



## INVITATION FOR SEALED BID

**Bid 00-610**

**Description: AUDIO EQUIPMENT SYSTEM  
Department: AIRPORT**

**NIGP Commodity Code(s): 880-11-00-000-0**

**Total pages including this page is 16**

**NOTE: FAXING OF BID WILL NOT BE ACCEPTED**

**Important Instruction – Read Carefully:**

**If you have obtained these bid specifications from either of:  
City of Tulsa's Fax-on-Demand (918-596-1171) or  
City of Tulsa's Website : <http://www.cityoftulsapurchasing.org/>**

**you must notify the buyer Laura Blades of your intent to bid by e-mail [lblades@ci.tulsa.ok.us](mailto:lblades@ci.tulsa.ok.us) in order to receive addenda. The buyer will always acknowledge your e-mail for your records. All addenda will be posted on fax-on-demand and the website.**

## TABLE OF CONTENTS

**Pay special attention to those pages with a reference to the following notes:**

**Note #1: Signature of authorized agent required**

**Note #2: Signature of an authorized agent and notarized required**

Table of Contents		2
Invitation for Sealed Bid	( Note #1 )	3
General Terms and Conditions		4
Interest Affidavit	( Note #2 )	5
Bidder Affidavit	( Note #2 )	6
Contractor Information Sheet		7
Summary Price Sheet		8-9
Specifications		10-12
Technical Specifications		13-16

**Your bid response should follow the same format listed above plus any additional format requested in the body of the bid invitation.**

**INVITATION FOR SEALED BIDS  
TO  
City of Tulsa**

200 CIVIC CENTER, ROOM 109, TULSA, OKLAHOMA 74103

Bid number and date of bid opening must appear on the lower  
left outside corner of bid envelopes and all related containers.

**DATE OF OPENING:** June 28, 2001

**BID NUMBER:** 00-610

**BID MUST BE IN THE CITY CLERK'S OFFICE AT THE ABOVE ADDRESS BY 5:00 P.M. THE DAY PRECEDING THE "DATE OF OPENING" SHOWN ABOVE.**

**BIDS WILL BE OPENED AT 8:30 A.M. IN THE CITY COUNCIL ROOM ON THE DAY SPECIFIED UNDER "DATE OF OPENING."**

**PUBLISHED IN THE TULSA DAILY COMMERCE AND LEGAL NEWS:** June 18, 19, 20, 21, 22, 2001

Bid must be accompanied by bidder's bond, cashier's check or certified check in the amount of: NONE

PLEASE READ TERMS AND CONDITIONS ON THE NEXT PAGE BEFORE COMPLETING BID DOCUMENTS

\*\*\*\*\*

**THE FOLLOWING SECTION MUST BE COMPLETED BY BIDDER**

\*\*\*\*\*

Delivery will be made in not more than \_\_\_\_\_ days after receipt of order.

Payment terms \_\_\_\_\_% \_\_\_\_\_ days.

City of Tulsa may increase quantity of order at the unit price bid for \_\_\_\_\_ days. (Bidder to Specify Days) I have examined the terms and specifications and the instructions to bidders herein and agree, provided I am awarded a contract, to provide the above described items for the sum shown in accordance with the terms and specifications stated herein. All deviations are in writing and attached hereto.

Enclosed is a  BID BOND ;  CASHIER'S CHECK;  Certified Check in the amount of \$\_\_\_\_\_, which I agree the City of Tulsa may retain as liquidated damages in the event of my failure to comply with the terms of this bid.

**MUST BE SIGNED BY AUTHORIZED AGENT TO BE VALID**

FIRM NAME \_\_\_\_\_

by

STREET \_\_\_\_\_

TITLE

CITY STATE \_\_\_\_\_ ZIP CODE \_\_\_\_\_ PHONE NUMBER \_\_\_\_\_ DATE \_\_\_\_\_

## GENERAL TERMS AND CONDITIONS OF BIDS

THESE ITEMS APPLY TO AND BECOME A PART OF THE BID.

### NO EXCEPTIONS TO THESE TERMS & CONDITIONS WILL BE CONSIDERED.

1. **BIDS MUST BE SUBMITTED ON THIS FORM ONLY INCLUDING A SIGNATURE OF AN AUTHORIZED AGENT.** Each bid shall be placed in a separate envelope. Be sure envelope is completely and properly identified and sealed, showing the bid number and date in the lower left hand corner. Bids must be time stamped in the office of the City Clerk by 5:00 P.M. on the day before date of opening.
2. No bidder may withdraw his proposal for a period of thirty (30) days after the date and hour set for the opening of bids.
3. All prices shall be quoted F.O.B. Tulsa, Oklahoma, and delivery to City of Tulsa location shall be without additional charge.
4. The bidder shall attach the manufacturer's name of the equipment or material to be furnished, type, model numbers, manufacturer's descriptive bulletins and specifications. All guarantees and warranties should be clearly stated. This data shall be in sufficient detail to describe accurately the equipment or material to be furnished. Manufacturer's specifications, in respect to the successful bidder, shall be considered as part of his contract with the City of Tulsa.
5. The bidder shall show in the proposal both the unit prices and total amount, where required, of each item listed. In the event of error or discrepancy in the mathematics, the unit prices shall prevail.
6. Any exceptions or deviations from written specifications shall be shown in writing and attached to the bid form.
7. Each bidder agrees to comply with the terms of Title 5, Chapter 1, of Tulsa Revised Ordinances relating to equal employment opportunity.
8. **THE ENCLOSED FORMS REGARDING NON-COLLUSION AND FINANCIAL INTEREST MUST BE SIGNED, NOTARIZED, AND RETURNED WITH THE BID.**
9. The City of Tulsa reserves the right to reject any and all bids, to waive any technicalities in the bidding, and to award each item to different bidders or all items to a single bidder.
10. All bids must be accompanied by bidders bond, cash, certified or cashier's check in the amount shown on the face of the bid form. This amount shall be retained by the City of Tulsa as liquidated damages in the event the successful bidder (or bidders) fails to execute a contract, if required. The bidder agrees that said amount is presumed to be the damages sustained by the City due to the impracticability and extreme difficulty in fixing the actual damages. The office of the City Clerk will return the bid deposits to the unsuccessful bidders, after a contract has been awarded or all bids have been rejected.
11. In the event cash discounts are offered by the bidder, the discount date shall begin with the date of invoice, the date of receipt of all material covered by the purchase order, or the date of receipt by the City of Tulsa of the original copy of the purchase order with properly executed Affidavit of Claimant, whichever is the later date.
12. Direct purchase of certain items of equipment or material by the City of Tulsa are exempt from Federal Excise Tax and Oklahoma Sales Tax. In such cases the bidder shall quote prices which do not include Federal Excise Tax and Oklahoma Sales Tax. The City of Tulsa will furnish executed exemption certificates upon presentation by the bidder at the time of purchase.
13. Bid must show number of days required for delivery under normal conditions. Failure to state delivery time obligates bidder to complete delivery in fourteen (14) calendar days. Unrealistically short or long delivery promises may cause bid to be disregarded. Contractor must keep Purchasing Department advised at all times of status of order. Default in promised delivery or failure to meet specifications authorizes the Purchasing Agent to purchase supplies elsewhere and charge full increase of cost and handling to defaulting contractor. Consistent failure to meet delivery promises without valid reason may cause removal from bid list.
14. Bidder agrees to defend and save City of Tulsa from and against all demands, claims, suits, costs, expenses, damages and judgments based upon infringement of any patent relating to goods specified in this order or the ordinary use or operation of such goods by City or use or operation of such goods in accordance with bidders direction.
15. If the bid requires a written contract, the successful bidder shall execute a written contract with the City of Tulsa and return the required bonds and insurance certificates within ten (10) days after submission of contracts to said bidder by the City.



# BIDDER AFFIDAVIT - TITLE 74 O.S. (1974 SUPP.) 85.22-85.25

STATE OF \_\_\_\_\_ COUNTY OF \_\_\_\_\_

\_\_\_\_\_, of lawful age, being first duly sworn on oath says

**Authorized Agent**

1. (s)he is the duly authorized agent of \_\_\_\_\_, the bidder submitting the competitive bid which is attached to this statement, for the purpose of certifying the facts pertaining to the existence of collusion among bidders and between bidders and municipal officials or employees, as well as facts pertaining to the giving or offering of things of value to government personnel in return for special consideration in the letting of any contract pursuant to the bid to which this statement is attached.
2. (s)he is fully aware of the facts and circumstances surrounding the making of the bid to which this statement is attached and has been personally and directly involved in the proceedings leading to the submission of such bid; and
3. neither the bidder nor anyone subject to the bidder's direction or control has been a party;
  - a. to any collusion among bidders in restraint of freedom of competition by agreement to bid at a fixed price or to refrain from bidding,
  - b. to any collusion with any municipal official or employee as to quantity, quality or price in the prospective contract, or as to any other terms of such prospective contract, nor
  - c. in any discussions between bidders and any municipal official concerning exchange of money or other thing of value for special consideration in the letting of a contract.

\_\_\_\_\_  
SIGNATURE OF AUTHORIZED AGENT

Subscribed and sworn to before me this \_\_\_\_\_ day of \_\_\_\_\_, 19\_\_\_\_\_.

\_\_\_\_\_  
Signature of Notary Public

\_\_\_\_\_  
MY COMMISSION EXPIRES

**The Bidder Affidavit must be completed, signed by an authorized agent, and notarized.**

# CONTRACTOR/BIDDER INFORMATION SHEET

To be completed by all Bidders  
For Contracts with the City of Tulsa  
(Please print or type)

Project No. or Description \_\_\_\_\_  
\_\_\_\_\_

Full Name of Bidder \_\_\_\_\_

Legal Identity  
(Corporation, Partnership,  
Individual, etc.) \_\_\_\_\_

Address \_\_\_\_\_  
\_\_\_\_\_

Telephone No. \_\_\_\_\_

FAX No. \_\_\_\_\_

Taxpayer Identification Number \_\_\_\_\_

Contact Person \_\_\_\_\_

Phone No. \_\_\_\_\_

Fax No. \_\_\_\_\_

E-mail address \_\_\_\_\_

Webpage Address \_\_\_\_\_

# Price Sheet Summary

Vendor Name: \_\_\_\_\_ Signature: \_\_\_\_\_

Date: \_\_\_\_\_

**You will be able to obtain a copy of the Bid Summary on the City of Tulsa's Purchase-Net Fax-on-Demand and Website shortly after bid opening.**

## BID 00-610

<u>ITEM</u>	<u>QTY.</u>	<u>DESCRIPTION</u>	<u>UNIT COST</u>	<u>TOTAL COST</u>
1.	2	Automixers per attached specifications	\$ _____	\$ _____
2.	5	Speakers-Full range surround system JBL Model #Control 25 or acceptable equal.	\$ _____	\$ _____
3.	8	Conference Ceiling Speakers – 70V JBL Model #Control 24T or acceptable equal.	\$ _____	\$ _____
4.	6	Ceiling Mounts	\$ _____	\$ _____
5.	1	Surround System Processor per attached specifications	\$ _____	\$ _____
6.	1	DVD/CD Player per attached specifications	\$ _____	\$ _____
7.	8	Table Conference Microphones-Crown Model #MB3 or acceptable equal	\$ _____	\$ _____
8.	1	Phantom power supply per attached specifications	\$ _____	\$ _____
9.	1	Stereo Amplifier – Crown Model #CT 410 or acceptable equal	\$ _____	\$ _____
10.	1	DSP Card for amplifier – CT-410 Crown Model #USP2 or acceptable equal	\$ _____	\$ _____
11.	1	Agile UHF Wireless Lavalier Mic System Shure Model #U14S84 or acceptable equal	\$ _____	\$ _____
12.	1	Lectern Microphone per attached specifications	\$ _____	\$ _____
13.	1	CD Recorder/Player per attached specifications	\$ _____	\$ _____
14.	1	Power Supply – Crown Model #PS-24 or acceptable equal	\$ _____	\$ _____
15.	13	Transformerless Balancing Amplifiers per attached specifications	\$ _____	\$ _____
16.	1	24VDC Power Supply – 1000MA RDL Model #PS-24E or acceptable equal	\$ _____	\$ _____

<u>ITEM</u>	<u>QTY.</u>	<u>DESCRIPTION</u>	<u>UNIT COST</u>	<u>TOTAL COST</u>
17.	2	Pop up conference table interface box FSR Model #PT-B3G or acceptable equal	\$ _____	\$ _____
18.	1	Floor Box – FSR Model #FL-1000 or acceptable equal	\$ _____	\$ _____
19.	1	Ceiling mounted surround system subwoofer-JBL Model #Control 19S or acceptable equal	\$ _____	\$ _____
20.	1	Middle Atlantic equipment rack system or acceptable equal	\$ _____	\$ _____
<b>GRAND TOTAL</b>				<b>\$ _____</b>

# **BID #00-610**

## **AUDIO EQUIPMENT SYSTEM**

### **AIRPORT**

#### **INTENT:**

It is the intent of this bid to secure, on a competitive basis, a source of supply for furnishing **Audio Equipment System** to the City of Tulsa, Airport.

#### **GENERAL SPECIFICATIONS:**

The intent of these specifications is to set a minimum standard for bidding and is not to limit bidding otherwise.

Inasmuch as some designs of equipment vary among different manufacturers, the City may accept bids on equipment with minor deviations to the written specifications. General, a minor deviation is defined as a deviation which does not: (A) Materially affect the ability of the product to achieve or accomplish a necessary function or task in the manner required by the specifications; (B) Compromise the safety of the user thereof; and, (C) Produce higher latent or patent costs to the City in any of a multiplicity of ways. The City of Tulsa specifically reserves the right to make the final judgment concerning what is or is not a minor deviation and to award the bidder(s) whose bid(s) best suit the City's need for the product being purchased.

Any exception or deviations from the specifications set forth in this bid must be clearly described in the bidders proposal.

#### **PRICING:**

Bid prices, unless otherwise specified, must be net, including transportation and handling charges fully prepaid by the supplier to destination and subject only to cash discount for prompt payment of invoice.

#### **PURCHASE ORDERS, INVOICING AND PAYMENT:**

The City will issue a Purchase Order to the successful bidder for the subject supplies. the successful bidder must furnish the user department one (1) copy of the itemized delivery ticket.

The original invoice is to be sent directly to the City of Tulsa, Accounts Payable Division, 200 Civic Center, City Hall Building Room 905, Tulsa, Oklahoma 74103.

**INVOICES SHALL CONTAIN THE FOLLOWING INFORMATION:**

1. Using agency and delivery address.
2. Purchase Order number.
3. Product description.
4. Unit price of product.
5. Bid number 00-610.

**BIDDER'S AFFIDAVIT:**

Each bidder shall accompany their bid with a fully executed and notarized copy of the attached **Non-Collusion Affidavit** and the **Interest Affidavit**. Failure to do so may be cause for rejection of the bid.

**ADDENDA AND INTERPRETATIONS:**

If it becomes necessary to revise any part of this bid, a written addendum will be provided to all the bidders. The City of Tulsa is not bound by any oral representations, clarifications or changes made in the written specifications by City of Tulsa employees unless such clarification or change is provided to bidders in written addendum form from the Purchasing Division.

**AWARD OF BID:**

The bid shall be awarded to the firm whose proposal is responsive to the bid and is most advantageous to the City, considering the factors identified in the bid and Section 406E of Title 6, The Purchasing Ordinance set forth below:

406E. AWARD OF CONTRACT

1. Authority in the Mayor. The Mayor shall have the authority to award contracts within the purview of this chapter.
2. Lowest Secure Bidder. Contracts shall be awarded to the lowest secure bidder meeting specifications. Bid Specifications may include a point system for evaluating the lowest secure bid. In determining "lowest secure bidder", in addition to price, the following factors shall be considered:
  - a. The ability, capacity and skill of the bidder to perform the contract or provide the service required;
  - b. whether the bidder can perform the contract or provide the service promptly or within the time specified, without delay or interference;
  - c. the character, integrity, reputation, judgment, experience and efficiency of the bidder;
  - d. the quality of performance of previous contracts or services;
  - e. the previous and existing compliance by the bidder with laws and ordinances relating to the contract or service;

- f. the sufficiency of the financial resources and ability of the bidder to perform the contract or provide the service;
- g. the quality, availability and adaptability of the supplies or contractual services to the particular use required;
- h. the ability of the bidder to provide future maintenance and service for the use of the subject of the contract;
- i. where an earlier delivery date would be of great benefit to the requisitioning agency, the date and terms of delivery may be considered in the bid award, and
- j. the number and scope of conditions attached to the bid.
- k. if a point system has been utilized in the bid specifications, the number of points earned by the bidder.

### **DESCRIPTIVE LITERATURE:**

Each bidder is required to furnish with their bid, catalog cuts and/or descriptive literature, properly labeled with the bid number and bidder's name, with full illustrations and detailed specifications for each item offered as equal to the brand name specified. In addition, **All differences in specifications from the specifications stated herein must be so marked.** Descriptive literature is required to establish, for the purpose of bid evaluation and award, details of the product(s) the bidder proposes to furnish as to design, materials, method of manufacture, construction, assembly or operation, as appropriate. **Failure to submit the descriptive literature may be cause for rejection of your bid.**

**Department contact Darla Harvey, 838-5054.**

---

### Audio Equipment System Specifications

**General:** The equipment specified herein shall be new, unused and of current manufacture. The units supplied shall meet or exceed the following minimum specifications in all cases.

**Equipment:** Audio Equipment System shall consist of two (2) 12 x 12 matrixing automixers, five (5) full-range surround system speakers, six (6) ceiling mounts, one (1) ceiling mounted surround system subwoofer, one (1) surround system processor, one (1) DVD/CD player, eight (8) table conference microphones, one (1) phantom power supply, one (1) professional stereo amplifier, one (1) DSP card for amplifier, eight (8) conference ceiling speakers, one (1) agile lavalier microphone system, one (1) lectern microphone, one (1) CD recorder/player, one (1) power supply, thirteen (13) transformerless balancing amplifiers, one (1) 24VDC power supply, one (2) pop up conference table interface box, one (1) equipment rack system, one (1) floor box, and all hardware, cable, connectors, etc. necessary for operation of audio equipment system. All components shall be complete, compatible, and function as a single system.

Automixers:	<p>12 x 12 digital matrix mixer with audio processing. Utilize an internal macro language and thirty two (32) user definable presets.</p> <p><u>Audio Processing Buses:</u> eight (8) – each with fifteen (15) filters which allows for optimization of audio quality.</p> <p><u>Audio Performance:</u> frequency response - 20 Hz to 20 kHz. THD less than .05%. SNR greater than 100dB.</p> <p><u>Power Requirement:</u> Auto-adjusting power module. Input range 100-240V AC; 50/60 Hz. 30 W power consumption. 95 BTU/Hr. 24V phantom power.</p> <p><u>Automatic Mic/Line inputs:</u> Removable terminal block ; -55, -25, or 0dBu nominal adjustable, balanced bridging impedance 7kOhms</p> <p><u>Non-Automatic Line Inputs:</u> Removable terminal block; 0dBu nominal adjustable, balanced bridging impedance greater than 20kOhms.</p> <p><u>Line Outputs:</u> Removable terminal block; 0dBm nominal level adjustable balanced impedance 50 Ohms. Gentner Model #PSR-1212 or acceptable equal.</p>
Speakers:	<p>Five (5) full-range surround system; JBL Model #control 25 or acceptable equal. Eight (8) conference ceiling speakers – 70V JBL Model #control 24T or acceptable equal. One (1) Ceiling mounted surround system subwoofer; JBL Model # control 19S or acceptable equal.</p>
Ceiling Mounts:	<p>Shall support speakers and subwoofer supplied as part of this package.</p>
Surround System Processor:	<p>Built in Dolby Pro Logic decoding.</p> <p>5.1 Multi-Channel Inputs – one (1) set digital inputs (Optical). Front S-Video Input. Rear Audio/video inputs. Rear S-Video Input. Multi Room/Multi-Source – Audio and video pre output. 2-way touch panel LCD remote control pre-programmed – learning with Macro capability. A/B Speaker Switching. Surround power rating 120 watts x 5. Digital inputs (coax); Front audio/video inputs; one rear audio/video output headphone jack; Rear S-Video Output; On screen graphical display; Analog audio inputs; Stereo power rating – 120 watts x 2; am/fm tuner; Sony Model #STRV555ES or acceptable equal.</p>

DVD/CD Player:	Playback memory (200 disc); Picture memory; Angle viewer; Title/Chapter viewer; Bookmark; Strobe playback; Built-in DTS decoder for DVD video discs; Digital Image Enhancer; Picture Mode; Built in Dolby Digital Decoder; Precision drive system with active tilt servo; Dynamic Focus Pickup - DSP Servo LSI System; Enhanced listening modes- VES A/B, VES TV, Virtual Semi Multi-Dimension; 96kHz/24 bit DAC; Dolby Digital and DTS Digital Out; 10 Bit video DAC; Bitmap GUI. Sony Model #DVPS-570D or acceptable equal.
Table Conference Microphones:	Eight (8) - Crown model #MB3 or acceptable equal.
Phantom Power Supply:	Single channel; operate from two standard 9-volt batteries or a small plug-in AC adapter; Operate with power of eighteen (18) to twenty four (24) volts. Crown model #PF11A or acceptable equal.
Stereo Amplifier:	Crown Model #CT-410 or acceptable equal.
DSP Card for Amplifier:	CT-410 Crown model #USP2 or acceptable equal.
Agile UHF Wireless Lavalier Mic System:	Shure Model #U14S84 or acceptable equal.
Lectern Microphone:	Type: Unidirectional condenser. Element: Electret condenser. Frequency response: (typical) 80 Hz to 15,000 Hz (110 Hz to 15,000 Hz with low cut). Polar pattern: Supercardioid. Impedance: 150 ohms, balanced. Open-circuits sensitivity: 6 mV/Pa* Power sensitivity: -42 dBm/Pa Equivalent noise level: 28 dB SPL typical (Odb=.0002 dyne/cm squared.) A-weighted. S/N ratio: 66dB at 94 dB SPL. Maximum SPL: 120 dB SPL produces 3% THD. Polarity: positive pressure on the diaphragm produces a positive voltage on pin 2 with respect to pin 3 of the output connector. Operating Voltage: 12 to 48 V phantom power, positive voltage on pins 2 and 3 with respect to pin 1 on the output connector. Current Drain: 3.5 mA. Three (3) year unlimited warranty. Crown model # LM300A or acceptable equal.

CD Recorder/Player:	Front panel menu; four digital recording modes; built in sample rate converter; analogue and digital interfacing; word clock input. HHB model #CDR850 plus or acceptable equal.
Power Supply:	Crown model #PS-24 or acceptable equal.
Transformerless Balancing Amplifiers:	Thirteen (13) amplifiers – Model #STA-1 Or acceptable equal.
24VDC Power Supply:	-1000MA RDL Model#PS-24E
Pop Up Conference Table Interface Box:	Two (2) boxes -FSR Model #PT-B3G or acceptable equal.
Equipment Rack System:	One (1) Middle Atlantic Equipment Rack System or acceptable equal.
Floor Box:	FSR Model #FL-1000 or acceptable equal.
Manual:	Owner and operator manual for each unit.
Installation:	Shall be performed by Airport personnel.
Warranty:	One year minimum warranty on each unit.