



BOONE COUNTY, MISSOURI

Request for Proposal #: 74-11DEC15 Video Conferencing Equipment – Ground Floor Courtroom

ADDENDUM #1 – Issued November 25, 2015

This addendum is issued in accordance with the Request for Proposal Response Page in the Request for Proposal and is hereby incorporated into and made a part of the Request for Proposal documents. Respondents are reminded that receipt of this addendum should be acknowledged and submitted with Respondent's Response Form.

Specifications for the above noted Request for Proposal and the work covered thereby are herein modified as follows, and except as set forth herein, otherwise remain unchanged and in full force and effect.

The County received the following questions during the Pre-Proposal Conference held on November 24, 2015:

- 1. Section 3.3.9. states that the system shall be set up to allow the courtroom clerk to control the codec. Does the County want the system to be set up to allow more than one person to control the codec?**

No, only the courtroom clerk will need to control the codec.

- 2. Does a far end camera need to be included in the video conferencing solution?**

No, far end cameras are the responsibility of the far end users. Only three (3) cameras shall be included in the proposal response.

- 3. What video conferencing equipment is used at the Boone County Jail?**

The Jail uses a Polycom HDX 6000 codec with 32" LCD monitor and Eagle Eye camera placed on top of the monitor.

- 4. Does the video conferencing solution need to only connect to the Boone County Jail?**

No. Although most video conferencing is between the Jail and the Courthouse, the Court will also need the ability to connect to the codec of other far end users.

- 5. Are communications multipoint or point-to-point?**

Both. A bridge is used for multipoint communications. The Bridge is a Radvision brand and can also use Scopia Desktop.

- 6. What physical server hosts the bridge?**

That server is the property of the State of Missouri and is managed by the State. All Missouri Courts use this server.

7. Does the County want to keep and use any of the existing equipment in the Ground Floor Courtroom?

The existing ceiling speakers and microphones will remain in use. Otherwise, Respondents are free to include any of the existing equipment in their video conferencing solution; however, given the age of the equipment the County does not expect Respondents will be able to use any of the equipment as part of their solution.

8. Are the microphones push-to-use?

No, the microphones are always on, but a button can be pushed to mute the microphones.

9. What kind of switching will the solution need to tie into?

Cisco.

10. What kind of phone system is used by the Courthouse?

The Courthouse uses a Centrex system, and the phone line going into the Ground Floor Courtroom is analog. Telephones are most often used in the courtroom to tie an interpreter into the video conference session via an audio telephone call.

11. Has the lighting in the Ground Floor Courtroom ever been a problem with the quality of the picture picked up by the camera?

No.

12. Does the County want to use webcams?

No. Webcams are too labor intensive. Minimal setup should be required of the courtroom clerk prior to video conferencing sessions. The ideal solution would require that the courtroom clerk only need to turn on the monitors.

13. Two of the cameras are currently located on the attorney tables. Is that where the cameras should remain?

No. Camera views are often blocked by stacks of papers and other objects sitting on the attorney tables. It is also preferred that proposal responses do not include cameras imbedded in the monitor or sitting on the monitor as part of their solution.

14. Can cameras be installed on the walls or the ceiling?

Yes. Please keep in mind that ceiling lamps will not be moved for this project and that there are seats along the courtroom walls. Cameras shall not be installed in a location where they can be accidentally shaken or purposely tampered with by those seated in any section of the courtroom.

15. Can cameras be installed behind or above the judge's bench?

Yes, but actual placement of the cameras being installed in this location will need to be coordinated with Courthouse personnel. Mounted cameras should not be visible in photographs of the bench and judge. Technically the cameras can be placed behind and/or above the bench, but they cannot be placed in a location routinely visible when reporters take pictures.

16. The camera trained on the Judge needs to have two preconfigured settings?

Yes, as mentioned in Section 3.3.3. this camera will need to have the capability of having two settings so that the camera can be trained on the Judge only and an alternate setting allowing the camera to be trained on both the Judge and the witness seated next to the Judge. Ideally the courtroom clerk shall only need to press a button to alternate between the two settings.

17. Does the monitor(s) referred to in Section 3.3.5. need to be mounted to the wall?

Respondents are free to mount the gallery monitor to the wall or the ceiling. The only requirement is that the monitor has swivel capabilities so that either the gallery or the witness can view the screen unless your proposal response includes two separate monitors for the gallery and the witness. Please be mindful of the people that will be seated near the monitor(s) when choosing a place to mount the equipment. No video conferencing equipment shall be placed in an area that allows anyone access to tamper with the equipment.

18. The Scope of Services in Section 3.2. mentions poor audio quality of the existing equipment. Will cables need to be added or replaced to correct the poor audio quality?

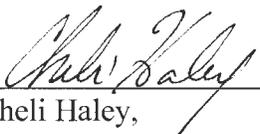
No, it is believed that the old age of the existing equipment is causing the poor audio quality.

19. What will courthouse staff do with the VHS?

The VHS will be disposed of and not replaced. The VHS was used when it was required that video conferencing sessions be recorded. No recording of any kind is required anymore and shall not be a part of the proposed solution for this project.

20. Does a document sharing capability need to be included in the proposal response.

No.

By: 
Cheli Haley,
Buyer

RESPONDENT has examined Addendum #1 to the Request for Proposal #: 74-11DEC15 – Video Conferencing Equipment – Ground Floor Courtroom, receipt of which is hereby acknowledged.

Company Name: _____

Address: _____

Phone Number: _____ Fax Number: _____

Email: _____

Authorized Representative Signature: _____ Date: _____

Authorized Representative Printed Name: _____