

Request for Proposal

I. Background

Wichita County is requesting proposals for a video presentation and control technology system to be installed in the newly constructed Law Enforcement Center (LEC).

II. RFP Questions

Bidders are encouraged to submit questions if clarification is needed on any RFP requirement. Specific questions concerning this Request for Proposal (RFP) and resultant proposal responses should be directed in writing to:

Mr. Cody Bradley
IT Department
900 7th Street
Wichita Falls, TX 76301
Cody.Bradley@co.wichita.tx.us

Any attempt by the Bidder to contact other individuals at Wichita County without prior consent will be grounds for immediate Bidder disqualification.

III. Proposal Delivery and Delivery Date

Bidders must deliver six (6) bound and **sealed** copies marked “**LEC Video System**” to Wichita County as follows:

Wichita County Commissioners Court
Attn: Nancy Gregory
900 7th Street, Suite 260
Wichita Falls, TX 76301

In order to be considered for this project, Bidders should submit their proposals in sufficient time for receipt no later than opening in Commissioners Court at **10:00 a.m. Monday, September 27, 2021**. Installation of system must be completed **60 days** after award of bid or as soon as possible thereafter.

IV. Bidder Experience and References

Bidders are expected to have experience installing systems covered by this request for proposal. The Bidder must also demonstrate to the satisfaction of Wichita County their experience in sales, installation, and maintenance of the system in previous reference implementations.

V. General Description and Minimum Requirements

The LEC houses a training room that needs an audio/visual presentation system installed. The room is designed to be used as one large room or split into two equal rooms. The presentation system should control both rooms for a large presentation or each room independently. The room is wired for power and Ethernet connections. Room A241 is 1,165 square foot, Room A242 is 1,042 square foot. The combined room covers 2,207 square foot.

The system should support six (6) displays in the room. Each room will have one (1) large 85 inch display two (2) 75 inch displays for a total of six (6) displays. The displays should be able to support 4K video. The 85 inch displays will be mounted on the ends of the room to accommodate using the combined room. The bid should include installation and wall mounting of the displays. The mounting system for the 75 inch displays should be adjustable to allow adjustment for when the full room is in use.

A controller system will be required to allow control of displays in A241 or A242 independently or together. The controller will need to support 4K video resolution.

Two control screens or devices will need to be installed with the system. One installed in A241 and one installed in A242.

The system components can be housed in a closet next to A241. Power is located in the closet. The bid will need to include a rack and cabling to the rack.

Cabling, hardware, and any accessories to complete the system will need to be included in the bid.

The rooms are currently equipped with audio speakers and microphone connections. Additional ceiling speakers should be considered to support the larger audio requirement of the system.

VI. Proposals

At a minimum, the proposal must include the following information:

1. Cover letter with at least three references
2. Proof of insurance
3. Quote of proposed charges
4. Proposed timeline for various phases of implementation and completion.
5. Warranty information
 - a. State the length and scope (including materials and labor) for the manufacturer's warranty on ALL equipment
 - b. Price the cost of maintenance for all system equipment components per year after the stated warranty expires
 - c. If there are ongoing license/software renewals please state the length covered and the annual cost