

# THE SCHOOL DISTRICT OF OSCEOLA COUNTY, FLORIDA

## Purchasing/Property Records/Warehouse

817 Bill Beck Boulevard, Building 2000 • Kissimmee • Florida 34744-4495

Phone: 407-870-4630 • Fax: 407-870-4616 • [www.osceola.k12.fl.us](http://www.osceola.k12.fl.us)

### SCHOOL BOARD MEMBERS

- District 1 – Jay Wheeler  
407-390-0505
- District 2 – Julius Melendez  
407-922-5113
- District 3 – Cindy Lou Hartig  
407-832-3999
- District 4 – David Stone, Vice Chair  
407-933-2700
- District 5 – John McKay, Chair  
407-957-4056



Superintendent of Schools

Michael A. Grego, Ed.D.

August 3, 2009

### Audio Amplification System For the School District of Osceola County, Florida

Invitation To Bid (ITB) # SDOC-10-B-004 NM

**Addendum # 1**  
(To be attached and become a part of the ITB)

Due date for submittals is **August 13, 2009 at 2:00 p.m.**, at the School District of Osceola County, 817 Bill Beck Blvd., Building 2000, Purchasing Office, Kissimmee, Florida.

This Addendum is being issued to clarify areas, statements, requests, and specifications in the original document that needed an extra explanation or to answer questions that have been proposed by prospective bidders or received during the Pre-Proposal meeting which was held on July 22, 2009.

#### A. Questions/Answers:

1. **Question:** With the current budget challenges for the School District, are the “estimated” quantities close to being good, real quantities that we can base our firm pricing on?

**Answer:** District personnel have reviewed the quantities that could be purchased during the first twelve (12) months of this Contract and feel confident that these quantities are sound, but it still needs to be noted that the actual quantities purchased under this bid (Contract) may be more or may be less. The School Board reserves the right to increase or decrease the total quantities necessary.

2. **Question:** I understand that the Performance Bond and Payment Bond are “Optional Requirements”, and that these are for projects over \$100,000, but how do we, the bidders, know how to bill that cost to the School District?

**Answer:** The District will reimburse the Awarded Bidder for the actual cost of the bond for the projects over \$100,000.

3. **Question:** Training. 40 hours of on-site training is a lot. Would one (1) – two (2) hour training class on the operation of the system, at the school site, be acceptable?

**Answer:** Awarded Bidder(s) shall provide a minimum of two (2) - three (3) hours (minimum) training classes on the operation and maintenance of the audio/visual presentation system, at job site. Awarded Bidder(s) shall provide programming and software training as required to allow the District to perform any programming that the supplier is allowed to do during commissioning, testing, service and field additions or deletions to the system and to illustrate utilization of all components, DVD, VCR, projector, etc. and the interaction of the complete system. Awarded Bidder(s) shall conduct separate two (2) hour sessions in each “pod” and each grade level. Awarded Bidder(s) shall provide any and all training at no cost to the Owner, including transportation, lodging, meals and training manuals. A training video shall be provided for future training, updated as necessary with any charges or modifications to equipment or software.

**Student Achievement – Our Number One Priority**

Districtwide Accreditation by the Southern Association of Colleges and Schools

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An Equal Opportunity Agency

4. **Question:** Is it the intent of the School Board to award to more than one (1) bidder?

**Answer:** The Board reserves the right to make multiple awards based on conformance to specifications and after evaluating the qualifications of each bidder.

5. **Question:** It seems that the equipment specifications in this bid document, SDOC #10-B-004, are Audio Enhancements' equipment specs. Will other manufacturers be considered? And how will their equipment specs be evaluated?

**Answer:** District personnel will review and compare all specifications of proposed equipment to the Audio Enhancement equipment specifications to determine if the proposed equipment meets or exceeds the Audio Enhancement equipment performance specifications.

6. **Question:** According to Attachment L, Item 1: there are an estimated 500 systems needed for new construction:

- a. What is the time line for these system to be installed?

**Answer:** The Awarded Bidder(s) shall commence installation within thirty (30) calendar days from date of receipt of purchase order issued pursuant to this Invitation To Bid and to complete all work there under within thirty (30) days after commencing installation.

- b. Who is responsible for providing electrical wiring for these systems?

**Answer:** With new construction, the General Contractor. For Renovations of existing Classrooms, the Awarded Bidder will be responsible for providing electrical wiring for the systems.

- c. Who is responsible for providing conduit for all wiring?

**Answer:** With new construction and renovations of existing classrooms, the General Contractor will be responsible for providing conduit for the systems.

- d. Is plenum wiring required for new constructions?

**Answer:** No, plenum wiring will not be required.

7. According to Attachment K, Section B: a 5 year warranty is required. The specified system, Audio Enhancement Ultimate, only comes standard with a 2 year warranty. Is it the schools boards intent to have the warranty extended to five years of {OR} is the specified manufacturer's warranty of 2 years sufficient?

**Answer:** The School Board requires a five (5) year warranty.

8. According to Attachment K, section F: "Equipment shall be furnished and installed as specified unless written approval for substitutions is obtained from the engineer."

- a. What is the best process for submitting alternate product for review?

**Answer:** Bidder shall submit alternate product specifications, cut-sheets and manufacturer's literature with their bid responses. District personnel will review and compare all specifications of proposed equipment to the Audio Enhancement equipment specifications to determine if the proposed equipment meets or exceeds the Audio Enhancement equipment performance specifications.

- b. Who is responsible for reviewing and approving alternate models?

**Answer:** District personnel.



- c. Can alternate models be submitted prior to the bid for approval?

**Answer:** No. Bidders shall submit alternate product specifications, cut-sheets and manufacturer's literature with their bid responses.

10. **Questions:** PP. 48-49. Section 2.1.A, states that there must be "...inputs for (2) microphones". Section 2.2.C requires a 4-Channel Body Pack Transmitter. This requirement appears to be inconsistent in that receiver-amplifier can accommodate only two microphone/transmitter channels simultaneously. Will alternate systems that offer two IR frequency channels per system and two alternate frequency channels each matched to the receiver-amplifier frequency group be acceptable?

**Answer:** Alternate products will be considered. Bidders shall submit alternate product specifications, cut-sheets and manufacturer's literature with their bid responses.

11. **Question:** Is there a process for determining "equal or better" acceptable alternate audio amplification systems prior to the deadline for submission of the bid proposal?

**Answer:** No.

12. **Question:** Section 2.3.B. The specification states that the system must have "Speaker: 4 individual volume controls" (2.3.B.10.c) and "8 independent speaker connections" (2.3.B.11.c). Although there are 8 speaker connections, if 8 speakers are used, the volume must be controlled in speaker pairs rather than independently. This configuration appears to be a unique design for a specific product to the exclusion of other classroom audio systems that offer more than 4 speaker connections, each accompanied by a corresponding volume control. Will a system that provides corresponding number of speakers and volume controls, which exceeds the specification and allows for more specific fine tuning of the acoustical signature of the audio signal or controlling more than 4 independent zones in the learning environment, be acceptable as it would exceed the specification?

**Answer:** Alternate products will be considered. Bidders shall submit alternate product specifications, cut-sheets and manufacturer's literature with their bid responses.

13. **Question:** An On/Off switch on a microphone achieves the same effect as a mute switch, preserves battery power, and requires that the speaker need only be concerned with depressing one switch. The functionality of an audio amplification system is not affected by whether an On/Off switch or a Mute switch is used to mute the speaker's microphone. Will audio amplification systems that offer the same functionality without the designation of a mute switch be considered as equal since either design would allow the speaker to mute the microphone?

**Answer:** Alternate products will be considered. Bidders shall submit alternate product specifications, cut-sheets and manufacturer's literature with their bid responses.

14. **Question:** In determining if an alternate product is acceptable, what will be the procedure to determine if there is an audio quality or frequency response difference between a microphone with a 10 mm microphone element Vs a microphone with a 6 mm microphone element?

**Answer:** Bidder shall submit alternate product specifications, cut-sheets and manufacturer's literature with their bid responses. District personnel will review and compare all specifications of proposed equipment to the Audio Enhancement equipment specifications to determine if the proposed equipment meets or exceeds the Audio Enhancement equipment performance specifications.

15. **Question:** In determining if an alternate is acceptable, would the district be agreeable to having a system installed so that the audio quality and the functionality of the system can be evaluated?

**Answer:** If District Staff determines that is is in the best interest of the District to test the functionality and audio quality of equivalent system(s), the bidder will install a system at no charge at a pre-determined location designated by District Staff for evaluation purposes.

16. **Question:** Please clarify the statement in 2.2.C.10 and 2.2.D.4.: "Systems using only 2 batteries, under the evaluation phase, may receive fewer points."

**Answer:** Both of these (2.2.C.10 and 2.2.D.4) are addressing the power source for the Body Pack Transmitter and the Hand Held Microphone, and in both cases the School Board is looking for one (1) "AA" NiMH battery for each of these items.

17. **Question:** Section 3.5 Training. Please provide clarification on the training requirement. Is the requirement to provide a minimum of 40 hours of training for the 500 systems or is there a minimum requirement per installation site?

**Answer:** See answer to Question #3.

18. **Question:** Will the district consider a value-engineered alternate system that is less than 50 watts RMS?

**Answer:** No.

**B.** The School District has implemented a process to track specific categories of certified businesses (minority, women and/or service disabled veterans) as listed below and will accept certifications from the State of Florida Office of Supplier Diversity as well as certifications from other government agencies. Please complete the section below and provide the required documentation if applicable.

**CERTIFIED BUSINESS CATEGORIES (Check One)**

Asian American (A)     African American (B)     Hispanic American (C)     Native American (D)  
 American Woman (E)     Service Disabled Veteran (V)

\*Certifying Agency Name: \_\_\_\_\_ \*Certification Number: \_\_\_\_\_ \*Expiration Date: \_\_\_\_\_

\*Attach copy of Certification from Certifying Agency

\*Complete the attached **Certified Business Program Reciprocity Affidavit** (Attachment "A") and include it with this Addendum if your firm qualifies for one of the above business categories.

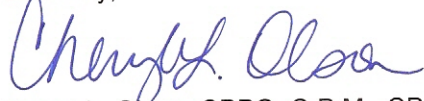
**\*Required Information**

**C. Reminder to Bidders:**

- The original bid document, any Addendums, and the all provisions of the successful bidder's submittal shall be considered a complete, legally binding contract.
- If bidder is bidding an alternate audio amplification system, bidder must provide complete specifications, cut sheets, and manufacturer's literature on the product being bid.

If you have any questions regarding this Addendum #1 please contact Neil D. McDonald, Purchasing Supervisor by phone at (407) 870-4625 or by email at [mcdonaldn@osceola.k12.fl.us](mailto:mcdonaldn@osceola.k12.fl.us)

Sincerely,



Cheryl L. Olson, CPPO, C.P.M., CPM, FCCN  
Director of Purchasing and Warehouse Services

CLO/ndm



ITB #SDOC-10-B-004-NM  
Addendum #1

Acknowledgment of Addendum #1 by Vendor:

This addendum shall be completed by the Vendor and returned with the bid response. If a bid has already been submitted, this addendum must be submitted to the above address in a sealed envelope, which is marked on the outside: Addendum to Bid, Bid title and number.

This is to acknowledge receipt of this addendum, which will become part of the Bid document.

|                                  |                       |
|----------------------------------|-----------------------|
| _____<br>NAME (TYPED OR PRINTED) | _____<br>TITLE        |
| _____<br>SIGNATURE               | _____<br>VENDOR NAME  |
| _____<br>DATE                    | _____<br>PHONE NUMBER |

**END OF ADDENDUM**

**Attachment "A"**

**Certified Business Program Reciprocity Affidavit**

By signing and submitting this affidavit and business certification copy, I acknowledge individually and on behalf of the applicant business that the applicant and I understand that:

- The attached business certification is a copy of an official business certification as issued by the State of Florida Office of Supplier Diversity or other government agency, and said business certification has not been modified,
- All information and documents submitted to the School District of Osceola County, Florida becomes an official public record. As such, the District bears no obligation to return to the applicant any items of original production or any copies of file documents,
- The applicant consents to examinations of its books, records and premises and to interviews of its principals, employees, business contacts, creditors, and bonding companies by the District as necessary for the purpose of verifying the applicant's proof of certification,
- The District may request additional documentation not requested on this vendor application, and
- Pursuant to Section 287.094, Florida Statutes, the false representation of any entity as a minority business enterprise for the purpose of claiming certification as such under this reciprocity program may be punishable as a felony of a second degree. The certifying entity may initiate such disciplinary actions it deems appropriate including, but not limited to, forwarding pertinent information to the Department of Legal Affairs and/or certifying entity's legal counsel for investigation and possible prosecution.

Further, applicant declares and affirms that ownership and management of this firm has not changed, except as indicated in the application/affidavit, during the past year since certification status was granted:

Authorized Officer Name: \_\_\_\_\_  
Title: \_\_\_\_\_  
Company Name: \_\_\_\_\_  
Signature: \_\_\_\_\_

On this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_ personally appeared before me, the undersigned officer authorized to administer oaths, known to me the persons described in the foregoing affidavit who acknowledged that he/she execute the same in the capacity stated for the purpose therein contained.

In witness whereof, I have hereunto set my hand and official seal;

Notary Public: \_\_\_\_\_

Form of Identification Presented: \_\_\_\_\_

My Commission expires: \_\_\_\_\_