



Request for Proposal/Bid 23-019	
Video Board for Athletics	
RFP/Bid Issued:	October 10, 2023
Pre-bid site visit:	October 18, 2023, 2:00 p.m. CST Kansas City Kansas Community College Fieldhouse 7150 State Avenue Kansas City, KS 66112
Questions/clarification deadline:	October 20, 2023, 4:00 p.m. CST
<b>BID OPENING (Due date):</b>	<b>October 26, 2023, 10:00 a.m. CST</b>
Buyer:	Amiee Wenson, Director of Budget & Purchasing Finance Department, Jewell Building Kansas City Kansas Community College 7250 State Avenue, Kansas City Kansas 66112 Email: awenson@kckcc.edu

## BIDDER/PROPOSER ACKNOWLEDGEMENT

**Respondent is REQUIRED to complete, sign, and return this form with their submittal.**

Company Name	Authorized Person (Print)
Address	Signature
City/State/Zip	Title
Telephone #	Date
Fax #	Tax ID #
Email Address	

TABLE OF CONTENTS

REQUEST FOR PROPOSALS (RFP) NO. 23-019

PROFILE OF KANSAS CITY KANSAS COMMUNITY COLLEGE

INSTRUCTIONS FOR SUBMITTING PROPOSAL

SCOPE OF SERVICES / PROPOSAL REQUIREMENTS

GENERAL TERMS AND CONDITIONS

FORM A – REQUIRED PRICING FORMAT

FORM B – QUALIFICATIONS AND EXPERIENCE

## **RFP INFORMATION, INSTRUCTIONS, FORMS**

REQUEST FOR PROPOSALS NO. 23-019

### **PROFILE OF KANSAS CITY KANSAS COMMUNITY COLLEGE**

Kansas City Kansas Community College (KCKCC) is a centrally located public 2-year institution in the Kansas City metropolitan area, in northeast Kansas. The College is accredited by the Higher Learning Commission and has a long history, being founded in 1923. Within the city limits of Kansas City, Kansas, the College is conveniently located within Wyandotte County near State Avenue and College Parkway for the main campus and the Technical Education Center near State Avenue and North 65th Street. The College also serves Leavenworth County as part of its service area with a satellite center, the Pioneer Career Center. KCKCC serves about 9,000 students per year.

The stated mission of KCKCC is “Inspire individuals and enrich our community one student at a time.”

## INSTRUCTIONS FOR SUBMITTING PROPOSALS

### A. GENERAL INSTRUCTIONS

All submittals must be in accordance with these instructions.

1. Must submit three (3) original paper copies of the submittal response in a sealed envelope, labeled with the project number and project title. One (1) electronic copy of the submittal response should be provided in the sealed envelope with the original paper copies.  
Deliver or mail to 7250 State Avenue, Kansas City, Kansas 66112, Attention: Amiee Wenson, Director of Budget & Purchasing
2. The College reserves the right to waive defects and informalities in submittals, to reject any or all submittals, or to accept any submittals as may be deemed in the best interest of the College, in its sole discretion.
3. Any submittal may be withdrawn at any time prior to the time specified herein for the opening of submittals, but no submittal may be withdrawn for a period of ninety (90) days after the submittal.
4. Any exceptions taken to the terms, conditions, or specifications of the RFP must be clearly noted in the submittal as follows: **Exceptions to RFP 23-019**. If not so noted, then the successful respondent expressly agrees to the terms, conditions, and specifications of the RFP in its entirety and any exception after submittal will be held invalid and/or cause to reject the submittal, in whole or in part, at the sole discretion of the College.
5. Questions and information pertaining to any item of this request may be obtained by submitting a request via email. No communication will take place between respondents and staff that comprise the College during the RFP process, except in writing.
6. Services shall not be subcontracted or assigned, in whole or in part, without the College's written consent. Areas of work that cannot be accomplished by the respondent must be identified in the submittal, including the identification of other firms to be used. However, ultimate responsibility for the goods/services and all obligations relating to the goods/services will remain with the successful respondent.
7. Each respondent is responsible for becoming familiar with the requirements of this RFP. Lack of knowledge concerning the RFP's requirements will not relieve the respondent of conditions submitted in response to the submittal.
8. If it becomes necessary to revise this RFP in whole or in part, an addendum will be provided to all respondents on record as having received the RFP. **It is important to note, however, that it remains the responsibility of the respondent to determine if any addenda have been issued and to obtain those addenda prior to submitting their submittal.**
9. The College will not be liable for any costs that a respondent may incur in the preparation of or presentation of the submittal.

10. In all cases, no verbal communication will override written communication and only written communications are binding.
11. The College shall not be obligated to return the respondent's submittal once submitted, whether the submittal is withdrawn or not.
12. Successful respondent will be required to comply with Section 6 of the Scope of Services and the General Terms and Conditions.

#### B. EVALUATION CRITERIA

Evaluation will be in accordance with the College's policies and practices and purchasing policy. The College shall base its selections for professional services required for a project upon, but not limited to, the following criteria:

1. **Experience.** The past record of performance of the respondent with respect to such factors as quality of work and ability to meet schedules. Previous experience with similar or like services as outlined in this RFP, including references, level of satisfaction of present and former clients.
2. **Fee Proposal.** Selection will be made based upon the lowest and best qualified respondent and is in the sole discretion of the College.
3. **Warranty.** Warranty provisions for the equipment.

## SCOPE OF SERVICES

### **SECTION 1: INTRODUCTION TO PROJECT**

KCKCC is accepting proposals from qualified vendors for a New Indoor LED Multi Sport Video Scoreboard System with Integrated Control Systems at the KCKCC Athletics Fieldhouse. Proposals should include the sale and installation of two (2) Full Matrix LED Video Screens, two (2) Shot Clocks, Two (2) Backboard Light Strip Kits, Three (3) 8' full matrix LED score tables, and control system equipment all with associated warranties and services of the combined system.

### **SECTION 2: SCOPE OF WORK**

KCKCC is seeking to add a new, wall-mounted video scoreboards, backboard mounted shot clocks and light kits, as well as free-standing score tables to our athletic facility. This project includes the 1) removal of existing scoreboards (removed equipment to be returned to KCKCC), 2) purchase of specified equipment, 3) delivery/installation of equipment.

The installation address is as follows:

Kansas City Kansas Community College Fieldhouse  
7150 State Avenue  
Kansas City, KS 66112

Installation should be coordinated with the designated representative of KCKCC. Contact information will be provided to the selected vendor upon award of contract.

### **SECTION 3: SPECIFICATIONS**

#### **1. New LED Video Scoreboards:**

- a. Provide Two (2) 3.9mm or higher resolution indoor SMD LED video screens
  - i. Minimum Screen Active Area: No less than 6.6' high x 11.6' wide
  - ii. Minimum pixel matrix: no less than 512 pixels high x 896 pixels wide
  - iii. Minimum pixel spacing: 3.9mm - less than or equal to .154" spacing between each vertical and horizontal pixel
  - iv. To be wall mounted in place of existing scoreboards

#### **2. New LED Shot Clocks:**

- a. Provide Two (2) Shot Clocks
- b. Provide Two (2) Red LED Backboard Light Strip Kits

#### **3. New LED Full Matrix Video Score tables:**

- a. Provide Three (3) 3.9mm or higher resolution indoor SMD LED video score tables
  - i. Minimum Size of 8' in Length with Full Matrix Display, Safety Padding, Possession Arrow, Cup Holders

#### **4. General Information for indoor LED Displays Above**

- a. Pixel Design: 3 in1 SMD Surface Mounted LED Pixel technology
- b. Maximum power requirement: Power not to exceed 11,100 watts per display at 1,200 Nit Color Corrected White Image,
- c. Fan less Power Supplies
- d. Fan less LED cabinet (Silent operation)
- e. Electrical Certification Testing by UL or ETL
- f. FCC Compliant

## **5. Display Capabilities**

LED Refresh Rate: 3,980 Hz as defined by the number of times per second the display image is repainted in intensity.

## **6. Video Processor Specifications**

- a. Video Frame Rate: 30/50/59.5/60 Frames per second
- b. Graphics Frame Rate: up to 60 Frames per second. Dependent on video input.
- c. Processing Architecture: 32-Bit (16-bit color processing; 16-bit dimming capability)
- d. System Architecture: 100% Digital
- e. Video Enhancement: Color space conversion, adjustable gamma correction
- f. Standard Supported Formats: NTSC, PAL, HDTV
- g. Video Inputs: SDI (SD/HD/2K/4K), HDMI

## **7. Video Processor Hardware Specifications**

- a. 24" Monitor, keyboard, and mouse
- b. 3U Chassis, Redundant 350-watt Power Supplies
- c. Motherboard with Dual Intel Network Ports, Intel NIC Card
- d. I7-6800K Processor, 3.4 Ghz, 15m Cache, 6 Core (28 PCIe Lane)
- e. 16 GB DDR4 Memory
- f. 256 GB SSD OS Drive
- g. 1TB SSD Storage Drive
- h. DVDR
- i. 750ti (2Gb Memory) Video Card
- j. Windows 10 Operating System

## **8. LED Quality**

- a. Quality Control: Sorted by intensity and color wavelength, LED Screen manufactured with Single Bin LED's that do not require factor calibration.
- b. LED Lifetime: minimum of 100,000 Hours to half brightness.

## **9. Video Display Construction**

- a. Service Access: Front or Rear Service
- b. Maximum Cabinet Depth: 3"



- c. Cabinet Construction: Aluminum construction for light weight and corrosion resistance

## **10. Video Screen Multi-Sports Scoring Entertainment Control System Summary**

Software should be designed to provide users with the ability to show animations, recorded video, live video, player photos and profiles, full screen images or video, images, or video in multiple windows of customizable sizes. Fully customizable scoring layouts, colors, fonts, team names integrated with Logos. Sponsor advertisements in customizable sizes with the ability to have multiple Sponsor advertisements rotating within a window. Operators should be able to customize the game experience and ease of use with customizable Hot Keys to quickly show pre-determined content from the computer station courtside or at a predetermined control location.

## **11. Video Screen Content Controller Hardware**

- a. Provide one (1) digital media player
- b. 3.6 Ghz, Intel Core I3 Quad-Core, 6MB Cache
- c. 8 GB of 1600Mhz LPDDR3 Memory
- d. 128 GB SSD Hard Drive
- e. 4 Thunderbolt ports
- f. 1 HDMI Port
- g. Mouse, Keyboard, 24" Monitor

## **12. LED Video Screen Content Controller Features**

- a. LED video screen content controller to include multi sports scoring, player profiles, social media integration, and editing tools.
- b. Offers the ability to show game scores, animations, recorded video, live video, player photos and profiles, full screen images or video, scaled images, or video in multiple windows.
- c. Fully customizable scoring layouts, colors, fonts, team names integrated with Logo's. Sponsor advertisements in customizable sizes with the ability to have multiple sponsor advertisements rotating within a window.
- d. Multi-layered architecture allows for backgrounds, live video layers, slides, props, and masks to be controlled independently.
- e. High quality transitions.
- f. Scale and crop individual slide elements or set the opacity of individual slide elements.
- g. Dynamic slide "tickers" enable news-channel style scrolling messages across the screen.

- h. Creation and Editing - Importing tools including a text reflow editor that allows you to edit slides as easily as editing text in a word processor. Build slides with a variety of elements, including shapes, text, graphics, videos, live video inputs, and even HTML5 web pages.
- i. Exporting content, you create elsewhere with exporting support for text files, JPEGs, PNGs, and output video recordings.
- j. Dynamic Web Content gives you the ability to show content from the web, by showing web pages within a slide.
- k. Sport Scoring available for: Basketball and Volleyball.

### **13. Local Technical Support**

Contractor shall provide local technical assistance and service with a detailed plan provided for servicing all components set forth under the warranty section of this specification.

### **14. Video Scoreboard Data Communications**

- a. KCKCC to provide and pull new data cable and conduit if needed from the control areas rack to videoboard and scoreboard locations.
- b. The contractor to provide the appropriate fittings as necessary to terminate the new cables.

### **15. Project Management and Training**

The contractor to provide full onsite training of the system operations, complete project management for the entire project, and first game support onsite.

### **16. Warranty**

- a. Minimum Acceptable Warranty for the LED Video Displays: 7-year parts / 7-years onsite labor
- b. Minimum Acceptable Warranty for the Shot Clock and Light Package: 5-year parts / 1-year onsite labor
- c. Minimum Acceptable Warranty for LED Score tables: 5-year parts / 1-year onsite labor

## **SECTION 6: PROPOSAL REQUIREMENTS**

6.1 **Copies.** Three (3) hard copies of the proposal must be submitted and one (1) electronic copy on a thumb drive. Proposals must be placed in a sealed envelope and clearly marked RFP 23-019. KCKCC cannot accept faxed proposals.

6.2 **Experience.** Provide at least two (2) references (names of contact persons and phone numbers) of similar sized contracts serviced during the past eighteen (18) months. The reputation of bidders regarding adequacy of their resources and facilities, and past records of their skillful performance of work of the type and magnitude required herein shall be considered when making the award.

FORM A.

6.3 **Product(s) Proposed to Meet Specifications.** Provide all specifications, product data, certification and required information if applicable.

6.4 **Price.** Provide proposed pricing for the project as outlined in FORM B.

## **Section 7. CONTRACT TERMS**

- 7.1 **Governing Law.** A standard contract document will be negotiated once the successful respondent(s) has been selected. Per state statute, Form DA-146a is required and the State of Kansas will be the governing law.
- 7.2 **Costs.** The costs agreed will be a fixed price and are not subject to increases unless mutually agreeable to both parties. The respondent shall provide all equipment, products, materials, supplies and services necessary for the proper execution and implementation of the agreement.
- 7.3 **Independent Contractor.** The respondent is now and shall remain a separate and independent entity from the College.
- 7.4 The submittal received from the successful respondent, along with the RFP, will be incorporated into the Agreement between the College and the respondent, and all provisions therein shall be provided by the respondent in accordance with the requirements of the submittal, unless superseded by the terms and conditions of the Agreement, RFP, or any subsequent amendment. **No contract award shall exist until an agreement is approved by the College and executed by both parties.**

### **GENERAL TERMS AND CONDITIONS**

1. **Contract Documents.** This Request for Proposals and any completed forms required under the RFP, and College's Notice of Award letter shall form a binding agreement and shall be made a part of any Agreement (the Agreement) executed between College and the successful Contractor regarding the subject matter herein.
2. **Services.** The Contractor agrees to provide equipment and installation to the College outlined in the RFP.
3. **Term.** The Agreement shall include the term through the project schedule and acceptance of the final product.
4. **Insurance.** While performing its services, Contractor will maintain the following minimum insurance coverage:

<u>Type of Coverage</u>	<u>Limits of Liability</u>
Workers' Compensation	Statutory
Employers' Liability	\$500,000
Comprehensive General Liability	\$1,000,000 per occurrence, \$2,000,000 aggregate
Automobile Liability	\$1,000,000 per occurrence, \$2,000,000 aggregate
Umbrella	\$2,000,000
Professional Liability	\$1,000,000 per claim

The College will be listed as an additional insured in respect to general liability, automobile liability, and umbrella/excess insurance. However, the addition of College as an additional insured shall not in any way nullify coverage for claims or actions College may have against the Contractor. The Consultant will provide College certificates evidencing the required coverage prior to commencing services.

5. **Equal Employment Opportunity Clause.** The respondent hereby agrees that it will incorporate or cause to be incorporated into any contract for construction work, or modification thereof, as defined in the regulations of the Secretary of Labor at [41 CFR Chapter 60](#), which is paid for in whole or in part with funds obtained from the Federal Government or borrowed on the credit of the Federal Government pursuant to a grant, contract, loan, insurance, or guarantee, or undertaken pursuant to any Federal program involving such grant, contract, loan, insurance, or guarantee, the following equal opportunity clause:

- (1) The contractor will not discriminate against any employee or applicant for employment because of race, color, religion, sex, sexual orientation, gender identity, or national origin. The contractor will take affirmative action to ensure that applicants are employed, and that employees are treated during employment without regard to their race, color, religion, sex, sexual orientation, gender identity, or national origin. Such action shall include, but not be limited to the following:

The contractor agrees to post in conspicuous places, available to employees and applicants for employment, notices to be provided setting forth the provisions of this nondiscrimination clause.

The contractor will, in all solicitations or advertisements for employees placed by or on behalf of the contractor, state that all qualified applicants will receive consideration for employment without regard to race, color, religion, sex, sexual orientation, gender identity, or national origin.

The contractor will not discharge or in any other manner discriminate against any employee or applicant for employment because such employee or applicant has inquired about, discussed, or disclosed the compensation of the employee or applicant or another employee or applicant. This provision shall not apply to instances in which an employee who has access to the compensation information of other employees or applicants as a part of such employee's essential job functions discloses the compensation of such other employees or applicants to individuals who do not otherwise have access to such information, unless such disclosure is in response to a formal complaint or charge, in furtherance of an investigation, proceeding, hearing, or action, including an investigation conducted by the employer, or is consistent with the contractor's legal duty to furnish information.

6. **Noncompliance.** In the event of the contractor's noncompliance with the nondiscrimination clauses of this contract or with any of the said rules, regulations, or orders, this contract may be canceled, terminated, or suspended in whole or in part and the contractor may be declared ineligible for further Government contracts or federally assisted construction contracts in accordance with procedures authorized in Executive Order 11246 of September 24, 1965, and such other sanctions may be imposed and remedies invoked as provided in Executive Order 11246 of September 24, 1965, or by rule, regulation, or order of the Secretary of Labor, or as otherwise provided by law.
7. **Subcontractors.** The contractor will include the nondiscrimination provisions of paragraph (6) in every subcontract or purchase order unless exempted by rules, regulations, or orders of the Secretary of Labor issued pursuant to section 204 of Executive Order 11246 of September 24, 1965, so that such provisions will be binding upon each subcontractor or vendor.
8. **Secretary of Labor.** The respondent agrees that it will assist and cooperate actively with the administering agency and the Secretary of Labor in obtaining the compliance of contractors and subcontractors with the equal opportunity clause and the rules, regulations, and relevant orders of the Secretary of Labor, that it will furnish the administering agency and the Secretary of Labor such information as they may require for the supervision of such compliance, and that it will otherwise assist the administering agency in the discharge of the agency's primary responsibility for securing compliance.
9. **Debarred Contractors.** The respondent further agrees that it will refrain from entering into any contract or contract modification subject to Executive Order 11246 of September 24, 1965, with a contractor debarred from, or who has not demonstrated eligibility for, Government contracts and federally assisted construction contracts pursuant to the Executive Order and will carry out such sanctions and penalties for violation of the equal opportunity clause as may be imposed upon contractors and subcontractors by the administering agency or the Secretary of Labor pursuant to

Part II, Subpart D of the Executive Order. In addition, the applicant agrees that if it fails or refuses to comply with these undertakings, the administering agency may take any or all of the following actions: Cancel, terminate, or suspend in whole or in part this grant (contract, loan, insurance, guarantee); refrain from extending any further assistance to the applicant under the program with respect to which the failure or refund occurred until satisfactory assurance of future compliance has been received from such applicant; and refer the case to the Department of Justice for appropriate legal proceedings.

10. **Safe Working Environment.** No worker must be required to work in surroundings or under working conditions which are unsanitary, hazardous, or dangerous.
11. **Job Site.** The Contractor is responsible for maintaining a safe work site.
12. **No Smoking Campus.** The Contractor agrees to abide by the smoke-free policy of the College for all employees and subcontractors while on site of the Project.
13. **Sales Tax Exemption.** The College is exempt from sales tax and should be excluded from all proposals.

FORM A

**Qualifications of Firm and Experience**

Reference #1

Example of Project Relevant to this Project

Project Title/Location (city/state)		Month/year project completed
Client	Client Point of Contact	Point of Contact Telephone:

Brief Description of the Project(s)

Reference #2

Example of Project Relevant to this Project

Project Title/Location (city/state)		Month/year project completed
Client	Client Point of Contact	Point of Contact Telephone:

Brief Description of the Project(s)

FORM B – Required Pricing Format

		Quantity	Unit Price	Total
	<b>Equipment</b>			
Section 3.1	New LED Video Boards	2		
3.2	New LED Shot Clocks w/ light strip kits	2		
3.3	New LED Full Matrix Video Score Tables	3		
	<b>Labor/Service</b>			
	Freight/Delivery/Set-Up	1		
	Removal of existing score boards	1		
	Installation of new equipment	1		
Section 13	Local Technical Support/Service Plan*	1		
Section 15	Project Management & Training	1		
Section 16	Warranty as specified	1		
	<b>Total</b>			

\* Please detail the term of support/service plan.
