



# CITY OF SUFFOLK

P.O. BOX 1858, SUFFOLK, VA, 23439-1858, T: (757) 514-7520; FAX (757) 514-7524

## ADDENDUM NO. 1

City of Suffolk  
IFB #15107-JS  
May 12, 2015

Purchasing Division  
442 Market Street, Room 1086  
Suffolk, VA 23434-5237  
Phone: (757) 514-7520 / Fax: (757) 514-7524  
<http://www.suffolkva.us/purchasing>

The Invitation for Bids (IFB) for IFB 15107-JS Audio-Visual Equipment and Installation for the Public Works Operations Center has been amended as follows:

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REMOVE:

Room 1066

REPLACE with:

Room 1068

The following questions and answers are hereby incorporated into the IFB

Q1. The section titled "Training Room 128 Base System" specifies 2x 16:10 aspect ratio Draper Ceiling Recessed Screens, but no exact dimensions are given. Can you please provide the size screen requested for the space?

**A1: Screen size is 100 inches.**

Q2. The section titled "Training Room 128 Base System" specified 1x Brightlink Pro 1430i Interactive Projector, 1x owner-furnished PC, and 2x USB Extension Systems (2x SMARTBoards – PC Extensions). Can you please clarify if this is intended to be a single projector with a single extension to a single PC or 2x projectors with 2x extensions to 2x PCs? Also, will the SMARTBoards be

provided by the City of Suffolk since they aren't specifically called out in the equipment list?

**A2:** 2x of each. It is intended that any device can be routed to any device or devices by the matrix switch. White Boards are to be supplied with the Brightlink Projectors – 100" size

**Q3:** The section titled "Training Room 128 Base System" includes 1x HD DVR Recorder with Playback. Is there a specific make/model requested or will any device capable of recording and playing back HD content be sufficient?

**A3:** Any device

**Q4:** The section titled "4 Conference Rooms (114, 132, 201, 307)" specifies a Brightlink Pro 1430wi Interactive Projector in each room but no board is specified Will the board be provided by the City of Suffolk?

**A4:** No. Please see answer for Q2 above as it relates to Brightlink Projectors and white boards.

**Q5:** The section titled "Six Offices (101, 112, 118, 202, 205, 302)" lists a quantity of 4x put requires the equipment in all 6x rooms. Should the quantity be amended to read 6x?

**A5:** The correct quantity is 6X.

**Q6:** Will all ceilings be standard ceiling-tile construction?

**A6:** Yes

**Q7:** Are all walls standard drywall over aluminum stud construction?

**A7:** Yes

**Q8:** Please provide CAD or PDF drawings of all rooms included in this IFB.

**A8:** A copy of the drawings and specifications on CD or flash drive is available for a non-refundable fee of \$5.00 from Purchasing Office, 442 W. Washington St., Room 1086, Suffolk, VA 23434. Cash or check only. Credit cards will not be accepted. Checks should be made to "Treasurer, City of Suffolk". Firms requesting mailed CD or flash drive will include an additional mailing fee of \$5.00 (\$10.00 total for mailing). CDs and flashdrives will be available for purchase at the mandatory pre-bid meeting on May 18, 2015. Bidders are requested to notify Purchasing Office if they wish to purchase CD or flash drive at pre-bid meeting to ensure availability.

Q9: The section titled "Training Room 128 Base System" mentions a 24RU rack to be installed in a closet. Will this closet be adjacent to the Training Room?

A9: Yes, Room 121

Q10: I wondered if you could share the firm that provided the DESIGN services for the Audio Visual equipment bid? We do not provide product, but do design ourselves. I would very much appreciate an understanding of the AV consultant used on this project.

A10: Tri-Cities Communications, provided assistance to the City of Suffolk's IT department with the design. Please be aware that direct contact with Tri-Cities regarding this bid is prohibited and will be justification for disqualification of your bid.

There will be a mandatory pre-bid meeting on May 18, 2015, at 1:00 pm at Public Works Operations Center at 866 Carolina Road, Suffolk VA.

Contract Officer:

  
Jay Smigielski, Purchasing Agent

**Receipt of Addendum shall be acknowledged on the BID FORM. Failure to acknowledge addendum will be justification for deeming the proposal non-responsive.**

If you have any questions regarding this Addendum, please contact Jay Smigielski, Purchasing Agent at [jsmigielski@suffolkva.us](mailto:jsmigielski@suffolkva.us)