

Integrated Audio Video System Proposal

Hidalgo County
Government Center
City of Edinburg, Texas

Presented to: Hidalgo County

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To:
Subject: Government Center

We have prepared this design/build proposal for the installation of an audio/video system for multiple rooms in the Government Center building at the Hidalgo County location of Edinburg, Texas. This proposal includes a narrative description of the system to be installed, a statement of work, a bill of materials, system implementation, system costs, service contract discussion, standard warranty terms and conditions.

Visual Innovations Company Inc. (VI) is the nation's premier multimedia technology integration company. We specialize in design and design/build solutions for integrated multimedia presentation, distributed media and broadcast systems.

Project Narrative

Government Center

Within the center there are 6 rooms in which multimedia systems are to be installed. Video Control Room , Lobby , Legislative Chambers, Conference Room, County Judge Conference Room.

Atrium / Vestibule

This multimedia system is complete with one 65" LCD display unit, sound reinforcement and control. VI has proposed one (1) 65" LCD to be installed on Left side of the entry way leading into the Legislative Chambers. The audio system contains six (6) 6.5" ceiling canister speakers for distributed sound. One (1) dedicated PC to be installed in the A/V control room. The central control unit will also be located in the Video Control Room.

Controls for this are and will be as follows:

- 1 – Source Selection of either
 - a) Dedicated PC VGA and Audio (such as PowerPoint Presentations)
 - b) any defined video and audio source located within the Legislative chambers
- 2 – Powering On/Off both or either LCD
- 3 – Volume Ramping Up/Down and Muting

Executive Session Chamber room

This system is complete with an LCD display, sound reinforcement, video, video conference, and control. There is a HD wall-mounted video camera to be integrated into the new VTC. A 65" HD LCD TV display will be wall mounted, along with a professional DVD unit in the rack. The system has one (1) PC VGA and Audio input for connectivity at the table. Two (2) tabletop microphones are included for VTC use. There will be a 7" wired color touch-panel placed on the conference table. A 20 space equipment rack will be placed in the electronic equipment room to store all of the equipment. Controlling this room may be done from one



of 2 places, either by the local 7" tabletop touch panel or from the video control room via a dedicated PC.

Controls for this room by either location are as follows:

- 1 – Powering On/Off the LCD
- 2 – Volume Ramping Up/Down and Muting
- 3 – Placing or Receiving Video Conference calls
- 4 – Camera control Up/Down/Left/Right/Zoom/Pan
- 5 – Source Selection of either local PC or local DVD
- 6 – DVD controls include play, pause, FF, RW and skip

Legislative Chambers

The multimedia system designed for this room is state of the art. The display systems (4) each, include (4) 65" LCD display flat panels to be mounted on the (2) on the front wall, 1 behind the court reporter, 1 on the same wall across from the court reporter. The other 1 will be located next to the A/V Control window facing the seating area, the other will be located on the wall across for the A/V Control window. The video system includes a DVD unit, several laptops and a document camera. The audio system includes (20) ceiling mounted speakers, (8) wired and (2) wireless handheld microphones. The control system with (2) touch panels, a 7" touch panel at the Judge's Dias, and a 15" touch panel in the video control room.

Also located at each of the (5) Dias locations will be a 15" Monitor, a 18" gooseneck microphone w/ Push to Talk, a PC w/ Audio input. Of the (5) Monitors, 4 of these (not including the Judge's monitor) will show the same display at all time. The Judge's monitor is the only monitor capable of viewing other sources.

Located within the Customer furnished Lectern will be the DVD Playback unit, (1) 18" gooseneck microphone w/ Push to talk, (1) document camera (not controlled), and (1) PC with audio input and (1) 15" monitor, this monitor will also see the same images the (4) Dias monitors are viewing.

At each of the council tables and auditors table will be (1) 18" gooseneck microphone w/ push to talk, (1) PC w/ audio connection.

Several cameras will be located throughout this area, (2) on either side wall, (1) Rear, (1) Front camera. These cameras will be able to be displayed on each video wall and all Dias monitors, or to be sent to each of the lobby LCD's if desired.

Controls for this room from either touch panel will be:

- 1 – Video Source selections from
 - a) One of 6 different cameras
 - b) Any of 8 different PC inputs
 - c) Lectern mounted DVD player

These sources will be displayed on each of the Dias Monitors and both video walls simultaneously.

- 2 – DVD playback control
- 3 – Volume ramping within the Legislative chambers
- 4 – Volume Muting
- 5 – Powering On/Off of both video walls
- 6 – Camera controls of each camera pan, tilt, and zoom
- 7 – Muting all Microphones On/Off except Judge's microphone will always be "ON"



The video control room will have additional functions.

- 1 – Recording of all audio and video sources
- 2 – Start/Stop/FF/RWD/Play controls for recording device as well as erase all.
- 2 – Volume ramping within the video control room.
- 3 – Volume muting within the video control room.
- 4 – Ability to route any VGA video w/ audio to a 21" tabletop monitor located in the video control room for preview or pre-configuration of equipment

Conference Room

This system is complete with an LCD display, sound reinforcement, video, video conference, and control. There is a HD wall-mounted video camera to be integrated into the new VTC. A 65" HD LCD TV display will be wall mounted, along with a professional DVD unit in the rack. The system has one (1) PC VGA and Audio input for connectivity at the table. Two (2) tabletop microphones are included for VTC use. There will be a 7" wired color touch-panel placed on the conference table. A 20 space equipment rack will be placed in the electronic equipment room to store all of the equipment. Controlling this room may be done from one of 2 places, either by the local 7" tabletop touch panel or from the video control room via a dedicated PC.

Controls for this room by either location are as follows:

- 1 – Powering On/Off the LCD
- 2 – Volume Ramping Up/Down and Muting
- 3 – Placing or Receiving Video Conference calls
- 4 – Camera control Up/Down/Left/Right/Zoom/Pan
- 5 – Source Selection of either local PC or local DVD
- 6 – DVD controls include play, pause, FF, RW and skip

Video Control Room

The Video Control Room will house (2) 44 space A/V Equipment racks, these rack will house most equipment needed to control, playback, source control or other equipment used for day to day operations within the Legislative Chambers. As shown in the Video Control Room diagram, a tabletop counter will need to be provided by Hidalgo County.

From this room the operator will have the ability to control the following rooms,

- 1 – Lobby A/V system
- 2 – Legislative Chamber
- 3 – Executive Chamber 110

Controlling each room is described below

Executive Sessions Chambers:

VI will provide (1) 21" display monitor with (1) 4x1 VGA w/ Audio switcher, (1) dedicated desktop PC, these will all be tabletop mounted as show in the diagram labeled 'Video Control Room'. The VGA switcher will receive a VGA feed from the above (2) room terminated into it, this is allow the operator or easily select which room they need to monitor or control, for example. If the operator was to place a VTC call for the Judge's conference room, they would select the correct input which would then place a copy of what is seen on



that rooms LCD display, from there he would open a browser on the dedicated PC. This would bring that room's touch panel onto the PC's monitor from where the operator would have full control of that room.

Lobby A/V system:

VI will provide (1) dedicated PC as shown in 'Video Control Room' diagram. This PC will terminate into the video switcher; each LCD will have its own VGA source sent to itself. This will allow for each LCD to show the same or separate source. The operator will select from the touch panel the source he/she wishes to send to that LCD display. Example, if a PowerPoint was created and they wished to display it, the operator would simply select the dedicated PC button then send to either or both displays. If the PowerPoint has audio, the audio would follow and play through the ceiling speakers located in the lobby. The operator would also have control of volume level via the touch panel. If the operator wanted to send a camera to the LCD he/she would select the desired camera, then send to either or both lobby displays, this would also send all audio from the Legislative room as well.

Sources for these LCD displays are limited to its dedicated PC, and any source within the Legislative chambers, no other sources will be available.

Legislative Chambers:

VI will provide (1) 15" tabletop touch panel that will control all functions within the chambers. Also, the same 21" monitor and 4x1 video switcher will also receive a VGA signal from this room. This will allow the operator to view and control any source at any time without causing the (2) video walls or the (5) Dias monitors to view what they are controlling.

Example, if the chamber is viewing a presentation that was shown from the Lectern, but the operator wanted to pan a camera to view the person giving the presentation. The operator would select the appropriate input on the 4x1 switcher, then from the touch panel select the camera or source they wanted to control, and send that feed to the preview monitor. From there, the image would appear on the preview screen, and from the touch panel could control the camera. If at any point the operator wanted to send the camera he/she just moved to the video walls, he/she would simply send the camera to the video wall.

VI will also provide (1) digital video recorder located in the video control room, this will record any audio and video source that is sent to it, the control systems touch panel will operate this device.

The operator will also have the ability to

1-control the DVD player located within the lectern; normal function for DVD playback will be used.

2 -Volume controls for muting, volume ramping, microphone muting will also be located on the touch panel.

3 – Powering On/Off both Video Walls

4 – Source selection to each Video Wall and Dias Monitors

5 – Camera control of each camera pan tilt and zoom



Project Scope of Work

Government Center

VI will install all cabling and equipment using good commercial standards. VI will dress and label all wiring. All cabling will include termination and/or wall jacks as needed to maintain the status and aesthetics of the facility. Cables will be concealed in walls where possible. Wire mold, selected to blend with the room décor, will be used to cover cabling that cannot otherwise be concealed for general view. For the lecterns, VI will provide a covering to house the cable running from the lectern to the wall and/or floor plate.

VI will provide Hidalgo County with as built drawings showing the actual connections of all system components. VI will provide rack drawings showing the location of items in the racks.

All work will be coordinated with the Government Center in accordance with their time lines to ensure that installation will occur in the timeliest manner. If Hidalgo County requests that VI work evenings or weekends then VI will quote and if approved add costs for those evenings and weekends.

System Implementation

VI will provide a turnkey system to include design, equipment, implementation and warranty.

System Engineering, including:

- Preparation of system functional interconnection diagram.
- Facility and equipment location drawing.

Project Coordination, including meetings with the client's technical representatives and project coordination, including:

- System implementation monitoring.
- Schedule project and oversee the VI team
- Equipment staging at our shop
- Assure final punch-list items are completed

Field Labor, including:

- Pulling and bundling cables
- Terminating of all cable
- Labeling all cable
- Mounting and terminating computer interfaces
- Installing structural systems for multimedia equipment
- Program control System
- Adjusting and balancing audio settings
- Assure that the installed systems functions as proposed
- Site clean up and rubbish disposal and recycling when possible
- Provide end-user training



Inclusions

- All equipment, wire and accessories required for a fully functional audio and visual system as per the defined scope of work.
- Labor associated with turnkey engineering, installation, programming, testing and training.
- Documentation package including Operation & Maintenance manuals.
- Coordination and cooperation with the construction team in regards to installing the system.
- User training on system operation.
- Any additional trips, labor or materials due to failure of the other work forces to have the audio/visual system rough-in work completed as anticipated and previously confirmed, will be added to the project billing as required.
- The owner's architect will provide VI's engineering department with all required architectural floor, reflected ceiling, building elevation, and section plans in Auto Cad format at no charge to VI.
- This quotation is valid for 30 days. VI reserves the right to modify our quotation pricing if not accepted within 30 days of this quotation date.

Exclusions

The following is not included in our scope of work:

- All conduits, high voltage wiring panels, breakers, relays, boxes, receptacles, etc. Any related electrical work, including but not limited to 110VAC, conduit, core drilling, raceway and boxes except those specifically quoted.
- Voice/ data cabling, IE analogue phone lines, ISDN lines, network ports, etc.
- Cable Television service, cable, etc.
- Network connectivity, routing, switching and port configuration necessary to support audio-visual equipment except as specifically quoted.
- Concrete saw cutting and / or core drilling.
- Fire wall, ceiling, roof and floor penetration, patching, removal or fire stopping.
- Necessary sheet rock replacement and or repair.
- Necessary ceiling tile or T-bar modifications, replacement and/or repair.
- Any and all millwork (moldings, trim, etc.). All millwork or modifications to project millwork to accommodate the AV equipment is to be provided by others unless otherwise noted in this proposal
- Painting, patching or finishing of architectural surfaces.
- Permits (unless specifically provided for elsewhere in the contract).
- HVAC and plumbing relocation.
- Rough in, bracing, framing, or finish trim carpentry for installation.
- Cutting, structural welding, or reinforcement of structural steel members required for support of assemblies, if required
- Any applicable taxes, permits or bonds related to the project. All normal shipping costs not part of original quote.
- Unless otherwise specified, the warranty provisions in this contract do not cover Owner furnished equipment. In addition, owner furnished equipment shall not be controlled unless otherwise stated in the inclusions (above).



- Owner furnished equipment or equipment by others that is integrated into the systems (as described above) is assumed to be current industry acceptable equipment in good working order. If it is determined that this equipment is faulty upon installation or adversely affects the system, additional project charges may be incurred.

Standard Warranty

VI warrants the Audio-Visual System furnished to be free from defects in workmanship (i.e. cables, connections, structures) failure for a period of 90 days from the date of acceptance or first beneficial use, whichever occurs first. The Owner or their agent will handle warranty service for such defects in a reasonable and timely manner from the time of notification to VI. Extended service assurance plans are available through VI.

Warranty does not apply to any product that has been subject to misuse, neglect, accident or operational error.

Integrated Systems – Standard Terms and Conditions

Scope of Work for the Project

In this document the term "Owner" shall mean client. VI shall execute the project work described in the included proposal concerning the Owner's system integration work. The scope of work is based upon information provided by the Owner. As the project work progresses, agreement on modifications may be necessary to complete the project. These additions, deletions and/or adjustments in time shall be considered change orders and when mutually agreed upon in writing by both parties, shall become part of the agreement.

The terms and conditions of this agreement, and those terms and conditions contained in any appendices or approved change orders to this agreement, together shall form the entire purchased order or agreement. Request for quotation, acceptance or other purchasing documents which are inconsistent with, different from or in addition to the terms and conditions of this agreement shall be considered void. This agreement shall take precedence over all previous oral discussions or prior understanding between both parties.

This agreement and all Owner purchase documents are subject to acceptance by VI, including if appropriate, approval by VI's credit department. VI reserves the right to cancel this agreement, if the Owner fails to meet credit requirements.

Agreement Sum and Taxes

The Owner shall pay VI in current U.S. funds for the performance of the project work per the agreement sum, which may be adjusted, subject to mutually agreed upon additions and deletions provided within the agreement.

The prices for equipment are subject to taxes, including but not limited to sales, excise or use taxes. The Owner shall pay all sales, use ad valorem, excise and/or other taxes imposed on either party. Owner shall not pay for taxes based upon VI's income. If applicable, the owner shall provide a tax-exempt certificate at the time of acceptance of contract.

VI will invoice for all applicable taxes, that VI is legally obligated to collect from the Owner.



Time

VI's proposal for installation and services is based upon our normal 8-hour business day / 40-hour business week, Monday through Friday, between the hours 8:00am to 5:00pm, excluding VI holidays, unless otherwise stated within our proposal. VI shall be compensated for installation and services beyond normal business hours or business days, on an overtime rate basis when mutually agreed upon.

Should VI be delayed in the progress and performance of the work due to material changes, labor disputes, fire or unusual delay in deliveries, construction delays, unavoidable casualties or causes beyond VI's control, the agreed upon time for completion shall be extended by change order. These change orders may also include charges to cover additional costs incurred by VI due to the delay.

Payment Terms

Subject to credit approval, the Owner shall pay VI within ten (10) days of invoice date. All project work requires a minimum deposit of thirty percent (30%) of the overall agreement total to initiate the order. Deposits are due upon receipt of invoice. Project timeline schedules will begin upon receipt of the deposit or initial payment.

Systems Integration work where procurement, installation and completion of the work extend beyond a period of greater than ten (10) days from the date of the order, will be subject to progressive billing or invoicing. In such cases VI will progressively invoice for hardware, equipment and materials received, stored and assigned to the project, along with a percentage of completed labor and services. Progressive billing or invoices are due and payable per VI normal credit terms of Net ten (10) days.

If requested, an affidavit stating that the hardware, equipment or materials are on-hand, secured, insured and will not be assigned to any other project, will accompany each invoice.

Finance Charge / Costs of Collection

If the Owner fails to pay VI for equipment and/or services when due, VI under this agreement shall be allowed to invoice Owner for monthly finance charges equal to one and one-half percent (1.5%) of any amounts past due, chargeable for each month that the payment is outstanding.

Changes / Returns / Cancellation

Any changes or modifications to the agreed upon scope of work defined in the proposal must be mutually agreed upon in writing. Formal change orders shall document these modifications.

Should Owner cancel a project in whole or in part, prior to completion, the Owner agrees to pay VI for all costs incurred to date and/or to bring the project to a mutually acceptable close. These costs are not limited to: the design, engineering services performed or the equipment procured by VI at such time of notification by owner.

Project management; the installation and programming; technical labor; subcontracting expenses; the materials and equipment costs; and all other miscellaneous documented costs. Materials and equipment are also subject to restocking fees.

Due to the custom nature of the integrated audiovisual and/or broadcast systems, Owner requested changes once the equipment is in hand or in transit, may result in restocking fees. Restocking fees will be 30% of the equipment sales price plus freight for standard equipment, and 100% of the sales price, plus freight for all custom or specialty (non standard) equipment.

Title and Risk of Loss

Title and risk of loss, or damage to any products/equipment will pass to Owner upon VI's delivery of the product/equipment to the Owner. Owner shall make claims for damage or loss through their



insurance provider. VI shall maintain insurance for all product/equipment stored within its facilities or third party storage facilities.

Insurance

VI does and shall maintain appropriate insurances for: general liability; umbrella liability; automobile liability; and worker's compensation and employer's liability. Certificate of Liability Insurance and evidence of coverage shall be provided upon request.

Owner shall be responsible for purchasing its usual property and liability insurance.

Workmanship Guarantee and Equipment Warranty

VI guarantees that the audiovisual and/or broadcast integrated system be furnished free of defects in workmanship (i.e. cables, connectors and structures) for a period of 90 days from the date of acceptance or date of first beneficial use whichever occurs first (or time noted if an extended service agreement is chosen). Service for such defects during the workmanship guarantee period shall be provided at no additional expense to the Owner and shall be handled in a reasonable and timely manner, from the time of notification to VI by the Owner.

VI is not responsible for "image burn" as a result of prolonged periods of static images being displayed on video devices.

Limitation of Liability

Without limitation on any other provision within this agreement, or excluding liability on the part of VI, the damages recoverable by the Owner or awarding party or third party for any claim of any kind whatsoever arising from breach of this agreement shall be no greater than the actual purchase sum of the agreement. In no event shall VI be responsible for any special, indirect or incidental or consequential damages of any kind.

Owners Signature: _____ VI Signature: _____

Title: _____ Date: _____ Title: _____ Date: _____

Addendum A Company Profile

Introduction

VI is a significant provider of networks, computer technology and visual communications systems. With offices throughout Texas, VI focuses primarily on turnkey-design/build audio visual solutions for business, health, government and education including:

- **Network Operation Centers**
- **Boardrooms & Conference Rooms**
- **Training Rooms & Classrooms**
- **Information Display Systems**
- **Computer Based Training**
- **Auditoriums & Event Centers**
- **Video Conferencing**
- **Museums & Theme Parks**
- **Media Retrieval**



Today, VI has emerged as a solutions-focused, premier reseller of multimedia technology products, supplies and technical support services.

Qualifications

The VI group provides design/build and systems integration services for clients who are involved in the **planning and implementation of multimedia communication facilities** and systems. We have assembled a team of experienced audio-visual design and engineering professionals to provide the highest quality client service, appropriate communication technology solutions and state-of-the-art facilities integration. We offer value-based services that include needs analysis, design, and engineering and implementation solutions.

Our technical expertise, integrity and collaborative approach are the characteristics by which we are known. Our goal is to improve your ability to effectively access, communicate and exchange information through the creation of leading-edge presentation and performance facilities.

Experience

We have the experience and expertise with multimedia systems that will serve as models for innovative presentation environments. Our projects include the integration of communication technology for presentation and performance space ranging from network command and control centers, executive management meeting rooms, auditoriums and multi-use conference and training facilities, to theatrical and musical performance spaces.

Benefits

The benefits of our services are **improving the ability to present information through the effective use of multimedia technology**. Our designs have optimally been created for ease of use, flexibility and future expansion. In addition, we have an ability to collaborate as key members of the design and construction team through open, honest communication, with concise reporting and the timely delivery of information and solutions. VI is committed to improving how our clients present, receive and exchange important information in their communication environments.

Systems Integration Department

- Sales:** Our combined sales experience enables us to listen to your requirements and are specifically trained in the design and implementation of today's highly specialized systems. We understand your expectations in developing a solution that is both technologically advanced and functionally efficient.
- Engineering:** Our full time design engineers are specifically trained for the engineering of multimedia presentation systems, network operating centers (NOC), audio reinforcement systems, control systems, and other related audiovisual systems. Our licensed engineers perform all aspects and services, as well as on-site guidance of systems integration and installation. One of our strong suits is the ability to build systems to accommodate future growth and technologies.
- A/V Designers:** Specially trained audio-visual design team works in tandem with Engineering.



Project Manager: Our project managers are specialized in managing installations of multimedia presentation systems. This includes meeting with the client's technical and contract representatives, status reports, and resolution of questions or issues outstanding. In addition their responsibilities include: Developing project schedules and oversight of the VI install team. Staging of equipment and materials at our location; create as built drawings. Submit owner's manuals and binders of all equipment documentation. Provide simple operational sheets for the client's system. Supervise client training on systems operation. Facilitate completion of final punch list items.

Installation: All of our installers are specifically trained for various types of audiovisual systems. Specialties include multimedia presentation systems; network operating centers (NOC), audio reinforcement systems, control systems, conference, training and auditorium facilities.

Service Department: *Our service, maintenance and warranty program is the cornerstone of VI. Companies must be able to deliver the highest quality of service after the installation and VI does just that through a comprehensive service package. We accomplish this by response time and thorough end user training with factory trained specialists.*

Visual Innovations TXMAS contract: TXMAS-4-581010

Proposal Investment

Hidalgo County Government Center

Phase 1 Design, scope of work, drawings, schematics and as built.	\$ 35,000.00
Phase 2 Integration, Training and Service	\$ 341,264.45

