



DeKalb County Purchasing & Contracting Department
1300 Commerce Drive, Second Floor
Decatur, Georgia 30030

April 28, 2016

Request for Quotation No.16-3003538

DeKalb County is requesting a quotation for the following services:

Audio Equipment for Porter Sanford III BlackBox Staging

Proposed Period:

The service shall commence within five to ten (5-10) calendar days of written receipt of the Notice to Award.

Scope of Services:

See Attachment A

Bidder must complete and return the requested quote and form(s), including contact information and to DeKalb County at ktsingleton@dekalbcountyga.gov. See Attachment B: Quote Form

All questions are due by 3:00 p.m. on Monday, May 2, 2016. Quotes are Due: By close of business on **Thursday, May 5, 2016 via email to ktsingleton@dekalbcountyga.gov.**

Sincerely,

Kazonga Singleton
Procurement Agent
Department of Purchasing and Contracting

Enclosure:
Attachment A
Attachment B

Attachment A- Scope of Services

Project Objective:

The DeKalb County Government (the County) is seeking quotes from qualified responder(s) to provide audio equipment.

Scope of Work:

The following capabilities, functionality and attributes are the minimum requirements that shall be provided. Responder(s) shall meet or exceeded these functions. Potential quotes can include material, equipment and services as an 'approved equal.' If submitting approved equal items, please submit with your quote an itemized list and explanation.

Item No.	Description	Estimate d No. Of Units	Model	Man	Unit Price	Ext. Price
1	1500W 12" two-way powered loudspeaker system	2	PRX712	JBL		
2	1500W 15" two-way powered loudspeaker system	2	PRX715	JBL		
3	1500W 18" extended low frequency powered subwoofer	2	PRX718X LF	JBL		
Audio Console						
4	BEHRINGER 32-Channel 16-Bus Mix Console	1	X32	BEHRINGER		
5	SKB-1RMX32-DH SKB- Rolling Mixer Case X32 w/doghouse	1	SKB 1RMX32-DHW			
Wireless Microphone Systems:						
6	Quad Digital Wireless Receiver internal power supply, 1/2 Wave Antenna and Rack Mounting Hardware Digital Wireless Body pack	4	ULXD4Q	Shure		
7	Wideband UHF Four-Way Active Antenna Splitter and Power Distribution System for SLX and ULX. 120V External Power Supply. Includes Power and Antenna Cables, 470-952 MHz	1	UA844S WB	Shure		
8	Active Directional Antenna with Gain Switch 470-698 MHz	2	UA874US	Shure		
9	Digital Wireless Body pack Transmitter with Miniature 4-Pin Connector	16	ULXD1	Shure		

Item No.	Description	Estimated No. Of Units	Model	Manufacturer	Unit Price	Ext. Price
11	Dual Docking Charger with PS45US Power Supply	4	SBC200	Shure		
11	Dual Docking Charger, Power Supply	12	SBC200	Shure		
12	Omnidirectional 5mm Subminiature Lavalier Microphone, TQG for Shure Body packs, Black	12	MX150	B/O-TQG Shure		
13	Omnidirectional Ear set Head worn Microphone, Black	4	MX153	B/O-TQG Shure		
14	Shure Lithium-Ion Rechargeable battery	16	SB900	Shure		
15	Antenna booster module with +10	4	502567	Sennheiser		
16	Supercardioid - Black Mini-Condenser for Overhead Miking, 30 Cable, In-Line Preamp with XLR Microphone Stand Adapter	6	MX202B/S	Shure		

Attachment B- Quote Form

LUMP SUM PRICE

TO: The Governing Authority of DeKalb County, Georgia

The undersigned, as Bidder, declares that he has carefully examined the Request for Quote Document Package for RFQ No. 3003538.

The bidder proposes and agrees that if his/her quote is accepted, to provide the necessary machinery, tools, apparatus, and other means of construction, and will furnish all materials and labor specified in the Scope of Services to complete the Work in the manner therein specified within the time specified, as therein set forth for the following lump sum amount which sum is hereinafter referred to as the "Base Bid." The Base Bid includes and encompasses the cost of all labor, materials, equipment, tools, supervision, scheduling, safety program, coordination, engineering, testing, surveys, layout, cleanup, and other things and services required to complete the entire Project. Without limitation, the Base Bid also includes all applicable sales and use taxes, fees, temporary lighting, heating and cooling, temporary utilities, security for the site, freight costs, handling costs, permit costs, field and main office costs, bond premiums, insurance premiums, direct and indirect administrative costs, overhead, and profit if applicable.

1.) BASE BID PRICE

_____ (\$ _____)
(State amount in words on this line) (In figures)

CONTACT INFORMATION:

Vendor Name _____ Phone Number _____

Contact Person _____ Email Address _____

INSURANCE REQUIREMENTS

IMPORTANT NOTICE

IMPORTANT — PLEASE READ CAREFULLY & FOLLOW INSTRUCTIONS LISTED HEREIN

- I. If the County sends to you notice of Award on this bid, take this form to your insurance agent as this form contains requirements that may be non-standard in the insurance industry.
- II. Instruct your insurance agent that the County's requirements are listed in Section III, and that you *must* comply with these requirements before you may proceed with the work.
- III. Before the starting of any work, the successful contractor must furnish to DeKalb County certificates of insurance from companies doing business in Georgia and acceptable to the County as follows:
 1. Certificates must cover:
 - **Statutory Workers Compensation**
 - **Business Auto Liability Insurance** with a minimum \$500,000 Combined Single Limit/Each Occurrence (Including operation of non-owned, owned, and hired automobiles).
 - **Commercial General Liability Insurance**
 - (1) Each Occurrence - \$1,000,000
 - (2) Fire Damage - \$250,000
 - (3) Medical Expense - \$10,000
 - (4) Personal & Advertising Injury - \$1,000,000
 - (5) General Aggregate - \$2,000,000
 - (6) Products & Completed Operations - \$1,500,000
 - (7) Contractual Liability where applicable
 2. The insurance carrier must have a minimum rating of A or higher as determined by the rating firm A.M. Best.
 3. Certificates to contain policy number, policy limits and policy expiration date of all policies issued in accordance with this contract.
 5. Certificates to contain the location and operations to which the insurance applies.

(Purchasing & Contracting Form No. 25, (page 2) 7/28/00)

6. Certificates to contain successful contractor's protective coverage for any subcontractor's operations. If this coverage is included in General Liability, please indicate on the Certificate of Insurance.
 7. Certificates to contain successful contractor's contractual insurance coverage. If this coverage is included in the General Liability, please indicate this on the Certificate of Insurance.
 8. Certificates are to be issued to:

DeKalb County, Georgia
DeKalb County Courthouse
Decatur, Georgia 30030
 9. The successful contractor shall mail insurance documents listed in this form to:

DeKalb County Department of Purchasing and Contracting
The Maloof Center
2nd Floor
1300 Commerce Drive
Decatur, Georgia 30030
 10. The successful contractor shall be wholly responsible for securing certificates of insurance coverage as set forth above from all subcontractors who are engaged in this work.
- IV. Ask your insurance agent to review the form after it is typed so that the form will not have to be returned because the typist omitted a policy number, some other obvious omission, or made a material typographical error.
 - V. Your insurance company or agent must mail or bring an original coverage certificate to the address listed in Section III.9. Do ***not*** mail the certificates to DeKalb County Courthouse, Decatur, GA 30030.
 - VI. Thank you for your cooperation, as it will enable you to proceed with the work in an expeditious manner.