



CITY of NOVI CITY COUNCIL

Agenda Item 8
March 14, 2016

SUBJECT: Approval to award a contract for design and installation of equipment for the Novi Video Studio at the Civic Center, including HD cameras, master control and playback servers, lighting, field camera systems, remote internet streaming and editing systems to Advanced Lighting & Sound, the low qualified bidder, for \$155,124.45 and amend the budget.

SUBMITTING DEPARTMENT: Neighborhood and Business Relations

CITY MANAGER APPROVAL: *[Signature]*

EXPENDITURE REQUIRED	\$155,124.45
AMOUNT BUDGETED	N/A
APPROPRIATION REQUIRED	\$156,000
LINE ITEM NUMBER	263-295.00-980.100

BACKGROUND INFORMATION:

Novi Video produces programming for the City's government access television stations (Bright House Channel 13 and AT&T U-Verse Channel 99) and web-based applications, including cityofnovi.org and social media venues (facebook, twitter, you tube, etc).

Novi video programming currently originates from SWOCC Studios in Farmington. With the closure of SWOCC on March 31, programming origination and production will relocate to the Novi Civic Center later this spring with the conversion of storage space to a television studio and edit suite. Residents will not experience any interruption in programming during the transition.

The new studio will:

- Improve production workflow by utilizing products that easily interact with each other via standard protocols
- Include all new video hardware which will support 1080i HD.
- All for the flexibility to transition the equipment to the field and allow live streaming to the web from various locations.

Two organizations, Telsystems and Advanced Lighting & Sound, responded to the Request for Proposal. After reviewing both proposals and interviewing organizations, it was determined Advanced Lighting & Sound, the low bidder, best meets specification requirements. They have a clear understanding of the project scope and deadline schedule. Advanced Lighting & Sound also provided pricing on alternate additions to the RFP. The recommended contract award includes the cost for five of the seven alternates:

- Alternate 2: Tricaster Additional Warranty
- Alternate 3: Remote Audio Case
- Alternate 4: Panasonic Extended Warranty

Alternate 6: Additional Parity Drive
Alternate 7: Rack Door - 436.00

This project is funded entirely from PEG fees. Project completion is anticipated in early May.

RECOMMENDED ACTION: Approval to award a contract for design and installation of equipment for the Novi Video Studio at the Civic Center, including HD cameras, master control and playback servers, lighting, field camera systems, remote internet streaming and editing systems to Advanced Lighting & Sound, the low qualified bidder, for \$155,124.45 and amend the budget.

	1	2	Y	N
Mayor Gatt				
Mayor Pro Tem Staudt				
Council Member Burke				
Council Member Casey				

	1	2	Y	N
Council Member Markham				
Council Member Mutch				
Council Member Wrobel				

RESOLUTION

NOW, THEREFORE BE IT RESOLVED that the following
Budget Amendment for the Cable Studio is authorized:

	INCREASE (DECREASE)
PEG Cable Fund	
APPROPRIATIONS	
Capital Outlay	156,000
TOTAL APPROPRIATIONS	<u>\$ 156,000</u>
Net Increase (Decrease) to Fund Balance	<u><u>\$ (156,000)</u></u>

I hereby certify that the foregoing is a true and complete copy of a
resolution adopted by the City Council of the City of Novi
at a regular meeting held on March 14, 2016

Maryanne Cornelius
City Clerk

CITY OF NOVI
RFP Novi Video Studio
March 2, 2016 11:00 A.M.

Company	A. Novi Video Studio, as specified (Lump sum)
Advanced Lighting & Sound	\$ 150,622.00
Telsystems	\$ 161,541.95



CONSULTATION | DESIGN | SALES | RENTAL | SERVICE | SATISFACTION

City of Novi,
City Clerk's Office
45175 Ten Mile Rd.
Novi, MI 48375

COPY

City Clerk,

Please accept this as Advanced Lighting & Sound's submission for the bid for the **Novi Video Studio** bid. Included you will find the 5% Bid bond, Fee proposal form, ALS proposal documents, Warranty and Support documentation and a picture of a similar portable system.

Advanced Lighting & Sound has provided options for two playback systems, the base bid contains the Leightronix UltraNexus HD while we have included in "Alternate #1" that has the Tightrope Cablecast system. Each of these systems has unique features that will make each of them desirable depending on the user's requirements. Additionally, we have provided a list of "Alternates" with items that may enhance the included features or are suggested add-ons to the specified system.

Since this bid specification is an outline of the system equipment requirements not all equipment has been specified in the bid documentation. It is our responsibility to make sure that we provide a fully functioning system for the end user. ALS has followed the equipment list order in our proposal; as in the bid, and provided the additional equipment required for each of these items. These items include and are not limited to cables, monitors, switches, interfaces, converters, power supplies or rack accessories.

We have also included a picture of a portable Tricaster system that meets the same specification as in this bid that we provided to Orion Neighborhood Television. Should you require any additional references for similar systems please let us know.

Sincerely,

Shawn Watts



Bond Number BD143572

BID BOND

KNOW ALL BY THESE PRESENTS, that we, ADVANCED LIGHTING AND SOUND, INC
 (hereinafter called the Principal), as Principal, and AUTO-OWNERS INSURANCE COMPANY
(hereinafter called the Surety), as Surety, are held and firmly bound unto CITY OF NOVI
 (hereinafter called the Oblige), in the penal sum of 5 Percent of bid Dollars (5 % of
Attached bid) for the payment of which the Principal and the Surety bind themselves, their heirs, executors,
administrators, successors and assigns, jointly and severally, firmly by these presents.

THE CONDITION OF THIS OBLIGATION IS SUCH, that WHEREAS, the Principal has submitted or is about to submit a
proposal to the Oblige on a contract for Portable production system and master studio in Novi City Hall

NOW, THEREFORE, if the said Contract be timely awarded to the Principal and the Principal shall, within such time as
may be specified, enter in the Contract in writing, and give bond, if bond is required, with surety acceptable to the Oblige
for the faithful performance of the said Contract, then this obligation shall be void; otherwise to remain in full force and
effect.

Signed and sealed the 1st day of March, 2016

Shawn Watts
Witness

[Signature]
Principal
President

Donna Lynn Poole
Witness

Auto-Owners Insurance Company
[Signature]
Max Ehlert
Attorney


DATE AND ATTACH TO ORIGINAL BOND
AUTO-OWNERS INSURANCE COMPANY

LANSING, MICHIGAN
POWER OF ATTORNEY

NO. BD143572

KNOW ALL MEN BY THESE PRESENTS: That the AUTO-OWNERS INSURANCE COMPANY AT LANSING, MICHIGAN, a Michigan Corporation, having its principal office at Lansing, County of Eaton, State of Michigan, adopted the following Resolution by the directors of the Company on January 27, 1971, to wit:

"RESOLVED, That the President or any Vice President or Secretary or Assistant Secretary of the Company shall have the power and authority to appoint Attorneys-in-fact, and to authorize them to execute on behalf of the Company, and attach the seal of the Company thereto, bonds and undertakings, recognizances, contracts of indemnity, and other writings obligatory in the nature thereof. Signatures of officers and seal of Company imprinted on such powers of attorney by facsimile shall have same force and effect as if manually affixed. Said officers may at any time remove and revoke the authority of any such appointee."

Does hereby constitute and appoint MAX K EHLERT

its true and lawful attorney(s)-in-fact, to execute, seal and deliver for and on its behalf as surety, any and all bonds and undertakings, recognizances, contracts of indemnity and other writings obligatory in the nature thereof, and the execution of such instrument(s) shall be as binding upon the AUTO-OWNERS INSURANCE COMPANY AT LANSING, MICHIGAN as fully and amply, to all intents and purposes, as if the same had been duly executed and acknowledged by its regularly elected officers at its principal office.

IN WITNESS WHEREOF, the AUTO-OWNERS INSURANCE COMPANY AT LANSING, MICHIGAN, has caused this to be signed by its authorized officer this 2nd day of January, 2014.

Kenneth R. Schroeder Senior Vice President

STATE OF MICHIGAN } ss.
COUNTY OF EATON }

On this 2nd day of January, 2014, before me personally came Kenneth R. Schroeder, to me known, who being duly sworn, did depose and say that they are Kenneth R. Schroeder, Senior Vice President of AUTO-OWNERS INSURANCE COMPANY, the corporation described in and which executed the above instrument, that they know the seal of said corporation, that the seal affixed to said instrument is such Corporate Seal, and that they received said instrument on behalf of the corporation by authority of their office pursuant to a Resolution of the Board of Directors of said corporation.



My commission expires January 1st, 2020

Amanda Lamp Notary Public

STATE OF MICHIGAN } ss.
COUNTY OF EATON }

I, the undersigned Senior Vice President, Secretary and General Counsel of AUTO-OWNERS INSURANCE COMPANY, do hereby certify that the authority to issue a power of attorney as outlined in the above board of directors resolution remains in full force and effect as written and has not been revoked and the resolution as set forth are now in force.

Signed and sealed at Lansing, Michigan. Dated this 1st day of March, 2016



William F. Woodbury, Senior Vice President, Secretary and General Counsel



CITY OF NOVI
NOVI VIDEO STUDIO
FEE PROPOSAL FORM

We the undersigned as proposer, propose to furnish to the City of Novi, according to the specifications, terms, conditions and instructions attached hereto and made a part thereof:

A. Novi Video Studio, as specified \$ 150,622.00 Lump Sum

Lead time required for equipment 21-28 days

Days required to complete installation 3-5 days

Guaranteed completion date TBDw/ the City depending on renovation and preparation of the space.

We confirm that we are able to obtain bonds in the City of Novi's required language as specified in the RFP documents.

Yes No

We acknowledge receipt of the following Addenda: 1 on 2/23/16
(please indicate numbers)

EXCEPTIONS TO SPECIFICATIONS (all exceptions must be noted here or included as a separate sheet):

ALS has taken an exception to provide 2 separate racks for the Master Control area for the equipment. This would cause additional cost for cabling and make this system more difficult to work with. Our solution is to provide one taller rack for all of the equipment. We do not feel that noise will be an issue. As an alternate we have provided a front door cost.

COMMENTS:

Architectural costs are based on the full design of all components that are required for a re-design of this space not limited to acoustics, fire suppression, HVAC and power. Design requirements of the scope can be adjusted to match the requirements for the City of Novi's needs. This covers all aspects of a typical architectural design with the limited explained scope.

REFERENCES: Please provide at least three client (3) references for projects of similar scope done in the last 3 years.

Company City of Midland _____
Address 1710 W. Andrews, Midland MI. 48640 _____
Phone 989-837-3476 ___ Contact name Matt Richardson _____
Project description: State of the art Master Control, Headend Playback, City Council Video and Master Control full upgrade. September 2015

Company Greater West Bloomfield Cable Commission _____
Address 4550 Walnut Lk. Rd. W. Bloomfield MI. 48325 _____
Phone: 248-990-3675 _____ Contact name: David Scott _____
Project description: Provided complete design and implementation of studio, Master Control, Playback and remote production system including Tricasters and PTZ camera systems. Fall 2013

Company Orion Neighborhood television (ONTV) _____
Address 1349 Joslyn Rd. Lake Orion MI. 48360 _____
Phone 248-693-1060 _____ Contact name Ian Locke _____
Project description: In addition to other studio upgrades ALS provided and Portable Tricaster system (picture included) for mobile sports production that includes a Tricaster 460, BMD router, monitors, recoder and audio mixer.

NON-IRAN LINKED BUSINESS

By signing below, I certify and agree on behalf of myself and the company submitting this proposal the following: (1) that I am duly authorized to legally bind the company submitting this proposal; and (2) that the company submitting this proposal is not an "Iran linked business," as that term is defined in Section 2(e) of the Iran Economic Sanctions Act, being Michigan Public Act No. 517 of 2012; and (3) That I and the company submitting this proposal will immediately comply with any further certifications or information submissions requested by the City in this regard.

THIS PROPOSAL SUBMITTED BY:

Company (Legal Registration) Advanced Lighting & Sound Inc.

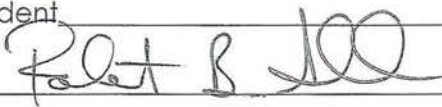
Address 1026 Maplelawn _____

City Troy _____ State MI _____ Zip 48084

Telephone 248-817-2092 _____ Fax 248-817-2093 _____

Representative's Name: Robert B. Sullivan_____

Representative's Title: President_____

Authorized Signature: _____

E-mail: bobs@go-als.com_____

Date 3-1-2016_____



CONSULTATION | DESIGN | SALES | RENTAL | SERVICE | SATISFACTION

Additional References

Southfield Schools

24661 Lahser, Southfield MI 48033

Wesley Prescott - (Oakland Schools Technology) 248-330-9663

This project was to upgrade the video, presentation, production and transmission in the Southfield Schools Administrative Boardroom. In the Boardroom this entailed replacing 3 cameras with Panasonic AW-HE60 PTZ cameras, 3 routable HD TV's for presentation, projector and electric screen. We also needed to integrate the existing audio system into the new production system. ALS provided a portable Tricaster 460 system with dual 24" monitors in a dual monitor portable case; the same unit as specified for the City of Novi, that also includes the PTZ controller. The output of this system goes to their live and playback system that feeds local cable and the school channel. This system allows for Southfield Schools to use this Tricaster system to go portable and record and produce events throughout the district.

Charter Twp of Waterford

5200 Civic Center Dr. Waterford, MI. 48329

Gary Allison 248-674-6242

Upgraded the Council Video production system to include 3 new HD PTZ cameras and a Tricaster 460 video switcher, ALS also installed a video and audio encoder for transmission back to the headend at Media Network for a/v playback.

Advanced Lighting & Sound just completed the complete tear out and installation of a new HD broadcast video and audio production truck. This system included a Tricaster 460, 43" switcher monitors, JVC HD Studio configured cameras and tripods, router, new audio mixer and remote case, 3Play Instant Replay system, intercom and new I/O connection panel.



Advanced Lighting & Sound

Phone: 248-817-2092
 Fax: 248-817-2093
 1026 Maplelawn Drive
 Troy, MI 48084

Quote

No.: **7551**
 Date: 2/26/2016

Prepared for:
 Sheryl L. Walsh
 City of Novi
 45175 W. Ten Mile Road
 Novi, MI 48375 USA

Prepared by: Shawn Watts
 Account No.: 6361
 Phone: (248) 347-0460

Qty	Manuf	Item ID	Description	Sell	Total
Section 1: Live Switching Rack					
1	Video	AP2CC	CUSTOM AIRPACK 2, DUAL RACK BAY W/ DUAL MONITORS IN LID (UP TO 24") PORTABLE CASE TABLE LEGS IN FRONT & REAR LIDS	\$2,500.00	\$2,500.00
1	Newte	TC460	TriCaster 460 With Control surface	\$19,995.00	\$19,995.00
1	Newte	ZHDD2RU1Media	2RU Media Drive Kit (1-1TB drive for TriCaster 460)	\$199.00	\$199.00
3	Views	VA2446M-LED	23.6" LED Monitor	\$200.00	\$600.00
2	Krame	C-DM/DM-10	DVI-D (M) to DVI-D (M) Dual Link Cable - 10' Non Plenum DVI Dual Link Cables	\$25.00	\$50.00
1	Krame	C-HM/DM-15	HDMI (M) to DVI-D (M) Cable - 15' Non Plenum HDMI to DVI Cables (Multiviewer 16)	\$29.00	\$29.00
1	Allen	AH-QU-16	16 mic/Line + 3 stereo 12 mix outputs, digital mixer, 4 efx engines, onboard recording, usb interface 17 x motorized faders, Rack Mountable	\$1,999.00	\$1,999.00
1	Shure	ULXD4Q=-G50	Quad Digital Wireless Receiver with internal power supply, 1/2 Wave Antenna and Rack Mounting Hardware	\$5,015.00	\$5,015.00
1	Shure	ULXD1=-G50	Digital Wireless Bodypack Transmitter with Miniature 4-Pin Connector	\$445.00	\$445.00
4	Shure	ULXD2/B87A=-G50	Handheld Transmitter with BETA 87A Microphone	\$630.00	\$2,520.00
1	Shure	P9TRA425CL-G6	PSM@900 System with P9RA Rechargeable Bodypack Receiver and SE425CL Sound Isolating™ Earphones	\$1,418.00	\$1,418.00
1	Black	BMD-HDL-AUDMON1 RU	Blackmagic Audio Monitor	\$1,412.00	\$1,412.00
1	Black	BMD-HDL-SMTWSCO PEDU04K	SmartScope Duo 4K	\$940.00	\$940.00
1	Black	BMD-VHUBSMART6G 2020	Smart Videohub 20x20	\$1,884.00	\$1,884.00
1	Black	BMD-HDL-MULTIP6G/ 16	Blackmagic MultiView 16	\$1,412.00	\$1,412.00
1	Clear	CZ11433	4-Up DX100 system w/ HS15 headsets- MB100 Single-Channel stand-alone license-free mobile base station w/2 antennas; 115/230 VAC power supply, 115VA	\$5,491.00	\$5,491.00
1	Terad	Bolt-950	Bolt 600 Wireless HD-SDI Video Transmitter/Receiver Set	\$4,870.00	\$4,870.00
1		IDCXTAP	X-TAP to bare end cable	\$60.00	\$60.00
1	ALS	Install	Install Materials- LEMO CONNECTOR	\$36.00	\$36.00
1		Toshiba Laptop Core i7	15.6" Toshiba Satellite Notebook, Core i7-6700HQ, 2.6GHz, 8GB Ram 1TB HD	\$625.00	\$625.00
1	Rapco	REAR RACKPANEL 1	2RU CUSTOM REAR RACK PANEL	\$275.00	\$275.00
1	ALS	Install	PTZ Camera Power supplies (with cameras)	\$0.00	\$0.00

Quote

No.: 7551

Date: 2/26/2016

Qty	Manuf	Item ID	Description	Sell	Total
Section 2: Studio					
3	Panas	AW-HE40SWPJ	Features 30x optical zoom lens and support for PoE+, SDI out - White	\$3,655.00	\$10,965.00
3	ALS	Sales Discount	Sales Discount	(\$370.00)	(\$1,110.00)
3	Vaddi	535-2020-230	Wall Mount Bracket	\$90.00	\$270.00
If white is require must make note					
1	Panas	AW-RP50NJ	Sub-compact remote camera controller	\$2,037.00	\$2,037.00
1	ALS	Sales Discount	Sales Discount	(\$147.00)	(\$147.00)
6	Litep	Sola ENG Daylight LED Fresnel	Sola ENG fixture, 2-Way Barndoor/Gel Holder, 3-Piece Gel Set, Deluxe Ball Head Shoe Mount	\$640.00	\$3,840.00
Conversion Kit, Stand Adapter, D-Tap Power Cable, Power Supply, US Power Cord and Carrying Case					
6	Litep	Base Plate	Base Plate with Deluxe Ball Head Shoe Mount	\$120.50	\$723.00
2	Litep	SOLA ENG Softbox	Sola ENG Softbox	\$261.00	\$522.00
1	LG	43LX341C-EGH	43" LED LCD HDTV	\$525.00	\$525.00
1	Chief	MSM1U	Micro-Adjust Fixed Wall Mount, Medium	\$126.00	\$126.00
1	Hosa	YAC-406	Power Extension Y Cable, Dual NEMA 5-15R to NEMA 5-15P, 1.5 ft	\$14.00	\$14.00
1	Black	BMD-CONVMBSH4K	Mini Converter - SDI to HDMI 4K	\$279.00	\$279.00
1	ALS	Labor	Provide architectural drawings of the studio space by a licenced architect for acoustics, ventilation, fire suppression and electrical	\$15,000.00	\$15,000.00
1	ALS	Install	Install Materials- Cables, Connectors, Fasteners and Misc	\$250.00	\$250.00
1	ALS	Labor	Installation Labor- Mount and wire cameras, lights and 43" monitor	\$960.00	\$960.00
Section 2 Subtotal					\$34,254.00

Qty	Manuf	Item ID	Description	Sell	Total
Section 3: Master Control/Playout					
1	Leigh	UltraNEXUS-HD-RCIA	Network Managed HD/SD Video System Controller and Digital Video Server Includes 1 Yr of Total Info subscription	\$12,427.00	\$12,427.00
1	Leigh	LGX-2TBR-LX	2 Terabyte USB RAID External Hard Disc Array (Rack Mountable) for Use with UltraNEXUS HD	\$1,635.00	\$1,635.00
1	Extro	MDA 3AV	MDA 3AV, 1x3 Video and Audio distribution	\$194.00	\$194.00
1	Decim	Decimator 2	3G/HD/SD-SDI to HDMI Converter w/ built-in NTSC/PAL Downscaler	\$345.00	\$345.00
1	Middl	ERK-3525LRD	35 SPACE (61 1/4"), 25" DEEP STAND ALONE RACK WITHOUT REAR DOOR, BLACK FINISH	\$634.00	\$634.00
1	Middl	PDT-1015C-NS	10 OUTLET, SINGLE 15 AMP CIRCUIT THIN POWER STRIP W/9' CORD, FITS RACKS THAT ACCEPT 'G' POWER	\$109.00	\$109.00
1	Middl	EB2	2 SPACE (3 1/2") FLANGED ECONO-BLANK, BLACK POWDER COAT FINISH	\$11.00	\$11.00
4	Middl	EB1	1 SPACE (1 3/4") FLANGED ECONO-BLANK, BLACK POWDER COAT FINISH	\$8.00	\$32.00
2		Wirecast PC	i7 Quad Core, 8GB Mem, nVidia 210 512mb video card, rackmount case	\$1,232.00	\$2,464.00
1	Views	VA2446M-LED	23.6" LED Monitor	\$200.00	\$200.00
1		GCS1104	IOGear 4-Port DVI KVMP Switch with Audio and Cables	\$285.00	\$285.00
2	Black	BMD-BDLKSDI4K	DeckLink SDI 4K	\$279.00	\$558.00
2		WC6STU-W	Wirecast Studio Software (download)	\$494.00	\$988.00
1		Wirecast PC	i7 Quad Core, 8GB Mem, nVidia 210 512mb video card, rackmount case. (Various tasks)	\$1,232.00	\$1,232.00
1	Epson	PP-50BD	Discproducer Blu-Ray 50 Disc Publisher	\$2,704.00	\$2,704.00
1		SD-V296	DVD/VHS Combo	\$135.00	\$135.00
1	Black	BMD-VIDPROREC	H264 Pro Recorder	\$468.00	\$468.00
1	Black	BMD-VHUBSMART6G 2020	Smart Videohub 20x20	\$1,884.00	\$1,884.00
1	Middl	UPS-2200R	RACKMOUNT UPS, 2200VA /1650W, 2 SPACE (3 1/2"), BLACK FINISH	\$1,367.00	\$1,367.00
1	LG	65LX341C-EGH	65" LED LCD TV (EDU/GOVT/HOW Pricing)	\$1,499.00	\$1,499.00
1	Chief	LSM1U	Micro-Adjust Fixed Wall Mount, Large	\$168.00	\$168.00
1	Black	BMD-CONVMBSH4K	Mini Converter - SDI to HDMI 4K	\$279.00	\$279.00
1	Hosa	HDMA-401.5	High Speed HDMI Cable with Ethernet, HDMI to HDMI, 1.5 ft	\$6.00	\$6.00
1	Hosa	YAC-406	Power Extension Y Cable, Dual NEMA 5-15R to NEMA 5-15P, 1.5 ft	\$14.00	\$14.00
1	LG	43LX341C-EGH	43" LED LCD HDTV	\$525.00	\$525.00
1	Chief	MSM1U	Micro-Adjust Fixed Wall Mount, Medium	\$126.00	\$126.00
1	Black	BMD-CONVMBSH4K	Mini Converter - SDI to HDMI 4K	\$279.00	\$279.00
1	Hosa	HDMA-401.5	High Speed HDMI Cable with Ethernet, HDMI to HDMI, 1.5 ft	\$6.00	\$6.00
1	Hosa	YAC-406	Power Extension Y Cable, Dual NEMA 5-15R to NEMA 5-15P, 1.5 ft	\$14.00	\$14.00

Cable TV Receiver to be provided by City of Novi

QuoteNo.: **7551**

Date: 2/26/2016

Qty	Manuf	Item ID	Description	Sell	Total
1	Middl	U1	1 SPACE (1 3/4") RACKSHELF (Cable Receiver)	\$38.00	\$38.00
1	Hosa	HDMA-403	High Speed HDMI Cable with Ethernet, HDMI to HDMI, 3 ft	\$7.00	\$7.00
1	Black	BMD-CONVMBHS24K	Mini Converter - HDMI to SDI 4K (Cable TV to Router)	\$279.00	\$279.00
1	Black	BMD-HDL-SMTWSCO PEDUO4K	SmartScope Duo 4K	\$940.00	\$940.00
1	Black	BMD-HDL-AUDMON1 RU	Blackmagic Audio Monitor	\$1,412.00	\$1,412.00
1	Black	BMD-CONVMSDIDA4 K	Mini Converter - SDI Distribution 4K - (Council Tricaster DA- Addendum 1))	\$279.00	\$279.00
1	TP-Li	TL-SG1024	24 Port Unmanaged Gigabit Rack Mount Switch (Addendum 1)	\$113.00	\$113.00
1	ALS	Install	Install Materials- Cables, Connectors, Fasteners and Misc	\$250.00	\$250.00
1	ALS	Labor	Installation Labor- Mount equipment into rack, integrate into system, run cabling to Council Control Room, Mount TV's	\$1,900.00	\$1,900.00
Section 3 Subtotal					\$35,806.00

QuoteNo.: **7551**

Date: 2/26/2016

Qty	Manuf	Item ID	Description	Sell	Total
Section 4: Field Camera Systems					
2	JVC	GY-HM200U	4KCAM COMPACT HANDHELD CAMCORDER w/INTEGRATED 12X LENS. with \$550 rebate	\$1,995.00	\$3,990.00
4	JVC	SSL-JVC75	7.4V/7.35Ah/55Hh LITHIUM ION BATTERY FOR GY-HM600/650, GY-HMQ10 & DT-X MONITORS	\$213.00	\$852.00
2	JVC	LC-2J	2 CHANNEL CHARGER FOR SSL-JVC50/75 LITHIUM ION BATTERY	\$185.00	\$370.00
2	Sennh	EW100ENGG3-A	SK100 G3 bodypack, ME2 omni lavalier, SKP100 G3 plug-on for dynamic mics and EK100 G3 portable receiver, with 1/8" and XLR unbalanced output cables an	\$749.00	\$1,498.00
2		RE50L	Handheld Microphone (Long)	\$190.00	\$380.00
5	TecNe	MF-BW3	3" Square microphone flag	\$24.00	\$120.00
2	Litep	Sola ENG Flight Kit	3 Sola Light Kit with all accessories	\$2,415.00	\$4,830.00
2		iLED144	ILED 144 Bi-color Flood Light (3200-5600) with AC adapter, battery and Charger	\$179.00	\$358.00
5	JVC	ACE-M	SACHTLER TRIPOD AND FLUID HEAD	\$657.00	\$3,285.00
8		TS64GSDU3	64GB SDXC Class 10, U3 Class SD Card	\$32.25	\$258.00
2	Trans	TS-RD5K	USB 3.0 SDCard Reader	\$6.00	\$12.00
Section 4 Subtotal					\$15,953.00

Quote

No.: 7551

Date: 2/26/2016

Qty	Manuf	Item ID	Description	Sell	Total
Section 5: Edit Systems					
City of Novi to provide Adobe Software/download					
2		Adobe PC	i7 6 Core, 32G Mem, 500g SSD and 1 TBSSD, nVidia Quadro 4000 video card, Desktop case Windows 7 Pro or 8/10	\$2,296.00	\$4,592.00
4	Views	VA2446M-LED	23.6" LED Monitor	\$200.00	\$800.00
2	Krame	C-DM/DM-10	DVI-D (M) to DVI-D (M) Dual Link Cable - 10' Non Plenum DVI Dual Link Cables	\$25.00	\$50.00
4	JBL	LSR305	5-inch two-way powered studio monitor. Bi-amplified Studio Monitor with Magnetically-Shielded 5" Low Frequency Transducer and 1" Soft-Dome High Frequency Transducer and Image Control Wave	\$192.00	\$768.00
1		DS1515+ 12TB	Synology Network Attached Storage with 4-3TB WD RED drives	\$1,355.00	\$1,355.00
See alternate for cost of parity drive					
1	Middl	U4	4 SPACE (7") RACKSHELF U4 shelf not required if located by editing stations	\$63.00	\$63.00
1	Shure	SM7B	Cardioid Dynamic Studio Vocal Microphone, includes standard and close-talk windscreens	\$349.00	\$349.00
4	Sony	MDR7506	MDR-7506 is a large diaphragm foldable headphone designed for professional studio and live/broadcast applications.	\$99.00	\$396.00
1	Shure	SCM262	Stereo Mixer for use with 2 Microphones and 3 Stereo Sources, with Ducking and Phantom Power, AC only, Half Rack Space, Single and Dual Mount	\$245.00	\$245.00
1	ALS	Install	Install Materials- Cables, Connectors, Fasteners and Misc	\$100.00	\$100.00
1	ALS	Labor	Installation Labor - Integrate editing systems	\$300.00	\$300.00
Section 5 Subtotal					\$9,018.00
1	ALS	Project Bond	Project Bond for Performance, Maintenance and Guarantee, Payment Bond	\$1,050.00	\$1,050.00

Your Price: \$150,662.00

Total: \$150,662.00

Prices are firm until 3/27/2016 Terms: COD

Prepared by: Shawn Watts, shawnw@go-als.com

Date: 2/26/2016

Accepted by: _____ Date: _____

Disclaimer

All prices quoted are valid for 30 business days. Please fax signed quote to 248-817-2093 or email to sales@go-als.com so that your order can be placed. Thank you for your business.



Advanced Lighting & Sound

Phone: 248-817-2092
 Fax: 248-817-2093
 1026 Maplelawn Drive
 Troy, MI 48084

Quote

No.: **7514**
 Date: 2/22/2016

Prepared for:
 Sheryl L. Walsh
 City of Novi
 45175 W. Ten Mile Road
 Novi, MI 48375 USA

Prepared by: Shawn Watts
 Account No.: 6361
 Phone: (248) 347-0460

Qty	Manuf	Item ID	Description	Sell	Total
Alternate 1: Cablecast System					
This replaces the Leightonix playback system					
1	Tight	CBL-SXLEHD-330-R	One SD/HD SDI decode, one SD/HD SDI encode, multi-format server with 4TB of storage in a 1 RU chassis Cablecast Automation & Carousel Server Software. 6 Hours of install support & end user training included	\$11,328.00	\$11,328.00
1	Tight	CBL-SXLEHD-330-HA-R	Annual hardware assurance contract for the CBL-SXLEHD-330	\$750.00	\$750.00
1	Tight	CBL-CG330-SDI-R	Carousel bulletin board configured for broadcast in a 1RU chassis	\$3,500.00	\$3,500.00
1	Tight	CBL-CG330-SDI-HA-R	Annual Hardware Assurance for CBL-CG330-SDI	\$204.00	\$204.00
Cablecast Subtotal					\$15,782.00
Alternate 2: Tricaster Protek Care					
Additional warranty support					
1	Newte	PTC460	ProTek Care for TriCaster 460	\$1,995.00	\$1,995.00
NewTek Protek Care Subtotal					\$1,995.00
Alternate 3: Remote Audio case					
1	Allen	AH-AR-84	8x4 Expansion Audio Rack for GLD-80	\$749.00	\$749.00
1	Gator	GR-6L	Molded PE Rack Case; Front, Rear Rails; 6U; 19" Deep; Locking	\$166.00	\$166.00
1	Middl	PD-915R	9 OUTLET, SINGLE 15 AMP CIRCUIT, SURGE/SPIKE PROTECTED RACKMOUNT POWER DISTRIBUTION W/9' CORD, BLACK POWDERCOAT FINISH	\$97.00	\$97.00
1	ALS	Install	Install Materials- 300' CAT5e cable, blanks	\$50.00	\$50.00
Remote Audio Case Subtotal					\$1,062.00
Alternate 4: Panasonic Extended Warranty					
4	Panas	AG-SVCPREF2Y	Three Years of Standard Service. Adds 1 Way Expedited / Next Day Shipping, 1 Preventive Maintenance Session in year two (carry/ship in). CCD/MOS imagers have 3 years parts / 3 years labor coverage. Production Monitor LCD panels have 3 yearspar	\$220.74	\$882.96
Panasonic Extended Warranty Subtotal					\$882.96

Quote

No.: **7514**

Date: **2/22/2016**

Qty	Manuf	Item ID	Description	Sell	Total
Alternate 5: Additional Monitor					
1	Black	BMD-HDL-SMTVDUO	Smart Duo monitors - For monitoring router in Master Control	\$468.00	\$468.00
This Smart Duo monitor would be used in the rack to view router signals					
Additional Monitor Subtotal					\$468.00
Alternate 6: Additional Parity Drive for NAS					
1		WD30EFRX	3TB RED NAS Desktop Hard Drive (Parity Drive)	\$126.49	\$126.49
Additional drive if parity is required for NAS					
Additional Parity Drive Subtotal					\$126.49
Alternate 7: Rack Door					
1	Middl	PFD-35	PLEXI FRONT DOOR, FITS 35 SPACE DWR AND ERK SERIES RACKS, BLACK FINISH	\$436.00	\$436.00
If front door for rack in Master Control is desired					
Rack Door Subtotal					\$436.00

Your Price:
\$20,752.45

Total:
\$20,752.45

Prices are firm until 3/23/2016 Terms: COD

Prepared by: Shawn Watts, shawnw@go-als.com

Date: 2/22/2016

Accepted by: _____

Date: _____

Disclaimer

All prices quoted are valid for 30 business days. Please fax signed quote to 248-817-2093 or email to sales@go-als.com so that your order can be placed. Thank you for your business.



CONSULTATION | DESIGN | SALES | RENTAL | SERVICE | SATISFACTION

WARRANTY/MAINTENANCE/SUPPORT

Advanced Lighting & Sound will warranty their workmanship for a period of 1 year against any defects in the workmanship of this project. This will cover installed cables, connectors, custom plates and components physically installed by ALS. This warranty does not cover the manufacturer's equipment warranty.

The individual manufacturer's warranties are listed below. All warranties exclude defects from normal use, abuse, shipping damage, failure to use the product in accordance with the instructions. The warranty is void in the event of unauthorized repair or modification, or removal or defacing of the product labeling.

In the event that a product appears to require manufacturer's warranty repair, the customer must first contact their Advanced Lighting & Sound Sales representative. ALS will determine that warranty service is required and at this time will make the arrangements to have the equipment picked up or dropped off. Advanced Lighting & Sound will contact the manufacturer to get necessary warranty repair.

The following are the standard manufacturers warranties include in this proposal:

- Anton Bauer - 1 Year
- AJA - 5 Years on all converters, 3 Years on Ki Pro
- BlackMagic- 1 Year Limited
- Chief Mfg - With the exception of electrical products, Chief warrants its products to be free of defects in material and workmanship for 10 years.
- ClearCom - Systems and Products including beltpacks and DX products and headsets. 2 Years
- ClearCom - Clear-Com headsets, handsets, microphones, and associated spare parts, as well as UHF wireless IFB products, and the following DX and PRO products: AC850A Charger, BAT850 Battery, BAT41 battery, remote antenna
- ClearCom - cables, SP10 Speaker and XLR Adapter. 1 Year
- ClearCom - Cables, accessories, components and consumable items including the BP850 battery sled, Beltpac antennas, Beltpac configuration cable, HS4-2 Earpiece, RMK850 Mounting Kit, RAK850 Remote Kit, Beltpac pouch, DX headset extension cable, HS4-3 Earpiece, HSI6000, RMK200, Splitter/Combiner, 2 601601348v4 WS200 Battery Sled, Foam inserts in travel case, CAT-5 cable, and base antenna. 90 Days

<http://www.clearcom.com/userfiles/file/Clear-Com%20Standard%20Limited%20Warranty.pdf>



CONSULTATION | DESIGN | SALES | RENTAL | SERVICE | SATISFACTION

- Extron- 3 Years
- JVC Pro - 2 Years Part, 1 Year Labor
- Kramer - 7 Years Limited
- Leightronix - 5 Years
- LG 2 Year Limited
- Libec- 3 Years
- LitePanels - 1 Year or 2 Years with registration

Middle Atlantic - Middle Atlantic Products, Inc. (the "Company") warrants the products manufactured by it to be free from defects in material or workmanship under normal use and conditions as follows: (I) for the lifetime of all sheet metal products, (II) for a period of seven (7) years from the date of shipment by the Company for casters and products constructed of wood, (III) for a period of three (3) years from date of shipment by the Company for power distribution, lighting, temperature, cooling and control products and products with slides or that rotate, and (IV) for a period of one year from the date of shipment by the Company for products containing LCD screens

NewTek - NewTek warrants that for a period of 1 year from the date of your original purchase of our computer/video product (hardware), it shall be free from defects in material and workmanship. If a defect is determined to be covered by this warranty as determined by NewTek, NewTek will correct it, and may do so using new or remanufactured components..

- Panasonic - 1 Year
- Sachtler - 1 Year warranty on all products, 2 years if the product is registered.
- Sennheiser- 2 Years
- Shure - 2 Years
- Draper - 1 Year

Customized extended warranties and maintenance are available from Advanced Lighting & Sound and must be pre-determined and documented by customer and ALS.



CONSULTATION | DESIGN | SALES | RENTAL | SERVICE | SATISFACTION

Support

Advanced Lighting & Sound is either an Elite or Authorized Reseller of all products contained in this bid proposal.

ALS is an Elite NewTek Authorized Reseller and Authorized NewTek Training Center with on-site technicians that are able to diagnose and support you for any issue that may arise.

We should be your first call in the event of any issues. Normal business hours are 8:30-6:00pm M-F except holidays.

Support Escalation Plan

In the event that there are any operational, service or maintenance issues that should arise with the system that has been installed by Advanced Lighting & Sound, ALS should be the first call. If an issue arises the City of Novi shall call and first speak with the: Sales Representative Shawn Watts 248-817-2092 ext. 220 or via email shawnw@go-als.com.

In the event that Shawn Watts is unavailable to answer the call you could speak with Bob Sullivan; President of ALS, at 248-817-2092 or bobs@go-als.com.

Advanced Lighting & Sound will determine the manner in which the issue will be handled whether through phone support, service call, in-house repair or manufacturer warranty support.

In the event that there is a component failure that needs to be repaired or replaced and ALS has a similar component in our inventory, ALS will provide this during the repair.





CITY OF NOVI REQUEST FOR PROPOSAL

NOVI VIDEO STUDIO

SPECIFICATIONS

INTRODUCTION

Novi Television (Bright House Channel 13 or AT&T U-Verse Channel 99), is the government access channel for the City of Novi.

Novi Television broadcasts include up-to-date information about city services, meeting notices, community events and much more. We also broadcast great series programs such as Destination Recreation, Update Novi, Novi Times, Behind the Badge, and more.

Novi Television is also the home to Novi City Council Meetings, which air live on the 1st and 3rd Monday of every month and are repeated on Sunday and Monday at 7 pm and Wednesday at 8 am. All Board and Commission meetings are also televised and streamed live.

Novi Television programming currently originates from a studio in the Farmington. Program origination and production will begin this spring from the Novi Civic Center. This RFP provides the apparatus needed to produce and deliver programming on a 24x7 basis to viewers watching Bright House Channel 13, AT&T Channel 99, and via a live stream on the City website.

The new video technology described in this RFP will be installed in the second floor offices of the Novi Civic Center. A production environment will be created in open office space used by other office workers and a studio will be equipped in a pre-existing space adjacent to the new production facilities. All Novi TV programming will be delivered (played out) from this location. Programming will originate from the newly created studio, from live remote broadcast locations delivered via internet streaming back to the new production environment, from pre-produced edit sessions created in the production environment, from legacy content, and from the Novi City Council Chambers.

Novi City Council meetings are produced utilizing a recently updated production facility immediately adjacent to the council chambers on the first floor of the Novi City Center. This facility has modern HD PTZ camera systems, a NewTek Tricaster, and compatible audio systems. These systems will remain in place and during meetings video will be delivered via an HD-SDI signal path to the 2nd floor Master Control area that will be constructed as part of this project.

PROJECT GOALS

Technology installed at Novi City Center should meet the following objectives;

- Improve production workflow by utilizing products that easily interact with each other via standard protocols
- When possible devices should be IP compliant
- Products should be able to be easily and affordable upgraded.
- All new video hardware should support full 1080i HD.
- All live video signals should be HD -SDI except as noted.
- Devices should be "easy" to operate. To this end production facilities should mirror each other using very similar technology and workflow.
- Products should be durable and easy to maintain.
- 2nd floor production facilities should be configured to be as non intrusive as possible to those working in the general vicinity of the production environment.
- The design should allow for the flexibility to transition the equipment into the field to allow for live origination from various locations.

Request for Proposal

The specifications that follow are intended to provide you with a clear understanding of the project objectives. Your solutions should be comprehensive irrespective of the specification. If you believe a critical product or solution has been omitted from the specification please include it. We are seeking the most qualified comprehensive plan that is consistent with the needs and goals outlined in this document.

This RFP provides for the completion of the technical plan required to facilitate our future production needs. We hope to make this transition with minimal production and programming disruptions.

PROPOSAL EVALUATION CRITERIA

1. Evaluation of firm background
2. Related experience: comparable projects, similar in scope
3. References
4. Complete proposal: Proposal provides all required information as requested
5. Cost
6. Delivery schedule
7. Possible phone interview

PROPOSAL FORMAT

Your complete response to the RFP should include all the aforementioned information (see evaluation criteria), and include the following:

- Printed copies of your proposal as specified in the proposal submittals section.
- An electronic copy of your proposal in PDF format delivered on CD, DVD, or flash media.
- An itemized list of all hardware and software components included in your proposal. Include part or product number, manufacture or provider, and a link to the appropriate vendor's website. **Include a price quote for each item listed. Provide this list in the same order as presented in the RFP and broken down by RFP section. For your convenience, we have provided a fill-in pricing list as a separate document.**
- Provide information on system wide or individual product warranties.
- An explanation of what ongoing support will be provided.

SECTION 1: Live Switching Rack

The Live switching rack is designed to support live productions in the 2nd floor studio **and** in live switched productions in the field. The switching rack is to be exclusively HD-SDI. All video will route via Smart Video Hub located in the rack itself. When in the Novi City Center the rack will connect to local devices via a second Smart Video Hub installed in the 2nd floor production facility. The Live Switching Rack will be configured to be operated with a limited crew (Director/TD, Audio Engineer, Camera Operator). The control environment will have capability to record programming locally, record multiple individual sources, and support up to 16 audio inputs. This environment will include comprehensive program, preview, source, audio, and waveform type monitor(s).

Included are 4 wireless microphones (both lavalier and handheld), a wireless camera system, and wireless intercom system.

This section includes the deployment of the video/audio infrastructure in the Live Switching. Included in this section are;

*Master Control Switcher
Engineering Station
Audio Systems*

Rolling Production Case

Newtek Tricaster 460 with Control Surface

(3) 24" LCD Monitors (two mounted, one freestanding)

Allen and Heath QU 16 Audio Mixer with QU-DSNAKE

Shure ULXD4q 4 channel Wireless Microphone Receiver

(4) ULXD1 Bodypack Wireless Microphone Transmitter with Lavalier Microphone

(4) ULXD2/B87A Handheld Microphone

Shure PSM 900 IFB system

Blackmagic Audio Monitor

Blackmagic Smart Scope Duo 4k Monitor and Engineering Scope

Blackmagic 12x12 Smart Video Hub Router

Blackmagic Multiview 16

Clearcom DX100 system with CZ11433 Base Unit and 4 HS 15 headsets

Teradek Bolt Pro 600

I7 Based Laptop Computer

Back Panel Connections

PTZ Camera Power Supply

Network Switch

UPS Power

Shop Drawings

Prior to construction, contractor will be required to provide shop drawings showing the location of each device in the rack and a connection diagram.

Installation

Provide installation of all the above listed systems.

SECTION 2: Studio

The studio will be housed in a 14'6" x 11'9" room. As this is a very limited space accommodations have been made to maximize the workable studio space. These accommodations include the use of wall mounted PTZ cameras, compact lighting systems, and wireless microphones. The cameras will be supported by shelf units so they can be easily removed for use in the field in association with the live switching rack and to take up as little space as possible.

This section includes the deployment of the video/audio infrastructure in the Live Switching Included in this section are;

PTZ Camera systems

Lighting

Architectural Specifications for Studio

(3) Panasonic AW-HE40 HD – SDI PTZ Cameras

(3) Support shelves

AWRP-50n Panasonic Camera Controller

(6) Lite Panels Sola ENG Daylight LED Fresnel

(6) Lite Panels Base Plate with Delux Ball Head Shoe Mount

(2) Sola ENG Softbox

43" Monitor with Wall Mount

HD-SDI to HDMI Converter

Architectural Specifications for Studio

Provide drawings prepared by a licensed architect showing necessary modification to the current studio workspace. These drawings should include any modification required to the studio acoustic, ventilation, fire suppression, and electrical systems. Be sure drawings include electrical facilities in the area adjacent to the studio where the live switching rack and master control layout environment will be.

Shop Drawings

Provide shop drawings showing the location of each device, rack, furniture, other and connection diagram.

Installation

Provide installation of all the above listed systems.

SECTION 3: Master Control/Playout

This section includes devices that are associated with content delivery via cable TV, the internet, to monitors at Novi City Center, and to citizens via DVD or Blue-Ray. These systems will accommodate playout of pre-produced and live programming. These systems will record live programs for later playout and archival purposes. In addition these systems will provide for graphical content delivery and will provide news, weather, and other information. These systems support HD content yet provide the ability to distribute SD content as required.

Included in this section are;

Playout servers
Streaming Servers
Video Distribution
Lighting

UltraNexusHD Playout server

Additional 2TB UBS storage for UltraNexus HD server

-or-

Tightrope Cablecast SXLEHD

Tightrope CG330

19" Rack

(2) Rackmount Computers to support live streaming encoding (i7)

(2) Blackmagic Decklink HD-SDI Video Capture Card

(2) Wirecast Live Encoding Software

Rackmount computer (i7) Various tasks

Epson Discproducer Blu-Ray 50 Disc Publisher (PP-50BD)

VHS Video Deck

Blackmagic H.264 Pro Recorder

12x12 Blackmagic Smart Video Hub

UPS Power

60" Monitor with wall mount for 2nd floor lobby

HD-SDI to HDMI Converter

43" Monitor with wall mount for master control area

HD-SDI to HDMI Converter

Cable TV Receiver

HDMI to HD-SDI Converter

Interconnection to Council Chamber Live Production Suite (HD-SDI Both Directions)

Blackmagic Smart Scope Duo 4k

Blackmagic Audio Monitor

Shop Drawings

Provide shop drawings showing the location of each device, rack, furniture, other and connection diagram.

Installation

Provide installation of all the above listed systems.

SECTION 4: Field Camera Systems

This section includes the components needed to shoot productions in the field to be edited for broadcast. The field camera systems are primarily intended for non live productions but these components will also be used in live productions

Included in this section are:

Field Camera Systems

Audio devices

Lighting

Camera Support

(2) JVC GY-HM 200 HD Video Cameras

(4) Extra long life batteries for GY-HM 200's

(2) Battery charges for above

(2) Shure EW-100 Portable Wireless Microphone Systems (lavalier and handheld transmitters)

(2) Electrovoice RE50L Handheld Microphones

(5) Novi TV Microphone Flags

(2) Lite Panels Sola ENG Flight Kit

Anton Batteries and charger to support Sola Kits

(2) On Camera LED Lights (3200-5600 Capable)

(5) Sachler ACE-M Tripod Systems

(8) 64 gig Class 10 SD Cards

(2) SD card readers

SECTION 5: Edit Systems

This section includes the items required to edit video productions.

Included in this section are;

Desktop Computers

Editing Software

Network Storage Device

(2) Adobe Creative Cloud Software packages including Premier, After Effects, Photoshop, Illustrator, Audition.

(2) PC's – i7 6 Core, 32g ram, Nvidia Quadro 4000, 500 gig solid state drive, 1tb solid state drive

(4) 24 LED Monitors

(4) Broadcast Studio Monitor Speakers (amplified)

10 TB NAS

Shure SM7b Microphone

Table Top Microphone Stand

(4) Sony MDR7506 Headphones

Shure SCM262 Stereo Microphone Mixer



**CITY OF NOVI
INSURANCE REQUIREMENTS
ATTACHMENT A**

1. The Contractor shall maintain at its expense during the term of this Contract, the following insurance:
 - a. **Worker's Compensation** insurance with the Michigan statutory limits and Employer's Liability insurance with minimum limits of **\$100,000** (One Hundred Thousand Dollars) each accident.
 - b. **Commercial General Liability Insurance** – The Contractor shall procure and maintain during the life of this contract, Commercial General Liability Insurance, Personal Injury, Bodily Injury and Property Damage on an “Occurrence Basis” with limits of liability not less than **\$1,000,000** (One Million Dollars) per occurrence combined single limit.
 - c. **Automobile Liability** insurance covering all owned, hired and non-owned vehicles with Personal Protection insurance to comply with the provisions of the Michigan No Fault Insurance Law including Residual Liability insurance with minimum bodily injury limits of **\$1,000,000** (One Million Dollars) each person and **\$1,000,000** (One Million Dollars) each occurrence and minimum property damage limits of **\$1,000,000** (One Million Dollars) each occurrence.
2. All policies shall name the Contractor as the insured and shall be accompanied by a commitment from the insurer that such policies shall not be canceled or reduced without at least thirty (30) days prior notice date to the City; alternately, contractor may agree to provide notice of such cancellation or reduction.
3. The City of Novi shall be named as Additional Insured for General Liability and Auto Liability. Certificates of Insurance evidencing such coverage shall be submitted to City of Novi, Purchasing Department, 45175 Ten Mile Road, Novi, Michigan 48375-3024 prior to commencement of performance under this Contract and at least fifteen (15) days prior to the expiration dates of expiring policies. A current certificate of insurance must be on file with the City for the duration of the contract. Said coverage shall be primary coverage rather than any policies and insurance self-insurance retention owned or maintained by the City. Policies shall be issued by insurers who endorse the policies to reflect that, in the event of payment of any loss or damages, subrogation rights under those contract documents will be waived by the insurer with respect to claims against the City.
4. The Contractor shall be responsible for payment of all deductibles contained in any insurance required hereunder.
5. If, during the term of this Contract, changed conditions or other pertinent factors should in the reasonable judgment of the City render inadequate insurance limits, the Contractor will furnish on demand such additional coverage as may

reasonably be required under the circumstances. All such insurance shall be effected at the Contractor's expense, under valid and enforceable policies, issued by the insurers of recognized responsibility which are well-rated by national rating organizations and are acceptable to the City.

6. If any work is sublet in connection with this Contract, the Contractor shall require each subcontractor to effect and maintain at least the same types and limits of insurance as fixed for the Contractor.
7. The provisions requiring the Contractor to carry said insurance shall not be construed in any manner as waiving or restricting the liability of the Contractor under this contract.
8. The City has the authority to vary from the specified limits as deemed necessary.

ADDITIONAL REQUIREMENTS

HOLD HARMLESS/INDEMNITY

1. The Contractor agrees to fully defend, indemnify and hold harmless the City, its City Council, its officers, employees, agents, volunteers and contractors from any claims, demands, losses, obligations, costs, expenses, verdicts, and settlements (including but not limited to attorney fees and interest) resulting from:
 - A. Acts or omissions by the Contractor, its agents, employees, servants and contractors in furtherance of execution of this Agreement, unless resulting from the sole negligence and tort of the City, its officers, employees, agents and contractors.
 - B. Violations of state or federal law involving whether administrative or judicial, arising from the nature and extent of this Agreement.
 - C. The Contractor agrees to defend the City from and against any and all actions or causes of action, claims, demands or whatsoever kind or nature arising from the operations of the Contractor and due to the acts or omissions of the Contractor or its agents, including, but not limited to, acts of omissions alleged to be in the nature of gross negligence or willful misconduct. The Contractor agrees to reimburse the City for reasonable attorney fees and court costs incurred in the defense of any actions, suits, claims or demands arising from the operations of the Contractor under this Agreement due to the above-referenced acts or omissions.
2. The Contractor agrees that it is its responsibility and not the responsibility of the City of safeguard the property and materials used in performing this Contract. Further the Contractor agrees to hold the City harmless for any loss of such property and materials used in pursuant to the Contractor's performance under this Contract.
3. The Contractor shall not discriminate against any employee, or applicant for

employment because of religion, race, color, national origin, age, sex, height, weight, handicap, ancestry, place of birth, sexual preference or marital status. The Contractor further covenants that it will comply with the Civil Rights Act of 1973, as amended; and the Michigan Civil Rights Act of 1976 (78. Stat. 252 and 1976 PA 453) and will require a similar covenant on the part of any consultant or subcontractor employed in the performance of this contract.

REQUIRED BOND LANGUAGE

PERFORMANCE BOND

KNOW ALL MEN BY THESE PRESENTS THAT _____
as Principal, hereinafter called the CONTRACTOR, and _____
_____ as Surety, hereinafter called Surety, and held and firmly bound unto

CITY OF NOVI, MICHIGAN

as Obligee, hereinafter called the OWNER, in the amount of _____
_____ Dollars (\$ _____)
for the payment of which the CONTRACTOR and SURETY bind themselves, their heirs,
executors, administrators, successors and assigns, jointly and severally, firmly by these
presents.

WHEREAS, the CONTRACTOR has been awarded a Contract by the
OWNER for the construction of
Novi Video Studio

in accordance with Plans and Specifications prepared by Motown Digital which award
was conditioned on the CONTRACTOR providing this Performance Bond and which
Contract upon being fully executed by the OWNER and the CONTRACTOR shall by
reference automatically be made a part hereof, and is hereinafter referred to as "the
Contract."

NOW, THEREFORE, THE CONDITION OF THIS OBLIGATION is such that, if the
CONTRACTOR shall promptly and faithfully perform said Contract, in accordance with
the terms and conditions of the Contract, then the CONTRACTOR and SURETY shall
have no further obligation under this bond; otherwise it shall remain in full force and
effect, subject, however, to the following conditions.

1. The SURETY hereby waives notice of any alteration or extension of
time under the Contract made by the OWNER.

2. SURETY'S obligation under this Performance Bond shall arise after
the OWNER has declared a Contractor Default as defined below, formally terminated
the Contract or the CONTRACTOR'S right to complete the Contract, and notified the
SURETY of the OWNER'S claim under this Performance Bond.

3. When the OWNER has satisfied the conditions of Paragraph 2
above, the SURETY shall, at the SURETY'S sole cost and expense, undertake one or more
of the following actions:

a. Arrange for the CONTRACTOR to perform and complete the
Contract; provided, however, that the SURETY may not proceed with this option, except
upon the express written consent of the OWNER, which consent may be withheld by the
OWNER for any reason; or

b. Perform and complete the Contract itself, through qualified
contractors who are acceptable to the OWNER, through a contract between the

REQUIRED BOND LANGUAGE

SURETY and qualified contractors, performance and completion of which shall be undertaken in strict accordance with the terms and conditions of the Contract, including (but not limited to) time for completion; or

c. Tender payment to the OWNER in the amount of all losses incurred by the OWNER as a result of the Contractor Default, as determined by the OWNER, for which the SURETY is liable to the OWNER, including all costs of completion of the Contract and all consequential losses, costs, and expenses incurred by the OWNER as a result of the Contractor Default, and including all unpaid fees or payments owed to the OWNER by the CONTRACTOR under the Contract, except that SURETY'S payment under this option shall in no event exceed the limit of the Bond Amount. The SURETY may not proceed with this option, in lieu of the options set forth in paragraphs (a) or (b) above, except upon the express written consent of the OWNER, which consent may be withheld by the OWNER for any reason.

4. The SURETY shall proceed under Paragraph 3, above, within fourteen (14) business days after notice from the OWNER to the SURETY of the Contractor Default, of the formal termination of the Contract or the CONTRACTOR'S right to complete the Contract, and of the OWNER'S intention to have SURETY complete the Contract, except that SURETY shall proceed within twenty-four (24) hours after notice where the notice states that immediate action by SURETY is necessary to safeguard life or property.

5. If SURETY fails to proceed in accordance with Paragraphs 3 and 4, above, then SURETY shall be deemed to be in default on this Performance Bond three (3) business days after receipt of written notice from OWNER to SURETY demanding that SURETY perform its obligations under this Performance Bond. Thereafter, if notice to SURETY is without effect, OWNER shall be entitled to enforce any legal or equitable remedies available to OWNER, including completion of the Contract by contractors of its own choosing or OWNER'S employees or agents, and CONTRACTOR and SURETY shall, jointly and severally, be liable for all costs of such completion and all consequential losses, costs, and expenses so incurred (including all unpaid fees and expenses owed to the OWNER by the CONTRACTOR as a result of the CONTRACTOR'S default).

6. After OWNER has terminated the Contract or the CONTRACTOR'S right to complete the Contract, and if SURETY is proceeding under subparagraphs 3(a) or 3(b) above, then the responsibilities of SURETY to the OWNER shall not be greater than those of the CONTRACTOR under the Contract, and the responsibilities of the OWNER to the SURETY shall not be greater than those of the OWNER under the Contract. SURETY shall be obligated to the limit of Bond Amount as set forth on the front page; subject, however, to a commitment by the OWNER for payment to the SURETY of the Balance of the Contract Price in mitigation of costs and damages on the Contract. SURETY shall be obligated, without duplication, for:

a. The responsibilities of CONTRACTOR for correction of defective or unsuitable work and performance and completion of the Contract.

b. Additional legal, design professional, and delay costs incurred by the OWNER as a result of the Contractor's Default, and as a result of SURETY'S actions or failures to act under Paragraph 5, above;

REQUIRED BOND LANGUAGE

c. Liquidated damages as specified in the Contract, or, if no liquidated damages are specified in the Contract, actual damages and consequential damages incurred by the OWNER as a result of delayed performance or nonperformance of Contract by the CONTRACTOR or the SURETY; and

d. Payment of all unpaid and due and owing fees or payments owed to the OWNER under the Contract at the time of the Contractor Default.

7. To the extent of payment to the SURETY of the Balance of the Contract Price, SURETY shall defend, indemnify, and hold harmless OWNER from all claims, suits, causes of actions, and demands (including all costs of litigation and a reasonable attorney's fee), which are brought against the OWNER by the CONTRACTOR or by any other party and which arise from or by reason of payment to the SURETY the Balance of the Contract Price.

8. All notices to SURETY or CONTRACTOR shall be mailed or delivered to the respective addresses shown on the signature page. In the event of a change in address of SURETY or CONTRACTOR, such party shall promptly provide notice to the OWNER and the other party, with such notice to include the Contract number and this Performance Bond number.

9. Any provision of this Performance Bond that conflicts with the statutory or legal requirements of Michigan Public Act 213 of 1963 shall be deemed deleted here from and the provisions of such statutory or other legal requirements shall be deemed incorporated herein.

10. The law controlling the interpretation or enforcement of this Performance Bond shall be Michigan law.

11. Definitions

a. Balance of the Contract Price: The total amount payable by the OWNER to the CONTRACTOR under the Contract after all proper adjustments have been made, including change orders and credits due the OWNER, reduced by all valid and proper payments made to or on behalf of the CONTRACTOR under the Contract and reduced further by all direct costs and expenses incurred by the OWNER as a result of the Contractor Default, including costs of additional supervision or inspection by OWNER of the CONTRACTOR'S work under the Contract and fees and expenses paid to consultants or others hired by the OWNER for purposes of monitoring or investigating the CONTRACTOR'S work under the Contract.

b. Contract: The agreement between the OWNER and the CONTRACTOR identified on the front page.

c. Contractor Default: "Contractor Default" shall mean the failure or refusal of the CONTRACTOR, after written notice from the OWNER, to cure or remedy, or commence to cure or remedy, a violation of the contract within the time for such cure or remedy under the Contract. "Contractor Default" shall also mean the occurrence of an "event of default" or a "termination for cause" as those or similar terms are defined or provided for in the Contract's terms, conditions, and provisions.

REQUIRED BOND LANGUAGE

Signed and Sealed This _____ day of _____, 20_____

In the Presence of: *(fill-in name of contractor)*

WITNESS

Principal

Title

WITNESS

Surety

Title

Address of Surety

Bond No.

City

Zip Code

**REQUIRED BOND LANGUAGE
MAINTENANCE AND GUARANTEE BOND**

KNOW ALL MEN BY THESE PRESENTS, that we _____
hereinafter called the "Principal", and _____

hereinafter called the "Surety," are held and firmly bound unto

CITY OF NOVI, MICHIGAN

Hereinafter called the "Owner," as Obligee, for the just and full sum of _____
_____ Dollars (\$ _____)
for the payment whereof, well and truly to be made, we bind ourselves, our heirs,
executors, administrators, successors, and assigns, jointly and severally, firmly by these
presents.

WHEREAS, the above named Principal was awarded a Contract by the Owner
dated the _____ day of _____, for the construction of

Novi Video Studio

AND WHEREAS, this Contract was awarded upon the express condition
that the Principal would furnish a 1 year Maintenance Bond from the date of formal
acceptance by the City Council to repair or replace any deficiencies in Labor or
Material;

AND WHEREAS, the Principal warrants the workmanship and all materials
used in the construction installation, and completion of said project to be of good
quality and constructed and completed in a workmanlike manner in accordance with
the standards, specifications and requirements of the said job;

NOW, THEREFORE, the condition of this obligation is such that if the above
Principal shall replace such defective material and shall repair all defects due to
defective workmanship and/or materials that shall occur on or before 1 year of final
acceptance by Owner through resolution of the City Council, then this obligation shall
be void, otherwise to be and remain in full force, effect and virtue.

If the Principal does not correct defects reported in writing by the Owner to the
Principal and Surety by repair or replacement as directed by the Owner within the time
required, which shall not be less than seven (7) days from service of the notice, the
Owner shall have the right to perform or secure the performance of the corrections,
with all costs and expenses in doing so, including an administrative fee equal to twenty-
five percent (25%) of the repair costs, charged to and to be received from the Principal
or Surety.

Emergency repairs that are necessary to protect life and property may be undertaken
by the Owner immediately and without advance notice to the Principal and Surety,
with the cost and expense of the repair, plus the administrative fee, to be charged to
and received from the Principal and Surety.

REQUIRED BOND LANGUAGE

PAYMENT BOND

KNOW ALL MEN BY THESE PRESENTS that _____
as Principal, hereinafter called the CONTRACTOR, and _____

as SURETY, hereinafter called Surety, are held and firmly bound unto

CITY OF NOVI, MICHIGAN

as Obligee, hereinafter called the OWNER, for the use and benefit of claimants hereinbelow defined, in the amount of _____
_____ Dollars (\$ _____)
(Amount shall be shown in both words and figures).

for the Payment of which the CONTRACTOR and SURETY bind themselves, their heirs, executors, administrators, successors and assigns, jointly and severally, firmly by these presents.

WHEREAS, CONTRACTOR has been awarded a Contract by the OWNER for the construction of

Novi Video Studio

in accordance with Plans and Specifications prepared by Motown Digital which award was conditioned on the CONTRACTOR providing this Payment Bond and which Contract upon being fully executed by the OWNER and the CONTRACTOR shall be referenced automatically be made a part hereof and is hereinafter referred to as "the Contract."

NOW, THEREFORE, THE CONDITION OF THIS OBLIGATION is such that if the CONTRACTOR shall promptly make payment to all claimants as hereinafter defined, for all labor, material, and equipment used or reasonably required for use in the performance of the Contract, then this obligation shall be null and void; otherwise it shall remain in full force and effect, subject, however to the following conditions:

A. A claimant is defined as one having a direct contract with the CONTRACTOR or with a subcontractor of the CONTRACTOR for labor, material, or both, used or reasonably required for use in the performance of the Contract, labor and material being construed to include that part of water, gas, power, light, heat, oil, gasoline, telephone service, or rental of equipment directly applicable to the Contract.

B. The above named CONTRACTOR and SURETY hereby jointly and severally agree with the OWNER that every claimant as herein defined, who has not been Paid in full before the expiration of a period of ninety (90) days after the date on which the last of such claimant's work or labor was done or performed, or materials were furnished by such claimant, may sue on this bond for the use of such claimant, prosecute the suit to final judgment for such sum or sums as may be justly due claimant, and have execution thereon. The OWNER shall not be liable for the payment of any costs or expenses of any such suit.

REQUIRED BOND LANGUAGE

C. SURETY'S obligation to pay a Claimant under this Payment Bond is conditioned on the Claimant providing notice of, perfecting, and prosecuting its claim in compliance with the requirements of Michigan Public Act No. 213 of 1963, as amended, and other applicable Michigan law. Any provision of this Payment Bond that conflicts with the statutory or legal requirements set forth in Michigan Public Act 213 of 1963 shall be deemed deleted herefrom, and the provisions of such statutory or other legal requirements shall be deemed incorporated herein.

At least sixty (60) days prior written notice shall be given to the OWNER by the SURETY of any intention to cancel, replace, or materially alter this bond, such notice to be given by registered mail to the OWNER and Principal.

Signed and Sealed this _____ day of _____, 20____.

In the Presence of:

WITNESS

(Insert Contractor's name)

Principal

Title

WITNESS

Surety

Title

Address of Surety

_____ Bond No.

_____ City Zip Code



CITY OF NOVI
NOVI VIDEO STUDIO
FEE PROPOSAL FORM

We the undersigned as proposer, propose to furnish to the City of Novi, according to the specifications, terms, conditions and instructions attached hereto and made a part thereof:

A. Novi Video Studio, as specified \$ _____ Lump Sum

Lead time required for equipment _____ days

Days required to complete installation _____ days

Guaranteed completion date _____

We confirm that we are able to obtain bonds in the City of Novi's required language as specified in the RFP documents.

Yes _____ No _____

We acknowledge receipt of the following Addenda: _____
(please indicate numbers)

EXCEPTIONS TO SPECIFICATIONS (all exceptions must be noted here or included as a separate sheet):

COMMENTS: _____

REFERENCES: Please provide at least three client (3) references for projects of similar scope done in the last 3 years.

Company _____
Address _____
Phone _____ Contact name _____
Project description _____

Company _____
Address _____
Phone _____ Contact name _____
Project description _____

Company _____
Address _____
Phone _____ Contact name _____
Project description _____

NON-IRAN LINKED BUSINESS

By signing below, I certify and agree on behalf of myself and the company submitting this proposal the following: (1)that I am duly authorized to legally bind the company submitting this proposal; and (2) that the company submitting this proposal is not an "Iran linked business," as that term is defined in Section 2(e) of the Iran Economic Sanctions Act, being Michigan Public Act No. 517 of 2012; and (3) That I and the company submitting this proposal will immediately comply with any further certifications or information submissions requested by the City in this regard.

THIS PROPOSAL SUBMITTED BY:

Company (Legal Registration) _____
Address _____
City _____ State _____ Zip _____
Telephone _____ Fax _____

Representative's Name _____

Representative's Title _____

Authorized Signature _____

E-mail _____

Date _____