

# STATEMENT OF WORK AND REQUEST FOR PROPOSAL

## **Background:**

The United States Bankruptcy Court for the Eastern District of New York is soliciting proposals to install audio equipment in Courtrooms 2554 in our Brooklyn, NY Courthouse. The technical representative on this project is Tom Earlie, 631-712-6212 and the contracting officer is Karen Bonello-Ellis, 347-394-1723.

## **Scope:**

The court is seeking to replace the current Lectrosonics DM1612 DSP and Polycom Vortex EF2211 telephone hybrid with ClearOne 880 devices in Courtroom 2554. All equipment must be new, not refurbished, current models with full new installation warranties. The proposal must include the following equipment (or equivalent):

CLEARONE CONVERGE PRO 880T -- 8 CHANNEL AEC MICROPHONE MIXER  
With Built-in Teleconferencing Hybrid (1)

CLEARONE CONVERGE PRO 880 -- 8 CHANNEL AEC MICROPHONE MIXER (1)

Necessary DSP audio configuration and Crestron Programming changes are required to integrate new hardware and to maintain current functionality. Court will provide current un-compiled/unprotected source code for the current version of the control system, Crestron Pro2. Final un-compiled/unprotected source code (all files for audio DSP site file, control processor program, and touch panel projects), must be provided on USB flash drive or CD/DVD.

Current functionality will be reviewed with the bidders. Inputs into the system includes thirteen (13) microphone channels, program audio input channel, as well as audio conferencing receive channel. Outputs from the system include 4 Recording FTR channels, 12 separately controlled audio outputs to the room, assistive listening feed, as well as an audio conferencing send channel. The system also includes a Side Bar Mode: once selected, pink noise is distributed into the room so a judge conference can be held in privacy.

All audio levels must be set for optimal performance: 65 dB-SPL listen levels in the room for all audio sources, 0 dBu audio sends for all audio outputs (confirmed at FTR recorder), Audio Conference must have no echo and have good duplex performance. Assistive Listening levels must be confirmed with the existing Sennheiser headsets.

A criteria-based training on the use of the new system, as well as a Preventive Maintenance visit approximately six months after the installation is required to ensure the system is performing and functioning as proposed. The upgrades must be tested and commissioned according to the AV9000 Quality Management Standard.

All work must be performed directly by the company selected and their own certified specialists (CTS-D/CTSI/CTS). All current staff with credentials/certifications must be provided within the proposal. Contracting out to third party vendors/technicians is not permitted.

Full, laminated, updated, as built drawings must be included in hardcopy form and on a USB flash drive.

All work is guaranteed for one year from acceptance. All extended Manufacturers' warranties will apply if they exceed one year.

**Tasks:**

All parties are invited to submit a proposal including a detailed list of equipment with model numbers and the price of each unit along with labor costs. The proposal must also include company history with three business references. Also include education certifications for technicians who will install and configure the equipment.

Anyone wishing to view the courtroom may do so by August 31, 2016. Please schedule an appointment with Tom Earlie at 631-712-6212. Proposals are due by September 2, 2016. The contract should be awarded on or before September 6, 2016. Entire project should be completed by September 30, 2016, unless the Court extends this date. Firm deadline will be October 28, 2016 if the same company is awarded both Brooklyn projects. Installation must be completed between the hours of 8:00AM and 4:30PM, Monday through Friday, excluding federal holidays. Since this is a “visiting Judge’s courtroom”, flexibility working around our Court schedule will be required at times. Proposals should be sent by e-mail to [Karen Bonello-Ellis@nyeb.uscourts.gov](mailto:Karen_Bonello-Ellis@nyeb.uscourts.gov) and [Thomas Earlie@nyeb.uscourts.gov](mailto:Thomas_Earlie@nyeb.uscourts.gov).

**Place of Performance:**

This project will take place at The Conrad B. Duberstein Courthouse, 271 Cadman Plaza East, Brooklyn, NY 11201. The installation will be performed in Courtroom 2554. Access to loading dock and freight elevator must be pre-scheduled.

Dated: June 15, 2016