



SOLICITATION ADDENDUM

Solicitation Number: **RFP 19-04** Addendum No. 1 Page 1 of 4

Solicitation Due Date: October 18, 2018 2:00 P.M. (Local Time)

CITY OF GLENDALE
Procurement Division
5850 W. Glendale Avenue
Suite 317
Glendale, AZ 85301
Phone: (623) 930-2866

RFP 19-04 INTEGRATED COURTROOM TECHNOLOGY ADDENDUM NO. 1

As a result of the Pre-Offer meeting and walkthrough and subsequent bidders' clarification request, the following information has been included in Request for Proposal No. 19-04:

1. Clarification Questions and Answers:

- 1.1 **Question:** Are we supplying the servers?
Answer: Servers will be supplied by the vendor.
- 1.2 **Question:** If yes, how long do they need to store recordings?
Answer: Stored until manually deleted.
- 1.3 **Question:** Are they provide space in the courts server racks for the recording servers?
Answer: The rack for the data closet will be on the vendor.
- 1.4 **Question:** If not, where can the servers be housed? Must be a central location within the building.
Answer: The holding cell area will be the data closet for the equipment to be racked.
- 1.5 **Question:** What is the intend use of the ceiling microphones?
Answer: Capturing sound if a mic is low or drops. This will help with redundancy to help record the sound.
- 1.6 **Question:** Where are the ceiling microphones to be located? I suspect they are for either the Jury or the Gallery?
Answer: They are located in the front of the dais where the prosecutors and defense council sit. The jury box is not the concern.
- 1.7 **Question:** Can we recommend a better solution, our JM for jury or wireless hand-held?
Answer: Yes, that would be encouraged.
- 1.8 **Question** Is the client providing the PC/Work Stations for recording software?
Answer: The Court will provide state computers and the vendor's needs the solution to be compatible and the vendor to give administrative rights to Court and City IT.
 - System OS = MS WIN 10 ENTERPRISE
 - Version = 10.0.15063 Build 15063
 - System Manufacture = HP



SOLICITATION ADDENDUM

Solicitation Number: **RFP 19-04** Addendum No. 1 Page 2 of 4

Solicitation Due Date: October 18, 2018 2:00 P.M. (Local Time)

CITY OF GLENDALE
Procurement Division
5850 W. Glendale Avenue
Suite 317
Glendale, AZ 85301
Phone: (623) 930-2866

- System Model = HP EliteDesk 800 G1 SFF
- System Type = x64-based PC
- Processor = Intel Core i5-4570 CPU @ 3.20 GHz, 3201 MHz, 4 Core Pro
- HD = Local Disk (NTFS) 450GB
- RAM = 8GB

1.9 **Question:** Teleconferencing - Does the courthouse use POTS or VOIP phone system?

Answer: The City of Glendale uses VOIP over IP.

1.10 **Question** What are the measurements of the space below the Judge's bench for the AV equipment Rack. Width, Height, Depth?

Answer: We really do not want equipment racked in the individual courtrooms.

1.11 **Question:** VIDEO ARRAIGNMENT – Needs explained in more detail. Would the system be a Point to Point solution? EXAMPLE - From one location to one location OR is it one location to Two locations. Victims station to courtroom only or Victims station to courtroom & Detention?

Answer: The Judge needs to be able to see and hear defendants and victims for video arraignment. The locations are detention and outside the building in the victim area.

1.12 **Question:** Does the conference from the victim station to either location need to be recorded independently from the courtroom system?

Answer: The audio from victims must be recorded as in any other case. Does not need to be independently. All court proceedings must be recorded to maintain the integrity of the court record. This is the number one charge for the vendor to complete. The audio needs to be clear, recorded and the solution must be sustainable over time.

1.13 **Question:** Are monitor/display to be provided for the Video Arraignment in each of the (3) possible locations Victims Station, Courtroom or Detention?

Answer: The vendor does have to provide monitors for Detention and the outside victim area and they must be compatible with your solution. It is best that the vendor also provides the Display knowing what type of cable they will need to run through for both A/V. CAT6 is only to patch into the vendor's server but for A/V the vendor should know best what Display works best with the wires they opt to run through.

1.14 **Question:** If not, what are the connections of the existing displays in the system?

Answer: All wiring must be CAT 6 at minimum.

1.15 **Question:** HVAC and Electrical service in new equipment room location. Does the facilities maintenance department have a current mechanical and electrical contractor they prefer using?



SOLICITATION ADDENDUM

Solicitation Number: **RFP 19-04** Addendum No. 1 Page 3 of 4

Solicitation Due Date: October 18, 2018 2:00 P.M. (Local Time)

CITY OF GLENDALE
Procurement Division
5850 W. Glendale Avenue
Suite 317
Glendale, AZ 85301
Phone: (623) 930-2866

Answer: We are working on a time and date for Facilities to be present for a site visit to address power and HVAC in the holding cell/data closet. Facilities wants to know what specs the vendor needs to have power and HVAC for the solution.

1.16 **Question:** Would the City be interested in providing this portion of the install based on the court technologies vendors specifications?

Answer: We are working on a time and date for Facilities to be present for a site visit to address power and HVAC in the holding cell/data closet. Facilities wants to know what specs the vendor needs to have power and HVAC for the solution.

1.17 **Question** Since installing all courtroom equipment was not mentioned in the BID specification. Would the City of Glendale consider extending the BID due date until the sub-contractors are found?

Answer: We would like to proceed as quickly as possible in that our current equipment is degrading. We may encounter delays to ready the data closet with power and HVAC.

1.18 **Question:** Would the city provide Floor Plan drawings, Mechanical and Electrical drawings, Reflected Ceiling drawings, any electronic block diagrams for the previous system, and for the emergency alert system?

Answer: This should be part of the discussion on the site visit for the data closet for power and HVAC. Procurement can get drawings that are needed for the work only. Whole building schematics will not be provided due to security concerns.



GLENDALÉ

SOLICITATION ADDENDUM

Solicitation Number: **RFP 19-04** Addendum No. 1 Page 4 of 4

Solicitation Due Date: October 18, 2018 2:00 P.M. (Local Time)

CITY OF GLENDALE
Procurement Division
5850 W. Glendale Avenue
Suite 317
Glendale, AZ 85301
Phone: (623) 930-2866

Offer Due Date Change and Additional Walkthrough:

Due to need for a second walkthrough, Proposals will now be due on **October 18, 2018 by 2:00 PM Local Time. An additional walkthrough will be held on Wednesday October 3, 2018 at 5:00 PM.**

All other solicitation provisions, terms and conditions and scope of work shall remain the same. Offerors must acknowledge receipt and acceptance by returning this addendum with their proposal.

Name of Company: _____

Address: _____

Authorized Signature: _____

Print Name and Title: _____