Request for Proposal (RFP) 2026-004

Inquiries/Responses

Please confirm whether a final/revised construction drawing set will be issued before procurement, or whether bidders should price the currently posted review set and identify subsequent changes.

The Fort Bend Central Appraisal District is seeking proposals in accordance with the drawings provided with the RFP.

For Level 2 ARB hearing rooms, please specify recording format, storage location and retention; owner- versus contractor-furnished PCs; microphone/camera/speaker/display quantities or performance criteria; USB/HDMI connectivity; and dedicated room PC versus BYOD operation.

Each hearing room will need audio and video recording capabilities. Recording formats should be industry standard. Storage and retention are not a part of the RFP. PCs are furnished by the owner of the property.

Please resolve the drawings' tenant-provided TV notation versus the procurement scope: who furnishes displays, mounts and accessories, and what display sizes are required by location?

Preferred TV size is no less than 55" but respondents are free to make their proposal. The intent is for a proposal that includes mounts, display options, and all other optional accessories.

Who supplies conference-table HDMI/Ethernet cabling, extenders and interface plates, and who provides floor boxes/core drilling?

The property owner, please refer to the RFP.

Which party supplies LAN ports, PoE, VLAN/IP addressing, internet and firewall configuration? Is AV scope limited to endpoints/patching, or does it include network electronics?

The Fort Bend Central Appraisal District will supply said connections. Please refer to the RFP. The scope is limited to the ports outlined in the drawings provided.

Please define Main Board Room/podium AV, control, recording and streaming functions, and confirm whether the Level 8 podcast/specialty space is included and its required functions.

The Main Board Room is identified on the Level 1 drawing. Please refer to the drawings as only the indicated areas are included in the RFP, which does not include the podcast room.

Please identify any existing equipment to be reused or relocated, and any required manufacturers or substitution criteria.

The relocating of existing equipment is not a part of the scope for this RFP.

Please identify responsibility for line-voltage work, dedicated circuits, wall reinforcement and building-power modifications, and the applicable prevailing-wage schedule.

All cabling and electrical modifications are being handled by the General Contractor. Installation of audio-visual equipment should be performed by the successful respondent.

Please clarify the differing small/medium room capacity ranges between the RFP and worksheet, and which controls design.

Please refer to the tab labeled “Project Details” on the Proposal Worksheet included with the RFP.

For the Texas local-government experience/reference requirement, may RG as prime present its identified installation subcontractor’s qualifying projects, clearly attributed to that subcontractor? Please specify any experience RG itself must demonstrate.

The Texas local-government experience and reference requirements must be met by the respondent and cannot be satisfied through the experience of any installation subcontractor.

Page 6 requires companies doing business with FBCAD to be on file with the Texas Secretary of State and authorized to do business in Texas. For an existing out-of-state LLC seeking Texas foreign registration, must that registration be effective when the proposal is submitted, before award, or before contract execution/performance? What evidence must accompany the proposal?

The registration must be effective when the proposal is submitted. The applicable registration documentation from the Secretary of State.

Page 4 requests applicable insurance information. Please identify the required coverage types, minimum limits, endorsements/additional-insured wording, and when evidence must be furnished. Please distinguish the prime contractor's requirements from those applicable to its installation subcontractor.

Evidence of applicable insurance coverage should be supplied when the proposal is submitted but may be discussed further with the successful respondent prior to any execution of the subsequent contract between the parties.

Looking over the request for proposal on for the Audio/Visual equipment we received, specifically around this section:

Section 2: Scope of Work

The respondents shall provide a proposal for audio/video equipment for the FBCAD facilities located at 13135 Dairy Ashford Road, Sugar land, TX 77478, including the sourcing, purchasing, delivery coordination, and installation and support of the equipment.

1. General Conditions – Review Work requirements, audio/video equipment needs and specifications as provided.
2. Prepare a fee proposal that shall include delivery, assembly, installation, and removal and disposal of all packing materials. The proposal should include alternative options where applicable.
3. Develop and manage the equipment procurement schedule.
4. Coordinate equipment selections and specifications with FBCAD representatives.
5. Track orders and provide regular status updates.
6. Coordinate shipping, delivery, and installation schedules.
7. Resolve procurement, delivery, and installation issues as they arise.
8. Conduct inspections and coordinate completion of Work.
9. Provide warranties, maintenance information, and project closeout documentation.
10. Provide applicable insurance information.

Is this an equipment/hardware purchase only RFP for all spaces or is the selected vendor to also provide installation? If installation is required, is there a site visit or pre-bid meeting that is to be scheduled to review the rooms in question and assess any and all technology that exists?

Please refer to the details in the Scope of Work as #2 provides information regarding installation. The electrical plans were provided with the RFP and identify the rooms for AV equipment. There will be no site visit or pre-bid meeting scheduled to review the rooms or further assess the technology that exists.

The Level 2 drawing shows 23 highlighted hearing rooms plus eight uncolored hearing rooms, 02.019–02.026. Does the requirement for all ARB hearing rooms include all 31? Please provide the controlling room schedule and any exclusions.

A proposal should only include the 23 highlighted hearing rooms. Each hearing room will operate independently.

Plan note 5 says tenant-provided flat-screen TV, while the RFP requests equipment purchasing. Please confirm display ownership, quantities and uses at each TV provision, including uncolored rooms and any existing, future-only or excluded devices.

Television installation is indicated on each drawing, and quantities should be totaled by the respondent. The Fort Bend Central Appraisal District is not requesting proposals for any unhighlighted areas.

For hearing-room recording, what audio/video/content must be captured, and what are the required file format, retention, storage destination, access permissions, export process and operator workflow?

Each hearing room will need audio and video recording capabilities. Recording formats should be industry standard. Storage and retention are not a part of the RFP.

Are room computers, meeting accounts, conferencing licenses and recording/storage services District-furnished? Must every listed meeting platform work in every hearing room, and is BYOD/USB acceptable?

Yes

Please define presentation, video conferencing, recording, streaming, public-comment and assisted-listening needs by room type, especially the board room and X Large rooms. Identify any divisible-room operation.

The Main Board Room on Level 1 01.022 requires recording capabilities but not streaming. Level 3 Training Rooms 03.028 and 03.029 require divisible-room operation. Please refer to the plans provided with the RFP.

Which party supplies branch power, receptacles, conduits, floor cores, back boxes, wall backing, pathways, structured data cabling, network switches, firestopping and patch/paint? Which plan notes apply to the AV contract?

All cabling and electrical modifications are being handled by the General Contractor of the owner.

Please confirm permit responsibility, applicable project code edition and whether hazardous-material survey/testing or abatement is already covered by the renovation contract.

The project General Contractor and Architects are responsible for permitting and code compliance. A prevailing wage schedule is not applicable to this project.

Please provide the prevailing-wage schedule, classifications and any certified-payroll/reporting requirements applicable to AV installation.

A prevailing-wage schedule is not applicable to this project.

Please identify required insurance limits/endorsements and any bid, performance or payment bonds, including whether this procurement is treated as public work.

Evidence of applicable insurance coverage should be supplied when the proposal is submitted and may be discussed further with the successful respondent prior to any execution of the subsequent contract between the parties. This procurement is not treated as public work.

Please provide target award, delivery and installation milestones, construction readiness dates, access hours, storage/delivery constraints and the process for a site review.

The Fort Bend Central Appraisal District Board of Directors will issue an award on November 17th. All respondents will be notified shortly thereafter. Equipment will be installed once construction has reached the point of audio-visual installation. The current construction schedule reflects furniture, and AV equipment will be installed April through May 2027.

Please identify acceptance testing, operator training, required warranty/workmanship term, support response expectations and any ongoing maintenance agreement.

Will be discussed in detail if included prior to any execution of a subsequent contract between Fort Bend Central Appraisal District and the successful respondent or if included in the proposal submitted.

May supplemental equipment/labor schedules accompany the official worksheet? Please confirm unit-price treatment when quantities change and whether the financial-services language in the debarment form is intended for this AV procurement.

Confirmed however we do not anticipate changes in the quantities indicated on the electrical drawings.