



# TOWN OF LAKE PLACID

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## ANNOUNCEMENT OF RFP/RECEIVING OF BIDS

RFP2020-08 Town of Lake Placid Government  
Center Main Chamber Sound Improvement

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RFP NUMBER AND TITLE

Administration

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TOWN DEPARTMENT

Improve existing speakers as needed and install acoustic paneling as necessary to improve sound quality and comprehension for physical attendees inside the Council

## DESCRIPTION BRIEF OF PRODUCT OR SERVICE

December 1, 2020

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DATE OPEN

January 5, 2021 at 2:00 PM.

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DATE CLOSED

Town Administrator

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DEPARTMENT HEAD AUTHORIZATION

Cut along the outer border and affix this label to your sealed bid envelope to identify it as a "Sealed Bid". Be sure to include the name of the company submitting the bid where requested.

**SEALED BID - DO NOT OPEN**

**Sealed bid Number:  
LP2020-08**

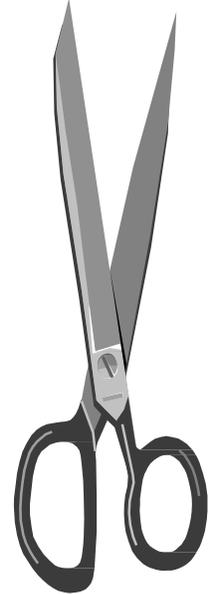
**Bid Title:  
RFP2020-08 Town of Lake Placid  
Government Center Main Chamber Sound  
Improvement**

**Due date: January 5, 2021 at 2:00 PM.**

**Submitted by: \_\_\_\_\_**

**Deliver to:**

**Lake Placid Town Clerk  
1069 US 27 North  
Lake Placid, Fl. 33852**



## REQUEST FOR PROPOSALS

### RFP2020-08 Town of Lake Placid Government Center Main Chamber Sound Improvement

#### I. BACKGROUND

A. The Town of Lake Placid, Fl. Municipal Government acquired a building formerly used as a church and converted same to a government building with the main sanctuary serving as the Town Council Meeting Chambers. The existing sound system was upgraded to include personal microphones for each member with the system furnishing digital transmission to the rooms speaker system and to digital recorders. The resulting recording is outstanding quality. The sound quality inside of the room is such that, in layman terms, sound is echoey and difficult to understand for live attendees that are not directly accessing the direct microphone circuit via headsets or Audio Fetch. The town opted to use the same speaker system that had previously served the church since the system overall had been installed by a professional well-known sound design firm. We are not sure whether the speaker system contributes to the problem along with wall and roof reflection. The town opted to have the same firm update the installs that had originally installed the microphone system, recording systems, Audio Fetch for handicapped individuals, and make all connections to the existing speakers.

#### II. PROJECT SUMMARY

A. The Town of Lake Placid is seeking qualified venders to accomplish a study of the sound quality of the Government Center Town Council Chamber and to install materials and speaker systems, if needed, to improve audio for persons physically present during government meetings. It is desirable that the system continue to furnish the same quality recording quality as it currently has. The town is seeking quotes for a complete turn-key improvement which includes all required finalized improvements in working condition.

#### III. PROJECT GOALS

A. Improve existing speakers as needed and install acoustic paneling as necessary to improve sound quality and comprehension for physical attendees inside the Council Chamber.

The Town of Lake Placid is receiving sealed proposals for the above project.

Proposals are to include examples of similar work accomplished on a similar scale.

Project location is at 1069 US 27 North, Lake Placid, Fl. 33852 at the Lake Placid Government Center. Viewing of the project area can be done weekdays in person from 8 A.M. until 4:00 P.M., and/or by Google earth at GPS coordinates 27°19'6.58"N 81°21'49.23"W, and/or by requesting a download link of a folder prepared by the Town Administrator via email to [lakeplacidinfo@gmail.com](mailto:lakeplacidinfo@gmail.com). The download package includes design plans for the room of concern and photographs. Person's requesting the download link will furnish their complete names and companies.

Sealed proposals will be received by the Office of Town Clerk at 1069 US 27 North, Lake Placid, Fl. 33852 until January 5, 2021 at 2:00 PM.

Bids are to be marked as specified on page one.

Any proposals received after the time specified will not be accepted and shall be returned unopened to the Proposer at the Proposer's expense. All proposals will be publicly opened and read aloud in the Town Administrator's Office on January 5, 2021 sometime after 2:00 PM.

The Request for Proposals is open to inspection and may be obtained at the Lake Placid Government Center, 1069 US 27 North, Lake Placid, Fl. 33852 or on the town website at [www.lakeplacidfl.net](http://www.lakeplacidfl.net).

No proposal may be withdrawn for a period of sixty (60) days after the scheduled closing date for the receipt of proposals except as otherwise provided in the Instructions to Proposers and Terms and Conditions.

The Town of Lake Placid reserves the right to reject any or all proposals, to waive technicalities, and to re-advertise. The award, if made, will be made to the most responsive Proposer whose proposal is determined by the Town, in its sole discretion, to be most advantageous.

RFP Responses will assure at minimum that contractor will:

Respondent is a licensed contractor for such work.  
Respondent is qualified to perform such work.

Questions may be emailed to [lakeplacidinfo@gmail.com](mailto:lakeplacidinfo@gmail.com) or called in to Town Administrator Phil Williams at 863-699-3747.

**DAMAGE TO PROPERTY:** Contractor agrees that all Town or third party owned property that is damaged by the Contractor's personnel or equipment shall be repaired or replaced promptly, at Contractor's expense.

**INSURANCE REQUIREMENTS:** Unless otherwise stated in the specifications, the following Insurance Requirements must be met before delivery of goods and services: Contractor, upon its part, agrees to protect, indemnify, save harmless the Town from any liability to any persons for injuries to the person, including homicide, or damage to property, resulting from the acts or omissions of the Contractor for performing its obligations under this contract. The parties expressly recognize that the relationship between the Town and the Contractor is that of independent contractors, and that neither Contractor, nor any of its servants, agents, or employees shall ever be considered to be an agent, servant, or employee of the Town.

Contractor shall obtain and maintain, at Contractor's expense, insurance which covers the above to be determined for adequacy by Town Administrator.

LICENSING: Bidders shall be currently licensed to perform work in the state of Florida, Highlands County, and the Town of Lake Placid and shall comply with all applicable laws, regulations, rules, and ordinances of local, state, and federal authorities having jurisdiction. Failure or inability on the part of the respondent to have complete knowledge and intent to comply with such laws, rules and regulations shall not relieve any respondent from its obligation to honor its response and to perform completely in accordance with its response. Proof of all relevant licenses is required as part of your bid.