



Frankfort Plant Board

BID INVITATION #1661

ISSUED ON

May 29, 2018

BY

**THE ELECTRIC & WATER PLANT BOARD OF THE
CITY OF FRANKFORT, KENTUCKY**

FOR

VIDEO EQUIPMENT

TO BE OPENED ON

June 12, 2018 at 10AM

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III. ADVERTISEMENT FOR BID

**The Frankfort Plant Board
305 Hickory Drive
P.O. Box 308
Frankfort, KY 40602**

Separate sealed Bids for Video Equipment will be received by the Frankfort Plant Board until 10 a.m. local time, June 12, 2018; and then opened and publicly read aloud.

Specifications may be examined at the following location:

Frankfort Plant Board
Service Center
305 Hickory Drive
P.O. Box 308
Frankfort, KY 40602

No bidder may withdraw his bid for a period of ninety (90) days after closing time scheduled for the receipt of Bids.

The Plant Board reserves the right to waive informalities and to accept or to reject any and all bids.

**For Bid Correspondence, contact:
Leigh Ann Phillips
(502) 352-4423
lphillips@fewpb.com**

**For Technical Correspondence, contact:
Scott Stafford
(502) 352-4478
sstafford@fewpb.com**

IV. INTRODUCTION

VIDEO EQUIPMENT

The Electric & Water Plant Board of the City of Frankfort, Kentucky issues this Invitation to solicit bids on the purchase of a Video Server.

Quoted prices shall be firm F.O.B. with freight included to Frankfort, Kentucky.

Material included on this bid is item specific. No exceptions shall be made. Award will be made on a per line item basis.

Please note instructions on Pages 5-7. Failure to adhere to instructions may result in rejection of bid.

**READ CAREFULLY -- BIDDER MUST PROVIDE ALL INFORMATION REQUESTED --
SIGN BID**

If an EEOC Certificate is included as a part of this documentation, it shall be executed and returned as a part of the bid response package. Absence of the EEOC Certificate indicates your organization already has the necessary compliance certificate on file with the Plant Board.

V. INSTRUCTIONS TO BIDDERS**1. SUBMISSION OF BIDS**

A. The following certificates or notices are included as a part of this documentation and shall be returned as a part of the bid response package.

- An Equal Employment Opportunity Compliance (EEOC) Certificate
- A Certification of Nonsegregated Facilities (CONF)
- A General Safety Program (GSP) Notice
- A Drug free Workplace Compliance (DWC)

B. Each bid should be in a SEPARATE SEALED ENVELOPE and have typed on the envelope the INVITATION NUMBER, OPENING DATE, AND TIME. No responsibility will be attached to the Frankfort Electric & Water Plant Board for the premature opening of or failure to open a bid not properly addressed or identified. Bids must be received in the office of the Frankfort Electric & Water Plant Board, 305 Hickory Drive, P. O. Box 308, Frankfort, Kentucky, 40602, in a sealed envelope not later than the time specified for opening of bids, at which time all bids received will be publicly opened and read in the Bid Opening Room. It shall be the Bidder's responsibility that the bids are delivered to the above address no later than the time specified. Bidders are invited to attend public bid openings; also, to review complete bid files after awards have been made.

C. Bids may be rejected unless filled out in ink or typewritten and signed in ink by a proper agent of the firm.

D. Telegraphic bids, facsimile bids, or modifications of bids by telegram are not acceptable.

E. Conditional bids are not acceptable.

F. It is the responsibility of each Bidder before submitting a Bid to:

- Examine the Bid and Contract documents thoroughly.
- Consider federal, state, and local laws and regulations that may affect cost, progress, performance, or furnishing of the work.
- Study and carefully correlate Bidder's observations with the Bidding and Contract documents and notify Owner of all conflicts, errors, and/or the discrepancies.

G. All bids shall remain subject to acceptance for a period of ninety (90) days after the date of the Bid opening.

H. Retain one complete copy of the bid for your file and return original with your bid.

I. Bids may be withdrawn at any time prior to opening upon written request by the bidder. Negligence on the part of the bidder in preparing his bid shall not constitute a right to withdraw bid after it has been opened.

J. Bidders are invited to attend public bid opening; also, to review complete bid files after awards have been made.

2. BID SCHEDULE/SIGNATURE PAGE

A. Bidders should quote on the basis of units stated in this invitation. Unit price should be entered and EXTENDED. In case of error in the extension of prices, the unit price will govern. For discrepancies between figures and written amounts, precedence will be given to the written amounts.

B. Bids by corporations must be executed in the corporate name by the president or a vice-president (or other corporate officer accompanied by evidence of authority to sign) and the corporate seal must be affixed and attested by the secretary or an assistant secretary. The corporate address and state of incorporation must be shown below the signature.

C. Bids by partnerships must be executed in the partnership name and signed by a partner, whose title must appear under the signature and the official address of the partnership must be shown below the signature.

D. All names must be typed or printed below the signature.

E. The Bid shall contain an acknowledgement of receipt of all Addenda (the numbers of which must be filled in on the Bid Form).

F. The address, telephone number and contact person for communications regarding the Bid must be shown.

3. QUALIFICATIONS OF BIDDERS

To demonstrate qualifications to perform work, each Bidder must be prepared to submit within five (5) days of Owner's request, written evidence such as financial data, previous experience, present commitments and other such data as may be called for. The Owner may make an investigation as deemed necessary to determine the ability of the Bidder to perform the work, and the Bidder shall furnish to the Owner all such information and data for this purpose, as the Owner may request. The Owner reserves the right to reject any bid if the evidence submitted by, or investigation of, such Bidder fails to satisfy the Owner that such Bidder is properly qualified to carry out the obligations of the Contract and to complete the work contemplated therein.

4. AWARD OF CONTRACT

A. The Owner reserves the right to reject any and all Bids and to waive informalities or minor defects. Any Bid may be withdrawn prior to the above scheduled time for the opening of Bids or authorized postponement thereof. Any Bid received after the time and date specified shall not be considered. No Bidder may withdraw a bid within 90 days after the actual date of opening thereof. Should there be reasons why the contract cannot be awarded within the specified period, the time may be extended by mutual agreement between the Owner and the Bidder. In the event that the lowest responsive and responsible bid is within the Owner's budget, the Contract will be awarded to the lowest responsive and responsible Bidder which, in the Owners sole and absolute judgment, will best serve the interest of the Owner

B. In determining the best responsive and responsible Bidder, the following elements will be considered: (1) lowest price, (2) if the Bidder has a satisfactory performance record, (3) if the Bidder has a suitable financial status to meet obligations incidental to the work, (4) if the Bidder involved maintains a permanent place of business, (5) if the Bidder has adequate personnel and equipment to perform the work properly within the time allotted, (6) number of and acceptability by the Owner of any and all proposed Subcontractors, (7) the completeness and regularity of the Bid Schedule and (8) time schedule of delivery. In addition, the Owner may consider in making the determination (1) quality of equipment (or materials), (2) efficiency and environmental aspects of equipment (or materials) (3) the selection of equipment (or materials), (4) alternate equipment (or materials), and (5) deductions or other modifications listed in the Bid Schedule.

C. Award will be made per line item. It is understood that not all bidders will be able to bid each line item. Please keep this in mind when completing your pricing.

5. LAWS AND REGULATIONS

The Bidder's attention is directed to the fact that all applicable State Laws, municipal ordinance, and the rules and regulations of all authorities having jurisdiction over construction of the Project shall apply to the Contract throughout, and they will be deemed to be included in the Contract the same as though herein written out in full.

VI. SPECIFICATIONS

Video Equipment

All material listed on this bid is item specific.

Quantity: 1

Mfg: Tightrope Media

Model # CBL-FLEX4-540-40

Description: Cablecast Flex 4 Video Server – 40 TB

Quantity: 1

Mfg: Panasonic

Model # AU-V35LT1G

Description: Varicam LT 4K S35 EF Mount

Quantity: 2

Mfg: Panasonic

Model # AJ-PX380GF

Description: AJ-PX380 w/ 17x Zoom Lens

Quantity: 1

Mfg: Panasonic

Model # PAAUXP512B

Description: 512GB P2 Memory Card

Quantity: 2

Mfg: Fujinon

Model # SRD-92B

Description: SRD-92B Zoom Rate Demand

Quantity: 2

Mfg: Manfrotto

Model # 509HD, 545BK

Description: 509HD & 545B Tripod

Quantity: 1

Mfg: Panasonic

Model # AU-VGRP1G

Description: Grip for Varicam LT

Quantity: 1

Mfg: CamRade

Model # CAM-R&GB-XL

Description: CamRade Run&GunBag (XL)

Quantity: 1

Mfg: Zacuto

Model # Z-M-AEM

Description: Axis Mini EVF mount

Quantity: 1

Mfg: Zacuto

Model # Z-GRE

Description: Gratical Eye Micro OLED EVF

Quantity: 1

Mfg: Zacuto

Model # Z-ZG-RT

Description: Zgrip Trigger

Quantity: 1

Mfg: Z-PVTP

Model # Zacuto

Description: Varicam LT Top Plate Kit

Quantity: 2
Mfg: Zacuto
Model # Z-VCT-PD
Description: VCT Pro Tripod Dock

Quantity: 1
Mfg: Zacuto
Model # Z-VCT-P
Description: VCT Pro Baseplate

Quantity: 3
Mfg: Anton Bauer
Model # 8675-0094
Description: 190 Gold Mount Battery

Quantity: 1
Mfg: Anton Bauer
Model # TANDEM70
Description: Tandem-70 AC Power

Quantity: 1
Mfg: Anton Bauer
Model # 8475-0119
Description: Quad Charger

Quantity: 2
Mfg: Blackmagic
Model # CONVMSDIDA
Description: Mini Converter SDI Dist.

Quantity: 1
Mfg: AJA
Model # HA5
Description: HDMI/HD-SDI Video Audio Conv.

Quantity: 1

Mfg: Canare

Model # CA6HSVBRA0.5

Description: Right Angle Male SDI 6" Cable

VII. BID PRICING FORM

VIDEO EQUIPMENT

ITEM #	QUANTITY	DESCRIPTION	UNIT PRICE	TOTAL PRICE
1	1	Mfg: Tightrope Media Model # CBL-FLEX4-540-40 Description: Cablecast Flex 4 Video Server – 40 TB		
2	1	Mfg: Panasonic Model # AU-V35LT1G Description: Varicam LT 4K S35 EF Mount		
3	2	Mfg: Panasoni Model # AJ-PX380GF Description: AJ-PX380 w/ 17x Zoom Lens		
4	1	Mfg: Panasonic Model # PAAUXP512B Description: 512GB P2 Memory Card		
5	2	Mfg: Fujinon Model # SRD-92B Description: SRD-92B Zoom Rate Demand		
6	2	Mfg: Manfrotto Model # 509HD, 545BK Description: 509HD & 545B Tripod		
7	1	Mfg: Panasonic Model # AU-VGRP1G Description: Grip for Varicam LT		
8	1	Mfg: CamRade Model # CAM-R&GB-XL Description: CamRade Run&GunBag (XL)		
9	1	Mfg: Zacuto Model # Z-M-AEM Description: Axis Mini EVF mount		
10	1	Mfg: Zacuto Model # Z-GRE Description: Gratical Eye Micro OLED EVF		
11	1	Mfg: Zacuto Model # Z-ZG-RT Description: Zgrip Trigger		

ITEM #	QUANTITY	DESCRIPTION	UNIT PRICE	TOTAL PRICE
12	1	Mfg: Z-PVTP Model # Zacuto Description: Varicam LT Top Plate Kit		
13	2	Mfg: Zacuto Model # Z-VCT-PD Description: VCT Pro Tripod Dock		
14	1	Mfg: Zacuto Model # Z-VCT-P Description: VCT Pro Baseplate		
15	3	Mfg: Anton Bauer Model # 8675-0094 Description: 190 Gold Mount Battery		
16	1	Mfg: Anton Bauer Model # TANDEM70 Description: Tandem-70 AC Power		
17	1	Mfg: Anton Bauer Model # 8475-0119 Description: Quad Charger		
18	2	Mfg: Blackmagic Model # CONVMSDIDA Description: Mini Converter SDI Dist.		
19	1	Mfg: AJA Model # HA5 Description: HDMI/HD-SDI Video Audio Conv.		
20	1	Mfg: Canare Model # CA6HSVBRA0.5 Description: Right Angle Male SDI 6" Cable		
		GRAND TOTAL		

VIII. SIGNATURE PAGE

VIDEO PRODUCTION EQUIPMENT

We submit the prices on page 11-13 and agree to make delivery within _____ days after receipt of order.

This offer shall be valid for 90 calendar days from the date this bid is opened.

GRAND TOTAL WRITTEN IN WORDS: _____

SIGNED BY: _____

PRINTED NAME: _____

FIRM: _____

ADDRESS: _____

TELEPHONE NUMBER: () _____

E-MAIL ADDRESS: _____

FAX NUMBER: () _____

DATE: _____

IX. EQUAL EMPLOYMENT OPPORTUNITY COMPLIANCE CERTIFICATE

A. Has your company filed the required Employer Information Report, EEO-1 (Standard Form 100) with the Secretary of Labor's Joint Reporting Committee for the prior period ending March 31?

YES

NO

If your answer to Question A above is "NO", check the following appropriate reasons for not filing:

1. Employ less than one hundred people company-wide.
2. Have specific exemption from Secretary of Labor as provided in Section 20 of Executive Order 11246, as amended.

Within Thirty (30) days after receipt of any order from the **Frankfort Electric and Water Plant Board** and prior to each March 31 thereafter, during the performance of work under said order, the undersigned firm agrees to file Standard Form 100, entitled "Equal Employment Opportunity Information Report EEO-1" in accordance with instructions contained therein, unless such firm has either filed such report within twelve months preceding the date of the award or is not otherwise required by law or regulations to file such a report.

B. In consideration of the undersigned being placed in the **Frankfort Electric and Water Plant Board's** "Supplier Document" for the year ending March 31 next, the undersigned certifies that he does not and will not maintain or provide for his employees any segregated facilities at any of his establishments and that he does not and will not permit his employees to perform their services at any location under his control where segregated facilities are maintained. The undersigned agrees that a breach of this certification is a violation of the Equal Opportunity Clause in any subcontract, contract, purchase order, or agreement that the undersigned may receive from the **Frankfort Electric and Water Plant Board**.

As used in this certification, the term "Segregated facilities" means any waiting room, work areas, rest room, and washrooms, restaurants and other eating areas, time clocks, locker rooms, and other storage or dressing areas, parking lots, drinking fountains, recreation or entertainment areas, transportation, and housing facilities provided for employees which are segregated on the basis of race, creed, color or national origin, because of habit, local custom or otherwise.

The undersigned further agrees that he will obtain identical certifications from proposed subcontractors prior to the award of subcontracts exceeding \$10,000 which are not exempt from the provisions of the Equal Opportunity Clause; that he will retain such certification in his files and that he will forward the following notice to his proposed subcontractors (except when the proposed subcontractors have submitted identical certification for specific time periods).

"NOTICE TO PROSPECTIVE SUBCONTRACTORS OF REQUIREMENT FOR CERTIFICATION OF NONSEGREGATED FACILITIES"

"A certification of Nonsegregated Facilities, as required by the May 9, 1967 order on Elimination of Segregated Facilities, by the Secretary of Labor (32 Fed. Reg. 7439, May 19, 1967) must be submitted prior to the award of a subcontract exceeding \$10,000 which is not exempt from the provisions of the Equal Opportunity clause. The certification for all subcontractors during a period (i.e., quarterly, semi-annually, or annually).

(Note: The penalty for making false statements in offers is prescribed in 18 U.S.C. 1001.)"

C. Do you have at each of your facilities a current written Affirmative Action Compliance Program as required by Title 41 of the Code of Federal Regulations (CFR) 60-1.40; and current written Affirmative Action Programs for disabled veteran, veterans of the Vietnam Era and Handicapped workers as required by CFR 60-250.4 and CFR 60-741.4?

YES

NO

If "NO" within 120 days after receipt of any order resulting from attached quotation, the undersigned firm agrees to develop and maintain written Affirmative Action Compliance Programs as required. (Current law requires the contractor to develop a written Affirmative Action Compliance Programs in those cases where the contractor has received prime contract or subcontracts for \$50,000 or more and employs fifty (50) or more people).

CONTRACTOR (SELLER/SUPPLIER): _____

MAILING ADDRESS / PHONE: _____

Authorized Representative's
NAME (PRINT OR TYPE): _____

Authorized Representative TITLE: _____

Dated Signature of Authorized Representative: _____

If you received this as part of an Invitation to Bid please Return with your BID.

OTHERWISE

Please return to: Personnel Officer/EEO Coordinator
Frankfort Electric and Water Plant Board
P.O. BOX 308
Frankfort, KY 40602

X. "NOTICE TO PROSPECTIVE CONTRACTORS OF REQUIREMENT OF GENERAL SAFETY PROGRAM"

The Frankfort Plant Board requires that all contractors operate in compliance with standards set forth by federal, state, and local regulatory agencies, including but not limited to the Occupational Safety and Health Administration, Environmental Protection Agency and Department of Transportation. To comply with the regulations set forth by these agencies it is necessary for each contractor to operate under an established safety program pertaining to the contractor's specific line of business.

The primary goal of a safety program is to protect the health and safety of employees and the public. Our goals are also to conserve and protect property and the environment. **IT IS OUR ABSOLUTE CONVICTION THAT:**

- This is a moral responsibility of each firm and worker involved.
- Safe and healthful work is more efficient, effective and inseparable from how we perform our work.
- Accidents and injuries are unnecessary costs

We accomplish work which is free from accident and injury by providing vigorous leadership that is visible through the organization.

How well we conduct our work in a hazard-free manner, according to the direction provided, is a key factor in our performance for which we are each accountable.

There are certain basic elements that are incorporated into the safety program:

- Effective management leadership from each contractor;
- Organization of a **General Safety Program**;
- On-site supervisor with authority to carry out their responsibilities including suspension of work to correct unsafe conditions;
- Proper training and supervision; and
- Employee participation

Does your organization operate under an established safety program that is in compliance with all applicable federal, state and local regulations and does this program embody the philosophies described above?

YES

NO

CONTRACTOR (SELLER/SUPPLIER): _____

MAILING ADDRESS / PHONE: _____

Authorized Representative's
NAME (PRINT OR TYPE): _____

Authorized Representative TITLE: _____

Dated Signature of Authorized Representative:

If you received this as part of an Invitation to Bid, please return with your bid.

OTHERWISE

Please return to: Safety Officer
Frankfort Electric and Water Plant Board
PO Box 308
Frankfort, KY 40602

*Frankfort Electric and Water Plant Board
PO Box 308, Frankfort KY 40602*

XI. DRUGFREE WORKPLACE COMPLIANCE CERTIFICATE

PLEASE SIGN BELOW TO INDICATE: 1) Contractor is in compliance with any applicable local, state or federal laws concerning mandatory Drug and Alcohol Testing Programs; and 2) AS a term of any contract, the Contractor agrees to comply with any such drug and/or alcohol testing that may be required by law.

CONTRACTOR : _____
MAILING ADDRESS/PHONE: _____

Authorized Representative's
NAME (Print or Type): _____
Authorized Representative's TITLE: _____
SIGNATURE & DATE: _____

**If you received this as part of an Invitation to Bid please Return with your BID;
Otherwise, Return to: Personnel/Safety Officers, PO Box 308, Frankfort KY 40602**

**DRUGFREE WORKPLACE COMPLIANCE
CERTIFICATE**