



October 8, 2019

Subject: Invitation to Bid# 2019-TH-01: Low Voltage, Access Control, and CCTV Contractor for the Town's new Municipal Building

Ladies and Gentlemen,

The Town of Tyrone, Georgia is seeking bids from qualified contractors for the installation of low voltage cable (network and cable TV), key card access control, A/V for selected areas, and security cameras in its new Municipal Building. The Town has contracted with Goodwyn, Mills, and Cawood (GMC) as its architect and Parrish Construction as its general contractor for this project and groundbreaking is expected to take place in November 2019.

A representative from any firm wishing to bid on this project MUST send an email to Brandon Perkins, Town Manager at bperkins@tyrone.org announcing their intent to bid. Use “Intent to bid on RFP 2019-TH-01” as the subject line. Upon receipt of this email, the representative will be provided with a copy of the building plans.

A mandatory pre-bid conference will take place at 10:00 a.m. on October 18, 2019 at Town Hall, 881 Senoia Road. This will allow prospective bidders to learn more about the project and ask questions.

Other questions concerning this invitation to bid should be addressed to Brandon Perkins, Town Manager in writing via email to bperkins@tyrone.org. Questions will be accepted until 3:00 pm on November 6, 2019.

Please return your **Sealed Bid Response** to:

Town of Tyrone
Attn: Brandon Perkins
881 Senoia Road
Tyrone, GA 30290

Bid Number : 2019-TH-01
Bid Name: Low Voltage Services

Your response must be sealed and should show your company's name and address.

Incorporated 1911



Bids will be received at the address above until 2:00 pm on November 6, 2019. Bids will be opened at that time.

Bids must be signed to be considered. Late bids and faxed or emailed bids cannot be considered.

Please be sure to monitor the Town's website at <http://tyrone.org/links/bid-items/> for any addenda that might be issued for this solicitation prior to submitting your bid. The Town cannot be responsible for missed addenda.

Respectfully,

A handwritten signature in blue ink, appearing to read "Brandon Perkins".

Brandon Perkins
Town Manager

Incorporated 1911

881 Senoia Road | Tyrone, Georgia 30290
Phone: (770) 487-4038 | Fax: (770) 487-4529
www.tyrone.org

ADDITIONAL TERMS AND CONDITIONS
Invitation to Bid #2019-TH-01: Low Voltage Contractor

1. **Definitions:** The term "contractor" as used herein and elsewhere in these specifications shall be used synonymously with the term "successful bidder." The term "Town" shall mean Town of Tyrone, Georgia.
2. **Bid is Offer to Contract:** Each bid constitutes an offer to become legally bound to a contract with the Town, incorporating the invitation to bid and the bidder's bid. The binding offer includes compliance with all terms, conditions, special conditions, specifications, and requirements stated in the invitation to bid, except to the extent that a bidder takes written exception to such provisions. All such terms, conditions, special conditions, specifications, and requirements will form the basis of the contract. The bidder should take care to answer all questions and provide all requested information, and to note any exceptions in the bid submission. Failure to observe any of the instructions or conditions in this invitation to bid may result in rejection of the bid.
3. **Binding Offer:** Each bid shall constitute a firm offer that is binding for sixty (60) days from the date of the bid opening, unless the bidder takes exception to this provision in writing.
4. **Bidder's Questions:** The Town Manager must receive questions about this invitation to bid in writing at least six days before the scheduled bid opening, excluding Saturdays, Sundays, and holidays. The Town will post answers to questions and/or other information concerning the invitation to bid in the form of an addendum on the Town's website at <http://tyrone.org/links/bid-items/>. It is the responsibility of the prospective bidder to check the website for any addenda issued for this invitation to bid.
5. **References:** Include with your bid a list of four (4) jobs that your company has done that are of the same or similar nature to the work described in this invitation to bid, on the form provided. Include all information as requested on the form.
6. **Bid Submission:** Submit your bid, along with any addenda issued by the Town, in a sealed opaque envelope with the following information written on the outside of the envelope:
 - a. The bidder's company name,
 - b. The bid number, which is #2019-TH-01, and
 - c. The "reference" which identifies the bid, which is "Low Voltage Services".

Mail or deliver one (1) unbound original bid (paperclip or binder clip acceptable, no staples), signed in ink by a company official authorized to make a legal and binding offer, to:

Town of Tyrone
Attn: Brandon Perkins
881 Senoia Road
Tyrone, GA 30290

You may submit bids in person, by U.S. mail, or by a commercial carrier. Do not submit bids by facsimile, e-mail, or other electronic means. Once submitted, all bids become the property of Tyrone.

7. **Bid Preparation Costs:** The bidder shall bear all costs associated with preparing the bid.
8. **Late Bids:** Bids not received by the time and date of the scheduled bid opening will not be considered, unless the delay is a result of action or inaction by the Town.
9. **More than One Bid:** Do not submit alternate bids or options, unless requested or authorized by the Town in the Invitation to Bid. If a responder submits more than one bid without being requested or authorized to do so, the Town may disqualify the bids from that responder, at the Town's option.
10. **Bid Corrections or Withdrawals:** The bidder may correct a mistake, or withdraw a bid, before the bid opening by sending written notification to the Town Manager. Bids may be withdrawn after the bid opening only with written authorization from the Town Manager.
11. **Defects or Irregularities in Bids:** The Town reserves the right to waive any defect or irregularity in any bid received. In case of an error in extension of prices or totals in the bid, the unit prices shall govern.
12. **Prices Held Firm:** Prices quoted shall be firm for the period of the contract, unless otherwise specified in the bid. All prices for commodities, supplies, equipment, or other products shall be quoted FOB Destination, Town or job site.
13. **Brand Name:** If items in this invitation for bid have been identified, described or referenced by a brand name or trade name description, such identification is intended to be descriptive, but not restrictive and is to indicate the quality and characteristics of products that may be offered. Alternative products may be considered for award if clearly identified in the bid. Items offered must meet required specifications and must be of a quality which will adequately serve the use and purpose for which intended.
14. **Bidder Substitutions:** Bidders offering substitutions or deviations from specifications stated in the invitation to bid, shall list such substitutions or deviations on the "Exceptions to Specifications" sheet provided, or on a separate sheet to be submitted with the bid. The absence of such list shall indicate that the bidder has taken no exception to the specifications. The evaluation of bids and the determination as to equality and acceptability of products or services offered shall be the responsibility of the Town.
15. **Samples:** When the Town requires samples as part of the bid and vendor selection process, bidders must provide requested samples within the time allotted, and at no cost

to the Town unless otherwise specified. Any goods provided under contract shall conform to the sample submitted. The Town will return samples only at the bidder's request, and at the bidder's expense, if they are not destroyed by testing.

16. **Non-Collusion:** By responding to this invitation to bid, the bidder represents that the bid is not made in connection with any competing bidder, supplier, or service provider submitting a separate response to this invitation to bid, and is in all respects fair and without collusion or fraud.
17. **Bid Evaluation:** Award will be made to the lowest responsive, responsible bidder, taking into consideration payment terms, vendor qualifications and experience, quality, references, any exceptions listed, and/or other factors deemed relevant in making the award. The Town may make such investigation as it deems necessary to determine the ability of the bidder to perform, and the bidder shall furnish to the Town all information and data for this purpose as the Town may request. The Town reserves the right to reject any bid item, any bid, or all bids, and to re-advertise for bids.
18. **Contract Award:** The contract will be awarded by base bid plus selected alternates. The award will be made in the best interest of the Town.
19. **Discounts:** Cash discounts offered will be a consideration in awarding the bid, but only if they give the Town at least 15 days from receipt of invoice to pay. For taking discounts, time will be computed from the date of acceptance at destination or the date a correct invoice is received, whichever is the later date. Payment is deemed made, for the purpose of earning the discount, on the date of the check. For payment of full invoice price, minimum terms of net 30 are preferred.
20. **Trade Secrets - Confidentiality:** If any person or entity submits a bid or proposal that contains trade secrets, an affidavit shall be included with the bid or proposal. The affidavit shall declare the specific included information which constitutes trade secrets. Any trade secrets must be either (1) placed in a separate envelope, clearly identified and marked as such, or (2) at a minimum, marked in the affidavit or an attached document explaining exactly where such information is, and otherwise marked, highlighted, or made plainly visible. See O.C.G.A. § 50-18-72 (A)(34).
21. **Trade Secrets - Internal Use:** In submitting a bid, the bidder agrees that the Town may reveal any trade secret materials contained in the bid to all Town staff and officials involved in the selection process, and to any outside consultant or other third parties who may assist in the selection process. The bidder agrees to hold harmless the Town and each of its officers, employees, and agents from all costs, damages, and expenses incurred in connection with refusing to disclose any material which the bidder has designated as a trade secret.
22. **Ethics - Disclosure of Relationships:** Before a proposed contract in excess of \$10,000.00 is recommended for award to the Town Council or the Town Manager, or before the Town renews, extends, or otherwise modifies a contract after it has been

awarded, the contractor must disclose certain relationships with any Town Elected Official or Town Official, or their spouse, mother, father, grandparent, brother, sister, son or daughter related by blood, adoption, or marriage (including in-laws). A relationship that must be reported exists if any of these individuals is a director, officer, partner, or employee, or has a substantial financial interest in the business.

If such relationship exists between your company and any individual mentioned above, relevant information must be presented in the form of a written letter to the Town Manager. You must include the letter with any bid, proposal, or price quote you submit to the Town.

In the event that a contractor fails to comply with this requirement, the Town will take action as appropriate to the situation, which may include actions up to and including rejection of the bid or offer, cancellation of the contract in question, or debarment or suspension from award of a Town contract for a period of up to three years.

23. **Contract Execution & Notice to Proceed:** After the Town Council makes an award, all required documents are received by the Town, and the contract is fully executed with signature of both parties, the Town will issue a written Notice to Proceed. The Town shall not be liable for payment of any work done or any costs incurred by any bidder prior to the Town issuing the Notice to Proceed.
24. **Unavailability of Funds:** This contract will terminate immediately and absolutely at such time as appropriated and otherwise unobligated funds are no longer available to satisfy the obligations of the Town under the contract.
25. **Insurance:** The successful bidder shall procure and maintain the following insurance, to be in effect throughout the term of the contract, in at least the amounts and limits as follows:
 - a. General Liability Insurance: \$1,000,000 combined single limit per occurrence, including bodily and personal injury, destruction of property, and contractual liability.
 - b. Automobile Liability Insurance: \$1,000,000 combined single limit each occurrence, including bodily injury and property damage liability.
 - c. Worker's Compensation & Employer's Liability Insurance: Workers Compensation as required by Georgia statute.
 - d. Builder's "All Risk" Insurance: In the event the contractor is performing construction services under the contract, contractor shall procure and maintain "all-risk" builder's insurance, providing coverage for the work performed under the contract, and the materials, equipment or other items incorporated therein, while the same are located at the construction site, stored off-site, or at the place of manufacture. The policy limit shall be at least 100% of the value of the

contract, including any additional costs which are normally insured under such policy.

Before a contract with the successful bidder is executed, the successful bidder shall provide Certificates of Insurance for all required coverage. The successful offeror can provide the Certificate of Insurance after award of the contract, but must be provided prior to execution of the contract document by both parties. The certificate shall list an additional insured as follows:

Town of Tyrone
881 Senoia Road
Tyrone, GA

26. **Bid Bond:** You must include a bid bond with your bid, equal to five percent (5%) of the total amount bid. Bid bonds shall be provided by a surety which appears on Georgia's list of approved sureties administered by the State Insurance Commissioner, or the U.S. Treasury's list of approved bond sureties (Circular 570).
27. **Performance and Payment Bonds:** Prior to execution of a contract, the successful bidder shall submit performance and payment bonds each equal to 100 percent of the contract value, provided by a surety which appears on Georgia's list of approved sureties administered by the State Insurance Commissioner, or the U.S. Treasury's list of approved bond sureties (Circular 570).
28. **Unauthorized Performance:** The Town will not compensate the contractor for work performed unless the work is authorized under the contract, as initially executed or as amended.
29. **Delivery Failures:** If the contractor fails to deliver contracted goods or services within the time specified in the contract or fails to replace rejected items in a timely manner, the Town shall have authority to make open-market purchases of comparable goods or services. The Town shall have the right to invoice the contractor for any excess expenses incurred or deduct such amount from monies owed the contractor. Such purchases shall be deducted from contracted quantities.
31. **Inspection and Acceptance of Deliveries:** The Town reserves the right to inspect all goods and products delivered. The Town will decide whether to accept or reject items delivered. The inspection shall be conclusive except with respect to latent defects, fraud, or such gross mistakes as shall amount to fraud. Final inspection resulting in acceptance or rejection of the products will be made as soon as practicable, but failure to inspect shall not be construed as a waiver by the Town to claim reimbursement or damages for such products which are later found to be in non-conformance with specifications. Should public necessity demand it, the Town reserves the right to use or consume articles delivered which are substandard in quality, subject to an adjustment in price to be determined by the Town Manager.

32. **Force Majeure:** Neither party shall be deemed to be in breach of the contract to the extent that performance of its obligations is delayed, restricted, or prevented by reason of any act of God, natural disaster, act of government, or any other act or condition beyond the reasonable control of the party in question.

**Town of Tyrone, Georgia
Checklist of Required Documents**

**PLEASE RETURN THIS CHECKLIST AND THE REQUIRED DOCUMENTS IN THE
ORDER LISTED BELOW.**

ITB # 2019-TH-01: LOW VOLTAGE CONTRACTOR

Company Information – on the provided form	_____
Contractor Affidavit under OCGA 13-10-91(b)(1)	_____
Bid Bond, if required	_____
Contractor’s Experience Form	_____
Base Bid Summary Sheets	_____
Bid Summary Form	_____
Bid Form	_____
Alternate Form	_____
List of exceptions, if any – on the form provided	_____
Contractor’s Proposed Contract	_____
Addenda Acknowledgement Form	_____

COMPANY NAME: _____

Contractor Affidavit under O.C.G.A § 13-10-91(b)(1)

By executing this affidavit, the undersigned contractor verifies its compliance with O.C.G.A. § 13-10-91, stating affirmatively that the individual, firm or corporation which is engaged in the physical performance of services on behalf of Fayette County, Georgia has registered with, is authorized to use and uses the federal work authorization program commonly known as E-Verify, or any subsequent replacement program, in accordance with the applicable provisions and deadlines established in O.C.G.A. § 13-10- 91. Furthermore, the undersigned contractor will continue to use the federal work authorization program throughout the contract period and the undersigned contractor will contract for the physical performance of services in satisfaction of such contract only with subcontractors who present an affidavit to the contractor with the information required by O.C.G.A. § 13-10-91 (b). Contractor hereby attests that its federal work authorization user identification number and date of authorization are as follows:

Federal Work Authorization User Identification Number

Date of Authorization

Name of Contractor

Name of Project

Town of Tyrone, Georgia

Name of Public Employer

I hereby declare under penalty of perjury that the foregoing is true and correct.

Executed on _____, _____, 2019 in (city) _____, (state) _____.

Signature of Authorized Officer or Agent

Print Name and Title of Authorized Officer or Agent

SUBSCRIBED AND SWORN BEFORE ME

ON THIS THE _____ DAY OF _____, 2019

NOTARY PUBLIC

My Commission Expires: _____

ITB# 2019-TH-01: LOW VOLTAGE CONTRACTOR

CONTRACTOR EXPERIENCE FORM

THIS IS TO CERTIFY pursuant to Town of Tyrone, Georgia RFP #2019-TH-01 that _____ has proficiency in the service(s) requested. This may be demonstrated by reference to the successful performance of similar work on the following four projects:

Projects 1, 2, 3 & 4 – Completed within the past five years and of similar scope and complexity to RFP # 2019-TH-01.

1. Name/Type of Project _____

Description:

Owner: _____

Total Contract Amount: _____

Date of Completion: _____

Contact Name & Title: _____

Phone Number: _____

Email: _____

2. Name/Type of Project _____

Description:

Owner: _____

Total Contract Amount: _____

Date of Completion: _____

Contact Name & Title: _____

Phone Number: _____

Email: _____

3. Name/Type of Project _____

Description:

Owner: _____

Total Contract Amount: _____

Date of Completion: _____

Contact Name & Title: _____

Phone Number: _____

Email: _____

4. Name/Type of Project _____

Description:

Owner: _____

Total Contract Amount: _____

Date of Completion: _____

Contact Name & Title: _____

Phone Number: _____

Email: _____

Owner/President/CEO Certification

I certify the above information is true and accurate and is provided to satisfy minimum bidding requirements with respect to Contractor experience for RFP#2019-TH-01.

This _____ day of _____, 2019.

Name of Company: _____

By: _____

Title: _____

ITB #2019-TH-01: LOW VOLTAGE CONTRACTOR

COMPANY INFORMATION

Company Name: _____

Physical Address: _____

Mailing Address (if different): _____

AUTHORIZED REPRESENTATIVE

Printed Name: _____

Signature: _____

Title: _____

Email: _____

Phone Number: _____

PROJECT CONTACT PERSON

Printed Name: _____

Title: _____

Email: _____

Phone Number: _____

ITB #2019-TH-01: LOW VOLTAGE CONTRACTOR

SCOPE OF WORK

Introduction

The Town of Tyrone, Georgia is in the process of designing a new municipal building that will house its administrative offices (Town Hall) and the Police Department. Goodwyn, Mills, and Cawood (GMC) is the architect on the project and Parrish Construction has been retained as the Construction Manager. Most of the buildout is being included in the contract with the builder, but it was suggested that the Town could potentially save some costs by seeking its own contractors for some components such as data cabling, A/V, security cameras, and access control. Consequently, the Town is seeking contractors that specialize in this area and would prefer to find a vendor that can handle all of these needs rather than having to hire one contractor for each.

The design of the building is nearing 70% completion and the contractor anticipates breaking ground/starting site work in November 2019 and going vertical in January 2020. That being the case, the Town hopes to get its contractor for these services on board as soon as possible so that they can be active in the remainder of the planning/design process.

Access Control

Most of the new building's doors will be equipped with mechanical locks. However, the Town has identified several doors/gates leading to secure areas that will need to be controlled by key cards and/or keypads. The access control system will need to allow the Town to control access to these areas based on user need and the system should log the following each time a key card is used:

- The user
- Time in
- Time out (if applicable)

At least two doors in the building will need a control button that reception staff can use to allow visitors in:

- Town Hall's front desk clerk (Room #123 on the plans) needs control of door #100AA; and
- The Police Clerk (Room #135 on the plans) needs control of door #100BB.

The full list of doors requiring key card access is as follows:

1. 100BA – This is the main entrance to the building. It would be preferable for this door to be programmable in the system to automatically lock and unlock at prescribed times and days. It will need to be unlocked during business hours. When locked, employees with

appropriate permissions should have the option to enter with a key card.

2. 100AA – this door leads from the main lobby into the back offices of Town Hall. It will be locked at all times, requiring a key card to gain entry. The clerk in the front office (Room #123 on the plans) will need a button to unlock the door for approved visitors.
3. 100AC – this door leads from the rear employee entrance vestibule into the back offices of Town Hall. It will be locked at all times, requiring a key card to gain entry.
4. 100DA – this door, which is across the way from 100AC, leads from the rear employee entrance vestibule into the Municipal Court. It will be locked at all times, requiring a key card to gain entry.
5. 100BB – this door leads from the back of the main lobby into the employee entrance vestibule. It will be locked at all times, requiring a key card to gain entry.
6. 100A – this is the main rear door of the building and will serve as the employee entrance. It will be locked at all times, requiring a key card to gain entry. The clerk in the reception office (Room #135 on the plans) will need a button to unlock the door for approved visitors.
7. 100DB – this door leads from the Municipal Court hallway into the Police Department. It will be locked at all times, requiring a key card to gain entry.
8. Corridor 5 – this door leads from the Municipal Court hallway into the Police Department. It will be locked at all times, requiring a key card to gain entry. NOTE: the current plans left this door without a number. It is located in Corridor 5 adjacent to the Women’s Restroom (room #143 on the plans).
9. 151A – this door leads into the Police Department’s evidence room, one of the most secure areas of the building. Very few employees will have access rights and it is critical that every entry and exit is logged by the system.
10. 100GA – this is a rear entry door into the Police Department. It will be locked at all times, requiring a key card to gain entry.
11. 100FA - this is a side entry door into the Police Department and will likely be high traffic as this is where officers will enter from the parking lot. It will be locked at all times, requiring a key card to gain entry.
12. 156A – this is the door to the Armory in the Police Department. Like the evidence room, this is a highly secure area with very limited access. Entry logging is critical here.

13. 127D – this door leads from the Courtroom/Council Chambers into the back offices of the Court. It will be locked at all times, requiring a key card to gain entry. The Town would consider an option that includes a keypad for entry on this door as well.
14. 128A – this door leads from the covered police parking area into the Probation Waiting Area. This door is required to be locked at all times and **will require a keypad for exit.**
15. 131B – this door leads from the main conference room into the Municipal Court hallway. It will be locked at all times, requiring a key card to gain entry.
16. 147A – this door leads into the building’s server/IT room. It will be locked at all times, requiring a key card to gain entry.
17. Gates – the building’s parking lot is being designed so that public parking and employee parking are separated by two gates. The first gate will be closed at all times* and will require a key card or code for entry.

A second gate (see plans) is planned to be installed at the end of the rear employee parking lot leading into the side PD parking lot. The idea for the second gate is to allow the Town to open gate 1 to allow the public to park in the employee area for special events when more parking is needed and still maintain security for the police parking area. Gate 2 would remain open when extra parking is not needed, eliminating the need for the police officers to contend with two entry points into their parking area. As it stands, Gate 2 will be opened and closed manually and secured with a combination lock. However, the Town would like the option of making this a second automatic gate with access control if it can be done within budget. Consequently, the Town is requesting a bid alternate for this second access point.

NOTE: Bid responses should detail the make and model of any suggested hardware and information pertaining to any related software. Details should include screen resolution (when applicable) and manufacturer’s warranty information.

Security Cameras

The Town wishes to have security cameras installed in key locations both inside and outside of the building. This system will need to allow key staff members the ability to access recordings remotely and two offices (room numbers 123 and 135 on the plans) will need monitors displaying key camera feeds. It is expected that the DVR for the system will be located in the IT room (#147 on the plans).

Please note that the camera placements detailed below may be different from what is indicated on the plans. Please go by the placements detailed in this scope of work.

Areas that have been identified for camera placement are as follows:

1. Front Lobby
2. 123 – Town Hall front desk. We prefer to have this camera triggered by a switch in the front office and have the ability to record audio. The main purpose of this camera is to be activated to record when dealing with irate visitors.
3. 135 – Court/Police Front Desk. Same comments as above.
4. 151 – Evidence Room – It would be preferable for this camera to be motion activated and have the ability to alert key staff members when it is activated.
5. 155 – Interview Room – Detectives will need to have the ability to activate this camera easily as needed and quickly access recordings. This site must also record audio. If possible, the Town would like to have an indicator outside this room that lights up when the camera is activated letting staff know when an interview is in progress.
6. 100 – Rear Vestibule
7. 127 – Court/Council Chambers – Staff will need the ability to activate this camera or cameras as needed. Must record audio.
8. 128 – Probation Waiting Area
9. 100C – Corridor 2
10. Evidence Preparation Area – This area is in the Police Department between doors 100GB and 100GA.
11. Entry Gate 1 – this camera can be mounted on the exterior of the building. Its intent is to monitor vehicles entering the secure parking area.
12. Outdoor Evidence Storage – this will be located near the parking lot on the Police Department side of the building. The camera (must be IR) will need to provide 24/7 recording of the area.
13. Side Parking Lot – records the public parking area on the South side of the building.
14. PD Parking Lot – records the police parking area on the North side of the building.
15. Covered Parking/Probationer Unloading Area – Police officers will park in this area to load and unload detainees coming to court from the jail. A camera is needed under this covered area.

NOTE: Bid responses should detail the make and model of any suggested hardware and information pertaining to any related software. Details should include screen resolution (when applicable) and manufacturer's warranty information.

Audio/Visual

Several areas of the new facility will need A/V equipment. While the Town knows what its needs are, we are open to the contractor's input on design. Areas in need of A/V include:

1. 127 – Court/Council Chambers –

Sound: Microphones will need to be at key seats on the dais (approximately 9) and 1 will need to be installed on the podium for presenters. Good quality speakers are needed to ensure that the audience can hear well. This system should also include a speaker in room 128 (Probation Waiting Area) so that probationers can hear Court. Finally, the system will need to digitally record all sound and allow the Court and Town Clerks to easily access recordings.

Visual: Staff will need the ability to display presentation items to both the audience and to the Judge/Elected Officials sitting on the dais. The Town is open to input from the contractor on how best to design this functionality.

The A/V system for the Court/Council Chambers MUST include a mixing board/control panel that allows the staff to easily control volume and operate other components of the system.

NOTE: Bid responses should detail the make and model of any suggested hardware and information pertaining to any related software. Details should include screen resolution (when applicable) and manufacturer's warranty information.

2. 135 – Court/PD Receptionist – The PD is responsible for issuing alcohol server permits that require the production of a photo ID. Currently, applicants must be brought into a secure area to have their photo taken for the ID. In the new facility, we would like to have the digital camera for the ID system mounted outside of the Receptionist area in the lobby so that bringing applicants into the secure area is not required. The Town will provide the camera.
3. 159 – Simulator Room – The PD owns a use of force simulator for training. The contractor will need to remove the ceiling mounted projector and cameras from the old building and re-install them/run the necessary cables in the new facility.
4. 157 – Training Room – A large flat screen TV/Monitor will need to be provided and installed on the front wall of the room for presentation purposes. Training staff will need the ability to easily connect a laptop (please provide HDMI and other connection options).

Data Cabling

As currently designed, the facility requires a minimum of 108 data cable drops. The GC will provide conduit; the bidder on this project will need to provide all cable and hardware. The Town utilizes VOIP telephone services, so telephone cable is not required.

TV Cable

Seven locations in the new facility will need cable TV connections:

1. 117 – Town Manager’s Office
2. 115 – Mayor’s Office
3. 131 – Conference Room
4. 138 – Break Room
5. 145 – Chief’s Office
6. 144 – Major’s Office
7. 157 – Training Room