

PURCHASING DIVISION
CITY OF WORCESTER
MASSACHUSETTS 01608-1895
ROOM 201 - CITY HALL, 455 MAIN ST.
PHONE (508) 799-1220

SEALED BID INVITATION
(Supplies, Material, Equipment, Services)

SEALED BID NO. 8425-M5
DATE: April 8, 2025
CITY OF WORCESTER Christopher J. Gagliastro, MCPPO Purchasing Agent
BUYER: Stephen R. McDonald

AN EQUAL OPPORTUNITY AFFIRMATIVE ACTION EMPLOYER

NOTICE TO BIDDERS
TERMS AND CONDITIONS

All bids are subject to the terms and conditions and specificity herein set forth except where specifically deleted by the City of Worcester in Section No. 6 below.

COMPLETE ORIGINAL COPY (including ALL pages) OF THIS BID MUST BE SUBMITTED IN A SEALED ENVELOPE:

DATE: APRIL 30, 2025 TIME: 10:00 A.M. LOCAL TIME

PLACE: Purchasing Division, Room 201, City Hall, Worcester, Massachusetts

MARK SEALED ENVELOPE "Sealed Bid No. 8425-M5, WTHS AV Upgrades / WPS"

The name and address of the bidder must appear in the upper left-hand corner of the envelope. The City of Worcester is not responsible for bids not properly marked.

GENERAL

1. This Bid Invitation covers: Furnish and Deliver all labor and materials for WTHS audio-visual upgrades as per the requirements and specifications of the Worcester Public Schools'.
2. A certified check or bid bond made payable to the "City Treasurer, City of Worcester" in the Amount of \$ N/A must accompany this bid.
3. All bids received will be publicly opened and read in the Bid Room at City Hall at date and time shown above.
NO BID WILL BE ACCEPTED AFTER TIME AND DATE SPECIFIED
4. A performance bond in the amount of \$ N/A of the total dollar award is required.
5. A payment bond in the amount of \$ N/A of the total dollar award is required.
6. All terms and conditions are applicable to this proposal except the following section numbers which are hereby deleted from this invitation: N/A
7. **Questions pertaining to this bid must be directed to Stephen R. McDonald via e-mail at MCDONALDS@worcesterma.gov**

8. The following meanings are attached to the defined words when used in this bid form.
 - (a) The word “City” means The City of Worcester, Massachusetts.
 - (b) The word “Bidder” means the person, firm or corporation submitting a bid on these specifications or any part thereof.
 - (c) The word “Contractor” means the person, firm or corporation with whom the contract is made by carrying out the provisions of these specifications and the contract.
 - (d) The words “Firm Price” shall mean a guarantee against price increases during the life of the contract.
9. Any prospective bidder requesting a change in or interpretation of existing specifications of terms and conditions must do so within five (5) days (Saturdays, Sundays and Holidays excluded) BEFORE scheduled bid opening date. All requests are to be in writing to the Purchasing Division (or e-mailed at: MCDONALDS@worcesterma.gov). No changes will be considered or any interpretation issued unless the request is in our hands within five (5) days (Saturdays, Sundays and Holidays excluded) BEFORE scheduled bid opening date.
10. The contractor will be required to indemnify and save harmless the City of Worcester, for all damages to life and property that may occur due to his negligence or that of his employees, subcontractors, etc., during this contract.
11. The Contract Agreement will be in the form customarily employed by the City of Worcester and is on file in the Purchasing Division at City Hall.
12. Bids which are incomplete, not properly endorsed, or signed, or otherwise contrary to these instructions will be rejected as informal by the Purchasing Agent. **Conditional bids will not be accepted.**
13. The Bidder must certify that no official or employee of the City of Worcester, Massachusetts is pecuniarily interested in this proposal or in the contract which the bidder offers to execute or in expected profits to arise therefrom, unless there has been compliance with provisions of G.L. C. 43 Sec. 27, and that this bid is made in good faith without fraud or collusion or connection with any other person submitting a proposal.
14. As the City of Worcester is exempt from the payment of Federal Excise Taxes and Massachusetts Sales Tax, prices quoted herein are not to include these taxes.
15. All prices are to be firm F.O.B. Destination, City of Worcester, Massachusetts, unless otherwise indicated by the City. **Time reserved for award is ninety days.**
16. In case of error in the extension prices quoted herein, the unit price will govern.
17. It is understood and agreed that should any price reductions occur between the opening of this bid and delivery of any order, the benefit of all such reductions will be extended to the City.
18. The City of Worcester reserves the right to reject any and all bids, wholly or in part, and to make awards in a manner deemed in the best interest of the City.
19. Awards will be made to the bidder quoting the lowest net price in accordance with the specifications.
20. The supplier will be bound by all applicable statutory provisions of law of the Federal Government, the Commonwealth of Massachusetts, the City of Worcester, and the Department of Public Safety of the Commonwealth of Massachusetts.
21. Any bid withdrawn after time and date specified, the bidder shall forfeit deposit on bid as liquidated damages.
22. The contractor will not be permitted to either assign or underlet the contract, not assign either legally or equitably any monies hereunder, or its claim thereto without the previous written consent of the City Treasurer and of the Purchasing Agent of the City of Worcester.
23. If this bid shall be accepted by the City, and the bidder shall fail to contract as aforesaid and to give a bond in the amount as specified in Section 4, within ten (10) days, (not including Sunday or a legal Holiday) from the date of the mailing of a notice from the City to him/her, according to the address given herewith, that the contract is ready for signature, the City may by option determine that the bidder has abandoned the contract and thereupon the proposal and acceptance shall be null and void and the bid security accompanying this proposal shall become the property of the City as liquidated damages.

24. When quoting, the bidder shall submit a signed copy of this bid form, and if bid accepted by the City shall constitute part of the contract of purchase. Do not detach any part of this form 30B (Sealed Bid Goods & Services) when submitting a bid. Bidder must sign and return complete form 30B (Sealed Bid Goods & Services).
25. If in the judgment of the Purchasing Agent any property is needlessly damaged by an act or omission of the contractor or his/her employees, servants or agent, the amount of such damages shall be determined by the Purchasing Agent of the City of Worcester and such amount shall be deducted from any money due the contractor or may be recovered from said contractor in actions at law.
26. It is agreed that deliveries and/or completion are subject to strikes, lockouts, accidents and/or Acts of God.

INSURANCE AND WORKER'S COMPENSATION

27. **COMMERCIAL GENERAL LIABILITY INSURANCE:** Contractor to supply the City of Worcester with certificates of insurance evidencing general liability coverage of not less than \$ 1,000,000.00 per occurrence / \$ 2,000,000.00 aggregate.
28. **AUTOMOBILE LIABILITY INSURANCE:** Contractor to supply the City of Worcester with certificates of insurance evidencing automobile liability coverage, bodily injury and property damage combined single limit, of \$ 1,000,000.00 (all owned, hired, and non-owned autos).
29. **COMPENSATION INSURANCE:** The contractor shall furnish the City of Worcester with certificates showing that all of his/her employees who shall be connected with this work are protected under Massachusetts' statutory worker's compensation insurance policies.
30. The Contractor shall carry public liability insurance with an insurance company satisfactory to the City so as to save the City harmless from any and all claims for damages arising out of bodily injury to or death of any person or persons, and for all claims for damages arising out of injury to or destruction of property caused by accident resulting from the use of implements, equipment or labor used in the performance of the contractor or from any neglect, default or omission, or want of proper care, or misconduct on the part of the Contractor or for anyone of his employ during the execution of the contract.
31. Prior to starting on this contract, the Contractor shall deposit with the Contracting Officer certificates from the insurer to the effect that the insurance policies required in the above paragraphs have been issued to the Contractor. The certificates must be on a form satisfactory to the Purchasing Agent.
32. Except as may otherwise be stated herein, the Contractor shall also carry bodily injury and property damage insurance in an amount not less than those set forth above covering the operation of all motor powered vehicles owned or operated by the Contractor and engaged in this contract.

DISCOUNT

33. Prompt pay discounts will be considered when determining the low bid except when discounts are for a period of less than 30 days. In this event discounts will not be taken into consideration when determining low bid.
34. Time, in connection with discount offered, will be computed from date of completion and/or delivery and acceptance at destination, or from date correct bill or voucher properly certified by the contract is received if the latter date is later than the date of completion and acceptance and/or delivery and acceptance.

GUARANTEE

35. The bidder to who a contract is awarded guarantees to the City of Worcester all equipment, materials and or workmanship for a period of one (1) year after final inspection and acceptance and shall replace promptly any defective equipment, materials and/or workmanship required without additional cost to the City.

DELIVERIES AND COMPLETION

36. It is understood and agreed that in the event of failure on the part of the bidder to indicate date of delivery and/or completion, delivery and/or completion will be made within twelve (12) days from date of notification. Should the successful bidder fail to make delivery or complete contract within time specified, the City reserves the right to make the purchase on such orders at the open market and charge any excess over contract price to the account of the successful bidder, who shall pay the same.
37. The contractor shall familiarize himself with the location and facilities for storage.
38. The City through its Purchasing Division reserves the right to divert delivery from one location to another, and to allow for any change in operating conditions or for any other cause not now foreseen and to proportion deliveries according to available storage facilities.

SAMPLING AND ANALYSIS

39. Each bidder must state the commercial name of the product quoted, name, and address of operator or agent from whom the product will be purchased and in addition shall furnish an analysis of the product, date of analysis, by whom made and their address.
40. Samples of the product to be delivered may be taken by a representative of the City, either prior to delivery or while it is being delivered in the storage facilities at destination, or will be taken from the storage facilities to which the product has been delivered as determined from time to time by the Purchasing Agent. Bidder agrees to furnish the necessary manual labor, without additional cost required to assemble the physical samples, which is to be performed under the direction of the City representative.
41. The representative of the City taking the samples shall be given the opportunity, while sampling, to affix his or her signature to the delivery slip each item represented in his/her sample.
42. Any product after the sampling and analysis, not found meeting the requirements of the contract shall be sufficient cause for the cancellation of the contract at the option of the Purchasing Agent.
43. If any product is found that does not meet the analysis submitted by the bidder in his/her proposal, the Purchasing Agent may, at his or her option, exercise his/her right to reject the product and require that all or any part thereof shall be removed promptly by and at the expense of the contractor and replace it forthwith with a product satisfactory to the Purchasing Agent, or to retain the product and compensate the contractor in an amount as determined by the Purchasing Agent and the City Manager.
44. It is understood and agreed that it shall be a material breach of any contract resulting from this bid for the Contractor to engage in any practice which shall violate any provisions of Massachusetts General Laws, Chapter 151B, relative to discrimination in hiring, discharge, compensation, or terms, conditions or privileges of employment because of race, color, religious creed, national origin, sex, age or ancestry.
45. The undersigned as bidder, declares that the only parties interested in this proposal as principals are named herein; that this proposal is made without collusion with any other person, firm or corporation, that no officer or agent of the City is directly or indirectly interested in this bid; and he/she proposes and agrees that if this proposal is accepted he/she will contract with the City in accordance with the specifications, also the terms and conditions as spelled out in this bid form.
46. No Person, including but not limited to corporations, partnerships, limited partnerships or limited liability corporations, shall be eligible to receive a contract under this invitation to bid and/or requires for proposal if that person has been convicted of any felony offense involving the distribution of controlled substances as that term is defined under Chapter 94C of the General Laws and, for contracts to be performed for on-site services to the Worcester Public Schools, if that person or any person to be employed by that person in the performance of such on-site services has been convicted of a "sex offense" or a "sex offense involving a child" or a "sexually violent offense" or would meet the definition of "sexually violent predator" as those terms are defined in Section 178C of the General Laws and who must register with the sex offender registry board.

47. The Contractor shall at all times enforce strict discipline and good order among his employees and shall not employ for work or services relating to this contract any unfit person or anyone not skilled in the task assigned to him. In light of the fact that the performance of this contract requires the Contractor and its employees to have significant interaction with the public, the Contractor shall require all employees who may perform services under this contract to conduct themselves in a courteous, professional manner. If the Contractor is notified by the Contract Officer that any person engaged upon the work is incompetent, unfaithful, disorderly, discourteous, or otherwise unsatisfactory, then such person shall be discharged from providing services or work pursuant to this contract. Without limiting the generality of the foregoing, intimidation, threats and/or violent conduct of any kind or nature directed to members of the public are absolutely prohibited. Failure to comply with this requirement shall be grounds for termination of the contract.
48. The Contractor's performance may be evaluated on an ongoing basis including but not limited to consideration of complaints received from members of the public. In order to facilitate this evaluation, the Contractor shall provide the City with documents and records upon request. The Contractor shall further obtain from its employees authorization that appropriate City personnel may obtain all available criminal offender information ("CORI") from the Criminal History Systems Board. A high number of unresolved complaints, any number of complaints that are particularly severe, or employment of individuals who have been convicted of assault or other violent crimes shall be grounds for the early termination or non-renewal of the contract by the City.
49. The procurement officer shall award the contract to the lowest responsible and responsive bidder. The term "responsible bidder" means "a person who has the capability to perform fully the contract requirements, and the integrity and reliability which assures good faith performance." Consistent with its duty to maintain public order and promote public safety, the City has determined that this contract is of a type and nature so as to be particularly sensitive due, at least in part, to the contractor's inherent access and dealings with the members of the general public. Therefore, the City has concluded that additional scrutiny is justified as it determines whether a particular bidder is responsible, having the integrity and reliability to properly perform the requested services. This may entail consideration of the contractor's system of oversight, training and supervision of its employees, including but not limited to its requirement of a high standard of customer service and courtesy in its dealings with the public. The bidder's care and diligence in hiring and assigning its employees will also be considered. In making its determination, the City reserves the right to examine any and all information at its disposal, including but not limited to prior City contracts, the experiences and information obtained from current and former customers (whether identified by the bidder as references or not), as well as other sources available to the City, including but not limited to court documents, newspapers, financial reports (such as DUNS), and certain police data and reports.
50. The Contractor, acting through its owner(s) or any of its employees, or its agents or sub-contractors and any of their employees, shall not engage in any behavior, whether during the course of its duties under this contract or at any other time, that is illegal, criminal or otherwise shocking or offensive to the general public. The determination whether any particular behavior is illegal, criminal or shocking to the general public shall rest in the sound judgment of the Contracting Officer or the City Manager. In making such determination, the Contracting Officer or the City Manager shall apply the general standards of the community. No criminal conviction or formal charges shall be required to make such determination. Such behavior need be something more than trivial and something which would cause the general public to have concerns either about the safety of individuals coming in contact with the Contractor or about the character and integrity of the individuals with which the City does business. Violation of this provision shall be grounds for immediate and unilateral termination of this contract by the City upon five days notice as otherwise provided herein.

GIVE FULL NAMES AND RESIDENCES OF ALL PERSONS INTERESTED IN THE FOREGOING PROPOSAL.

(NOTICE: Give first and last name in full; in case of corporations, give corporate name and names of President, Treasurer, and Manager; and in case of firms give names of the individual members)

Name	Address	Zip Code
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

KINDLY FURNISH THE FOLLOWING INFORMATION REGARDING BIDDER:

(1) If a Proprietorship

Name of Owner _____

Business Address _____

Zip Code _____ Telephone No. _____

Home Address _____

Zip Code _____ Telephone No. _____

(2) If a Partnership
Full names and addresses of all partners

<u>Name</u>	<u>Address</u>	<u>Zip Code</u>
_____	_____	_____
_____	_____	_____
_____	_____	_____

Business Address _____ Zip Code _____

Tel. No. _____

(3) If a Corporation

Full Legal Name _____

State of Incorporation _____ Qualified in Massachusetts ? Yes _____ No _____

Principal Place of Business _____

Street _____ P.O. Box _____

City/Town _____ State _____ Zip _____

Telephone No. _____

Place of Business in Massachusetts _____

Street _____ P.O. Box _____

City/Town _____ State _____ Zip _____

Telephone No. _____

GIVE THE FOLLOWING INFORMATION REGARDING SURETY COMPANY

Full Legal Name of Surety Company _____

State of Incorporation _____ Admitted in Massachusetts ? Yes _____ No _____

Principal Place of Business _____

Street _____ P.O. Box _____

City/Town _____ State _____ Zip _____

Place of Business in Massachusetts _____

Street _____ P.O. Box _____

City/Town _____ State _____ Zip _____

Telephone No. _____

NOTE

The Office of the Attorney General, Washington, D.C. requires the following information on all bid proposals amounting to \$1,000.00 or more.

F.I.D. Number of bidder _____

This number is regularly used by companies when filing their "EMPLOYER'S FEDERAL TAX RETURN, U.S." Treasury Department Form 941.

AUTHORIZED SIGNATURE OF BIDDER _____ TITLE _____
PLEASE SIGN

DATE _____ BID SECURITY \$ _____

The name of Customer Service Representative and the Contract Administrator responsible for servicing this account in the event of contract award are:

NAME (PLEASE PRINT) *Customer Service Rep.* _____ TEL. NO. _____

NAME (PLEASE PRINT) *Contract Administrator* _____ TEL. NO. _____

FAX NUMBER _____ **FAX #** _____

E-MAIL (Customer Service Rep.): _____

E-MAIL (Contract Administrator): _____

UNDER MASSACHUSETTS GENERAL LAWS, CHAPTER 30B: SECTION 10, THE FOLLOWING CERTIFICATION MUST BE PROVIDED:

Section 10. A person submitting a bid or a proposal for the procurement or disposal of supplies, or services to any governmental body shall certify in writing, on the bid or proposal, as follows:

" The undersigned certifies under penalties of perjury that this bid or proposal has been made and submitted in good faith and without collusion or fraud with any other person. As used in this certification, the word "person" shall mean any natural person, business, partnership, corporation, union, committee, club, or other organization, entity, or group of individuals."

(Please Print) _____
Name of Person Signing Bid

Signature of Person Signing Bid

Company

No award will be made without vendor certification of the above.

Bidders must state and identify the product offered, such as manufacturer's name, trade name, brand name and quality next to each item. WE MUST KNOW WHAT HAS BEEN OFFERED.

The quantities shown herein are estimated only and the Contractor will be required to furnish all quantities ordered by the City during the period of the contract.

YES NO

Delivery to be made to: WPS Locations as Specified

This Bid includes addenda numbered _____

NO PRICE ADJUSTMENTS ALLOWED. PRICES QUOTED ARE FINAL. CHECK BEFORE SIGNING!

BIDDER TO COMPLETE ITEMS BELOW

Item No.	Estimated Quantity	Description	Mfg.	Model No.	Unit Price	Total Amount
		<p>Furnish all labor & materials for WTHS Audio-visual upgrades as specified to all locations designated by Worcester Public Schools</p> <p>Any questions should be submitted via email to Stephen R. McDonald at MCDONALDS@worcesterma.gov</p> <p>**BIDDER MUST BID ALL ITEMS, AWARD TO BE MADE IN AGGREGATE**</p>				<p>See pricing / specification page</p>

TERMS, PROMPT PAY DISCOUNT _____% 30 DAYS, NET 45 DAYS.

DELIVERY AND/OR COMPLETION TO BE MADE WITHIN as required DAYS FROM DATE OF NOTIFICATION BY THE CITY.

NAME OF BIDDER _____

**AUDIOVISUAL SYSTEM UPGRADES – WORCESTER TECHNICAL HIGH SCHOOL / WPS
BID #: 8425-M5
SPECIFICATIONS**

1. Introduction

Worcester Technical High School seeks a qualified AV Contractor (AVC) to design, furnish, and install a state-of-the-art audiovisual (AV) system for its Large Conference Room, located at 1 Officer Manny Familia Way, Worcester, MA 01605. This space, which can be divided into two separate areas, requires an AV system that mirrors capabilities when separated and functions as a single, cohesive system when combined. The new system must integrate audio, video, conferencing, and control elements seamlessly to provide reliable operation and intuitive user experience.

2. Pre-Bid Meeting

A walk-through of the area is available Monday through Friday from 7:30 am to 3:00 pm.

Contact either Patty or Drew to schedule:

- Dr. Patricia Suomala (508) 799-1140; suomalap@worcesterschools.net
- Mr. Drew Weymouth (508) 799-1940; weymouthdg@worcesterschools.net

Questions will not be taken at this meeting. Please send any questions via email to mcdonalds@worcesterma.gov

3. Dates of Installation

Work is to begin immediately upon issuance of a purchase order and may be conducted from 6:00 AM - 6:00 PM, Monday through Friday.

4. Scope of Work

The AV system will be designed to ensure a high-quality experience for both in-person and remote participants.

Audio System:

- **Wireless Microphones:** A four-channel wireless microphone system with antenna distribution, providing one antenna on each side of the room and extending up to 100FT from the AV rack. AVC will provide four handheld transmitters and two bodypack transmitters with lavalier microphones. Two channels will be configured as combo channels for flexible microphone use.
- **Wired Microphones:** Two Shure desktop-style gooseneck wired microphones will be installed for use with the two Owner-furnished lecterns, one in each room. AVC will provide a new wall input plate at the lectern location, noting that the existing wall has a wooden chair-rail that needs to be cut to install any plates. Walls are studded drywall, and wires can be run in the wall.
- **Outdoor Microphone Input:** An additional microphone input plate with a proper outdoor enclosure will be provided at the outdoor Terrace location to tie into the audio system.
- **Ceiling Array Microphones:** Two Shure MXA920 or similar ceiling array microphones will be installed to enhance video conferencing capabilities, strategically placed to capture participant audio in both combined and divided web calls.
- **Audio DSP:** An audio DSP will control all audio processing in the space, equipped with appropriate echo-canceling capability and providing two programmable USB outputs for independent or combined access to USB peripherals during web calls. Equipment must be compatible with Zoom, Microsoft

Teams, Google Meet, and other conferencing platforms. All audio will be routed appropriately, whether the room is divided or combined.

- **Multichannel Audio Amplifier:** A multichannel audio amplifier with onboard loudspeaker DSP processing will drive the existing ceiling speakers inside the conference room and the outdoor Terrace speakers. This will require a minimum of three output channels running 70V speakers up to 80 Watts per channel. The existing speakers are confirmed to be 70V with taps at 20 Watts each.
- **Program Audio Output:** A line-level program audio output (XLR-M Connection) at the AV rack will be available for local access CATV to have a direct audio output feed. This connection should be on a custom engraved plate and clearly labeled.
- **Assisted Listening System:** An RF transmitter mounted in the rack will provide an Assisted Listening system, available when the room is in combined mode. This system will include eight RF receivers, eight ear speakers, four neck loops, eight spare batteries (if applicable), a fixed charging station, and a remote antenna above the drop ceiling with an extension kit up to 100FT of RG8 antenna cable.

Video System:

- **Platform Consistency:** The video system will be based on an Extron or Crestron platform to remain consistent with other spaces within the district.
- **Input Plates:** Each of the two spaces will feature an HDMI and USB-C input wall plate for users to connect their laptops or other devices. The USB-C connection is for Alt-Displayport (Video/Audio) only and does not require carrying USB peripheral signals. The USB-C should provide charging capabilities to a connected laptop.
- **USB-B Connection:** At each HDMI/USB-C input plate location, a USB-B connection will be provided for all routed USB peripherals in the space.
- **Projectors and Screens:** Existing electric screens will be de-installed, and new ceiling-mounted video projectors with proper mounting hardware and ceiling-recessed electric projection screens will be provided. Projectors and hardware will be white, with a minimum of 7,000 Lumens, WUXGA resolution, and appropriate pipe to drop the projectors below the lights (approximately 30 inches). The projector location should be less than 20FT from the screen, and the appropriate projection lens should be provided to hit the screen from that distance without keystone correction. The new recessed electric screen should have a tensioned surface providing an image size of 72.5" x 116" with a Matte White Finish and a minimum of 12" of available black drop at the top. The screen must also have low voltage control via a switch located at the rack and within the touch panel control system.
- **Matrix Video System:** A matrix video system with a minimum capability of 8 HDMI inputs and 4 HDMI outputs will dynamically manage and route video signals as needed. In divided mode, each HDMI/USB-C wall plate will route its signal to the corresponding projector. In combined mode, any source can be displayed on one or both projectors. An HDMI input connection at the AV rack will be available for local access CATV, on a custom engraved rack panel with appropriate labeling. Two AV casting devices (Extron Sharelink or similar) will provide wireless casting capabilities to each space, only for presentation video and not requiring USB peripheral access.
- **PTZ Cameras:** Each space will have a PTZ camera with AI presenter tracking and a minimum of 12X optical zoom. The PTZ cameras will have extension capabilities to provide power and HDMI video to

the matrix switcher over CAT6 cabling. The video signals from the PTZ cameras will be routed through the video switcher and converted to USB. When the room is divided, each section will have access to its designated PTZ camera. When combined, users can select which camera feeds their USB connection. The USB camera and associated audio feed will be extended to a USB-B wall plate adjacent to the HDMI/USB-C wall plate for easy laptop connection.

Control System:

- AV Control System: A comprehensive Extron or Crestron-based AV control system will provide intuitive operation. The control processor will run on a dedicated AV network switch provided by the AVC and installed in the rack, connecting and managing all devices within the system. Each indoor space will feature a wall-mounted 7” touch panel for control, enabling independent operation when divided and synchronized control when combined. The touch panel nearest to the Terrace space will also manage AV functions in that area. The projection screens will be integrated with low-voltage control interfaces, allowing automated screen deployment and retraction.
- Partition Sensor: A partition sensor will be installed to automate room functionality based on the space configuration. Users can also manually put the room into either divided or combined mode.

AV Rack:

- Centralized Location: All AV equipment will be housed in a floor-standing AV rack on casters. This rack will be furniture-style, with the owner able to choose the cabinet finish. The rack location is to be determined, but cable runs to the rack will not exceed 100FT. The rack will provide a centralized location for the system’s core components. The rack will include all necessary hardware and power distribution to support the audiovisual design. It will also be designed with adequate space to allow for future system expansion and upgrades. To complete the installation, all cabling and hardware necessary for a fully functional turn-key system will be provided.

5. Vendor Qualifications

Award will be made to the lowest responsive and responsible bidder. As a means of demonstrating responsibility under MGL c. 30B, prospective vendors must demonstrate successful expertise in designing and installing AV systems for similar conference spaces and have been doing so for at least 10+ years. AVC shall self-perform all work, including programming and commissioning without the use of subcontracted employees. AVC shall provide resumes of W2 staff employees at the following positions:

- Design Engineer
- Field Engineer – in charge of commissioning and testing the system
- Programmer
- Project Manager

In addition to resumes, AVC shall also have a dedicated service email and/or phone number along with dedicated service technicians that can be deployed for break-fix repair outside of the AVC’s regular installation schedule.

All programmers and Field Engineers must hold Certification in Extron (or Crestron), Shure, and other key AV manufacturers as required, and proper documentation may be required. *Please note that customer shall own all rights to source code and will be provided copies upon completion.* The vendor must also provide references (**minimum of two**) for past projects of comparable scale and complexity. Additionally, they should have the capability to provide long-term support and maintenance services.

At a minimum, AVC shall provide a 1-year system warranty. However, all equipment swaps and service for failed equipment still under warranty shall be done to incur no cost to Worcester Public Schools.

6. Bid Submission Requirements

Each bid submission must include a detailed approach to system design, an itemized cost breakdown that includes Manufacturers and Part Numbers, a project timeline with key milestones, warranty and post-installation support details, and references from previous clients. The proposal should illustrate the vendor's ability to deliver a high-quality, user-friendly, and reliable AV system.

PRICING PAGES

ITEM	DESCRIPTION	QUANTITY	UNIT OF MEASURE	UNIT PRICE	EXTENDED PRICE
1	4-channel wireless microphone system	1	EA		
2	Outdoor microphone input	1	EA		
3	Matrix video system w/8 HDMI inputs & 4 HDMI outputs	1	EA		
4	Shure desktop-style gooseneck wire microphones	2	EA		
5	Shure MXA920 (or equivalent) ceiling array microphones	2	EA		
6	Audio DSP	1	EA		
7	Multichannel Audio Amplifier w/onboard loudspeaker	1	EA		
8	Program audio output (XLR-M connection) w/ custom engraved	1	EA		
9	RF transmitter w/8 RF receivers, 8 ear speakers, 4 neck loops, 8 spare batteries, fixed charging station, remote antenna w/ extension kit up to 100ft of RG8 antenna cable	1	EA		
10	Audio Processor	1	EA		
11	Projectors	2	EA		
12	USB Wall Plates	2	EA		

PRICING PAGES

13	Projection screens	2	EA		
14	PTZ Cameras	2	EA		
15	AV Control system (Extron or Crestron-based)	1	EA		
16	Partition sensor	1	EA		
17	AV Rack	1	EA		
18	Amplifier; Multi-channel	1	EA		
19	Assorted parts including mounting brackets, input plates, hardware, or wiring	1	LS		
20	De-installation of old equipment	1	LS		
21	Design/Engineering/Programming Labor	1	LS		
22	Installation Labor	1	LS		
23	Training of School Personnel	1	LS		
				TOTAL: \$	

NAME OF BIDDER: _____