



April 25th, 2023

To: Sue Kaiser

From: Michelle Foster

Re: Acceptance of RFP for AV in Riedlin Schott and Chambers

Attached is a proposal from ICS for labor, parts, and licensing to make changes to the AV systems in the Riedlin Schott room and Chambers.

This project includes speakers, mics, connections, a camera, a podium, wiring and labor in Riedlin Schott. Existing equipment in the Chambers will be added to and modified to enhance hybrid meetings. The Crestron panel in the Chambers will be re-programmed to support the changes.

ICS's proposal was not the lowest but it is the most complete and covers all requested features. Two other bids were higher and two more did not cover all requested features. The cost for the project still comes in at a significantly lower price point than expected and budgeted.

The total project cost for this site is \$67,470, paid from the IT Capital projects fund. Installation will take place over approximately four days in June.

Thank you,

Michelle Foster
Interim Director of Technology Services
michelle.foster@kentoncounty.org

Industrial Communication and Sound

Electronic System Contractor since 1948

A Subsidiary of CTL Engineering, Inc.

Cincinnati, OH * Columbus, OH



PROPOSAL

Date: April 12, 2023

Customer: Kenton County Fiscal Courts
Address: 1840 Simon Kenton Way, Suite 5100,
City, State, ZIP: Covington, KY 41011

Attn: Holly Hill
Project: Kenton Co. Fiscal Courts and Reidlin Community

Proposal is based on document versions referenced below:

Project Timeline:

Specifications Date: _____

Start: June 5, 2023

Plans Date: _____

Finish: June 9, 2023

INDUSTRIAL COMMUNICATION AND SOUND INC. (ICS) hereby proposes to provide the following material and labor services for the above referenced project.

Kenton Co. Fiscal Courts and Reidlin Community Room AV

Package Consists Of:

Reidlin Community Room AV

Video System

ICS to provide and install video system solution as follows:

- Provide video matrix switcher for routing of video signals to varying locations
- Provide wireless HDMI content sharing device for wireless connection to AV system
 - This requires connection to in room WIFI
- Provide a PTZ video camera for the primary presentation area
- Provide three HDMI input wall plates so that the podium can be set up for use in three key locations
- Provide integration so that both in room and online attendees will have a consistent experience
- Provide custom programming so that control of the video system is available via a touch panel
 - Requires coordination meeting for custom programming scope

Audio System

ICS to provide and install audio system solution as follows:

- Provide audio processor for routing and control of audio signals
- Provide an in room speaker system for full coverage of space
- Provide a wireless microphone for use as audience microphone
- Provide a wireless microphone for use as presenter microphone
- Provide remote mount antenna system for wireless microphones
- Provide a hardwired podium microphone located at lectern for presenter
- Integration of audio feeds so that everyone can be heard in person as well as by online participants
- Provide custom programming so that control of the audio system is available via a touch panel
 - Requires coordination meeting for custom programming scope

Control System

ICS to provide and install control system solution as follows:

- Provide control processor for integration of audio and video system assets and functions
- Provide 10" capacitive touch control panel to be mounted at front of room (placement TBD)
- Provide custom user interface based on customer feedback and ICS recommendations
 - Requires a pre-planning meeting to discuss control system scope of work (1 hr)
- Provide network switch for AV network
- Provide USB extension for wireless mouse and keyboard to control online meeting application

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Kenton Co. Fiscal Courts and Reidlin Community Room AV

Package Consists Of:

Equipment Furniture and Rack

ICS to provide and install the following equipment furniture and equipment rack

- Provide Standard Lectern for use in any of the three presentation locations
 - 42 inch high lectern based on Spectrum Furniture model "Link Lectern Media Manager Series"
 - Base model recommended. If customer wishes to upgrade Lectern we can do that under a change order
- Provide equipment rack for storage of AV equipment
 - 18RU floor standing rack
 - Rack includes front and rear doors

Package Investment..... \$ 53,475.00

Chamber Room AV - Hybrid Meeting Hardware Additions

ICS to provide and install an AV solution providing the additional hardware to facilitate hosting hybrid meetings with online and in-person participants.

- ICS requires the existing Crestron system RAW programming files for editing and for updates to the AV system
- ICS to install new hardware and then update the existing Crestron programming to facilitate control of additional overflow room functions.

Package Investment..... \$ 9,945.00

Overflow Room AV Updates

ICS to provide and install additional hardware and cabling package as follows:

- ICS to provide a ceiling box for holding additional AV equipment
- ICS to provide HDMI splitter to split existing HDMI signal
- ICS to provide cabling to each of three video displays in the Overflow room
- ICS to provide audio solution for complete sound coverage within Overflow room
- ICS requires the existing Crestron system RAW programming files for editing and for updates to the AV system
- ICS to install new hardware and then update the existing Crestron programming to facilitate control of Overflow Room AV assets

Package Investment..... \$ 4,050.00

Total Package Investment..... \$ 67,470.00

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LABOR SERVICES:

INCLUSIONS

ICS will provide the following labor services:

- This project DOES NOT include Prevailing Wage labor rates
- Provide the installation labor services which are required to be performed by an authorized representative of the equipment manufacturer (Normal Business Hours: Monday – Friday, 7:00 A.M. to 5:00 P.M.).
- Prepare submittal brochures for approval.
- Test and adjust system to operating specifications.
- Program customer point data into system.
- Provide operating instructions to owner’s personnel.
- Prepare operating manuals.
- Labeling of equipment controls and switches.
- Prepare as-built drawings.
- Install all low voltage wiring.
- Final test and inspection.

No Addenda Included

EXCLUSIONS

Material and Labor Services NOT INCLUDED

- Installation of AC power and ground.
- Installation of raceway or boxes.
- Installation of conduit.
- Installation of conduit stubs.
- Installation of wire mold stubs.
- Category Cabling related to Voice or Data Network Systems.
- Ethernet Switches related to Voice or Data Network Systems.

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TERMS & CONDITIONS

Other Terms & Conditions of This Proposal

- Sales tax is not included in the proposal and will be added to all invoices unless a proper exemption certificate is provided.
 - This proposal will be in effect for 30 days.
 - Installation/delivery could begin in accordance with the construction schedule, assuming a reasonable time is allowed for submittal preparation and approval and the manufacture and delivery of equipment.
 - This proposal includes progress billings for labor used and/or equipment delivered to job site or stored in ICS shop.
 - ICS will meet all scheduled completion dates of the project except when delays occur which are beyond our control. This may include delays in submittal approval, design changes, equipment delivery, work conflicts with other trades, etc.
 - Installation to be completed during normal business hours 7:00 A.M. to 5:00 P.M. Monday – Friday. Additional overtime charges will be added for work scheduled other times.
 - This proposal includes monthly billing. Payment Terms net 30 days.
- ICS reserves the right to request a Retainer up to 25% of the Proposed Value dependent on a current credit analysis.

Changes

During the course of executing the work, due to unforeseen circumstances, additional services and/or equipment may be required to complete the project. These additions will be provided at additional cost to the customer.

Design Changes

Any owner requested design change that requires drawings, submittals, or operating instruction changes, will require a written authorization prior to proceeding. Additionally, any client required training(safety, etc) not disclosed prior to proposal will require additional charges for time spent. (A minimum base charge of \$100.00 will be charged for each change.)

ICS Onsite Warranty

This proposal includes an ICS onsite warranty which means ICS will make system repairs at the customer's site within the context of the ICS warranty policy and its limitations. (See below.)

Warranty Limitation

Industrial Communication & Sound Inc. (ICS) does not expressly or impliedly warrant the merchantability or fitness of any part, equipment or system; and the only warranty of ICS in regard thereto is limited to the repair or replacement of defective or non-conforming parts, including labor, for ninety (90)days, unless specified in writing elsewhere, from either the acceptance or any substantial use thereof by the customer, whichever occurs first; and any incidental or consequential damages are hereby limited to either the repair or replacement of defective or non-conforming parts; and the decision to repair or replace shall be in the absolute discretion of ICS.

NOTE: For further warranty and service information ask to see our complete Warranty and Service Policy.

Shipping

Normal ground freight is included in proposal.

Prepared By: Carl Heck

Title: Business Development, Cincinnati

Contact Info: check@icands.com

CUSTOMER ACCEPTANCE : Please provide the equipment and/or services as proposed.

Signature: _____

Company : _____

Printed Name: _____

Date: _____