



STATEMENT OF WORK (SOW)

Courtroom 707 - Courtroom Technology Upgrade

BACKGROUND INFORMATION

The U.S. District Court – Michigan Eastern District has been upgrading the AV technology in its courtrooms over the past few years. We have installed systems in Detroit and in each in our divisional courthouses in Ann Arbor, Bay City, Flint and Port Huron. In February 2017 the court purchased AV equipment and installation for a courtroom that was to undergo infrastructure upgrades to accommodate the equipment. The upgrades have still not been scheduled and the court has received this equipment (see attachment B for list of equipment). Courtroom 707 located at 231 W. Lafayette Blvd, Detroit, Michigan is next on our list for an AV technology upgrade and we are asking vendors to utilize this equipment for this upgrade.

OBJECTIVE

The purpose of this Statement of Work (SOW) is to provide the District Court with proposals on upgrading the courtroom technology equipment, control system, sound system, installation and programming. The Court will conduct a walkthrough of the courtroom on **August 2, 2019 @10:00 AM** and is asking contractors to attend. The Court will discuss the equipment and services requested on attachment A.

SCOPE OF WORK

Courtroom 707 is referred to as the Million Dollar Courtroom. Chief Judge Denise Page Hood is sitting on the bench in this courtroom. Courtroom 707 is used for standard court proceedings, swearing in ceremonies and grand jury selection. The attorney tables, lectern and witness box are moved around in the courtroom as necessary to accommodate these different events. The AV equipment installed at these locations will also have to be removed regularly. A more mobile solution will be necessary.

Floor boxes are currently being installed in the courtroom. The data rack will be installed in an office behind the courtroom. Cable paths from the benches, floor boxes and will run from cores to the 6M mezzanine below and will utilize J-Hooks from my understanding. We will use the existing courtroom, jury box and chambers speakers unless they are found to be in need of replacement at the time of the AV installation.

All contractor trash must be removed from the building by the contractor and disposed of by the contractor. The courts trash dumpsters and recycling services cannot be utilized by the AV contractor. Contractor will be responsible for cleanup and removal of all trash from the court containers that the contractor places in the court's containers.

Courtroom 707 Technology Upgrade:

1. Contractor walkthrough on **August 2, 2019 @10:00 AM** in Detroit Michigan.
2. Equipment, Installation and Design Quote **due on Friday August 16, 2019 @5:00 PM**
3. Quotes must include amount of time needed to complete the project and length of lead time needed for start of project.
4. Review of Quotes and Awarding of contract (Subject to the Availability of Funds)
5. Installation and programming of equipment (to be approved by COTR)
6. Testing of Equipment and control system (to be approved by COTR)
7. Training IT and chambers personnel on the use of the equipment.
8. Power Point or equivalent presentation on courtroom operation.
9. Project sign off on completion of courtroom by COTR

SECURITY REQUIREMENTS

The contractor shall provide competent personnel to perform services under this contract. Work shall be performed in accordance with the best commercial practices, without unnecessary delays or interference with the Court's mission or functions. The Contracting Officer (CO) and the Contracting Officer's Technical Representative (COTR) reserves the right to judge the adequacy of the services provided, and may require the contractor to replace the support resource(s), if deemed inadequate. Formal U.S. Marshal Service security clearances are required prior to the start of any work. Personnel contracted by the Courthouse to provide services covered under this contract will be subjected to security background checks and U.S. Marshal daily inspections when entering the Courthouse. The contractor shall be responsible for completing a contractor clearance document for the contractor's employees performing said services. Upon completion, the document should be returned via fax or email to the Contracting Officer, Bill Truskowski, at william_truskowski@mied.uscourts.gov 313-202-5843. This document enables the Court to complete a background check on the worker(s) provided by the contractor. The document MUST be completed prior to the contract work start date. Under no circumstances shall any court data and/or property be taken or removed from the court.

DOCUMENTATION REQUIREMENTS

The Contracting Officer (CO) will issue the winning bidder a purchase order based on the Statement of Work and all attachments. The Court's purchase order will be the ONLY governing document for the procurement of goods and services from the contractor. The contractor shall be responsible for providing an invoice billed to the Court with net 30 day payment terms. The Court does not pay for services prior to them being rendered. Upon receipt of the invoice by the Court, and verification that work has been completed by the Court's Technical Representative, payment will be rendered to the contractor for the specified amount.

CONTRACT CLAUSES

Once the Award has been made, the Court reserves the right to cancel the contract with the contractor for failure to complete the work as specified in this agreement. The person(s) assigned by the contractor to perform the specified work shall not be deemed a U.S. District Court Employee, but shall be an employee of the contractor. The contractor warrants that its employees are adequately covered by workers compensation insurance and that it assumes total responsibility to pay all applicable federal, state and local withholding taxes and unemployment taxes, as well as social security, state disability insurance and all other payroll charges. The contract further warrants that the person(s) performing the work are certified and knowledgeable enough complete the work as specified in the statement of work. Other pertinent information will be provided to the contractor upon acceptance of the winning bid proposal. This information will include the following: 1) exact start and end time of daily work hours, 2) miscellaneous information (example: driving directions, and parking information).

CONTRACT MANAGEMENT

The administration of this contract will require coordination between the contracting officer, the COTR, and the contractor. The individuals cited below will be the court's primary points of contact during the performance period. In no event shall any understanding or agreement, modification, change order, or other matter in deviation from the terms of this contract between the contractor and a person other than the contracting officer be effective or binding upon the Court. All such actions must be formalized by a proper contractual document and signed by all parties.

CONTRACTING OFFICER: All administration of this contract will be effected by the contracting officer:

Bill Truskowski – Procurement Officer
United States District Court
231 West Lafayette Blvd – Room 827
Detroit, MI 48226
Phone: 313-234-5362
Fax: 313-202-5843
Email: william_truskowski@mied.uscourts.gov

Written communications shall make reference to the contract title and shall be mailed to the above address. The contracting officer is authorized to certify invoices for payment in accordance with the terms of this contract.

CONTRACTING OFFICER TECHNICAL REPRESENTATIVE (COTR):

The COTR for this contract is:

Jay Theisen – Systems Manager
United States District Court
231 West Lafayette Blvd.
Detroit, MI 48226
Phone: 313-234-2618
Email: james_theisen@mied.uscourts.gov

Upon award, the COTR will be responsible for coordinating the installation and performance of services with regards to this contract. **However, the COTR shall not be authorized to change any terms and conditions of the resultant contract, including, but not limited to, price.**

Responsibilities of the COTR include:

1. Monitoring the performance of the contractor's employee(s) under the contract to ensure compliance with the contract requirements.
2. Ensuring that changes in work under the contract are not initiated before written authorization or modification is issued by the contracting officer.
3. Providing interpretation of the meaning of project specifications.
4. Accepting the contractor's equipment and services.

LIMITED USE OF DATA

Performance of this contract may require the contractor's employee(s) to access and use data and information proprietary to the government, which is of such a nature that its dissemination or use, other than in performance of this contract, would be adverse to the interest of the government and/or others. The contractor and/or contractor personnel shall not divulge or release data or information developed or obtained in performance of this contract. The contractor and its employees shall not use, disclose, or reproduce proprietary data other than as required in the performance of this contract.

PLACE OF PERFORMANCE

Delivery of equipment/services reflected on this contract shall be performed at the U.S. District Court, 231 W. Lafayette Blvd, Detroit, MI 48226, Room 707. Work will be performed during hours that do not impact the activities of the Court or adjacent courtrooms. Performance may take place during normal work hours (8:00 am to 5:00 pm). However, installation must be restricted to dates that will not interfere with the Judge's schedule. Dates will be provided to the contractor upon successful award of contract.

TYPE OF CONTRACT

This contract shall be awarded on a **Technically Sound/Best Price and Past Performance Basis**. The awarding of this contract is subject to the availability of funds and approval from our Chief Judge. Winning contracting must be available for millwork contractor to review and discuss any and all AV equipment needs for the modification and construction of witness box, lectern and attorney tables.

PROPOSAL DUE DATE

Proposals are due no later than **Friday August 16, 2019 @5:00 PM**. Offers will be subject to FAR 52.214-7, "Late Submissions, Modifications, and Withdrawal of Bids".

Submit a copy of the proposal, via email or fax to:

Bill Truskowski – Contracting Officer
United States District Court
231 West Lafayette Blvd
Detroit, MI 48226
Phone: 313-234-5362 Fax: 313-202-5843
Email: william_truskowski@mied.uscourts.gov



ATTACHMENT A

Courtroom 707 - Courtroom Technology Upgrade

The U.S. District Court – Michigan Eastern District’s standard for courtroom AV equipment has been to use Crestron, Biamp and Extron. Equivalent equipment can be quoted and will be considered. Equivalent equipment quotes must be submitted with documentation and specifications on how the equipment conforms to existing installs and programming.

- Award winning contractor for this project must be able to attend construction meetings as necessary to coordinate installation and to provide requirements to construction contractor.
- System to be thoroughly tested and vetted by AV contractor before handoff to court.
- Court to receive ALL source code and must approve ALL programming code
- Presentation (PPS or equivalent) with updated images and instruction that can be provided to chambers to give to attorney's for operational purposes.
- An Xpanel.exe of the control panel needs to be provided by contractor.
- Sign off on courtroom completion by COTR.

Following items are in addition to the Court supplied AV equipment – See Bid Sheet

AUDIO:

- Using existing Courtroom, Jury Box and Chambers speakers and controls.
- 2 each – Sennheiser IR Emitters, for assisted listening and for use with interpreter control.
- Wireless microphone with handheld and lavalier microphone that can be utilized at the same time.
- IR or equivalent system to be used for assisted listening and for use with interpreter control.
- Program Live Level Audio line for Courts streaming camera system. This is used for streaming audio feed with video. Line already run to rack location.
- USB for FTR Recordings. Add extenders as necessary.

Following is what is needed at each location – Use existing or add

Attorney Tables X2 - Prosecution & Defense:

- 1 each – 22"-24" Monitors. Either mounted on court supplied flip top or low profile mount TBD.
- 1 each - DM201c input to be mounted under each attorney table
- 1 each - Crestron Fliptop Control with Electrical Power, HDMI, VGA & Audio Retractors
- 2 each – XLR Microphone jacks. In floor box. To be programmed as Prosecution1&2 and Defense1&2.
- 2 each – Shure 18" Gooseneck microphones or equivalent

Judge Bench:

- 1 each - Crestron TSW-1050-B-S 10" Tabletop Touch Panel
- 1 each - 22" widescreen Video display
- 1 each - Audio out line with mini connector – for use if we need to plug in a speaker at the judge's bench
- 2 each - XLR Microphone jack
- 1 each - Shure 18" Gooseneck microphones or equivalent
- 1 each - Shure boundary microphone or equivalent

Clerk Bench:

- 1 each - 22" widescreen Video display - VX2252mh or Equivalent for viewing and wiring.
- 1 each – Crestron DM201c input
- 1 each - XLR Microphone jack
- 1 each – Shure 18" Gooseneck microphones

Court Reporter:

- 1 each - Crestron TSW-1050-B-S 10" Tabletop Touch Panel
- 1 each - 22" widescreen Video display - VX2252mh
- 1 each – USB Line with Necessary extenders for FTR Audio Wiring for digital recordings
- 1 each – Audio line for existing Practical Devices XM4 Headphone amp.
- 1 each – Audio line for laptop recording

Lectern/Podium: TBD at Walkthrough

- 1 each - DM200 input (or equivalent to fit in floor box)
- 1 each - Spare CAT5 cable pulled
- 1 each - XLR Microphone jack
- 1 each – Shure 18" Stand Mounted or equivalent

Witness Box:

- 1 each - Viewsonic TD2240 Touchscreen or Equivalent with Chief Kontour K1D120B
- 1 each – Crestron DM201c or Equivalent
- 1 each - XLR Microphone jack
- 1 each – Shure 18" Gooseneck microphones or equivalent
- 1 each – Wiring and programming for Interpreter Control (5 pin XLR - Add to plate and remove spare.)
- 1 each - Portable VC wiring to be located in witness box
- 1 each – connection for portable TV for jury viewing.

Jury Box

- 1 each – Court Supplied Portable TV cart. Connection to be located in Witness Floor Box
- 6 each – Court Supplied speakers.

USDC-MIE Supplied AV Equipment

Attachment B - Courtroom 707

CLIN	ITEM	Description	Serial #	QTY
1001	DMMD8X8	Crestron 8x8 DigitalMedia SWITCHER	1702CRR00137	1
1002	CP3N	Crestron CONTROL PROCESSOR, 3 SERIES	16158434	1
1003	CENSWPOE16	Crestron SWITCH, 16-PORT MANAGED PoE	16135482	1
1004	DMC4KCHDCP2	Crestron INPUT CARD. HDBASET 4K DIGITAL MEDIA 8G+ FOR DM SWITCHERS		7
1005	DMC4KCOHDHDC	Crestron DM OUTPUT CARD, 2-CHANNEL HDBASET 4K, SG+		4
1006	DMC4KHDHDCP2	Crestron INPUT CARD, 4K HDMI FOR DM SWITCHERS		1
1007	DMPSUB	Crestron POWER SUPPLY, B-PORT FOR DM SWITCHERS	1702CRR00137	1
1008	OMRMC4K100C1	Crestron WALL PLATE 4K OigitalMedia 8G+ RECEIVER, 1-GANG • BLK TEXT	16164616 & 16164629	2
1009	OMRMC4KSCALE	Crestron 4K DigitalMedia 8G+ RECEIVER & ROOM CONTROLLER W/SCALER		6
1010	DMTX201C	Crestron TRANSMITTER, DIGITALMEDIA 8G+, 201 SERIES		5
1011	FTTS600B	Crestron TOUCH SCREEN. FLIPTOP (BLACK ANOZD}		2
1012	FTAPWR102	Crestron DUAL AC POWER OUTLET MODULE, NEMA5		2
1013	CBLR2AUD10	Crestron CABLE RETRACTOR, AUDIO FOR FLIPTOPS		2
1014	CBLR2HD	Crestron CABLE RETRACTOR, HDMI FOR FLIPTOPS		2
1015	CBLR2VGA	Crestron CABLE RETRACTOR, VGA FOR FLIPTOPS		2
1016	C2NIO	Crestron CONTROL PORT EXPANSION MODULE		1
1017	HDDA24KE	Crestron DISTRIBUTION AMP, 1 TO 2 4K HDMI		1

CLIN	ITEM	Description	Serial #	QTY
1018	TSW1060BS	Crestron TOUCH SCREEN. 10" SURFACE MOUNT- BLACK SMOOTH	15049905 & 15049743	2
1019	TSW1060TTKBS	Crestron TABLE TOP KIT FOR TSW-1080, BLACK SMOOTH		1
1020	60127113	Extron EXTENDER, DTP HDMI 4K 230 • RECEIVER		7
1021	60143801	Extron EIGHT OUTPUT DTP DISTRIBUTION AMPLIFIER, DTP HD DAS 230		1
1022	LIBZAVIMIWQ494139	Panel Crafters Plates (See attached Pic)		6
1023	52926	Middle Atlantic RACK, 29 SPACE KO FRAME 26" DEEP - With Thermo Lam Top and sides - WHEELBASE, SKIRTED FOR 26" DEEP SLIM 5 SERIES - 2 SPACE (3 1/2") RACK DRAWER - Smoked Glass Front Door - POWER STRIP, 9 OUTLET - POWER SUPPLY, MEDIUM 10 OIJTLET - Rear Access Pane - Rack Shelf - See Pics		1
1024	PLA997689700	Olanar LCD, 22" MONITOR 1080P		10
1025	SPA460	QSC AMPLIFIER, 4 CHANNEL 1/2 RU		2
1026	TESIRAFORTEAVB	Biamp TESIRA FORTE DSP FIXED 1/0 SERVER, ANALOG 12 INPUTS/8 OUTS		2
1027	450H00010	AKG AMPLIFER, 4 CHANNEL HEADPHONE AMP		1
1028	ATW1312L	Audia Technica WIRELESS DIGITAL SYS, ATW-RC13 RECVR,ATW-T1002 HANDHLD TRANS		1
1029	1952	Quantum INTERPRETER CONTROL BOX with Cable		1
1030	MX392C	Shure MICROPHONE, CARDIOID		1
1031	MX418DC	Shure MICROPHONE, DESKTOP 18M GOOSENECK CARDIOID		7
1032	MX418SC	Shure MICROPHONE, 18" GOOSENECK CARDIOID CONDENSER		3
1033	SMART1500LCD	UPS, 1500VA		1
1034	29056	USB 3.0 4-PORT HUB W/POWER ADAPTER		1
1035	29341	SUPER BOOSTER USS EXTENDER		4

CLIN	ITEM	Description	Serial #	QTY
1036	K1W120B	Chief MOUNT, K1 WALL, SINGLE DISPLAY W/2L ARM		9
1037		CABLE. 15' CAT-SE SHIELDED TWISTED PAIR		7
1038		CABLE, 7' SNAGLESS PATCH, CAT-6 - 10 pack		2
1039		CABLE, 3' CAT-6 CROSSOVR CABLE		1
1040		ADAPTER, DISPLAYPORT MALE TO HDMI FEMALE		6
1041		CABLE, ADAPTER, MINI DISPLAY PORT MALE TO HDMI FEMALE		6
1042	MHDMHD12PRO	CABLE, 12' MICROFLEX SERIES, LOW PROFILE		2
1043	HDMHD3PROB	CABLE, 3' MICROFLEX SERIES, LOW PROFILE		11
1044	HDMHD6PROB	CABLE, 6' MJCROFLEX SERIES, LOW PROFILE		19
1045	MVGA 15PP3HRA	MVGA15P-P-3HR/A, 3 FT MICRO VGA HD15 PLUG TO PLUG W/AUO1O		11
1046	MVGA15PP6HRA	MVGA15P-P-6HR/A, 6 FT MICRO VGA HD15 PLUG TO PLUG W/AUDIO		4
1047	USB2AB6ST	CABLE. 6' USB 2.0 TO B MALE		8
1048	USB3AA6ST	CABLE, 6' USB 3.0 A MALE TO A MALE		3







