THE CITY OF EDINBURG

NOTICE TO BIDDERS

The City of Edinburg is soliciting sealed bids to be received by the City Secretary's Office located at 415 W. University Drive, Edinburg, Texas 78541. City of Edinburg normal business days are Monday through Friday between the hours of 8:00 a.m. to 5:00 p.m. and shall be closed on recognized holidays.

Bids will be received until **3:00 p.m. Central Time**, on **Monday, August 05 , 2013**, shortly thereafter all submitted bids will be gathered and taken to the Edinburg City Hall Community Room, 1st Floor, to be publicly opened and read aloud. Any bid received after the closing time will not be accepted and will be returned to the bidder unopened. It is the responsibility of the bidder to see that any bid submitted shall have sufficient time to be received by the City Secretary's Office prior to the bid opening date and time. The receiving time in the City Secretary's Office will be the governing time for acceptability of the bids. Bids will not be accepted by telephone or facsimile machine. All bids must bear original signatures and figures. The Bid shall be for:

BID NO. 2013-87
DISPATCH CONSOLE

Bidders receiving a "NOTICE TO BIDDERS" and/or "REQUEST FOR PROPOSALS" notice in the mail or reading same in the newspaper are advised that the bidding documents can be downloaded from the City of Edinburg web page address: www.cityofedinburg.com, or may obtain copies of same by contacting the office of: LORENA FUENTES, PURCHASING AGENT, LOCATED AT 415 W. UNIVERSITY DRIVE, Edinburg, TX 78541 by calling (956) 388-1895 or by e-mailing your request to the following e-mail address: lfuentes@cityofedinburg.com .

If you have any questions or require additional information regarding this bid, please contact Lt. David White, at (956) 289-7726.

If Hand-delivering Bids: 415 West University Drive,
c/o City Secretary Department (1st Floor)

If using Land Courier (i.e., FedEx, UPS): City of Edinburg
c/o City Secretary
415 West University Drive
Edinburg, Texas 78541

If Mailing Bids: City of Edinburg
c/o City Secretary
P.O. Box 1079
Edinburg, TX 78540-1079

The City of Edinburg reserves the right to refuse and reject any or all bids and to waive any or all formalities or technicalities and to accept the bid deemed most advantageous to the City, and hold the bids for a period of **60** days without taking action.

Bids must be submitted in an envelope sealed with tape and prominently marked on the lower left hand corner of the bid envelope with corresponding bid number and title.

CITY OF EDINBURG
INSTRUCTIONS TO BIDDERS

DEVIATION FROM SPECIFICATION

Please read your specifications/requirements thoroughly and be sure that the SERVICES offered comply with all specifications/requirements. Any variation from the specifications/requirements must be clearly indicated by letter attached to your bid referencing variations on a point-by-point basis. If no exceptions are noted, and you are the successful bidder, it will be required that the SERVICES be provided as specified.

PURPOSE

1. The purpose of these specifications/requirements and bidding documents is for the purchase of **DISPATCH CONSOLE** for the City of Edinburg.

2. The SERVICES to be furnished under this bid shall be as specified in these bid documents. All specifications/requirements shown are at minimum. There is no intention to disqualify any bidder who can meet these specifications/requirements.

SUBMITTAL OF BID

Bids will be submitted in sealed envelopes upon the blank bid form attached hereto. Each bid must be completely filled out and **SUBMITTED IN ORIGINAL FORM**, complete with all supporting documentation. Bids submitted by facsimile (fax) or electronically will **NOT** be accepted. Submittal of a bid in response to this solicitation for Bids constitutes an offer by the Bidder. Bids which do not comply with these specifications/requirements may be rejected at the option of the City. Bids must be filed with the City of Edinburg, before opening day and hour. No late Bids will be accepted. They will be returned to Bidder unopened (if properly identified).

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If Mailing Bids:	P.O. Box 1079, Edinburg, TX 78540-1079

PREPARATION OF BID

Bids MUST give full firm name and address of bidder, and be manually signed. Failure to do so will disqualify your bid. Person signing bid must show title or AUTHORITY TO BIND HIS/HER FIRM IN A CONTRACT.

Firm name and authorized signature must appear on each page that calls for this information. The legal status of the Respondent/Bidder whether corporation, partnership, or individual, shall also be stated in the bid. A corporation shall execute the bid by its duly authorized officers in accordance with its corporate by-laws and shall also list the state in which it is incorporated. A partnership Respondent/Bidder shall give full names and addresses of all partners. All partners shall execute the bid. Partnership and Individual Respondent/Bidder shall state in the bid the names and addresses of all persons with a vested interest therein. The place of residence of each Respondent/Bidder, or the office address in the case of a firm or company, with county and state and telephone number, shall be given after the signature.

ALTERATIONS/AMENDMENTS TO BID

Bids **CANNOT** be altered or amended after opening time. Alterations made before opening time must be initialed by

INSTRUCTIONS TO BIDDERS (Continued):

bidder guaranteeing authenticity. No bid may be withdrawn after opening time without acceptable reason in writing and only after approval by the City of Edinburg.

SALES TAX
State sales tax must not be included in the bid.

SUBSTITUTIONS
No substitutions or cancellations will be permitted without written approval of City of Edinburg.

NO BID RESPONSE
If unable to submit a bid, bidder should return inquiry giving reasons.

EXCEPTIONS
Any additions, deletions, or variations from the following specifications/requirements must be noted. The bidder shall attach to his/her bid sheet a list of any exceptions to the specifications/requirements if unable to do so, on specification sheet.

BRAND OR MANUFACTURER REFERENCE
Unless otherwise specified, any catalog or manufacturer's reference or brand name used in describing an item is merely descriptive, and not restrictive, and is used only to indicate type and style of product desired. Bids on alternate brands will be considered if they meet specification requirements. If a bidder quotes on equipment other than the one(s) specified in the bid, sufficient specifications and descriptive (pictured literature) data must accompany same to permit thorough evaluation. In the absence of these qualifications, he/she will be expected to furnish the product called for.

DELIVERY
Number of days required to deliver SERVICES after receiving order must be stated in the bid. Failure to so state will obligate bidder to complete service delivery within ONE day.

DELAY IN SERVICE DELIVERY
When delay can be foreseen, Bidder shall give prior notice to City of Edinburg. Bidder must keep City of Edinburg advised at all times of status of order. Default in promised service delivery (without acceptable reasons) or failure to meet specifications/requirements, authorizes the City of Edinburg to purchase such SERVICES elsewhere and charge increase in cost to defaulting vendor. Acceptable reasons for delayed delivery are as follows: Acts of God (floods, tornadoes, hurricanes, etc.), acts of government, fire, strikes, war; Actions beyond the control of the successful bidder.

SERVICE DELIVERED PRICING
Bids in units of quantity specified - extend and show total. In the event of discrepancies in extension, unit prices will govern. Bids subject to unlimited price increase will not be considered.

VALID BID TIME FRAME
The City may hold bids 60 days after bid opening without taking action. BIDDERS shall be required to hold their Bids firm for the same period of time.

RIGHT TO REJECT/AWARD
The City of Edinburg reserves the right to refuse and reject any or all Bids, and to waive any or all formalities or

technicalities, and to make such awards of contract as may be deemed to be the best and most advantageous to the City of Edinburg.

MULTIPLE VENDOR CONTRACTS

Bidders are advised that the City of Edinburg may award Service Contracts to multiple vendors based on low bid per item basis. All items specified on the "Bid Form" **must** reflect the individual unit prices. The City of Edinburg reserves the right to award all items individually or in any combination thereof.

INDEMNIFICATION CLAUSE

The Bidder agrees to indemnify and save harmless the City, from all suits and actions of every nature and description brought against them or any of them, for or on account of the use of patented appliances, products or processes, and he shall pay all royalties and charges which are legal and equitable. Evidence of such payment or satisfaction shall be submitted upon request of the Purchasing Agent, as a necessary requirement in connection with the final estimate for payment in which such patented appliance, products or processes are used.

ADDENDA

Bidder shall carefully examine the bid forms, specifications/requirements, and instructions to Bidders. Should the bidder find discrepancies in, or omissions from bid forms, specifications/requirements, or other documents, or should he/she be in doubt as to their meaning, he/she should at once notify the Purchasing Agent (Edinburg City Hall, 956-388-8972) and obtain clarification by addendum prior to submitting any bid. Explanations, interpretations, and supplemental instructions shall be in the form of written Addenda which shall become a part of the Contract documents. Said Addenda shall be mailed, e-mailed, hand delivered and/or faxed, to all prospective Bidders. All Addenda issued in respect to this project shall be considered official changes to the original bid documents. Verbal statements in response to inquiries and/or requests for explanations shall not be authoritative or binding. It shall be the Bidder(s) responsibility to ensure that they have received all Addenda in respect to this project. Furthermore, Bidders are advised that they must recognize, comply with, and attach a signed copy of each Addendum which shall be made part of their Bid Submittal. Bidder(s) signature on Addenda shall be interpreted as the bidder's "recognition and compliance to" official changes as outlined by the City of Edinburg and as such are made part of the original solicitation documents. Failure of any bidder to receive any such addendum or interpretation shall not relieve such Bidder from its terms and requirements. Addendums are available online at www.cityofedinburg.com.

PAYMENT

The City of Edinburg will execute payment by mail in accordance with the State of Texas Pay Law after SERVICES have been provided and invoiced. No other method of payment will be considered.

SYNONYM

Where in this bid package ITEMS OR SERVICES is used its meaning shall refer to the purchase of DISPATCH CONSOLE as specified.

ASSIGNMENT

Neither the Bidder's contract nor payment due to an awarded vendor may be assigned to a third party without the written approval of the Purchasing Department for the City of Edinburg.

INTERPRETATIONS

Any questions concerning the conditions and/or specifications/requirements with regards to this solicitation for Bids shall be directed to the designated individuals as outlined in the Request for Bids. Such interpretations, which may

affect the eventual outcome of this request for Bids, shall be furnished in writing to all prospective Bidders via Addendum. No interpretation shall be considered binding unless provided in writing by the City of Edinburg in accordance with paragraph entitled "Addenda".

STATUTORY REQUIREMENTS

It shall be the responsibility of the successful Bidder to comply with all applicable State & Federal laws, Executive Orders and Municipal Ordinances, and the Rules and Regulations of all authorities having jurisdiction over the work to be performed hereunder and such shall apply to the contract throughout, and that they will be deemed to be included in the contract as though written out in full in the contract documents. (To include issues related to health, environmental, and safety to name a few.)

BIDDER'S EMPLOYEES

Neither the Bidder nor his/her employees engaged in fulfilling the terms and conditions of this Purchase Contract shall be considered employees of the City. The method and manner of performance of such undertakings shall be under the exclusive control of the vendor on contract. The City shall have the right of inspection of said undertakings at any time.

RIGHT TO WAIVE

City of Edinburg reserves the right to waive or take exception to any part of these specifications/requirements when in the best interest of the City of Edinburg.

COOPERATIVE PRICING

Bidders are advised that in addition to responding to our "local" solicitation for bids/Bids with Dealer pricing, vendors/contractors are encouraged to provide pricing on the below referenced items/products/services based on BuyBoard, TX-MAS, H-GAC and/or any other State of Texas recognized and approved cooperative which has complied with the bidding requirements for the State of Texas. If bidding other than or in addition to "dealer" pricing, kindly duplicate the bid forms for each bid being provided from a cooperative contract. Any and all applicable fees must be included. All cooperative pricing must be submitted on or before bid opening date and hour.

TIME ALLOWED FOR ACTION TAKEN

The City of Edinburg may hold bids **60** days after the opening of Bids without taking action. Bidders are required to hold their Bids firm for same period of time.

PREPARATION OF BID

The City of Edinburg shall not be held liable for any costs incurred by any bidder for work performed in the preparation of and production of a bid or for any work performed prior to execution of contract.

CONFIDENTIAL INFORMATION

Any information deemed to be confidential by the bidder should be clearly noted on the pages where confidential information is contained; however, the City cannot guarantee that it will not be compelled to disclose all or part of any public record under Texas Public Information Act, since information deemed to be confidential by the bidder may not be considered confidential under Texas Law, or pursuant to a Court order.

VERBAL THREATS

Any threats made to any employee of the City, be it verbal or written, to discontinue the providing of item/material/services for whatever reason and/or reasons shall be considered a breach of contract and the City will immediately sever the contract with the Vendor on contract.

INSTRUCTIONS TO BIDDERS (Continued):

MATHEMATICAL ERRORS
In the event that mathematical errors exist in any bid, unit prices/rates -v- totals, unit prices/rates will govern.

AUDIT
The City of Edinburg reserves the right to audit the vendor's books and records relating to the performance of this contract. The City of Edinburg, at its own expense, shall have the right at all reasonable times during normal business hours and upon at least twenty-four (24) hours' advance notice, to audit, to examine, and to make copies of or extracts from the books of account and records maintained by the vendor(s) with respect to the Supply/Service and/or Purchase Contract. If such audit shall disclose overpayment by City to vendor, written notice of such overpayment shall be provided to the vendor and the amount of overpayment shall be promptly reimbursed by vendor to the City. In the event any such overpayment is not paid within ten (10) business days after receipt of such notice, the unpaid amount of such overpayment shall bear interest at the rate of one percent (1%) per month from the date of such notice until paid.

PAST PERFORMANCE
Vendor's past performance shall be taken into consideration in the evaluation and award of Service Contract for the Purchase of SERVICES.

JURISDICTION
Contract(s) executed as part of this solicitation shall be subject to and governed under the laws of the State of Texas. Any and all obligations and payments are due and performable and payable in Hidalgo County, Texas.

VENUE
The parties agree that venue for purposes of any and all lawsuits, cause of action, arbitration, and/or any other dispute(s) shall be in Hidalgo County, Texas.

CONFLICT OF INTEREST
CHAPTER 176 OF THE TEXAS LOCAL GOVERNMENT CODE
Effective January 1, 2006, Chapter 176 of the Texas Local Government Code requires that any vendor or person considering doing business with a local government entity disclose in the Questionnaire Form CIQ, the vendor or person's affiliation or business relationship that might cause a conflict of interest with a local government entity. By law, this questionnaire must be filed with the records administrator of the City of Edinburg not later than the 7th business day after the date the person becomes aware of facts that require the statement be filed. See Section 176.006, Local Government Code. A person commits an offense if the person violates Section 176.006, Local Government Code. An offense under this section is a Class C misdemeanor. For more information or to obtain Questionnaire CIQ visit the Texas Ethics Commission web page at www.ethics.state.tx.us/forms/CIQ.pdf.

IF YOU HAVE ANY QUESTIONS ABOUT COMPLIANCE, PLEASE CONSULT YOUR OWN LEGAL COUNSEL. COMPLIANCE IS THE INDIVIDUAL RESPONSIBILITY OF EACH PERSON OR AGENT OF A PERSON WHO IS SUBJECT TO THE FILING REQUIREMENT. AN OFFENSE UNDER CHAPTER 176 IS A CLASS "C" MISDEMEANOR.

AWARD
For purposes of this project, award will be contingent on approval of budget.

SPECIAL CIRCUMSTANCES
In the event that the City of Edinburg has an immediate need for a particular service(s) that is/are on contract and the

successful vendor on contract is not able to meet the special service delivery needs of the City of Edinburg, the City of Edinburg reserves the right to purchase such services elsewhere to fulfill its' immediate need.

TERMINATION OF CONTRACT

The City of Edinburg reserves the right to terminate the contract if, in the opinion of the City of Edinburg, the successful vendor's performance is not acceptable, if the City is being repeatedly over charged, improperly charged, no funds are available, or if the City wishes, without cause, to discontinue this contract. Termination will be in written form allowing a 30-day notice. The bidder shall be afforded the same right to terminate this contract in the same manner.

INSURANCE REQUIREMENTS

Staff may waive insurance requirements for contracts $0 - $4,999.99, including but not limited to contracts for food, materials, supplies, and construction. Workers' Compensation in amounts which satisfy statutory coverage shall be required for construction projects.

The following insurance requirements will be included in all City contracts of $5,000 - $14,999.99. In contracts not involving building and construction projects, as that activity is defined in TEX. LABOR CODE §406.096, contractors may obtain alternative form of worker accident insurance with minimum limits of liability of $100,000 per claim.

Minimum Insurance Requirements	
Type of Coverage	**Limits of Liability**
Worker's Compensation	Statutory Coverage
Comprehensive General Liability (City named as additional insured) Bodily Injury	$250,000 each person/$500,000 each occurrence
Property Damage	$100,000 each occurrence/$100,000 aggregate or $500,000 combined single limits

The following insurance requirements will be included in all City contracts of $15,000 or more.

(1) The successful bidder will be required to carry the following insurance coverage and limits of coverage, as well as list the City as an additional insured to liability coverage as requested by the City. In addition, the successful bidder shall provide the City with evidence of coverage and furnish acceptable proof of payment of insurance premiums.

(2) The successful bidder will be required to secure and/or have insurance coverage in force with an admitted property and casualty insurance company licensed by the State of Texas to conduct business in the State of Texas.

(3) In contracts not involving building and construction projects, as that activity is defined in TEX. LABOR CODE §406.096, contractors may obtain alternative form of worker accident insurance with minimum limits of liability of $100,000 per claim.

INSTRUCTIONS TO BIDDERS (Continued):

Minimum Insurance Requirements	
Type of Coverage	**Limits of Liability**
Worker's Compensation	Statutory Coverage
Employer's Liability	Bodily Injury by Accident: $100,000 each accident Bodily Injury by Disease: $100,000 each employee/$500,000 policy limit
Comprehensive General Liability Bodily Injury	$250,000 each person/$500,000 each occurrence
Property Damage	$100,000 each occurrence/$100,000 aggregate or $500,000 combined single limits
Comprehensive Auto Liability Bodily Injury	$100,000 each person/$500,000 each occurrence
Property Damage	$100,000 each occurrence/$100,000 aggregate or $500,000 combined single limits
City's Protective Liability Bodily Injury	$250,000 each person/$500,000 each occurrence
Property Damage	$100,000 each occurrence/$100,000 aggregate or $500,000 combined single limits

Policies must name the City of Edinburg as an Additional Insured.
Certificates of insurance naming the CITY as an additional insured shall be submitted to the CITY for approval prior to any services being performed by Contractor. Each policy of insurance required hereunder shall extend for a period equivalent to, or longer than the term of the Contract, and any insurer hereunder shall be required to give at least thirty (30) days written notice to the CITY prior to the cancellation of any such coverage on the termination date, or otherwise. This Contract shall be automatically suspended upon the cancellation, or other termination, of any required policy of insurance hereunder, and such suspension shall continue until evidence that adequate replacement coverage is provided to the CITY. If replacement coverage is not provided within thirty (30) days following suspension of the Contract, the Contract shall automatically terminate.

BID BOND INFORMATION

If the contract amount is over twenty-five-thousand dollars ($25,000) for construction of the project, the successful bidder shall provide a bid guarantee, give a good and sufficient bond in the full amount of the contract price for the faithful performance of such contract, executed by a surety company authorized to do business in the State of Texas, in accordance with Article 5160, Vernon's Texas Civil Statutes, and amendments thereto. A payment bond in the full amount of the contract price to assure payment shall be required by law of all persons supplying labor and material in the execution of the project provided for in the contract documents.

A bid guarantee equivalent to five percent (5%) of the bid price will be required from each bidder. The "bid guarantee" shall consist of a firm commitment, such as a bid bond, certified check or other negotiable instrument accompanying a

INSTRUCTIONS TO BIDDERS (Continued):

bid as assurance that the bidder will upon acceptance of his/her bid, execute such contractual documents as may be required within the time specified.

A performance bond on the part of the contractor for one-hundred percent (100%) of the contract price will be required. A "performance bond" is one executed in connection with a contract to secure fulfillment of all the contractor's obligations under such contract.

A payment bond on the part of the contractor for one-hundred percent (100%) of the contract price will be required. A "payment bond" is one executed in connection with a contract to assure payment, as required by law, of all persons supplying labor and material in execution of the work provided for in the contract documents.

CITY OF EDINBURG
REQUEST FOR BIDS FOR
DISPATCH CONSOLE

BID NO. 2013-87

BID OPENING DATE: August 05, 2013 at 3:00 p.m.

It is the intent of this Request for Bids to describe and ultimately make it possible for the City of Edinburg to purchase the below mentioned **DISPATCH CONSOLE.**

GENERAL REQUIREMENTS AND AGREEMENT FOR DISPATCH CONSOLE:

You are invited to submit a sealed bid for the purchase of DISPATCH CONSOLE as requested by the City of Edinburg Police Department.

STATEMENT OF PURPOSE

The purpose of this bid is to purchase Dispatch Center Console Furniture for Edinburg Police Department Emergency Communications Center (hereafter, "EPD"). Bidder must submit detailed plans stating how they intend to perform the services required and identify a potential schedule.

BACKGROUND

EPD is presently remodeling Dispatch Center. This project will involve: removal of current dispatch counters and installation of new console furniture. This project requires all vendors selected to work in conjunction with EPD staff as the Dispatch Center will remain active.

SCOPE OF SERVICES

Responses to this Request for Bid will be used by EPD with available solutions for the following objectives:
Procure Four (4) dispatch center console furniture positions. A copy of the console layout is attached as Exhibit A.
The workstations will be designed for full featured call taking and dispatching workstations (4 positions).
The technical dispatch furniture system procured through this bid shall be constructed of durable materials that have been proven for durability in the 24-hour use environment of a dispatch center. Standard office furniture will not be acceptable in this installation.

DISPATCH CENTER LAYOUT

Refer to the Console Layout document (Exhibit A) associated with this bid. The arrangement of the furniture in the dispatch center is intended to support specific operational functionality, and must be adhered to as closely as Bid furniture design permits. Estimated measurements on Exhibit A are provided for Bidder's convenience. Bidder is responsible for the proper fit and measurement of the furniture. Bidders shall submit drawings that depict their proposed furniture as shown within the dispatch center space. Variance from the attached furniture layout must be described, as to the need for the variance and the justification for any changes.

WORKSTATIONS CONFIGURATION

The following lists equipment that will need to be installed at each furniture unit. Vendors must describe how their furniture solution will accommodate the equipment listed at all 4 positions. Ideally, all monitors would be placed on an electronically adjustable monitor lift platform – however, if physical space is not available, Bidder must describe alternatives for supporting the described monitor sizes and quantities with alternate mounting solutions. If alternatives for monitor locations are proposed, the owner prefers that the monitor orientation be consistent from the dispatcher perspective. Also provide accommodations for a swivel to stow cup holder and binder storage.

REQUEST FOR BIDS FOR DISPATCH CONSOLE (Continued):

Color will be determined upon awarding BID.
Positions 1 through 4
Three tower CPUs, four 24" flat panel monitors and one 27" flat panel monitor (hardware to mount monitors will be supplied by this bid), one keyboard platform, two full size ergonomic keyboards and three mice. Console unit must provide space for one Zetron CIE.

INSTALLATION
Delivery, removal of existing and installation of furniture must be coordinated with the EPD Staff.

FACILITY SECURITY
The Bidder agrees to abide by any and all EPD rules and regulations, procedures and general orders. All persons working within the Dispatch Center are required to pass a TLETS background. Bidder awarded bid shall provide EPD names, date of birth, and social security numbers for all employees working within the Police Department prior to any removal or installation of furniture. Bidder shall report any unusual occurrences in or around the police department immediately to EPD staff.

The specifications listed below are minimum requirements and are intended to govern, in general, the size and material desired. The City of Edinburg reserves the right to evaluate variations from these specifications.

GENERAL SPECIFICATIONS FOR CONSOLE FURNITURE

Public Safety/911 Emergency Communication Centers pose unique challenges and demands. Unlike an office environment, personnel are required to manage multiple monitors and additional ancillary rack mount electronics. Additionally, Emergency Communications Consoles are utilized 24 hours per day/ 7 days per week by different employees with different physical sizes and needs. It must be recognized that this user environment will receive at least five times the use of typical office furniture each year. The life of the console furniture should be no less than 10 years encompassing over 80,000 hours of use. With this in mind, only console furniture specifically designed and engineered for Emergency Communication Centers will be acceptable. Office furniture systems will not be considered. Console should meet ANSI/HFES 100-2007 and ADA guidelines and requirements.

1. **Stability – Function**
   The console furniture shall be designed specifically for 24/7 operations in an Emergency Communications Center environment. The desired solution should feature a structural framework utilizing an aluminum unified frame construction design providing full undersurface equipment enclosures that lock each element of the console subsurface into a contiguous whole, stabilizing all movement.

   Adjustable legs shall be bolted to the console undercarriage with a footprint designed to allow maximum stability based on the overall size of the monitor surface. Free standing leg and feet systems will not be acceptable. There should be no obstructions for side-to-side movement by the user within the console footprint, a critical component in order to provide on-going training of users and technology

2. **Input Surface**
   Range of Adjustment: Lowers to 22" to accommodate the 5th percentile seated female.
   Rises to 57" to accommodate the 95th percentile standing male.

   Infinite travel range from 5" above to 5" below the monitor surface, and shall meet ergonomic standards to reduce repetitive strain injuries and carpal tunnel syndrome.

REQUEST FOR BIDS FOR DISPATCH CONSOLE (Continued):

Design shall be wide enough to accommodate multiple input devices such as keyboards, mice, and writing surface on a level platform with electronic adjustment independent of the monitor surface.

Surface should adjust simultaneously with the monitor surface in order to retain relative positioning between both surfaces when changing from sitting to standing, and meet ergonomic standards.

Static load capacity of 500 lbs. and an equipment load capacity of 250 lbs to accommodate all input devices. Zero gravity safety feature in order to prevent damage or injury.

Must secure to the monitor surface by metal-to-metal connection utilizing steel plates and 1" bolts.

3. **Monitor Surface**
Range of adjustment: Lowers to 27" to allow for appropriate viewing angles of monitor so that the gaze angle to the center of the screen ranges between -15° and -20° from horizontal eye level for the 5th percentile seated female. Rises to 52" to allow for appropriate viewing angles of monitor so that the gaze angle to the center of the screen ranges between -15° and -20° from horizontal eye level for the 95th percentile standing male.

Full Lift applications shall have a static load capacity of 3,000 lbs. and an equipment load capacity of 500 lbs.

Design shall accommodate (4) 19" LCD flat panel monitors on a single tier, and up to (8) 19" LCD flat panel monitors in a stacked configuration.

Depth adjustment assemblies shall have 13" of focal depth adjustment supporting all monitors. This is critical to meet ergonomic requirements of multiple monitor viewing

24V DC motors. Components shall be UL listed and CSA certified.

4. **Adjustments**
An option for individual adjustments of both monitor and input surface through the use of an integrated single point interface with precise digital replication must be available.

Adjustment speed shall not be less than 1.25" per second and not greater than 1.5" per second.

A minimum safety clearance of 1.25" shall be required between all moving surfaces.

Intelligent leg system shall support an anti-collision safety feature in order to prevent damage or injury. Upon contact with an obstruction, the monitor surface must automatically stop its downward path and reverse in order to remove the obstruction. Safety bars mounted underneath surface will not be acceptable.

Console adjustment controls shall be accessible from a seated position for ADA compliance. Console adjustment controls mounted on top of the input surface will not be acceptable.

All moveable components of the console shall be designed and tested to at least 40,000 cycle full range adjustments.

REQUEST FOR BIDS FOR DISPATCH CONSOLE (Continued):

5. **Materials**

Upper Segments

Acoustical and Tackable material option, transparent option.
User replaceable
Powder coated extrusions for unified frame construction
All fasteners completely concealed

Frame

Aluminum grade extrusions with a 6051 hardness, powder coated to match edge treatments, leveling glides integral part of the system to accommodate uneven floors.

Lower Segments

All supports, doors, cavity caps, and fixed shelves shall be rated for 25 lbs. psf and constructed of an industrial grade 3/4" thick wood core material with a thermally fused laminate surface on both sides to prevent deflection.

All outside ends shall be 45 lb. density 1-1/8" thick wood core material, pressure bonded with a high-pressure laminate surface on both sides.

Zero-clearance rear access doors shall be locking and of lightweight metal material utilizing a spring tension for easy lifting and lowering of door. Doors shall be perforated for passive airflow, and finished in a powder coat to match the console frame. Snap on access panels will not be acceptable.

Front access cavity doors shall be hinged, vented, and locking for safety and security purposes

Surfaces

All monitor and input surfaces shall be 45 lb. density, 1-1/8" thick wood core material, pressure bonded with a high-pressure horizontal grade laminate top and sealing horizontal grade backing sheet of laminate on the underside to prevent deflection.

Surface shall span 48" or more for additional support members under the surface for increased structural integrity.

Monitor work surfaces, bridges, and extensions shall include cable drop areas for access into the fixed full-width equipment enclosures.

All edges shall be treated in a high impact vinyl edging material, replaceable in the field which is required due to 24/7 usage.

Edge Material

Vinyl edging material shall be 2mm thick thermoplastic vinyl extrusion with self-healing properties against abrasion for all undercarriage, pedestals, and monitor surfaces and a minimum 13mm thick for all input platforms.

REQUEST FOR BIDS FOR DISPATCH CONSOLE (Continued):

Laminates

High pressure laminate shall meet ANSI/ASME A 17.1; 1986 requirements for Class "B" laminate, providing a non-glare matte finish.

All monitor and input surfaces shall be .0625" thickness horizontal grade laminate on the top surface, and on the backing sheet, all to prevent deflection.

Thermally fused laminate shall meet NEMA LI-1-1998.

Fabric

Abrasion resistance at a minimum shall meet ASTM D-3597 MVPTS-198 standards.

Flammability requirements shall adhere to ASTM E-84 (Tunnel Test) or Class A or 1 and the State of California Technical Bulletin 117 Sec. E (SC-191-53).

Fabric shall be made from 100% recyclable materials.

6. **Equipment Enclosures**

Fixed full-width equipment enclosures underneath the monitor surface shall provide for CPU equipment and cable routing, keeping the knee space below the consoles unobstructed to allow dispatchers a full range of movement to reach necessary equipment.

All equipment enclosures shall be vented for passive airflow from both the front and rear

An option for enclosure fans must be available.

An option for enclosure illumination must be available.

Access to the equipment enclosures must be from the front and/or rear depending on the configuration.

Maximum weight capacity for any standard cavity shelf shall be at minimum 25 psf load.

7. **Electrical Requirements**

Every console shall have three 8-outlet surge suppressors with room for three transformer plugs on a UL listed and CSA rated 15 amps, 120-volt power center. These power centers shall include a circuit breaker with 1900 joules AC surge suppression to shield equipment from the strongest surges and line noise and an 8' cord.

Total power draw for an individual console shall not exceed 15 amps.

An option for surface mounted, user-accessible power, voice, and data connections must be available.

REQUEST FOR BIDS FOR DISPATCH CONSOLE (Continued):

8. **Wire and Cable Management**

Each console shall include two cable access drops with energy chains for vertical interconnectivity from monitor surface to equipment enclosures.

Optional keyboard energy chain providing cable management for keyboards, mice, etc. that runs from input surface to monitor surface must be available.

Optional quick connect user-accessible interface with accommodations for up to 10 configurable ports must be available and must include full kits including ports, jacks and cables for: USB-A, PS/2, RJ45, RJ11/12 and 3.5mm stereo audio connection kits. The quick connect interface base unit must also provide cable management for the equipment it serves, and the console infrastructure must support cable management from the user's position to the CPUs inside the console.

Cable drop areas on extensions and bridges shall be included to each fixed equipment enclosure.

A horizontal raceway within each equipment cavity shall provide full console perimeter cable routing.

9. **Warranty, Service and Maintenance Agreement**

A minimum of 3 years coverage for all product, delivery, and installation is required. Absolutely no costs associated with replacement or repair of any portion of the product or installation shall be passed on to the City during the first 3 years of warranty. Include detailed information on lifetime warranty parts and services.

CITY OF EDINBURG
BID FORM FOR
DISPATCH CONSOLE

BID NO. 2013-87

BID OPENING DATE: August 05, 2013 at 3:00 p.m.

I/We submit the following bid in **ORIGINAL FORM** for **DISPATCH CONSOLE** according to City of Edinburg requirements, less tax:

NOTE: In addition to responding to our "local" solicitation for bids/proposals vendors/contractors are encouraged to provide pricing on the above referenced items/products/services based on Buyboard, H-GAC, TXMAS and/or any other State of Texas recognized and approved cooperative which has complied with the bidding requirements for the State of Texas (any and all applicable fees must be included). All cooperative pricing must be submitted on or before bid/proposal opening date and hour.

CHECK ONE

☐ BUYBOARD ☐ H-GAC ☐ TXMAS ☐ DEALER/LOCAL
☐ TX DIR ☐ TFC ☐ OTHER _____
Specify

CONTRACT NUMBER: _____ (If applicable) COMMODITY NUMBER: _____ (If applicable)

ITEM	QUANTITY	DESCRIPTION	UNIT PRICE	EXTENDED PRICE
1	4	POLICE DISPATCH CENTER CONSOLES AS PER SPECIFICATIONS or AN APPROVED EQUAL	$_____	$_____
2		SHIPPING CHARGES	$_____	$_____
3		**GRAND TOTAL**		$_____

BID FORM FOR DISPATCH CONSOLE (Continued):

All Addenda issued in respect to this project shall be considered official changes to the original bidding documents. It shall be the Bidder(s) responsibility to ensure that all Addenda have been received. Furthermore, bidders are advised that they must recognize, comply with, and attach a signed copy of each Addendum which shall be made part of their Bid Submittal. Bidder(s) signature on Addenda shall be interpreted as the vendor's "recognition and compliance to" official changes as outlined by the City of Edinburg and as such are made part of the original bidding documents.

Does the Company have an office located in Edinburg, Texas? Yes _____ No_____

Has the Company ever conducted business with the City of Edinburg? Yes _____ No_____

Respectfully submitted this _____ day of _____, 2013.

SIGNATURE: _____

TYPE/PRINT NAME: _____

TITLE: _____

COMPANY: _____

ADDRESS: _____

_____

TELEPHONE NO.: _____

FAX NO.: _____

EMAIL: _____
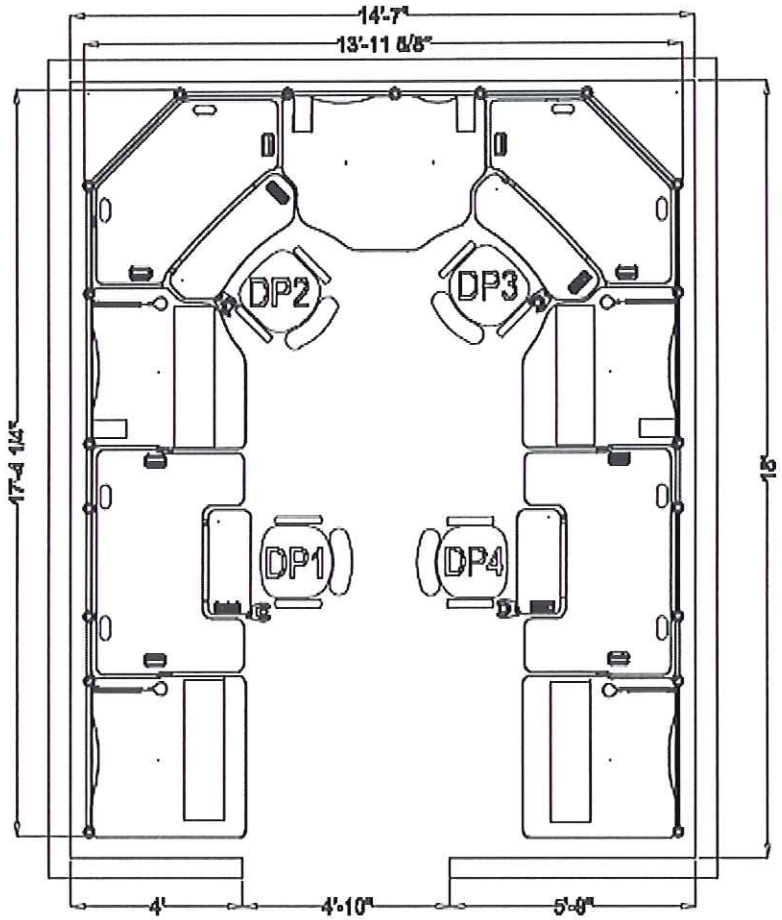
Exhibit A