



Proposals Due: October 25, 2018 **Goal Installation Date:** by January 31, 2019
Available On Site Visit Dates & Times: September 26, 9:00 a.m.-12:00 p.m. or
September 27, 1:00 p.m.-4:30 p.m.

Your company is invited to submit a proposal for an HD Council Chambers and Control Room system at Mounds View City Hall. The existing analog SD system is almost 20 years old; nearly everything will go. The Council Chambers space is used in a variety of ways, with meetings at the dais, meetings at tables in the middle of the room, presentations, and training. It also functions as studio space for non-meeting programming. The new system should support a variety of users, from an experienced video producer accustomed to traditional manual controls to staff producing their own meeting coverage using a simplified touchscreen interface. This project requires flexibility in both room use and operator control.

This project is being released as a design-build, or Request for Proposal. While the concept design drawings and equipment lists refer to specific pieces of equipment, they are incomplete in the areas of presentation systems interface and control; sound reinforcement and zone planning with DSP programming, and control interface design. Please use the existing work to understand how we are thinking about the equipment, but do not be limited by the design.

A visit to Mounds View City Hall is recommended but not required to submit a quote. If you are interested in seeing the site we have two available times, September 26, 9:00 a.m. -12:00 p.m. and September 27, 1:00 p.m.-4:30 p.m. Please contact me to make an appointment for either time.

If you are interested in submitting a proposal please deliver it no later than Thursday, October 25 at 4:30 p.m. Please send via email in PDF format to Finance Director Mark Beer mark.beer@moundsviewmn.org using the subject line "RFP - Mounds View AV Project." The City Council will be considering proposals at their Tuesday, November 13th meeting. Your company will be notified with the decision no later than end of business day on Wednesday, November 14th.

Thank you for your consideration of this project. I look forward to hearing from you.

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