

**STATE OF MARYLAND
MARYLAND JUDICIARY
ADMINISTRATIVE OFFICE OF THE COURTS (AOC)
REQUEST FOR PROPOSALS (RFP) # 23049**

Purchase and Install HD-SDI Camera

This procurement is being conducted as a Small Procurement as described in the Maryland Judiciary Procurement Policy, not to exceed \$25,000.

1. Background

The Administrative Office of the Courts (AOC) is issuing this Request for Proposals (RFP) select a contractor to provide all labor, equipment, parts, expertise, supervision and installation for two Panasonic Camera and one Camera Controller.

2. Statement of Work

The requirements are as follows:

- **2 EA. Panasonic AW-HE50SN HD Integrated PTZ Camera (SDI Model), Mfr# AW-HE50SN**



Product Highlights

- HD/SD
- 1/3" Full HD 1920 x 1080 MOS Sensor

- 18x Optical / 10x Digital Zoom
 - 1080 60i / 720 60p / 480 60i
 - IP and RS-422 Serial Control
 - HD/SD-SDI & Genlock
 - 2D/3D Noise Reduction
 - Dynamic Range Stretch
 - +/- 175° pan, +90 to -30° tilt
- **1 EA. Vaddio Production VIEW HD SDI Camera Controller, Mfr# 999-5650-000**



Product Highlights

- 6 HD / SD Inputs
- 6 X 2 Seamless Video Switcher
- Camera Auto-sensing
- One Frame of Delay
- User-selectable Transitions
- Graphic Insertion
- 72 Internal Camera Presets
- PTZ Camera Joystick
- Knobs for Effective Camera Control
- NTSC

- 2.1 The Contractor shall install the cameras in classroom ceilings and connect to Harris routing system through HD-SDI. Contract shall fully integrate cameras input and output through current systems configuration, utilizing user interface with Crestron and Harris Matrix equipment.
- 2.2 Equipment must be new. Used or rebuilt equipment is not acceptable.
- 2.3 The Contractor shall warrant the equipment against defects and provide at a minimum Manufacturer's Warranty.

- 2.4 The requested equipment shall be as specified, no substitutions shall be accepted.
- 2.5 The Contractor shall contact the Project Manager after receipt of the goods to schedule installation.
- 2.6 Equipment shall be installing at Office of Communication and Public Affairs, 2009 D Commerce Park Drive, Annapolis, MD 21401

3. Delivery Requirements

Inside Delivery:

Mr. Jason Clark
Judicial Education and Conference Center (JECC)
2009D Commerce Park Drive, Annapolis, MD
Jason.clark@mdcourts.gov

Delivery shall be during normal business hours: 8:00 a.m. to 4:30 p.m., Monday through Friday.

4. Site Visit

A site visit has been scheduled for **October 23, 2012 at 10:00am**. Please meet at the Judicial Education Conference Center (JECC), 2011 D Commerce Park Drive, MD 21401 – Class Room 1.

5. Contract Type

The resulting Contract (Purchase Order) shall be based on Fixed Price.

6. Contract Term

The term of the Contract that results from this RFP is 6 months from Purchase Order issue.

7. Procurement Officer

The sole point-of-contact for purposes of this RFP prior to the award of any Contract shall be the Procurement Officer at the address listed below:

Karen Hoang, Procurement Officer
Administrative Office of the Courts
Telephone: 410-260-1582
Email: Karen.hoang@mdcourts.gov

8. Project Manager

The Project Manager monitors the daily activities of the contract and provides technical guidance to the Contractor. The Project Manager is:

Jason Clark
Office of Communications and Public Affairs
2009 D Commerce Park Dr.
Annapolis, MD 21401

The AOC may change the Project Manager at any time by written notice to the Contractor.

9. Form of Response

Proposals must be in writing. Two volumes must be separately prepared and submitted.

Volume I – Technical proposals must not exceed five (5) pages in length (excluding attachments). Volume I must include a written response to the Scope of Work that demonstrates the offeror's capabilities and experience in providing the required services.

Volume II – Price proposal must include the fully loaded fixed price for the specified services proposed using Attachment A (Price Proposal Form),

10. Proposal Closing Date

All proposals must be received via Email to the Procurement Office at the email address listed in Section 7. no later than **October 30, 2012 2:00 PM** (local time) on, in order to be considered.

11. Award Determination

The Contract resulting from this RFP will be awarded to the Offeror whose proposal is determined to be the most advantageous to the State based on the evaluated spectrum of services proposed and price.

- Experience
- Work Plan for this engagement
- Price

Attachment A – Price Proposal Form

- 2 ea. Panasonic AW-HE50SN,HD Intergrated PTZ Camera (SDI Model),
Mfr# AW-HE50SN (shipping, delivery, installation and standard manufacturer’s warranty)

\$ _____

- 1 ea. Vaddio ProductionVIEW HD SDI Camera Controller, Mfr# 999-5650-000
(Shipping, delivery, installation and standard manufacturer’s warranty)

\$ _____

- Fully loaded, all inclusive fixed price for Office of Communication and Public Affairs project:

\$ _____

Submitted by Authorized Signature:
Date:
Print Name and Title:
Company Name:
Company Address:
Telephone:
Federal Tax Identification #: