

## Council Chamber AV RFP Questions

1. What is the age of the stored equipment?
  - a. *The age of the equipment varies. The TV's are close to 10 years old. The overhead circular microphone for the Council Meeting Room was purchased approximately a year ago.*
2. How many Council members are there and how many microphones are for them?
  - a. *There are 9 councilors, 3 staff, and a lectern in the Council Chambers.*
3. I do not see any Pricing form: "Pricing shall be for a complete solution, including, but not limited to, equipment, installation, configuration, implementation, travel, training, and associated maintenance costs. Pricing shall be separated with line items for each." - Do I need to create this? (Next to last paragraph in the RFP.)
  - a. *Please create your own pricing sheet. However, line items should be split so as to allow the City to choose components it may wish to change or omit.*
4. Is any new equipment retaining the current mounting locations?
  - a. *New equipment can utilize existing mounting locations in the Council Chambers. The Meeting Room is a totally new location that was not previously connected to the AV system.*
5. For the Statement of Project Requirements, it mentions a Functional Requirements Worksheet. Can you please send a copy of this worksheet so we can complete?
  - a. *Please disregard the functional requirements worksheet. There is not one for this project.*
6. Will Microsoft Teams or Zoom be utilized?
  - a. *MS Teams*
7. Will BYOD conferencing on other platforms be required?
  - a. How many locations and where if required?
  - b. *The system should be able to accommodate people who bring their own device.*
8. Are the existing display, camera, speaker locations to be reused?
  - a. *They are available is the successful vendor chooses to use them*
9. How many HDMI inputs are required for council, staff, and lectern locations?
  - a. *No required amount*
10. How many HDMI inputs are required for the meeting room?
  - a. *No required amount*
11. Will the existing equipment (mounts, cameras, microphones, etc) be uninstalled prior or will the AV integrator be responsible for demo'ing these devices?
  - a. *Existing cabling and brackets will be as is.*
12. What is the small screen/touch panel located on the half wall behind the three (3) 32" displays on articulating mounts used for?
  - a. *I think you are referring to the clock.*
13. Is there any equipment the city requires to be reused?
  - a. *No*
14. Where will the touch panel/room controls be located?
  - a. *The proposal should include recommendations for any touch panels and their location.*
15. What are the dimensions of the meeting room?
  - a. *This was available for participants of the walkthrough to measure.*
16. Please provide a CAD version of the floorplan.
  - a. *A CAD drawing is not available.*
17. Does the audience in the council chambers need to be mic'd up?
  - a. *At the lectern*
18. Are both wireless microphones requested for the council chambers handheld, lavalier, or over ear microphones?
  - a. *The City has two handheld wireless microphones available, which were used for audience members not at the lectern. The proposal can include other options.*
19. What is the make and model of the current audio recorder?
20. What is the recording requirement for both rooms?
  - a. *The systems needs to be able to record a complete meeting (up to 6 hours) in the event the stream is not saved to YouTube.*
21. What is the IP base broadcasting system currently being used?
  - a. *The AV system previously in use was Savant.*