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ADDENDUM NUMBER ONE

RFQ # 7549490

TITLE: Audio Visual Services for the URI Commencement, May 2015, URI

Closing Date and Time: 4/30/15 at 2:00 PM

Per the issuance of this ADDENDUM # (1), 8 pages, including this cover sheet) and CAD files.

[X] **Specification Change /Addition / Clarifications**

Attached is Addendum Number One

RFP#7549490 Questions for the URI Commencement 2015 Audio Visual Services

1. Can the Main Quad and Pharmacy Tent equipment be setup on the Saturday after 5pm, if so PMA will supply overnight security?

   Equipment setup times for outdoor venues are determined by the contractor, such that the contractor is ready to meet the stated sound and picture check deadlines. If the contractor determines that overnight security is a necessity, given the setup schedule, then the contractor will supply overnight security as part of their bid response, in coordination with URI's department of public safety.

2. For the main quad line array system what make and model is in your spec to achieve 110 degree horizontal dispersion and what percentage of degree variation is acceptable? Most manufactures have a 90 degree horizontal dispersion. Additional line array specifications are needed relating to performance rather than the quantity of boxes and trim height as brands and models vary greatly.

   QSC's WideLine series of line arrays were used as a design reference, which significantly exceed the 110 degree requirement of horizontal dispersion performance. The WideLine series is URI's preferred solution for line array speakers.

   EAW's KF730 series of line array boxes each provide nominal horizontal dispersion of 110 degrees.

   Regarding percent variation in horizontal dispersion rating - the tolerance is a maximum of -5 degrees (calculated at the -6dB points).

   3-way speakers are a requirement as high-quality music reproduction is necessary. The live performance by the band is a high-profile opportunity for URI music students to perform.

3. On the main quad what are the plot points to scale in drawings for all speaker locations?

   URI's policy is to specify speaker placements relative to seating and existing staging positions to allow greater flexibility for cable routing and equipment placement (for example, amp racks if needed).

   The main group of FOH speakers will be installed in three locations - the house left line array will be placed off the main stage, at least twenty feet away from the VIP seating location.

The house right line array will be placed (house) right of the band stage, but must accommodate the rope gates. Speakers must be placed at least 20 feet away from the VIP seating section.

Center fill will be placed along the main stage, though the speakers must not impede audience viewing.

Delay speakers will be located within the the gap between general audience seating and the graduate seating sections. Exact position is contingent on the horizontal dispersion pattern of the speakers used.

4. Can vendors have all cad drawings for spec discussed at the pre-bid meeting at the close and response of this Q&A?

   Drawings will be provided. CAD drawings (in AutoCAD format) exist for the Quad layout, Keaney Gymnasium (both levels), and Mackal Auditorium. Floor plans, (in PDF format) exist for Edwards Auditorium.

5. Page 6D, please clarify screen size, pipe and drape requirements and location of equipment, a floor plan is required.

   Screens used will be placed at the perimeter of the tent, and must have a professional appearance, with matte surface trim. Provided that the screen's mounting hardware is visually unobtrusive, pipe and drape kit may not be necessary.

   Speakers used will be mounted from the tent horizontal supports, to ensure that they are removed from audience-accessible space. This will also help protect vendor equipment against crowd safety concerns.

6. Page 38 C4, please state the quantity of par cans required to achieve your spec in the Pharmacy Tent.

   Quantity of PAR cans is contingent on the mounting location, affecting the required throw distance of the fixtures. Vendor has several mounting options, although a truss over the stage is recommended to reduce throw distance, coupled with the use of medium or full flood bulbs.

   Due to the wide variation in throw distances imposed by different mounting options, and the differing photometric performance of fixtures (for example, tungsten vs. LED), the University cannot provide an exact equipment schedule. The University lighting requirement is given as quality of light (wash across stage), and a given level of illumination).

7. Are vendors able to access the Ryan Center at 6am on Sunday when the rain call is made?

They can access the Ryan Center beginning at 7am. We do reserve Saturday evening after Graduate school from 3:30-6pm for them to load in if weather looks like rain or anything that they may not need on the quad. If they absolutely need earlier on Sunday we just need to know ahead of time to try to work something out.

8. Please identify tech locations at Edwards in a cad drawing or floor plan.

   With reference to drawing. House right, rear section, 1st level wheelchair cutout for mixers. Excellence Awards camera located house center.

9. What time will access be available on Saturday in the AM for all indoor venues and will access security pass cards be available at that time?

   Expected access time for all indoor venues on Saturday is 8:00AM. Access will be coordinated with URI personnel.

10. Please state and clarify how the assisted listening devices will be distributed and the required quantity per venue.

    Assistive listening technology is required in all venues hosting live ceremonies. For the main venue, 24 beltpack/earphone units are required on the quad. Zero units are required in the Ryan Center, as assistive listening is delegated to Ryan Center personnel. 12 beltpack/earphone units are (each) required in Edwards, Mackal, Keaney, and the Pharmacy Quad. These units will be delivered to URI disability services, in separated, clearly marked boxes. Vendor is responsible for checking batteries and tuning before handoff to disability services.

11. How will security be handled at the outdoor venues regarding vendor equipment integrity and safety as caution tape is not a suitable solution as stated in the bid spec.

    Equipment placed at ground level should be consolidated and protected by vendor-supplied physical barriers.

    In the Pharmacy tent, vendors are required to mount speakers from the horizontal supports to keep them out of audience accessible space. Vendors are strongly encouraged to mount the projectors from the horizontal supports as well, drastically reducing the amount of unattended technical equipment located within the crowd.

12. Please verify in a drawing the main quad camera quantity and positions before and after the procession.

    Vendor will provide four cameras in total, two roving cameras and two fixed

positions. The two fixed positions will be located next to the FOH mix tent.

The two roving positions will be located off the main stage wings, with fifteen to twenty feet of mobility from each downstage corner.

The exact position of these cameras depends on contractor's choices for equipment placement, (for example, accommodating the width of the FOH mix tent.)

13. Can all the camera positions be secured by URI security for equipment performance and crowd safety?

    No. The two fixed camera positions must be secured by the vendor. As the fixed camera positions will be located next to the FOH mix tent, the contractor is required to supply a physical barrier for the entire section.

    It is not feasible to provide a security officer dedicated to roving camera positions.

14. Please clarify page 24 section D in its entirety.

    Vendor is required to provide redundant cabling for network access. If vendor is using an Ethernet switch, ports should be reserved for connection by WRIU and URI Live, if necessary. To simplify the cabling process, vendor is expected to oversee the installation of all communication cables from the wall jacks in Davis Hall.

    It is expected that the majority of technical equipment will be located within the production vehicle, to facilitate quick movement and setup in the event the rain plan is executed.

15. Please verify 3 phase power in Mackal and explain the procedure for the use of the URI lift and URI lift operator, in addition who will furnish load rating information and location for all rigging points and is a ground base array system acceptable?

    Power access will be coordinated through URI's electrical shop, including confirmation of service parameters. Lift access will be coordinated through venue management, who will position and operate the lift as needed by the Contractor. Information about rigging points may be obtained through Mackal venue management in coordination with URI facilities services.

    If the contractor wishes to propose a ground-mounted line array, the contractor must submit acoustic simulation results (using a manufacturer provided simulation tool) showing appropriate sound pressure levels towards the rear of the audience seating area.

16. Will URI accept alternate plans for sound system design that has been proven to work in prior years in Keaney Gym, the Navel War College and Bryant University?

    URI will accept alternate plans for Keaney Gym, so long as the minimum number of speakers specified in the published specification is maintained, and the vendor provides simulation results of SPL distribution through the venue across the voice band frequencies.

    Accessibility throughout the venue, including emergency egress routes is the highest priority, as this venue has experienced accessibility problems in past years. Speaker placement shall accommodate accessibility and emergency egress requirements.

17. To determine A/C power distribution at the Pharmacy tent please include a cad drawing for power location.

    As this is a new venue, and electrical work to support the vendor's equipment requirements is still in progress, as-built drawings have not been prepared yet. The electrical feed is being taken from the Coastal Institute.

18. Please verify URI's streaming account can be used for vendor streaming.

    Yes. Vendor access is allowed, and username and password will be communicated to the successful contractor after the award date.

19. What deliverable media is acceptable for video recording?

    Several. The first option would be CF cards, formatted as exFAT or HFS+. The second option would be a hard disk drive or solid state drive (formatted as exFAT or HFS+) in an enclosure with USB, Firewire, or Thunderbolt connectivity. Hard disk drives must be hand-delivered to URI, as the potential for damage during shipping is too great. Solid state media may be submitted through the mail. Vendor must maintain a copy at their facility until successful delivery is confirmed by URI.

20. Please clarify projection screen size in Mackel and Keaney

    Projection screen size specified based upon screen width, allowing the vendor to utilize 4x3 format screens. Screens must be masked to the 16x9 aspect ratio.

21. Please confirm that the bid award will be the total of the 7 mandatory basic services and will not include any bid options.

    Confirmed, award will be made on the total of the 7 mandatory basic services.

22. Page 1 of 1, request for quote, is the total price of the bid to be inclusive of all 20 line items?

    Total price of the bid (for award consideration) is based upon the price of the 7 mandatory line items.

23. Will options if accepted be required for a 5pm Saturday test?

    5PM Sat. test deadline is not required for optional services. Demonstration will be conducted on Sunday morning to accommodate the first ceremony utilizing optional services.

24. In the Pharmacy tent and based on our experience we would like to propose a different sound system design with flow line array speakers, is this acceptable?

    Alternate designs for the Pharmacy tent sound system are not being solicited at this time.

25. Options award: When will the bid outcome be announced and when will options be decided?

    Award announcement will be made on April 30th. The Commencement Committee will then present the cost of options to each college to determine which options will be accepted. This information will be sent out as soon as the winning bid is selected.

26. Page VI of VI, Multiple awards, can multiple vendors be awarded?

    No. If the successful contractor deems it necessary to bring in subcontractors, such as a stenographer, this process will be overseen by the bidding contractors.

27. Will there be one person from URI to verify all sites on Saturday @ 5pm or individual URI venue personnel?

    URI will employ a group of personnel to oversee venue system demonstrations.

28. In Edwards will the vendor have full use of the sound system and access to the A/V room and security card access, also what size projector screen and front or rear projection?

    Access to Edwards AV room will be coordinated through Classroom Media Assistance. Vendor will have line-level interconnection via XLR patch points, direct to the installed amplifiers, bypassing all scaling and switching equipment.

    If front projection is used, the contractor will use the installed screen (and project a 16x9 image) which measures 260" wide and 146" high. Contractor is not

required to provide pipe and drape for the installed screen.

If rear projection is used, the contractor will provide a screen with a minimum width of 15 feet (and project a 16x9 image). This screen must not interfere with downstage seating arrangements.

29. What size is required for the backdrop in Mackel, height and width or is URI providing it as supplied in years past?

    URI will provide the staging, including any backdrop. Vendor is required to provide the projection screen and pipe/drape kit.

30. What are the credentials and qualifications of the URI representatives who will be reviewing and approving each site and will the chosen vendor be allowed to request a signed performance release from the URI representatives

    URI's commencement committee will select technical personnel from employees chosen to provide and manage event support services. Additional contracts, releases, or other form of agreement exceed the scope of the purchasing process.

31. Page 41 Section A3, what are URI's minimum standards?

    This is a placeholder for the specific requirements listed in sections B, C, and D.