



# City of New London

Department of Finance-Purchasing Agent  
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## Request for Proposals

### ADDENDUM 2

Proposal No.: 2020-19

Addendum No.: 2

Date Issued: May 13, 2020

City Hall Council Chambers A/V Upgrades

Opening Date and Time: ~~May 15, 2020 at 2:00PM~~—*May 22, 2020 at 2:00PM*

**Bidders Notes:** This addendum is issued to provide all potential bidders with answers to questions submitted.

All other terms and conditions remain the same.

**This Addendum cover page must be signed and returned with your proposal.**

\_\_\_\_\_  
Authorized Signature of Bidder

\_\_\_\_\_  
Company Name

Proposals cannot be accepted after the Opening Date and Time indicated above.

## 2020-19 Addendum # 2

**Please Note: any previous direct responses to attendees' questions should be considered as drafts. Proposals should be based on responses as presented below in this addendum.**

This addendum includes deletion of the electric power component to the RFP and we will include the necessary penetrations for wiring. The City will drill holes through walls and provide power to all four monitors. Also, the city will get the intranet wiring and the internet wiring moved to the wall in the ante room adjacent to the council chambers (from under the floor in the room below). So, there will not be a need to run any raceway or conduit in the ante room from the street side near the window to the opposite wall.

### RFI #1:

- 1) On the drawings the 2 cameras are located in same location, is that intentional or just for reference?

*It was intentional. We figured one fixed and one that can zoom, tilt, etc.*

*(I know we are requesting 2 cameras that can do that).*

*All proposals will be given due consideration*

- 2) Can/will the electrical for the 4 TVs be supplied by town electrician, or do we carry the cost in our quote?

*Electrical power will be provided by city. See response above.*

- 3) To avoid any cables on the floor would the town be open to an alternate to provide wireless microphones for the desks?

*We do not want wireless microphones. We are using them in a temporary setup over at the senior center and*

*we always have to worry about feedback. But, any proposal will be given due consideration*

- 4) line array is not necessarily the proper type of speaker for this application so can we propose the proper speaker type?

*All proposals will be given due consideration*

- 5) Do the speakers have to be painted to match the color of the walls to blend in. or is the factory white or black color acceptable?

*Black or white speakers are perfectly acceptable.*

- 6) The specifications call for 70volt speakers but the amplifier you are providing is not a 70volt amplifier. Is a 70volt system required or can we propose the proper speaker?

We want what is right and will work best. What is our amplifier? Does it put out at least 70 volts? Do we need 70 volts. All proposals will be given due consideration

- 7) The specification call for 2- in wall HDMI jacks, location not specified on drawings. These would have to be surface mounted boxes due to concrete walls. Do you have location for these?

A 1 ½ “channel/ chase way will be constructed in between the two columns where each monitor will be mounted and finished with ½ drywall. The HDMI jacks will be installed behind the monitors on the surface of the drywall. Please include four for the four monitors.

- 8) Please clarify the difference and intent of the “automation system” and “wireless touch screen”

To me, these are the same thing. We will have to have a way to switch between and to control cameras and televisions. We also need a way to push content from a laptop that will be stationed in the Ante Room out to all four televisions.

- 9) Please provide make/model for reference of requested “AP” and “IP power conditioner”

All proposals will be given due consideration

- 10) What is the purpose of 32 ports of POE ( 2 x 16) sorry, no response available at this time

- 11) There was no “ large monitor” in the ante room where rack is going. Will that be supplied and mounted by others? Does that display need to be wired to new system?

That monitor is currently in storage at the moment, until construction is finished. It just sits on top of a stand. It will be wired to a desktop computer that we have in the Ante Room.

- 12) To establish the amount of programming needed please provide detailed functions of touch screen

I think I covered this in an early answer, but we would be controlling cameras and televisions from the touch screen, and possibly the output of the laptop in the Ante Room to those four televisions.

- 13) Question regarding your reply to # 1 video cameras. The bid calls for 2 PTZ cameras approx. cost for both is \$7000.00, you mentioned in your email that you wanted one PTZ and one fixed camera instead. That total cost for those two would be approx. \$3800.00. Is that coming in addendum, want to be sure I’m bidding the correct product.

All proposals will be given due consideration

## **RFI #2:**

1) Will the AV system in the chamber connect to the building's network or is it a stand-alone system? When we did our walk through with Tom today, he thought there might be an Atlantic Broadband modem in the Ante Room. But he wasn't sure and referred questions to you. If this is the case, what level of internet service is in that connection? What do the two coax cables in the Ante Room represent? I assume that one is for the Atlantic Broadband modem, but what is the other for?

We use an Atlantic Broadband connection for the Ante Room and Council Chambers. It is a 30 meg line, I believe. We had it relocated to our Senior Center for the duration of the renovation and will bring it back when the renovation is complete. We can have the speed boosted if necessary, but at the moment we have been able to stream without issue.

The two coax cable connections (and I am guessing here because I don't see them in the drawing) are most likely the ABB connection and our internal LAN.

2) In the specs, there are 15 mics specified, but only 13 are shown on the drawing. What is the location of the other two? I also noticed that there are some wireless mic receivers in the AV rack. How many of these are used and what kind of mics are they? What are they typically used for? Also, just a procedural question. When the AV system is in use, is there a technician running the systems? Would the same person also be responsible for running the cameras?

There are only 13 microphones being used. The other two are probably in a closet somewhere. This setup came from out BoE IT department and we inherited it last year so we don't know everything about it. The wireless mics are not used at all. They are from an old setup.

3) When video is recorded, what is it typically used for? Is it distributed to Public Access TV, posted to a website or Facebook? How is the video sent out?

Ideally, we would like to be able to run this meeting without a technician with just some basic settings, and bring a technician in for bigger meetings where we need to be fancier. All City Council meetings are streamed on YouTube and we also send the A/V to a local cable channel. I am working with Atlantic Broadband on how to get the signal to their local channel. We have done this previously, but with analog equipment that is being replaced.

4) There is some rolling staging in the room right now. Will that be available to us or would we be expected to bring our own? We just want to avoid filling up the room with a bunch of unnecessary stuff that has to be worked around. Thanks for information and we look forward to having the opportunity to bid on this project.

The rolling staging belongs to contractors so that will not be there if you come into work.

5) So just to confirm, the Council Chambers runs its own internet system. It doesn't seem like we need to connect to the internal network for any reason, avoiding that potential security issue. Unless you are trying to provide internal network capability for laptops for council members while in the chamber? I think 30M should be fine if that's the only thing using the connection. Our goal is to make it so that a tech is not

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necessary to just use the system. The audio should work fine just plug and play. The video will work too. You can have default camera angles. The video can still record, it's just that the cameras will be static without someone to pan and zoom them.

In the wifi setup, would you like a guest network available to the ABB connection, or do you want to strictly reserve it for the AV system?

We can set the wifi up. We had it setup previously and set it back up when we did the temporary move to the Senior Center. We may open up a guest network because I know the councilors want to be able to put their phones and iPads on it.

6) What kind of desks do the council members sit at? On the drawing they look like podiums or are they just tables? The reason I ask is that there are several choices for the audio mixing. If they are podiums, we could put two 8 channel mixers under a podium (one on each side). This would reduce the amount of mic cables that would have to be run across the floor. These mixers have an auto-mix feature which will only turn on a mic actually in use, automatically optimize the gain and run a feedback control process. They are perfect for a situation where there is no sound tech. Once they are set up, they don't need to be touched again. The two disadvantages are that the mixers would be in the Chamber where somebody who is motivated enough could mess with them. The other disadvantage is that there is no individual remote control for each mic. Theoretically, there doesn't need to be since it is done automatically.

They have desks not podiums.

7) Another question has to do with the number of mixers. The spec calls for three 8 channel mixers. Is this just to allow for future expansion? We only have 13 channels of input (TV output can easily be added if required). Another option for mixing would be to put a single 16 channel mixer in the rack. This has a couple of advantages. The digital mixer I would choose does have the ability to allow remote control through a tablet, phone or laptop. It also provides an easier path to getting a separate mix of sound out for video production. We can have a mix just for video production that is set up to sound correct for that application. The main disadvantage is that there will have to be plates on either side wall that we can plug the mic cables into (this can be easily and neatly done in the space between columns currently allocated as a chase) and all the mic cords would have to be run all the way over the wall. The mixer would only be 16 channels, which is why I was asking about the 24 total channels spec'd. The mixer I would use is expandable to 32 channels with the purchase of a stage box (about \$500 for an additional 8 channels or about \$900 for 16 channels). The stage box could be purchased later if more channels are needed. This particular mixer has the auto-mix function built-in, which would still allow us to run the system without a dedicated tech.

I was also looking at the video camera placement. Is there any reason why the two cameras are side by side? Are you trying to do a close-up shot and a pulled back shot? Would you rather have one camera in the front so you can see the face of the person speaking to the Council and one in the rear so you can have a view of the faces of the Council Members? Sorry for all the questions. We just want to make sure you get exactly what you need.

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2 cameras side-by-side seemed logical. One would remain fixed, and one would do the PTZ, but we want two PTZ to allow for future growth/redundancy. Also, All proposals will be given due consideration

8) Also, will the columns and the cove molding with the indirect lighting in it remain painted white?

No, columns are off white and darker. Cove is yellow

### **RFI #3**

While working on the requested proposal I noticed that the design calls for 4 speakers, but you are supplying only 1 two channel amp. I think you would benefit by adding a second amp, therefore having each speaker reacting to possible feedback independently from the others. That design will also include 4-channels of auto feedback suppression; Please let me know if you would consider this improvement or should I keep it as currently specified. Also, can you offer clarification to the list item referred as “AP”?

All proposals will be given due consideration. AP is Access Point.

### **RFI #4:**

- 1) Do you want a separate broadcast switcher outside of the 6x6 AV switch? **Yes, the HDMI Matrix is to control the video and one of the outputs is going to a broadcasting switcher and streamer.**
- 2) If so do you want the PTZ control integrated or on a separate controller? **PTZ controller is separate from the AV system controller.**
- 3) Do you need graphics, streaming, recording, clip store or still store on the broadcast switcher? **No. The streamer may provide limited space for a placeholder if necessary.**
- 4) Do you require a local recorder for the broadcast system? **No. The broadcast will be captured for a YouTube Channel.**
- 5) Does the output need to be converted for broadcast? **No need for converter. The streamer converts the signal.** Is the output to a cable modulator or something else? **The HDMI output is going to broadcasting switch and then to the streamer.**

### **RFI #5)**

1. There is a note on the RFP about “delivery of materials and installation of the complete system is expected to be within 15 days of contract execution.” Could you please clarify the timeline of things including award and completion date? Shipping of equipment can often take 2-3 weeks just to arrive and we are experiencing longer delays now with the COVID-19 situation. We are hoping for a clearer understanding of when things would take place and make aware of the shipping delays. To order, receive, install, program and test everything in 15 days does not seem like an achievable timeline. **Time line for completion will be extended accordingly.**

2. Will we be able to bring the existing 37U rack to our shop for installation or is it permanent onsite and/or we have to install equipment while onsite? If yes, is there an elevator that can be used for moving the rack around?

**If you so choose, the rack may be brought to your site.**

3. Please confirm the make and model of the owner furnished amp will be the same as the one we saw in the rack during our site visit (Crown XTi 1002). Please confirm the make and model of the owner furnished push-to-talk mics or at least if they have a xlr connection for proper cable specifying.

**The amp you saw in the rack will be the one used. Crown XTi Series 8501352560 SHURE microflex microphones are being used.**

4. The design calls for using an existing 2-channel amplifier for (4) speakers. If this amp is to be the Crown XTi 1002 that we saw during the site visit, each channel would drive (2) arrays at 40ohms according to the amp specs. Based on our calculations and best practices, this would require really thick gauge cabling that is expensive. To keep things competitive, please confirm a gauge of cable for bidders to factor in. Or, there are other designs that could be used including adding a 70V amplifier or go with Line Arrays that are line level or Dante based and would not require an amplifier but would require local AC power at each Line Array. **All proposals will be given due consideration.**
5. The RFP identifies Existing Equipment that will be re-used including a Crown Amp, 37U AV Rack and (15) Push-to-Talk Mics. There looked to be more equipment in the existing rack during our site visit. Will any of it be repurposed during the install?

**You may have seen some wireless microphones that had been used previously, but will not be used going forward.**

6. Do we need to carry any low voltage permits, certifications, bonding or specific licenses or insurance? Is this union labor? Please confirm if there are any non-equipment or cable related items bidders need to carry to meet any city, state or OSHA requirements. **This is not a prevailing wage rate job**
7. Please clarify the microphone and mic/line level mixer design. The RFP discusses (15) Push-to-Talk mics and the RFP drawing reflects (13) mic locations. The RFP calls for (3) Rack-mount Mic/Line Mixer (8 Channels). We are presuming that is 8-channels per mixer for a total of (24) channels. All microphones will connect to these mixers and each mixer output signal will go into the DSP along with the AV Matrix audio. Is this a correct understanding of design, signal flow and number of channels? Or should all audio go into these Mic/Line mixers for manual control, then feed into the DSP that is just used for equalization and feedback purposes?

**Whichever works better with his/her configuration. All proposals will be given due consideration**

8. It was discussed at the walkthrough that cable pathways and AC power at AV equipment might be by another contractor. Please confirm if this is correct.

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**All power will be handled by the city electricians or contractors. (and pathway penetrations)**

9. On the RFP, item #9 lists (1) AP. Please confirm what technology this is referring to.

**There will be a Wireless Access Point for City Council iPads to connect to.**

10. We did not see on the Room Layout where the (2) “In-Wall HDMI Wall Plates” discussed in the Scope of Work are located. Please confirm where these will be so we can estimate cable distance.

**These HDMI plates would be located behind the televisions on the wall and please include four, – one for each television. A 1 ½ “channel/ chase way will be constructed in between the two columns where each monitor will be mounted and finished with ½ drywall. The HDMI jacks will be installed behind the monitors on the surface of the drywall.**

11. Per our site visit discussion, the cabling to displays and wall speakers will come from above, then down to the devices. Will the microphone cabling be through the same pathway? Should bidders factor in a surface mount box and connection plate of some sort on the wall below the displays for the microphone cabling going to the locations identified on the RFP drawing to connect to for easy removable when not needed? In a situation where the floors would need cleaned or another reason the cabling would need to be off the floor?

**Microphone cable runs to/between desks would be in Over Floor Raceway (OFR) that would remain in place during a routine cleaning.**

12. There is an RFP note about the “whole system is Network-based to ensure the latest technology is properly used to control and distribute the audio and video signals.” For the video switcher, control processor, touch panel and cameras, this is pretty standard design now so no problem there. For audio, this is possible through something called Dante but it is usually more expensive than non-Dante equipment. We can factor in Dante based audio equipment like the Mic/Line mixer and DSP but we do not want to bid ourselves out by doing so. Please confirm if all bidders should factor in Dante based audio or if that will stay analog including the existing speaker amp or if analog audio equipment will suffice. Control of the DSP will still be through a network switch for control. Dante is more for the transfer of audio signals through network based equipment. **All proposals will be given due consideration.**

13. Will any of this equipment or AV switches live on the building LAN? This will help determine programming time for coordination and configuration like IP scheme and addressing.

**None of the switches or equipment will be on the City’s LAN. There is a separate internet modem from Atlantic Broadband that will connect to all computing equipment used in the City Council Chambers.**

14. Will we be working around other contractors at the same time or will the other construction be complete when we start? **There may be other work going on but none that would conflict or interfere with this work.**
15. What are the site days and hours that we would be able to work? **7am to 5pm but nights and weekends may be accommodated.**

16. Does the system need to be tied into the fire alarm or other life safety systems for audio shut-off or display messaging during an emergency?

**No.**

17. Presuming the Cable Box listed as a video source is owner furnished, what is the output of this box so we can carry a switcher that will accommodate it or a converter or adapter.

**Sorry, no response available at this time.**

18. Does the system need any kind of assisted listening system included? Or at least an output from the DSP to an existing ALS?

**No**

19. On the RFP, under 'Purpose' Item #4, it discussed the mic signals needing to be recorded for live streaming and broadcast, then the signal routed back into the room speakers. We did see any equipment listed to allow for recording or broadcasting. Is this owner furnished or did we misunderstand the information?

**All equipment needed for broadcasting will be supplied by the City's \*IT department. The camera and microphone will need to go into the back room (ANTE Room) where the computers will live.**