

## REQUEST FOR QUOTATION

### Video Upgrade Installation Project

U.S. BANKRUPTCY COURT  
WESTERN DISTRICT OF PENNSYLVANIA

#### KEY INFORMATION:

**General:** The U.S. Bankruptcy Court for the Western District of Pennsylvania requires a video upgrade installation at the **U.S Bankruptcy Court, 600 Grant St., Pittsburgh, PA 15219**. The contractor shall provide all equipment, design and labor to support the installation. See the following **Scope of Work and Specific Tasks, Section 3.0 and Deliverables, Section 4.0**.

**Quotation Due:** 5:00 PM EDT, Monday, September 14, 2020

**Pricing Method:** This is a request for open market pricing.

**Work Period:** Between September 29, 2020 and July 31, 2021 (TBD)

**RFQ Number:** RFQ- 2020-01

**Method of Award:** A firm, fixed-price award will be made to the lowest priced, technically acceptable offer.

**Contract Questions:** David Doyle, Contracting Officer  
U.S. Bankruptcy Court  
600 Grant St., Ste. 5414  
Pittsburgh, PA 15219  
E-mail: [David\\_Doyle@pawb.uscourts.gov](mailto:David_Doyle@pawb.uscourts.gov)  
Phone: (412) 644-2793

**Technical Questions/Arrangement for On-Site Visit:**  
Roy Kerekanich, I.T Manager  
U.S. Bankruptcy Court  
600 Grant St., Ste. 5414  
Pittsburgh, PA 15219  
E-mail: [Roy\\_Kerekanich@pawb.uscourts.gov](mailto:Roy_Kerekanich@pawb.uscourts.gov)  
Phone: (412) 355-3265  
With copy to David Doyle, Contracting Officer (see above)

# REQUEST FOR QUOTATION

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U.S. BANKRUPTCY COURT  
WESTERN DISTRICT OF PENNSYLVANIA

### STATEMENT OF WORK

#### 1.0 Introduction

The U.S. Bankruptcy Court for the Western District of Pennsylvania (the Court) requires the installation of five digital media encoders and fourteen digital media decoders to upgrade the video system from analog to digital at the **U.S Bankruptcy Court, 600 Grant St., Pittsburgh, PA 15219**. The Court also requires the installation of four video splitters to distribute the video output stream to two pairs of monitors at two locations. The contractor shall provide all equipment, supplies, design and labor to support the installation of digital encoders and decoders for the video upgrade project.

#### 2.0 Objectives

##### 2.1 Digital Media Encoder/Decoders:

The project will result in nineteen (19) digital media encoders/decoders being installed in Courtroom A (directed by Court POC), configured and tested throughout different locations in the Courtroom. To facilitate this change, the existing analog video equipment must be removed from service and replaced with the digital media units. The following is a list of all locations that require digital media units for Courtroom A:

##### 1. Encoders (5)

- a. One on the judge's bench for HDMI input
- b. One at the law clerk bench for HDMI input
- c. One at the lectern for HDMI input
- d. One at the attorney left table for HDMI input
- e. One at the attorney right table for HDMI input

##### 2. Decoders (14)

- a. Two for large monitors on wall behind the Judge for far and near end viewing
- b. Two on judge's bench for far and near end viewing
- c. Two on witness stand for far and near end viewing
- d. Two on law clerk's bench for far and near end viewing
- e. Two on ECRO bench for far and near end viewing

- f. Two on attorney left table for far and near end viewing
- g. Two on attorney right table for far and near end viewing

**3. Video Splitters (4)**

- a. Two splitters on the attorney left table for far and near end viewing
- b. Two splitters on the attorney right table for far and near end viewing

**3.0 Scope of Work and Specific Tasks.**

- 3.1 The Court will provide an Aruba 2930M 48G POE + switch to be installed as the video subnet. The Court POC will work with the vendor during installation to set up and configure the video network subnet.
- 3.2 The equipment currently installed in the courtroom's video rack is attached as an addendum to this document. The contractor will disassemble and remove any unnecessary equipment from the Court's existing rack. The contractor shall provide all wire and power management accessories. The wiring to the rack shall be installed with service loops to provide serviceability.
- 3.3 The vendor shall provide all connectors and mounting accessories including floor plates and wall boxes where necessary.
- 3.4 All connections must be fully tested, verified, and labeled.
- 3.5 All new equipment must be commercial grade.
- 3.6 The vendor shall provide an enclosed, wheeled equipment rack to be installed in the utility closet to house the equipment for this project. The vendor will disassemble, remove and discard the currently installed rack. The replacement rack shall be equipped with a speed controlled, top mounted fan. The vendor shall provide all wire and power management accessories. The rack shall be installed with service loop to provide serviceability.
- 3.7 The vendor shall determine if the POE of the Court supplied network switch is adequate for powering the digital media encoder/decoders. If the power is not adequate, the vendor shall include the solution in their quote to rectify the power deficiency.
- 3.8 The contractor shall provide a rack mounted uninterruptible power supply (UPS) that is sized sufficiently to support all equipment in the rack. The UPS shall also have an environment temperature monitor and a network manageability interface.
- 3.9 The contractor shall install a digital media encoder/decoder at all input and output points at the following locations in the courtroom:

- i. For the left attorney table, there shall be two video digital media decoders, one for viewing the far end video and one for viewing the near end. There will also be one digital media encoder for video/audio input to allow for the counsel to present either audio/video or both during a hearing. The vendor shall install one HDMI cable retractor for the input encoder. The vendor shall also install an HDMI video splitter for both the far and the near side encoders to provide a second set of monitors for the adjoining table. All equipment including the retractors will be mounted underneath the counsel tables and integrated with the Extron Cable Cubby 800 enclosures to provide for an uncluttered and clean look when not being used.
- ii. For the right attorney table, there shall be two video digital media decoders, one for viewing the far end video and one for viewing the near end. There will also be one digital media encoder for video/audio input to allow for the counsel to present either audio/video or both during a hearing. The vendor shall install one HDMI cable retractor for the input encoder. The vendor shall also install an HDMI video splitter for both the far and the near side encoders to provide a second set of monitors for the adjoining table. All equipment including the retractors will be mounted underneath the counsel tables and integrated with the Extron Cable Cubby 800 enclosures to provide for an uncluttered and clean look when not being used.
- iii. The contractor shall provide one digital media encoder video/audio input at the lectern. The device shall be mounted to the lectern to make it inconspicuous. No cable retractor required.
- iv. The contractor shall provide one digital media encoder video/audio input and two video digital media decoder outputs, one for the far end video and one for near end at the judge's bench. The devices shall be mounted to the under the bench to make it inconspicuous. No cable retractor required
- v. The contractor shall provide one digital media encoder for video/audio input and two video digital media decoder outputs, one for the far end video and one for near end at the law clerk location. No cable retractors required.
- vi. The contractor shall provide two video digital media decoder outputs, one for the far end video and one for near end at the ECRO location.
- vii. The contractor shall provide two video digital media decoder outputs, one for the far end video and one for near end at the witness location.
- viii. The contractor shall provide two video digital media decoder outputs, one for the far end video and one for near end at the back-wall location for the

large display monitors.

- ix. The contractor shall provide all HDMI interface cables for all digital media encoder/decoder units.
- 3.10 The contractor shall install digital media encoders/decoders for the VTC and camera units to fully integrate video conferencing in the courtroom.
- 3.11 The contractor shall provide all programming code changes to the Crestron Pro3 control system to eliminate references to all former analog control devices and incorporate all new digital devices while maintaining all functionality throughout the Courtroom. The vendor will ensure that both the touch panel in the Courtroom and the web interface for the controls are functioning properly. The vendor shall also provide the Court with a copy of the final versions of the compiled and uncompiled control code. The Court maintains ownership of the control code programs.
- 3.12 Installation, equipment, connectivity testing and technology must include a service agreement with warranty for one year from acceptance date.
- 3.13 The vendor shall provide the Court with a copy of all shop drawings and equipment and cable configuration prints that show the design of the system.
- 3.14 All on-site installation work must be coordinated through Court personnel. Work is to be performed during normal business hours. The contractor may request afterhours access for work to be performed, subject to approval of the Court. If approved, the contractor shall charge no additional fees for after-hours work and shall work under the supervision of Court staff.
- 3.15 All installation, configuration and testing shall be done on-site at the **U.S Bankruptcy Court, 600 Grant St., Pittsburgh, PA 15219**. The contractor is responsible for all costs and arrangements for travel related to this project.
- 3.16 The contractor is responsible for removing all waste products associated with the project, such as wire scraps, packaging materials, surplus cable, etc.
- 3.17 The contractor's work shall not create excessive noise or other disturbance that may interfere with normal Court operations in any other office areas.
- 3.18 All work performed by the contractor must meet requirements for all applicable national and local building codes, including established GSA standards for the U.S. Steel Building.
- 3.19 The contractor's proposal shall include an itemized list of all equipment with quantities and pricing to be delivered and installed for the project. The proposal shall also include line item entries for installation, general and/or

administrative costs, maintenance costs, and any other services provided.

#### 4.0 Deliverables

4.1 The contractor shall provide a printed report documenting each installation and operability confirmation.

4.2 Installation and all other work performed by the contractor, as well as any equipment and materials provided by the contractor, shall be under warranty by the contractor for the period of one (1) year, effective upon the date of completion and acceptance of the work.

#### 4.3 Schedule for Performance and Delivery/Milestone Schedules

Deliverable	Due Date
Printed report	Upon completion
Warranty	Upon completion and acceptance of work

#### 4.4 Review Period for Deliverables

Deliverable	Judiciary Review Period
Printed report	1 day
Warranty	1 day

#### 4.4 Acceptance Criteria for Deliverables

Deliverable	Acceptance Criteria
Printed report	Documentation showing all lines tested and working correctly
Warranty	1 year of coverage from the date of completion

5.0 **Environment.** The contractor shall ensure that only properly certified installers perform the duties associated with installation and configuration of the new switches.

5.1 The location for delivery and performance will be United States Bankruptcy Court, 600 Grant St., Pittsburgh PA 15219. Prior to delivery and installation, the contractor will attend

a kickoff meeting to finalize the details and address any questions or concerns related to schedule, shipping and installation.

5.2 All contractor personnel must provide photo I.D. before entering the courthouse. All contractor personnel must be escorted by Court personnel throughout every area of the courthouse.

## 6.0 Provisions, Clauses, Terms, and Conditions

### 6.1 Solicitation Provisions Incorporated by Reference (SEP 2010) (ProvisionB-1)

This solicitation incorporates one or more solicitation provisions by reference, with the same force and effect as if they were given in full text. Upon request, the contracting officer will make their full text available. The offeror is cautioned that the listed provisions may include blocks that must be completed by the offeror and submitted with its quotation or offer. In lieu of submitting the full text of those provisions, the offeror may identify the provision by paragraph identifier and provide the appropriate information with its quotation or offer. Also, the full text of a solicitation provision may be accessed electronically at this address: <http://www.uscourts.gov/procurement.aspx>.

PROVISION NUMBER	TITLE	DATE
2-15	Warranty Information	JAN 2003
2-100	Brand Name or Equal	APR 2013
3-85	Explanation to Prospective Offerors	AUG 2004
3-95	Preparation of Offers	APR 2013
3-100	Instructions to Offerors	APR 2013
3-210	Protests	JUN 2014
7-60	Judiciary Furnished Property or Services	JAN 2003

### 6.2 Solicitation Clauses Incorporated by Reference (SEP 2010) (Clause B-5)

This procurement incorporates one or more clauses by reference, with the same force and effect as if they were given in full text. Upon request, the contracting officer will make their full text available. Also, the full text of a clause may be accessed electronically at this address:

<http://www.uscourts.gov/procurement.aspx>

The following clauses are incorporated by reference:

CLAUSE NUMBE	TITLE	DATE
1-5	Conflict of Interest	AUG 2004
1-10	Gratuities or Gifts	JAN 2010
1-15	Disclosure of Contractor Information to the Public	AUG 2004
2-20A	Incorporation of Warranty	JAN 2003
2-20B	Contractor Warranty (Products)	JAN 2010
2-95	Material Requirements	JAN 2003
2-115	Terms for Commercial Advance Payment of Purchases	APR 2013
2-125	Security for Advance Payment	APR 2013
2-130	Energy Efficiency in Energy Consuming Products	APR 2013
3-25	Protecting the Judiciary's Interest When Subcontracting with Contractors Debarred, Suspended or Proposed for Debarment	JUN 2014
3-35	Covenant Against Contingent Fees	JAN 2003
3-40	Restrictions on Subcontractor Sales to the Government	JUN 2014
3-45	Anti-Kickback Procedures	JUN 2012
3-50	Cancellation, Rescission and Recovery of Funds for Illegal or	JUN 2012



	Improper Activity	
3-55	Price or Fee Adjustment for Illegal or Improper Activity	JUN 2012
3-105	Audit and Records - Negotiations	APR 2011
3-120	Order of Precedence	JAN 2003
3-140	Notice to the Judiciary of Labor Disputes	JAN 2003
3-160	Service Contract Act of 1965	JUN 2012
3-180	Fair Labor Standards Acts and Service Contract Act - Price Adjustment	APR 2011
3-205	Protest After Award	JAN 2003
3-300	Registration in the System for Award Management (SAM)	APR 2013
7-15	Observance of Regulations/Standards of Conduct	JAN 2003
7-20	Security Requirements	APR 22013
7-25	Indemnification	AUG 2004
7-30	Public Use of the Name of the Federal Judiciary	JUN 2014
7-35	Disclosure or Use of Information	APR 2013
7-65	Protection of Judiciary Buildings, Equipment, and Vegetation	APR 2013
7-85	Examination of Records	JAN 2003
7-100A	Limitation of Liability (Products)	JAN 2003
7-100B	Limitation of Liability (Services)	JAN 2003
7-110	Bankruptcy	JAN 2003
7-130	Interest (Prompt Payment)	JAN 2003
7-135	Payments	APR 2013
7-140	Discounts for Prompt Payment	JAN 2003
7-150	Extras	JAN 2003
7-185	Changes	APR 2013
7-210	Payment for Emergency Closures	APR 2013
7-215	Notification of Ownership Changes	JAN 2003
7-220	Termination for Convenience of the Judiciary (Fixed Price)	JAN 2003
7-230	Termination for Default (Fixed Price - Products and Services)	JAN 2003
7-235	Disputes	JAN 2003

**6.3 Provisions, Clauses, Terms and Conditions - Small Purchases (JUN 2014) (Clause 3-3)**

(a) Definitions

Taxpayer Identification (TIN)," as used in this provision, means the number required by the Internal Revenue Service (IRS) to be used by the offeror in reporting income tax and other returns. The TIN may be either a social security number or an employer identification number.

(b) All offerors shall submit the information required in paragraphs (d) and (e) of this provision to comply with debt collection requirements of [31 U.S.C. §§ 7701\(c\)](#) and [3325\(d\)](#), reporting requirements of [26 U.S.C. §§ 6041, 6041A](#), and implementing regulations issued by the IRS. If the resulting contract is subject to the payment reporting requirements, the failure or refusal by the offeror to furnish the information may result in a 31 percent reduction of payments otherwise due under the contract.

(c) The TIN may be used by the government to collect and report on any delinquent amounts arising out of the offeror's relationship with the government ([31 U.S.C. § 7701\(c\)\(3\)](#)). If the resulting contract is subject to payment recording requirements, the TIN provided hereunder may be matched with IRS records to verify the accuracy of the offeror's TIN.

(d) Taxpayer Identification Number (TIN): \_\_\_\_\_

TIN has been applied for.

TIN is not required, because:

Offeror is a nonresident alien, foreign corporation or foreign partnership that does not have income effectively connected with the conduct of a trade or business in the United States and does not have an office or place of business or a fiscal paying agent in the United States;

Offeror is an agency or instrumentality of a foreign government;

Offeror is an agency or instrumentality of the federal government

(e) Type of Organization

sole proprietorship

partnership

corporate entity (not tax-exempt)

corporate entity (tax-exempt)

- government entity (federal, state or local)
- foreign government
- international organization per [26 CFR 1.6049-4](#)
- other

(f) Contractor representations

The offeror represents as part of its offer that it is , is not  51% owned and the management and daily operations are controlled by one or more members of the selected socio-economic group(s) below:

- Women Owned Business
- Minority Owned Business (if selected then one sub-type is required)
  - Black American Owned
  - Hispanic American Owned
  - Native American Owned (American Indians, Eskimos, Aleuts, or Native Hawaiians)
  - Asian-Pacific American Owned (persons with origins from Burma, Thailand, Malaysia, Indonesia, Singapore, Brunei, Japan, China, Taiwan, Laos, Cambodia (Kampuchea), Vietnam, Korea, The Philippines, U.S. Trust Territory of the Pacific Islands (Republic of Palau), Republic of the Marshall Islands, Federated States of Micronesia, the Commonwealth of the Northern Mariana Islands, Guam, Samoa, Macao, Hong Kong, Fiji, Tonga, Kiribati, Tuvalu, or Nauru)
  - Subcontinent Asian (Asian-Indian) American Owned (persons with origins from India, Pakistan, Bangladesh, Sri Lanka, Bhutan, the Maldives Islands, or Nepal)
  - Individual/concern, other than one of the preceding

**7.0 Payment.** The contractor shall submit an invoice for full payment in accordance with Clause 7-125, Invoices, after receiving acceptance of all products and services in writing form the Contracting Officer.

## 8.0 Questions/Clarifications

**8.1** All questions regarding this solicitation shall be e-mailed to the Contracting Officer at: David\_Doyle@pawb.uscourts.gov. Answers to questions regarding the solicitation will be incorporated as an amendment to the solicitation and will be provided to all offerors. Telephoned questions will not be accepted.

- 8.2 Offerors shall promptly notify the Contracting Officer of any ambiguity, inconsistency, or error which they may discover upon examination of this RFQ.
- 8.3 Any interpretation, correction, or change of this RFQ will be made only by written addendum by the Contracting Officer. Addenda will be e-mailed to all who are known to have received the RFQ.

**9.0 Assumptions, Conditions, or Exceptions**

Offerors shall include all (if any) assumptions, conditions, or exceptions with any of the terms and/or conditions of this statement of work or solicitation. If no exceptions are noted, the offeror agrees to comply with all the terms and conditions set forth herein. It is not the responsibility of the Court to seek out and identify assumptions, conditions, or exceptions contained in an offeror's quotation.

## **EQUIPMENT CURRENTLY INSTALLED IN PITTSBURGH COURTROOM A:**

### **Audio Equipment:**

1. Two ClearOne Converge Pro 880 digital audio processors
2. One ClearOne Converge Pro 880T digital audio processor with telephone hybrid
3. One QSC CX240V Power Amplifier
4. Two Shure lavalier and one Shure handheld microphones
5. Shure goose neck microphones located throughout the room for the Judge, witness, ECRO (Electronic Court Recorder Operator), lectern, and four microphones on each of the two counsel tables.
6. One bench Shure boundary microphone for use during a bench conference in which the conversation with the judge is recorded but not broadcasted
7. Eight RevoLabs portable microphones to be used as needed
8. Two Williams Sound IR audio transmitters and six portable headset receivers
9. Four channels are provided to the ECRO for recording the Court hearings on an FTR Touch recorder. The channels are divided into:
  - a) Channel one = Judge / ECRO
  - b) Channel two = Witness
  - c) Channel three = Attorney Tables and Lectern
  - d) All external audio (VTC & ATC)
10. FTR Touch 4-channel digital recording device for primary recording online
11. Zoom H4n for backup recordings

**EQUIPMENT CURRENTLY INSTALLED IN PITTSBURGH COURTROOM A:**  
(cont.)

**Video Equipment:**

1. One Polycom HDX 8000 for making/receiving VTC calls
2. One Sony Eagle Eye III camera located on the wall behind the Judge, one Sony Eagle Eye III camera located on the back wall to provide opposing views.
3. One Extron DVS605 switcher for the cameras
4. One Extron Crosspoint for RGBHV analog video switching
5. Two Extron DA6 RGBHV for video distribution
6. One Extron RGB/YUV for video distribution
7. Two 55" Samsung DB55D display monitors on the wall behind the judge for viewing far and near end video.
8. Dual monitors connections located throughout the courtroom for viewing the far and near end video at the following locations:
  - a) Judge bench
  - b) Witness stand
  - c) ECRO workstation
  - d) Law Clerk workstation
  - e) Attorney Counsel Table Left
  - f) Attorney Counsel Table Right
9. Laptop audio/video input connections are available at the following locations:
  - a) Law Clerk workstation
  - b) Attorney Counsel Table Left
  - c) Attorney Counsel Table Right
  - d) Lectern

**Control Equipment:**

1. One Crestron Pro 3 control processor
2. One 10" touch screen in the Courtroom for the ECRO or Law Clerk to control all functionality of the above

# Courtroom A

