



STATE OF NEW YORK
OFFICE OF THE ATTORNEY GENERAL

LETITIA JAMES
ATTORNEY GENERAL

DIVISION OF ADMINISTRATION
BUDGET AND FISCAL MANAGEMENT BUREAU

Purchasing Memorandum

DATE: 7/14/2023

PLEASE ADDRESS INQUIRIES TO:

Bonnie Rosenthal, *Contract Management Specialist*
Telephone Number: (518) 776-2129
E-Mail: purchase@ag.ny.gov

REQUEST FOR PROPOSAL NO.: 23-001

TITLE: Latham NY Audiovisual (AV)

RFP DUE DATE: July 25, 2023

PERIOD: TBD

SUBJECT: Answers to Questions/Inquiries

TO: ALL PROSPECTIVE APPLICANTS

In reference to the above Request for Information, the following questions/inquiries were submitted by the deadline indicated in the RFP. We are hereby providing answers to each question below:

1. QUESTION: Are you accepting alternatives for the interactive touch screens? if yes, we are a direct manufacturer of interactive screens (OneScreen TL7)
 - a. ANSWER: **The OneScreen TL7 is not an acceptable alternative**
2. QUESTION: Would wireless screen sharing, via screen sharing software, be an acceptable alternate solution to the HDMI cabling to display content on the interactive displays?
 - a. ANSWER: **No**
3. QUESTION: Are you currently using Infocus interactive displays? If yes, can you specify the reason for preferring those over other IFPs?
 - a. ANSWER: **Other limited set of widely used comparable performance/spec/cost displays may be considered if justified through a comparison table and preferably available through an existing NYS OGS contract vehicle**
4. QUESTION: Would the awarded vendor be responsible for providing software licenses for Microsoft Teams, WebEx and other video conferencing software mentioned in the RFP??
 - a. ANSWER: **No, the OAG is responsible for the collaboration software licensing.**
5. QUESTION: Please provide the Collaborative programming procedure description as noted in Section 3.5.A.3 as it is not proved on page 5 as noted.
 - a. ANSWER: **[From Page 2 of IFB. Section B]**
 - B. **Beginning of installation means acceptance of existing conditions and surfaces.**



STATE OF NEW YORK
OFFICE OF THE ATTORNEY GENERAL

LETITIA JAMES
ATTORNEY GENERAL

DIVISION OF ADMINISTRATION
BUDGET AND FISCAL MANAGEMENT BUREAU

- C.** It shall be the responsibility of the AV Contractor to cooperate with all appropriate parties in order to achieve well-coordinated progress and satisfactory final results. The AV contractor shall watch for conflicts with work of other contractors on the job and execute moderate moves or changes as are necessary to accommodate other equipment, preserve symmetry, or aesthetic appearance.
- D.** Continued coordination will be required for the proper integration of final audiovisual equipment in furniture, walls and ceilings. Weekly progress reports from the AV contractor's project manager is required during installation.
- E.** Note that close and careful coordination is required between the AV Contractor and the OAG Team on all aspects and details of the conference room's control systems. The AV Contractor's scope does include all aspects of assistance in the programming and commissioning of the Poly TC10 panels for active use with the Extron control processors.
- F.** Extron control system and DSP programming will follow established best practices and GUI interfaces. The AV contractor shall coordinate and participate in collaborative work sessions to submit sample touch panel pages for each room type for the Owner and Consultant reviews and approvals.
- G.** Upon approvals provide the OAG design team with a working demo on a Poly TC10 panel for a standard 6 – 12person conference room and a separate panel and program for the divisible multi-purpose room. Control programming will also include customization of any room auto switching priorities in scalers and switchers and auto power management of AV systems and displays. Accommodate any additional set-up programming of other individual AV components to be provided as required for operational systems.
- H.** The AV Contractor shall provide set-up, programming and commissioning of the integrated AV control, Dante and room Ethernet networks that has been specified for this project.
- I.** The AV Contractor shall provide as required all pre-terminated HDMI and USB active cables, Extron XTP DTP 22 and CAT-6 bulk cable, premade rack and user AV cables, shielded audio, ethernet switch fiber extensions as required for complete and working systems.
- J.** The AV Contractor shall attend frequent project meetings and Teams calls as required or as requested by the OAG Project Team during the installation implementation phase.
- K.** Completion of this project is defined as fully tested, commissioned, documented, and Owner trained operable systems

6. QUESTION: Is Netgear a suitable replacement for Cisco? The Cisco specification is in multiple locations within the specification.
- a. ANSWER: Cisco UPOE switch is required**
7. QUESTION: What is the desired layout for the Divisible room 218/217. The provided drawings show dual output connection for the Poly G7500. If using a Dual Monitor Setup Will the 98" be the primary with the 75" as content?
- a. The 75" side wall monitors can display any input from the matrix router as needed. The intent is to assist the furthest viewers with legible content or to be used as a breakout monitor when used with a direct input and it also provides an active display of any material being routed to the press feed plate below it.**



STATE OF NEW YORK
OFFICE OF THE ATTORNEY GENERAL

LETITIA JAMES
ATTORNEY GENERAL

DIVISION OF ADMINISTRATION
BUDGET AND FISCAL MANAGEMENT BUREAU

8. QUESTION: If only single monitor mode is desired can output 2 of the Poly G7500 be removed as when Sync is detected on the output Poly does not allow for Single monitor Setup.
 - a. **ANSWER: For initial use connect both monitors, The Poly endpoints can be configured for single or dual display configuration from the Administrative WebUI. Setting the secondary display to "Off" disables any signals from appearing on the secondary HDMI connector, and also allows the primary display to operate in 4k if available**
9. QUESTION: Are questions due by 5pm on Wednesday, 7/12/2023 or Friday, 7/14/2023?
 - a. **ANSWER: Questions are due by 5:00pm Wednesday 7/12/2023**
10. QUESTION: Will answers be issued by Tuesday, 7/18/2023 or Friday, 7/21/2023?
 - a. **ANSWER: Answers are due by Tuesday 7/18/2023**
11. QUESTION: Are bids due by Tuesday, 7/25/2023 or Friday, 7/28/2023?
 - a. **ANSWER: Bids are due by Tuesday 7/25/2023**
12. QUESTION: Is there an itemized BOM via a spreadsheet or just the signal flows in the documents available for this project?
 - a. **ANSWER: The spreadsheet was provided in pdf and excel**

All other RFP terms and conditions remain the same.

This Purchasing Memorandum is to be signed, submitted and made a part of your proposal. If you have any questions, do not hesitate to contact the person listed on top of this memorandum.

VENDOR: _____

ADDRESS: _____

SIGNATURE OF BIDDER: _____

DATE: _____