

Addendum Number One

AV System Update for University Hall 1311

The University of Alabama

Tuscaloosa, Alabama

UA Project Number: AV-24-001

Bid Time & Date: January 7, 2025 at 2:00 pm local time

405 Cahaba Circle,

Tuscaloosa, AL 35404

Date: December 20, 2024

This addendum forms a part of the Contract Documents and modifies the original Bidding Documents dated December 18, 2024. Acknowledge receipt by inserting its number on the Bid Proposal Form. Failure to do so may subject Bidder to disqualification.

This Addendum to the Bid Documents includes the following:

GENERAL REQUIREMENTS

1. Prebid agenda and sign in sheet are attached hereto.
2. UA Contractor Insurance Requirements attached hereto.
3. UA project scope of work attached hereto.

END OF ADDENDUM

Attachments: Pre-Bid Agenda
Pre-bid Sign-in Sheet
Insurance Requirements
Scope of work



Division of
Finance and Operations
Procurement Services

Pre-Bid Meeting

PROJECT NAME: AV System Update for University Hall 1311

PROJECT NUMBER: AV-24-001

DATE & TIME: Tuesday, December 17, 2024 3:00pm

LOCATION: Procurement Service Annex

SIGN-IN SHEET

NAME	COMPANY	PHONE	EMAIL
Jennifer Patrick <i>JP</i>	Construction Contracts and Compliance	205-348-7923	jpatrick@ua.edu
Leigh Ann Huguley <i>LAH</i>	Construction Contracts and Compliance	205-348-9681	lahuguley@ua.edu
Darrel Lindsey <i>DL</i>	Construction Contracts and Compliance	205-348-5552	drlindsey@ua.edu
Dan Rodgers	Construction Contracts and Compliance	205-348-2076	dorodgers@ua.edu
<i>Jeff Brobst</i>	<i>ESB Group</i>	<i>205 500 0452</i>	<i>jeff@esbgroup.net</i>
<i>Ross Reed</i>	<i>Harrison</i>	<i>662-386-5323</i>	<i>rreed@harrison-Const.com</i>
<i>Karen Watkins</i>	<i>Harrison</i>	<i>205-333-1120</i>	<i>kwatkins@harrison-Const.com</i>
<i>JEFF HEACIN</i>	<i>OTIDE</i>	<i>205-348-0784</i>	<i>JHEACIN@UA.EDU</i>
<i>Jason Miller</i>	<i>OTIDE</i>	<i>205-348-6513</i>	<i>jbmiller2@ua.edu</i>
<i>Andrew Oliver</i>	<i>OTIDE</i>	<i>205-348-6922</i>	<i>aroliver3@ua.edu</i>

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THE UNIVERSITY OF ALABAMA

AV System Update for University Hall 1311

AV-24-001

PRE-BID CONFERENCE AGENDA

Tuesday, December 17, 2024, 3:00pm

GENERAL INFORMATION

1. Introduction of Attendees
 - a. The University of Alabama (UA) – Owner – Jeff Herrin
 - b. Consultant’s Team and Responsibility
 - c. Sub consultants
 - d. Others
2. Bid Date / Time / Location / Delivery

Date: Tuesday, January 7, 2025
Time: 2:00pm local time
Location: Procurement Services Annex, Conference Room 1001
405 Cahaba Circle
Tuscaloosa, AL 35404
3. Eligibility
 - a. As per Contract documents
 - b. Licensed General Contractor in the State of Alabama
 - c. Prequalification was required for General Contractors, Prime Audio Visual Contractors and Audio Visual Subcontractors
 - d. Prequalified Contractors/Subcontractors
 - UA Master List
4. Bids
 - a. Preparation/Delivery
 - It is the Contractor’s responsibility to make sure bid is complete per the Contract documents (e.g. bid form, bid bond, sub/supplier list, etc.)
 - It is the Contractor’s responsibility to make sure bids are delivered and received at the designated location on the date and time stated in advertisement for bid or subsequent addenda.
 - b. Proposal Form
 - No alterations shall be made to bid proposal form
 - Be sure to use latest bid proposal form provided during bid process
 - c. Guaranty
 - Bid Guaranty in the form of Bid Bond or Cashier’s Check is required
 - 5% of bid amount, not to exceed \$10,000
 - Use the provided UA form for Bid Bonds
 - Bid Bond must be executed by a Surety Company duly authorized and qualified to make such bonds in the State of Alabama, payable to the University of Alabama
 - Cashier’s check, if used, must be drawn on an Alabama bank
 - d. Sales and Use Tax Savings
 - Bidder is not to add or include Sales and Use taxes in their bids
 - Sales tax estimates should be listed on the space designated on the bid form
 - Contractor will need to apply for a tax exempt certificate with the Department of Revenue to purchase materials tax free. Any delay in obtaining the tax exempt certificate due in whole or in part to the Contractor will not be cause for an extension of time for completion of the Project nor an increase in price.
 - e. Subcontractors and Suppliers Submittal

- ~~Bidders shall include with their bids a listing of subcontractors and material suppliers as specified in the Supplementary Instructions to Bidders~~
 - ~~Bidders may change up to four (4) subcontractors/suppliers on their envelope prior to bid time~~
 - The low bidder shall submit a complete list of major subcontractors and suppliers within 48 hours of the bid opening. This list should include the license number for all subcontractors and should be on the bidder's letterhead.
 - No substitutions of any subcontractor or supplier identified with the bid or in the subsequent listing will be allowed without written request and approval by UA, whose decision shall be final.
5. Post-Award / Miscellaneous
- a. Contract Bonds as per Section 32 of General Conditions
 - Performance Bonds - 100% of contract amount
 - Payment Bonds - Not less than 50% of contract amount
 - **If the base bid amount is under \$100,000, no contract bonds will be required and a purchase order will be issued to the low bidder.**
 - ~~b. Each subcontractor engaged in the installation, modification, configuration, programming, or testing of a fire alarm system must have a current Fire Alarm Permit from the Alabama State Fire Marshal's Office. A copy of each fire alarm subcontractor's permit must be provided with the list of subcontractors prior to installation or modification of the fire alarm system.~~
 - c. Bidder awarded the job must show evidence of being registered in the US Government's E-Verify Program
 - d. Pay Application requirements as per Section 28 of General Conditions
 - e. Contractor shall adhere to the Child Labor Law - No workers on the project under the age of 18
 - ~~f. **Minority and Women Owned Participation** - UA is encouraging a goal of 5% for this project. **Minority or women owned subcontractors or suppliers should be identified to the Owner using Minority and Woman Owned Business (MWB) Subcontracts form. For a list of businesses in Tuscaloosa, go to <https://www.tuscaloosa.com/tuscaloosabuilds/database>**~~
 - g. Davis-Bacon does not apply
 - h. Smoking, including the use of electronic cigarettes or similar devices, is prohibited anywhere on campus
 - i. Mylar reproductions are not required for this project. ~~CAD and PDF~~ as-builts are required to be uploaded to the project site.
6. Insurance - See attached project specific insurance information.
- a. General Liability
 - Commercial General Liability coverage with limits of \$1,000,000 per occurrence, \$2,000,000 aggregate
 - \$ 1,000,000.00 in Excess/Umbrella Coverage
 - b. Project Specific Coverages Required:
 - ~~Builder's Risk: NA~~
 - ~~— Hard Costs: Insured to Full value~~
 - ~~— Soft Costs:~~
 - ~~The coverage period must start on the first day of construction and must extend a minimum of 30 days after receipt of the Certificate of Substantial Completion.~~
 - ✓ Installation Floater: The coverage limit must be the total dollar amount of all construction materials and equipment that will be installed in, on or near the University building.
 - c. See the Contract Insurance Requirements section attached for a complete listing of insurance requirements.

PROJECT INFORMATION

7. Basic Project Information
- Project Address/Location: The University of Alabama Office of Teaching Innovation and Digital Education (OTIDE) wishes to update the existing integrated AudioVisual presentation system in University Hall 1311 Training Room to create an AI-enhanced presentation, videoconferencing and recording environment that is easily operated by the presenter without requiring a dedicated camera operator or prior training. Most displays, Cleartouch monitor and room PC shall be retained and reused. Primary functional updates shall include presenter camera tracking, enhanced video lighting for the presenter, flexible dynamic beamforming array microphone, and participant camera preset triggering based upon speaker position. Video platform shall be capable of distributing 4k60 4:4:4 content.

8. Anticipated Schedule, Progress and Completion

- a. Anticipated Letter of Intent (LOI) from UA by **Monday, January 13, 2025**
- b. Anticipated Notice to Proceed (NTP) / Mobilization – **Monday, ~~March 3, 2025~~ May 26, 2025**
 - No work shall begin on project until insurance certificates are approved by UA
- c. Time for Completion
 - Base Bid Completion Date: **Friday, ~~March 7, 2025~~ June 6, 2025**
- d. Liquidated Damages - **\$100** per calendar day for completion dates as specified above, plus additional costs associated with resident observation. No additional cost associated with resident observation for work on weekends or holidays prior to specified completion dates.
- e. Contractor to submit a schedule of values with detailed breakdowns of material and labor within 10 days of the LOI for progress tracking and management
- f. Contractor to generate and submit detailed construction progress schedule compliant with Section 9 of General Conditions and Specification Section 013200 ten (10) days after LOI, unless otherwise indicated in the LOI. No claims for time extensions will be granted prior to the submission and approval of a progress schedule compliant with these sections. During the course of the work, the assigned UA Project Manager will review the progress of completed work and the submission of any supporting documents regarding the progress of the work. ~~The Awarded Contract Projected Cash Flow must be completed as a foundational aspect of initial pay application within ePAYAPP. It will define the monthly projected cash flows for the project which will coordinate with the schedule and milestone dates.~~
- ~~g. Owner/Consultant/Contractor (OAC) progress meetings to be held per project requirements~~
- h. Warranty dates shall start at Date of Substantial Completion
- ~~i. General Contractor's Superintendent or other representative shall be on site the entire first day of Owner occupancy/move-in to respond to any building system issues which may arise. In addition, the following personnel shall be on site for the indicated dates:~~
- ~~j. The Superintendent(s) should be on site at all times when work is being performed and should be solely dedicated to the supervision and oversight of the work. Contractor's Superintendents(s) shall not be the primary operator of equipment or perform other tasks apart from or in addition to project supervision.~~
- k. The Owner reserves the right to correct any deficiencies as necessary to address an actual or imminent potential adverse effect on public health, safety, convenience, or property after a four-hour notice to the Contractor. This includes, but is not limited to, the protection of existing facilities, furniture, HVAC systems, and equipment within or adjacent to the project. See Article 25 of the General Conditions.

9. Job Sign Requirement - NA

~~10. Construction Staking~~

- ~~a. Shall be the Contractor's responsibility and shall be performed under the supervision of a Licensed Professional Land Surveyor in the State of Alabama~~

11. Project Observation / Material Testing

- ~~a. Resident observation will be provided by Owner~~
- ~~b. Materials testing and geotechnical recommendations for the Owner will be provided by~~
- c. Contractor's responsibility to coordinate all testing**
- ~~d. The Contractor shall submit a QA/QC program in compliance with Specification Section 014000~~

~~12. Inspections~~

- ~~a. All "city inspections" of the work will be conducted by 3rd party consultants for the University
 - ~~Contractor will email inspections@ua.edu to schedule these inspections~~
 - ~~24 - 48 hours notice required~~~~
- ~~b. University "in house" inspections of the work will be scheduled by the contractor(s) through the project Field Coordinator
 - ~~48 - 72 hours notice required~~~~
- ~~e. Inspection cards must be kept up to date throughout duration of project~~
- ~~d. The Contractor should only schedule inspections when the work to be inspected is complete. UA reserves the right to deduct costs for additional inspections due to incomplete material or workmanship at the time the Contractor scheduled the initial inspection.~~

13. Safety

- a. The Contractor shall be responsible for all project safety. Neither the Consultant nor the Owner will be responsible for the Contractor's safety precautions, means, methods, techniques, sequences, or procedures.

- b. Contractor's personnel responsible for safety shall be OSHA certified
- c. Weekly employee safety meetings will be required with minutes of each meeting kept current. Contractor shall be responsible for coordination, content, scheduling, etc., of safety meetings with employees. Safety meeting minutes with sign-in sheets must be current for the contractor's pay request to be approved.
- d. The Contractor shall be responsible for maintaining a comprehensive Hot Work Program. See General Conditions Section 58.
- e. ~~Fencing along the limits of construction, including equipment and storage areas, is the Contractor's responsibility unless otherwise directed by the Owner. The cost of any type fencing, barricades, etc. necessary shall be incidental to project. Fencing, barricades, etc., must be maintained according to the project specifications throughout the duration of the project.~~

14. Storm Water and Erosion Control

- a. ~~As per Project Specifications Section~~
- b. ~~The Contractor shall be responsible for obtaining the Alabama Department of Environmental Management (ADEM) NPDES Permit and will submit the permit application prior to beginning onsite work~~
- c. ~~Contractor will arrange for a qualified individual to provide all monthly inspections and reports for the project~~
- d. ~~Contractor responsible for implementing all BMP's, installation of all erosion and sedimentation control items, adhering to permit requirements and monthly inspection reports, etc.~~

15. Tree Protection

- a. ~~During the course of the work, Contractor will take all necessary precautions to protect existing trees on and near the project site as per the Project Specifications and Article 14 of the General Conditions~~
- b. ~~For any tree destroyed or damaged beyond reasonable repair due in whole or in part to the Contractor's failure to adequately protect it the University will assess damages per the Project Specifications~~

16. Existing Conditions / Constraints

- a. Building is unlocked during regular business hours 7:30am-5:00pm, Monday-Friday. Weekends available only on request if needed and if end user **is available**.
- b. ~~No work to be performed on home football game weekends, A Day, and Commencement unless otherwise indicated. List additional dates if required.~~

17. Parking for Contractors, Subcontractors and all workers

- a. Contractor can purchase a vendor parking pass through UA Transportation Services to park near the building. Or the contractor can park in the UA Construction Parking Lot located on Peter Bryce Boulevard at no charge.

18. Traffic Control

- a. As per Project Specifications
- b. Coordinate all activities which may impede automobile, bus, pedestrian, or bicycle traffic with the Project Manager and UA Transportation Services.
- c. No deliveries between 7:30 a.m. and 8:15 a.m.

19. Working on campus/interaction with UA faculty, staff, and students

- a. The safety of pedestrians around the project site will be emphasized throughout the project. Safe pedestrian routing will be established in conjunction with the UA Project Manager and Transportation Services at the outset of the project. Contractor will maintain such routing throughout the duration of the project.
- b. Notification to Emergency Vehicles (Police, Fire, Rescue, Ambulance, etc.) shall be Contractor's responsibility
- c. Harassing communications or behavior toward students, faculty or staff will not be tolerated and offending individuals will be removed from the project immediately.
- d. ~~Unless otherwise indicated, Contractor shall provide temporary toilet facilities for its employees as well as other workers on the jobsite. Workers on the jobsite shall not use restrooms, break areas, or vending machines within the building or adjacent buildings unless approved by UA.~~
- e. All general contractor and subcontractor employees must wear visible identification badges while working on the UA campus. Contractor to provide I.D. badges which shall include the employee's name, photo, and company name.

20. Existing Utilities and Crane Requirements

- a. ~~As per Special Conditions Section 02000 and Technical Specifications Section 02620~~
- b. ~~Contractor shall, in accordance with UA's Underground Utilities Locate procedures, verify the location of underground utilities prior to construction or demolition of a structure or the excavation of ground. Verification~~

of utility locations is also required prior to operating or placing heavy equipment, vehicles, cranes, storage containers or other similar items above underground utilities in order to prevent damage to the same.

- ~~e. In addition to the requirements of the above section, Contractor must have an approved Crane Work Permit from UA prior to placing a crane on the job site.~~
- ~~d. Pre Excavation Sign Off Sheet Before Excavation – Contractor’s Responsibility~~
- ~~e. Underground Telecommunication Protection Guidelines~~
- ~~f. Site Prep Approval Sign-Off Sheet~~

21. Water Distribution

- ~~a. If the project requires the installation of new or additional water meter(s) from the City of Tuscaloosa the contractor shall pay all water/sewer fees and meter set purchase cost. Contractors should verify any associated costs with the city prior to bidding.~~

22. Duct Cleanliness (if applicable to the current project)

- ~~a. All ductwork should arrive at jobsite with all openings covered in 6 mil plastic sheeting~~
- ~~b. Ductwork should be covered except when ductwork is being done in that area~~
- ~~c. HVAC Units shall not operate until after the Pre HVAC Conference is held~~
- ~~d. During construction prior to starting equipment, install a minimum of MERV 8 filters on the return and outside air. It is responsibility of the Contractor to change filters and clean coils as required until Date of Substantial Completion.~~

ADDENDA, ALLOWANCES, ALTERNATES & UNIT PRICES

23. Addenda

- a. Minutes of Pre-Bid and any other pertinent items discussed shall be issued as Addendum 1
- b. Additional addenda will be issued throughout bid process as warranted
- c. All questions prior to bid should be directed to Darrel Lindsey at drlindsey@ua.edu.
- d. Deadline for questions from bidders: Thursday, January 2, 2025 at 3:00PM
- e. Deadline for substitution requests: Thursday, January 2, 2025 at 3:00PM
- f. All questions should be directed to **A/E Darrel Lindsey** in writing. Responses will be sent to all bidders. Any pertinent questions that may be asked during site walk-through or site visits should be followed up in writing. Any verbal answers provided should be considered nonbinding.

24. Allowances

- a. NA

25. Unit Prices

- a. NA

26. Alternates

- a. NA

27. Other / Miscellaneous

- a.

OWNER COMMENTS

QUESTIONS / COMMENTS

PROJECT TOUR (OPTIONAL)

THE UNIVERSITY OF ALABAMA
CONTRACTOR INSURANCE REQUIREMENTS
Project: AV System Update for University Hall 1311 - AV-24-001

The University of Alabama (“University”) is exposed to a financial risk from negligent/wrongful acts when using contractors and construction-related services involving new construction, renovation, remodeling, implosion or general maintenance of properties owned or controlled by the University. To reduce this potential financial exposure, the contractor and subcontractors of the above referenced construction project are required to maintain comprehensive insurance programs as shown below. Any modification to or waiver of the requirements must be submitted in writing to the Director of Contract Administration – Dan Rodgers, dorodgers@ua.edu, 205-348-2076, and approved in writing by the Director of Risk Management – Wade Bond, lwbond@ua.edu, 205-348-7516.

The required minimum limits of insurance do not limit any indemnification or hold harmless conditions that benefit the University.

All contractors and sub-contractors must provide written notice to the University of any claim against the University and any incident that could give rise to a claim against the University. Such notice should be provided to the University as soon as possible and in all cases no later than 7 days from the date of the claim or incident.

The contractor is responsible for insuring or replacing any property (including but not limited to equipment and supplies) owned, leased or rented by the contractor.

The purchase of insurance by the contractor shall in no event be construed as a fulfillment or discharge of the obligations set forth in the indemnification/hold harmless provisions of the agreement.

Commercial General Liability (“CGL”) without limiting endorsements on an occurrence basis to cover the contractor and its employees for all liability for bodily injury, property damage and personal injury with the following minimum limits:

Each Occurrence	\$1,000,000
Products/Completed Operations Aggregate (Per Project)	\$2,000,000
Personal & Advertising Injury	\$1,000,000
General Aggregate (Per Project)	\$2,000,000
Fire Damage	\$ 100,000

The CGL must be provided on either Insurance Service Offices (“ISO”) occurrence form #CG 00 01 (current edition) or an industry equivalent and must include Contractual Liability covering all contractual agreements, both oral and written, including but not limited to, the hold harmless and indemnification agreements in any contract between the University and the contractor. The policy must include the University as an additional insured. Coverage must be maintained for a minimum of two years after completion of the project.

Commercial/Business Automobile Liability (“BA”) applicable to all automobiles owned, hired, rented or used by the contractor and automobiles not owned by but used on behalf of the contractor. The BA policy must be provided on either ISO form #CA 00 01 (current edition) or an industry equivalent. In the event the contractor’s automobiles haul hazardous materials, the Contractor’s policy must be amended to include Pollution Liability-Broadened Coverage (CA9948) or equivalent coverage. Coverage must be maintained for a minimum of two years after the project has been completed. Policy will provide the following minimum limits:

Combined Single Limit	\$1,000,000
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Excess/Umbrella Liability with the following minimum limits:

Each Occurrence & Aggregate	\$1,000,000
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The CGL, BA and excess/umbrella limits outlined above may be accomplished through a combination of primary and excess/umbrella liability policies. In the event the primary CGL and/or BA limits are less than required, the amount of required excess/umbrella liability will increase by the amount the primary insurance is deficient. Excess coverage must be follow-form coverage. Coverage must be maintained for a minimum of two years after the project has been completed.

Workers’ Compensation/Employer’s Liability insurance for the benefit of injured employees as required by law and Employers Liability with the following minimum limits:

Workers Compensation (Coverage Part A)	<i>Statutory</i>
Employer’s Liability (Cov Part B) - Per Occurrence and Per Employee	\$1,000,000

Coverage must be maintained for a minimum of two years after the project has been completed. If applicable, the policy will be amended to provide coverage under the Longshoremen’s and Harbor Worker’s Compensation Act. With the University’s prior approval, a vendor/contractor may be allowed to participate in a workers’ compensation self-insured (individual or group trust) program, and thus, waiving the *A.B. Best’s* or *Standard & Poor’s* rating requirement as long as self-insured is in good standing with the Alabama Department of Industrial Relations and evidence of excess insurance is provided.

Installation Floater

The general contractor is required to purchase installation floater coverage if the total dollar amount of the materials and equipment to be installed exceeds \$50,000. Coverage should be “all-risk” including, but not limited to, the following perils: fire, windstorm, hail, water damage, flood, mold, earth movement (also known as “earthquake”), vehicle or equipment collision, paint overspray, collapse, vandalism and lightning. Coverage must be on a replacement cost basis. The carrier must be A- rated or better by AM Best and admitted in the State of Alabama. The coverage period must start when construction materials and equipment to be installed are purchased by the contractor or by the University. The coverage period must extend a minimum of 10 days after the project has been completed. The property must be insured while in transit, while stored at an off-site location, while on the construction

site but not yet installed and after being installed. Materials and equipment owned by the University and owned by the general contractor that are to be installed must all be covered by this installation floater. The general contractor is responsible for absorbing the deductible in the event of a loss, and the deductible cannot exceed \$10,000. The Board of Trustees of the University of Alabama must be included on the policy as a loss payee. An Evidence of Property Insurance certificate must be provided to Construction Administration showing loss payee status, coverages and limits prior to the start of construction. The coverage limit must be the total dollar amount of all construction materials and equipment that will be installed regardless of who owns the materials or equipment.

Insurance Company Minimums - All policies will be underwritten by insurance companies acceptable to the University of Alabama. The insurance companies must have a minimum *A.M. Best's* rating of A- VII or higher.

Certificate of Insurance Requirements - Prior to the commencement of any work, the contractor must provide a Certificate of Insurance on the ACORD form or another form acceptable to the University evidencing coverage in compliance with the University's insurance requirements. The certificate of insurance will provide that the University of Alabama will be provided written notifications at least 30 days prior to any material change, cancellation or non-renewal of any policies indicated. All certificates shall be in original form and signed by a licensed Alabama agent.

The Certificate of Insurance shall include the following wording to extend additional insured status to the University and Hoar Program Management, L.L.C. and waiver of subrogation/rights of recovery provisions to the University:

The Board of Trustees of the University of Alabama, the University of Alabama, its individual trustees, officers, directors, employees, agents and representatives, the Architect/Engineer and Hoar Program Management, L.L.C. are included as additional insureds with respect to the Commercial General Liability, Business Auto Liability and Commercial Excess/Umbrella policies. Unless precluded by law or restricted or modified by contract, all policies waive the right to recovery or subrogation against the Board of Trustees of the University of Alabama, the University of Alabama, its individual trustees, officers, directors, employees, agents and representatives.

A replacement certificate must be provided at least 10 days prior to the expiration of any policy. In the event the coverage is placed with a new insurance company upon expiration, coverage may not be altered or substituted unless the coverage terms are beneficial to *The Board of Trustees of the University of Alabama.*

Subcontractors - If the contractor elects to engage the services of a subcontractor or other related construction services, it is the obligation of the primary or general contractor to confirm every subcontractor and every lower tier subcontractor meet the insurance requirements outlined above except the excess/umbrella liability requirement and the builder's risk requirement. If for any reason a subcontractor fails to procure and maintain insurance as required, all such required insurance shall be procured and maintained by the contractor at the contractor's expense in addition to the limits required of the contractor.

Although some subcontractors may be allowed an exemption to carry workers' compensation insurance due to size or structure of the entity, the obligation to provide insurance is not waived.

Deductibles and/or Self-Insured Retentions ("SIR") – A contractor may elect to secure an insurance program with a deductible or SIR of up to \$25,000 without prior approval from the University. Any deductible or SIR larger than this amount must be approved by the University and audited financials will be required to judge the financial ability to absorb the obligations of a deductible or SIR without a material impact on the solvency of the contractor.

Waivers of Subrogation/Additional Insured Status

Unless precluded by law or restricted or modified by contract, all policies waive the right to recovery or subrogation against the Board of Trustees of the University of Alabama, the University of Alabama, its individual trustees, officers, directors, employees, agents and representatives. The policies shall provide such waivers of subrogation by endorsement or otherwise.

The Commercial General Liability, Business Auto Liability and Commercial Excess/Umbrella Liability Policies shall name The Board of Trustees of the University of Alabama, the University of Alabama, its individual trustees, officers, directors, employees, agents, and representatives, HOAR Program Management, LLC, and the Architect/Engineer as additional insureds. The General Liability endorsement must be ISO CG 2010 1185. The contractor is responsible for any deductibles and/or self-insured retentions.

AV System Update for University Hall 1311

AV-21-001

December 17,2024

Scope of Work

The University of Alabama Office of Teaching Innovation and Digital Education (OTIDE) wishes to update the existing integrated AudioVisual presentation system in University Hall 1311 Training Room to create an AI-enhanced presentation, videoconferencing and recording environment that is easily operated by the presenter without requiring a dedicated camera operator or prior training. Most displays, Cleartouch monitor and room PC shall be retained and reused. Primary functional updates shall include presenter camera tracking, enhanced video lighting for the presenter, flexible dynamic beamforming array microphone, and participant camera preset triggering based upon speaker position. Video platform shall be capable of distributing 4k60 4:4:4 content.

Remove the existing AV rack equipment and Crestron DM components at each display. All unused gear will be turned over to the client.

Remove the two (2) side displays and mounts. All unused gear will be turned over to the client.

Provide four (4) HDMI input plates at the front wall and rear wall-mounted displays to directly feed HDMI input 2 at these displays, excluding the main Cleartouch display. HDMI wall plate at main Cleartouch display shall feed the AirMedia external HDMI input for local priority switching, and need not feed the global system as a separate room input.

Install a new OFE Sony SRG-A40 camera with integral PTZ auto framing and tracking. This camera will serve as the video capture device for bridging to soft codecs via USB. Tracking shall be enabled or disabled by presenter using a "Track Me" button on touchpanel UCI.

Provide and install two locations of back-to-back 65" anti-glare commercial displays, mounted flown with down pipe from ceiling structure with bottom of displays at an elevation of 80" AFF. Rear-facing displays shall serve as presentation content extension for seated positions at the rear of the room. Front-facing displays will serve as presenter confidence monitors, with selected content on one and presenter tracking camera on the other.

Provide and install a new microphone array with automatic dynamic flexible beamforming that will be suspended from the ceiling. Array microphone shall capture any presenter or participant within the room and serve as audio source for far-side meeting attendees and recordings. Microphone array shall also provide active-speaker location data to control system for Automatic Camera Preset Recall (ACPR) on participant cameras.

Properly configure ACPR to recall presets on OFE QSC cameras based upon the location of any speaking participant using location data provided to the control system by the dynamic flexible beamforming microphone array.

Provide and install two new lavalier microphone systems to serve as Presenter voice lift within the room via the OFE speakers. Lavaliers shall share a single charging station located within room 1311 and shall be capable of providing 10 hours of uninterrupted usage when fully charged.

Employ and properly configure Acoustic Echo Cancellation (AEC) for videoconferencing.

Provide and install a new Crestron AirMedia AM-3200-WF and AM-TX3 connect adapter for wireless presentations.

Provide USB bridging for simultaneous camera, content, and audio feeds at the Cleartouch, and at operator/recording PC position in room 1309.

Provide two (2) 10" touch panels. Touch panels will serve as the user control interface (UCI) to operate the AV system. Presenter interface shall be wall mounted at front of room and have a simplified UCI; power on/off, presentation content source select, room volume, PTZ Tracking on/off, "Track Me" preset trigger, Presenter Lights up/down, etc.. Operator/recording PC position touchpanel in 1309 shall be desktop mounted and include all Presenter UCI control plus manual PTZ camera control and camera switching to USB bridges.

UCI programmer shall consult OTIDE AudioVisual Project Manager during touchpanel design and shall receive his approval for the UCI layout before installation.

Provide and install a CORE processor to serve as the control system and the DSP to tune the room. CORE shall include all required licenses for deployment and scripting.

Provide and install Q-SYS encoders & decoders as required for video input and outputs.

Provide and install a managed AV network switch for all AV system traffic. Switch shall include 40x-1G PoE++ and 8x- SFP+ ports.

Provide and install a UPS for power regulation and protection.

Provide and control six (6) Brightline Flex-T light fixtures. Fixtures shall be matched to color temperature of existing room lighting fixtures. Fixtures are to be installed by UA facilities and electrical circuit will be constant hot. Integrator shall provide dimming control via AV system touchpanel UCI.

Provide and install any required gateway, wall station, and cabling for lighting control.

Connect program audio mix to existing OFE Assisted Listening System.

Provide and install all additional equipment and materials required to complete the installation.

Provide onsite installation, programming & certification of the completed system.

All system and UCI programming shall be completed by a full-time employee of the winning integrator: You may not subcontract or outsource programming or UCI design to a third party.

Provide up to 2 hours of customer training at the time of completion.

Provide full warranty on installation, programming, and system function for a minimum of one year from project completion, including any required modifications to touchpanel UCI.

The A/V integrator shall supply comprehensive and accurate digital copies of as-built schematic drawings for all audio, video, and control connections. Two (2) draft-sized print copies of as-built schematic drawings shall be delivered to client within 30 days of the conclusion of installation.

OTIDE shall retain full administrative access to all system components including AV network switch, DSP, UCI, code and core.

All wiring shall be custom cut-to-length and field-terminated in every instance where it is practical. In instances where ready-made cables are required (HDMI for example) the closest available and appropriate size shall be used to eliminate unnecessary slack or looping.

Plenum wiring shall be utilized in necessary spaces as required to conform to NEC.

All wiring shall be permanently labeled and uniquely identified at both ends in a manner which corresponds to as-built schematic wiring diagrams. AVIXA standard AVIXAF501.01:2015 is the preferred convention.

Electrical supply wiring shall be grouped or bundled and supported separately from audio, video, and control wiring wherever practical.

All wiring in equipment rack shall be supported or strain-relieved using lacing bars or another approved installation method. Wiring may be supported using plastic wire ties only if ties are cut flush and cleanly to eliminate sharp edges. Installations shall be neat and serviceable with no excessive wire clutter within an equipment rack.

Wiring manufacturer's maximum specified pulling tension shall not be exceeded, nor shall bend radius of any wiring be less than the manufacturer's specified minimum. No wiring shall be kinked or compressed in any manner which affects performance characteristics. No in-line splices shall be allowed.

One year of service and support for all integrator-furnished (non-OFE) components shall be provided, commencing on first day of beneficial use. Technical support should be available by phone during the Monday through Friday 8:00am-5:00pm Central time workday with a one-hour maximum call back time, and a technician shall be dispatched on-site within 24 hours for any issues not resolvable by phone. Technical support shall include unlimited help desk support, unlimited on-site support as required, parts and labor including software/firmware updates, touchpanel/UCI modifications, and one preventive maintenance visit per year. Integrator shall facilitate the removal, advance replacement, repair, shipping, receiving and installation of all warranted equipment for the duration of the manufacturer warranty period.

A Service-Level Agreement (SLA) which continues all terms and conditions of first year technical support detailed above shall be offered annually. **For informational pricing only, please include your price for SLA for Year 2 - 4 on the Bid Proposal Form.**