

**ADDENDUM NO. TWO**  
**REQUEST FOR PROPOSAL**  
**CITYWIDE AUDIO-VISUAL TECHNOLOGY NEEDS**  
**PROJECT NO. 193-23**  
**CITY OF THORNTON, CO**

TO: Prospective Proposing Firms and all others concerned

DATE: May 24, 2023

PURPOSE: To provide additional information and clarification to the solicitation documents for the above-referenced Project.

1. The following information shall become part of the original Request for Proposal (RFP), or Invitation for Bid (IFB), for this Project.

- A. Item # 3 from Section B.7 – General Considerations is to be deleted in its entirety, and replaced with the following.

***“During the evaluation process, Thornton may elect at its sole discretion, to provide a set of needs and scope of work to the Vendor community for the Thornton public safety shooting range, only. This need may require the proposing Vendor(s) to provide not only a quote, but a design of a system to satisfy the needs of Thornton. This set of needs and scope of work for the shooting range will not be provided prior to the proposal due date, but rather as potential additional evaluation metric during a short-listing/interview process.”***

The remaining content of Section B.7 – General Considerations remains in effect and unchanged.

2. The following questions and answers are provided for additional clarification to the RFP.

Question # 1: Is the 11:00 P.M. deadlines for the questions to be submitted and the proposals to be submitted, correct?

Answer # 1: **Yes, the times listed within the Schedule of Events is correct for all items within this Schedule. It is highly recommended that a Vendor does not wait until the last minute (e.g., 10:59 P.M. MDT) on June 7, 2023, to submit your proposal.**

Question # 2: How are we supposed to quote for the five (5) immediate needs without a defined scope of needs for each room? This includes, but is not limited to: **(Answers provided after each bullet point and are for all five [5] rooms as a standard response)**

- Does each room need a display? If yes, then:
  - How many?
    - **The standard for each room will be one, with additional displays considered an “upgraded” design and only upon request.**
  - What size?
    - **Thornton believes that a size range of 55” – 75” is adequate.**
  - What is the resolution you need?
    - **Minimum 4K.**
  - What is the refresh rate you need?
    - **Minimum acceptable is 60 Hz.**
  - What brightness level?
    - **Minimum of 300 nits.**
  - Does it need to be a Smart TV or have like qualities?
    - **As Thornton is not seeking residential grade products, a Smart TV may not be what is suitable as Thornton is seeking commercial/prosumer grade displays and monitors.**
  - Is there a preference of brand (e.g., Samsung, Sharp, Vizio, etc.)?
    - Does Thornton want a Commercial or Prosumer grade?
      - **A standard of quality or an approved equivalent are brands from Samsung, Dell, ASUS, HP, etc. Either commercial or prosumer grades are acceptable.**
  - Does there need to be a minimum number of HDMI ports?
    - **The standard is a minimum of two (2) HDMI ports on a display.**
  - Does the display need to be wall mounted or ceiling mounted?
    - If wall mounted, tilt or articulating arm mount type?
      - **The standard for mounting shall be wall mounted. Ceiling mounted options are considered an “upgraded” design and only upon request. All wall mounts shall allow some room behind the display to reach ports as necessary.**
  - Where is the power outlet located in this room?
    - Is there a need for cord management or for the cords to be hidden in the wall?

- **All rooms have a standard height wall outlet that can be easily accessed or accommodated with a power strip.**
- **Cords should be organized and properly stored away from floors to avoid tripping hazards, and when possible, hidden to the best of their abilities.**
- Do these need to pick up a wireless signal to cast or “mirror” a laptop?
  - **Yes, all displays should be capable of picking up a wireless signal. The preference is for the display to pick up the signal itself, however, a design with a dongle, e.g., Barco click-share, may be an acceptable alternative if a display cannot pick up a wireless signal.**
- Do you need a sound bar for any of these?
  - **Yes, sound is required in all rooms, but to the extent of how that is accomplished will be determined by the scope design (speaker system, sound bar, etc.).**
- Does each room need a speaker system? If yes, then: **Yes.**
  - How many in each room?
    - **That will be dependent on the room size, however, the minimum standard will be one (1) speaker.**
  - Does this need to be integrated with a microphone?
    - Does the microphone need to be wireless or stationary?
      - **The speaker system does not have to have a microphone integrated into it, however the standard for the room design shall be a stationary microphone. Wireless or integrated microphones are considered to be an “upgraded” design and upon request.**
  - Are we to assume that the speakers need to be flush mounted to the ceiling? Or can they be mounted to the wall?
    - **Either option may be feasible to Thornton, however it will depend on the size and functionality of the room.**
  - What is the power source for this located at?
    - **This will be dependent upon your design, but each room will have a power source for your solution to tap into.**
  - Do these need to sync with the displays in the room?
    - **Yes**
  - Are there specific decibel level requirements for each room?
    - **No**

- What other product requirements or physical constraints are there for these rooms, especially the PD 4<sup>th</sup> floor admin and the MSC admin 2<sup>nd</sup> floor conference room since those were not part of the job walk?
  - **The PD's conference room has glass walls on the western and eastern sides of the room that are floor to ceiling. The north and south ends of the room are standard walls.**

**The responses provided for Answer # 2 are considered to be a standard of quality with proposing Vendor expected to meet such standards, or as an approved equivalent. Thornton is seeking for proposing Vendors to be able to “right size” conference rooms for Thornton based upon known needs of functionality and spacing considerations.**

**Pricing provided by Vendors for these five rooms will be used for a comparative review of how a Vendor both designs a room and how costly the design may be.**

**A final dollar amount and design for each room will be reviewed with the awarded Vendor and Thornton prior to the issuance of a purchase order.**

Question # 3: Is Thornton expecting a set of design drawings for the immediate need conference rooms that are to be remodeled?

**Answer # 3: Thornton would appreciate an overall design for each of the immediate need conference rooms, however, an official drawing is not required for the initial submission. A final drawing may be required later in the evaluation period or upon award and upon request by Thornton.**

Question # 4: Is Thornton wanting to standardize product brands across multiple rooms and/or locations, including the immediate conference room remodel needs? Example, does Thornton want to utilize only Samsung displays or Shure microphone/speaker systems?

**Answer # 4: Yes, Thornton would like to use a standardized but also right sized set of technology solutions in conference rooms.**

Question # 5: Will Thornton be requiring the Vendors to provide a traditional conference room phone? If so, are there any specific requirements for that phone, i.e., brand, special features, etc.?

**Answer # 5: No. If a conference phone is needed, the Thornton IT is likely to provide that technology for most, if not all conference rooms.**

**Should your firm offer upgraded models, such as a Polycom conference room phone, you may list that brand with its' associated discount offer in your pricing for future Thornton considerations.**

Question # 6: Will Thornton prepay for equipment that is ordered for installation at a new building construction?

**Answer # 6: Thornton will not prepay for equipment that has been ordered for installation at a new building construction site, nor for a remodeling of a conference room.**

Question # 7: Does Thornton have a typical "stage" of design in which you include the audio-visual Vendor?

**Answer # 7: This can vary depending on the Design Team for the building, however, Thornton would bring in the awarded AV Vendor into various discussions throughout the design process. The AV Vendor can typically expect for new construction projects, to be asked to provide drawings between the 30% and 70% design completion so that the drawings and information can be incorporated into the 70% design completion phase.**

Question # 8: Does Thornton have a standard (brand, model, size, etc.) of network switch that is used?

**Answer # 8: We use the Cisco 9300 series in 24 and 48 port configurations. C9300-24U, C9300-48U and C9300-UXM.**

Question # 9: For the five (5) immediate conference room needs, will Thornton be requiring for the awarded Vendor to install equipment in existing or new furniture, such as a conference room table, with grommets or other cord management tools?

**Answer # 9: Yes, we do require cord management. We have a preferred vendor for network drops/cabling that will do any of that type of work.**

2. The following information shall become part of the original Request for Proposal (RFP) for this Project.

**Based upon the questions asked in # 2 of the Q&A listed above, Thornton would like to have a better understanding of how a Vendor may right size a design for a larger conference room need that Thornton may have in a future year, and to ensure that a Vendor can accommodate needs that are greater than a small or medium conference room.**

As part of your proposal submission, Thornton is seeking for proposing Vendors to also include a design based upon the following room:

- Building Name – PD HQ
- Building Address – 9551 Civic Center Drive, Detectives
- Room No./Name – 4038
- Approximate Size – 20' x 10'
- Number of Seats – 20
- Use of space – General presentations for Police personnel, review of crime footage, active crime situation monitoring, viewing street maps
- Other assumptions:
  - Room is currently set up with tables and chairs facing the front of the room, similar to a classroom setting, with computer terminal facing the crowd and back to screens.
  - Front and sides of room are walled, back of room is normal office windows.
  - Ceiling height is nine (9) feet.
  - PD will require viewing of at least two (2) displays at the same time to monitor multiple situations.
  - Adequate speaker and volume requested, stationary microphone is acceptable.

3. The Pre-Proposal Sign-in Sheet is attached for additional information.
4. All other terms and conditions shall remain unchanged except as provided by this Addendum. Proposing firms must acknowledge receipt of this Addendum in their Proposal.

### ***END OF ADDENDUM NO. TWO***

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Megan deGrood, CPPB  
Purchasing Manager

Date

**DATE:** Monday, May 8, 2023

**TIME:** 11:00 a.m.

**ROOM:** Virtual (Zoom)

**PROJECT #:** 193-23

**TITLE:** Citywide Audio-Visual Technology Needs

No.	COMPANY NAME	CONTACT PERSON	PHONE #	EMAIL ADDRESS
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17 )	AVISPL	Bill Mowen	N/A	<a href="mailto:Bill.Mowen@AVISPL.com">Bill.Mowen@AVISPL.com</a>