



Shawnee County  
PURCHASING DEPARTMENT  
CHARLENE MISCHKE  
Director of Purchasing  
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November 18, 2009

Shawnee County Parks & Recreation is requesting RFP's for a sound system for the Lake Shawnee Sports Complex. It is the County's desire to hire a company to install a high quality, durable sound system for the complex. These proposals will not be based solely on cost. Other factors will be taken into account such as: quality, design, durability, reputation, local service, warranty, references, time schedule, etc.

Interested firms shall submit one original document and four (4) copies to the Shawnee County Purchasing Department by the end of business Monday, December 7, 2009.

Proposals must be securely sealed in an envelope addressed and marked on the outside with the Company name, address, proposal number (IB-002-09) and closing date in the lower left-hand corner. Proposals by telephone or telegraph, or facsimile will not be accepted.

You may mail or hand-deliver your sealed proposal to:  
Shawnee County Purchasing  
Attn: Charlene Mischke  
200 SE 7<sup>th</sup> St., Room B-27  
Topeka, KS 66603

If you have questions about submitting your proposal to this office, you may contact me at 785-233-8200 ext. 4429.

CM/mtf

## **Proposal #IB-002-09**

### **SCOPE OF PROJECT**

#### Proposal Qualifications Should Include:

- a. Firm profile: Briefly describe your firm indicating size and years in service.
- b. Staff assignments: Identify a direct contact person assigned to this project.
- c. Firm's experience: Describe your firm's experience with similar projects.
- d. References: Provide names, addresses and telephone numbers of appropriate contact persons for three (3) similar projects.

#### **Sound System and Installation**

Parks & Recreation is currently renovating the Lake Shawnee Sports Complex. Included in this project is the construction of five (5) baseball fields, one (1) multi-purpose field, concession areas, and scoring tower (see attachments). Parks & Recreation intends to provide a quality sound system for the entire complex including the Quad Fields, Pony Field, and in the future, the Multi-Purpose Field. Please submit a proposal, which will best maximize the sound for this complex. Some general specifications would be:

- Minimum twelve (12) zones with future expansion capability
- Minimum twelve (12) inputs
- Paging override
- Security lockout
- Mounted in a lockable wall mounted rack
- Two (2) wireless microphone
- Six (6) hard wired microphones
- One (1) paging microphone
- Amplifiers need to be matched to the speakers

Include total cost of sound system and installation.

#### Selection Process

The County may make a selection based on their evaluations of the proposals or the County may decide to request an oral presentation/interview of one (1) or more firms. The selection criteria will include, but not be necessarily limited to: experience, service, cost, ability and availability of personnel and past performance.

#### **Additional Terms and Conditions**

The County reserves the right to request clarification of information submitted and to request additional information of any firm.

The County will not pay any costs incurred by any firm in preparation of these documents.