All interested parties had the opportunity to submit questions in writing by email to Alex Clark by March 6, 2020. The answers to the questions received are provided below and posted to the City’s website at [www.TacomaPurchasing.org](http://www.TacomaPurchasing.org), Navigate to Current Contracting Opportunities / Supplies, and then click Questions and Answers for this Specification. This information IS NOT considered an addendum. Respondents should consider this information when submitting their proposals.

**Question 1:** What is the evaluation scoring criteria?

**Answer 1:** There is no scoring criteria. Please refer to Section K. in the specification.

**Question 2:** Will the vendor have 24/7 access to the facilities?

**Answer 2:** No, access to the facilities will be coordinated in after award.

**Question 3:** Please provide clarification and additional detail for #7 "Describe the approach you would use to prepare for and conduct financial audits work while meeting the Scope of Work requirements of this RFB." Financial audits conducted by whom for what purpose?

**Answer 3:** In the case where the City is being audited, specifically for this scope/contract, please describe how you would provide the City with needed documentation (invoices for items that the City reimbursed for, etc).

**Question 4:** If the existing system is to be kept functional at all times during construction, will there be new physical spaces provided for the new systems? (including casework, power, equipment mounting, and conduit/conveyance)

**Answer 4:** Yes, the new equipment will be going into a separate, newly constructed space. The vendor will not be doing any construction activities.

**Question 5:** How will the existing Sennheiser, Crestron, and Luxul network equipment remain functional in the old system at all times while being integrated and setup in a new system? Will there be a transition window where the room isn't being used and the system can be non-functional?

**Answer 5:** There will be a cutover period that will be no longer than 2 weeks. Other than the cutover period, the old system needs to remain in operation to run the board meetings. The coordination of downtime and cutover will be coordinated with TPU staff throughout the project. TPU has the ability to schedule temporary downtimes as needed, as well.

**Question 6:** Is there to be new casework provided by the bidder?
Answer 6: Furniture and carpentry will be performed by internal TPU staff. Other than the equipment racks and enclosures specified in the RFB requirements, the bidder will not be required to provide other caseworks.

Question 7: Are there any spaces requiring plenum rated cable?

Answer 7: Yes, there are spaces that will require plenum rated cable.

Question 8: Will TPU be responsible for installing conduit and cable routes required for cabling leaving the control room?

Answer 8: Yes, internal TPU staff will provide conduit and cabling routes. The only cabling routes the bidder is responsible for are the interconnections of the new equipment within the control room.

Question 9: The Ross production switcher appears to be missing the control panel. Please specify a control panel.

Answer 9: The frame that we have in the Council Chambers has been dis-continued and replaced with the Carbonite Ultra CUF-124. So the correct ordering info is: 1 - Carbonite CB1S control panel 1 – Carbonite Ultra CUF-124 frame

Question 10: Understanding that the City of Tacoma Council Chambers design is to be used as a reference, there are questions about large portions of the AV system that are missing from the equipment list and we will need additional clarification on which portions of the existing AV system remain and will be interfaced to.

Answer 10: The existing AV system (shown in Appendix B, the Bluesky rack) will remain in place. The new equipment will need to interface to the existing AV system. The City Council design is provided only as a reference to help make equipment selections.

Question 11: How much of the BlueSky AV system will remain in place, and how much of it is to be interfaced to?

Answer 11: Everything in the Bluesky AV rack will remain in place and operational (interfaced to) with the new system.

Question 12: There are not any Crestron DM output cards in the equipment list. Are these existing or will they need to be provided? How many?

Answer 12: They are not existing. The vendor will need to specify and provide the DM output cards. The vendor will need to select the appropriate number of cards to satisfy the requirements.

Question 13: There are not any Crestron DM Scalers cards in the equipment list. Are these existing or will they need to be provided? How many?

Answer 13: They are not existing. If they are needed for the new system, include them in the bid, including the quantity necessary.

Question 14: The RFB lists a Sennheiser ADN that will remain. Are there desktop microphones associated with this that will remain?
Answer 14: Yes, the desktop microphones will remain as well.