



PURCHASING DEPARTMENT

COLE COUNTY COMMISSION

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To: All Interested Parties
From: Jessica Bryant, Cole County Purchasing Agent
Date: July 25, 2024
Re: Addendum Two to Cole County Bid No. 2024-18 Audio Video Equipment Upgrade

The following information hereby becomes part of the above-referenced Request for Bid and shall be fully considered in the preparation of your response. The below information was discussed during the Pre-Bid meeting on July 25, 2024 at 9:00 a.m.

1. The new system must be ADA compliant.
2. The County is not opposed to switching away from OBS. Offering an alternate product will work, as long as it does all the functions we are requesting.
3. The mount rack for the new system can be on the wall or the floor. It must look presentable, nice, and small.
4. The Contractor will un-install, remove all old equipment and the County will dispose of it. The projector mount on the ceiling also needs to be removed. Actual trash can be placed in the County's dumpster behind the building.
5. The County wants all new equipment, we do not want to keep any of the old equipment.
6. The County will be responsible in providing the tablet, laptop, etc. to start/stop meeting.
7. The system needs to be uncomplicated. It must be straightforward, simple, and easy to use.
8. The County wants the ability to show the YouTube audience any PowerPoint or Presentation that is being presented.
9. The video recordings must be pushed to a server.
10. This is a stand alone system, the microphones are routed to streaming only.
11. There still must be two (2) camera views. The cameras need to bounce to the sound of a voice, and not set on a time frame.
12. The cameras do not need to have the ability to move.
13. Include every piece of equipment, materials within your bid. If something is excluded you must list it.

14. The system needs to have zones set up and have the ability to be muted.
15. The minimum camera resolution must be HD 1080p.
16. The system must have the ability to be networked locally.
17. The system must have two (2) network interfaces.
18. The Contractor must provide the number of days needed to complete the project. The Commission Chambers holds meeting on a regular basis that must be recorded.
19. Per Section 1.5 Submission Requirements within the RFP, fax and email submissions will not be considered. The Contractors may mail the bid or hand deliver, the bid just has to be in before August 8, 2024 at 3:00 p.m.
20. The Contractor is to itemize out their quote. The County still needs to know all of the information listed on the Bidder Response Form. So the Contractor must include warranty information, Year 1 Maintenance Plan, Number of Days to Complete the Project, etc.

The bid receipt date and time HAVE NOT CHANGED; submissions will be received until Thursday, August 8, 2024 at 3:00 p.m.

I/We have received Addendum Number Two to Bid No. 2024-18 and have fully considered the information provided in preparing a response.

Name of Company

Agent and Title

Authorized Signature