

REQUEST FOR QUOTATION

Audio 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 an audio equipment upgrade installation at the **U.S Bankruptcy Court, 17 South Park Row, Erie, PA 16501**. The vendor 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- 2020-02

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
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
Phone: (412) 355-3265
With copy to David Doyle, Contracting Officer (see above)

REQUEST FOR QUOTATION

Audio Upgrade Installation Project

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 digital signal processors and wireless microphones to upgrade the audio system in the courtroom at the **U.S Bankruptcy Court, 17 South Park Row., Erie, PA 16501**. The Court also requires the installation of wireless microphones in the Court's training room at the same facility. The vendor shall provide all equipment, supplies, design and labor to support the installation of audio equipment for the audio upgrade project.

2.0 Objectives

2.1 Digital Signal Processors:

The project will result in the required number of digital signal processors (DSP) for thirty-six AEC input lines, twenty-four mic/level output lines and a VoIP connection being installed in the Erie Courtroom (directed by Court POC), configured and tested to integrate with the Court's audio recording, teleconference and video conference systems. To facilitate this change, the existing audio equipment must be removed from service. The new DSPs must be rack mountable and be capable of 32x32 channels of Dante with an AES67-enable Dante endpoint, with a GB Ethernet port, RS-232 serial port, internal power supply, 2-line OLED display, 4-line GPIO, and Ethernet configuration and control capable. This project requires that a DSP be configured with a SIP VoIP interface via RJ-45 connector as well as a standard FXO telephone interface via RJ-11 connector. The DSPs must also be covered by a five-year manufacturer warranty.

2.2 Wireless Microphones:

The project will result in the replacement of the currently installed RevoLabs portable microphones in both the Erie Courtroom and the Erie Training room as directed by Court POC. The wireless microphones must be configured and tested to integrate with the Court's audio systems in the respective rooms. Each room will require an eight-channel system designed to provide exceptional audio quality with eight wireless mics and a charging station. The style of microphones can be determined through a discussion

as to the product availability. Each microphone must contain a rechargeable battery capable of being fully charged in six hours and capable of twenty hours of continual use. The wireless microphone systems must also communicate under AES-256 encryption with automatic key updates every few minutes to provide the highest possible security. The range of the wireless microphones must also be capable of distances up to 300 feet between the remote antenna and base DSP unit.

A. Courtroom

Eight portable microphones, charging cradle, base DSP and remote antenna

B. Training Room

Eight portable microphones, charging cradle, base DSP and remote antenna

3.0 Scope of Work and Specific Tasks.

- 3.1 The audio equipment currently installed in the courtroom's audio/video rack that will be replaced must be disassembled and removed to facilitate the new equipment.
- 3.2 The vendor shall provide all necessary cables and power management accessories.
- 3.3 All connections must be fully tested, verified, and labeled.
- 3.4 All new equipment must be commercial grade.
- 3.5 The vendor shall provide the required number of digital signal processors for 36 input lines and 24 output lines and integrate the functionality contained within the configuration of the current DSPs to replicate all functionality.
- 3.6 The vendor shall program updates to the Crestron control panel to replicate all existing functionality as well as all new functionality of which the new equipment is capable.
- 3.7 The vendor shall integrate eight new wireless microphones into the Courtroom audio system and touch panel.
- 3.8 The vendor shall integrate eight new wireless microphones into the Erie Training Room audio system and touch panel.
- 3.9 The vendor shall integrate any additional Ethernet networking switch to facilitate the implementation of the Dante audio with the Court's network.
- 3.10 The vendor shall provide any additional audio cards, licensing and software required to integrate the Dante audio with the Court's network.

- 3.11 The vendor shall provide all programming code changes to the Crestron Pro3 control system to eliminate references to all former audio devices and incorporate all new 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 vendor may request afterhours access for work to be performed, subject to approval of the Court. If approved, the vendor 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, 17 South Park Row, Erie, PA 16501**. The vendor is responsible for all costs and arrangements for travel related to this project.
- 3.16 The vendor is responsible for removing all waste products associated with the project, such as wire scraps, packaging materials, surplus cable, etc.
- 3.17 The vendor'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 vendor must meet requirements for all applicable national and local building codes, including established GSA standards for the Erie Federal Building and U.S. Courthouse.
- 3.19 The vendor'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 vendor shall provide a printed report documenting each installation and operability confirmation.
- 4.2 Installation and all other work performed by the vendor, as well as any equipment and

materials provided by the vendor, shall be under warranty by the vendor 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 vendor 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, 17 South Park Row, Erie, PA 16501. Prior to delivery and installation, the vendor will attend a kickoff meeting to finalize the details and address any questions or concerns related to schedule, shipping and installation.

5.2 All vendor personnel must provide photo I.D. before entering the courthouse. All vendor 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 NUMBER	TITLE	DATE
1-5	Conflict of Interest	AUG 2004
1-10	Gratuities or Gifts	JAN 2010
1-15	Disclosure of Vendor Information to the Public	AUG 2004
2-20A	Incorporation of Warranty	JAN 2003
2-20B	Vendor Warranty (Products)	JAN 2010
2-95	Material Requirements	JAN 2003

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CLAUSE NUMBER	TITLE	DATE
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 Vendors Debarred, Suspended or Proposed for Debarment	JUN 2014
3-35	Covenant Against Contingent Fees	JAN 2003
3-40	Restrictions on Subvendor Sales to the Government	JUN 2014
3-45	Anti-Kickback Procedures	JUN 2012
3-50	Cancellation, Rescission and Recovery of Funds for Illegal or Improper Activity	JUN 2012
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) Vendor 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 vendor 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.

