

**METROPOLITAN ENTERTAINMENT & CONVENTION AUTHORITY
REQUEST FOR PROPOSAL 26004
CONTROL ROOM AND CAMERA SYSTEM UPGRADE
APRIL 16, 2025**

PART I - INTRODUCTION

The Metropolitan Entertainment & Convention Authority ("MECA") is requesting proposals from qualified organizations interested in performing all services to upgrade and replace the In-House Production Control Room Equipment and Camera Systems at Charles Schwab Field Omaha ("CSFO")

The Facilities are in downtown Omaha, NE. CSFO overall is 494,397 square feet (excluding playing field) and includes a 24,500-seating bowl.

1. Anticipated RFP Schedule

This Request for Proposal (RFP) and the guidelines set forth for responses hereto are intended to provide MECA with significant substantive information early in the negotiating process so that final agreement can be reached quickly. MECA has therefore established the following schedule (times are CST):

RFP Issued	Wednesday, April 16, 2025
* MANDATORY Pre-bid Meeting	Wednesday, April 30, 2025 11:00 am
Deadline, Final Questions	Monday, May 5, 2025, 1:00 pm
Due/Public Opening (time)	Thursday, May 15, 2025, 10:45 am

* This is a mandatory pre-bid meeting. All Bidders who may wish to provide a Proposal must be present at this meeting. Bidders must notify MECA at kshiers@omahameca.com of their intention to attend this meeting no later than 2:00 pm Tuesday, April 29, 2025.

2. Bidder Inquiries

All inquiries regarding this RFP must be made in writing and addressed to kshiers@omahameca.com. Oral explanations or answers shall not be valid. Revisions, clarifications, and/or additional information will be issued to all Bidders in the form of an RFP addendum. All or any RFP addenda issued to the Bidders prior to the bid due date shall become a part of the bidding documents and the cost of such work shall be included in the bids.

3. Delivery of Proposals

Two printed copies and one electronic copy of proposals must be submitted and signed by an officer of the company, and delivered before the time set forth in Section 1 to MECA's offices:

MECA
RE: Bid on Control Room & Camera System Upgrade 26004
455 North 10th Street
Omaha, NE 68102

All proposals received will be publicly opened at MECA's offices at the time set forth in Section 1. Bidders may attend; however, attendance is not required. MECA reserves the right to accept or reject late proposals or to extend the time for response for one or more respondents. If sending a bid electronically, email to: RFP@omahameca.com. Bid will not be accepted to a personal email box.

4. Criteria for Evaluation of Proposals

4.1 Evaluation of Compliance with RFP Guidelines

Each proposal received will be evaluated to determine whether it generally supplies the information requested in this RFP. MECA may (at its sole discretion) disqualify any proposal, which it deems incomplete or non-compliant. All proposals shall be valid for acceptance for a period of ninety (90) calendar days.

4.2 Evaluation of Proposals

Proposals will be evaluated based on the following criteria: (a) the company profile, background, experience, and references of the proposing party; (b) service and support; (c) ability to agree to the requested contractual terms and conditions; and (d) financial considerations. Other criteria may be considered by MECA based on the nature of the proposals received.

4.3 Selection of Respondents

Based on the foregoing criteria, MECA will select one or more entities for further negotiations. It is possible that based on the responses, MECA will elect to negotiate with more than one respondent. In such event, all selected entities will be informed that others have also been selected for negotiation, although MECA reserves the right to not disclose the identity of the other selected respondents.

MECA will notify the successful Bidder of the acceptance of its proposal. Such notice will be sent to the name and email address of the bidder as stated in its proposal.

4.4 Reservations

MECA reserves the unqualified right to reject any or all proposals, extend the time for receipt of proposals from all Bidders, waive defects or technicalities, correct discrepancies, advertise for new proposals, or to take any other action that MECA determines, at its sole discretion, to be in its best interest. MECA reserves the right to award the contract to other than the low bidder. Any such determinations or actions may be made without notice. All costs of preparation and submission of a proposal shall be at the risk and expense of the respondent. MECA shall have no liability in connection with a proposal or any respondent.

4.5 Proposals

All bids and proposals submitted by the various Bidders for this work become the property of MECA. Neither MECA nor the Bidders shall disclose the contents of any proposal to the other parties prior to the announcement of the award.

5. Contractual Terms and Conditions

Review and provide a detailed response whether the following contractual terms and conditions are agreeable. The Bidder's Proposal shall specifically note any requested

modifications to this section, which MECA may take into consideration during the review process, at MECA's discretion.

5.1 Purchase Agreement and Payment

The successful Bidder will be required to execute a MECA Purchase Agreement prior to performing any portion of work required within the specifications of this RFP. A sample MECA Purchase Agreement is available upon request.

Payment terms will be Net 30 days from installation and acceptance by MECA.

5.2 Insurance

The successful Bidder must provide evidence of the following types of insurance during the term of the Agreement. For the avoidance of doubt, such coverage and limits are minimum requirements and shall not be deemed as a limitation on vendor's liability under any provision of any agreement. Approval of the insurance by MECA shall not relieve or decrease the liability of the vendor hereunder. Note any available insurance proceeds in excess of the specified minimum limits and coverage shall be available to an additional insured.

Commercial General Liability Insurance (including premises operation liability, contractual liability and product/completed operations liability) and Automobile Liability coverage (owned, non-owned and hired coverages) with minimum limits of \$1,000,000 Combined Single Limit (Auto Liability), and \$1,000,000 Per Occurrence, and \$2,000,000 General Aggregate. Commercial General Liability aggregate limit will apply on a "per location" basis. The insurance must protect the Bidder and MECA from claims for personal injury (including bodily injury and death) and property damage which may arise from or in connection with the performance of the Bidder's services hereunder or from or out of any negligent act or omission of the Bidder, its officers, directors, agents or employees.

Workers' Compensation Insurance as required by applicable law. Policy shall be endorsed to include Waiver of Subrogation against MECA, the City of Omaha, their employees, officers and legal representatives.

Employer's Liability Insurance with minimum limits of:

\$500,000 Each Accident—Bodily Injury by Accident

\$1,000,000 Policy Limit—Bodily Injury by Disease

\$500,000 Each Employee—Bodily Injury by Disease

Umbrella or Excess Liability: additional \$5,000,000. Coverage is to apply to excess of Commercial General, Employer's Liability, and Automobile Liability policies.

All such insurance required above shall be with companies and on forms acceptable to MECA and shall provide that the coverage thereunder may not be reduced or canceled unless thirty (30) days unrestricted prior written notice thereof is furnished to MECA. All insurance shall be primary and not contributory. All insurance shall be written by companies with a Best's Key Rating Guide (Property-Casualty, United States) rating of A or better and a Best's Financial Size Category of Class VI or better. Within thirty (30) days of the date on which coverage is to be

provided hereunder, the successful Bidder shall furnish to MECA certificates of insurance along with copies of endorsements evidencing compliance to the above requirements. Such certificates and insurance policies shall name MECA and the City of Omaha as additional insureds on a primary basis, and contain a waiver of subrogation, in which the insurer waives any claim or right to recover against MECA, the City of Omaha, their officers, agents or employees. The additional insured requirement does not apply to Workers' Compensation.

5.3 Indemnification

Bidder does hereby covenant and agree to indemnify, defend and hold harmless MECA, and the City of Omaha, their officers, directors, employees, agents and representatives, from and against all claims, demands, losses, suits, damages, liabilities, costs and expenses (including reasonable attorneys' fees) arising out of or relating to any claim, demand or judgment for property loss or damage (including loss of use of the Facilities), and/or personal injury, including death, arising out of the Products and Services furnished hereunder by Bidder and Bidder's Personnel except to the extent same is caused by the negligence or reckless conduct of MECA or its employees or agents.

MECA is not responsible for any equipment, furnishings, supplies or other property or products owned by Bidder and used or stored at the Facilities, nor is it responsible for damage resulting from power failure, flood, fire, explosion or other similar causes.

The provisions requiring the furnishing of personal injury liability or property damage liability insurance shall not be construed to affect or impair the generality of the foregoing.

The successful Bidder shall warrant in the contract that the components of this RFP to be purchased for the Facilities shall not violate or infringe upon any patent, copyright, trademark, trade secret or other intellectual or proprietary right of any third party. The Bidder shall agree to defend, protect and hold harmless MECA and its related parties from and against any and all liabilities, actions, losses, awards, damages, costs, claims or expenses including reasonable attorneys' fees incurred by them as a result of any claim that the components of this RFP to be purchased for the Facilities are illegal or infringe upon any third party patent, copyright, trademark, trade secret or other intellectual or proprietary right.

5.4 RFP and Bidder's Proposal

This RFP and the Bidder's proposal thereto shall become part of any contract that may be entered as a result of this RFP.

5.5 Warranty

The Bidder shall warrant in the contract that the components of this RFP to be purchased for the Facilities shall be new and of good and workmanlike quality and fit for the use intended. The Bidder shall further warrant that during the manufacturer's warranty period that the components will operate in accordance with the manufacturer's specifications. The manufacturer's warranty period shall be specified on the Bidder's proposal and shall begin on the date of MECA's acceptance of the installation. All other specific promises and warranties made by

Bidder in the RFP Response or bid process generally shall also be included in the final contract.

5.6 Scope, Quality of Work Guarantee

The successful Bidder shall furnish all equipment, labor, and personnel necessary to perform and complete the work.

5.7 Conduct of Personnel

No business, other than that specifically outlined in the RFP, may be conducted by personnel of the Bidder while on the premises of the Facilities.

The Bidder shall be responsible for all actions of its employees, while they are assigned to the Facilities. The employees shall at all times comply with applicable laws, ordinances, and regulations of local, state, and federal agencies, along with all regulations, policies, and procedures of MECA.

Bidder certifies and agrees that, with respect to its staff and employees who will participate in the performance of this Agreement, the Bidder shall maintain a workplace free of drugs and alcohol during the term of this contract.

If, for whatever reason, MECA determines that personnel assigned to the Facilities are unsatisfactory, the Bidder shall replace the individual immediately or as mutually agreed upon.

5.8 Sales Tax

All federal, state and local taxes, including without limitation sales, use, excise, privilege, transactional, gross receipts, ad valorem or any other transactional tax or customs and duties ("Tax" or "Taxes") paid or payable by Bidder, however designated, levied or based on amounts payable to Bidder under or in connection with the RFP have been included in the pricing set forth on Attachment A – Proposal Form as required by the relative taxing authorities.

MECA is a sales taxable entity and as such, Bidder warrants that sales tax is included in the price provided on Attachment A – Proposal Form. Notwithstanding anything in the Agreement to the contrary, the successful Bidder shall indemnify and defend MECA for any sales tax audit assessment against MECA relating to the amount of Nebraska sales tax charged under this Agreement.

PART II - SCOPE OF PROJECT

This project is to upgrade and replace the existing control room equipment and camera systems for the in-house broadcast at CSFO. This includes upgrading the wired and wireless camera system, the video switcher, graphics computer, replay system, video router, multiviewer system, KVM systems and other distribution, recording, monitoring and testing equipment. All areas will be viewed during the mandatory pre-bid meeting.

Bids must include all labor, materials, equipment (including rentals), parts, cabling, all necessary licenses, system commissioning services, system programming and training for a full and complete turn- key installation and ready-for-use system.

The successful Bidder will be required to provide MECA with system drawings.

Specifications

Alternates will not be accepted.

SMPTE Camera System

- (4) Sony HDC3100 Camera Systems, each consisting of:
 - Sony HDC3100L Camera Head with
 - VCT14 Tripod Attachment Plate
 - HDVFEL740 OLED 7" Viewfinder with sun hood
 - CAC12 Mic Holder
 - HDCE100 SHED
 - HDCU3100L CCU
 - HKCUSM100 HUT
 - RCP3500 Camera Control Panel
- (2) of these camera systems will also need Sony HDVFEL20 0.7-inch color eyepiece viewfinders

These system cameras will be connected throughout the venue with ST single-mode fiber provided by others, these camera systems should be able to be licensed for 1080p59.94.

Wireless Cameras

- (2) Sony PXWZ450 Camera Systems, consisting of:
 - Sony PXWZ450 Camera Head with
 - VCT14 Tripod Attachment Plate
 - DVFEL30 0.7" OLED Eyepiece
 - Sony RCP3500 Camera Control Panel
- Wave Central solution to provide wireless transmission for these two cameras, including video signals from the cameras and control signals from the CCP.
 - A 4-antenna receive array to cover the main seating bowl and playing surface to be mounted above the control room.
 - Additional 2-antenna pair positioned near the main entrance for plaza coverage.

Lens & Support Package A – 80X

- (2) Canon 80x Lens & Support Packages, consisting of:
 - Canon XJ80x8.8B/S01-DFS 80x class lens with full-servo controls
 - Canon PFJ-951 UV protection filter
 - Canon SUP-NS3S Large Lens Supporter bracket
 - Sony ECM680S stereo microphone with EC05X5F3M
 - Cartoni KMAG-S20 Tripod package
 - MTO S5 Working Camera Rain Cover
 - MTO S7 Overnight Elephant Bag
 - Dalcomm J2 Single-ear Headset
 - Dalcomm J3 Dual-ear Headset
 - Canon Lens Carrying Case

- Custom case to house camera and components not contained by lens case

Lens & Support Package B – 40X

- (2) Canon 40x Lens & Support Packages, consisting of:
 - Canon HJ40EX10B IASE-V 40x class lens with Supporter, Transit Case and full-servo controls
 - Canon UV/127P0.75 127mm UV protection filter
 - Sony ECM680S stereo microphone with EC05X5F3M
 - Cartoni KSDS22-C Tripod package with second pan bar
 - MTO S10 Working Camera Rain Cover
 - MTO S7 Overnight Elephant Bag
 - Dalcomm J2 Single-ear Headset
 - Dalcomm J3 Dual-ear Headset
 - Custom case to house camera and components not contained by lens case

Lens & Support Package C – 14X

This lens package is intended to operate with the wireless camera system.

- (2) Canon 14x Lens & Support Packages, consisting of:
 - Canon CJ14EX4.3B IASE S 14x class lens with full-servo controls
 - Canon UV/127P0.75 127mm UV protection filter
 - Sony ECM680 stereo microphone with EC05X5F3M
 - Cartoni KSDS12-C Tripod package with second pan bar
 - MTO S2BRF Working Camera Rain Cover
 - Dalcomm J2 Single-ear Headset
 - Custom case to house camera and components

Camera Accessories

- (4) Gold-mount 156WH batteries
- (1) Gold-mount battery charger, with sliding shelf for rack mounting

Production Switcher Engine

- (1) Ross Video SDPE blade
 - running Carbonite software to serve as the primary production switcher.
 - The SDPE blade should be contained in the routing switcher and have an internal (18) inputs from the routing matrix. (4) external SDI inputs to be wired to the router outputs via patch, for an overall (22) inputs.
- (2) ME licenses
- (1) Frame Sync/Format Converter license.
- (1) A rackmount Ultripower redundant power supply for external power for the production switcher.

Production Switcher Control Surface

- (1) Ross Video TD2S-Panel with redundant power supplies with TD-Touchscreen for integrated Dashboard control.

Routing Switcher

- (1) Ross Video Ultrix-FR5 to serve as the primary routing switcher.
- (4) 16x16 I/O boards, for an overall SDI I/O count of 64x64.
- (8) Ultrisync frame sync licenses will provide the frame with 8 assignable input frame syncs.
- (1) Ultrimix-Dante license will provide the frame with a discrete audio Dante I/O count of 64x64.
- (1) A rackmount Ultripower frame with redundant power supplies.
- All inputs and outputs to the Routing Switcher to be wrapped in normalised digital video patch bays. Quantity to be identified by bidder.

Routing Control

- (1) Ross Video ULTRITOUCH-2-HR routing control panel will provide customizable Dashboard routing control for the TD operator position.
- (2) Ross Video RCP-QE36 routing control panels will provide button-per-source routing control for the Shader and Replay operator positions.
- At the Shading user station, 6 camera control panels will have tap control GPIs wired to the production switcher. These GPIs will be programmed to send Ross Talk commands to the Routing Switcher and change the source at the shader's monitor

Multiview

- (6) Ultriscope licenses will be provided to the Routing Switcher for a total of 6 multiviewer heads.
- (6) 3G-SDI SFP module will be provided with each for re-entry into the routing matrix.

Character Generator

- (1) Ross Video 3-channel XPression Studio CG
- (1) Datalinq Server license.
- (1) Clip Server license.
- The scoring data for the Datalinq function will be made available as either an IP stream or serial data feed, which currently exists.

Slow Motion/Replay

- (1) Evertz DC-ONE-SE replay system will be configured for 6 recording inputs and 2 independently controllable playback outputs.
- (2) Evertz DC-RCP10 replay controller to be installed at the Replay operator station.

Ingest/Recording

- (1) AJA KiPro Ultra 12G recorder with redundant power supply will provide archival ingest for the VPS
- (2) 1TB SSD modules.

Card Frames

- Ross Video OpenGear X frame to house assorted support equipment. Quantity to be determined by bidder.

Digital Video Distribution

- (2) Ross Video DRA-8804-R2 Dual Reclocking DAs will provide an overall 4 channels of 1x4 3G-SDI distribution, including camera returns and utility DA functions.

SYNC Distribution

- (3) Ross Video UDA-8705A-R2L Analog Video DAs to distribute Black Burst reference signals as required to synchronize sources throughout the system.

Fiber Optic Transport

- (1) AJA 2-channel single-mode LC receiver SFP to be populated into a utility frame sync. This will receive 2 channels of optical SDI video from the truck dock.
- The remaining fiber optic transmitter to remain in place in the truck dock.

Utility Frame SYNCs

- (1) AJA FS4 will provide 2 channels of utility up/down/cross conversion and frame sync for the system. The remaining 2 channels will be used in conjunction with the fiber optic receive SFP described above to provide up/down/cross conversion and frame sync for the 2 incoming feeds from the truck dock.

Test & SYNC Generation

- (2) Leader LT4670 test and sync generators with redundant power to provide genlock reference, linear timecode, SDI test patterns and other reference signals for the system.
- (1) Leader LT4448 to provide failover functionality from primary to secondary generator in the case of failure.

Waveform Monitor

- Leader LV5350 waveform monitor to provide precision monitoring for the system and to be installed at the shader operator position.

Multiview Displays

- (3) Sony 50" commercial displays to provide multiview monitoring for the control room. Each will be provided with an SDI to HDMI converter and wall mount.
 - Bidder to provide model # with their bid.

Video Monitoring

- (1) Sony LMDA180 quality-grade display with mounting to provide critical SDI monitoring for the Shader operator station.
- (2) Planar 22-inch touchscreen displays will be used for the Replay operator station.
- (4) Dell 22" full HD computer monitors will be used for other KVM user stations.
- (4) Wohler VMON-3280W-3G dual-rackmount monitors will be provided at user stations in the control room.

Audio Mixer

- (1) Ultrimix-MXR license will be provided for the routing switcher to provide control room monitoring.

Audio Monitoring

- (2) wall-mounted Genelec 8030C audio monitors will provide primary audio monitoring in the control room.
- (1) Mackie Big Knob Passive will allow for volume control of the speakers.
- (3) Wohler iAM1-MIX8 rackmount audio monitors will provide multichannel audio monitoring at the Shader, Replay operator and Producer stations. One of the monitors will also be provided with Dante interface.

Audio IO

- (2) Studio Technologies M5412-02 analog audio interfaces will provide analog I/O as required and additionally provide handoff to the PA audio mixer and other external systems.

Intercom Matrix

- (1) 8 port license for the Existing Arcadia intercom system to accommodate additional panels and interfaces, linking both wired and wireless communication systems.

Intercom Panels

- (8) ClearCom Helixnet 4-channel rackmount panels to be installed at various user positions throughout the control room.
- (3) ClearCom V-Series VI-PNLB-12R-X4 panels to be installed at various user positions throughout the control room.

Wireless Intercom

- The existing Arcadia wireless intercom system will remain in place and be the head end of the entire ClearCom System.

Headsets

- (11) ClearCom CC-28 Lightweight headsets will be provided for the primary panels.
- (2) CC-300 single-ear medium-weight headsets
- (2) CC-400 dual-ear medium-weight headsets

KVM Modules

- (3) Adder dual-head transmitters
- (3) Adder dual-head receivers
- To provide KVM extension for the replay, CG and utility computer systems.

KVM Matrix

- The Adder KVM endpoints will operate in self-managed mode, eliminating the need for separate management appliances for the relatively small matrix size.

Access Switching

- (3) Netgear 48-port 1G network switches to provide access to the various components of the system, including control, KVM, intercom and Dante subnets.
- (6) Keystone Panel 24 Position 1RU Unloaded for Belden Revconnect

Utility Computers

- (1) Superlogics 1U rackmount computer loaded with configuration software for management of the system.

Forecast Console Desks

- (1) Console at the front counter for LED Operator and Producer 1
- (1) Front Row Console for Shader, Technical Director, Director, and CG Operator
- (1) Back Row Console for Replay Operator 1, Replay Operator 2, Font Coordinator and Producer 2

Video Patching

- (4) Bittree B64H-2MWNHD patch bays
- (4) Bittree Mini-Weco VPCM1800-75 18" patchcord
- (4) Bittree Mini-Weco VPCM2400-75 24" patchcord
- (4) Bittree Mini-Weco VPCM3600-75 36" patchcord
- (4) Bittree Mini-Weco VPCM7200-75 72" patchcord
- (2) Bittree ADMW12 BNC to Mini-Weco short
- (2) Bittree ADMW12L BNC to Mini-Weco long
- (1) Middle Atlantic Claw wall mount cable hanger

Audio Patching

- (2) Bittree 1.5U 2x24 7" Bantam Patchbay
- (4) Bittree Bantam (TT) 18" Patchcord
- (4) Bittree Bantam (TT) 24" Patchcord
- (4) Bittree Bantam (TT) 36" Patchcord
- (2) Bittree Bantam (TT) to Female XLR 72" Patchcord
- (2) Bittree Bantam (TT) to Male XLR 72" Patchcord

Camera Cabling

- (4) 25' Camplex Lemo SMPTE Fiber Cable
- (4) 10' Camplex 2-Channel ST Single Mode Tactical Fiber Snake

Commissioning

- Sony Camera Commissioning
- Ross Video Production Commissioning
- Wave Central Commissioning

Training

- Sony Camera Training
- Ross Video Production Training
- Evertz Training

General Information

1. The successful Bidder will be required to remove and properly dispose of existing equipment.
2. Product must be installed in accordance with manufacturer specifications.
3. The successful Bidder shall adhere to all codes, ordinances, or other regulatory requirements covering the scope of this project.
4. The successful Bidder must obtain all necessary permits and licenses for the Work.
5. The successful Bidder must receive product from the manufacturer at its facility. Storage is not available at the Facilities, however, MECA will work with the successful Bidder to identify a temporary staging area when the project begins.
6. The successful Bidder is responsible for keeping Work areas in a safe and orderly manner.
7. The successful Bidder is responsible for cleaning Work area upon completion each day and at the conclusion of the event.
8. The successful Bidder must protect all adjacent areas not receiving Work under the project and repair any damage to these areas at their own expense.
9. The successful Bidder must provide sufficient safety and pedestrian barriers while Work is in progress.
10. Provide service agreement and warranty of hardware and software being proposed.
11. The successful Bidder to advise if software licenses are needed annually and if any software or firmware upgrades will be required during the next five years and at what cost.
12. The successful Bidder will provide training at a time mutually agreed upon at the completion of work.

Training

Bidders must include in their proposals on-site training for MECA staff on control room system basic operations, trouble-shooting and maintenance. Additionally, the Successful Bidder must coordinate training for MECA by Sony, Ross, and Evertz. Bidders must provide information in their proposals on the qualifications of the trainers and how the on-site training will be conducted. Travel and any other costs for training must be included in Bidders' proposals.

Event Support

Bidders must provide up to 16 hours of event support by one technician familiar with the project and equipment installed. Event support may be scheduled consecutively or split among two event dates, the first Creighton Baseball game of the 2026 season and the first game of the 2026 Big 10 Tournament. During a scheduled event, the technician must be available to assist with tasks related to troubleshooting and end user training, including but not limited to:

- Assistance with signal flow, troubleshooting, timing, patching, routing, network
- Assistance with reading the project drawing set and documentation
- Basic operator training and questions

Timeline

It is anticipated that a signed Agreement will be in place by June 10, 2025. The current timeline for work to take place at CSFO beginning July 1, 2025 and must be completed by February 1, 2026.

All work must be scheduled with MECA to accommodate the event schedule. This may require that the work be completed in phases. It is anticipated that all work should be able to be performed during normal business hours, Monday through Friday.

- The successful Bidder must provide MECA a detailed schedule for completion of the Work.
- The successful Bidder must provide MECA weekly status reports with and updated schedule.
- The successful Bidder must provide MECA the name and cell phone number of the lead installer that will be on site every day.

PART III - Information to be Supplied by Bidder

For ease of evaluation and given the fast-track that MECA desires to pursue to reach final agreement, MECA requests that each proposal submitted incorporate the same general structure. Proposals must include the following sections:

1. Attachment A - Proposal Form

Attachment A – Proposal Form, must be completed, signed and submitted as the first page of the Proposal. Proposal must include all costs associated with a complete, turn-key installation.

2. Company Profile

The Bidder should provide information about the company, including the following information:

- A. Company name, address, telephone number and contact person.
- B. Brief company history, which can be in the form of a company brochure.

3. Subcontractors

A minimum of 50% of the scope of work must be performed by the Bidding Company. MECA will not accept bids where more than 50% of the work is being Subcontracted. In order that MECA may be assured that only qualified and competent subcontractors will be retained for the service, each Bidder shall submit with his/her name a list of all subcontractors that the Bidder intends to use. No change shall be made in the list of subcontractors after the receipt of proposals, unless agreed to in writing by MECA.

4. References

Bidders shall supply a list of three references that you have provided similar product/service for, including names and telephone numbers of the customer's contact person. Provide a brief description of product/service for each reference listed.

5. Resumes

Bidder shall provide resumes or bios of key staff assigned to the project highlighting qualifications and experience. Information must include all relevant certifications and/or training.

6. Project Narrative

For Scope of Project listed in Part II, Bidder shall provide detailed information including timeline for completing the project with major milestone dates and installation processes.

7. Warranty and Support Information

Bidders must provide warranty information for equipment and services as well as any service/support options and pricing.

8. Deviations from Scope of Project

Bidders must document all deviations from the specifications outlined in the Scope of Project in Part II.

9. Contractual Terms and Conditions

The Bidder shall review and provide a response whether the contractual terms and conditions set forth in Part 1, Section 5 are agreeable. A detailed response is required if a bidder is not agreeable to one or more of the terms and conditions set forth in Part 1, Section 5.

10. Bidder's Nebraska Contractor Option Number.

Bidder must indicate their Nebraska Contractor Option number (1, 2 or 3) on Attachment A – Proposal Form. Bidder warrants that sales tax has been incorporated in its bid amounts as required by the State of Nebraska in accordance with its Contractor Option.