

## **REQUEST FOR PROPOSALS Burke - Toney Stadium Video Scoreboard**

The Hamblen County Department of Education will receive sealed bids for the provision of **Burke - Toney Stadium Video Scoreboard** as specified herein. Bids must be received by **8:30 a.m. EST** on Monday, **January 13, 2020**. Late bids will not be considered nor returned. The Hamblen County Department of Education is not responsible for delivery times of vendor's chosen carrier. If your bid is received after the deadline, it will be automatically disqualified.

RFP Item#  
IT20.13.01.2  
-  
Burke – Toney  
Stadium Video  
Scoreboard

Closing Date  
January 13,  
2020

Closing Time  
8:30 AM EST

All questions regarding this RFP/Bid **MUST** be submitted via email by the deadline noted in this document. Please reference RFP Item Number in subject line of email. Phone calls will not be accepted. Please submit questions to [Harold@hcboe.net](mailto:Harold@hcboe.net).

### **DELIVER BIDS TO:**

**IT20.13.01.2 – Burke - Toney Stadium Video Scoreboard**

**Opening Date: January 13, 2020**

**Hamblen County Dept. of Education**

**Technology Department**

**210 East Morris Blvd.**

**Morristown, TN 37813**

**THE BID ENVELOPE MUST SHOW THE BID NUMBER, NAME AND  
OPENING DATE.**

**Company Name, License Number, Expiration Date**

## **SECTION I GENERAL TERMS AND CONDITIONS**

### **Additional Information:**

- 1.1 Send requests for additional information to Harold Jones, Supervisor of Technology & Communications, [Harold@hcboe.net](mailto:Harold@hcboe.net). Please reference RFP Item No. in subject line of email. Information about the Hamblen

County Department of Education current bids may be obtained on the Internet at <https://www.hcboe.net/bidsandrfps>

**Remanufactured Equipment:**

- 1.2 Vendors are advised that remanufactured or refurbished equipment will not be accepted for this bid.

**Recycling Efforts:**

- 1.3 Vendors are to state the percentage of product made from recycled materials. Specify the amount of post consumer waste separately from pre-consumer recycled content.

**Conflict of Interest:**

- 1.4 Vendors must have a "non-conflict of interest" affidavit on file prior to contract award.

**Non-Discrimination:**

- 1.5 Vendors, during the performance of this contract, will not discriminate against any employee or applicant for employment because of race, religion, sex, national origin or disability except where religion, sex, national origin or disability is a bona fide occupational qualification reasonably necessary to the normal operation of the contractor.

**Processing Time For Payment:**

- 1.6 Vendors are advised that a minimum of thirty (30) days is required to process invoices for payment.

**Alternative Bids:**

- 1.7 The Hamblen County Department of Education will not accept alternate bids (those not equal to specifications) unless authorized by the invitation to bid.

**Multiple Bids:**

- 1.8 The Hamblen County Department of Education will consider multiple bids that meet specifications.

**Taxes:**

- 1.9 The Hamblen County Department of Education purchases are not subject to taxation. Tax exemption certificates will be provided upon request.

**Delivery:**

- 1.10 Vendors are to state the delivery time in the bid. The Hamblen County

Department of Education requires that vendors deliver all products FOB "free on board" to final destination.

**Bid Acceptance:**

- 1.11 Vendors shall hold their price firm and subject to acceptance by the Hamblen County Department of Education for a period of ninety (180) working days from the date of the bid opening, unless otherwise indicated in their bid.

**Electronic Transmission Of Bids:**

- 1.12 The Hamblen County Department of Education will not accept telegraphic or electronically transmitted bids.

**Award:**

- 1.13 Award will be made based upon the criteria set forth in section III of this bid document. The Hamblen County Department of Education reserves the right to award this bid on an item by item basis, a schedule basis or an "all or none" basis-whichever is in the best interest of the County. The Hamblen County Department of Education also reserves the right to not award this bid or to reject any and all bids.

**Proof Of Financial And Business Capability:**

- 1.14 Bidders must, upon request, furnish satisfactory evidence of their ability to furnish products or services in accordance with the terms and conditions of these specifications. The Hamblen County Department of Education will make the final determination as to the bidder's ability.

**Vendor Default:**

- 1.15 The Hamblen County Department of Education reserves the right, in case of vendor default, to procure the articles or services from other sources and hold the defaulting vendor responsible for any excess costs occasioned thereby. Should vendor default be due to a failure to perform or because of a request for a price increase, the Hamblen County Department of Education reserves the right to remove the vendor from the district's bidders list for twenty-four months.

**Restrictive Or Ambiguous Specifications:**

- 1.16 It is the responsibility of the prospective bidder to review the entire invitation for bids (IFB) packet and to notify the Hamblen County Department of Education, Department of Instructional Technology if the specifications are formulated in a manner that would unnecessarily restrict competition. Any such protest or question regarding the specifications or

bidding procedures must be received in the Technology Department not less than one week (5 days) prior to the time set for bid opening. These requirements also apply to specifications that are ambiguous.

**Bid Delivery:**

- 1.17 The Hamblen County Department of Education requires bidders, when hand delivering bids, to deliver said bid to the Hamblen County Dept. of Education, Department of Instructional Technology between the normal business hours of 8:00 am and 4:30 pm, Monday through Friday. The Hamblen County Department of Education is not responsible for delivery times of your carrier. If your bid is received after the deadline, it will be automatically disqualified. Inclement weather is always a possibility and the district office may be closed on bid activity dates. It is the vendor's responsibility to contact the Hamblen County Department of Education at 423-586-7700 to verify that the district office is open. Please note that The Hamblen County Department of Education is closed December 24-26, 2019, and January 1, 2020.

**Duplicate Copies:**

- 1.18 The Hamblen County Department of Education requires that bids be submitted in duplicate.

**Term Bid Agreements:**

- 1.19 If this bid results in a term bid contract with the vendor, the Hamblen County Department of Education must receive all general price decreases that other customers receive.

**Signing Of Bids:**

- 1.20 **In order to be considered all bids must be signed. Please sign the original in blue ink.**

**Use Of Bid Forms:**

- 1.21 Vendors are to complete the bid forms contained in the bid package. Failure to complete the bid forms may result in bid rejection.

**Waving Of Informalities:**

- 1.22 The Hamblen County Department of Education reserves the right to waive minor informalities or technicalities when it is in the best interest of the Hamblen County Department of Education.

**Subcontracting:**

- 1.23 The Hamblen County Department of Education will award this bid to one vendor. The successful vendor may not subcontract the award without the written consent of the Hamblen County Department of Education.

**New Material:**

- 1.24 Unless specified otherwise in the bid package, the Contractor must provide new supplies. New, as used in this clause, means previously unused materials. Material includes but is not limited to, raw material, parts, items, components, and end products. Contractor submission of other than new materials may be cause for the rejection of the bid.

**Expense of Bid Preparation:**

- 1.25 The Hamblen County Department of Education or representatives shall not be held responsible for expenses incurred in the preparation or subsequent presentations of Contractor's bid response.

**Cooperative Purchasing:**

- 1.26 Vendors are to indicate whether or not it is permissible for other governments in Tennessee to purchase these items or services at the same price. Freight charges can be adjusted to reflect differences in delivery costs. Indicate any additional delivery charges or minimum orders for purchases by other entities.

**Title VI Of The Civil Rights Act:**

- 1.27 "Nondiscrimination in Federally Assisted Programs"- "No person in the United States shall, on the ground of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving Federal financial assistance." 42 U.S.C. section 2000 et seq.

It is the policy of the Hamblen County Department of Education that all its services and activities be administered in conformance with requirements of Title VI.

**Envelope Cover:**

- 1.28 Bids and modifications thereof shall be enclosed in sealed envelopes addressed to the Hamblen County Department of Education, Technology Department, with the name and address of the bidder, the date and hour of opening, and the bid number **"IT20.13.01.2 Burke-Toney Stadium Video Scoreboard"** on the face of the envelope. Electronically

transmitted, telegraphic, or facsimile bids will not be considered. Bids received without the envelope information will not be considered.

#### **Late Bids**

- 1.29 Bids and modifications or withdrawals thereof received after the time set for opening will not be considered. The Hamblen County Department of Education is not responsible for delivery times of vendor's chosen delivery carrier. If your bid is received after the deadline, it will be automatically disqualified.

#### **Discounts**

- 1.30 1. Prompt payment discounts will be included in the evaluation of bids, provided the period of the offered discount is sufficient to permit payment within such period in the regular course of business.  
2. In connection with any discount offered, time will be computed from date of delivery of the supplies to carrier when delivery and acceptance are at a point of origin, or from the date of delivery at destination or port of embarkation when delivery and acceptance are at either of those points, or from date correct invoice or voucher is received in Technology Department, if the latter date is later than the date of delivery. Payment is deemed to be made, for the purpose of earning the discount, on the date of mailing the County warrant.

#### **Response Submission**

- 1.31 Responses to this RFP must be submitted in sealed packages and delivered to Hamblen County Department of Education Technology Department, 210 E Morris Blvd. Morristown, TN, 37813, no later than 8:30 AM EST on January 13, 2020. It is the sole responsibility of the respondents to ensure that their responses arrive in a timely manner. The district will reject all late arrivals. The Vendor must submit two (2) copies of the response along with any required supporting documentation. **"IT20.13.01.2 Burke - Toney Stadium Video Scoreboard " should be clearly marked on the face of the envelope containing the bid along with the opening date of January 13, 2020.** Failure to comply with this may cause the bid to be misdirected and therefore not to be considered. Responses must be for the entire project. No substitutions or partial bids will be allowed. Oral, telephone, faxed, or telegraphic bids shall not be considered, nor will modifications of bids by such communication be considered. The completed bid form shall be without erasures or alterations. Signatures on the proposals shall be in longhand and executed by an individual duly authorized by The Vendor to make a contract. Bids made out in pencil will NOT be accepted. Bid must be

notarized. Prior to commencement of work, Vendor will name contractee as additional insured for liability purposes.

### **Interpretation and Changes**

- 1.32 The intent of this RFP is to communicate the district's requirements to any qualified and interested bidder. Our intention is to receive bids for the system services as stated in Section 1 of this RFP. The district may make corrections, or changes to the RFP. If the customer makes changes or corrections to the RFP it will be via a written ADDENDUM. All efforts will be made by the customer to mail or deliver any ADDENDUMS to all parties who have requested and received the RFP. ADDENDUMS will be issued as expeditiously as possible (by FAX, if necessary, followed by original documents). Interpretations, corrections, or changes to the RFP made in any other manner will not be binding, and The Vendor shall not rely upon such interpretations, corrections, or changes.

### **Addendum**

- 1.33 It will be the responsibility of all respondents to contact The district prior to submitting a response to the RFP to ascertain if any ADDENDUMS have been issued, and to obtain any and all ADDENDUMS, execute them, and return ADDENDUM with the response to the RFP.

### **Questions**

- 1.34 Questions regarding this RFP must be submitted in writing/email. The district must receive questions no later than five (5) business days before the bid opening or the questions will be considered null and void. Responses to all questions received in proper timeframes will be made in writing and posted with the RFP on the district Website. Phone calls will not be accepted.

### **Proposal Binding Period**

- 1.35 Prices quoted in The Vendor's response for all services and equipment will remain in effect for a period of at least 180 business days from the issuance date of The Vendor's response. However, any taxes, whether local, state, or federal, imposed on services herein provided instituted after the date of bid response may be passed on to the district from the vendor.

### **Omissions**

- 1.36 Omissions in the proposal of any provision herein described shall not be construed as to relieve The Vendor of any responsibility or obligation to the complete and satisfactory delivery, operation, and support of any and

all equipment or services.

### **Service Length**

- 1.37 The contractual term of this contract will be one (1) years with options to renew up to five (5) years.

### **Patents and Royalties**

- 1.38 The Vendor, without exception, shall indemnify and hold harmless The district and its employees from any liability of any nature or kind, including costs and expenses for or on account of any trademarked, copyrighted, patented, or non-patented invention, process, or article manufactured or used in the performance of the Contract, including its use by The district. If The Vendor or subcontractor uses any design, device, or material covered by letters, patent, trademark, or copyright, it is mutually understood and agreed without exception that the proposal prices shall include all royalties or cost arising from the use of such design, device, or materials in any way involved in the work.

### **Indemnification**

- 1.39 The Vendor shall indemnify and hold harmless The district, its agents and employees from or on account of any injuries or damages, received or sustained by any person or persons during or on account of any operation connected with this Contract; or by consequence or any negligence (excluding negligence by The district, its agents or employees) in connection with the same; or by use of any improper, material or by or on account of any act or omission of said Vendor or its subcontractors, agents, servants or employees. The Vendor further agrees to indemnify and hold harmless The district, its agents or employees, against claims or liability arising from or based upon the violation of any federal, state, county, city or other applicable laws, bylaws, ordinances, or regulations by The Vendor, its agents, associates, or employees. The indemnification provided above shall obligate The Vendor to defend at its own expense or to provide for such defense, at The district option, of any and all claims of liability and all suits and actions of every name and description that may be brought against The district which may result from the operations and activities under this Contract whether the installation operations be performed by The Vendor, subcontractor, or by anyone directly or indirectly employed by either. The award of this Contract to The Vendor shall obligate The Vendor to comply with the foregoing indemnity provision; however, the collateral obligation of insuring this indemnity must be complied with as set forth.



### **Right to Reject**

- 1.40 The district reserves the right to accept or reject all proposals or sections thereof when the rejection is in the best interest of the Hamblen County Department of Education. The district reserves the right to award without further discussion. Therefore, responses should be submitted initially with the most favorable terms that The Vendor proposes. The district reserves the right to reject the proposal of a Vendor who has previously failed to perform properly or completed on time contracts of a similar nature; and to reject the proposal of any Vendor who in the opinion of the district is not in a position to adequately perform the contract.
- The district reserves the right to reject any or all proposals; any part or parts of a proposal, waive any technicalities/informalities, increase or reduce quantities, make modifications or specifications, and award any or all of the contract in a manner that is in the best interest of the Hamblen County Department of Education. Contracts will be awarded to The Vendor submitting the proposal determined to be in the best interests of the Hamblen County Department of Education.

### **Vendor Registration**

- 1.41 Prior to the opening of this bid, ***ALL BIDDERS*** must be registered with the Hamblen County Department of Education, Department of Instructional Technology with the form attached to this RFP/Bid document. Registration form is only good for THIS RFP/BID. Please fax the application to (423) 585-3783 or by e-mail at *ForteB@hcboe.net* at least **5 days prior** to the bid opening. **Do not send this form with the bid. Please see last page of bid for the vendor registration form.**

### **Possession of Weapons**

- 1.42 All vendors and their employees and their agents are prohibited from possessing any weapons on the Hamblen County Department of Education property without prior written consent from the Hamblen County Department of Education. In the case of a vendor whose contract requires possession of firearms or other weapons to successfully complete their contract, vendor must provide personnel who are bonded to bear said weaponry.

## **SECTION II OBLIGATIONS, RIGHTS AND REMEDIES**

THESE TERMS AND CONDITIONS SHALL BE PART OF THE CONTRACT. THE HAMBLÉN COUNTY DEPARTMENT OF EDUCATION RESERVES THE RIGHT TO NEGOTIATE OTHER TERMS AND CONDITIONS IT DEEMS APPROPRIATE AND NECESSARY UNDER THE CIRCUMSTANCES TO PROTECT THE PUBLIC TRUST.

### **Incorporation:**

- 2.1 All specifications, drawings, technical information, invitation to bid, bid award and similar items referred to or attached or which are the basis for this contract are deemed incorporated by reference as if set out fully herein.

### **Alterations Or Amendments:**

- 2.2 No alterations, amendments, changes, modifications or additions to this Contract shall be binding on the Hamblen County Department of Education without the prior written approval of the Hamblen County Department of Education.

### **Assignment:**

- 2.3 Contractor shall not assign or sub-contract this agreement, its obligations or rights hereunder to any party, company, partnership, incorporation or person without the prior written specific consent of the Hamblen County Department of Education.

### **Warranty:**

- 2.4 Contractor warrants to the Hamblen County Department of Education that all items delivered and all services rendered shall conform to the specifications, drawings, bid and/or other descriptions furnished and/or incorporated by reference, and will be fit for the particular purpose purchased, of merchantable quality, good workmanship, and free from defects. Contractor extends to the Hamblen County Department of Education all warranties allowed under the U.C.C. Contractor shall provide copies of warranties to the district. Return of merchandise not meeting warranties shall be at contractor's expense.

### **Remedies:**

- 2.5 The Hamblen County Department of Education shall have all rights and remedies afforded under the U.C.C. and Tennessee law in contract and in tort, including but not limited to rejection of goods, rescission, right of set-off, refund, incidental, consequential and compensatory damages and

reasonable attorneys fees.

**Inspection And Acceptance:**

- 2.6 Warranty periods shall not commence until the Hamblen County Department of Education inspects and formally accepts the goods and/or services. The terms, conditions and timing of acceptance shall be determined by The Hamblen County Department of Education. Hamblen County Department of Education reserves the right to reject any or all items or services not in conformance with applicable specifications, and Contractor assumes the costs associated with such nonconformance. Acceptance of goods or services does not constitute a waiver of latent or hidden defects or defects not readily detectable by a reasonable person under the circumstances.

**Order Of Precedence:**

- 2.7 In the event of inconsistent or conflicting provision of this Contract and referenced documents, the following descending order of precedence shall prevail: (1) Item Description, (2) Invitation to Bid, (3) Bid, (4) Award, (5) Special Terms and Conditions, (6) General Terms and Conditions, (7) Specifications, (8) Drawings.

**Severability:**

- 2.8 If any provision of this Contract is declared illegal, void or unenforceable, the remaining provisions shall not be affected but shall remain in force and in effect.

**Governing Law:**

- 2.9 This Contract shall be governed by the laws of the State of Tennessee, and all obligations of the parties are performable in Hamblen County, Tennessee. The Chancery Court and/or the Circuit Court of Hamblen County, Tennessee, shall have exclusive and concurrent jurisdiction of any disputes that arise hereunder.

**Default:**

- 2.10 If Contractor fails to perform or comply with any provision of this contract or the terms or conditions of any documents referenced and made a part hereof, the Hamblen County Department of Education may terminate this contract, in whole or in part, and may consider such failure or noncompliance a breach of contract. The Hamblen County Department of Education expressly retains all its and remedies provided by law in case of such breach, and no action by the Hamblen County Department of Education shall constitute a waiver of any such rights or remedies. In the event of termination for default, the Hamblen County Department of

Education reserves the right to purchase its requirements elsewhere, with or without competitive bidding.

**Termination:**

- 2.11 The Hamblen County Department of Education may terminate this agreement with or without cause at anytime. In the event of termination by either party, fees due for services satisfactorily performed or goods accepted prior to the termination date shall be paid.

**Appropriation:**

- 2.12 In the event no funds are appropriated by the Hamblen County Department of Education for the goods or services in any fiscal year or insufficient funds exist to purchase the goods or services, then the contract shall expire upon the expenditure of previously appropriated funds or the end of the current fiscal year, whichever occurs first, with no further obligations owed to or by either party.

**Compliance With All Laws:**

- 2.13 Contractor is assumed to be familiar with and agrees to observe and comply with all federal, state, and local laws, statutes, ordinances, and regulations in any manner affecting the provision of goods and/or services, and all instructions and prohibitive orders issued regarding this work and shall obtain all necessary permits.

**Indemnification/Hold Harmless:**

- 2.14 Contractor shall indemnify, defend, save and hold harmless the Hamblen County Department of Education, its officers, agents and employees from all suits, claims, actions or damages of any nature brought because of, arising out of, or due to breach of the agreement by Contractor, its subcontractors, suppliers, agents, or employees or due to any negligent act or occurrence or any omission or commission of Contractor, its subcontractors, suppliers, agents or employees.

**Right to Inspect**

- 2.15 The Hamblen County Department of Education reserves the right to make periodic inspections of the manner and means the service is performed or the goods are supplied.

**Books and Records**

- 2.16 Contractor shall maintain all books, documents, accounting records and other evidence pertaining to the goods and services provided under this

Contract and make such materials available at its offices at all reasonable times during the contract period and for three (3) years from the date of the final payment under this agreement for inspection by the district or by any other governmental entity or agency participating in the funding of this agreement, or any authorized agents thereof; copies of said records to be furnished if requested. Such records shall not include those books, documents and accounting records that represent the Contractor's costs of manufacturing, acquiring or delivering the products and services governed by this agreement.

#### **Child Labor**

- 2.17 Contractor agrees that no products will be provided or used under this contract which have been manufactured or assembled by child labor.

### **SECTION III SPECIAL TERMS AND CONDITIONS**

#### **Intent:**

- 3.1 The intent of these specifications is to convey to prospective bidders the type of computer equipment requested by the Hamblen County Department of Education. The Hamblen County Department of Education requests that prospective bidders price the items in SECTION IV as well as state a percentage of mark-up or discount on non-specified items.

#### **Term:**

- 3.2 The contract will be for One (1) year beginning approximately July 1, 2020 and continue through June 30, 2021.

Upon mutual consent of both parties, the agreement may be renewed for four (4) additional one (1) year periods, for a total term of five (5) years.

#### **Escalation Provision:**

- 3.3 The responder warrants that the unit price stated herein shall remain firm for a period of not less than one (1) calendar year from the first day of the contract period. If the responder's unit price is increased after one (1) calendar year, the contract unit price may be increased upon approval of the responder's written request to the Purchasing Agent.

Such a request shall include as a minimum, (1) the cause for the adjustment; (2) proposed effective date; (3) the amount of the change requested with documentation to support requested adjustment (i.e., appropriate bureau of labor statistics, change in manufacturer's price,

etc.). Such price adjustment shall be by the same percentage as documented.

**Bid Modification:**

- 3.4 This bid may be modified accordingly provided that:

The aggregate of the increase in the contract unit price made under this clause shall not exceed a total of seven percent (7%) of the original contract unit price. If this contract is renewed, the percentage increase shall not exceed seven percent (7%) per contract period on the prices prevailing at the time of renewal;

The increased contract unit price may be effective after one (1) calendar year provided that the responder submits a written request, with supporting documentation, for an increase, at least thirty (30) calendar days prior to the proposed effective date of the price increase;

The increased contract unit price shall not apply to orders received by the vendor prior to the effective date of the increased contract unit price. Orders placed, via district purchase order, shall be considered to have been received by the responder after the fifth (5th) calendar day following the date of signature by the Purchasing Agent or his authorized representative;

Within thirty (30) calendar days after receipt of a responder's written request, the District Purchasing Agent may cancel, without liability to either party, any portion of the contract affected by the requested increase and undelivered at the time of such cancellation.

**Quantity Purchase:**

- 3.5 Vendor should make additional discounts available to the Hamblen County Department of Education for quantity purchases.

**Termination:**

- 3.6 Should the responders fail to meet the Requirements of this contract, the Hamblen County Department of Education may terminate the Contract upon a thirty (30) day written notice.

### **Evaluation:**

- 3.7 Evaluation will be made on the following Criteria:  
This contract will be awarded to the most cost effective provider who submits a complete and accurate submittal that meets the stated requirements. Prices of eligible services will be the primary factor, but not necessarily the sole factor, in evaluating the bids. Other factors of consideration may include, but are not limited to transition, prior experience, including past performance, personnel qualifications, including technical excellence; management capability, including schedule compliance; cost of ineligible products and services; and flexibility of services. The Hamblen County Department of Education does not guarantee award of a contract and reserves the right to reject all bids.

1	Total Price	40 Points
2	Staffing to perform scope of work in timely manner	5 Points
3	Prior Experience – Specifically K-12	10 Points
4	Compliance with Bid Specifications	10 Points
5	Promptness of delivery/Schedule Availability/Service Plan	15 Points
6	One Vendor for all components	20 Points

### **VENDOR SERVICE PLAN**

Vendors should include a complete description of the products and services offered in their Proposal. The Service Plan should include, but not be limit to:

1. A summary of the products or services to be provided.
2. When applicable, a timeline showing how the Vendor plans to deliver products and/or services to fulfill any contract issued as a result of this RFP.
3. Key staff members at the Vendors organization that will be assigned to the account or will otherwise be part of an implementation team.
4. Any resource requirements on the part of the school system necessary in order for the Vendor to meet its obligations under an agreement resulting from this RFP.
5. Any hardware, software, or other technology the school system must have in order to use the Vendors products or services.

6. Any alternative ideas or proposals that should be considered by the school system in addition to the base proposal.

**Response:**

- 3.8 Vendors shall bid in the following manner:

Provide, with their bid, a copy of the most recent vendor pricelist.

State the percentage of mark-up or discount from the aforementioned price list to the Hamblen County Department of Education.

Vendors shall submit their responses with the products, F.O.B. destination to Hamblen County Department of Education, Department of Instructional Technology, 210 East Morris Blvd., Morristown, TN 37813.

Pricing for these services and products must be provided in the Bid Response Form provided with this RFP. The vendor's bid may include additional quote pages in the vendor's preferred format. However, all pricing must be entered in the Bid Response Form, as a minimum, to enable the district to compare pricing from all vendors using the Bid Response Forms. Reference statements, such as "See Page XX", "Refer to Page XX", etc. should not be entered in the Bid Response Form. Failure to provide the information requested in this RFP in the requested format is reason for rejection, without consideration.

Contractor will be required to provide submittals and shop drawings to school district within 30 days. The school district will review and approve all submittal documents prior to the start of work. The contractor shall advise the school district of any discrepancy that could affect the installation. If the contractor fails to notify the school district of any discrepancies, the contractor will assume responsibility for providing the required equipment or correcting discrepancies at no additional cost to the school district. Contents shall include, but not limited to:

1. Submit rack layout indicating the proposed arrangement of mounted equipment including power junction box location.
2. Submit detail drawings of all custom fabricated items and approved equipment modifications. Include complete parts list, schematic diagrams, and all dimensions required for proper assembly.
3. Submit a project schedule in Gantt chart format outlining equipment delivery dates and installation start and finish dates.



## Manuals

Upon substantial completion and prior to the on site training with the school district, the contractor will provide four (4) operation and maintenance manuals. The manuals will have tab dividers and shall be logically organized to provide easy access to information. All documents will be in English and will provide sufficient detail as to be understood by an individual with no knowledge of LED displays or the associated control equipment and/or operating systems. Contents shall include, but not limited to:

- (1) Table of Contents
- (2) Description/overview of system(s) including key features and operational procedures.
- (3) Full start up procedure for all control room rack equipment and LED display equipment written under the assumption that all equipment was in full powered off mode.
- (4) Full shutdown procedure for all control room rack equipment and LED display equipment written under the assumption the facility is in an extended power failure situation.
- (5) Troubleshooting procedures for all LED displays, LED display processors, graphics/animation server, scoring systems, and all related equipment provided by the contractor. Troubleshooting procedures will include demonstration photos and/or diagrams as required.
- (6) Maintenance procedures for all LED displays, LED display processors, graphics/animation servers, scoring systems, and all related equipment provided by the contractor. Maintenance procedures will include demonstration photos and/or diagrams as required.
- (7) Owner's manuals for all third party and/or "off the shelf" type equipment provided by contractor; eg., KVM's fiber modems, etc.
- (8) All third party equipment and/or "off the shelf" equipment warranties and a System Warranty

### **Quantities:**

- 3.9 The Hamblen County Department of Education does not guarantee any quantities during the term of this agreement. However, it is to be noted that the Hamblen County Department of Education expended approximately one hundred thousand (\$100,000.00) dollars during the previous fiscal year.

### **Warranty:**

- 3.10 All products shall be, as a minimum, warranted for three years on parts & labor.

Responders shall specify variations in length and conditions in section V.

Vendors shall serve as liaison and/or service provider during the term of warranty.

## **SECTION IV VENDOR RESPONSE:**

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### **4.1 Burke – Toney Video Scoreboard Requirements Project Description**

Products to be most commonly purchased (Specifications are not intended to eliminate any reputable manufacturer, brand, or bidder. Reference to manufacturers, brand names, suppliers' itemization numbers, etc. is intended to set quality and feature standards and does not exclude bids from others as long as quality and feature standards are met.) :

These specifications outline specific services with regard to Burke – Toney Video Scoreboard for the Hamblen County Department of Education.

Under this contract, the vendor shall provide and install a new video scoreboard and all supporting components (materials, labor shipping, and installation costs) to install a complete and functional scoreboard system (turn-key solution) for Burke – Toney Stadium. The scoreboard and all components must be from the same vendor and have one point of vendor contact for all support. Vendor shall furnish all parts, labor, equipment, tools, transportation and mileage, and any other activities to fulfill the requirements of these specifications. The school district will supply the electrical connection.

The technicians will remain the Contractor's employees subject to his direction at all times.

The awarded vendor must have proven experience in the scoreboard business for a minimum of 15+ years.

There is not a mandatory pre-bid meeting. It is the vendors responsibility to schedule an on-site visit prior to bidding. Please contact Betina Forte @ (423) 581-3144, to schedule the on-site visit.

Pricing quoted shall be the School Districts final actual cost, and shall include all materials, labor, equipment, permits and any other activity required to provide the level of service specified in this proposal.

## **A. SCOPE OF WORK**

Exterior, electronic video scoreboard including control center, and other accessories for complete functional installation.

**BRAND NAMES** The brand or trade name, manufacturer's name, and/or catalog number must be given in the column provided. If bidder fails to indicate brand or trade name, where requested, the item bid may be disqualified.

- A. Scoreboards shall be designed for exterior installation with weatherproof housing and optical isolation circuitry to reduce potential damage from electrical storms.
- B. Should service be necessary, specialized personnel shall not be required. Modular "plug and play" components will be housed in an internal protective enclosure.
- C. Scoreboards and other electrical components shall be certified for use in United States and Canada by Underwriter Laboratories, (UL) Inc. and shall bear either UL or C-UL label only.
- D. Scoreboards and other electrical components shall be electrically grounded in accordance with National Electrical Code (NEC), Article 600.
- E. Scoreboard cabinetry and attachment shall meet or exceed the 2009 IBC standard of 150 mph wind loading.
- F. Scoreboard display and surrounding accessories should not be installed until the mounting posts are secure and the concrete footings have set.
- G. The customer determines location of scoreboard display, control console, and other accessories.
- H. The scoreboard supplier/contractor is responsible for installing and verifying that the mounting structure is capable of supporting the weight and wind load of the scoreboard display. Contractor is also responsible for insuring that the accessories are structurally sound.
- I. The scoreboard supplier is responsible for making certain the installation meets any requirements set forth in local, state, and national codes. These requirements may include limitations on the height of the structure, specifications of footings, standards for wind loads, approvals by a locally

licensed professional engineer, and coordination with local architect and District officials.

- J. Installation of outdoor scoreboards and accessories is dependent upon suitable weather conditions.
- K. Replacement video board needs the ability for remote power on through an iOS mobile app. (Current board uses Audacy Wireless PLUG LOAD CONTROLLER with Gateway to enable this ability).

## **SUBMITTALS**

- 1. The end user shall receive all pertinent hard-copy documentation at delivery.
- 2. Product data for scoreboards, controls, and accessories shall include descriptions of control functions etc.
- 3. Installation drawings, face layout, dimensions, construction, electrical wiring diagrams, and method of anchorage. (Provide digital as well when applicable).
- 4. Manufacturer's installation instructions. (Provide digital as well when applicable).
- 5. Three recent references (school systems similar in size to the Hamblen County Department of Education -10,000 students, 18 schools, 23 sites including district site or larger preferred.)

Contractor will be required to provide submittals and shop drawings to school district within 30 days. The school district will review and approve all submittal documents prior to the start of work. The contractor shall advise the school district of any discrepancy that could affect the installation. If the contractor fails to notify the school district of any discrepancies, the contractor will assume responsibility for providing the required equipment or correcting discrepancies at no additional cost to the school district. Contents shall include, but not limited to:

- 1. Submit rack layout indicating the proposed arrangement of mounted equipment including power junction box location.
- 2. Submit detail drawings of all custom fabricated items and approved equipment modifications. Include complete parts list, schematic diagrams, and all dimensions required for proper assembly.
- 3. Submit a project schedule in Gantt chart format outlining equipment delivery dates and installation start and finish dates.

## Manuals

Upon substantial completion and prior to the on site training with the school district, the contractor will provide four(4) operation and maintenance manuals. The manuals will have tab dividers and shall be logically organized to provide easy access to information. All documents will be in English and will provide sufficient detail as to be understood by an individual with no knowledge of LED displays or the associated control equipment and/or operating systems. Contents shall include, but not limited to:

- (1) Table of Contents
- (2) Description/overview of system(s) including key features and operational procedures.
- (3) Full start up procedure for all control room rack equipment and LED display equipment written under the assumption that all equipment was in full powered off mode.
- (4) Full shutdown procedure for all control room rack equipment and LED display equipment written under the assumption the facility is in an extended power failure situation.
- (5) Troubleshooting procedures for all LED displays, LED display processors, graphics/animation server, scoring systems, and all related equipment provided by the contractor. Troubleshooting procedures will include demonstration photos and/or diagrams as required.
- (6) Maintenance procedures for all LED displays, LED display processors, graphics/animation servers, scoring systems, and all related equipment provided by the contractor. Maintenance procedures will include demonstration photos and/or diagrams as required.
- (7) Owner's manuals for all third party and/or "off the shelf" type equipment provided by contractor; eg., KVM's fiber modems, etc.
- (8) All third party equipment and/or "off the shelf" equipment warranties and a System Warranty

## SPARE PARTS

- A. Contractor will supply a spare parts inventory containing a minimum of 3% spare parts. Contractor will provide proposed spare parts inventory as part of the bid submission.
- B. At the time of final sign-off, contractor will supply the specified spare parts inventory regardless of spare parts used during initial "burn-in" and/or testing of newly installed displays.
- C. All spare modules must be from the same BIN code as the equipment supplied.

## **QUALITY ASSURANCE**

- A. Source limitation: All components including scoreboard, control center, control cable, and other accessories and installation hardware shall be products of a single manufacturer.
- B. Manufacturer qualifications: Company specializing in manufacturing electronic scoreboards with 15 years minimum successful world-wide experience.
- C. Adherence to nationally recognized standards.
  - 1. ETL listed to UL Standards 48 and 879.
  - 2. NEC compliant.
  - 3. FCC compliant.

## **MAINTENANCE**

- A. Replacement parts and factory repair options are available from manufacturer.
- B. Product support provided by experienced technicians is available via phone, web, and e-mail at no additional cost to customer.
- C. Standard documentation is provided in printed or electronic form at no additional cost to customer.
- D. Contractor

## **DELIVERY**

The contractor agrees to deliver and install the items within the terms of the contract. All cost for delivery, including drayage and freight, and for the packaging of said articles are to be borne by the bidder, and must be included in your bid prices.

Scoreboard cabinets and accessories to be stored in a clean, dry environment  
Special precautions for the scoreboard face.

- 1. The face of the scoreboard display will be protected during shipment by a layer of cardboard or other sheet material. Avoid removing this protective sheet until the installation begins.
- 2. Never lay a scoreboard cabinet face down or stack other objects on top of it.
- 3. Avoid sliding objects (like another scoreboard) along the plane of the scoreboard face, even if the protective sheet is in place. This can result in LEDs being sheared.

## FOOTBALL(SOCCER) VIDEO SCOREBOARD

### Scoreboard

- A. Type: Exterior, outdoor electronic video scoreboard, multi-sport football/soccer scoreboard; Model Nevco 16mm Ultra Advantage Edge Video Display or equivalent.
1. **Size:** 16.19 height x 31.5 width
  2. **Pixel resolution :** 16mm physical pixel resolution (300 X 600 pixel matrix)
  3. **Individual pixels:** Comprised of one red, one green, and one blue individual LED in a cluster design (3 LEDs per pixel). Virtual pixels and other designs are specifically excluded
  4. **Brightness:** 7000 nits minimum (64 levels of brightness and auto-dimming)
  5. **Viewing angle:** 140 degrees and 60 degrees vertical
  6. **Display intensity:** adjustable to a minimum of 32 levels
  7. **Color capacity:** 550 billion colors minimum
  8. **Contrast ratio:** 2000:1 minimum
  9. **Refresh rate:** 2400+Hz or greater
  10. **LED life expectancy:** 100,000 hours
  11. **Video frame rate:** 60fps or greater
  12. **Service accessibility:** Access to all components from front
  13. **Working temperature:** -40 F degrees / 150 degrees F
  14. **Live Feed Capability**
  15. **Video input:** NTSC or PAL standard, via Composite (BNC), S-Video mini DIN. All other formats including Serial Digital Interface (SDI), High Definition Serial Digital Interface (HD-SDI) or HDMI available.
  16. Redundant signal and power capability
  17. Shall not require any regular scheduled maintenance such as filter cleaning or replacement. No external fans.
  18. UL listed, CUL, CE
  19. FCC Tested and Compliant
  20. LED Video Screen to have active Diagnostics. Diagnostics continually monitors the health of the LED screen, and reports any operational issue with a LED Tiles, Data Cable, Power Supply, and or Video Processor by e-mail alert.

### VIDEO SCOREBOARD DISPLAY CONTROL SYSTEM

Software should be designed to provide operators with the ability to show game scores, animations, recorded video, live video, player photos and profiles, full screen images or video, images or video in multiple windows of customizable sizes. Fully customizable scoring layouts, colors, fonts, team names integrated with Logo's. Sponsor advertisements in customizable sizes with the ability to

have multiple sponsor advertisements rotating within a window. Operators should be able to customize the game experience and ease of use with customizable Hot Keys to quickly show pre-determined content from the scoring station or on a tablet field side for Football, Soccer

1. User interface based on Windows format allows operator to control any size LED display (and up to 50 displays simultaneously) supporting true HD resolutions and fascia ribbon displays thousands of pixels wide displays.
2. Touchscreen interface supplied and installed by vendor.
3. Software should support unlimited number of media buttons to allow end user to dynamically remove and add new collections of media items without stopping current media or switching between different modes.
4. Software should be able to drive any compatible LED screens, LCD monitors, or video switchers from any manufacturer.
5. Software should allow native support for multiple video codecs and image formats: WMV, AVI, MPG, JPG, BMP, PNG with transparency.
6. Software system should be able to render live video, video clips, graphics and virtual scoring data on SD, HD, SDI, DVI or a combination and should support separate key and fill SDI outputs.
7. Software should automatically scale source content and images to fit display.
8. Software should support multiple "profiles" to allow easy transition from one configuration to another allowing our multi-use venue to easily switch between football and soccer.
9. Software should support user-defined data source to allow new data sources to be able to be changed easily.
10. Simple Clip Server Format allows a user-defined filing system for customizable management of content.
11. Automatically scales live video and feeds to fit the display. On board content to live video switch for quick change from content to video with no latency.
12. Software allows for creation and storage of unlimited advertising playlists. Create sequences of up to 128 media entries.
13. Character generation, CG Overlays of Icons or Logos Included
14. High quality transitions.

## CONTROL CENTER

Wireless, microprocessor based operator's control center designed to operate different models of scoreboard by interchange of keyboard overlay; **Model**



**MPCW-7** as manufactured by Nevco Inc. Console will operate earlier scoreboards from Nevco Inc. or equivalent.

1. Console: High impact, break-resistant black plastic with improved UV resistance. [11 x 9-1/2 x 4-1/8 inches] [279 x 241 x 105 mm].
2. Features:
  - a. Provide with LED displays, lithium cell battery backup to maintain scoreboard memory and time of day, self test mode, power on-off switch, alternate time control, and multiple scoreboard operation.
  - b. Split and raised 40 key soft touch keyboard.
  - c. Keyboard shall be spill resistant.
  - d. Internal beeper acknowledging each entry.
  - e. System Profiles feature set all parameters of operation including choice of controlled accessories and scoreboards.
  - f. Colorful graphic rich keyboard overlays for scoreboard or accessory.
  - g. Remote hand-held main time switch with programmable integral horn button.
  - h. [25 feet] [7.6 m] control cable with connectors.
  - i. Timer features: Time of day display, multiple time out timers with warning, interval horn, up-count auto stop with horn, 1/10th second display during last minute, changeable horn tone on scoreboards with the feature.
  - j. Segment timing for practice and workout.
  - k. Dimmer control for scoreboard.
  - l. MPC features shall be accessed through yes/no abbreviated questions in a drop down menu format.
  - m. Multiple receiver management shall be accomplished through direct keyboard input.
  - n. Electronic Team Names and automatic Electronic Caption Plates shall be controlled from MPC control without need to change overlays.
3. Power requirements: 120 volts, 12 watts, 50/60 Hz.
4. Provide option of battery supply for control operation if utility power not available.
5. Provide carrying case for control center, cable, and hand-held switch; Model CC-3 as manufactured by Nevco Inc. or equivalent.
  - a. Size: [18-1/2 x 14-1/2 x 6 inches] [470 x 368 x 152 mm].
  - b. Construction: Double wall, high density black polyethylene with padded interior, mechanical latches, and hinges.
6. Receiver WHEN ORDERED SEPARATELY;
  - a. Sturdy impact resistant construction, [6 x 4 x 1.5 inches] [152 x 102 x 38mm]

- b. Integrated antenna, mounted flush in scoreboard face. Protruding antennas shall not be used.
- 7. Maximum range: [1,000 feet] [305 m] from control center to receiver.
- 8. Receiver shall require no additional source of power or separate control cable.
- 9. Wireless Hand-Held Play Clock Controller: Battery operated RF device allows for sideline start/stop of the Play Clock.
- 10. Ability to field upgrade to a tablet-based control system in the future.

## **PREPARATION**

- A. Verify exact scoreboard and location with the Hamblen County Department of Education.
- B. Coordinate requirements for electrical power, concrete, steel erection, auxiliary framing and supports, suspension cables, and other components to be provided to ensure adequate provisions are made for complete, functional installation of video scoreboard and accessories and/or options.
- C. Coordinate scoreboard electrical requirements to ensure proper power source, conduit, wiring, and boxes are provided. Prior to installation, verify type and location of power supply.

## **INSTALLATION**

- A. Install scoreboards, accessories, and/or options in accordance with manufacturer's instructions and approved installation drawings.
- B. Install new Engineered Beam Structure in Concrete Footings for support of scoreboard, display and signage if needed. All current building codes and wind criteria shall be incorporated into the design. Provide engineered stamped drawings, permits etc., to complete the structure and scoreboard installation.
- C. The Contractor is solely responsible for the assembly, lifting, rigging, and permanent installation of the new scoreboard to the new support structure.
- D. Field test scoreboards and accessories for operating functions. Ensure that scoreboards accurately perform all operations. Correct deficiencies.
- E. Rigidly mount scoreboards and accessories level and plumb with brackets and fasteners.
- F. Basic clean up of work area included.
- G. Selected contractor responsible for takedown, removal and disposal of the existing scoreboard, signage, and poles.

- H. Label scoreboard data cable junction boxes and all connectors near junction boxes, scoreboard displays, and accessories so that public address systems and other devices employing similar connectors are not accidentally plugged into any part of the scoreboard system.

## **PROJECT MANAGEMENT, DEMONSTRATION, AND TRAINING**

The contractor to provide full onsite training of the system operations to owner's representative(s), complete project management for the entire project, and first game support onsite for each school's first event.

### **Local Technical Support**

- a. Contractor shall provide local technical assistance or service with a detailed plan provided for servicing all components set forth under the warranty section of this specification. Local, direct manufacturer employee shall be located within 100 miles of the district.
- b. Warranty will cover all equipment including processors, controllers, operating systems, and software.
- c. Warranty will include one(1) annual on-site system check-up by a qualified technician. Visit to occur approximately 2-3 weeks prior to the start of the season or as determined by the school district.

### **Scoreboard Power**

- a. Power to the electrical distribution panel of the new scoreboard will be provided by the customer based on requirements provided by the chosen contractor. Contractor will be responsible for all power and electrical distribution from demarcation point (secondary power) to new system(s). Contractor will provide all secondary power connections/terminations required to power new system(s).

### **Scoreboard Data Communications**

- a. The vendor is responsible for providing and installing fiber optic cable from the stadium press box location to the scoreboard location.

- b. The vendor to provide the appropriate fittings as necessary to connect the new fiber installed including the appropriate devices/connectors on each end.

### **Screen Warranty**

Minimum Warranty for Video Screen and control equipment: 5 years for parts, 5 year onsite labor, 5 year brightness warranty. Lifetime telephone technical support. Manufacturer of the LED system components shall continue to make all parts necessary for the continued functioning of the system for a minimum of ten(10) years after the acceptance of this project.

### **Delivery Date**

Unless otherwise specified herein, all items shall be delivered no later than 8 weeks after contractor's receipt of the purchase order.

### **EXAMINATION**

- A. Verify mounting posts are correctly sized and positioned to match the mounting points on the scoreboard cabinets and any optional panels.
- B. If data cable is used, verify continuity from scoreboard display to control console location.
- C. Verify data and AC power cables are not run in the same conduit or within six inches of each other in the same trench.
- D. Verify data cable and AC power cable are secure and run in conduits where they might otherwise be exposed to abuse or where local, state, or national codes require.
- E. Verify location of all scoreboard displays, junction boxes, and accessories with customer.

### **PROJECT CONDITIONS**

- A. Environmental Limitations: Do not install equipment until spaces are enclosed and weatherproof, wet work in spaces is complete and dry, and ambient temperature and humidity conditions are maintained at the levels indicated for project when occupied for its intended use.
- B. Field Measurements: Coordinate message display location and height with the customer. Verify dimensions by field measurements.

- C. Supply weight and mounting method for Owner to verify that building structure is capable of supporting the message display's weight in addition to the auxiliary equipment.
- D. The scoreboard supplier is responsible for making certain the installation meets any requirements set forth in local, state, and national codes. These requirements may include limitations on the height of the structure, specifications of footings, standards for wind loads, approvals by a locally licensed professional engineer, and coordination with local architect and District officials.

## **WARRANTY**

- A. Provide 5 years of parts coverage
- B. Provide 5 years of Onsite Service Labor
- C. Provide toll-free service coordination
- D. Provide technical phone support during manufacturers business hours

## **CONTROL METHOD**

- A. Fiber Optic Wire Communication
  - 1. Fiber Cable (Single Mode, Duplex) with LC Connectors
- B. LC duplex connector (both ends of the strands need to be terminated with LC duplex connectors).
- C. Fiber Optic Converters Supplied within the LED Display and for the Computer Controlling the Scoreboard Software

## **INSTALLATION**

- A. Power conduit, cabling, and outlet boxes to be provided and installed by the school district. Signal raceways conduit and boxes to be provided by the school system. Video Scoreboard vendor is responsible for pulling, signal wire and terminators between each display and control location. Video Scoreboard display vendor to terminate signal wire of controller and conduit message display.
- B. Mount all displays and interior displays to wall in location detailed and in accordance with manufacturer's instructions. Unit to be plumb and level.

## **INSTALLATION—CONTROL CENTER**

- A. Provide boxes, cover plates and jacks as required to meet control specification requirements. Control cables to control panels shall be concealed.
- B. Test the operation of the display, controller and all control jacks, leave control unit in carrying case and other loose items with Owner's designated representative.
- C. Conduct operator training on the message display/controller operation.
- D. Bidder shall supply all required signal conversion hardware to allow for direct wire control of display.

## **SOFTWARE TRAINING**

- A. Provide Initial Onsite Software Training during installation process.
- B. Provide option for (Real Time Webinar) Software Training with Certified Software Support Agents (1-Day “per week”) for the life span of the LED Display

## **OPTION A – Custom Animation Work**

Provide 65 hours of custom animation work. This work can include, but not limited to: head-shots, templates, scoring templates, fan prompts, sponsorship elements, games and noise meters, or other graphic elements determined by the district.

## **OPTION B – Sound System**

Provide exterior sound system including control center and other accessories for a complete functional installation. Nevco Stadium Pro 1000 Sound System or equivalent.

Custom Truss Flanking for Nevco Stadium Pro 1000 Sound System or equivalent.

### **Speakers**

- 1. Frequency response: -10dB @ 1M: 35Hz to 22Khz, +/- 3dB @ 1M: 48Hz to 18Khz
- 2. Max SPL @1M: 137dB
- 3. Max system coverage: 40 degrees V x 100 degrees H
- 4. Audio input: includes 12 channel mixer with 8 high-gain balanced inputs and 2 stereo line inputs

5. Power input: Two(2) 120VAC 15 Amp inputs
  - a. Includes automatically sequenced power to properly bring amplifiers up and down to avoid risk of damage to speakers
  - b. Power input is required inside the control room (no power required at the speaker box)

#### Subwoofers

1. Dual 15"
2. Ported Cabinet for optimal LF tuning
3. Independent amplifier driven

#### Custom Designed Speaker Cabinet

1. 9' W x 48" H x 42" D
2. Lightweight 0.050" aluminum cabinet construction
3. Includes closed cell outdoor-rated acoustical foam
4. Total cabinet weight (speakers included): 710 lbs

#### Control Equipment

1. 14 space rack 33.75" H x 23" W x 23" D with wheels
2. Crown XTI amplifiers
3. Power sequencer
4. 12-channel mixer
5. Blank space cover panels

Remote Doghouse for Amplifiers to be located at scoreboard base.

#### User Sound System Accessories

1. (1) Shure paddle antenna with connecting cables and mounting hardware
2. (1) Shure dual channel wireless receiver
3. (2) Shure headset, body pack wireless transmitter and mute switch
4. (1) Shure single channel wireless microphone and receiver

Coordinate requirements for electrical power to ensure proper power source, conduit, wiring, and boxes are provided. Prior to installation, verify type and location of power supply.

Install sound system and accessories in accordance with manufacturer's instructions. Before installation, field test sound system and accessories for operating functions. Ensure that sound system accurately performs all

operations and correct deficiencies. Rigidly mount equipment and loudspeaker enclosures level and plumb with brackets and fasteners. Clean exposed surfaces. Protect speaker cabinet finishes from other construction operations.

## **STADIUM AUDIO SYSTEMSCOPE AND SPECIFICATIONS**

### **SCOPE OF WORK**

Supply new outdoor stadium sound system for High School Football/Soccer. Pricing shall include a new stadium sound system, all materials (mounting and supports), labor, shipping and installation costs to install a complete and functional stadium sound system.

### **INSTALLED AUDIO SYSTEM**

An engineered speaker cluster (including subwoofers) that is inside a weatherproof fiberglass full range long throw speaker enclosures mounted at the center top of the video-scoreboard structure to function as a single point-source (Stadium Pro 1000 or equivalent). This speaker array is to be mounted behind a single-piece UV-resistant acoustically transparent mesh grille cloth, printed with full-color graphics (as chosen by client), and installed on a fabricated aluminum grille frame. The speakers are to be connected to the power amplifiers via direct-burial rated UV-resistant 12ga stranded speaker cable, **(which shall be run through PVC conduit when run underground)**. The power amplifiers are to be located in a manufactured lockable weatherproof aluminum rack enclosure, with integrated thermostat-controlled exhaust fan with louvered moisture-wicking filters on the inlet and outlet, mounted at a ladder-serviceable height. Preferred method is fiber for sound from Burke-Toney pressbox to the video scoreboard (doghouse containing amplifiers for the sound system)

The audio signal is to be driven to the announcer rack via direct-burial rated 18 gauge multi-pair individually shielded cable, which will also carry control signal for remote power shutdown of the amplifier via a central power sequencer in the press box announcer rack. A low-impedance balanced audio-over-fiber-extender set is also acceptable for the audio signal, as a substitute. The announcer rack will be of a locking, rolling, floor-standing, slat-front design 12 RUs in height including: a 12x4 full-feature professional DSP with re-assignable control interface (knobs), a professional CD player with dual-style I-pod dock and aux input, two UHF wireless mic receivers of appropriate frequency for the location,



an aux audio input/output panel, a locking storage box (Lowell-type) of at least 3RUs height, a single-unit power conditioner-sequencer, and a stereo UHF personal monitor transmitter. **(Note: All underground cable shall be run through PVC conduit).**

### **OPTION C – Delay of Game Timers**

Delay of game timer set: Pair of electronic units displaying delay of game time with clock with one unit installed at each end of field; Model DGT-6-T14 as manufactured by Nevco, Inc. or equivalent

#### **MPCW-7 WIRED / WIRELESS (CONTROL)**

Size: 4' W x 5' H x 8" D (1.22 x 1.83 x .20 meters)

Approximate hanging weight each: 60 lbs. each (27 kg)

Digit Size: Play Clock Time: 24" / Game Time: 14"

Digit Color: High Intensity Amber (Play Clock) and Red (Game Time). Digits also available in Translucent White

Any delay of game time of 99 seconds or less can be set.

Hand-held switch provides instant reset. INDEPENDENT OR SYSTEM OPERATION.

Any game time of 0:00 to 99:59 can be set. Hand-held switch provides instant reset. INDEPENDENT OR SYSTEM OPERATION.

SEGMENT TIMING: Supported.

AGENCY APPROVAL: UL/CUL listed, FCC, CE, INDUSTRY CANADA.

Delay Game Timer: Two (2) of each display 4'L x 5'H x 8"D (1.22 x 1.83 x .20 meters), constructed of aluminum. Weight approximately 60 lbs. (27 kg) each.

LED UNITS: Seven-bar segmented digits with protective aluminum cover.

POWER: 120/240 Volts, 0.3/0.7 Amps, 50/60 Hz. Requires earth ground.

BUILT-IN LIGHTNING PROTECTION: All models feature fiber-optic isolation circuitry providing additional protection against lightning strikes.

4.2 Percentage of "discount off" from current Price List on catalog items not listed on these pages.

## SECTION V VENDORS INFORMATION AND PRICING

### Schedule of Events

- 5.1 The following is the required schedule of events for this project. The schedule may change the results of the responses and a final schedule will be established prior to contracting with

Event	Date
1 . Release of RFP to Bidders	December 8, 2019
2. Mandatory Bidder's Conference at D.O.E.	There is not a mandatory pre-bid meeting. It is the vendors responsibility to schedule an on-site visit prior to bidding. Please contact Betina Forte @ (423) 581-3144, to schedule the on-site visit.
3. Deadline for Proposal Submission	January 13, 2020
4. Evaluation of Responses	Beginning January 13, 2020 until completed
5. Contract Award	To be determined
6. Installation Starts	To be determined after receipt of order
7. Installation Completed	To be determined

## SECTION VI MAINTENANCE, SUPPORT SERVICES, AND TRAINING

### Training

- 6.1 If any training on any installed equipment is required, Vendor shall provide a minimum of one day's training at no cost to The district. Vendor must provide a per day quote for additional days of training.

## SECTION VII VENDOR QUALIFICATIONS

### Omissions:

- 7.1 Omissions in the proposal of any provision herein described shall not be construed as to relieve the Vendor of any responsibility or obligation to the complete and satisfactory delivery, operation, and support of any and all equipment or services.

**Price Quotations:**

- 7.2 Price quotations are to include the furnishing of all materials, equipment, maintenance and training manual, tools, and the provision of all labor and services necessary or proper for the completion of the work.

**SECTION VIII RESPONSE TO BID**

**Warranty:**

- 8.1 Vendor must provide confirmation of the Support Warranty.  
Vendor may state any additional vendor-supplied warranty.

**SECTION IX ADDITIONAL TERMS, CONDITIONS AND AWARD CRITERIA**

**Quantities:**

- 9.1 The Hamblen County Department of Education does not guarantee any quantities during the term of this agreement. Consequently, the utilization of the contract may vary significantly from fiscal year to fiscal year. The successful vendor is not guaranteed a specific amount of sales during the contract period.

**Multiple Vendors:**

- 9.2 The Hamblen County Department of Education reserves the right to select multiple vendors for this term bid to insure that appropriate resources will be available in the event of multiple, simultaneous large projects or the cessation of business by one or more of the vendors.

**Note:** At any time if any network wiring should have to be performed for any reason it MUST adhere to standard structure cabling requirements (termination in a patch panel) and requirements of the Hamblen County Department of Education's Technology Department. Any deviation from these standards must have prior approval from the school system's Senior Network Administrator or the Supervisor of Instructional Technology. Failure to follow the standard will require the vendor to address and fix any deficiency at the cost of the vendor.



## SECTION VIII VENDOR INFORMATION AND PRICING – Burke - Toney Stadium Video Scoreboard

Vendor Name \_\_\_\_\_

License Number \_\_\_\_\_

Vendor Address \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Telephone # (\_\_\_\_) \_\_\_\_\_ - \_\_\_\_\_ FAX # (\_\_\_\_) \_\_\_\_\_ - \_\_\_\_\_

Toll Free # (\_\_\_\_) \_\_\_\_\_ - \_\_\_\_\_ E-mail \_\_\_\_\_

Contact Person \_\_\_\_\_

Authorizing Signature \_\_\_\_\_

HCDOE Business License Number (If Applicable) \_\_\_\_\_

*(Contractors: PLEASE ENCLOSE A COPY OF LICENSE WITH BID)*

State of TN Sales Tax Number (If Applicable) \_\_\_\_\_

I acknowledge the receipt of:

Addenda 1 ☐ Yes ☐ No

Addenda 2 ☐ Yes ☐ No

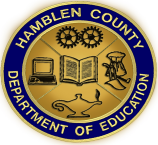
Addenda 3 ☐ Yes ☐ No

*Please list all warranty information concerning length and coverage below:*

Guaranteed days till delivery after receipt of order \_\_\_\_\_ Days

Percentage of Mark-Up or Discount (*Vendors shall bid one or the other*) \_\_\_\_\_ % Mark-Up

\_\_\_\_\_ % Discount



Catalog Pricing Discount (Items not specifically mentioned in bid) \_\_\_\_\_ % Discount

### Bid Response Form – Burke - Toney Stadium Video Scoreboard

#### Page 1 of 10

Pricing for these services and products must be provided in the Bid Response Form provided with this RFP. The vendor's bid may include additional quote pages in the vendor's preferred format. However, all pricing must be entered in the Bid Response Form, as a minimum, to enable the district to compare pricing from all vendors using the Bid Response Forms. Reference statements, such as "See Page XX", "Refer to Page XX", etc. should not be entered in the Bid Response Form. Failure to provide the information requested in this RFP in the requested format is reason for rejection, without consideration.

TO: The Hamblen County Department of Education, Morristown, Tennessee,

VENDOR:

\_\_\_\_\_  
*Name of Firm*

\_\_\_\_\_  
*Mailing Address*

\_\_\_\_\_  
*City, State, Zip Code*

Representative's Name (Type or Print): \_\_\_\_\_

\*Authorized Signature: \_\_\_\_\_

Date: \_\_\_\_\_ Telephone: (\_\_\_\_) \_\_\_\_\_ - \_\_\_\_\_

Email: \_\_\_\_\_

TN Licenses Number: \_\_\_\_\_

Operating as an individual corporation organization and existing under the laws of Tennessee, or  
a Partnership, or a joint venture consisting of,

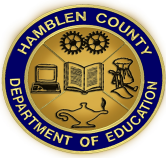
\_\_\_\_\_

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\*Signature certifies the proposed solution and services meet all requirements outlined in this document and the vendor will comply with all specified requirements unless exceptions are noted below.





## Bid Response Form – Burke - Toney Stadium Video Scoreboard

Page 3 of 10

Pricing for these services and products **MUST be provided in the Bid Response Form provided with this RFP**. The vendor's bid may include additional quote pages in the vendor's preferred format. However, **all pricing must be entered in the Bid Response Form**, as a minimum, to enable the district to compare pricing from all vendors using the Bid Response Forms. Reference statements, such as "See Page XX", "Refer to Page XX", etc. should not be entered in the Bid Response Form. Failure to provide the information requested in this RFP in the requested format is reason for rejection, without consideration. Specifications are not intended to eliminate any reputable manufacturer, brand, or bidder. Reference to manufacturers, brand names, suppliers' itemization numbers, etc. is intended to set quality and feature standards and does not exclude bids from others as long as quality and feature standards are met.

Burke-Toney Stadium Video Scoreboard		
Video Scoreboard		
<b>Cost</b>		
<b>Video Scoreboard</b>	\$_____ one-time	
Model _____		
<b>Option A – Custom Animation Work</b>	\$_____ one-time	
<b>Option B – Sound System</b>		
Model _____	\$_____ one-time	
<b>Option C – Delay of Game Timer</b>		
Model _____	\$_____ one-time	



Any Additional Costs? If yes, specify what this charge covers:  <div style="border-bottom: 1px solid black; height: 15px; margin-bottom: 2px;"></div> <div style="border-bottom: 1px solid black; height: 15px; margin-bottom: 2px;"></div> <div style="border-bottom: 1px solid black; height: 15px; margin-bottom: 2px;"></div> <div style="border-bottom: 1px solid black; height: 15px; margin-bottom: 2px;"></div> <div style="border-bottom: 1px solid black; height: 15px; margin-bottom: 2px;"></div> <div style="border-bottom: 1px solid black; height: 15px; margin-bottom: 2px;"></div> <div style="border-bottom: 1px solid black; height: 15px; margin-bottom: 2px;"></div> <div style="border-bottom: 1px solid black; height: 15px; margin-bottom: 2px;"></div> <div style="border-bottom: 1px solid black; height: 15px; margin-bottom: 2px;"></div> <div style="border-bottom: 1px solid black; height: 15px; margin-bottom: 2px;"></div>	\$_____ one-time	
	\$_____ recurring	
Installation Costs ( if applicable)	\$_____ one-time	
	\$_____ one-time	
	\$_____ recurring	
<b>Total:</b>	\$_____ one-time	
	\$_____ recurring	

Additional Costs :	Video Scoreboard	
Specify Item: _____	\$_____ per _____	
Specify Item: _____	\$_____ per _____	
Specify Item: _____	\$_____ per _____	

Total Additional Costs	\$ _____ one-time       \$ _____ recurring	
Total Cost	\$ _____	

1. Total number of employees in your company?  
\_\_\_\_\_
2. Total number of employees qualified to perform work in this RFP?  
\_\_\_\_\_
3. Total number of years in business with this company name?  
\_\_\_\_\_

Please attach vendor service plan:

#### **VENDOR SERVICE PLAN**

1. A summary of the products or services to be provided.
2. When applicable, a **timeline** showing how the Vendor plans to deliver products and/or services to fulfill any contract issued as a result of this RFP.
3. **Key staff members** at the Vendors organization that will be assigned to the account or will otherwise be part of an implementation team.
4. Any **resource requirements** on the part of the school system necessary in order for the Vendor to meet its obligations under an agreement resulting from this RFP.
5. Any **hardware, software, or other technology** the school system must have in order to use the Vendors products or services.
6. Any **alternative ideas or proposals** that should be considered by the school system in addition to the base proposal.



## Burke - Toney Stadium Video Scoreboard Feature Checklist

*Please refer to Section V Specification of Services for complete list*

	YES	NO	ITEM
1			On-Site Visit was completed.
2			Able to provide submittals and shop drawings within 30 days.
3			Able to provide 4 copies of operation and maintenance manuals.
4			Vendor Service Plan included in bid response.
5			The scoreboard and all components are from the same vendor and have one point of vendor contact for support.
6			15+ years of experience in scoreboard business.
7			3 references submitted.
8			Spare parts supply meets requirements set forth in bid document.
9			Product support provided by experienced technicians is available via phone, web, and e-mail at no additional cost to district.
10			Ability to provide standard documentation in printed or electronic form at no additional cost to customer.
11			All cost for delivery, including drayage and freight, and for the packaging of said articles are to be borne by the bidder, and must be included in your bid prices

12			Exterior, Outdoor electronic video scoreboard, multi-spot football/soccer scoreboard meets or exceeds all requirements in bid document.
13			Video Scoreboard Display Control System meets or exceeds all requirements in bid document.
14			Control Center Console meets or exceeds all requirements in bid document.
15			Can provide on-site training at first event for each high school after scoreboard install.
16			Can provide local technical assistance or service with a local, direct manufacturer employee located within 100 miles of the district.
17			Warranty includes 1 annual on-site system check-up by a qualified technician.
18			Minimum warranty for video screen and control equipment: 5 years for parts, 5 years for on-site labor, 5 year brightness warranty.
19			Lifetime telephone technical support.
20			Manufacturer of the LED system components shall continue to make all parts necessary for the continued functioning of the system for a minimum of ten(10) years after the acceptance of this project.
21			Can provide real time webinar for software training with certified software support agents for the life span of the LED display.
22			Option A meets or exceeds requirements in bid specifications.

23			Option B meets or exceed requirements in bid specifications.
24			Option C meets or exceed requirements in bid specifications.



## Notarized Bid Compliance Form – Burke - Toney Stadium Video Scoreboard

Having carefully examined the invitation to bid documents prepared by the Hamblen County Department of Education entitled **IT20.13.01.2 Burke-Toney Stadium Video Scoreboard**, and together with such addenda, if any, as listed hereafter, the undersigned hereby proposes and agrees to provide all components as specified in the attached Proposal Schedule, these sheets being a part of the Proposal, for the total contract price shown and under the terms of the attached contract. **It is agreed that the undersigned has complied with all requirements concerning Vendor Qualifications, licensing, and with all other local, state, federal laws, and that no legal requirement has been violated in making or accepting this proposal in awarding a contract to him or in the delivery of products.** In submitting this proposal, it is understood that the right is reserved by the district to reject any or all proposals and waive all technicalities/informalities in connection therewith. It is also agreed that this proposal may not be withdrawn for a period of Ninety (180) days from the opening thereof.

The undersigned declares that the person or persons signing the Proposal is/are fully authorized to sign on behalf of the firm listed and to fully bind the firm listed to all of the conditions and provisions thereof. In view of the terms of this Invitation to Bid, the undersigned proposes to furnish all items for a total sum of:

Signature: \_\_\_\_\_

Title: \_\_\_\_\_

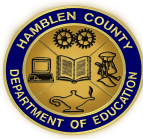
Date: \_\_\_\_\_

***THIS BID MUST BE NOTARIZED*** Sworn and subscribed before me this

\_\_\_\_\_ day of \_\_\_\_\_ 20\_\_\_\_

\_\_\_\_\_  
Notary Public

My commission expires: \_\_\_\_\_



**NON –COLLUSION INDEPENDENT PRICE DETERMINATION  
NON-DISCRIMINATION AFFIDAVIT**

I do hereby certify that this bid is made without prior understanding, agreement, or connection with any corporation, firm, or person submitting a bid for the same materials, supplies, or equipment, and is in all respects fair and without collusion or fraud.

I understand that collusive bidding is a violation of State and Federal law and can result in fines, prison sentences, and civil damage awards.

Vendors, during the performance of this contract, will not discriminate against any employee or applicant for employment because of race, religion, sex, or national origin.

I agree to abide by all terms and conditions of this bid and certify that I am authorized to sign this bid for the vendor.

COMPANY NAME \_\_\_\_\_

ADDRESS \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

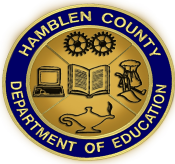
AUTHORIZED SIGNATURE \_\_\_\_\_

\_\_\_\_\_  
PRINT NAME HERE

DATE \_\_\_\_\_

Please indicate which of the following apply to your company:

- \_\_\_\_\_ African Owned
- \_\_\_\_\_ Asian Owned
- \_\_\_\_\_ Caucasian Owned
- \_\_\_\_\_ Hispanic Owned
- \_\_\_\_\_ Native American Owned
- \_\_\_\_\_ Other Owned
- \_\_\_\_\_ Woman Owned



## NOTICE TO PROPOSERS

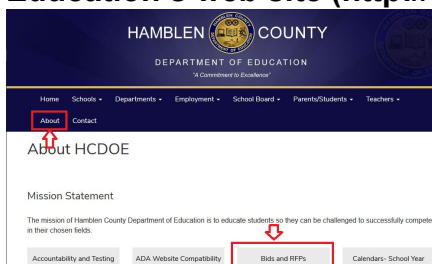
There may be one or more amendments to this proposal solicitation. If your company desires to receive copies or notices of any such amendments, you **must** provide the information requested below to the Hamblen County Department of Education's Department of Instructional Technology. Please send this information to Betina Forte via fax at (423) 585-3783 or by e-mail at [ForteB@hcboe.net](mailto:ForteB@hcboe.net). **The Hamblen County Department of Education will send amendments only to those firms which timely complete and return this form via fax or provide the requested information by timely e-mail.**

RFP number	<b>IT20.13.01.2 Burke-Toney Video Scoreboard</b>
Company name	_____
Mailing address	_____ _____ _____
Phone number	_____
Fax number	_____
Contact person	_____
E-mail address	_____

**Send amendments by (check one):** ☐ fax  
☐ e-mail

E-mailed amendments will be sent in a PDF format. Any alterations to the document made by the proposer may be grounds for rejection of proposal, cancellation of any subsequent award, or any other legal remedies available to the Hamblen County Department of Education.

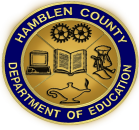
**Amendments also will be posted on the Hamblen County Department of Education's web site (<http://www.hcboe.net>) in a PDF format.**



RFP IT20.13.01.2

Burke - Toney Stadium Video Scoreboard





## Hamblen County Department of Education Vendor Registration Form

Please send this information to Betina Forte via fax at (423) 585-3783 or by e-mail at *ForteB@hcboe.net*.

**This form MUST BE RECEIVED by The Hamblen County Department of Education PRIOR TO BID OPENING. Do not send this form with the bid.**

RFP number

**IT20.13.01.2 Burke - Toney Stadium Video  
Scoreboard**

Company name

Mailing address

Phone number

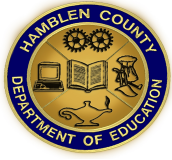
Fax number

Contact person

E-mail address

SPIN Number (FCC Vendor  
Number/Identifier)

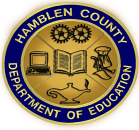
Prior to the opening of this bid, **ALL BIDDERS** must be registered with the Hamblen County Department of Education, Department of Instructional Technology. Please fax the application to (423) 585-3783 or by e-mail at *ForteB@hcboe.net* at least **5 days prior** to the bid opening. **Do not send this form with the bid.**



## Reference Form – Burke - Toney Stadium Video Scoreboard

Three recent references (school systems similar in size to the Hamblen County Department of Education (10,000 students, 18 schools, 23 sites including district site or larger preferred.)

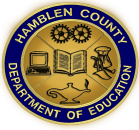
<b>District Reference #1</b>	
<b>Contact</b>	
<b>Phone</b>	
<b>Address</b>	
<b>Scope of Services</b>	
<b>Email address of Contact</b>	
<b>District Reference #2</b>	
<b>Contact</b>	
<b>Phone</b>	
<b>Address</b>	
<b>Scope of Services</b>	
<b>Email address of Contact</b>	
<b>District Reference #3</b>	
<b>Contact</b>	
<b>Phone</b>	
<b>Address</b>	
<b>Scope of Services</b>	
<b>Email address of Contact</b>	



## Hamblen County Department of Education

### Response Cover Sheet

<b>Name of Respondent</b>			
<b>Mailing Address</b>	<b>City</b>	<b>State</b>	<b>Zip Code</b>
<b>Telephone</b>	<b>Fax</b>	<b>Web Address</b>	
<b>Primary Contact for Clarification</b>		<b>Primary Contact Email Address</b>	
<b>Authorized Signatory</b>		<b>Authorized Signatory Email Address</b>	
<b>Respondents DUNS No.</b>			



## **Hamblen County Department of Education**

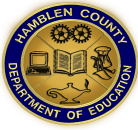
### **Bid Response Label**

#### **DELIVER BIDS TO:**

**Hamblen County Dept. of Education  
Technology Department  
210 East Morris Blvd.  
Morristown, TN 37813**

**IT20.13.01.2 Burke - Toney Stadium Video Scoreboard  
Opening Date: January 13, 2020**

**CONTRACTORS LICENSE NUMBER AND EXPIRATION DATE OF LICENSE  
& EXPIRATION DATE (If applicable):**



## Iran Divestment Act Certification Form – Burke - Toney Stadium Video Scoreboard

This certification must be completed by each bidder in order to be considered.

I understand that under the Iran Divestment Act, T.C.A. 12-12-101-12-12-113, political subdivisions in Tennessee are prohibited from entering into any procurement or contract over \$1,000 with a person who engages in investment activities in Iran. The state's chief procurement officer, as required by T.C.A. 12-12-106, has created a list of persons who engage in investment activities in Iran. Any person who is on the list is ineligible to contract with any political subdivision of the State of Tennessee, and any such contract will be considered void *ad initio* under T.C.A. 12-12-110. The list is published on the Tennessee Department of General Services website at:

[https://www.tn.gov/content/dam/tn/generalservices/documents/cpo/cpo-library/public-information-library/List of persons pursuant to Tenn. Code Ann. 12-12-106 Iran Divestment Act updated 7.7.17.pdf](https://www.tn.gov/content/dam/tn/generalservices/documents/cpo/cpo-library/public-information-library/List%20of%20persons%20pursuant%20to%20Tenn.%20Code%20Ann.%2012-12-106%20Iran%20Divestment%20Act%20updated%207.7.17.pdf)

### CERTIFICATION

By submission of this bid, each bidder and each person signing on behalf of any bidder certifies, and in the case of a joint bid each party thereto certifies as to its own organization, under penalty of perjury, that to the best of its knowledge and belief that each bidder is not on the list created pursuant to T.C.A. 12-12-106.

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Bidder Name

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Bidder Signature

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Date of Certification