

## **Solicitation TEC2115809R1**

### **EOC Communications Modernization Project**

#### **Bid Designation: Public**



**Broward County Board of County Commissioners**

## Bid TEC2115809R1 EOC Communications Modernization Project

Bid Number TEC2115809R1  
Bid Title EOC Communications Modernization Project

Bid Start Date In Held  
Bid End Date Feb 16, 2018 5:00:00 PM EST  
Question & Answer End Date Feb 7, 2018 5:00:00 PM EST

Bid Contact Isha Taylor-Salmon  
Purchasing Agent  
Purchasing Division  
954-765-1681  
itaylor@broward.org

Bid Contact Leahann Licata  
954-357-6082  
llicata@broward.org

Contract Duration **Not Applicable**  
Contract Renewal Not Applicable  
Prices Good for **Not Applicable**  
Pre-Bid Conference **Jan 30, 2018 2:00:00 PM EST**  
**Attendance is optional**  
**Location: Broward County Emergency Operations Center**  
**201 NW 84th Ave,**  
**Plantation, FL 33324**

**Attendance at the pre-proposal conference is optional. This information session presents an opportunity for proposers to clarify any concerns regarding the solicitation's requirements.**

Bid Comments **Scope of Work:** Scope includes, but is not limited to, the furnishing of engineering and design services, labor, materials (including all cabling required), and equipment to modernize the audio visual and television broadcast capabilities of the Broward County Emergency Operation Center.

This solicitation is open to the general marketplace

**County/State License Requirements:** In order to be considered a responsive and responsible Vendor for the scope of work set forth in this solicitation, the Vendor must possess a specified license at the time of submittal (refer to Special Instructions for requirements).

**Questions and Answers:** The County provides a specified time for Vendors to ask questions and seek clarification regarding the requirements of the solicitation. All questions or clarification inquiries must be submitted through BidSync by the date and time referenced in the solicitation document (including any addenda). The County will respond to all questions via Bid Sync.

**Vendor MUST submit its solicitation response electronically and MUST confirm its submittal in order for the County to receive a valid response through BidSync. Refer to the Purchasing Division website or contact BidSync for submittal instructions. It is the Vendor's sole responsibility to assure its response is submitted**

and received through BidSync by the date and time specified in the solicitation. The County will not consider solicitation responses received by other means. Vendors are encouraged to submit their responses in advance of the due date and time specified in the solicitation document. In the event that the Vendor is having difficulty submitting the solicitation document through Bid Sync, immediately notify the Purchasing Agent and then contact BidSync for technical assistance.

### Item Response Form

Item **TEC2115809R1--01-01 - EOC Communications Modernization Project**

Quantity **1 each**

Prices are not requested for this item.

Delivery Location **Broward County Board of County Commissioners**

IT0029

ENTERPRISE TECHNOLOGY SERVICES

1 NORTH UNIVERSITY DRIVE

PLANTATION FL 33324-2019

Qty 1

**Description**

EOC Communications Modernization Project

## SCOPE OF SERVICES

### Broward County EOC Communications Modernization Project

#### OVERVIEW

The purpose of this project is to modernize the audio visual and television broadcasting capabilities of the Broward County Emergency Operation Center. This project is to replace legacy equipment where most infrastructure is reaching 18 years in age with current standards (4K/HD) for audio-visual systems and television broadcasting.

The project scope includes two distinct work areas within the Broward County Emergency Operations Center (EOC) at 201 NW 84<sup>th</sup> Avenue, Plantation FL 33324: a work area occupied by Emergency Management, the staff of various Emergency Support Function (ESF) teams and the County leadership team (refer to Exhibit A- Drawing); and a work area occupied by ESF 14 Public Information staff and media.

The Broward County Emergency Management Office mission is to safeguard lives and property through effective emergency management by coordination of public and private resources, development of response plans, implementation of emergency operations, and preparation through training and education.

The Office of Public Communications (OPC) is the lead agency for ESF 14, responsible for providing information to news media organizations and the public during emergency activations, such as hurricanes and other extreme events. Information includes statements from County officials, press conferences, and other important information that is communicated through various means to assist residents, business, and visitors in coping with the emergencies.

Technology and information management support, including audio, video, webcast and broadcast, is critical to these efforts.

The first work area includes:

- **Server Room:** The space that houses the computer servers, audio-visual equipment and AV control system for the policy room and operations floor. Has a legacy over the air television, cable (xfinity)/satellite (Dish Network) and computer routing system based on Video IP. Should be updated with one based on embedded audio/video signals over SDI and an updated AMX Control System that should control the video wall and all other new and existing components in the audio-visual system.
- **Policy Room:** The space in the EOC where Emergency Management staff along with County Administration and others meet to analyze data supplied by the Emergency Support Function (ESF) teams and make recommendations necessary to save lives and protect property in emergencies. Requires a video wall to display critical information.
- **Operations Floor:** The space where the ESF teams work to coordinate activities relating to catastrophic incident planning and critical infrastructure. Should have new audio video cabling (SDI) infrastructure from server room to existing video projectors and monitors located throughout the operations floor.

The second work area includes:

- **Public Information Work Room:** The space where Public Information staff and website designers work. Should have multiple multi-view video monitors with the ability to display local TV channels, cable news networks, the Broward County live video web stream and other sources, and an electronic board.
- **Public Information Broadcast Control Room and TV Studio:** The space where live press conferences are televised and webcast during emergencies. Should be modernized to 4k/High Definition (HD) video, including new cameras, production gear, cable infrastructure, and related equipment.
- **Public Information Press Room/Broadcast Video Headend:** The space that contains broadcast equipment owned, installed, and maintained by local TV stations and used for transmitting the EOC pool feed to their newsrooms. Also used by reporters and TV station production crews as a work area. Should have upgraded rack enclosure(s) and cabling to distribute HD audio/video pool feed and multiple multi-view monitors to display local TV channels, cable news networks, etc.
- **Public Information EOC Call Center:** The space where residents, businesses, and visitors can call to receive information. Should have a ceiling mounted multi view monitor connected to the Public Information Press Room/Broadcast Video Headend router.
- **Public Information Press Room/Broadcast Video Hitching Post:** The space where TV stations can connect mobile production trucks to receive the Broadcast Control Room and TV Studio pool feeds. Should be upgraded to HD or 4K.
- **Mobile Video Production Unit:** This unit will provide the capability to perform television production duties outside of the EOC (e.g. in the field), and serve as a backup to the primary television control room/TV studio in case of damage to the EOC.

## SCOPE OF SERVICE

Broward County is seeking proposals from qualified firms to modernize the audio visual, broadcast and information management capabilities of the Broward County Emergency Operations Center in accordance with specifications required by the County.

The selected vendor will be responsible for a fully integrated turnkey solution including: system design and engineering; technical specifications; acquisition and installation of hardware and software, including permitting and ancillary cabling, switches and wiring. The selected vendor will be responsible for testing and verifying that all components are configured and working to manufacturer's specifications; ensuring 100 percent compatibility between the various components of different manufacturers, installation and system configurations; training County staff on system administration and use; and providing support and maintenance services for the warranty period and up to five years of support and maintenance after the warranty period.

The selected firm must be willing to participate in a mock emergency event hosted by the County to ensure that the equipment functions as requested. Date and time of the event will be provided to the vendor at least 30 days in advance.

Firms are encouraged to provide any additional recommendations or suggestions for items not addressed in this document that would provide Broward County with a better quality or functioning system.

## SPECIFICATIONS

### Definitions:

**"Equivalent"** means equal in functionality and quality.

### I. SERVER ROOM

Replace legacy audio/video/computer AMX matrix router with a SDI based audio/video router. Should be reliable and easy to use, incorporating a monitor based user interface with clearly labeled and color-coded sources and destinations (like a **AJA KUMO 3G-SDI Router or equivalent**)

1. Router will have a minimum of one hundred twenty-eight (128) SDI inputs and one hundred twenty-eight (128) output sources and be expandable for future growth.
2. The routing should have an easy to use and intuitive human machine interface (HMI) that includes support for popular input devices including touch screen devices, and keyboard and mouse.
3. Router sources should handle any of these signal types:
  - A. Broadcast HDTV signals via an "over-the-air" antenna mounted on the EOC roof. The router should be able to simultaneously access, interpret, route, and display up to eight (8) separate and distinct TV channels from the roof mounted HDTV antenna
  - B. TV signals from the local cable TV provider (i.e. Comcast) in standard definition, high definition, and ultra-high definition (UHDTV/4) formats. The router should be able to simultaneously access, interpret, route and display up to twelve (12) separate and distinct TV channels from the cable TV provider

- C. TV signals from a satellite dish (i.e. DirecTV and/or Dish TV) mounted on the EOC roof. The A/V System should be able to simultaneously access, interpret, route, and display up to twelve (12) separate and distinct TV channels from the “satellite TV” provider
- D. County traffic, security and surveillance cameras (currently 1,500 cameras) via a web interface
- E. Florida Department of Transportation (FDOT) traffic cameras via web interface
- F. County Supervisory Control and Data Acquisition (SCADA) information
- G. WebEOC – real time, web based, emergency operations software application
- H. Microsoft Office (i.e. Outlook, Word, Excel, PowerPoint, Visio, Project, etc.)
- I. County Geographic Information Systems (GIS)
- J. Video and/or audio feeds from workstation applications (interfaces from personal computers, laptops, and tablet computers, using HDMI, Mini-Display port, DVI, and VGA interfaces). Router should be able to accept, interpret and route signals from up to twenty-five (25) separate PC’s simultaneously.
- K. Streaming video and audio from the Internet (i.e. YouTube, webinars, etc.)
- L. Web-based video conferencing sessions (i.e. Skype, GoToMeeting, etc.)
- M. Cisco Video Conference system
- N. Broadcast feed from ESF-14 Public Information Broadcast Control Room

Update the existing AMX control system to include these capabilities:

1. Schedule automatic turn on/off the entire system, including the video wall, based on the time of day, as designated by County staff.
2. Create and store a library of pre-defined display configurations that include specific sources sent to specific outputs. The AMX control System will provide the ability to switch between these pre-defined configurations quickly and easily. The library will have the capability to store and retrieve a minimum of fifty (50) unique configuration settings.
3. Interface with Audio Video Router to control sources and destinations.
4. Once the Control System is updated, selected vendor will be provided a list of County users to be setup in the System as System Administrator and End User accounts. These System Administrator and End User accounts will be customizable with permission levels set by County staff after initial set up. Selected vendor will ensure that additional System Administrator and End User accounts can be added to the A/V System as needed by County.

Replace the existing television distribution system that includes these signals and make them sources on the audio video router:

1. Broadcast HDTV signals via an “over-the-air” antenna mounted on the EOC roof.
2. TV signals from the local “cable TV” provider (i.e. Comcast) in standard definition, high definition, and ultra-high definition (UHDTV/4) formats.
3. TV signals from a satellite dish (i.e. DirecTV and/or Dish TV) mounted on the EOC roof.

## II. POLICY ROOM

Requires a video wall to display and manage video and monitor information feeds from a variety of analog and digital information sources in a wide variety of formats, resolutions and standards. Should be a destination on the SDI audio/video router and be able to be controlled by the updated AMX Control System. Should have the following capabilities:

1. The video wall should consist of multiple flat panel monitors capable of displaying all of the following resolution standards: 4K (UHDTV), High Definition (HD) and Standard Definition (SD) signals with resolutions of (3840x2160p) (1920x1080p) and (720x480), respectively. The selected vendor should provide three (3) design options which incorporate no less eight (8), but no more than twelve (12) flat panel monitors. Flat panel monitor sizing should be no smaller than 42" in diagonal and no larger than 70" in diagonal. Each flat panel monitor should provide 4K resolution, with backward compatibility up to standard definition configured in a 4 (wide) x 2 (high) matrix.
2. The video wall should be able to display information from any single output from the SDI audio/video router, onto a single monitor or across multiple monitors, to maintain proper perspective, aspect ratio, resolution, image quality and format.
3. The video wall system should be industrial/commercial grade and rated for a minimum of 24/7/365 operation for 60,000 Mean Time Between Failure (MTBF) hours.
4. The audio noise shall not exceed 20dBA decibels at three (3) feet distance from the screen center.

### **III. OPERATIONS FLOOR, SERVER ROOM AND POLICY ROOM**

Should have all new audio video cabling (SDI) infrastructure to new and existing video projectors and monitors located throughout the operation floor and policy room.

1. All new cables needed for the system are to be installed, terminated, tested and verified to be working according to manufacturer's and Institute of Electrical and Electronics Engineers (IEEE) requirements and specifications. Both ends of every cable will be clearly identified with a unique, descriptive alpha-numeric label. The selected vendor may incorporate existing cables into the system if those cable meet the manufacturer's specifications. Existing cables that are not needed should be removed from the facility, including walls, conduits, ceilings, raised floors, equipment racks and network closets.
2. All cabling shall be concealed above ceilings, behind panels and walls, and inside console cabinets and equipment racks. Communication cabling installed above ceilings shall be in the cabling tray runs provided or new cabling trays furnished and installed by the selected vendor.
3. All communication, networking, video wall processor and A/V related equipment required to make the system functional shall be furnished and installed in an equipment cabinet in the server room, provided by the selected vendor. If there is adequate space in existing racks, vendor may utilize it.

### **IV. PUBLIC INFORMATION WORK ROOM**

Should have six (6) ceiling mounted multi-view 50-inch 4K monitor(s). All monitors should be Multi-view and a destination on the Control Room router so that staff can re-route audio/video sources as needed.

### **V. PUBLIC INFORMATION BROADCAST CONTROL ROOM AND TV STUDIO**

Replace Standard Definition equipment with 4K /High Definition (HD) video, including new cameras, production gear, cable infrastructure and related equipment.



## 1. Cameras

- A. Three (3) 4k (3840 × 2160)/HD (1920x1080i) cameras, two located in front of a lectern for press conference broadcast/webcast and one for a live signer for the hearing impaired.
- B. Cameras should be robotic PTZ models, so they can be operated remotely from the Control Room console (**Sony BRC-X1000 4K PTZ Camera with 1" CMOS Sensor and PoE+ cameras or equivalent**).
- C. Remote control unit for PTZ cameras stationed at Control Room console should allow for zoom, pan, tilt, iris, focus and other standard camera controls – (**Sony RM-IP10 IP Remote Controller or equivalent**)
- D. Camera cables should in the ceiling with enough cabling to allow the cameras to be adjusted up or down.
- E. One camera should have a broadcast quality teleprompter with a large easy to read screen, to be operated by a staff member seated at the Control Room console.

## 2. Production Switcher

- A. Broadcast quality HD (1920x1080i) upgradeable to a 4K (3840 × 2160) production switcher: (**Broadcast Pix Granite GX-DT 22 or equivalent**)
  - 1) Up to 22 multi-def SDI inputs + 2 external key cut, 8 channels of clips & graphics, and 12 multi-def SDI outputs + 2 DVI outputs
  - 2) 8 built-in media channels: 2 Clips, 2 Animations, 2 CG titles and 2 stills
  - 3) 6 key layers with 4 DVEs and chroma keyer
  - 4) Full-featured 2 M/E control, a panel layout for program/preview and keying
  - 5) Customizable multi-view monitoring - up to 4 monitors
- B. Control Surface for switcher (**Broadcast Pix CP2000 or equivalent**)
- C. Broadcast quality character generator either included as part of the switcher or as an add-on device. Required to display full screen and lower third graphics. Should provide ability to quickly create graphics “on the fly.”
- D. Switcher should have ability to output clean feed to local TV stations (program output of switcher without any graphics).
- E. Switcher should be able to support these other inputs:
  - 1) Two Windows-based PC (provided and installed by the County) to display web-based content, PowerPoint files and/or to play digital audio/video files.
  - 2) Skype device

## 3. Monitors

- A. A 75” mounted touch screen monitor with application suite to display Broward Logo, PowerPoints, PDF or other PC based files, such as a weather tracking map.
- B. Two (2) 65” multi-view monitor(s) displaying content from production switcher within easy viewing distance of staff operators.
- C. Separate computer monitors for graphics creation.
- D. Separate computer monitors for matrix router user interface control panel.
- E. Monitor for teleprompter operator shall be provided by County.
- F. High quality 4k/HD LCD monitors, specifically designed for use in Broadcast environment ensuring accurate color reproduction in accordance with SMPTE, EBU, REC 709 Broadcast Standards.

#### 4. Audio

- A. Digital Audio Mixer – number of channels to be determined by vendor and Broward County Office of Public Communications.
- B. Ceiling mounted microphones to pick up reporters' voices during press conference Q&A

#### 5. Lighting

- A. Acquire a broadcast quality recessed lighting system, such as **Brightline T-Series or equivalent**, to replace existing studio lights. New system to be installed by County.

#### 6. Audio/Video Recording and Distribution

- A. A hard disk audio video recorder (**Datavideo HDR-70 HDD Recorder for SD/HD-SDI with Removable Drive Bay or equivalent**)
- B. A broadcast quality audio and video 128 x 128 matrix router (**AJA 3G-SDI Router or equivalent**). Should be reliable and easy to use, incorporating a monitor-based user interface with clearly labeled and color-coded sources and destinations. Router should be able to handle the same signal types as those outlined above in section **I. SERVER ROOM**, item 3.
- C. An IP based encoder/decoder to send program feed to a Content Delivery Network (TBD).
- D. A device to facilitate Skype video calls with up to four (4) remote guests simultaneously as an input on the switcher (such as the (**NewTek TalkShow VS 4000 or equivalent** )
- E. Waveform/Vectorscope monitor (**Leader LV-7330 or equivalent**)
- F. High quality and ultra-reliable audio and video distribution amplifiers to send the same broadcast quality pool feed signal to each TV station via racks in the Press Room and the Hitching Post.
- G. Digital Television antenna tuner mounted on roof to pick up over the air television channels and channels should be a destination on the Control Room router.
- H. Over the Air (ABC, NBC, CBS, FOX, Univision), Satellite and Cable (CNN, Weather Channel, MSNBC, FOX) Television Channels as a destination on the Control Room Router (Broward County will supply Satellite Receivers and Comcast Cable Boxes)
- I. A bars/tone generator to output a constant audio/video signal 24/7 in between activations to local TV news headend.
- J. UPS/Battery back-up for all Control Room equipment. (**Furman F1500-UPS E or equivalent**)
- K. County plans to secure a new Comcast transmitter and new AT&T encoder/decoder. Vendor must integrate new system with these components.

#### 7. Other

- A. Control Room Console (**Winstead Console Width 282.29" x Depth 251.78" Height 57.15" Diagonal 378.27" or equivalent**)

#### VI. PUBLIC INFORMATION PRESS ROOM/BROADCAST VIDEO HEADEND

Should have two 65" Multi-view monitors and three (3) equipment rack enclosure(s) and high quality and reliable cabling for all equipment.

1. All monitors should a destination on the Control Room router so that staff can re-route audio/video sources as needed.
2. Equipment racks to house County owned equipment and equipment owned by media outlets (television and radio stations).
3. All new cables needed for the system are to be installed, terminated, tested and verified to be working according to manufacturer's and Institute of Electrical and Electronics Engineers (IEEE) requirements and specifications. Both ends of every cable will be clearly identified with a unique, descriptive alpha-numeric label. The selected vendor may incorporate existing cables into the system if those cable meet the manufacturer's specifications. Existing cables that are not needed should be removed from the facility, including walls, conduits, ceilings, raised floors, equipment racks and network closets.
4. All cabling shall be concealed above ceilings, behind panels and walls, and inside console cabinets and equipment racks. Communication cabling installed above ceilings shall be in the cabling tray runs provided or new cabling trays furnished and installed by the selected vendor.

#### **VII. PUBLIC INFORMATION EOC CALL CENTER**

Should have a ceiling mounted 60" multi-view monitor. Should be a destination on the Control Room router so that staff can re-route audio/video sources as needed.

#### **VIII. PUBLIC INFORMATION PRESS ROOM/BROADCAST VIDEO HITCHING POST**

Replace hitching post with updated and high definition equipment.

#### **IX. MOBILE VIDEO PRODUCTION UNIT**

Should provide full capability to perform television production duties outside of the EOC (e.g. in the field), and serve as a backup to the primary television control room/TV studio in case of damage to the EOC. All products offered by the vendor should on an overall basis be equal or greater in quality or performance than the specifications listed below.

ITEM	DESCRIPTION	TECHNICAL SPECIFICATIONS	QTY
1	UHD Video Camera	<ul style="list-style-type: none"> <li>• Camera with APS-C/Super 35mm E-Mount 18-110mm f/4 lens included</li> <li>• Super 35 4K UHD Camera</li> <li>• Super 35-Sized CMOS Sensor</li> <li>• Locking E-Mount</li> <li>• Integrated Electronic Variable ND Filter</li> <li>• Shooting formats: 4K (4096 x 2160, 12-bit raw), 2K (2048x180 12-bit raw) UHD (3840x2160 10-bit 4:2:2) XAVC-I) up to 59.94p</li> <li>• UHD up to 59.94 fps, HD up to 180 fps</li> <li>• Recording formats: XAVC-I/L, MPEG-2, XAVC up to 600 Mb/s</li> <li>• Support Rec. 709 and BT-2020</li> <li>• Dual XQD Memory Card Slots</li> <li>• <b>Sony PXW-FS7M2 or approved equivalent</b></li> </ul>	2
2	Camera extension unit	<ul style="list-style-type: none"> <li>• 12-bit 4K/2K RAW Data Output</li> <li>• Built-In 1080p ProRes 422 Encoder</li> <li>• Timecode &amp; Genlock I/O</li> <li>• Tally Indicator</li> <li>• V-Mount Battery Attachment</li> <li>• 4-Pin XLR DC Power Input</li> <li>• 4-Pin Hirose DC Power Output</li> <li>• <b>Sony XDCA-FS7 Extension Unit or approved equivalent</b></li> </ul>	2
3	Follow focus/lens controls system kit	<ul style="list-style-type: none"> <li>• 1000' Wireless Range</li> <li>• Two Lens Drive Motors</li> <li>• Motors Feature Integrated Receivers</li> <li>• 0.8 MOD Drive Gears</li> <li>• Focus, Iris, Zoom Hand Uni</li> <li>• <b>Tilta Nucleus-M Wireless Follow Focus System or approved equivalent</b></li> </ul>	1

ITEM	DESCRIPTION	TECHNICAL SPECIFICATIONS	QTY
4	FE 85mm GM lens	<ul style="list-style-type: none"> <li>• E-mount lens, full-frame format</li> <li>• Eleven-blade circular diaphragm</li> <li>• Aperture range f/1.4 to f/16</li> <li>• One XA element and three ED elements</li> <li>• Nano AR coating</li> <li>• Linear supersonic wave AF motor</li> <li>• AF/MF switch internal focus</li> <li>• Focus hold button</li> <li>• Physical aperture ring de-click switch</li> <li>• Dust and moisture-resistant</li> <li>• <b>Sony FE 85mm GM lens or approved equivalent</b></li> </ul>	1
5	FE 16-35mm GM lens	<p>E-Mount Lens/Full-Frame Format</p> <ul style="list-style-type: none"> <li>• Aperture Range: f/2.8 to f/22</li> <li>• Two Extra-Low Dispersion Elements</li> <li>• Format Compatibility 35mm Film / Full-Frame Digital Sensor</li> <li>• Angle of View 107° - 63°</li> <li>• Focus Distance 11.02" (28 cm)</li> <li>• Diaphragm Blades 11, Rounded</li> <li>• <b>Sony FE 16-35mm GM lens or approved equivalent</b></li> </ul>	1
6	FE 70-200mm f/2.8 GM OSS Lens	<ul style="list-style-type: none"> <li>• E-Mount Lens/Full-Frame Format</li> <li>• Aperture Range: f/2.8 to f/22</li> <li>• Eleven-Blade Circular Diaphragm</li> <li>• Focus Hold Buttons; Focus Range Limiter</li> <li>• Dust and Moisture-Resistant</li> <li>• Tripod collar</li> <li>• Nano AR Coating</li> <li>• Optical SteadyShot Image Stabilization</li> <li>• <b>Sony FE 70-200mm GM lens or approved equivalent</b></li> </ul>	1
7	FE 50mm f/1.4 ZA Lens	<ul style="list-style-type: none"> <li>• Eleven-Blade Circular Diaphragm</li> <li>• E-Mount Lens/Full-Frame Format</li> <li>• Aperture Range: f/1.4 to f/16</li> <li>• AF/MF Switch; Internal Focus</li> <li>• <b>Sony Planar T* FE 50mm f/1.4 or approved equivalent</b></li> </ul>	1

ITEM	DESCRIPTION	TECHNICAL SPECIFICATIONS	QTY
8	100mm lens	<ul style="list-style-type: none"> <li>• E-Mount Lens/Full-Frame Format</li> <li>• Aperture Range: f/2.8 to 20   T5.6 to 22</li> <li>• Optical SteadyShot Image Stabilization</li> <li>• Physical Aperture Ring; De-Click Switch</li> <li>• Macro Switching Ring; Focus Hold Button</li> <li>• Eleven-Blade Circular Diaphragm</li> <li>• <b>Sony FE 100mm f/2.8 STF GM OSS Lens or approved equivalent</b></li> </ul>	1
9	95mm UV filter (for 18-110mm lens)	<ul style="list-style-type: none"> <li>• 96% light transmission</li> <li>• Filter factor 1 (0 stop)</li> <li>• Shape: circle</li> <li>• Front accessory thread/bayonet 95mm</li> <li>• Filter material: glass</li> <li>• Coating: multi-coating</li> <li>• <b>Hoya 95mm HMC filter or approved equivalent</b></li> </ul>	2
10	77mm UV filter (for 85mm and 70-200mm lenses)	<ul style="list-style-type: none"> <li>• 16-layer Super Multi-Coating</li> <li>• 99.8 percent light transmission</li> <li>• Shape: circle</li> <li>• Front accessory thread/bayonet 77mm</li> <li>• Filter material: glass</li> <li>• <b>Hoya 77mm EVO Antistatic UV(0) filter or approved equivalent</b></li> </ul>	3
11	82mm UV filter (for 16- 35mm lens)	<ul style="list-style-type: none"> <li>• 96 percent light transmission</li> <li>• Shape: circle</li> <li>• Front accessory thread/bayonet 82mm</li> <li>• Filter material: glass</li> <li>• Coating: multi-coating</li> <li>• <b>Hoya 82mm EVO Antistatic UV(0) Filter or approved equivalent</b></li> </ul>	2
12	72mm UV filter (for 50mm lens)	<ul style="list-style-type: none"> <li>• 99.8 percent light transmission</li> <li>• Shape: circle</li> <li>• Front accessory thread/bayonet 72mm</li> <li>• Filter material: glass</li> <li>• Coating: multi-coating</li> <li>• <b>Hoya 72mm EVO Antistatic UV(0) Filter or approved equivalent</b></li> </ul>	4

ITEM	DESCRIPTION	TECHNICAL SPECIFICATIONS	QTY
13	95mm circular polarizer filter (for 18-110mm lens)	<ul style="list-style-type: none"> <li>• 99.5 percent transmission</li> <li>• Front accessory thread/bayonet 95mm</li> <li>• Filter material: glass</li> <li>• Filter factor: 2 to 2.8x Filter Factor, +1 to 1.5 Stops</li> <li>• <b>B+W 95mm F-Pro Kaesemann High Transmission Polarizer MRC Filter or approved equivalent</b></li> </ul>	2
14	77mm circular polarizer filter (for 85mm and 70-200mm lenses)	<ul style="list-style-type: none"> <li>• 99.5 percent transmission</li> <li>• Front accessory thread/bayonet 77mm</li> <li>• Filter material: glass</li> <li>• Filter factor: 2 to 2.8x Filter Factor, +1 to 1.5 Stops</li> <li>• Coating: multi-coating</li> <li>• <b>B+W 77mm F-Pro Kaesemann High Transmission Polarizer MRC Filter or approved equivalent</b></li> </ul>	2
15	82mm circular polarizer filter (for 16-35mm lens)	<ul style="list-style-type: none"> <li>• 99.5 percent transmission</li> <li>• Front accessory thread/bayonet 77mm</li> <li>• Filter material: glass</li> <li>• Filter factor: 2 to 2.8x Filter Factor, +1 to 1.5 Stops</li> <li>• Coating: multi-coating</li> <li>• <b>B+W 82mm F-Pro Kaesemann High Transmission Polarizer MRC Filter or approved equivalent</b></li> </ul>	2
16	72mm circular polarizer filter (for 50mm lens)	<ul style="list-style-type: none"> <li>• 99.5 percent transmission</li> <li>• Front accessory thread/bayonet 77mm</li> <li>• Filter material: glass</li> <li>• Filter factor: 2 to 2.8x Filter Factor, +1 to 1.5 Stops</li> <li>• Coating: multi-coating</li> <li>• <b>B+W 72mm F-Pro Kaesemann High Transmission Polarizer MRC Filter or approved equivalent</b></li> </ul>	4
17	External Monitor	<ul style="list-style-type: none"> <li>• 7" 1920 x 1080 Touchscreen display monitor and recorder</li> <li>• Record DCI 4K (4096 x 2160) up to 30 fps</li> <li>• Simultaneous 4K ProRes and 1080p H.264</li> <li>• ProRes 4:2:2 and 4:4:4 Encoding</li> <li>• Should have 4K-Capable HDMI Input with Loop-Through</li> <li>• <b>Video Devices PIX-E7 Recording Video Monitor or approved equivalent</b></li> </ul>	2
18	Monitor Sun Hood	<ul style="list-style-type: none"> <li>• Sun hood for external recording video monitor</li> <li>• <b>Video Devices Sun Hood for PIX-E7 Monitor or approved equivalent</b></li> </ul>	2

ITEM	DESCRIPTION	TECHNICAL SPECIFICATIONS	QTY
19	Tripod	<ul style="list-style-type: none"> <li>• Carbon fiber camera tripod</li> <li>• Should support up to 22 pounds</li> <li>• Should have 3-Section legs with Mono-Lock</li> <li>• Tripod Legs Height Range Should be 18 to 63"</li> <li>• Should have Counterbalance control</li> <li>• Should have Ground Level Spreader</li> <li>• <b>E-Image GC102 2-Stage Carbon Fiber Tripod with GH10L Head or approved equivalent</b></li> </ul>	2
20	Camera Gimbal System Kit	<ul style="list-style-type: none"> <li>• 3-Axis Motorized Gimbal (should support up to 33 pounds)</li> <li>• Armor-Man 2 Exoskeleton Support (vest)</li> <li>• <b>Tilta Gravity Motorized Gimbal System and Armor-Man 2 Exoskeleton Kit or approved equivalent</b></li> </ul>	1
22	Shoulder mount kit	<ul style="list-style-type: none"> <li>• Shoulder Mount Long Format Baseplate</li> <li>• Also Supports Tripod- &amp; V-Lock Mounting</li> <li>• Adjustable in Front for Matte-Boxes</li> <li>• Front &amp; Rear 15mm Rods <b>SHAPE Sony FS7 Bundle Rig or approved equivalent</b></li> </ul>	1
23	Motorized Camera slider	<ul style="list-style-type: none"> <li>• 36" long track, supports up to 22 pounds</li> <li>• Smooth controlled movements</li> <li>• Interview, Dolly and Time Lapse Modes</li> <li>• Remote Camera Start/Stop</li> <li>• Heavy Load Tilt Head</li> <li>• <b>Redrock Micro One Man Crew Director Motorized Parabolic Slider or approved equivalent</b></li> </ul>	1
24	VCT tripod plate	<ul style="list-style-type: none"> <li>• 1/4"-20 and 3/8"-16</li> <li>• 11 x 3.25 x 1.125" (27.94 x 8.26 x 2.9 cm)</li> <li>• <b>SHAPE VCT Tripod Plate or approved equivalent</b></li> </ul>	1
25	Batteries	<ul style="list-style-type: none"> <li>• 14.4V, 85Wh Lithium-Ion Battery for camera</li> <li>• Compatible with PMW-EX1, EX1R, EX3, F3</li> <li>• Communicates status to camera</li> <li>• <b>Sony BP-U90 Lithium-Ion Battery Pack or approved equivalent</b></li> </ul>	4
26	Batteries	<ul style="list-style-type: none"> <li>• Four position battery charger</li> <li>• Supports BP-U30, BP-U60, BP-U90</li> <li>• 5.5 Hr Charge Based on 5600mAh Capacity</li> <li>• <b>Dolgin Engineering TC40 Four-Position Simultaneous Battery Charger or approved equivalent</b></li> </ul>	1



ITEM	DESCRIPTION	TECHNICAL SPECIFICATIONS	QTY
27	V-mount battery kit	<ul style="list-style-type: none"> <li>• Slim profile, Series Type V-Mount</li> <li>• Chemistry Lithium-Ion, Capacity 98 Wh</li> <li>• Amp-Hours 12.00 Ah</li> <li>• Output Voltage 14.8 VDC</li> <li>• 1 x USB <b>Core SWX HyperCore Slim 98 4-Battery Kit with Fleet Q Charger (V-Mount) or approved equivalent</b></li> </ul>	2
28	Bi-color panel Light kit	<ul style="list-style-type: none"> <li>• Bi-Color adjustable from 3200K-5600K</li> <li>• Control for adjusting color or brightness</li> <li>• V-mount battery plates, Watts equivalent to 850 watts incandescent soft light</li> <li>• <b>iKan Lyra Bi-Color 5-Point Soft Panel LED Light Kit or approved equivalent</b></li> </ul>	1
29	Bicolor light panel	<ul style="list-style-type: none"> <li>• Bi-Color adjustable from 3200K-5600K</li> <li>• Control for adjusting color or brightness</li> <li>• V-mount battery plates</li> <li>• 30 Inches in diameter <b>Sky 32 Bi Color LED or approved equivalent</b></li> </ul>	1
30	Dual Wireless Lav Microphone Kit (CH 8: 1920 to 1930 mhz)	<ul style="list-style-type: none"> <li>• System frequency response: 20 to 20,000 Hz</li> <li>• Dynamic range 120db (A)</li> <li>• Link protection: auto frequency switch / synchronization</li> <li>• <b>Sennheiser AVX ENG Dual Wireless Basic Kit (CH 8: 1920 to 1930 mhz) or approved equivalent</b></li> </ul>	2
31	Field UHD Broadcast monitor	<ul style="list-style-type: none"> <li>• Screen size: 17.3</li> <li>• Resolution: 3840x2160</li> <li>• Inputs: 4k HDMI, 3G-SDI, DVI, VGA, Audio</li> <li>• <b>FeelWorld 17.3" 4K IPS Broadcast Director Monitor or approved equivalent</b></li> </ul>	1

ITEM	DESCRIPTION	TECHNICAL SPECIFICATIONS	QTY
32	4K/HD mobile video studio <b>(datavideo ms-2800 or approved equivalent)</b>	Mobile bundle to include all of the following: 8 channel 4k/HD switcher 17.3" 4k/HD monitor HDD recorder for SD/HD-SDI with removable drive bay <ul style="list-style-type: none"> <li>• file format mxf/op1a</li> <li>• file system format ntfs</li> </ul> Power distributor <ul style="list-style-type: none"> <li>• size 19" 1u rackmount</li> <li>• power rating 400 w</li> <li>• power input 100 to 240 vac</li> <li>• maximum 6.3 a</li> <li>• 50 or 60 hz</li> <li>• 12 vdc at 400 w</li> </ul> 8-user wired intercom system with 4 beltbacks & 4 headsets Audio delay box HD/SD-SDI to component/composite video signal converter Vectorscope / waveform monitor with 2 screens Character generator	
33	H.264 video streaming server	<ul style="list-style-type: none"> <li>• Should support simultaneous live streaming &amp; recording on to SD card</li> <li>• streaming to YouTube, Facebook and other live streaming platforms</li> <li>• HDMI input and output</li> <li>• up to 20mbps streaming and 30mbps recording</li> <li>• 264 rtsp/rtmp compliant streaming</li> <li>• 264 mp4 recording with 2 ch aac audio</li> <li>• multi-tap 10-bit scaler &amp; de-interlacer</li> <li>• web ui for system configuration</li> <li>• start/stop front panel push buttons</li> </ul>	2
34	IP video decoder	<ul style="list-style-type: none"> <li>• Should have wired IP video decoder with SDI, composite and analogue audio outputs. Should decode all common IP streams including RTP/RTSP, RTMP, UDP, HTTP and MPEG-TS. Outputs SD/HD video at resolutions up to 1080p60</li> <li>• Should operate on standard 10/100mb ethernet networks</li> <li>• unicast and multicast support</li> <li>• support RTP/RTSP (unicast/multicast), RTMP, UDP (unicast/multicast), HLS and MPEG-TS</li> <li>• support decode from YouTube Live, UStream and most major Content Delivery Networks (e.g. Akamai, Limelight)</li> </ul>	2

ITEM	DESCRIPTION	TECHNICAL SPECIFICATIONS	QTY
		<ul style="list-style-type: none"> <li>• IP, GPI, keyboard and jog shuttle control</li> <li>• support stream recording and delayed playback</li> <li>• support file based playback from USB with mp4, .h264, .mkv, .mov, .ts wrappers</li> <li>• support multiple playlists</li> <li>digital embedded and analogue audio output</li> </ul>	

**VENDOR PROPOSAL COMPONENTS**

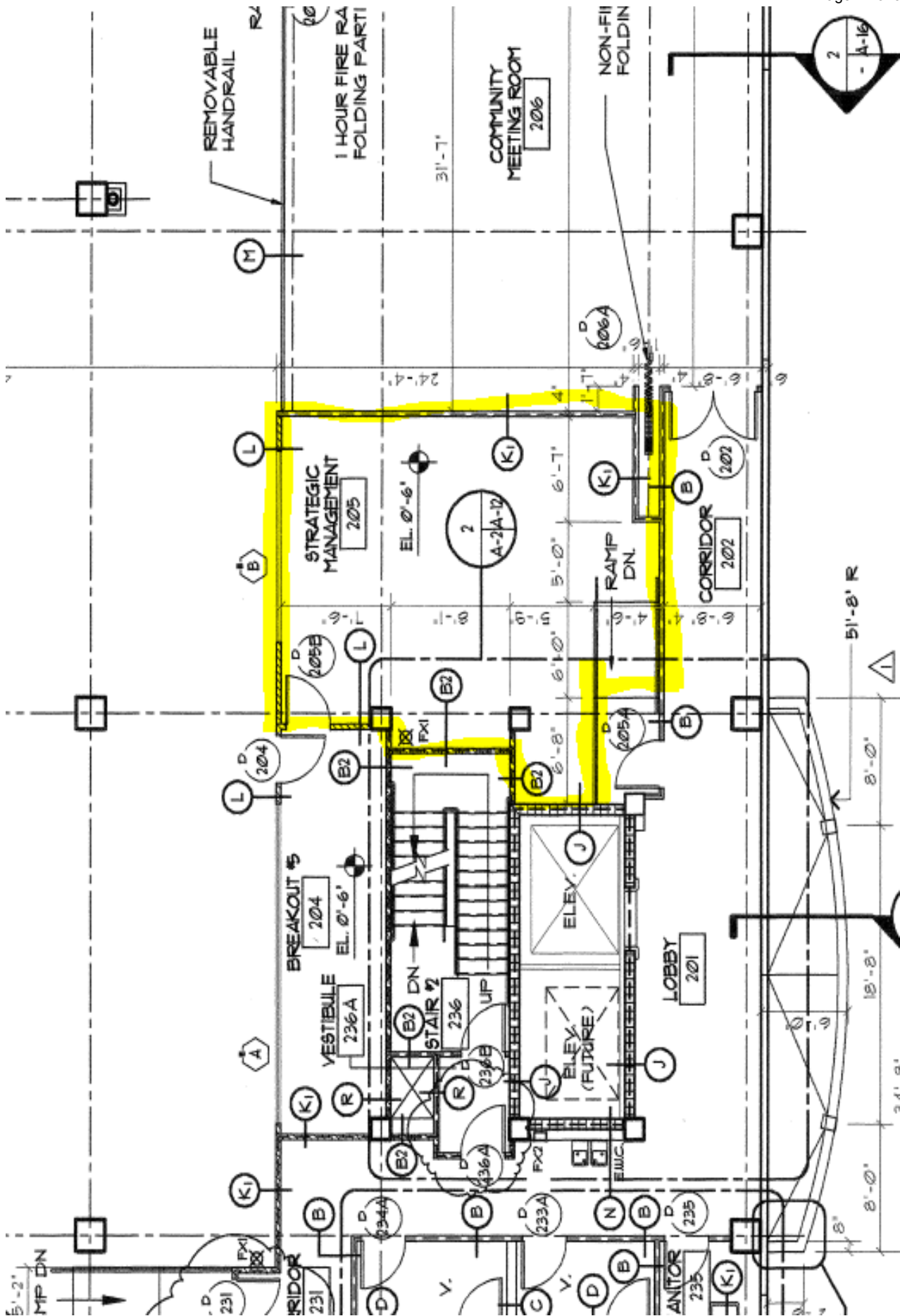
1. **Schedule and Project Timeline** – The selected vendor will develop and submit a project timeline (recommended based on Critical Path Method), outlining the anticipated schedule from the time the contract is awarded to the Final Acceptance stage.
  - a. System should be fully installed, tested, verified and approved by the County no later than July 1, 2018.
  - b. The final design will be submitted to County within twenty-five (25) days of the written Notice to Proceed letter from the County.
  - c. The design materials should be reviewed and approved by the County prior to equipment procurement, with review by the County within ten (10) business days of receipt of the proposed design materials.
  
2. **Budget** – Provide a detailed budget totaling to the following four expense categories: Equipment (including cabling); Labor & Commissioning; Engineering & Programming; G&A, Freight, Misc and Permitting.
  
3. **Design Documentation** – Provide three (3) hard copies and one electronic copy of as-built system diagrams and schematics to County at completion of project, including tie-ins to new and existing equipment, the electrical system and the server rooms.
  
4. **Manuals** – Provide all manuals to County at completion of project (electronic is acceptable), including:
  - a. Installation Manuals - describing the installation procedures for all components, subassemblies, and assemblies.
  - b. User Manuals – describing how the equipment is to be operated, including control layouts and displays for the video wall.
  - c. Maintenance Manuals - describing the maintenance procedures for all components, assemblies and subassemblies, including information on preventative maintenance and repair of equipment, hardware, software, connections, interfaces and cabling as applicable.
  - d. System Documentation and Integration Manuals – describing the overall module and option numbers, including a functional description for each system element, and explanation of how they function together in a complete operational system, also including detailed specifications prepared by the manufacturer.
  - e. Software Manuals – documenting system management software including full descriptions of functions, flowcharts and utilities required to support and configure, as well as listings and

associated descriptions for complete operation of software programs, also describing the operation of the software, including all the features of the graphical user interface.

5. **Documentation** – At completion of the project, provide an electronic spreadsheet of all equipment and materials installed, including:
  - a. Equipment name
  - b. Model number
  - c. Serial number
  - d. Quantity Installed
  - e. County's cost
  - f. Estimated life expectancy of equipment
  - g. Equipment location
  - h. Warranty
6. **Warranty** – The selected vendor will provide all manufacturers' warranty (parts, software, labor) for all hardware provided. The warranty period will begin at final acceptance of the system. Warranty period for the entire system shall be one (1) year. If manufacturers' warranty does not meet the one (1) year requirement, selected vendor will include the cost of a five (5) year extended warranty in their cost proposal.
7. **Training** – The selected vendor will:
  - a. Prepare and conduct training for County staff on the AV system's administration and operation of the hardware and software operating system and applications for all devices, systems and components, including the video wall.
  - b. The training session will be completed within forty (40) hours and have no more than twenty-five (25) participants, to be determined at the discretion of County. Training shall occur within one week of final acceptance of the system.
  - c. Provide instructors for the training and all materials (up to 10 hard copies and one electronic copy). The training material will be tailored to represent the systems and features installed at the EOC.
  - d. Training shall occur at the County EOC, or at a designated County facility as determined by County.
  - e. Any costs for training that can be better provided by the equipment manufacturer rather than the vendor should be included in proposal as subcontracted services through the vendor.
8. **Software Licenses** – Selected vendor will provide all software licenses on the terms stated in the County standard agreement as well as any fees required for the processor. The cost of all software, including licenses, should be included in the initial cost proposal and approval by County. Installation, configuration and use of additional video sources and displays will not require separate, additional or ongoing licensing costs (by device or on an annualized basis).
9. **Testing** – The selected vendor will be responsible for conducting and documenting test results, and for the maintenance of all equipment furnished and installed until final acceptance. Any unsuitable materials will be replaced by the selected vendor, at no additional cost to County. Vendor test plans will be submitted to County for review and approval, and should include the following testing phases:
  - a. Pre-Installation Component Test – Testing all electrical and mechanical components to verify compliance with manufacturer's requirements. This test plan should be completed by the selected vendor and approved by County before materials are delivered to the EOC.

- b. System Acceptance Test – Testing all systems including the video wall to ensure they are properly installed and that all components function as a seamless, integrated system to meet County requirements. This test will take place after the entire system is installed at the EOC. A test plan will be completed by the selected vendor and approved by County a minimum of one (1) week before the testing on site is scheduled.
  - c. System Burn-in (System Final Acceptance Testing Period) – The system should operate without failures for a burn-in period of thirty (30) days. Any issues or repairs that arise during this time are the responsibility of the selected vendor to remedy. The selected vendor will correct any major issues within twenty-four (24) hours. If the issue is not resolved, the burn-in clock will stop and resume once the issue is resolved. During this System Burn-in, the System will be tested with mock instances to validate the features and functionality. This System Burn-in Final Acceptance period will be completed prior to the project deadline.
  - d. Final Acceptance – Final Acceptance will be issued in writing by County upon completion of the system final acceptance test period and verification that all project requirements have been met. Warranty period will begin upon the issuance of written Final Acceptance.
10. **Maintenance** - One (1) year full maintenance will be included in the initial price proposed from the date of final acceptance. Each additional maintenance yearly cost will be presented as one (1) year optional costs from year two (2) to year five (5) post installation. Maintenance cost should include all labor, travel and materials.
11. **Project Management** – The selected vendor will designate a project manager who will have overall, daily responsibility for the project. This person will be responsible for project management and coordination with County and other activities including any other contractors or vendors working in the building; this includes management of time, resources and documentation. The project manager will maintain complete and accurate project records in hard and electronic copy of all activities and any other events relating to the contract.
12. **Project Initiation Meeting** - Selected vendor will attend and participate in a project initiation meeting to be held at the County EOC. County will coordinate the scheduling of the meeting with the selected vendor project manager. The project initiation kick-off meeting will focus on the project requirements, schedule, staffing and coordination necessary for the project implementation. The selected vendor's key staff is required to attend the project initiation kick-off meeting. The selected vendor will provide a meeting summary and an updated baseline project schedule based on meeting discussions. The selected vendor should be able to provide the critical and necessary staff resources and subject matter experts in a timely manner to meet the County's project deadline.
13. **Progress Meetings** – The selected vendor will participate in bi-weekly progress meetings to plan and coordinate project activities, address project requirements and scheduling. The selected vendor will provide a written progress report and schedule at each meeting which includes the activities performed in the previous two (2) weeks and the anticipated tasks to be completed in the next two (2) weeks. Meetings will be a combination of in-person meetings, and teleconferences, the in-person meetings will be held at County facilities. The selected vendor can anticipate 25 percent of the progress meetings will be in-person.

Drawing (Partial) - Second Floor of Broward County Emergency Operations Center



## **Standard Instructions to Vendors**

### **Request for Proposals, Request for Qualifications, or Request for Letters of Interest**

Vendors are instructed to read and follow the instructions carefully, as any misinterpretation or failure to comply with instructions may lead to a Vendor's submittal being rejected.

**Vendor MUST submit its solicitation response electronically and MUST confirm its submittal in order for the County to receive a valid response through BidSync. Refer to the Purchasing Division website or contact BidSync for submittal instructions.**

#### **A. Responsiveness Criteria:**

In accordance with Broward County Procurement Code Section 21.8.b.65, a Responsive Bidder [Vendor] means a person who has submitted a proposal which conforms in all material respects to a solicitation. The solicitation submittal of a responsive Vendor must be submitted on the required forms, which contain all required information, signatures, notarizations, insurance, bonding, security, or other mandated requirements required by the solicitation documents to be submitted at the time of proposal opening.

Failure to provide the information required below at the time of submittal opening may result in a recommendation Vendor is non-responsive by the Director of Purchasing. The Selection or Evaluation Committee will determine whether the firm is responsive to the requirements specified herein. The County reserves the right to waive minor technicalities or irregularities as is in the best interest of the County in accordance with Section 21.30.f.1(c) of the Broward County Procurement Code.

Below are standard responsiveness criteria; refer to **Special Instructions to Vendors**, for Additional Responsiveness Criteria requirement(s).

#### **1. Lobbyist Registration Requirement Certification**

Refer to **Lobbyist Registration Requirement Certification**. The completed form should be submitted with the solicitation response but must be submitted within three business days of County's request. Vendor may be deemed non-responsive for failure to fully comply within stated timeframes.

#### **2. Addenda**

The County reserves the right to amend this solicitation prior to the due date. Any change(s) to this solicitation will be conveyed through the written addenda process. Only written addenda will be binding. If a "must" addendum is issued, Vendor must follow instructions and submit required information, forms, or acknowledge addendum, as instructed therein. It is the responsibility of all potential Vendors to monitor the solicitation for any changing information, prior to submitting their response.

#### **B. Responsibility Criteria:**

Definition of a Responsible Vendor: In accordance with Section 21.8.b.64 of the Broward County Procurement Code, a Responsible Vendor means a Vendor who has the capability in all respects to perform the contract requirements, and the integrity and reliability which will assure good faith performance.

The Selection or Evaluation Committee will recommend to the awarding authority a determination of a Vendor's responsibility. At any time prior to award, the awarding authority may find that a Vendor is not responsible to receive a particular award.

Failure to provide any of this required information and in the manner required may result in a recommendation by the Director of Purchasing that the Vendor is non-responsive.

Below are standard responsibility criteria; refer to **Special Instructions to Vendors**, for Additional Responsibility Criteria requirement(s).

## 1. **Litigation History**

- a. All Vendors are required to disclose to the County all "material" cases filed, pending, or resolved during the last three (3) years prior to the solicitation response due date, whether such cases were brought by or against the Vendor, any parent or subsidiary of the Vendor, or any predecessor organization. A case is considered to be "material" if it relates, in whole or in part, to any of the following:
  - i. A similar type of work that the vendor is seeking to perform for the County under the current solicitation;
  - ii. An allegation of negligence, error or omissions, or malpractice against the vendor or any of its principals or agents who would be performing work under the current solicitation;
  - iii. A vendor's default, termination, suspension, failure to perform, or improper performance in connection with any contract;
  - iv. The financial condition of the vendor, including any bankruptcy petition (voluntary and involuntary) or receivership; or
  - v. A criminal proceeding or hearing concerning business-related offenses in which the vendor or its principals (including officers) were/are defendants.
- b. For each material case, the Vendor is required to provide all information identified on the **Litigation History Form**.
- c. The County will consider a Vendor's litigation history information in its review and determination of responsibility.
- d. If the Vendor is a joint venture, the information provided should encompass the joint venture and each of the entities forming the joint venture.
- e. A Vendor is also required to disclose to the County any and all case(s) that exist between the County and any of the Vendor's subcontractors/subconsultants proposed to work on this project.
- f. Failure to disclose any material case, or to provide all requested information in connection with each such case, may result in the Vendor being deemed non-responsive.

## 2. **Financial Information**

- a. All Vendors are required to provide the Vendor's financial statements at the time of submittal in order to demonstrate the Vendor's financial capabilities.
- b. Each Vendor shall submit its most recent two years of financial statements for review. The financial statements are not required to be audited financial statements. The annual financial statements will be in the form of:
  - i. Balance sheets, income statements and annual reports; or
  - ii. Tax returns; or
  - iii. SEC filings.

If tax returns are submitted, ensure it does not include any personal information (as defined



under Florida Statutes Section 501.171, Florida Statutes), such as social security numbers, bank account or credit card numbers, or any personal pin numbers. If any personal information data is part of financial statements, redact information prior to submitting a response the County.

- c. If a Vendor has been in business for less than the number of years of required financial statements, then the Vendor must disclose all years that the Vendor has been in business, including any partial year-to-date financial statements.
- d. The County may consider the unavailability of the most recent year's financial statements and whether the Vendor acted in good faith in disclosing the financial documents in its evaluation.
- e. Any claim of confidentiality on financial statements should be asserted at the time of submittal. Refer to **Standard Instructions to Vendors**, Confidential Material/ Public Records and Exemptions for instructions on submitting confidential financial statements. The Vendor's failure to provide the information as instructed may lead to the information becoming public.
- f. Although the review of a Vendor's financial information is an issue of responsibility, the failure to either provide the financial documentation or correctly assert a confidentiality claim pursuant the Florida Public Records Law and the solicitation requirements (Confidential Material/ Public Records and Exemptions section) may result in a recommendation of non-responsiveness by the Director of Purchasing.

### 3. Authority to Conduct Business in Florida

- a. A Vendor must have the authority to transact business in the State of Florida and be in good standing with the Florida Secretary of State. For further information, contact the Florida Department of State, Division of Corporations.
- b. The County will review the Vendor's business status based on the information provided in response to this solicitation.
- c. It is the Vendor's responsibility to comply with all state and local business requirements.
- d. Vendor should list its active Florida Department of State Division of Corporations Document Number (or Registration No. for fictitious names) in the **Vendor Questionnaire**, Question No. 10.
- e. If a Vendor is an out-of-state or foreign corporation or partnership, the Vendor must obtain the authority to transact business in the State of Florida or show evidence of application for the authority to transact business in the State of Florida, upon request of the County.
- f. A Vendor that is not in good standing with the Florida Secretary of State at the time of a submission to this solicitation may be deemed non-responsible.
- g. If successful in obtaining a contract award under this solicitation, the Vendor must remain in good standing throughout the contractual period of performance.

### 4. Affiliated Entities of the Principal(s)

- a. All Vendors are required to disclose the names and addresses of "affiliated entities" of the Vendor's principal(s) over the last five (5) years (from the solicitation opening deadline) that have acted as a prime Vendor with the County. The Vendor is required to provide all information required on the **Affiliated Entities of the Principal(s) Certification Form**.

- b. The County will review all affiliated entities of the Vendor's principal(s) for contract performance evaluations and the compliance history with the County's Small Business Program, including CBE, DBE and SBE goal attainment requirements. "Affiliated entities" of the principal(s) are those entities related to the Vendor by the sharing of stock or other means of control, including but not limited to a subsidiary, parent or sibling entity.
- c. The County will consider the contract performance evaluations and the compliance history of the affiliated entities of the Vendor's principals in its review and determination of responsibility.

## 5. Insurance Requirements

The **Insurance Requirement Form** reflects the insurance requirements deemed necessary for this project. It is not necessary to have this level of insurance in effect at the time of submittal, but it is necessary to submit certificates indicating that the Vendor currently carries the insurance or to submit a letter from the carrier indicating it can provide insurance coverages.

### C. Additional Information and Certifications

The following forms and supporting information (if applicable) should be returned with Vendor's submittal. If not provided with submittal, the Vendor must submit within three business days of County's request. Failure to timely submit may affect Vendor's evaluation.

#### 1. Vendor Questionnaire

Vendor is required to submit detailed information on their firm. Refer to the **Vendor Questionnaire** and submit as instructed.

#### 2. Standard Certifications

Vendor is required to certify to the below requirements. Refer to the **Standard Certifications** and submit as instructed.

- a. **Cone of Silence Requirement Certification**
- b. **Drug-Free Workplace Certification**
- c. **Non-Collusion Certification**
- d. **Public Entities Crimes Certification**
- e. **Scrutinized Companies List Certification**

#### 3. Subcontractors/Subconsultants/Suppliers Requirement

The Vendor shall submit a listing of all subcontractors, subconsultants, and major material suppliers, if any, and the portion of the contract they will perform. Vendors must follow the instructions included on the **Subcontractors/Subconsultants/Suppliers Information Form** and submit as instructed.

### D. Standard Agreement Language Requirements

1. The acceptance of or any exceptions taken to the terms and conditions of the County's Agreement shall be considered a part of a Vendor's submittal and will be considered by the Selection or Evaluation Committee.
2. The applicable Agreement terms and conditions for this solicitation are indicated in the **Special Instructions to Vendors**.
3. Vendors are required to review the applicable terms and conditions and submit the **Agreement Exception Form**. If the **Agreement Exception Form** is not provided with the submittal, it shall be deemed an affirmation by the Vendor that it accepts the Agreement terms and conditions as

disclosed in the solicitation.

4. If exceptions are taken, the Vendor must specifically identify each term and condition with which it is taking an exception. Any exception not specifically listed is deemed waived. Simply identifying a section or article number is not sufficient to state an exception. Provide either a redlined version of the specific change(s) or specific proposed alternative language. Additionally, a brief justification specifically addressing each provision to which an exception is taken should be provided.
5. Submission of any exceptions to the Agreement does not denote acceptance by the County. Furthermore, taking exceptions to the County's terms and conditions may be viewed unfavorably by the Selection or Evaluation Committee and ultimately may impact the overall evaluation of a Vendor's submittal.

#### **E. Evaluation Criteria**

1. The Selection or Evaluation Committee will evaluate Vendors as per the **Evaluation Criteria**. The County reserves the right to obtain additional information from a Vendor.
2. Vendor has a continuing obligation to inform the County in writing of any material changes to the information it has previously submitted. The County reserves the right to request additional information from Vendor at any time.
3. For Request for Proposals, the following shall apply:
  - a. The Director of Purchasing may recommend to the Evaluation Committee to short list the most qualified firms prior to the Final Evaluation.
  - b. The Evaluation Criteria identifies points available; a total of 100 points is available.
  - c. If the Evaluation Criteria includes a request for pricing, the total points awarded for price is determined by applying the following formula:  
$$\frac{(\text{Lowest Proposed Price}/\text{Vendor's Price}) \times (\text{Maximum Number of Points for Price})}{\text{Price Score}}$$
  - d. After completion of scoring, the County may negotiate pricing as in its best interest.
4. For Requests for Letters of Interest or Request for Qualifications, the following shall apply:
  - a. The Selection or Evaluation Committee will create a short list of the most qualified firms.
  - b. The Selection or Evaluation Committee will either:
    - i. Rank shortlisted firms; or
    - ii. If the solicitation is part of a two-step procurement, shortlisted firms will be requested to submit a response to the Step Two procurement.

#### **F. Demonstrations**

If applicable, as indicated in **Special Instructions to Vendors**, Vendors will be required to demonstrate the nature of their offered solution. After receipt of submittals, all Vendors will receive a description of, and arrangements for, the desired demonstration. A copy of the demonstration (hard copy, DVD, CD, flash drive or a combination of both) should be given to the Purchasing Agent at the demonstration meeting to retain in the Purchasing files.

## **G. Presentations**

Vendors that are found to be both responsive and responsible to the requirements of the solicitation and/or shortlisted (if applicable) will have an opportunity to make an oral presentation to the Selection or Evaluation Committee on the Vendor's approach to this project and the Vendor's ability to perform. The committee may provide a list of subject matter for the discussion. All Vendor's will have equal time to present but the question-and-answer time may vary.

## **H. Public Art and Design Program**

If indicated in **Special Instructions to Vendors**, Public Art and Design Program, Section 1-88, Broward County Code of Ordinances, applies to this project. It is the intent of the County to functionally integrate art, when applicable, into capital projects and integrate artists' design concepts into this improvement project. The Vendor may be required to collaborate with the artist(s) on design development within the scope of this request. Artist(s) shall be selected by Broward County through an independent process. For additional information, contact the Broward County Cultural Division.

## **I. Committee Appointment**

The Cone of Silence shall be in effect for County staff at the time of the Selection or Evaluation Committee appointment and for County Commissioners and Commission staff at the time of the Shortlist Meeting of the Selection Committee or the Initial Evaluation Meeting of the Evaluation Committee. The committee members appointed for this solicitation are available on the Purchasing Division's website under Committee Appointment.

## **J. Committee Questions, Request for Clarifications, Additional Information**

At any committee meeting, the Selection or Evaluation Committee members may ask questions, request clarification, or require additional information of any Vendor's submittal or proposal. It is highly recommended Vendors attend to answer any committee questions (if requested), including a Vendor representative that has the authority to bind.

Vendor's answers may impact evaluation (and scoring, if applicable). Upon written request to the Purchasing Agent prior to the meeting, a conference call number will be made available for Vendor participation via teleconference. Only Vendors that are found to be both responsive and responsible to the requirements of the solicitation and/or shortlisted (if applicable) are requested to participate in a final (or presentation) Selection or Evaluation committee meeting.

## **K. Vendor Questions**

The County provides a specified time for Vendors to ask questions and seek clarification regarding solicitation requirements. All questions or clarification inquiries must be submitted through BidSync by the date and time referenced in the solicitation document (including any addenda). The County will respond to questions via Bid Sync.

## **L. Confidential Material/ Public Records and Exemptions**

1. Broward County is a public agency subject to Chapter 119, Florida Statutes. Upon receipt, all submittals become "public records" and shall be subject to public disclosure consistent with Chapter 119, Florida Statutes. Submittals may be posted on the County's public website or included in a public records request response, unless there is a declaration of "confidentiality" pursuant to the public records law and in accordance with the procedures in this section.
2. Any confidential material(s) the Vendor asserts is exempt from public disclosure under Florida Statutes must be labeled as "Confidential", and marked with the specific statute and subsection asserting exemption from Public Records.

3. To submit confidential material, three hardcopies must be submitted in a sealed envelope, labeled with the solicitation number, title, date and the time of solicitation opening to:

Broward County Purchasing Division  
115 South Andrews Avenue, Room 212  
Fort Lauderdale, FL 33301

4. Material will not be treated as confidential if the Vendor does not cite the applicable Florida Statute (s) allowing the document to be treated as confidential.
5. Any materials that the Vendor claims to be confidential and exempt from public records must be marked and separated from the submittal. If the Vendor does not comply with these instructions, the Vendor's claim for confidentiality will be deemed as waived.
6. Submitting confidential material may impact full discussion of your submittal by the Selection or Evaluation Committee because the Committee will be unable to discuss the details contained in the documents cloaked as confidential at the publicly noticed Committee meeting.

#### **M. Copyrighted Materials**

Copyrighted material is not exempt from the Public Records Law, Chapter 119, Florida Statutes. Submission of copyrighted material in response to any solicitation will constitute a license and permission for the County to make copies (including electronic copies) as reasonably necessary for the use by County staff and agents, as well as to make the materials available for inspection or production pursuant to Public Records Law, Chapter 119, Florida Statutes.

#### **N. State and Local Preferences**

If the solicitation involves a federally funded project where the fund requirements prohibit the use of state and/or local preferences, such preferences contained in the Local Preference Ordinance and Broward County Procurement Code will not be applied in the procurement process.

#### **O. Local Preference**

Except where otherwise prohibited by federal or state law or other funding source restrictions, a local Vendor whose submittal is within 5% of the highest total ranked Vendor outside of the preference area will become the Vendor with whom the County will proceed with negotiations for a final contract. Refer to **Local Vendor Certification Form (Preference and Tiebreaker)** for further information.

#### **P. Tiebreaker Criteria**

In accordance with Section 21.31.d of the Broward County Procurement Code, the tiebreaker criteria shall be applied based upon the information provided in the Vendor's response to the solicitation. In order to receive credit for any tiebreaker criterion, complete and accurate information must be contained in the Vendor's submittal.

1. **Local Vendor Certification Form (Preference and Tiebreaker);**
2. **Domestic Partnership Act Certification (Requirement and Tiebreaker);**
3. **Tiebreaker Criteria Form: Volume of Work Over Five Years**

#### **Q. Posting of Solicitation Results and Recommendations**

The Broward County Purchasing Division's website is the location for the County's posting of all solicitations and contract award results. It is the obligation of each Vendor to monitor the website in

order to obtain complete and timely information.

## **R. Review and Evaluation of Responses**

A Selection or Evaluation Committee is responsible for recommending the most qualified Vendor(s). The process for this procurement may proceed in the following manner:

1. The Purchasing Division delivers the solicitation submittals to agency staff for summarization for the committee members. Agency staff prepares a report, including a matrix of responses submitted by the Vendors. This may include a technical review, if applicable.
2. Staff identifies any incomplete responses. The Director of Purchasing reviews the information and makes a recommendation to the Selection or Evaluation Committee as to each Vendor's responsiveness to the requirements of the solicitation. The final determination of responsiveness rests solely on the decision of the committee.
3. At any time prior to award, the awarding authority may find that a Vendor is not responsible to receive a particular award. The awarding authority may consider the following factors, without limitation: debarment or removal from the authorized Vendors list or a final decree, declaration or order by a court or administrative hearing officer or tribunal of competent jurisdiction that the Vendor has breached or failed to perform a contract, claims history of the Vendor, performance history on a County contract(s), an unresolved concern, or any other cause under this code and Florida law for evaluating the responsibility of a Vendor.

## **S. Vendor Protest**

Sections 21.118 and 21.120 of the Broward County Procurement Code set forth procedural requirements that apply if a Vendor intends to protest a solicitation or proposed award of a contract and state in part the following:

1. Any protest concerning the solicitation or other solicitation specifications or requirements must be made and received by the County within seven business days from the posting of the solicitation or addendum on the Purchasing Division's website. Such protest must be made in writing to the Director of Purchasing. Failure to timely protest solicitation specifications or requirements is a waiver of the ability to protest the specifications or requirements.
2. Any protest concerning a solicitation or proposed award above the award authority of the Director of Purchasing, after the RLI or RFP opening, shall be submitted in writing and received by the Director of Purchasing within five business days from the posting of the recommendation of award for Invitation to Bids or the final recommendation of ranking for Request for Letters of Interest and Request for Proposals on the Purchasing Division's website.
3. Any actual or prospective Vendor who has a substantial interest in and is aggrieved in connection with the proposed award of a contract which does not exceed the amount of the award authority of the Director of Purchasing, may protest to the Director of Purchasing. The protest shall be submitted in writing and received within three (3) business days from the posting of the recommendation of award for Invitation to Bids or the final recommendation of ranking for Request for Letters of Interest and Request for Proposals on the Purchasing Division's website.
4. For purposes of this section, a business day is defined as Monday through Friday between 8:30 a.m. and 5:00 p.m. Failure to timely file a protest within the time prescribed for a proposed contract award shall be a waiver of the Vendor's right to protest.

5. Protests arising from the decisions and votes of a Selection or Evaluation Committee shall be limited to protests based upon the alleged deviations from established committee procedures set forth in the Broward County Procurement Code and existing written guidelines. Any allegations of misconduct or misrepresentation on the part of a competing Vendor shall not be considered a protest.
6. As a condition of initiating any protest, the protestor shall present the Director of Purchasing a nonrefundable filing fee in accordance with the table below.

<u>Estimated Contract Amount</u>	<u>Filing Fee</u>
\$30,000 - \$250,000	\$ 500
\$250,001 - \$500,000	\$1,000
\$500,001 - \$5 million	\$3,000
Over \$5 million	\$5,000

If no contract proposal amount was submitted, the estimated contract amount shall be the County's estimated contract price for the project. The County may accept cash, money order, certified check, or cashier's check, payable to Broward County Board of Commissioners.

#### **T. Right of Appeal**

Pursuant to Section 21.83.d of the Broward County Procurement Code, any Vendor that has a substantial interest in the matter and is dissatisfied or aggrieved in connection with the Selection or Evaluation Committee's determination of responsiveness may appeal the determination pursuant to Section 21.120 of the Broward County Procurement Code.

1. The appeal must be in writing and sent to the Director of Purchasing within ten (10) calendar days of the determination by the Selection or Evaluation Committee to be deemed timely.
2. As required by Section 21.120, the appeal must be accompanied by an appeal bond by a Vendor having standing to protest and must comply with all other requirements of this section.
3. The institution and filing of an appeal is an administrative remedy to be employed prior to the institution and filing of any civil action against the County concerning the subject matter of the appeal.

#### **U. Rejection of Responses**

The Selection or Evaluation Committee may recommend rejecting all submittals as in the best interests of the County. The rejection shall be made by the Director of Purchasing, except when a solicitation was approved by the Board, in which case the rejection shall be made by the Board.

#### **V. Negotiations**

The County intends to conduct the first negotiation meeting no later than two weeks after approval of the final ranking as recommended by the Selection or Evaluation Committee. At least one of the representatives for the Vendor participating in negotiations with the County must be authorized to bind the Vendor. In the event that the negotiations are not successful within a reasonable timeframe (notification will be provided to the Vendor) an impasse will be declared and negotiations with the first-ranked Vendor will cease. Negotiations will begin with the next ranked Vendor, etc. until such time that all requirements of Broward County Procurement Code have been met.

#### **W. Submittal Instructions:**

1. Broward County does not require any personal information (as defined under Section 501.171, Florida Statutes), such as social security numbers, driver license numbers, passport, military ID, bank account or credit card numbers, or any personal pin numbers, in order to submit a response for ANY Broward County solicitation. **DO NOT INCLUDE** any personal information data in any document submitted to the County. If any personal information data is part of a submittal, this information must be redacted prior to submitting a response to the County.
2. **Vendor MUST submit its solicitation response electronically and MUST confirm its submittal in order for the County to receive a valid response through BidSync.** It is the Vendor's sole responsibility to assure its response is submitted and received through BidSync by the date and time specified in the solicitation.
3. The County will not consider solicitation responses received by other means. Vendors are encouraged to submit their responses in advance of the due date and time specified in the solicitation document. In the event that the Vendor is having difficulty submitting the solicitation document through Bid Sync, immediately notify the Purchasing Agent and then contact BidSync for technical assistance.
4. Vendor must view, submit, and/or accept each of the documents in BidSync. Web-fillable forms can be filled out and submitted through BidSync.
5. After all documents are viewed, submitted, and/or accepted in BidSync, the Vendor must upload additional information requested by the solicitation (i.e. Evaluation Criteria and Financials Statements) in the Item Response Form in BidSync, under line one (regardless if pricing requested).
6. Vendor should upload responses to Evaluation Criteria in Microsoft Word or Excel format.
7. If the Vendor is declaring any material confidential and exempt from Public Records, refer to Confidential Material/ Public Records and Exemptions for instructions on submitting confidential material.
8. After all files are uploaded, Vendor must submit and **CONFIRM** its offer (by entering password) for offer to be received through BidSync.
9. If a solicitation requires an original Proposal Bond (per Special Instructions to Vendors), Vendor must submit in a sealed envelope, labeled with the solicitation number, title, date and the time of solicitation opening to:

Broward County Purchasing Division  
115 South Andrews Avenue, Room 212  
Fort Lauderdale, FL 33301

A copy of the Proposal Bond should also be uploaded into Bid Sync; this does not replace the requirement to have an original proposal bond. Vendors must submit the original Proposal Bond, by the solicitation due date and time.



**Special Instructions to Vendors**  
**Solicitation Name: EOC Communications Modernization Project**

Vendors are instructed to read and follow the instructions carefully, as any misinterpretation or failure to comply with instructions may lead to a Vendor's submittal being rejected.

**A. Additional Responsiveness Criteria:**

In addition to the requirements set forth in the **Standard Instructions to Vendors**, the following criteria shall also be evaluated in making a determination of responsiveness:

1. Domestic Partnership Act Requirement

This solicitation requires that the Vendor comply with Domestic Partnership Act unless it is exempt from the requirement per Ordinance. Vendors must follow the instructions included in the **Domestic Partnership Act Certification Form (Requirement and Tiebreaker)** and submit as instructed.

**B. Additional Responsibility Criteria:**

In addition to the requirements set forth in the **Standard Instructions to Vendors**, the following criteria shall also be evaluated in making a determination of responsibility:

1. Office of Economic and Small Business Development Program

Not applicable to this solicitation

2. Pricing Sheet(s)

Refer to Pricing Sheet\_EOC Communications Modernization Project Form must be completed and submitted at time of solicitation due date. Pricing will be a matter of consideration by the Evaluation Committee.

2. Licensing – in order to be considered a responsible Vendor for the scope of work, the Vendor or any member of their sub-consultant team shall possess one of the following licenses (including any specified State registration, if applicable) at the time of submittal:

**STATE:**

CERTIFIED ELECTRICAL CONTRACTOR;

**OR**

LIMITED ENERGY SYSTEM SPECIALTY CONTRACTOR

**OR**

**BROWARD COUNTY:**

MASTER ELECTRICAL CONTRACTOR;  
(MUST BE REGISTERED WITH STATE)

**OR**

LIMITED ENERGY SYSTEMS SPECIALTY CONTRACTOR;  
(MUST BE REGISTERED WITH STATE)

Proof of licensing should be furnished within three (3) business days after request by the Purchasing Agent. Any certificate of competency that meets or exceeds those specified or can legally perform the scope of work specified will be considered responsible and responsive to the solicitation.

A Joint Venture is required to provide evidence with its response that the Joint Venture, or at least one of the Joint Venture partners, holds the specified license, if applicable, as per Special Instructions to Vendors, issued either by the State of Florida or Broward County. If not submitted with its response, the Joint Venture is required to provide evidence prior to contract execution that the Joint Venture holds the specified license issued either by the State of Florida or Broward County.

**C. Standard Agreement Language Requirements:**

The applicable Agreement terms and conditions for this solicitation can be located at:

<http://www.broward.org/Purchasing/Documents/bcf305.pdf>

Refer to **Standard Instructions for Vendors** and the requirements to review the applicable terms and conditions (and submission of the **Agreement Exception Form**).

**D. Demonstrations:**

Not applicable to this solicitation.

**E. Presentations:**

Applies to this solicitation. Refer to Standard Instructions to Vendors for additional information and requirements.

**F. Public Art and Design Program:**

Not applicable to this solicitation.

**G. Procurement Authority:**

Pursuant to Section 21.32, Competitive Sealed Proposals, of the Broward County Procurement Code.

**H. Project Funding Source - this project is funded in whole or in part by:**

County Funds

**I. Projected Schedule:**

Initial Shortlisting or Evaluation Meeting (Sunshine Meeting): **Friday, March 02, 2018**

Final Evaluation Meeting (Sunshine Meeting): **Friday, March 02, 2018**

Check this website for any changes to the above tentative schedule for Sunshine Meetings:

<http://www.broward.org/Commission/Pages/SunshineMeetings.aspx>.

**J. Project Manager Information:**

Project Manager: Michael Jorgensen, AV Program Manager

Email: [mjorgensen@broward.org](mailto:mjorgensen@broward.org)

Vendors are requested to submit questions regarding this solicitation through the "Q&A" section on BidSync; answers are posted through BidSync.

# Evaluation Criteria Response Form

The completed Evaluation Criteria Response Form should be returned with Vendor's submittal. If not provided with submittal, the Vendor must submit within three business days of County's request. Failure to timely submit may affect Vendor's evaluation or deem vendor non-responsible.

## **Evaluation Criteria Response Form:**

The responding vendor must complete the Evaluation Criteria Response Form (pdf fillable file) with responses corresponding to each numbered item in text format only. Each Evaluation Criteria response should be succinct and include only relevant information which best answers the item. Do not include graphs, charts, resumes, tables, pictures, etc., in the Evaluation Criteria Response Form. Each Evaluation Criteria response allows for a maximum of 2100 characters of text only.

**Instructions for uploading:** Download document, save as the pdf fillable document (do not save as any other type of document), complete form and upload form as the fillable pdf file. **DO NOT APPLY ANY TYPE OF SECURITY, ALTER OR OTHERWISE MANIPULATE THE DOCUMENT. DO NOT PRINT TO PDF OR SCAN DOCUMENT BEFORE UPLOADING TO BIDS SYNC.**

## **Evaluation Criteria Response Form (Supplemental Information):**

If the Vendor's evaluation criteria response needs to reference additional Information to supplement their response to an item such as graphs, resumes, tables, org charts, etc., include only the supplemental information as an attachment appropriately labeled as follows: Supplemental Information - Title - Evaluation Criteria Item Number (**ex. Supplemental Information - Resume John Doe – Evaluation Criteria 1b.**) The Supplemental Information should be uploaded to BidSync as separate pdf files (attachments) and not combined with the vendor's completed Evaluation Criteria Response Form.

[Check here to indicate that Vendor agrees it has read and will comply with the submission instructions above.](#)

# Evaluation Criteria Response Form

<b>RFP/RLI/RFQ Number and Title</b>	<b>TEC2115809R1 - Broward County EOC Communications Modernization Project</b>
<b>Vendor Name</b>	
<b>Vendor Address</b>	
<b>Evaluation Criteria</b>	<b>Vendor Response</b>
<p><b>1. Ability of Professional Personnel:</b> Describe the qualifications and relevant experience of the Project Manager and all key staff that are intended to be assigned to this project. Include resumes for the Project Manager and all key staff described. Include the qualifications and relevant experience of all subconsultants' key staff to be assigned to this project. Additional instructions: Relevant certifications – Low Voltage, Society of Broadcast Engineers, Society of Cable Telecommunication Engineers, InfoComm certifications for broadcast engineers, certifications for repair technicians for authorized audio/visual.</p>	
<p><b>2. PROJECT APPROACH:</b> Describe the prime Vendor's approach to the project. Include how the prime Vendor will use subconsultants in the project. Additional Instructions: If any tasks will be subcontracted, identify the subcontractor. Include the firm's prior experience working with the subcontractors, and the proportions (expressed as a percentage) of the total staff hours that will be subcontracted</p>	

**3. PAST PERFORMANCE:**

3a. Provide a description of the firm's prior experience in the last three years in designing and installing audio-visual/television facilities the same or similar in scope as this project. Provide customer name and contact information. Vendor should provide references for similar work performed to show evidence of qualifications and previous experience. Refer to Vendor Reference Verification Form and submit as instructed. Only provide references for non-Broward County Board of County Commissioners contracts. For Broward County contracts, the County will review performance evaluations in its database for vendors with previous or current contracts with the County. The County considers references and performance evaluations in the evaluation of Vendor's past performance.

3b. Provide a description of the firm's prior experience in the last three years in designing and installing television/webcasting facilities of any size or scope as this project (excluding those described in #3a) for a government entity. Provide customer name and contact information.

3c. Provide customer name and contact information.

3d. Provide a description of the firm's prior experience in the last three years in designing and installing video wall systems the same or similar in scope as this project. Provide customer name and contact information.

3e. Provide a description of the firm's prior experience in the last three years in designing and installing television/webcasting facilities of any size or scope as this project for a government entity. Provide customer name and contact information.

**4. WILLINGNESS TO MEET TIME REQUIREMENTS:**

State the Vendor's willingness to meet the project's completion date requirement for the Video Wall installation by June 1, 2018.

**5. ORGANIZATIONAL CHART**

Provide an organizational chart for the firm identifying the firm's personnel who will be assigned to this project.

**6. TIMELINE OF COMPLETION**

Provide a timeline for completion of design, equipment delivery, permitting, installation, testing and training.

**7. DESCRIPTION OF TASKS**

Provide a description of the tasks (if any) that will be subcontracted by the firm. If any tasks will be subcontracted, identify the subcontractor. Include the firm's prior experience working with the subcontractors, and the proportions (expressed as a percentage) of the total staff hours that will be subcontracted. Provide all information required of the prime for each identified subcontractor.

**8. MANUFACTURERS**

List all manufacturers that the firm and its subcontractors represent as an authorized state or regional dealer. Provide manufacturers contact name and number.

**9. FIRM'S ABILITY TO PROVIDE MAINTENANCE SERVICES**

Describe the firm's ability to provide maintenance services after project completion.



# Vendor Questionnaire Form

The completed Vendor Questionnaire Form and supporting information (if applicable) should be returned with Vendor's submittal. If not provided with submittal, the Vendor must submit within three business days of County's request. Failure to timely submit may affect Vendor's evaluation.

**If a response requires additional supporting information, the Vendor should provide a written detailed response as indicated on the form.** The completed questionnaire and responses will become part of the procurement record. It is imperative that the person completing the Vendor Questionnaire Form be knowledgeable about the proposing Vendor's business profile and operations.

<b>Solicitation Number :</b>		<b>TEC2115809R1</b>
<b>Title :</b>		<b>Broward County EOC Communications Modernization Project</b>
1. Legal business name:		
2. Doing Business As/ Fictitious Name (if applicable):		
3. Federal Employer I.D. no. (FEIN):		
4. Dun and Bradstreet No.:		
5. Website address (if applicable):		
6. Principal place of business address:	Address Line 1	
	Address Line 2	
	City	
	State	
	Zip Code	
	Country	
7. Office location responsible for this project:		
8. Telephone no.:		
9. Fax no.:		
10. Type of business:	Type of Business (Select from the dropdown list)	

	If Corporation, Specify the State of Incorporation	
	If General Partnership, Specify the State and County filed in	
	If Other, Specify the detail	
11. List Florida Department of State, Division of Corporations document number (or registration number if fictitious name):		
12. List name and title of each principal, owner, officer, and major shareholder:	a)	
	b)	
	c)	
	d)	
13. AUTHORIZED CONTACT(S) FOR YOUR FIRM:	Contact Name 1	
	Title	
	E-Mail	
	Telephone No.	
	Fax No.	
	Contact Name 2	
	Title	
	E-Mail	
	Telephone No.	
	Fax No.	
14. Has your firm, its principals, officers or predecessor organization(s) been debarred or suspended by any government entity within the last three years? If yes, specify details in an attached written response.	Click response	Yes No
	If Yes, provide detailed response	

15. Has your firm, its principals, officers or predecessor organization(s) ever been debarred or suspended by any government entity? If yes, specify details in an attached written response, including the reinstatement date, if granted.	Click response	Yes No
	If Yes, provide detailed response	
16. Has your firm ever failed to complete any services and/or delivery of products during the last three (3) years? If yes, specify details in an attached written response.	Click response	Yes No
	If Yes, provide detailed response	
17. Is your firm or any of its principals or officers currently principals or officers of another organization? If yes, specify details in an attached written response.	Click response	Yes No
	If Yes, provide detailed response	
18. Have any voluntary or involuntary bankruptcy petitions been filed by or against your firm, its parent or subsidiaries or predecessor organizations during the last three years? If yes, specify details in an attached written response.	Click response	Yes No
	If Yes, provide detailed response	
19. Has your firm's surety ever intervened to assist in the completion of a contract or have Performance and/or Payment Bond claims been made to your firm or its predecessor's sureties during the last three years? If yes, specify details in an attached written response, including contact information for owner and surety.	Click response	Yes No
	If Yes, provide detailed response	

20. Has your firm ever failed to complete any work awarded to you, services and/or delivery of products during the last three (3) years? If yes, specify details in an attached written response.	Click response	Yes No
	If Yes, provide detailed response	
21. Has your firm ever been terminated from a contract within the last three years? If yes, specify details in an attached written response.	Click response	Yes No
	If Yes, provide detailed response	
22. Living Wage solicitations only: In determining what, if any, fiscal impacts(s) are a result of the Ordinance for this solicitation, provide the following for informational purposes only. Response is not considered in determining the award of this contract. Living Wage had an effect on the pricing. If yes, Living Wage increased the pricing by ____% or decreased the pricing by ____%.	Click response	Yes No N/A
	If Yes, provide detailed response	



### **Vendor Reference Verification Form**

Vendor is required to submit completed Reference Verification Forms for previous projects referenced in its submittal. Vendor should provide the **Vendor Reference Verification Form** to its reference organization/firm to complete and return to the Vendor's attention. Vendor should submit the completed Vendor Reference Form with its response by the solicitation's deadline. The County will verify references provided as part of the review process. Provide a minimum of three (3) non-Broward County Board of County Commissioners' references.



**Vendor Reference Verification Form**

Broward County Solicitation No. and Title:

Reference for:

Organization/Firm Name providing reference:

Contact Name:

Title:

Reference date:

Contact Email:

Contact Phone:

Name of Referenced Project:

Contract No.

Date Services Provided:

Project Amount:

to

Vendor's role in Project:    Prime Vendor    Subconsultant/Subcontractor

Would you use this vendor again?    Yes    No    If No, please specify in Additional Comments (below).

**Description of services provided by Vendor:**

**Please rate your experience with the referenced Vendor:**

**Needs Improvement**

**Satisfactory**

**Excellent**

**Not Applicable**

1. Vendor's Quality of Service
  - a. Responsive
  - b. Accuracy
  - c. Deliverables
2. Vendor's Organization:
  - a. Staff expertise
  - b. Professionalism
  - c. Turnover
3. Timeliness of:
  - a. Project
  - b. Deliverables
4. Project completed within budget
5. Cooperation with:
  - a. Your Firm
  - b. Subcontractor(s)/Subconsultant(s)
  - c. Regulatory Agency(ies)

**Additional Comments:** (provide on additional sheet if needed)

\*\*\*THIS SECTION FOR COUNTY USE ONLY\*\*\*

Verified via:  EMAIL     VERBAL    Verified by: \_\_\_\_\_ Division: \_\_\_\_\_ Date: \_\_\_\_\_

### DOMESTIC PARTNERSHIP ACT CERTIFICATION FORM (REQUIREMENT AND TIEBREAKER)

Refer to Special Instructions to identify if Domestic Partnership Act is a requirement of the solicitation or acts only as a tiebreaker. If Domestic Partnership is a requirement of the solicitation, the completed and signed form should be returned with the Vendor's submittal. If the form is not provided with submittal, the Vendor must submit within three business days of County's request. Vendor may be deemed non-responsive for failure to fully comply within stated timeframes. To qualify for the Domestic Partnership tiebreaker criterion, the Vendor must currently offer the Domestic Partnership benefit and the completed and signed form must be returned at time of solicitation submittal.

The Domestic Partnership Act, Section 16 ½ -157, Broward County Code of Ordinances, requires all Vendors contracting with the County, in an amount over \$100,000 provide benefits to Domestic Partners of its employees, on the same basis as it provides benefits to employees' spouses, with certain exceptions as provided by the Ordinance.

For all submittals over \$100,000.00, the Vendor, by virtue of the signature below, certifies that it is aware of the requirements of Broward County's Domestic Partnership Act, Section 16-½ -157, Broward County Code of Ordinances; and certifies the following: (check only one below).

- 1. The Vendor currently complies with the requirements of the County's Domestic Partnership Act and provides benefits to Domestic Partners of its employees on the same basis as it provides benefits to employees' spouses
- 2. The Vendor will comply with the requirements of the County's Domestic Partnership Act at time of contract award and provide benefits to Domestic Partners of its employees on the same basis as it provides benefits to employees' spouses.
- 3. The Vendor will not comply with the requirements of the County's Domestic Partnership Act at time of award.
- 4. The Vendor does not need to comply with the requirements of the County's Domestic Partnership Act at time of award because the following exception(s) applies: (check only one below).
  - The Vendor is a governmental entity, not-for-profit corporation, or charitable organization.
  - The Vendor is a religious organization, association, society, or non-profit charitable or educational institution.
  - The Vendor provides an employee the cash equivalent of benefits. (Attach an affidavit in compliance with the Act stating the efforts taken to provide such benefits and the amount of the cash equivalent).
  - The Vendor cannot comply with the provisions of the Domestic Partnership Act because it would violate the laws, rules or regulations of federal or state law or would violate or be inconsistent with the terms or conditions of a grant or contract with the United States or State of Florida. Indicate the law, statute or regulation (State the law, statute or regulation and attach explanation of its applicability).

Authorized  
Signature/Name

Title

Vendor Name

Date



**LOCAL VENDOR CERTIFICATION FORM (PREFERENCE AND TIEBREAKER)**

The completed and signed form should be returned with the Vendor's submittal to qualify for Local Preference, however it must be returned at time of solicitation submittal to qualify for the Tie Break criteria. If not provided with submittal, the Vendor must submit within three business days of County's request for evaluation of Local Preference. Proof of a local business tax must be returned at time of solicitation submittal to qualify for the Tie Break criteria. Failure to timely submit this form or local business tax receipt may render the business ineligible for application of the Local Preference. Failure to timely submit this form and local business tax receipt at time of submittal will disqualify the Vendor for this Tie Breaker.

In accordance with Section 21.31.d. of the Broward County Procurement Code, to qualify for the **Tie Break Criteria**, the undersigned Vendor hereby certifies that (check box if applicable):

- The Vendor is a local Vendor in Broward County and:
  - a. has a valid Broward County local business tax receipt;
  - b. has been in existence for at least six-months prior to the solicitation opening;
  - c. provides services on a day-to-day basis, at a business address physically located within the limits of Broward County and in an area zoned for such business; and
  - d. services provided from this location are a substantial component of the services offered in the Vendor's proposal.

In accordance with Local Preference, Section 1-74, et. seq., Broward County Code of Ordinances, and Broward County's Interlocal Reciprocity Agreement with Miami-Dade County, a local business meeting the below requirements is eligible for Local Preference. To qualify for the **Local Preference**, the undersigned Vendor hereby certifies that (check box if applicable):

- The Vendor is a local Vendor in Broward or Miami-Dade County and:
  - a. has a valid corresponding County local business tax receipt;
  - b. has been in existence for at least one-year prior to the solicitation opening;
  - c. provides services on a day-to-day basis, at a business address physically located within the limits of Broward or Miami-Dade County and in an area zoned for such business; and
  - d. the services provided from this location are a substantial component of the services offered in the Vendor's proposal.

Vendor does not qualify for Tie Break Criteria or Local Preference, in accordance with the above requirements.

<b>Authorized Signature/Name</b>	<b>Title</b>	<b>Vendor Name</b>	<b>Date</b>

### **SUBCONTRACTORS/SUBCONSULTANTS/SUPPLIERS REQUIREMENT FORM** **Request for Proposals, Request for Qualifications, or Request for Letters of Interest**

The following forms and supporting information (if applicable) should be returned with Vendor's submittal. If not provided with submittal, the Vendor must submit within three business days of County's request. Failure to timely submit may affect Vendor's evaluation.

- A. The Vendor shall submit a listing of all subcontractors, subconsultants and major material suppliers (firms), if any, and the portion of the contract they will perform. A major material supplier is considered any firm that provides construction material for construction contracts, or commodities for service contracts in excess of \$50,000, to the Vendor.
- B. If participation goals apply to the contract, only non-certified firms shall be identified on the form. A non-certified firm is a firm that is not listed as a firm for attainment of participation goals (ex. County Business Enterprise or Disadvantaged Business Enterprise), if applicable to the solicitation.
- C. This list shall be kept up-to-date for the duration of the contract. If subcontractors, subconsultants or suppliers are stated, this does not relieve the Vendor from the prime responsibility of full and complete satisfactory performance under any awarded contract.
- D. After completion of the contract/final payment, the Vendor shall certify the final list of non-certified subcontractors, subconsultants, and suppliers that performed or provided services to the County for the referenced contract.
- E. The Vendor has confirmed that none of the recommended subcontractors, subconsultants, or suppliers' principal(s), officer(s), affiliate(s) or any other related companies have been debarred from doing business with Broward County or any other governmental agency.

If none, state "none" on this form. Use additional sheets as needed. Vendor should scan and upload any additional form(s) in BidSync.

1. Subcontracted Firm's Name:

Subcontracted Firm's Address:

Subcontracted Firm's Telephone Number:

Contact Person's Name and Position:

Contact Person's E-Mail Address:

Estimated Subcontract/Supplies Contract Amount:

Type of Work/Supplies Provided:

2. Subcontracted Firm's Name:

Subcontracted Firm's Address:

Subcontracted Firm's Telephone Number:

**AFFILIATED ENTITIES OF THE PRINCIPAL(S) CERTIFICATION FORM**

The completed form should be submitted with the solicitation response but must be submitted within three business days of County's request. Vendor may be deemed non-responsive for failure to fully comply within stated timeframes.

- a. All Vendors are required to disclose the names and addresses of "affiliated entities" of the Vendor's principal(s) over the last five (5) years (from the solicitation opening deadline) that have acted as a prime Vendor with the County.
- b. The County will review all affiliated entities of the Vendor's principal(s) for contract performance evaluations and the compliance history with the County's Small Business Program, including CBE, DBE and SBE goal attainment requirements. "Affiliated entities" of the principal(s) are those entities related to the Vendor by the sharing of stock or other means of control, including but not limited to a subsidiary, parent or sibling entity.
- c. The County will consider the contract performance evaluations and the compliance history of the affiliated entities of the Vendor's principals in its review and determination of responsibility.

The Vendor hereby certifies that: (select one)

No principal of the proposing Vendor has prior affiliations that meet the criteria defined as "Affiliated entities"

Principal(s) listed below have prior affiliations that meet the criteria defined as "Affiliated entities"

Principal's Name:

Names of Affiliated Entities:  5  
6

Principal's Name:

Names of Affiliated Entities:  5  
6

Principal's Name:

Names of Affiliated Entities:  5  
6

Authorized Signature Name:

Title:

Vendor Name:

Date:

**LOBBYIST REGISTRATION REQUIREMENT CERTIFICATION FORM**

The completed form should be submitted with the solicitation response but must be submitted within three business days of County's request. Vendor may be deemed non-responsive for failure to fully comply within stated timeframes.

The Vendor certifies that it understands if it has retained a lobbyist(s) to lobby in connection with a competitive solicitation, it shall be deemed non-responsive unless the firm, in responding to the competitive solicitation, certifies that each lobbyist retained has timely filed the registration or amended registration required under Broward County Lobbyist Registration Act, Section 1-262, Broward County Code of Ordinances; and it understands that if, after awarding a contract in connection with the solicitation, the County learns that the certification was erroneous, and upon investigation determines that the error was willful or intentional on the part of the Vendor, the County may, on that basis, exercise any contractual right to terminate the contract for convenience.

The Vendor hereby certifies that: (select one)

- It has not retained a lobbyist(s) to lobby in connection with this competitive solicitation; however, if retained after the solicitation, the County will be notified.
- It has retained a lobbyist(s) to lobby in connection with this competitive solicitation and certified that each lobbyist retained has timely filed the registration or amended registration required under Broward County Lobbyist Registration Act, Section 1-262, Broward County Code of Ordinances.

It is a requirement of this solicitation that the names of any and all lobbyists retained to lobby in connection with this solicitation be listed below:

Name of Lobbyist:

Lobbyist's Firm:

Phone:

E-mail:

Name of Lobbyist:

Lobbyist's Firm:

Phone:

E-mail:

**Authorized Signature/Name:**  **Date:**

**Title:**

**Vendor Name:**

**LITIGATION HISTORY FORM**

The completed form(s) should be returned with the Vendor's submittal. If not provided with submittal, the Vendor must submit within three business days of County's request. Vendor may be deemed non-responsive for failure to fully comply within stated timeframes.

- There are no material cases for this Vendor; or
- Material Case(s) are disclosed below:

Is this for a: (check type) <input type="checkbox"/> Parent, <input type="checkbox"/> Subsidiary, or <input type="checkbox"/> Predecessor Firm?	If Yes, name of Parent/Subsidiary/Predecessor: <input type="text"/>
	Or No <input type="checkbox"/>
Party	<input type="text"/>
Case Number, Name, and Date Filed	<input type="text"/>
Name of Court or other tribunal	<input type="text"/>
Type of Case	Bankruptcy <input type="checkbox"/> Civil <input type="checkbox"/> Criminal <input type="checkbox"/> Administrative/Regulatory <input type="checkbox"/>
Claim or Cause of Action and Brief description of each Count	<input type="text"/>
Brief description of the Subject Matter and Project Involved	<input type="text"/>
Disposition of Case  (Attach copy of any applicable Judgment, Settlement Agreement and Satisfaction of Judgment.)	Pending <input type="checkbox"/> Settled <input type="checkbox"/> Dismissed <input type="checkbox"/>  Judgment Vendor's Favor <input type="checkbox"/> Judgment Against Vendor <input type="checkbox"/>  If Judgment Against, is Judgment Satisfied? <input type="checkbox"/> Yes <input type="checkbox"/> No
Opposing Counsel	Name: <input type="text"/> Email: <input type="text"/> Telephone Number: <input type="text"/>

**Vendor Name:**

**Insurance Requirements: (Refer to the Insurance Requirement Form)**

- A. The insurance requirement designated in the **Insurance Requirement Form** indicates the minimum coverage required for the scope of work, as determined by the Risk Management Division. Vendor shall provide verification of compliance such as a Certificate of Insurance, or a letter of verification from the Vendor's insurance agent/broker, which states the ability of the Vendor to meet the requirements upon award. The verification must be submitted within three business days of County's request. Vendor may be deemed non-responsive for failure to fully comply within stated timeframes. Final award shall be subject to receipt and acceptance by the County of proof of meeting all insurance requirements of the bid.
- B. Without limiting any of the other obligations or liabilities of Vendor, Vendor shall provide, pay for, and maintain on a primary basis in force until all of its work to be performed under this Contract has been completed and accepted by County (or for such duration specified), at least the minimum insurance coverage and limits set forth in the Insurance Requirement Form under the following conditions listed below. If a limit or policy is not indicated on Insurance Requirement certificate by a checked box, it is not required as a condition of this contract.
1. Commercial General Liability with minimum limits per occurrence, combined single limit for bodily injury and property damage, and when indicated a minimum limit per aggregate. County is to be expressly included as an Additional Insured in the name of Broward County arising out of operations performed for the County, by or on behalf of Vendor, or acts or omissions of Vendor in connection with general supervision of such operation. If Vendor uses a subcontractor, then Vendor shall require that subcontractor names County as an Additional Insured.
  2. Business Automobile Liability with minimum limits per occurrence, combined single limit for bodily injury and property damage. Scheduled autos shall be listed on Vendor's certificate of insurance. County is to be named as an additional insured in the name of Broward County.

Note: Insurance requirements for Automobile Liability are not applicable where delivery will be made by a third party carrier. All vendors that will be making deliveries in their own vehicles are required to provide proof of insurance for Automobile Liability and other pertinent coverages as indicated on the Insurance Requirement certificate, prior to award. If deliveries are being made by a third party carrier, other pertinent coverages listed on the Insurance Requirement certificate are still required.

Vendor should indicate how product is being delivered:

Vendor Name:

Company Vehicle: Yes  or No

If Common Carrier (indicate carrier):

Other:

3. Workers' Compensation insurance to apply for all employees in compliance with Chapter 440, the "Workers' Compensation Law" of the State of Florida and all applicable federal

laws. The policy must include Employers' Liability with minimum limits each accident for any operations are to be undertaken on or about navigable waters, coverage must be included for the U.S. Longshoremen & Harbor Workers Act and Jones Act.

4. Excess Liability/Umbrella Insurance may be used to satisfy the minimum liability limits required; however, the annual aggregate limit shall not be less than the highest "each occurrence" limit for the underlying liability policy. Vendor shall endorse County as an Additional Insured unless the policy provides coverage on a pure/true "Follow-form" basis.
5. Builder's Risk or equivalent coverage (such as Property Insurance or Installation Floater) is required as a condition precedent to the issuance of the Second Notice to Proceed for projects involving but not limited to: changes to a building's structural elements, work compromising the exterior of the building for any extended period of time, installation of a large single component, or remodeling where the cost of remodeling is 20% or more the value of the property. Coverage shall be, "All Risks" Completed Value form with a deductible not to exceed Ten Thousand Dollars (\$10,000.00) each claim for all perils except for wind and flood.
6. For the peril of wind, the Vendor shall maintain a deductible that is commercially feasible which does not exceed five percent (5%) of the value of the Contract price. Such Policy shall reflect Broward County as an additional loss payee.
7. For the peril of flood, coverage must be afforded for the lesser of the total insurable value of such buildings or structures, and the maximum amount of flood insurance coverage available under the National Flood Program. Vendor shall maintain a deductible that is commercially feasible and does not exceed five percent (5%) of the value of the Contract price. Such Policy shall reflect Broward County as an additional loss payee.
8. The County reserves the right to provide Property Insurance covering the Project, materials, equipment and supplies intended for specific installation in the Project while such materials, equipment and supplies are located at the Project site, in transit, or while temporarily located away from the Project site. This coverage will not cover any of the Vendor's or subcontractors' tools, equipment, machinery or provide any business interruption or time element coverage to the Vendor(s).
9. If the County decides to purchase Property Insurance or provide for coverage under its existing insurance policy for this Project, then the insurance required to be carried by the Vendor may be modified to account for the insurance being provided by the County. Such modification may also include execution of Waiver of Subrogation documentation.
10. In the event that a claim occurs for this Project and is made upon the County's insurance policy, for other than a windstorm, Vendor will pay at least Ten Thousand Dollars (\$10,000.00) of the deductible amount for such claim.
11. Waiver of Occupancy Clause or Warranty: Policy must be specifically endorsed to eliminate any "Occupancy Clause" or similar warranty or representation that the building (s), addition(s) or structure(s) in the course of construction shall not be occupied without specific endorsement of the policy. The Policy must be endorsed to provide that the Builder's Risk coverage will continue to apply until final acceptance by County.
12. Pollution Liability or Environmental Impairment Liability: including clean-up costs, with minimum limits per claim, subject to a maximum deductible per claim. Such policy shall remain in force for the minimum length of time indicated, include an annual policy aggregate and name Broward County as an Additional Insured. Vendor shall be responsible for all deductibles in the event of a claim.

13. Professional Liability Insurance with minimum limits for each claim, subject to a maximum deductible per claim. Such policy shall remain in force for the minimum length of time indicated. Vendor shall notify County in writing within thirty (30) days of any claim filed or made against its Professional Liability Insurance policy. Vendor shall be responsible for all deductibles in the event of a claim. The deductible shall be indicated on the Vendor's Certificate of Insurance.
- C. Coverage must be afforded on a form no more restrictive than the latest edition of the respective policy form as filed by the Insurance Services Office. If the initial insurance expires prior to the completion and acceptance of the Work, renewal certificates shall be furnished upon expiration. County reserves the right to obtain a certified copy of any insurance policy required by this Section within fifteen (15) calendar days of a written request by County.
- D. Notice of Cancellation and/or Restriction: the policy(ies) must be endorsed to provide Broward County with at least thirty (30) days' notice of cancellation and/or restriction.
- E. The official title of the Certificate Holder is Broward County. This official title shall be used in all insurance documentation.
- F. Broward County's Risk Management Division reserves the right, but not the obligation, to review and revise any insurance requirements at the time of contract renewal and/or any amendments, not limited to deductibles, limits, coverages and endorsements based on insurance market conditions affecting the availability or affordability of coverage; or changes in the scope of work/specifications affecting the applicability of coverage.



Project: **RLI R2112724R1 - EOC Communications Modernization Project**  
Contract Manager: **Michael Jorgensen**

TYPE OF INSURANCE	ADDL INSD	SUBR WVD	MINIMUM LIABILITY LIMITS		
				Each Occurrence	Aggregate
<b>GENERAL LIABILITY - Broad form</b> <input checked="" type="checkbox"/> Commercial General Liability <input checked="" type="checkbox"/> Premises-Operations <input type="checkbox"/> XCU Explosion/Collapse/Underground <input checked="" type="checkbox"/> Products/Completed Operations Hazard <input checked="" type="checkbox"/> Contractual Insurance <input checked="" type="checkbox"/> Broad Form Property Damage <input checked="" type="checkbox"/> Independent Contractors <input checked="" type="checkbox"/> Personal Injury <b>Per Occurrence or Claims-Made:</b> <input checked="" type="checkbox"/> Per Occurrence <input type="checkbox"/> Claims-Made <b>Gen'l Aggregate Limit Applies per:</b> <input type="checkbox"/> Project <input type="checkbox"/> Policy <input type="checkbox"/> Loc. <input type="checkbox"/> Other _____	☑	☑	Bodily Injury		
			Property Damage		
			Combined Bodily Injury and Property Damage	<b>\$1,000,000</b>	<b>\$2,000,000</b>
			Personal Injury		
			Products & Completed Operations		
<b>AUTO LIABILITY</b> <input checked="" type="checkbox"/> Comprehensive Form <input checked="" type="checkbox"/> Owned <input checked="" type="checkbox"/> Hired <input checked="" type="checkbox"/> Non-owned <input checked="" type="checkbox"/> Any Auto, If applicable <i>Note: May be waived if no driving will be done in performance of services/project.</i>	☑	☑	Bodily Injury (each person)		
			Bodily Injury (each accident)		
			Property Damage		
			Combined Bodily Injury and Property Damage	<b>\$1,000,000</b>	
<input type="checkbox"/> <b>EXCESS LIABILITY / UMBRELLA</b> <b>Per Occurrence or Claims-Made:</b> <input type="checkbox"/> Per Occurrence <input type="checkbox"/> Claims-Made <i>Note: May be used to supplement minimum liability coverage requirements.</i>	☑	☑			
<input checked="" type="checkbox"/> <b>WORKER'S COMPENSATION</b> <i>Note: U.S. Longshoremen &amp; Harbor Workers' Act &amp; Jones Act is required for any activities on or about navigable water.</i>	N/A	☑	Each Accident	<b>STATUTORY LIMITS</b>	
<input checked="" type="checkbox"/> <b>EMPLOYER'S LIABILITY</b>			Each Accident	<b>\$100,000</b>	
<input checked="" type="checkbox"/> <b>PROFESSIONAL LIABILITY (ERRORS &amp; OMISSIONS)</b> <b>All engineering, surveying and design professionals.</b>	☑	☑	Each Claim:	<b>\$1,000,000</b>	
			Extended Reporting Period of:	2 years	
			*Maximum Deductible:	\$10 k	
<input type="checkbox"/> <b>POLLUTION / ENVIRONMENTAL LIABILITY</b>	N/A	☑	If claims-made form:	\$	
			Extended Reporting Period of:	years	
			*Maximum Deductible:	\$10 k	
<input type="checkbox"/> Installation floater is required if Builder's Risk or Property are not carried. <i>Note: Coverage must be "All Risk", Completed Value.</i>			*Maximum Deductible (Wind and/or Flood):	Not to exceed 5% of completed value	<b>Completed Value</b>
			*Maximum Deductible:	\$10 k	
<b>Description of Operations:</b> "Broward County" shall be listed as Certificate Holder and endorsed as an additional insured for liability. Policies shall be endorsed to provide 30 days written notice of cancellation to Certificate Holder, 10 days' notice of cancellation for non-payment. Contractors insurance shall provide primary coverage and shall not require contribution from Certificate Holder. <b>*Contractor is responsible for all Deductibles.</b>					

**CERTIFICATE HOLDER:**  
  
Broward County  
115 South Andrews Avenue  
Fort Lauderdale, Florida 33301

Risk Management Division

## Question and Answers for Bid #TEC2115809R1 - EOC Communications Modernization Project

### Overall Bid Questions

There are no questions associated with this bid.