

UNIVERSITY OF OREGON
("University")

REQUEST FOR PROPOSAL
("RFP")

TITLE: AUTZEN STADIUM LED VIDEO BOARD DISPLAY

RFP No. AD2014-9

Proposals Due Not Later Than: April 11, 2014 at 5:00 PM (pacific time)

Issuing Office: **ATHLETIC DEPARTMENT BUSINESS OFFICE**
Attn: Tash O'Brien, Purchasing
2727 Leo Harris Pkwy
Eugene, OR 97401

Section I

General Information

1.1 Brief Description: The UNIVERSITY OF OREGON seeks to upgrade the existing auxiliary scoreboard located at the East end of Autzen Stadium with state-of-the-art LED display technology to be purchased from qualified LED display suppliers with a minimum of 5 years recent experience furnishing such products for large outdoor sporting venues. Once completed, this new LED display may be relocated and/or repurposed at another facility in the future possibly utilizing a different display configuration.

Control equipment, scoring interface, communication cable, primary electrical and physical installation of the LED display is not included in this bid package and will be contracted separately. However, LED display supplier shall collaborate, cooperate and assist LED display installer with all related control equipment, score system interface, racks, commissioning, training, etc. that will be required to make the system fully operational on or before July 29, 2014. LED display providers are invited to submit proposals to provide the LED display product utilizing the minimum performance specifications outlined within the description of work/specifications. It is the intent of the University to choose the best overall value.

- 1.2. Expected deliverables are listed in "Scope of Work," below.
- 1.3. For additional information or clarification of requirements contact the University's Issuing Office.
- 1.4. All proposals must be received by University's Issuing Office by 5:00 p.m. on or before April 11, 2014
- 1.5. ELECTRONIC submissions are required.
- 1.6. Unless otherwise specified, requests for clarification or change of the RFP document must be received by University at least five business days prior to the Closing Date and Time. Requests for clarification or change must include the reasons for the clarification or change, and any proposed changes to specifications or provisions. University will consider all requests for clarification or change and, if appropriate, amend this RFP by issuing an addendum. University may extend the Closing Date and Time if such information significantly amends this solicitation or if University determines that compliance with the original proposed Closing Date and Time is impractical.
- 1.7. This RFP will be posted on the Oregon University System (OUS) website, under "Business Opportunities," accessible at <https://secure.ous.edu/bid/>. Any addenda will be posted to the OUS website. Proposers are responsible for monitoring the OUS website on a periodic basis for any modifications to the RFP. University will not issue individual notifications.

Section II

Scope of Work

2.1 DELIVERABLES

A. **One outdoor LED video board product**, including the product design, display design, and engineering. The Technical Requirements for the LED video board are included in this scope of work under Section 2.2. See Exhibit A for an additional representation.

Note: Control equipment, scoring interface, communication cable, and primary electrical and physical installation of the LED display is not included in this bid package and will be contracted separately.

B. **Collaboration, cooperation and assistance to LED display installer** to make the system fully operational on or before July 29, 2014.

C. Two copies of Project Record Documents that include D size drawing sheets and a CD that includes both AutoCAD and PDF files of each and every drawing.

D. Operation and maintenance manuals, as built drawings, and all other project documents.

E. 2% LED stock for repairs consisting of the most widely replaced items (i.e. power supplies, LED modules, etc.)

2.2 TECHNICAL REQUIREMENTS

A. The display proposed must exhibit the following properties as a minimum of performance.

1. SMD technology

2. Minimum Acceptable Physical Resolution: 480H x 504W

3. Minimum LED Pixel Pitch >16mm

4. True pixel spacing both horizontal and vertical with no shared, staggered or virtual pixels

5. Minimum Active Area of Display: 26'-5 1/2" tall by 25'-2 3/8" wide nominal

6. Minimum of 281 Trillion Colors

7. Minimum of 6,000 NITS as measured with a calibrated spot photometer

8. Minimum LED Lifetime (to half-life) 100,000 Hours

9. Screen layout shall allow for video and/or graphics with segmented windows (up to 3 simultaneous) game in progress; Video and graphics

10. Data transmission to Display must be single mode 6 strand Fiber-Optic with backup

11. Controller must be high definition compatible and readily accept HD-SDI and DVI video

signals without the need for additional signal processing equipment. If additional equipment is necessary, bidder will clearly identify the equipment and include its specifications. This equipment must be supplied as part of the project.

12. The controller's user interface shall allow the user to easily adjust the size, scale, location, and content layering of each zone. The bidder shall specify in the bid response any auxiliary source machines necessary to provide signals to the screen zones. This equipment will be provided as part of the bid.
13. The controller shall allow for remote operation from Control room at Matthew Knight Arena and shall allow the user to operate the (4) four existing field level LED displays as part of the new system and up to (2) two future displays.
14. The advertising display function of the system provided by the bidder shall include the hardware and software required to display advertising messages on the display. The system shall allow or ingest, storage, and playback of still images and animations with no video stuttering or delay. The software shall include the following functions, at a minimum:
Uncompressed video files (AVI, MOV); graphic files (bmp; tga; jpg; gif; png), QuickTime, flash, etc.
15. Scheduling
16. Schedule editing functions (cut, paste, insert, etc).
17. Cooling System to be Forced Air or Air Conditioned.
18. Scoring data from existing Daktronics score controller via RS232. Ability to interface and display Real Time Data (RTD) from scoring system without duplicate input.
19. Accept stats services via TCPIP
20. Display real time stats within graphics
21. DVI outputs
22. Gigabit Network interface
23. Rear service access

2.3 DELIVERY, STORAGE AND HANDLING

- A. All components shall be delivered on-site in the best operating condition without damage or blemishes.
- B. It is the responsibility of the LED display provider to ensure delivery of the LED display product as outlined in the comprehensive project schedule (see Exhibit C).

Factory exit no later than June 20, 2014.

Delivery to Eugene Oregon no later than July 18, 2014.

- C. Bulk Materials: Deliver materials in clean, washed and covered trucks to eliminate

contamination during transportation. On site stockpiling locations to be coordinated with the University. Cover all materials with plastic or geotextile if materials are to be stockpiled more than 48 hours.

D. Packing and Shipping: Deliver products in original unopened packaging with legible manufacturers' identification. All materials shall be stored in a dry place out of the direct sunlight.

E. LED display supplier shall provide insurance coverage for LED display product while stored and awaiting installation, commissioning and acceptance. See Exhibit B, Purchase Order Standard Terms and Conditions, for full language of insurance requirement.

2.4 WARRANTY

A. LED display supplier shall provide warranty for 100% of all materials, workmanship and services for two years from date of acceptance for the LED display. A principal of the applicable firm, duly authorized to commit the company, shall sign the LED video board and Scoring System Contractor Warranty.

B. All operation and maintenance manuals, as built drawings, and all other project documents are to be delivered to UNIVERSITY OF OREGON prior to final payment.

2.5 PROGRESS MEETINGS

A. Progress/update meetings may be held from time-to-time at the UNIVERSITY OF OREGON Autzen Stadium Complex Len Casanova Building. LED display provider shall be expected to participate either in-person or by telephone.

B. Collaboration meetings between the LED display provider and LED display installer may be scheduled from time-to-time at the UNIVERSITY OF OREGON Autzen Stadium Complex Len Casanova Building. LED display provider shall be expected to participate either in-person or by telephone.

2.6 GENERAL

A. All products and work shall be superior or equal to that required by all governing codes, ordinances, rules and regulations.

B. LED display shall comply with the requirements of UCB, NEC, U, ETL, SHA and all applicable federal, state, county and local statutes, regulations and codes. The University will be the Owner and take delivery with final acceptance on or about September 15, 2014.

2.7 INSTALLATION

A. During the installation phase, the LED display provider shall provide:

1) Supplemental and additional design and engineering services required to support the submitted design.

2) On-site technician to collaborate, cooperate and assist LED display installer with all related control equipment, score system interface, racks, commissioning, training, etc. that will be required to make the system fully operational on or before July 29, 2014.

- B. LED display supplier shall perform all work in strict accordance to the approved drawings, shop drawings and manufacturer's specifications and instructions.

Section III

Information to be provided by Proposer in the Proposal

Requirements may be designated as “Mandatory” (M) or “Evaluated” (E), or both (M/E).

(M) - Mandatory Requirement. The Proposer **MUST** meet this requirement. The determination as to whether the Proposer meets the mandatory specification rests solely with University. If University determines that a Proposer does not meet a mandatory requirement as specified, or has not included mandatory information, the proposal may be deemed non-responsive, and no further evaluation will occur. In addition, wherever the words “must,” “shall,” or “will” appear this denotes a Mandatory requirement.

(E) - Evaluated. Proposers are expected to provide comprehensive written responses to evaluated specifications. Points will be awarded based on the degree to which the state’s evaluators determine that the Proposer meets the requirement. A Proposer which does not respond to an evaluated specification will receive no points for that specification.

- 3.1 A completed, signed Proposal Statement (see Section VII). (M)
- 3.2 Proposals will include the business name, address and telephone number and email of the Proposer, and a cover letter summarizing the proposal. (M)
- 3.3 Proposers will verify that the Proposer has any and all licenses (including, but not limited to, software licenses) necessary for the work contemplated under this RFP, as applicable. (M)
- 3.4 Proposers must include a minimum of five examples of recent (within last five years) experience providing video boards similar in type and magnitude to this project. Proposers must also include work samples of similar projects (e.g. photographs, schematics, etc.). (M/E)
- 3.5 An itemized budget of cost estimates for Work to be performed to complete the Project. The itemized budget must set forth a total price and include all elements required to meet the specifications in the Scope of Work. (M/E)
- 3.6 Provide accurate, detailed shop drawings including cabinet manufacturing, attachment/mounting details, display system weight, display system power requirements, power circuit distribution throughout LED display, data distribution throughout LED display. (M/E)

Section IV

Proposal Procedures

- 4.1. Proposals must be submitted electronically.
- 4.2. Unless Proposers are specifically authorized by this RFP to take exceptions or to leave terms open to negotiation, proposals will be a complete offer and fully responsive to this RFP, and must include all information required herein to be evaluated and considered for award. Failure to do so may be deemed sufficient cause for rejection of the proposal as “non responsive.”

- 4.3. Submission of a proposal constitutes a firm, binding and irrevocable offer for a period of 90 days following the Closing Date and Time.
- 4.4. University reserves the right to inquire in writing, and meet with individuals or representatives of a Proposer, for the purpose of clarification of points made in its proposal.
- 4.5. University reserves the right, at its option, to reject any or all proposals. University reserves the right to waive minor informalities and irregularities in proposals.
- 4.6. University is not responsible for any costs of any Proposer incurred in connection with submitting or presenting its proposal. All Proposers who respond to solicitations do so solely at their own expense.
- 4.7. Proposers agree that University will have the right to review and require modification of any terms or definitions used in the final contract. Failure to agree upon acceptable contract definitions or terms may result in cancellation of the proposed award.
- 4.8. This RFP and one copy of each original proposal received in response to it, together with copies of all documents pertaining to the award of a contract, will be retained by University's issuing department for the required retention period, and made a part of a file or record which will be open to public inspection. If a proposal contains any information that is considered a "trade secret" under ORS 192.501(2), the Proposer must mark each sheet of such information with the following legend:

"This data constitutes a trade secret under ORS 192.501(2), and will not be disclosed except in accordance with the Oregon Public Records Law, ORS Chapter 192."

Failure to mark a specific page with the legend set forth in this Section will conclusively establish that the information on that page does not constitute a trade secret as defined in ORS 192.501(2).

The Oregon Public Records law exempts from disclosure only bona fide trade secrets, and the exemption from disclosure applies "unless the public interest requires disclosure in the particular instance". See ORS 192.501(2). As such, non-disclosure of documents or any portion of a document submitted as part of a proposal may depend upon official or judicial determinations made pursuant to the Public Records Law.

Proposals in which the entire document is marked or otherwise identified in its entirety as confidential or a "trade secret" may be rejected.

- 4.9. University plans to award this project to the firm or individual who best meets the selection criteria detailed in this RFP.
- 4.10. Proposal responses must clearly identify the question or request to which the Proposer is addressing and restate the Section number with each response. All responses must be organized in the order in which the question or request was presented in the RFP. Proposals that do not follow the format described in this RFP may at University's sole discretion be deemed "non-responsive," and receive no further consideration.

- 4.11. All proposals submitted in response to this RFP become the property of University. By submitting a proposal in response to this RFP, Proposer grants the University a non-exclusive, perpetual, irrevocable, royalty-free license for the rights to copy, distribute, display, prepare derivative works of and transmit the proposal solely for the purpose of evaluating the proposal, negotiating a Contract, if awarded to Proposer, or as otherwise needed to administer the RFP process, and to fulfill obligations under Oregon Public Records Laws, proposals, including supporting materials, will not be returned to Proposer.

Section V

Evaluation and Award

- 5.1 Proposals will be evaluated by a committee consisting of representatives of the requesting University department, and other interested individuals, as University deems appropriate (“Committee”).
- 5.2 The evaluation process will involve an evaluation and allocation of points to all responsive proposals. The Committee will evaluate each responsive proposal received, as follows:
70 pts – Total price
15 pts - Experience with similar projects
15 pts - Shop drawings
100 pts Total Possible
- 5.3 University reserves the right to require a “Best and Final Offer” pursuant to OAR 580-061-0155(3) from Proposers within the Competitive Range.
- 5.4 It is anticipated that the Award Notice will be released on or about April 16, 2014
- 5.5 Protest of the selection or award may be made pursuant to the conditions and limitations of OAR 580-061-0145.

Section VI

Contract Award

- 6.1 The contract award will be pursuant to a separate agreement, incorporating relevant provisions of both the RFP and the successful Proposer’s response either by actual written incorporation or incorporation by reference and any additional contractual language that may be required by University policy or by law.
- 6.2 The University of Oregon’s Standard Terms and Conditions for Purchase Orders are attached in Exhibit B. If you have questions or concerns regarding any of the terms and conditions contained in this RFP, you must address those during the time prescribed for questions.
- 6.3 No additional or supplemental terms and conditions submitted by a Proposer as part of its response will be evaluated or considered. If additional or supplemental terms and conditions, either intentionally or inadvertently appear separately in a Proposal (e.g. in transmittal letters, specifications, literature, price lists or warranties), it is understood and agreed that the terms and conditions contained in this RFP are the only terms and conditions applicable to this RFP

and any ensuing Agreement, and the Proposer's authorized signature affixed to its Proposal attests to this.

- 6.4 If you condition your Proposal on any additional terms and conditions, which have not been accepted by a written addendum to the RFP, your Proposal may be deemed nonresponsive.

Section VII

Proposal Statement

I have read all of the terms and conditions of this Request for Proposal (RFP). I understand that by signing below and submitting my Proposal, if awarded the contract, I will be bound by the terms and conditions of this RFP and my Proposal.

Certificate of Compliance Oregon State Laws

I, the undersigned, being first duly sworn,

Please Initial

_____ hereby affirm, under penalty of perjury, as provided in ORS 305.385(6), that to the best of Proposer's knowledge, Proposer is not in violation of any of the tax laws described in ORS 305.380(4).

_____ certify under penalty of perjury that Proposer is aware that the State Board of Higher Education has instituted policies that prohibit sexual harassment that Proposer will adhere to University's policy prohibiting sexual harassment in their interactions with members of University's community.

_____ certify under penalty of perjury that Proposer does not discriminate on the basis of age, disability, national origin, race, marital status, religion, sex, or sexual orientation.

_____ certify under penalty of perjury that Proposer has not discriminated against Minority, Women or Emerging Small Business Enterprises in obtaining required subcontracts.

Business Designation (check one):

Corporation Partnership Sole Proprietorship

Governmental/Non-profit Limited Liability Company

Women Owned Self Report State Certified #

Minority Owned Self Report State Certified #

Emerging Small Business Self Report State Certified #

Above information must be provided prior to the Closing Date and Time for the proposal to be considered responsive.

RFP Project Name: _____

RFP Number: _____

The individual(s) signing this Proposal Statement warrants under penalty of perjury that they have authority to bind the Proposer by their signature.

Signature: _____

Dated: _____

Name: _____

Title: _____

Firm: _____

Address: _____

E-mail: _____

Phone: (____) _____