



City of New London

Department of Finance-Purchasing Agent
13 Masonic Street • New London, CT 06320 • Phone (860) 447-5215 • Fax (860) 447-5297

Request for Proposals *Specifications and Proposal Documents Attached*

Proposal No.: 2020-19

Opening Date and Time: May 15, 2020 @ 2:00 P.M.

Title: City Hall Council Chambers A/V Upgrades

Special Instructions:

All questions should be directed to Rick Genovese by email at Rgenovese@newlondonct.org no later than May 1, 2020. Please copy Dan Pabon at Dpabon@newlondonct.org, Tom Bombria at Tbombria@newlondonct.org and Julie Chapman at Jchapman@newlondon.org on all inquiries.

Due to Covid-19, proposals being submitted in person should be submitted at the drive thru window located at 13 Masonic Street New London, CT 06320. Bid results can be requested via email to Jchapman@newlondonct.org

The following information must appear in the lower left-hand corner of the envelope:

Sealed Proposal No.: 2020-19

Not to be opened until May 15, 2020 at 2:00PM

Mail Proposal to:

13 Masonic Street
New London, CT 06320
Julie Chapman; Purchasing Agent

OR

Drop off proposal at the drive-thru window located at 13 Masonic Street New London, CT 06320.

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

PLEASE RETURN THIS FORM IMMEDIATELY

Acknowledgement: Receipt of Request for Proposals

Bid No.: 2020-19

City Hall Council Chamber A/V Upgrades

Please take a moment to acknowledge receipt of the attached documents. Your compliance with this request will help us to maintain proper follow-up procedures and will ensure that you receive any addendum that may be issued.

Date Issued: April 21, 2020

Date documents received: _____/_____/_____

Do you plan to submit a response? Yes_____ No_____

Print or type the following information:

Company Name: _____

Address: _____

Telephone: _____ Fax: _____

E-mail: _____

Received by: _____

Note: Faxed or e-mailed acknowledgements are requested.

Fax No.: (860)447-5297

E-mail: Jchapman@newlondonct.org

Fax this sheet only. A cover sheet is not required.



City of New London

181 State Street
New London, CT 06320

Request for Proposal

This Request for Proposal is to upgrade the City Council Chambers room at City Hall, 181 State Street, New London, Connecticut.

Background

1. The Council Chambers currently has 15 wired push-to-talk microphones that need to integrate with a new audio and visual system that needs to work in conjunction with a video broadcasting.
2. Currently all the mics are stored away throughout the building renovation process.
3. The old rack needs to be relocated to, and new A/V system needs to be installed in, the back room (Council Ante Room).

Purpose

1. The existing push-to-talk microphones need to integrate with the new AV system. It is necessary to preserve the integrity of the Council Chamber's as it is imperative that the installation of AV equipment does not affect, i.e., disturb, upset, and/or alter any part of the newly renovated construction within the Chambers.
2. All the devices required, in this solution, need to be installed and connected in and to the existing AV rack in a back room which will serve as the central.
3. As part of the bid, The City of New London requires (2) 65" monitors and (2) 75" monitors for video output and HDMI inputs to each monitor on either side of the room. All four monitors need to broadcast the same content simultaneously.
4. The video presentation needs to integrate all of the live push-to-talk microphones as well. The signals must be recorded for live streaming and broadcast for distribution to the general public. And, the signals must be routed back into the room to the in-house monitors and the mounted speakers.
5. An additional HDMI Output is also required for video broadcasting and for the integration of future video conferencing camera(s).
6. The new A/V system requires a controller with a user-friendly network interface that includes a mobile touch panel that will control video playback, audio volume and the input sources.
7. The audio system needs to be strong enough to support a room with 40 people without audio feedback from the live mics and/or the video playback and/or presentation.

Overview

The City of New London is requesting a proposal to provide materials and labor for a robust AV System with new hardware and software. The intent is to upgrade the audio and video system with new and dependable technology. Installation of the new technology including infrastructure and equipment will be installed within a historically renovated municipal council chamber. Cost for services need to include the proper pre-construction preparation to minimize any impact to the finishes e.g. (plaster, paint, finish flooring, trim) and should include dust control and routine cleaning. Any requirements to mobilize large equipment on site needs to be coordinated with the Project Manager. Any damages to the finish will be the responsibility of the contractor and should be communicated to the Project Manager immediately.

Materials

The City is providing the following parts from the current A/V system.

List of Existing Equipment

- (1) Crown Amp
- (1) 37U AV Rack
- (15) Push-to-talk Mic

Vendor will supply:

List of Required Equipment

1. (1) 4K Ultra HD 6x6 AV Matrix Switch
2. (3) Rack-mount Mic/Line Mixer (8 Channels)
3. (1) Digital Speaker Processor (DSP)
4. (4) Line Array Column Loudspeaker (White)
5. (2) TV 65" with tilt wall mounts
6. (2) TV 75" with articulating wall mounts
7. (1) Router
8. (2) 16 Port PoE Switch
9. (1) AP
10. (1) IP Power Conditioner | 6 Individually Controlled & Metered Outlets
11. (1) Automation Controller
12. (1) 7" Portable Touch Screen
13. Mic cables, Speaker wire, connectors and adapters
14. (2) PTZ digital camera
15. All new required cabling for all devices

The delivery of materials and installation of the complete system is expected to be within 15 days of contract execution.

Scope of Work

The Audio/Video System is designed for ease of use with an even and sonically superior distribution of sound. The video system will handle distribution of high definition (HD) video and seamless integration into the décor. The system will include (2) wall-mounted video 75" displays, (2) wall mounted 65" displays, four (4) 70V 250 peak watts line array speakers; (15) fifteen mics connected to a mixer from which all of the sound will be routed through a DSP (Digital Sound Processor) to ensure an HD signal. Also required are local and global control devices; video source Matrix switching (2 in-wall HDMI Wall plates and 1 HDMI For the Cable BOX); Digital Sound amplification, network connections, and programming, as specified in the proposal for the conference room, to support the performance as described in this scope of work. The two 75" mounted televisions will have articulating arms so they can be moved angled for better vision. The two 65" televisions will be mounted flush on the side walls across from each other in the gallery section. All televisions will be mounted so the bottom of each television is 80" off the floor when mounted. All cabling (speaker, microphone, television) will be run neatly down the side walls of the chambers to the Ante Room where all controls will be located. All network hardware (mixer, mux, amp, DSP, router, switch, etc.) will all be installed in the A/V rack to be located to the left of the large monitor in the Ante Room. The microphone cabling will be run as neat as possible over the floor with compact wire protectors.

The central system will consist of an audio distribution pre-amplifier, audio/video switching to enable the seamless mixing of all microphones; HDMI video sources (sources from HDMI Wall plates or Cable BOX); and then four of 250-watt Line Array Speakers from a power amplifier. The whole system is Network-based to ensure the latest technology is properly used to control and distribute the audio and video signals.

The system needs to have an additional video output to support video broadcasting per (2) PTZ cameras with joystick/controller. The video switch and broadcasting system needs to be implemented with a user-friendly interface handle and a dedicated touch panel.

General Information

There is a **mandatory** walk through by appointment only, exercising proper social distancing on Tuesday, Wednesday and Thursday April 28, 29, and 30, 2020, between 9am and 3pm. Please call Tom Bombria at 860-437-6346 to set up an appointment for the site visit. A maximum of 2 individuals from each firm shall participate.

All questions regarding the project should be directed to Rick Genovese by email at Rgenovese@newlondonct.org no later than May 1, 2020. Please copy Dan Pabon at Dpabon@newlondonct.org, Tom Bombria Tbombria@newlondonct.org and Julie Chapman at Jchapman@newlondonct.org on all inquiries.

Sealed proposals are due on **Friday, May 15, 2020 at 2pm**. Proposals can be mailed to 13 Masonic Street New London, CT 06320 Atten: Julie Chapman. Proposals may be dropped off however, due to Covid-19, proposals submitted in person should be **submitted at the drive thru window** located at 13 Masonic Street New London, CT 06320. Results can be requested via email to Jchapman@newlondonct.org.

Final Plans

