

United States District Court
Southern District of Mississippi

STATEMENT OF WORK
for the
COURTROOM AUDIO REPLACEMENT AND UPGRADE PROJECT
PHASE I
Courtrooms 4B (Johnson), 5D (Ball), 6D (Isaac)
WITH OPTIONAL ADDITIVES FOR
PHASE II
Courtrooms 6B (Visiting), 5A (Jordan), and 5B (Reeves)
Thad Cochran U. S. Courthouse
Jackson, Mississippi

The Contractor/Bidder will furnish the necessary personnel, materials, equipment, and services, to perform the Statement of Work specifications included below.

I. INTRODUCTION:

The United States District Court for the Southern District of Mississippi is seeking proposals to replace and upgrade courtroom audio equipment in Courtrooms 4B (District Judge Kristi H. Johnson), 5D (Magistrate Judge F. Keith Ball), 6D (Magistrate Judge LaKeysha Greer Isaac) in the Thad Cochran U. S. Courthouse located at 501 East Court Street in Jackson, Mississippi. This is the “Primary” aspect of the project.

In addition, and subject to availability of funds, the court elect to may add up to three additional courtrooms to the project as “Optional Additives.”

- Optional Additive #1 (Courtroom 6B Visiting Judge)
- Optional Additive #2 (Courtroom 5A District Judge Daniel P. Jordan III)
- Optional Additive #3 (Courtroom 5B District Judge Carlton W. Reeves).

The system in each courtroom was initially installed in 2010 under the general construction contract held by the General Services Administration. Prospective bidders are encouraged to contact the court’s project technician who is Director of Information Technology, Keithfer Robinson, at the phone number and email address contained in the official solicitation document, the RFQ. Bidders are also encouraged to inspect the premises, systems and equipment currently in place in order to gain a full understanding of the needs, details, complexities, and potential difficulties associated with the project.

II. PURPOSE:

The objective of this project is to enhance the existing audio standard for the three courtrooms which are the subject of the “Primary” aspect of the project as well as potentially up to all three of the “Optional Additives.” In each courtroom the project will include replacement of the current Biamp devices and the associated equipment. Changes to other equipment may also be required. An important aspect of this project is to enhance and improve the public’s access to and experience with the court’s audio system, including the broadcasting of audio signals and sounds as a part of the court’s video conferencing and remote access/dial-in capabilities, as well as improvement of clarity associated with sound in the public galleries. The project is equally intended to benefit and enhance the court’s internal use of audio systems.

III. SCOPE:

The project includes onsite technical services and support for the complete installation, configuration, programming, integration, testing, and full production implementation of an entirely new installed audio distribution solution. Full production implementation of all hardware/software must function with the court’s current voice and video infrastructure and endpoints. Contractor/Bidder must ensure setup, installation, configuration, programming, and integration meets all appropriate testing and full production implementation must be completed by a Contractor/Bidder Certified Quality Technician alongside the court’s direct technical support staff to ensure that the solution will be successfully implemented within the court’s existing infrastructure.

Below is a listing of some of the manufactures of the equipment presently in use in the courtrooms:

- Crestron
- Extron
- QSC
- Audia flex
- Audia Expo
- XTP II Crosspoint 1600
- Kramer 1:8 Audio Distributor
- Shure
- Cisco/Tandberg (Codec Farm) 5D and 6D only

System documentation and programming files are kept by the court and are available upon request. This documentation contains all product information relevant to the systems including model numbers, serial numbers, and quantities.

IV. CONTRACTOR/BIDDER TO PROVIDE:

The Contractor/Bidder shall provide the following:

- Project management, labor and integration, project scheduling
- Cables, connectors, and hardware
- Initial adjustment and alignment of the system(s), checkout, and functional testing
- Programming
- Delivery, set-up, and training
- Shop drawing submittals and as-builts

Also, and at a minimum, the Contractor/Bidder shall provide the following equipment and perform the following tasks:

AUDIO

(1) Provide and install (6) Biamp TESIRA SERVER-IO AVB digital audio servers to replace the Biamp AUDIA FLEX digital signal processors.

(2) Provide and install (3) Biamp TESIRA EX-MOD AVB digital audio expansion modules to replace the Biamp AUDIA EXPO expansion modules.

Configurations for courtrooms 4B, 5D, 6D are as follows:

(a) Each courtroom to receive one TESIRA SERVER-IO AVB server with:

- three TESIRA SIC-4 MIC/LINE INPUT CARDS
- two TESIRA SVC-2 VOIP CARDS
- three TESIRA SOC-4 LINE OUTPUT CARDS

(b) Each courtroom to also receive:

- one TESIRA EX-MOD with two TESIRA EOC-4 LINE OUTPUT CARDS, and
- one TESIRA SERVER-IO AVB server with four TESIRA SEC-4 MIC/LINE INPUT CARDS with Acoustic Echo Cancellation and one TESIRA SOC-4 LINE OUTPUT CARD

(3) Provide and install (1) MOTU AVB switch to replace the Cisco SG100-D-8 currently used for CobraNET.

AV RACK

(4) Provide and install (3) Middle Atlantic U1V, 1RU shelves for mounting the MOTU AVB switches and (3) Crestron RM-IFE-1U, 1RU shelves for mounting the Crestron CEN-IO-COM-102 com port expansion modules in the US District Court provided AV Racks.

CONTROL SYSTEM

(5) Provide and install (3) Crestron CP4N control processors to replace the Crestron AV2 processors.

(6) Provide and Install (6) Crestron CEN-IO-COM-102 com port expansion modules.

(7) Provide the control interfaces as Crestron X-Panels, no touch panels will be provided by the Court.

For purposes of the items set forth in this Section IV, where a brand name product is listed, “brand name or equal” is satisfactory provided the characteristics and level of quality associated with said substitute brand will satisfy the court’s needs. To be considered for award, offers of “equal” products, including “equal” products of the brand name manufacturer, must-

(1) meet the salient physical, functional, or performance characteristic specified in this solicitation;

(2) clearly identify the item by-

(i) brand name, if any; and

(ii) make or model number;

(3) include descriptive literature such as illustrations, drawings, or a clear reference to previously furnished descriptive data or information available to the court’s Contracting Officer; and

(4) clearly describe any modifications the offeror plans to make in a product to make it conform to the solicitation requirements. Mark any descriptive material to clearly show the modifications.

The court’s Contracting Officer will evaluate “equal” products on the basis of information furnished by the Contractor/Bidder offeror or identified in the offer and reasonably available to the Contracting Officer. The Contracting Officer is not responsible for locating or obtaining any information not identified in the offer.

Unless the Contractor/Bidder clearly indicates in its offer that the product being offered is an “equal” product, the Contractor/Bidder shall provide the brand name product referenced in the solicitation.

The Contractor/Bidder shall state in the bid package how many certified technicians are available to support the proposed project.

The Contractor/Bidder shall submit in the bid package three references for at least one project of similar size and scope that was completed within the last three years. The Contractor/Bidder shall include a summary of the work performed, dollar value, reference point of contact, and telephone number. References for other federal court or government agencies are preferred. Contractor/Bidders/Potential Bidders are

advised to verify points of contact and telephone numbers are valid prior to submission.

V. DOCUMENTATION:

Final documentation will include a user training guide, passwords, codes, and the equipment operation manuals. The operations manuals delivered are those that are provided by the manufacturers with their products. This documentation will be assembled and delivered in electronic format within 30 days of final closeout and sign-off.

In addition, at the time of acceptance of a bid by the court, the awardee will be required to execute a formal bid form and contract which meets the requirements of the Procurement Management Branch of the Administrative Office of United States Courts.

VI. WARRANTY STATEMENT:

Warranty services are performed by the Contractor/Bidder's staff of technicians and/or approved, accredited service partner in accordance with the project specifications. Pricing includes system warranty as required by project specification.

VII. COURT PROVIDES:

The Court shall provide the following:

- All electrical services at required locations specified by the Contractor/Bidder. Power for projectors, cameras, screens, and equipment located in a podium and/or equipment rack(s) to be supplied by the customer and functional prior to installation.
- Clear mounting location for installation of equipment including walking path and/or installation area.
- Building access - Customer shall provide access to workers during normal business operating hours (8:00am – 5pm, CST) unless otherwise specified.
- Any security measures necessary to protect the work while the work is in progress
- A safe working environment free from environmental or health hazards
- Network connections with static IP addresses and IP naming schemes, codec provisioning information prior to scheduling of installation.
- Provide proper backing and support for wall mounted displays and/or equipment racks.
- Cable route or floor core for all cabling from the table to the equipment rack.
- Provide all owner furnished equipment at time of installation.

VIII. SCHEDULE FOR PERFORMANCE AND DELIVERY:

Upon award, the Contractor/Bidder will immediately take steps to meet the project requirements. The Contractor/Bidder will notify the Court of the acquisition and arrival of the items defined within the scope of this document. The Contractor/Bidder will also provide notification to the court of any shipping delays and provide an updated expected time of arrival (ETA).

IX. DELIVERABLES FOR THE PROJECT:

- Delivery of Final Design Drawings
- Delivery of all equipment and parts for the project
- Completion of installation
- Completion of testing and training
- Delivery of final documentation (Electronic format)

X. ACCEPTANCE CRITERIA:

Bids will be reviewed by the following criteria:

- Contractor/Bidder's customer references
- Contractor/Bidder's expertise in working with similar installations
- Contractor/Bidder's staff training certifications
- Contractor/Bidder's ability to timely arrive at the work site

The ultimate objective of the evaluation is to determine which bid offers the best technical value to the court. The bidders proposed pricing may also be evaluated for reasonableness.

XI. ENVIRONMENT:

Onsite work will be carried out at the address below:

Thad Cochran United States Courthouse
501 East Court Street
Jackson, MS 39201