
Deadline for submission of questions	Friday, April 9, 2021 at 5:00pm CST
Proposals Due:	Thursday, April 15, 2021 at 2:00pm CST
Award of RFP:	June 2021

5.19 **PURPOSE/SCOPE OF WORK**

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Collin County has 26 courtrooms, which are used to hear District Court and County Court cases, overflow cases, attorney general cases and other special ad-hoc court dockets. Currently, there is existing HDBaseT A/V and we are upgrading to an A/V over IP system. The county is seeking a turn-key solution to procure, deliver, install, configure, program, test, and document the standard county build out to provide the AV services for these courts.

The attached Requirements (Refer to Attachment A) and pricing sheet (Refer to Attachment B), along with any additional cables, boxes, connectors, faceplates or other materials required to provide a turn-key AV solution, will be required for this RFP. This pricing sheet is for procurement, installation and configuration of an audio/visual A/V over IP upgrade solution in twenty-six (26) courtrooms.

5.20–5.22 – See Attachment A – Requirements. Complete and submit in accordance with section 6.8.

Attachment References:

Attachment A – Requirements

Attachment B – Pricing Sheet

Exhibit References:

Exhibit A – Network Cabling Requirements

Exhibit B – Wage Rates

6.0 PROPOSAL FORMAT

In accordance with the directions below, contractor shall provide a response for each item in Section 6.2 – 6.9 in order and include item numbers in response. Answer all questions fully, clearly, and concisely, giving complete information. Do not skip items. Do not refer to other parts of your proposal for the answers. You may not modify either the order or language of the question. **Responses shall include a statement of “agree”, “confirmed”, “will provide”, “not applicable”, or “exception taken” along with any additional information.** If an item is “not applicable” or “exception taken”, contractor shall state that and refer to Section 7.0 Exceptions, with explanation.

Contractor shall adhere to the instructions in this request for proposals on preparing and submitting the proposal. If contractor does not follow instructions regarding proposal format, points will be deducted during the evaluation process.

6.1 PROPOSAL DOCUMENTS: To achieve a uniform review process and to obtain a maximum degree of comparability, the proposal shall, at a minimum include a Table of Contents detailing sections and corresponding page numbers.

6.1.1 Proposals may be submitted online via <http://collincountytx.ionwave.net> or submitted via CD-ROM or Flash Drive. Electronic submissions are preferred.

6.1.2 If submitting manually, proposal shall be submitted in a sealed envelope or box with RFP name, number, and name of firm printed on the outside of the envelope or box. Manual submittals shall be sent/delivered to the following address and shall be received prior to the date/time for opening:

Collin County Purchasing
2300 Bloomdale, Suite 3160
McKinney, TX 75071

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Paper copies shall be printed on letter size (8 ½ x 11) paper and assembled using spiral type bindings, staples, or binder clips. Do not use metal-ring hard cover binders. Manual submittals shall include an electronic copy in a searchable format.

It shall be the responsibility of the contractor to insure that their proposal reaches Collin County Purchasing prior to the date/time for the opening no matter which submission method is used.

Proposal shall include but not be limited to information on each of the following:

6.2 **FIRM OVERVIEW**

Contractor shall define the overall structure of the firm to include the following:

- 6.2.1 A descriptive background of your company's history.
- 6.2.2 State your principal business location and any other service locations.
- 6.2.3 State the address and normal business hours of your local service location and list the number of technical support personnel assigned to this work location. Should a service location not exist in the Collin County region please list your nearest service location to the county.
- 6.2.4 What is your primary line of business?
- 6.2.5 How long have you been selling product(s) and/or providing service(s)?
- 6.2.6 State the number and location of installations where your services are in use.
- 6.2.7 Identify any terminated public sector projects. Disclose the jurisdiction and explain the termination.
- 6.2.8 Is your company currently for sale or involved in any transaction to expand or to become acquired by another business entity? If yes, please explain the impact both in organizational and directional terms.
- 6.2.9 List of all lawsuits resulting in award (in or outside of court) to a client and provide basis and finding of any settlement.

6.3 **PROPOSED PROJECT TEAM/STAFF QUALIFICATIONS/EXPERIENCE/CREDENTIALS**

- 6.3.1 Provide credentials, qualifications as well as experience for each team member or key personnel on the project.
- 6.3.2 Provide name, job title, responsibilities, project management practices, role on the project, and number of years they have been in the role.

6.4 **PROPOSED PROJECT**

- 6.4.1 Contractor is requested to provide an implementation plan for the proposed product(s)/service(s) to include but not limited to the following areas:
 - 6.4.1.1 Project to include all necessary components to render it complete and operational;
 - 6.4.1.2 Proposed Project Plan showing, at a minimum, the following key areas:
 - 6.4.1.2.1 Installation
 - 6.4.1.2.2 Education and Training

6.4.1.2.3 Testing and Support

6.4.1.3 Documentation samples showing the work product the county may expect to receive covering:

6.4.1.3.1 Warranty/Maintenance

6.4.1.3.2 Configuration and programing details

6.4.1.3.3 As-Built Diagrams

6.5 REFERENCES

6.5.1 Provide a minimum of three (3) references. Include the following information for each reference; the name and address of the organization, as well as the name, position, email and telephone number of the contact in the referred organization. References with similar projects and users are preferred.

6.5.1.1 Describe the services provided, the start date, months to complete and the total cost of project. Include organizations that have completed similar in scope projects in the last 2 years.

6.6 SIMILAR PROJECTS INVOLVED WITH

6.6.1 Provide a list of other similar projects that you are involved with currently or will be involved with during the duration of this project.

6.7 TIME SCHEDULE

6.7.1 Provide a schedule for each phase of the proposed project beginning with program development and ending with the date of operation to minimize the duration of the implementation. The schedule shall include all tasks that will require time in the process, such as County review (identify amount of time assumed for each task). All work shall be performed during normal business hours (Monday – Friday, 8am – 5pm). Weekend and after hours work will not be permitted.

6.8 REQUIREMENTS & DETAILED RESPONSE TO REQUIREMENTS

6.8.1 Contractor shall respond to all requirements in Attachment A - Requirements.

6.8.1.1 Requirements that require a detailed response shall be submitted as an attachment titled "Detailed Response to Requirements". The responses shall be in order and include the reference numbers within this document. Acknowledgement of response on this sheet is required and reference of location of response shall be referenced in the comment section of this document.

6.8.1.2 Any responses that are answered as a yes mean that the system will fully comply with no setup required, configurable with no changes to source code, or are provided with reporting tool. If the functionality is not available at this time the response shall be answered as no and shall be included in your proposal as "exceptions" with further explanation. Refer to Section 7.0 of the specifications for more details on Exceptions.

6.9 PRICING/FEES

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- 6.9.1 See Attachment B Pricing Sheet. Be sure to include all items necessary to render project complete and operational.
- 6.9.2 State Cost for Maintenance/Warranty for 1 Year.
- 6.9.3 Pricing shall be valid through September 30, 2022. If there are not enough funds to complete all Courtrooms in the project with the current budget, additional funding may be requested in the 2022 budget.

7.0 EXCEPTIONS

Instructions for completing section:

The exception table shall be completed for any exception from requirements identified in this RFP. Please complete the following worksheet listing any and all exceptions from the information requested in the Request for Proposal. Attach additional pages as needed. If no exceptions are listed in Section 7.0 it is understood that the contractor has agreed to all RFP requirements, the response will be considered as confirmed even if it is listed elsewhere as an exception.

Section Number/ Question Number	Required Service Contractor is Unable to Perform	Steps Taken to Meet Requirement

Reference Number	<p>IMPORTANT INFORMATION:</p> <p>Requirements that require a detailed response shall be submitted as an attachment titled "Detailed Response to Requirements". The responses shall be in order and include the reference numbers within this document. Acknowledgement of response on this sheet is required and reference of location of response shall be referenced in the comment section of this document.</p> <p>Any responses that are answered as a yes mean that the system will fully comply with no setup required, configurable with no changes to source code, or are provided with reporting tool. If the functionality is not available at this time the response shall be answered as no and shall be included in your proposal as "exceptions" with further explanation. Refer to Section 7.0 of the specifications for more details on Exceptions.</p>	Yes System currently performs these functions and/or agree to requirement	No System does not perform this function and/or cannot agree to requirement	Written Response: Include additional comments below. If you need additional space please include with your submittal an attachment titled "Detailed Response to Requirements" and note accordingly below.
5.20 GENERAL REQUIREMENTS				
5.20.1	Provide a complete project, including but not limited to procurement, delivery, installation, configuration set-up, testing and documentation of audio visual equipment.			
5.20.2	Attachment B - Pricing Sheet is preferred for reasons of supported consistency. All items on the pricing sheet shall be priced.			
5.20.3	The following items listed below are Collin County equipment manufacturer standards per Court Order No. 2019-343-05-07. No substitutions allowed:			
5.20.3.1	Crestron			
5.20.3.2	BiAmp			
5.20.3.3	Panduit			
5.20.3.4	Williams Sound			
5.20.3.5	Cisco			
5.20.4	Contractor shall be responsible for procurement and delivery of all cables, boxes, connectors, faceplates and other materials required to provide a turn-key AV solution to the county.			
5.20.5	Contractor shall perform all audio/visual programming required for the turn-key project.			
5.20.6	All programming performed with Biamp Tesira, Crestron Software, Touch screen design, and parameters specific to Crestron Fusion on Premise will be the property of Collin County and all source code will be provided to the County as part of the turn-key solution, prior to approval of final payment.			
5.20.7	The awarded contractor shall provide an electronic copy of files showing how the architected solution will be installed at the County. The diagram(s) shall show the network connections and communication path(s) within the courtroom(s) and how that connects to the County data network and integrated A/V system. Cad drawings preferred.			
5.20.8	The awarded contractor shall provide a complete documentation set of all configuration notes, drawing diagrams and Touchpanel how-to operate manual.			
5.20.9	The County prefers that contractors or implementation partners have a local office or headquarters within the Dallas/Fort Worth metroplex to minimize any implementation, or ongoing production support, costs.			
5.20.10	Provide a single point of contact to act as Project Manager on their behalf.			
5.20.11	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.			
5.20.12	Provide all new equipment for this project. None of the required equipment shall be refurbished, or reused.			
5.20.13	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 the project. Collin County will not provide any onsite storage.			
5.20.14	Review RFP requirements for completeness and accuracy in order to ensure a full and properly functioning system upon completion. 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. Please note that no amendments shall be allowed once proposal has been accepted by Collin County unless the County changes the scope of the project.			
5.20.15	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.			
5.20.16	Existing equipment shall be disconnected and removed and moved to a to be determined spot with the building.			
5.21 FUNCTIONAL REQUIREMENTS				
5.21.1	There shall be a way for the volume of each group's mic and speakers to be independently adjusted up or down so that speakers and seated parties comfortably hear each other with no feedback.			
5.21.2	Seated parties in gallery, jury box, attorney tables, witness stand, podiums facing the judge, court reporter area, the Judges bench, clerk and bailiff areas shall hear everything said by any speaker speaking into the microphone without feedback.			
5.21.3	The speaker shall have the ability to turn off the microphone.			
5.21.4	Seated parties shall hear everything said from the wired mics and wireless mics, or as speakers move around the room without feedback.			
5.21.5	In the Chambers Area Staff Court location, the Court Coordinator shall hear everything said from the desk powered monitor Speaker.			
5.21.6	Everything displayed by the 98" TV will be viewable by all parties of the Court and be mounted behind the Witness area.			

5.21.7	Everything displayed by the 55" TV will be viewable by all parties of the Court Gallery and be ceiling pole mounted.			
5.21.8	Everything displayed to the Dell annotation touch screens shall be viewable at its positioned location for areas being the attorney tables, witness stand, and court reporter areas of seating.			
5.21.9	Annotation operability shall be setup for viewing the tools to touch and annotate along with printing setup. Coordinate printing setup with Collin County A/V Administrator.			
5.21.10	All images displayed shall be viewable and legible by all parties of the Court.			
5.21.11	All images displayed shall be clear and sharp with no over scan, blurriness, image smear, blinking, or ghosting.			
5.21.12	A/V System shall be able to accept, process, and switch digital and analog video sources utilizing VGA, DVI, HDMI, Display Port, USB-C, etc. from connectivity adapters to HDMI.			
5.21.13	System shall be able to output the appropriate digital video resolution to any display in the system regardless of source resolution utilizing HDMI.			
5.21.14	Crestron Fusion On-premises Enterprise software shall be programmed by the Contractor and shall work with the A/V admin for access to existing On-Premise Software.			
5.21.15	Crestron Fusion shall be able to view all assets with monitoring and IT helpdesk and support should receive alerts of issues and remotely taking control of devices to resolve with Crestron Fusion's management software.			
5.21.16	Contractor shall agree to requirements outlined in Exhibit A - Network Cabling General Requirements.			
5.21.17	Contractor shall install a wall mounted 65" TV in twenty three (23) Jury Deliberation rooms along with A/V component shelving.			
5.21.18	Contractor shall provide and install a BenQ Instashow device mounted close to the TV, concealed and functional in Jury Deliberation rooms.			
5.21.19	Contractor shall install for the Court Room an Owner Furnished BenQ Instashow as a source.			
5.21.20	Contractor shall provide adapter ring sets for the Courts and Jury Deliberation room for all computer port types working with all Operating System types with HDMI, to also explicitly include vga with audio to HDMI, USB-C, display port, mini display port, mini HDMI, Apple lightning, etc.			
5.21.21	Contractor to have similar control touchscreen look as existing touchpanel and add all necessary features of devices for control. Work with Collin County A/V Administrator for changes and final approval.			
5.21.22	Contractor to install in the Court, 4 Ceiling viewable mounted cameras for Video Teleconference applications use and Bailiff to have touch control of camera functions for zooming, PTZ, preview of cameras, and camera presets.			
5.21.23	Contractor to provide KVM USB Routing for choosing camera in Video Teleconference applications for the Judge and Bailiff in Crestron touchscreen.			
5.21.24	Contractor to install wall plate Crestron RJ45 female connection in wall between Gallery and Jury Box location to run back to IDF for setup as decoder connection.			
5.22	TECHNICAL REQUIREMENTS			
5.22.1	At the A/V closet all Cat 6e jumper patch cables shall run from devices to the existing patch panel and existing cable runs from the court shall be terminated on female Panduit data jacks to the Patch panel using the TIA/EIA 568-B cabling standard.			
5.22.2	At the IDF closet all Cat 6e jumper cables shall run from the switch to the angled patch panel and all infrastructure cabling to connect from IDF to the A/V closet.			
5.22.3	All court room encoders and decoders shall connect to existing cat cable terminations and re-terminated as needed connecting to their respective drop connections and mounted securely in respective cabinets or underneath tables for a discreet look.			
5.22.4	All new additional cable runs shall be determined by Contractor to run either back to the AV closet or IDF closet depending on infrastructure.			
5.22.5	All A/V Room rack equipment devices for network and A/V over IP encoding and decoding connections to shall connect to the patch panel with Panduit cat 6e patch cable.			
5.22.6	Provide Crestron HDMI cable from the encoder to be located at Judges bench to the respective computer and any additional adapter as needed to make function for audio and video displaying.			
5.22.7	Provide Crestron HDMI cable from the decoder to be located at Judges bench to the respective display and any additional adapter as needed to make function for video displaying.			
5.22.8	Provide Crestron HDMI cable from the decoders to be located at attorneys bench, Court Reporter, and witness stand areas to the respective Dell monitor for video displaying.			
5.22.9	Contractor to install new Flip Top Cubby removing existing at Counsel tables and if no existing cubby then Contractor to have proper tools for cutting and installing the cubby and making proper connections.			
5.22.10	Document camera to be located center of attorney tables cabinet. Contractor to install Document camera cabling, and serial control to the encoder to be located in center cabinet along with power for connection located below at floor box.			
5.22.11	Connect existing 50ft HDMI cable from the Judges bench for the tablet connection to the HDMI input of new system install of NVX card located at DM card Chassis in A/V closet for tablet display connection.			
5.22.12	Provide Crestron Touchscreen for control at the Judges existing drop connection			
5.22.13	Provide Viewsonic display at the Judges bench and make proper connections to decoder.			
5.22.14	Provide Crestron Touchscreen for control at the bailiff location at existing drop connection.			
5.22.15	Provide Dell Touch screen for Bailiff having programmed touch Camera control with proper connections to the Digital graphics engine to be located at Bailiff area.			

5.22.16	Provide NVX decoder at Bailiff location to have ability to display.			
5.22.17	Provide Crestron Touchscreen at the Attorney tables location for limited control at existing drop connection.			
5.22.18	Provide connection from the Annotation system in A/V rack with proper mounting of digi-usb2 boxes with usb cabling from system to the digi-usb2 transmitter with the twisted pair extender to the twisted pair extender end of the receivers at all dell monitor locations for annotation control.			
5.22.19	Contractor to make proper connections from HDMI Input and output of NVX encoding and decoding equipment to corresponding devices.			
5.22.20	Provide HDMI Crestron Gravity retractors for input as well as ring adapters for connection of laptop computers, iPad's, etc. at attorney tables including power that will be installed in the flush mount flip top cubby.			
5.22.21	Contractor shall provide proper connection from NVX down mixing card to the audio DSP server.			
5.22.22	Contractors shall reuse the cable to connect the network audio conference components to an analog voice data port on the audio server.			
5.22.23	Contractor shall configure the table mics internal dipswitch to allow manual off and on function of the mic.			
5.22.24	Contractor shall reuse existing XLR cabling connections to new DSP server, at attorney defense and plaintiff tables area floor boxes, 2 at floor box area connections at center court area, the Witness stand area, Court Reporters area, and Judges bench.			
5.22.25	Contractor shall reuse speaker cabling connections from existing speakers.			
5.22.26	Contractor to add 2 more hanging mics for speaking in gallery and determine best location for quality from existing conditions and move existing hanging mics locations as needed.			
5.22.27	Contractor to provide 2 wireless mic receivers mounted in rack.			
5.22.28	The Assistive Listening System shall be mounted as recommended by Contractor for optimal transmission to the receiver for best audio hearing reception.			
5.22.29	Contractor to provide an Audio XLR drop connection for the desk monitor speaker to be located in the court staff area at the desk of the Courts Coordinator.			
5.22.30	The Contractor shall be responsible for the mounting of the 98" television display by securing to the wall.			
5.22.31	The Contractor to provide HDMI cable from A/V rack DM card chassis for decoder to TV along with serial control cable connection to TV from CP4N.			
5.22.32	The Contractor to provide HDMI cable from mounted decoder on back of 55" TV's along with serial control cable connection to TV.			
5.22.33	Contractor to work with A/V admin for placement of ceiling mounted cameras.			
5.22.34	Camera Cat cable runs to go to patch panel in IDF			
5.22.35	Crestron HD Streaming Receivers to be located in A/V closet rack and Contractor to make proper connections to the Multi-Window Video Processor, NVX, and Vaddio media bridge for USB Video connection use for VTC application use.			
5.22.36	Cameras to be properly programmed for Bailiff to View and select single views or quad view to stream out for VTC applications on Dell touchscreen along with zooming and PTZ.			
5.22.37	Laptop or other device output compatibility with Display Port, Mini/Micro HDMI and Apple connectors, etc. shall be accomplished with the use of adapters on a ring and shall be provided by the contractor to the court.			
5.22.38	Crestron Touchscreen Control system shall have a similar look, feel, and operation of the existing court with updated programming of new devices and their features to be controlled. It is the Contractors responsibility for approval of control design with A/V admin.			
5.22.39	A movable NVX shall be programmed for use with floor boxes as a decoder.			
5.22.40	All Floor Box Cat Connections shall be connected to the patch panel and configured for use.			
5.22.41	Programming of Crestron CP4N control system of devices with functionality and interface modified to meet requirements for a complete system. Proper labeling of necessary connections to be provided by the contractor.			
5.22.42	All patch panel connections shall be labeled by Contractor to corresponding devices with labeling.			
5.22.43	Rack cable management shall be provided with use of Velcro.			
5.22.44	Devices in rack shall be positioned and spaced for ease of maintenance or removal.			
5.22.45	Contractor shall communicate with the A/V admin to retrieve the IP ranges, subnet mask and gateway for devices.			
5.22.46	Contractor will setup IGMPV3 on the switch and all ports setup.			
5.22.47	Contractor will set up NVX USB routing for video telepresence camera feed.			
5.22.48	All streaming protocols and controls shall be configured and setup as needed for a complete system.			
5.22.49	Contractor will set the transmitter and receiver modes of encoders and decoders.			
5.22.50	Contractor will set IP's along with hostnames for all devices corresponding to court name device location and type.			

5.22.51	Contractor will set the routing groups.			
5.22.52	All devices shall have the latest firmware installed by the Contractor.			
5.22.53	All power connections of equipment in A/V rack shall be connected using best industry practice. Existing UPS shall be used.			
5.22.54	MAINTENANCE/WARRANTY/SERVICE RESPONSE REQUIREMENTS			
5.22.54.1	Provide a one (1) year warranty on all products and workmanship beginning at the time of final project acceptance by both parties. Any equipment needing to be replaced shall be replaced with brand new if failure occurs within the first ninety (90) days. 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. Contractor shall provide cost for optional extended warranty and exchange policy through equipment manufacturers.			
5.22.54.2	All items reported shall receive a response via phone within Two (2) hours from the date/time of original notice of issue.			
5.22.54.3	When a failure occurs, Contractor agrees to send qualified maintenance personnel, as required, to arrive at the affected County facility within twenty-four (24) hours of request, 8:00 A.M. to 5:00 P.M. Central Time, Monday through Friday, excluding weekends and County holidays.			
5.22.55	TRAINING REQUIREMENTS			
5.22.55.1	Provide two (2) hours of training on all installed components for both the A/V technicians and the system end-users			
5.22.55.2	Provide minimum Eight (8) hours of onsite hands on training to the county Audio/Visual Administrator and Two (2) alternates on operation, troubleshooting, and configuration of completed system.			

Qty	Description	Manufacturer	Part/Model No.	Each Price	Total Price
A/V Rack					
1	Vertical Power Strip	Middle Atlantic	PD-2415SC-NS		\$ -
1	ATS	APC	AP4450		\$ -
Courtroom Main Display					
1	98" LED HDTV, 1080p, 120Hz, 4-HDMI, RS-232c	NEC	C981Q		\$ -
1	98" Display Wall Mount	Chief	XTM1U		\$ -
Courtroom Gallery Displays					
2	55"	NEC	E557Q		\$ -
2	Fusion pole Mount	Chief	LCM1U		\$ -
2	Ceiling Plate and Column	Chief	CMA100		\$ -
Courtroom Touch Displays for Attorney's, Witness, Court Reporter and Judge					
4	24" Touchscreen Display for Annotation	Dell	P2418HT		\$ -
1	16" Touchscreen Display	Viewsonic	TD1655		\$ -
Courtroom Wall Plate					
1	Ethernet Wall Plate	Crestron	MP-WP183-B		\$ -
Courtroom Source Device					
1	Document Camera	Elmo	PX-30 E		\$ -
A/V Rack Courtroom Source Device					
1	Annotator Pro Plus	Williams AV	AN CSP		\$ -
Courtroom Network Encoder/Decoder					
13	DM NVX Encoder and Decoder	Crestron	DM-NVX-350		\$ -
A/V Rack Courtroom Network Encoder/Decoder					
7	DM NVX Encoder and Decoder Card	Crestron	DM-NVX-350C		\$ -
1	DM NVX Encoder and Decoder Card with Downmixing	Crestron	DM-NVX-351C		\$ -
1	DM Card Chassis	Crestron	DMF-CI-8		\$ -
IDF Data room Switching and Routing					
1	Cisco Catalyst 9300 48 port UPOE Network Essentials	Cisco	C9300-48U-E		\$ -
1	SNTC-8X5XNBD Cisco Catalyst 3850 48 port Mini, 4x10G Uplink	Cisco	C9300-NM-8x		\$ -
1	1100W AC 80+ Platinum power supply	Cisco	PWR-C1-1100WAC-P		\$ -
1	1100W AC 80+ Platinum Secondary Power Supply	Cisco	PWR-C1-1100WAC-P		\$ -
1	Cisco StackWise-480 50cm stacking cable	Cisco	STACK-T1-50CM=		\$ -
1	Cat 9300 Stack power cable 30cm	Cisco	CAB-SPWR-30CM		\$ -
1	C9300 Cisco DNA Essentials-48 port-3 year	Cisco	C9300-DNA-E-48-3Y		\$ -
1	North America AC Type A Power Cable	Cisco	CAB-TA-NA		\$ -
1	UNIVERSAL	Cisco	S9300UK9-169		\$ -
1	SOLN SUPP 8X5XNBD Catalyst 9300 48-port UPOE, Network Essentials	Cisco	CON-SSNT-C93004UE		\$ -
1	Panduit angled 48 port patch panel	Panduit	CPPLA48WBLY		\$ -
Courtroom Control TouchPannels					
2	10.1" Touch Screen, Black Smooth	Crestron	TSW-1070-GV-B-S		\$ -
1	7" Touch Screen, Black Smooth	Crestron	TSW-770-GV-B-S		\$ -
A/V Rack Courtroom Control Processor					
1	4-Series Control System	Crestron	CP4N		\$ -
Courtroom Council tables Cubbies					
2	Flip Top Cubby, 4 open slots w/1 AC outlet included	Crestron	FT2-202-MECH-AC-B KIT		\$ -
2	Gravity Cable Retractor for FT2	Crestron	FT2A-CBLR-GR-4K-HD		\$ -
Chambers Office area Court Coordinator Audio					
1	Powered Monitor Speaker	Yamaha	MSP3		\$ -
Courtroom Audio Speakers					
7	Pair 6.5" Ceiling Speaker (14 speakers)	JBL	Control 26 C/T		\$ -
Courtroom Gallery Audio Mics					
6	Hanging Microphones	Audix	M55W		\$ -
Courtroom Audio Table Mics					
7	18" Desktop Gooseneck Condenser Microphone	Shure	MX 418 D/C		\$ -
Courtroom Audio Floorbox Mics and stands					
1	60cm Dual Flex Gooseneck with 3-Pin XLR MZH 3062	Sennhieser	500652		\$ -
1	Cardioid condenser microphone	Sennhieser	ME34		\$ -
1	Floor Stand with XLR connection MZF580NX	Sennhieser	500892		\$ -
1	Cardioid Dynamic, On-Off Switch mic and kit with xlr cable and mic stand	Shure	SM48S-LC		\$ -
A/V Rack Audio Server					
1	Tesira DSP server with up to 48 channels of I/O	Biamp	Tesira SERVER-IO AVB		\$ -
5	4 Channel Echo Cancelling Input Card	Biamp	Tesira SEC-4		\$ -
3	4 Channel Line Output Card	Biamp	Tesira SOC-4		\$ -
1	2 Channel Telephone Interface Card	Biamp	Tesira STC-2		\$ -
1	8 Channel 175W digital networked Amplifier	Biamp	Tesira AMP-8175R		\$ -
2	4 Channel mic/line input card	Biamp	Tesira EIC-4		\$ -
A/V Rack Wireless System					
2	Combo Wireless System (SM58 & WL185)	Shure	QLXD124/85-H50		\$ -
1	Passive Antenna Splitter/Combiner Kit and hardware	Shure	UA221		\$ -
2	100' UHF Remote Antenna Extension cable BNC-BNC, RG213/U type	Shure	UA8100		\$ -
2	In-Line Antenna amplifier for remote mounting. (470-902 MHz)	Shure	UA834WB		\$ -
1	In-Line adapter. Supplies 12V DC bias power over coaxial BNC cable, includes PS23US	Shure	UABIAS-T-US		\$ -
1	ALS Infrared	Williams Sound	IR SV5		\$ -
Jury Deliberation area					
1	65" TV	Samsung	UN65NU6900FXZA		\$ -
1	TV wall mount	Sanus	BLL2-B1		\$ -
1	A/V wall shelving	Peerless-AV	ESHV30		\$ -
1	BenQ Instashow	Ben Q	WDC20		\$ -
Courtroom Cameras Video Teleconference System					
4	PTZ HD Camera POE 30X Optical Zoom, HDMI out	Panasonic	AW-HE40HWPJ9		\$ -
4	Ceiling/Wall Mount	Vaddio	535-2000-246		\$ -
A/V Rack Video Teleconference System					
1	AV Bridge Mini	Vaddio	999-8240-000		\$ -
1	Bracket Mounts 1/2 Rack	Vaddio	998-6000-005		\$ -
4	HD Streaming Receiver Controller	Crestron	DM-RMC-100-STR		\$ -
1	Multi-Windows Video Processor HDMI Output	Crestron	HD-WP-4K-401-C		\$ -
Courtroom Bailiff area Video Teleconference Equipment					
1	Digital Graphics Engine 100	Crestron	DGE-100		\$ -
1	Touch Monitor	Dell	P2418HT		\$ -

Qty	Description	Manufacturer	Part/Model No.	Each Price	Total Price
Miscellaneous					
6	HDMI Cable	Crestron	CBL-HD-3		\$ -
12	HDMI Cables	Crestron	CBL-HD-6		\$ -
1	HDMI Cable for TV	Crestron	CBL-HD-20		\$ -
4	USB Extenders	Liberty	DIGI-USB2		\$ -
4	USB Cables	Liberty	E-USBAB-3		\$ -
5	USB Cables	C2G	54174		\$ -
1	Plenum rated Cat 6 Cabling				\$ -
1	Speaker Cable				\$ -
3	3 sets of HDMI adapter rings for laptops, tablets, and Ipads				\$ -
40	Panduit Green Cat6 -7' Patch cable	Panduit	UTPSP7GRY		\$ -
1	Cat6 RJ45 data jacks	Panduit	CJ688TGBU		\$ -
1	Cat6 RJ45 data jacks	Panduit	CJ688TGWH		\$ -
LABOR					
1	INSTALLATION				\$ -
WARRANTY					
1	1 YEAR WARRANTY				\$ -
BONDS					
1	Performance and Payment Bond per Courtroom				\$ -
Total for One (1) Courtroom					\$ -
GRAND TOTAL					
26	Total for All Courtrooms				\$ -

Network Cabling General Requirements:

- All work done is to be based on Collin County standards and Industry best practices. Where the two diverge the Collin County lead will be responsible for making the decision on which to use.
- Vendor is responsible for labeling all equipment and connections according to Collin County specifications.
- Vendor will provide all cable needed for the horizontal cable runs to IDF or equipment location.
- Vendor will provide all equipment included on the bill of materials and any accessories needed.
- Cables will be bundled using Velcro.
- Vendor will terminate all cables on Panduit data jacks at both ends, cables will be terminated on Panduit patch panels if in the IDF or equipment location, and there will be no home run connections allowed.
- Vendor will install Panduit patch cables from the patch panels to the Cisco switch.
- Vendor will test each cable connection and provide Collin County with a soft copy and hard copy of test results.
- Vendor will provide Collin County with a patch matrix indicating where each drop is patched to on the switch. Which should be one for one (port 1 on pp should be port 1 on switch, port 48 on patch panel should be port 48 on switch etc.)
- Each cable is to be labeled at each end using Panduit Label maker or other label maker, no hand written labels.
- Vendor will provide all tools needed to complete the work as prescribed.
- Vendor will trouble shoot and resolve any problems that arise as part of this project.
- Any deviations from any design drawings must be approved by Collin County.
- All personnel working on site at all Collin County Facilities must agree to follow all Collin County rules and regulations.

Exhibit B – Wage Rates

"General Decision Number: TX20210239 01/01/2021

Superseded General Decision Number: TX20200239

State: Texas

Construction Type: Building

County: Collin County in Texas.

BUILDING CONSTRUCTION PROJECTS (does not include single family homes or apartments up to and including 4 stories).

Note: Under Executive Order (EO) 13658, an hourly minimum wage of \$10.95 for calendar year 2021 applies to all contracts subject to the Davis-Bacon Act for which the contract is awarded (and any solicitation was issued) on or after January 1, 2015. If this contract is covered by the EO, the contractor must pay all workers in any classification listed on this wage determination at least \$10.95 per hour (or the applicable wage rate listed on this wage determination, if it is higher) for all hours spent performing on the contract in calendar year 2021. If this contract is covered by the EO and a classification considered necessary for performance of work on the contract does not appear on this wage determination, the contractor must pay workers in that classification at least the wage rate determined through the coconformance process set forth in 29 CFR 5.5(a)(1)(ii) (or the EO minimum wage rate, if it is higher than the conformed wage rate). The EO minimum wage rate will be adjusted annually. Please note that this EO applies to the above-mentioned types of contracts entered into by the federal government that are subject to the Davis-Bacon Act itself, but it does not apply to contracts subject only to the Davis-Bacon Related Acts, including those set forth at 29 CFR 5.1(a)(2)-(60). Additional information on contractor requirements and worker protections under the EO is available at www.dol.gov/whd/govcontracts.

Modification Number Publication Date

0 01/01/2021

ASBE0021-011 06/01/2016

Rates Fringes

ASBESTOS WORKER/HEAT & FROST

INSULATOR (Duct, Pipe and

Mechanical System Insulation)....\$ 24.32 7.52

BOIL0074-003 01/01/2017

Exhibit B – Wage Rates

	Rates	Fringes
BOILERMAKER.....	\$ 28.00	22.35

CARP1421-002 04/01/2016

	Rates	Fringes
MILLWRIGHT.....	\$ 26.60	8.65

ELEV0021-006 01/01/2020

	Rates	Fringes
ELEVATOR MECHANIC.....	\$ 42.59	34.765

FOOTNOTES:

A. 6% under 5 years based on regular hourly rate for all hours worked. 8% over 5 years based on regular hourly rate for all hours worked.

B. New Year's Day, Memorial Day, Independence Day, Labor Day, Thanksgiving Day, the Friday after Thanksgiving Day, Christmas Day, and Veterans Day.

* ENGI0178-005 06/01/2020

	Rates	Fringes
POWER EQUIPMENT OPERATOR		
(1) Tower Crane.....	\$ 32.85	13.10
(2) Cranes with Pile Driving or Caisson Attachment and Hydraulic Crane 60 tons and above.....	\$ 28.75	10.60
(3) Hydraulic cranes 59 Tons and under.....	\$ 32.35	13.10

Exhibit B – Wage Rates

IRON0263-005 06/01/2017

	Rates	Fringes
IRONWORKER (ORNAMENTAL AND STRUCTURAL).....	\$ 23.25	7.32

PLUM0100-005 11/01/2017

	Rates	Fringes
HVAC MECHANIC (HVAC Unit Installation Only).....	\$ 30.84	11.51
PIPEFITTER (Excludes HVAC Pipe Installation).....	\$ 30.84	11.51

SUTX2014-015 07/21/2014

	Rates	Fringes
BRICKLAYER.....	\$ 21.06	0.00
CARPENTER, Excludes Drywall Hanging, Form Work, and Metal Stud Installation.....	\$ 15.78	0.00
CAULKER.....	\$ 15.16	0.00
CEMENT MASON/CONCRETE FINISHER...	\$ 13.04	0.00
DRYWALL HANGER AND METAL STUD INSTALLER.....	\$ 13.00	0.00
ELECTRICIAN (Alarm Installation Only).....	\$ 20.93	3.86
ELECTRICIAN (Communication Technician Only).....	\$ 15.35	1.39
ELECTRICIAN (Low Voltage Wiring Only).....	\$ 17.04	1.39
ELECTRICIAN, Excludes Low		

Exhibit B – Wage Rates

Voltage Wiring and

Installation of Alarms/Sound

and Communication Systems.....\$ 20.01 2.69

FORM WORKER.....\$ 11.89 0.00

GLAZIER.....\$ 16.46 3.94

HIGHWAY/PARKING LOT STRIPING:

Operator (Striping Machine).....\$ 10.04 2.31

INSTALLER - SIDING

(METAL/ALUMINUM/VINYL).....\$ 14.74 0.00

INSTALLER - SIGN.....\$ 15.50 0.00

INSULATOR - BATT.....\$ 13.00 0.00

IRONWORKER, REINFORCING.....\$ 12.29 0.00

LABORER: Common or General.....\$ 10.52 0.00

LABORER: Mason Tender - Brick...\$ 10.54 0.00

LABORER: Mason Tender -

Cement/Concrete.....\$ 10.93 0.00

LABORER: Pipelayer.....\$ 13.00 0.35

LABORER: Plaster Tender.....\$ 12.22 0.00

LABORER: Roof Tearoff.....\$ 11.28 0.00

LABORER: Landscape and

Irrigation.....\$ 10.55 0.00

LATHER.....\$ 16.00 0.00

OPERATOR:

Backhoe/Excavator/Trackhoe.....\$ 12.83 0.00

OPERATOR: Bobcat/Skid

Steer/Skid Loader.....\$ 13.93 0.00

OPERATOR: Bulldozer.....\$ 18.29 1.31

OPERATOR: Drill.....\$ 15.69 0.50

OPERATOR: Forklift.....\$ 13.21 0.81

Exhibit B – Wage Rates

OPERATOR: Grader/Blade.....	\$ 13.03	0.00
OPERATOR: Loader.....	\$ 13.46	0.85
OPERATOR: Mechanic.....	\$ 17.52	3.33
OPERATOR: Paver (Asphalt, Aggregate, and Concrete).....	\$ 18.44	0.00
OPERATOR: Roller.....	\$ 15.04	0.00
PAINTER (Brush, Roller and Spray), Excludes Drywall Finishing/Taping.....	\$ 13.35	5.10
PAINTER: Drywall Finishing/Taping Only.....	\$ 14.24	3.83
PIPEFITTER (HVAC Pipe Installation Only).....	\$ 20.45	4.00
PLASTERER.....	\$ 16.58	0.00
PLUMBER, Excludes HVAC Pipe Installation.....	\$ 22.46	4.06
ROOFER.....	\$ 17.19	0.00
SHEET METAL WORKER (HVAC Duct Installation Only).....	\$ 21.13	4.79
SHEET METAL WORKER, Excludes HVAC Duct Installation.....	\$ 24.88	5.97
SPRINKLER FITTER (Fire Sprinklers).....	\$ 37.50	0.00
TILE FINISHER.....	\$ 11.22	0.00
TILE SETTER.....	\$ 14.25	0.00
TRUCK DRIVER: 1/Single Axle Truck.....	\$ 16.00	0.81
TRUCK DRIVER: Dump Truck.....	\$ 12.39	1.18
TRUCK DRIVER: Flatbed Truck.....	\$ 19.65	8.57

Exhibit B – Wage Rates

TRUCK DRIVER: Semi-Trailer

Truck.....\$ 12.50 0.00

TRUCK DRIVER: Water Truck.....\$ 12.00 4.11

WELDERS - Receive rate prescribed for craft performing
operation to which welding is incidental.

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Note: Executive Order (EO) 13706, Establishing Paid Sick Leave for Federal Contractors applies to all contracts subject to the Davis-Bacon Act for which the contract is awarded (and any solicitation was issued) on or after January 1, 2017. If this contract is covered by the EO, the contractor must provide employees with 1 hour of paid sick leave for every 30 hours they work, up to 56 hours of paid sick leave each year. Employees must be permitted to use paid sick leave for their own illness, injury or other health-related needs, including preventive care; to assist a family member (or person who is like family to the employee) who is ill, injured, or has other health-related needs, including preventive care; or for reasons resulting from, or to assist a family member (or person who is like family to the employee) who is a victim of, domestic violence, sexual assault, or stalking. Additional information on contractor requirements and worker protections under the EO is available at www.dol.gov/whd/govcontracts.

Unlisted classifications needed for work not included within the scope of the classifications listed may be added after award only as provided in the labor standards contract clauses (29CFR 5.5 (a) (1) (ii)).

The body of each wage determination lists the classification and wage rates that have been found to be prevailing for the cited type(s) of construction in the area covered by the wage determination. The classifications are listed in alphabetical order of ""identifiers"" that indicate whether the particular rate is a union rate (current union negotiated rate for local), a survey rate (weighted average rate) or a union average rate (weighted union average rate).

Union Rate Identifiers

A four letter classification abbreviation identifier enclosed in dotted lines beginning with characters other than ""SU"" or ""UAVG"" denotes that the union classification and rate were prevailing for that classification in the survey. Example: PLUM0198-005 07/01/2014. PLUM is an abbreviation identifier of the union which prevailed in the survey for this classification, which in this example would be Plumbers. 0198 indicates the local union number or district council number where applicable, i.e., Plumbers Local 0198. The next number, 005 in the example, is an internal number used in processing the wage determination. 07/01/2014 is the effective date of the most current negotiated rate, which in this example is July 1, 2014.

Exhibit B – Wage Rates

Union prevailing wage rates are updated to reflect all rate changes in the collective bargaining agreement (CBA) governing this classification and rate.

Survey Rate Identifiers

Classifications listed under the ""SU"" identifier indicate that no one rate prevailed for this classification in the survey and the published rate is derived by computing a weighted average rate based on all the rates reported in the survey for that classification. As this weighted average rate includes all rates reported in the survey, it may include both union and non-union rates. Example: SULA2012-007 5/13/2014. SU indicates the rates are survey rates based on a weighted average calculation of rates and are not majority rates. LA indicates the State of Louisiana. 2012 is the year of survey on which these classifications and rates are based. The next number, 007 in the example, is an internal number used in producing the wage determination. 5/13/2014 indicates the survey completion date for the classifications and rates under that identifier.

Survey wage rates are not updated and remain in effect until a new survey is conducted.

Union Average Rate Identifiers

Classification(s) listed under the UAVG identifier indicate that no single majority rate prevailed for those classifications; however, 100% of the data reported for the classifications was union data. EXAMPLE: UAVG-OH-0010 08/29/2014. UAVG indicates that the rate is a weighted union average rate. OH indicates the state. The next number, 0010 in the example, is an internal number used in producing the wage determination. 08/29/2014 indicates the survey completion date for the classifications and rates under that identifier.

A UAVG rate will be updated once a year, usually in January of each year, to reflect a weighted average of the current negotiated/CBA rate of the union locals from which the rate is based.

WAGE DETERMINATION APPEALS PROCESS

1.) Has there been an initial decision in the matter? This can be:

- * an existing published wage determination
- * a survey underlying a wage determination
- * a Wage and Hour Division letter setting forth a position on a wage determination matter
- * a conformance (additional classification and rate) ruling

On survey related matters, initial contact, including requests for summaries of surveys, should be with the Wage and Hour Regional Office for the area in which the survey was conducted because those Regional Offices have responsibility for the Davis-Bacon survey program. If the response from this initial contact is not satisfactory, then the process described in 2.) and 3.) should be followed.

Exhibit B – Wage Rates

With regard to any other matter not yet ripe for the formal process described here, initial contact should be with the ranch of Construction Wage Determinations. Write to:

Branch of Construction Wage Determinations
Wage and Hour Division
U.S. Department of Labor
200 Constitution Avenue, N.W.
Washington, DC 20210

2.) If the answer to the question in 1.) is yes, then an interested party (those affected by the action) can request review and reconsideration from the Wage and Hour Administrator (See 29 CFR Part 1.8 and 29 CFR Part 7). Write to:

Wage and Hour Administrator
U.S. Department of Labor
200 Constitution Avenue, N.W.
Washington, DC 20210

The request should be accompanied by a full statement of the interested party's position and by any information (wage payment data, project description, area practice material, etc.) that the requestor considers relevant to the issue.

3.) If the decision of the Administrator is not favorable, an interested party may appeal directly to the Administrative Review Board (formerly the Wage Appeals Board). Write to:

Administrative Review Board
U.S. Department of Labor
200 Constitution Avenue, N.W.
Washington, DC 20210

4.) All decisions by the Administrative Review Board are final.

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END OF GENERAL DECISION

"

INFORMATION REGARDING CONFLICT OF INTEREST QUESTIONNAIRE

During the 79th Legislative Session, House Bill 914 was signed into law effective September 1, 2015, which added Chapter 176 to the Texas Local Government Code. Recent changes have been made to Chapter 176 pursuant to HB23, which passed the 84th Legislative Session. Chapter 176 mandates the public disclosure of certain information concerning persons doing business or seeking to do business with Collin County, including family, business, and financial relationships such persons may have with Collin County officers or employees involved in the planning, recommending, selecting and contracting of a vendor for this procurement.

For a copy of Form CIQ and CIS:

http://www.ethics.state.tx.us/filinginfo/conflict_forms.htm

The vendor acknowledges by doing business or seeking to do business with Collin County that he/she has been notified of the requirements under Chapter 176 of the Texas Local Government Code and that he/she is solely responsible for complying with the terms and conditions therein. Furthermore, any individual or business entity seeking to do business with Collin County who does not comply with this practice may risk award consideration of any County contract.

For a listing of current Collin County Officers:

<http://www.collincountytexas.gov/government/Pages/officials.aspx>

At the time of this solicitation being released, the following are known to be involved in the planning, recommending, selecting, and contracting for the attached procurement:

Department:

Caren Skipworth, IT

Steve Ganey, IT

Casey Stone, IT

Steven Abrego, IT

Kim Alvarado, Court Administrator

Purchasing:

Michelle Charnoski, CPPB – Purchasing Agent

Sara Hoglund, CPPB – Senior Buyer

Hunter Alley – Buyer 2

Commissioners' Court:

Chris Hill – County Judge

Susan Fletcher – Commissioner Precinct No. 1

Cheryl Williams – Commissioner Precinct No. 2

Darrell Hale – Commissioner Precinct No. 3

Duncan Webb – Commissioner Precinct No. 4

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: _____

WITNESS

SURETY

Printed/Typed Name _____
Title: _____
Company: _____
Address: _____

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.

INFORMATION REGARDING CONFLICT OF INTEREST QUESTIONNAIRE

During the 79th Legislative Session, House Bill 914 was signed into law effective September 1, 2015, which added Chapter 176 to the Texas Local Government Code. Recent changes have been made to Chapter 176 pursuant to HB23, which passed the 84th Legislative Session. Chapter 176 mandates the public disclosure of certain information concerning persons doing business or seeking to do business with Collin County, including family, business, and financial relationships such persons may have with Collin County officers or employees involved in the planning, recommending, selecting and contracting of a vendor for this procurement.

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Sara Hoglund, CPPB – Senior Buyer

Hunter Alley – Buyer 2

Commissioners' Court:

Chris Hill – County Judge

Susan Fletcher – Commissioner Precinct No. 1

Cheryl Williams – Commissioner Precinct No. 2

Darrell Hale – Commissioner Precinct No. 3

Duncan Webb – Commissioner Precinct No. 4

CONFLICT OF INTEREST QUESTIONNAIRE

For vendor doing business with local governmental entity

FORM CIQ

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 is being disclosed.

Name of Officer

4 Describe each employment or other business relationship with the local government officer, or a family member of the officer, as described by Section 176.003(a)(2)(A). Also describe any family relationship with the local government officer. Complete subparts A and B for each employment or business relationship described. Attach additional pages to this Form CIQ as necessary.

A. Is the local government officer or a family member of the officer 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 or a family member of the officer AND the taxable income is not received from the local governmental entity?

Yes No

5 Describe each employment or business relationship that the vendor named in Section 1 maintains with 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.

6 Check this box if the vendor has given the local government officer or a family member of the officer one or more gifts as described in Section 176.003(a)(2)(B), excluding gifts described in Section 176.003(a-1).

7

Signature of vendor doing business with the governmental entity

Date

CONFLICT OF INTEREST QUESTIONNAIRE

For vendor doing business with local governmental entity

A complete copy of Chapter 176 of the Local Government Code may be found at <http://www.statutes.legis.state.tx.us/Docs/LG/htm/LG.176.htm>. For easy reference, below are some of the sections cited on this form.

Local Government Code § 176.001(1-a): "Business relationship" means a connection between two or more parties based on commercial activity of one of the parties. The term does not include a connection based on:

- (A) a transaction that is subject to rate or fee regulation by a federal, state, or local governmental entity or an agency of a federal, state, or local governmental entity;
- (B) a transaction conducted at a price and subject to terms available to the public; or
- (C) a purchase or lease of goods or services from a person that is chartered by a state or federal agency and that is subject to regular examination by, and reporting to, that agency.

Local Government Code § 176.003(a)(2)(A) and (B):

(a) A local government officer shall file a conflicts disclosure statement with respect to a vendor if:

(2) the vendor:

(A) has an employment or other business relationship with the local government officer or a family member of the officer that results in the officer or family member receiving taxable income, other than investment income, that exceeds \$2,500 during the 12-month period preceding the date that the officer becomes aware that

- (i) a contract between the local governmental entity and vendor has been executed;
- or
- (ii) the local governmental entity is considering entering into a contract with the vendor;

(B) has given to the local government officer or a family member of the officer one or more gifts that have an aggregate value of more than \$100 in the 12-month period preceding the date the officer becomes aware that:

- (i) a contract between the local governmental entity and vendor has been executed; or
- (ii) the local governmental entity is considering entering into a contract with the vendor.

Local Government Code § 176.006(a) and (a-1)

(a) A vendor shall file a completed conflict of interest questionnaire if the vendor has a business relationship with a local governmental entity and:

- (1) has an employment or other business relationship with a local government officer of that local governmental entity, or a family member of the officer, described by Section 176.003(a)(2)(A);
- (2) has given a local government officer of that local governmental entity, or a family member of the officer, one or more gifts with the aggregate value specified by Section 176.003(a)(2)(B), excluding any gift described by Section 176.003(a-1); or
- (3) has a family relationship with a local government officer of that local governmental entity.

(a-1) The completed conflict of interest questionnaire must be filed with the appropriate records administrator not later than the seventh business day after the later of:

(1) the date that the vendor:

- (A) begins discussions or negotiations to enter into a contract with the local governmental entity; or
- (B) submits to the local governmental entity an application, response to a request for proposals or bids, correspondence, or another writing related to a potential contract with the local governmental entity; or

(2) the date the vendor becomes aware:

- (A) of an employment or other business relationship with a local government officer, or a family member of the officer, described by Subsection (a);
- (B) that the vendor has given one or more gifts described by Subsection (a); or
- (C) of a family relationship with a local government officer.

