

Statement of Work

US District Court – District of South Dakota Rapid City Courtroom II Audio/Visual System upgrade

Location

US District Court
515 Ninth St
Courtroom II, Rm 236
Rapid City South Dakota 57701

Start date: May 31 2016

Site pre-bid inspection date: May 2 2016, 1:00pm – 5:00pm MST

Objectives

Summary: To remove and then to upgrade the current AV system in the Rapid City Courtroom II as a result of remodeling the courtroom.

We currently have a sound system and analog video distribution system in the courtroom. In June of 2016 the courtroom is scheduled to be remodeled. As a result of this construction, the AV rack location will need to be moved to a new location.

After the construction is complete we would like to install a new AV system.

Scope of Bid

The bid will include all expenses associated with this project including but not limited to: Installation, equipment, travel, misc. parts and cables. All vendor provided equipment must be new.

This project is divided into two parts: 1. Removal of old system, and 2. Installation of new system. The vender will remove the current AV system and approximately one month later will install the new system. The schedule will depend on the construction schedule.

Hours of Work

Hours of work will be 8:00am – 5:00 pm Monday through Friday unless otherwise arranged with the court staff.

Schedule

This project will require the vendor to be on site for two separate projects at two separate times.

1. Remove Existing equipment immediately prior to Courtroom Demolition. We are expecting this date to be May 31 2016. This should take 1-2 days.
2. Install new system immediately after Courtroom remodel. Expected to take 1-2 weeks.
3. Courtroom Demolition is yet to be determined it is expected to begin in June 2016. Courtroom reconstruction is scheduled to last about 1 month. The AV schedule is dependent on the construction schedule. Step one will need to happen just prior to the start. Step two is expected to be 30 days after the start.

Remove existing Systems

Prior to construction, the vendor will remove the current AV system from the courtroom and place in court storage. All AV equipment will need to be removed from the courtroom with the exception of the ceiling speakers.

Design of new Audio System

Design intent of the system is to include, but not limited to the following:

Desktop Mics: Judge, witness, clerk, 3 Attorney mics – Shure MX 418d/c

Podium Mic – mounted Shure mx

New wireless mics: 2 lapel mics for Attorneys – Shure BLX14R/W85 or equivalent

New wireless mic: 1 handheld Jury mic - Shure BLX24R/SM58 or equivalent

New Boundary Mic for bench Conferences - Shure MX391 or equivalent

Speakers are already installed in ceiling tiles, vender will need to zone the mics into 6 zones: Judge, Jury, Attorney 1, attorney 2, Witness, and gallery . Vendor will need to run cable to the speakers.

Input and output to the Video Conference system

Input from the DVD/Blu-ray player

Input for computer audio

White noise for masking

new desktop speaker for Judge

New 2 channel IR Assisted Listening system – must be compatible with existing receivers

4 channel output for FTR recording

2 Telephone hybrids (one new)

connection for Marshals audio system

Headset jack for court reporter

Video System Design

As part of this upgrade we would like to provide full HD video resolution at all display locations. This system will have multiple inputs and outputs and must be fully controlled by the control system. The vendor will design hardware and cabling solution that will meet the needs of the court.

Inputs will include a Wolfvision VZ-9 Document Camera, Lifesize room 220 Video Conference system, Blu-Ray Player (new), Computer inputs located at the cart, and Attorney tables. At the cart location we will need both VGA and HDMI inputs. At the attorney tables, and HDMI input can be mounted under the tabletop.

Outputs will be -1080p monitors (new) located at Judge, witness, clerk, attorney 1 and 2, Video Conference system, additional outputs for jury monitor and court reporter, and cart location.

Control System

The only current controls are gain knobs on the rack, as the new rack will be located outside of the room, remote control will need to be available at the judges bench and the clerks bench.

We are requiring that the new system interface will be small (10" – 15") touch screen monitors located at judge and clerk.

Controls will include gain and mute settings for all audio input and outputs, white noise bench conference button, video presentation controls. Full video conference controls. Controls for 2 telephone hybrids.

The interface should be designed to match the interface that is used in Courtroom 1 as closely as possible.

Current Existing Equipment:

The Vendor will use the listed existing equipment. Additional equipment will need to be provided by the vendor to complete the design specifications.

- 1 Lectrosonics Aspen 1624
- 1 Lectronics Aspen 16i
- 1 Lectrosonics Aspen phone conference hybrid
- 5 shure desktop mics Shure MX418 d/c
- 1 Podium Mic, Shure
- Ceiling speakers -9 total
- Wolfvision VZ-9+
- Lifesize Room 220 Video Conference unit

Crown 280ma Amp
Toa 900 series amp

Cabling and Infrastructure

The Vendor will need to mount the new wall rack, existing Video Conference monitor/mount, IR Emitter, and any other items specified in the bid.

All new cables and cable termination for audio and video applications including:

all mics – conduit to floor boxes and outlets

9 speakers - no conduit runs

New IR assisted listening system – conduit from rack

Video Conference unit - no conduit

audio and video inputs

Control Panel touch Screens

Marshals audio connection identify current connection and reuse.

Equipment to be provided by installer:

1 Wall Mount rack, 24U-30U, 15”depth min, Atlas Sound 324-15 or equivalent

2 new wireless mics Lapel Mics Shure BLX14R/W85 rack mountable or equivalent

1 Handheld wireless mic Shure BLX24 R/SM58 rack mountable or equivalent

1 Additional desk mic to match the existing mics Shure MX418DC

1 new 2 channel IR assisted listening system (compatible with existing receivers)

HDMI distribution system in/out, HD Base T extenders

HDMI or HDBaseT matrix switch

5- 1080P Monitors

Lectrosonics Aspen phone conference hybrid Telephone hybrid for second line

Additional amplifiers as required by design

Other Equipment as specified by the vender to complete the design

Programming:

The vender is responsible for all programming in the system. This will include any programming in the Audio system and the control system. All programming code will become the property of the courts.

As Built Documents:

The vender will provide a complete set of as built documents including system block diagrams and system wiring diagrams with a cable identification system.

Proposal/Quote Pricing

When submitting a proposal/quote, provide a cost breakdown for each task into the following categories: Materials, Equipment, and Labor Hours.

Vendors will be able to inspect the site and meet with court staff to clarify any issues on May 2, 2016 from 1:00 – 5:00 MST.

Experience Required

5 years of experience of Courtroom AV installation and support is required. Contractors should list any prior experience in Courtroom AV installation and any certifications that are applicable. Contractors who do not meet this requirement will not be considered.

Training

The vendor will provide training for court personnel after the installation is complete. This will include both hands on training and written instructions. Electronic copies of the system instructions will be given to the court.

Job site and Cleaning

All efforts must be made to protect existing finishes and equipment. All trash is the responsibility of the vendor and must be removed from the site. The vendor is expected to clean and vacuum the courtroom. The courtroom must be brought back to existing or better condition than when the project started.

Acceptance

Upon completion, the vendor will align, balance and completely pretest the entire system under full operating conditions. The final product will be deemed acceptable at the end of the project after testing by court staff. Sound levels must be at an acceptable level to the court staff. The video system must function as specified. The control system must be complete and functioning.

Warranty

The vendor shall warrant all work executed under the contract, including all in shop and on-site material, parts and labor, for a period of 12 months.

The vendor will respond and correct on-site trouble calls within one working day of the report.

Maintenance and repair service shall not include the performance of any work due to improper use; accidents; other vendor; or owner tampering with or damaging the system.