



## Superior Court of California, County of Kern

### Request for Quote No. 2022-15 Dept. 2 Projector & Screen Upgrade

RFQ issue date: November 7, 2022

The Superior Court of California, County of Kern (the "Court") is considering the purchase and installation of certain IT and IT goods and services. If Vendor is interested in selling these goods and services to the Court, it must complete and sign the quote below and submit it to the Court.

Interested bidders shall provide all labor and materials to upgrade Department 2 Courtroom with Projector and screen and related parts in accordance with the Scope of work Appendix A attached. There will be a mandatory job walk. Interested bidders must attend the job walk in order to submit a bid and be considered for an award.

#### Mandatory Job Walk:

- **Date: Tuesday, November 15, 2022**
- **Time: 12:00 p.m. to 1:30 p.m. (lunch hour for court proceedings)**
- **Location: Superior Court of Kern County, 1415 Truxtun Ave., Room 212, Bakersfield, CA 93301**
- **Interested bidders must report promptly at 12:00 p.m. to sign in – no exceptions.**
- **Confirm attendance for job walk by Monday, November 14, 2022 by 5:00 p.m. by sending an email to [Leticia.Rojo@kern.courts.ca.gov](mailto:Leticia.Rojo@kern.courts.ca.gov)**

#### Quote Due Date and Time: No later than 5:00 p.m. on Wednesday, November 23, 2022

The Court must receive your quote before the Quote Due Date and Time, no exceptions. Late bids will not be considered.

#### Submit Quote Via:

E-Mail to: [Leticia.Rojo@kern.courts.ca.gov](mailto:Leticia.Rojo@kern.courts.ca.gov) OR

Deliver to: 1415 Truxtun Ave., Rm 212, Bakersfield, CA 93301

Questions regarding this bid must be submitted in writing to the buyer at [Leticia.Rojo@kern.courts.ca.gov](mailto:Leticia.Rojo@kern.courts.ca.gov)

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**AWARD:** The award will be to the lowest responsive, responsible bidder meeting all specifications.

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**Instructions to Bidder:**

- 1. Review the scope of work attached as Appendix A. Awarded vendor shall provide all labor, materials, equipment, incidentals, travel and lodging to complete Department 2 Projector and Screen Upgrade.

**Job Site:**

Superior Court of Kern County – Department 2  
1415 Truxtun Ave., 2<sup>nd</sup> floor  
Bakersfield, CA 93301

- 2. **Drawings: Reference drawings will be available at the Job Walk.**
- 3. Project completion: The Court expects the completion of Department 2 upgrade by January 31, 2023.
- 4. Parts: Contractor shall provide pricing for the exact parts listed on the scope of work, **no equivalent items or substitutions will be accepted.**
- 5. Review Rules Governing Non-IT and IT Goods and Services RFQs (available at <https://www.courts.ca.gov/documents/jbcl-manual.pdf>).
- 6. Vendor must submit a copy of its California Sellers’s Permit with its quote (see the Rules Governing Non-IT and IT Goods and Services RFQ (available at <https://www.courts.ca.gov/documents/jbcl-manual.pdf>) for additional details.
- 7. Vendor must submit completed Payee Data Record.

**Contractor Minimum Qualifications:**

- 1. A Class C-10 Contractor License is required to bid on this project – provide the following information: Contractor must hold and maintain a valid C-10 contracting license from the State of California. All Contractor and subcontractor licenses must remain active and in good standing throughout the project term. Contractor must notify the Court in writing in the event its license expires, is suspended or has a change in signatory.
  - Contractor Name on License: \_\_\_\_\_
  - Contractor License Expiration Date: \_\_\_\_\_
- 2. Current DIR Registration is required – provide the following information: Contractor must have a current DIR registration with the State of California Department of Industrial Relations.
  - DIR Registration No.: \_\_\_\_\_
  - DIR Registration Expiration Date: \_\_\_\_\_
- 3. Prevailing Wages – Labor for this project shall be quoted using prevailing wages. The Superior Court of California, County of Kern will report the project to DIR. The awarded vendor must report their certified payroll to DIR under the project ID provided in the purchase order after award is made.

Comply: \_\_\_\_\_

Exception: \_\_\_\_\_

4. Contractor must be a viable design-build firm engaged in the business of design and installation of sound reinforcement and audiovisual systems for a minimum of five (5) years.

Comply: \_\_\_\_\_

Exception: \_\_\_\_\_

List number of years in business: \_\_\_\_\_

5. Contractor must be a factory authorized engineering vendor for all products specified herein for a minimum of two (2) years from the date of this RFQ.

Comply: \_\_\_\_\_

Exception: \_\_\_\_\_

List number of years of being factory authorized dealer for products listed herein: \_\_\_\_\_

6. Contractor must primarily work with the design, engineering and installation of audio, video and control systems consistent with the scope of work described herein and as shown on the job walk or in the related documents provided.

Comply: \_\_\_\_\_

Exception: \_\_\_\_\_

7. Insurance – the minimum insurance required for this projects are as follows:

- Automobile Liability - \$1,000,000
- Commercial General Liability – \$1,000,000 per occurrence/\$2,000,000 aggregate
- Worker's Compensation - \$1,000,000

See attached Appendix B for complete insurance requirements.

Comply: \_\_\_\_\_

Exception: \_\_\_\_\_

## PRICING

**Provide a lump sum cost to include all labor, materials, equipment and incidentals necessary to complete the work in accordance with the scope of work listed on Appendix A. The lump sum amount shall include tax and prevailing wage rates.**

Item No.	Description	Quantity	Unit	Unit Cost	Extension
1	All labor, materials, equipment and incidentals necessary to provide Department 2 Projector and Screen upgrade.	1	LS	\$ _____	\$ _____
	Breakdown of Cost:				
	Parts:	\$ _____			
	Labor:	\$ _____			
	Tax – County tax rate of 8.25%	\$ _____			

## QUOTE TERMS – TO BE COMPLETED/SIGNED BY VENDOR

	<b>FREIGHT/SHIPPING/HANDLING COSTS:</b> all materials and part cost above shall be quoted F.O.B. Destination and include all cost for freight, shipping and handling				
	<b>CALIFORNIA TAXES:</b> The County pays sales tax at the rate of 8.25 % for items delivered in Kern County				
	<b>PAYMENT TERMS:</b> Payment terms for this project shall be Net 30 after completion, final inspection and acceptance of project by the Court	Net 30			
	<b>Estimated Project Completion DAYS:</b> Days to complete project after receipt of a purchase order.	_____ days			



	<p><b>Pricing for upgrades to other Court:</b>          If awarded, will you hold pricing submitted above for upgrade to other Court departments?</p> <p>Department 3 –</p> <p>Department 4 -</p> <p>Department 5 -</p> <p>Department 6 -</p> <p>Please provide any notes or details regarding your quote that the Court needs to be aware of.</p>	<p>Yes _____ NO _____</p> <p>Yes _____ NO _____</p> <p>Yes _____ NO _____</p> <p>Yes _____ NO _____</p>
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If selected by the Court, Vendor agrees (i) to sell the requested goods to the Court at the prices specified above, (ii) to deliver the goods to the Court by the dated specified above, and (iii) that the purchase will be governed solely by the Courts Purchase Order Terms and Conditions (attached) without regard to any additional or other terms and conditions proposed by Vendor. Vendor acknowledges that this RFQ is governed by the Court's Rules Governing Non-IT and IT Goods and Services RFQs (attached).

Submitted by: \_\_\_\_\_  
 \_\_\_\_\_  
 (Print or type name and title)

Vendor Name: \_\_\_\_\_  
 Address: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

Signature: \_\_\_\_\_

Email: \_\_\_\_\_  
 Phone: \_\_\_\_\_  
 Fax: \_\_\_\_\_  
 TAX ID: \_\_\_\_\_

## Rules Governing IT Goods and Services RFQs

**Submission of Quotes.** Vendor must sign and submit its quote using the Court's form. Quotes may be submitted by mail (to the address specified on the quote) or by fax (to the fax number specified on the quote). Quotes sent to any other address or fax number will not be considered. The Court must receive the quote on or before the Quote Due Date and Time. Late quotes will not be accepted.

**Faxed Quotes.** All pages of a faxed quote received before the Quote Due Date and Time will be considered the complete quote. Please be advised that there may be a heavy demand placed on the fax machine receiving quotes and the Court assumes no responsibility if Vendor cannot transmit its quote via fax, or if the entire quote is not received before the Quote Due Date and Time.

**Process.** Before the Quote Due Date and Time, the Court may cancel the RFQ for any or no reason. After the Quote Due Date and Time, the Court may reject all quotes and cancel the RFQ if the Court determines that: (i) the quotes received are not really competitive; (ii) the cost is not reasonable; (iii) the cost exceeds the amount expected; or (iv) awarding the contract is not in the best interest of the Court. The Court reserves the right to accept or reject any or all of the items in the quote, to award the contract in whole or in part and/or negotiate any or all items with a vendor if it is deemed in the Court's best interest. The RFQ is not an order, agreement, or obligation on behalf of the Court, and in no way is the Court responsible for the cost of preparing the quote.

**Offer Period.** Vendor may withdraw its quote at any time before the Quote Due Date and Time by notifying the Court in writing of its withdrawal. The notice must be signed by Vendor. Quotes cannot be changed or withdrawn after the Quote Due Date and Time; Vendor's quote is an irrevocable offer for ninety (90) days following the Quote Due Date and Time.

**Terms.** Upon award of the contract, the Court will issue a purchase order (including the Court's Purchase Order Terms and Conditions) to the selected vendor. Quotes that reference other terms and conditions or propose changes to the Court's Purchase Order Terms and Conditions, may be rejected. If the selected vendor rejects or attempts to amend or supplement the Court's purchase order, the Court may cancel the award and award the contract to the next qualified vendor.

**Award Basis.** If the "lowest responsive quote" box is checked, the contract will be awarded (if at all) to the responsible Vendor that submitted the lowest responsive quote. If the "highest scored quote" box is checked, the contract will be awarded (if at all) to the responsible Vendor that submitted the highest scored quote. In the event of a tie, the contract will be awarded to the winner of a single coin toss. The coin toss will be witnessed by two Court employees. The Court will provide notice of the date and time of the coin toss to the affected vendors, who may attend the coin toss at their own expense. During the evaluation process, the Court may require Vendor to answer questions or provide clarifications regarding Vendor's quote. Failure to answer such questions or provide the requested clarifications may result in the quote being deemed non-responsive.

**Seller's Permit and Payee Data Record.** Vendor must submit with its quote, for itself and each of its affiliates that make sales for delivery into California, a copy of either (a) a California seller's permit issued under Revenue and Taxation Code ("RTC") 6066 et seq. or (b) a certificate of registration issued under RTC 6226. If awarded the contract, Vendor must complete and submit to the Court a Payee Data Record form.

**Certifications.** Vendor certifies: (i) [*Darfur Contracting Act*] it is not a "scrutinized company" as defined in Public Contract Code ("PCC") 10476 (applicable if Vendor currently or within the previous three years has had business activities or other operations outside of the United States); (ii) [*Congolese Conflict minerals*] it is not a "scrutinized company" as defined in PCC 10490(b), or the goods or services Vendor would provide to the Court are not related to products or services that are the reason Vendor must comply with Section 13(p) of the Securities Exchange Act of 1934; (iii) [*DVBE Violation*] Vendor is not on the Department of General Services' ("DGS") list of firms and persons that have been suspended or debarred from contracting with the state because of a violation of PCC 10115.10, regarding disabled veteran business enterprises ("DVBEs"); and (iv) [*Tax delinquency*] it is not on the Franchise Tax Board's list of 500 largest state income tax delinquencies, or the Board of Equalization's list of 500 largest delinquent sales and use tax accounts.

**DVBE Incentive.** Eligibility for and application of the DVBE incentive are governed by the Court's DVBE Rules and Procedures. Vendor will receive a DVBE incentive if, in the Court's sole determination, Vendor has met all applicable requirements.

DVBE incentive qualification is **optional**. Failure to qualify for the DVBE incentive will not render a quote non-responsive.

**For lowest responsive quote RFQs:** if Vendor receives the DVBE incentive, the dollar amount of its quote will be reduced (for evaluation purposes only) by an amount equal to 3% of the lowest responsive quote. **For highest scored quote RFQs:** if Vendor receives the DVBE incentive, a specified number of points will be added to the score assigned to Vendor's quote.

To receive the DVBE incentive, at least 3% of the contract goods and/or services must be provided by a DVBE performing a commercially useful function. Or, Vendor may have an approved Business Utilization Plan ("BUP") on file with DGS.



If Vendor wishes to seek the DVBE incentive:

1. Vendor must complete and submit with its quote the "Bidder Declaration" document (available from the Court upon request). Vendor must submit with the Bidder Declaration all materials required in the Bidder Declaration.
2. Vendor must submit with its quote a "DVBE Declaration" document (available from the Court upon request) completed and signed by each DVBE that will provide goods and/or services in connection with the contract. If Vendor is itself a DVBE, it must complete and sign the DVBE Declaration. If Vendor will use DVBE subcontractors, each DVBE subcontractor must complete and sign a DVBE Declaration. **NOTE:** The DVBE Declaration is not required if Vendor will qualify for the DVBE incentive using a BUP on file with DGS.

Failure to complete and submit these forms as required will result in Vendor not receiving the DVBE incentive. In addition, the Court may request additional written clarifying information. Failure to provide this information as requested will result in Vendor not receiving the DVBE incentive. If Vendor receives the DVBE incentive: (i) Vendor will be required to complete a post-contract DVBE certification if DVBE subcontractors are used; (ii) Vendor must use any DVBE subcontractor(s) identified in its quote unless the Court approves in writing the substitution of another DVBE; and (iii) failure to meet the DVBE commitment set forth in its quote will constitute a breach of contract. FRAUDULENT MISREPRESENTATION IN CONNECTION WITH THE DVBE INCENTIVE IS A MISDEMEANOR AND IS PUNISHABLE BY IMPRISONMENT OR FINE, AND VIOLATORS ARE LIABLE FOR CIVIL PENALTIES. SEE MILITARY AND VETERANS CODE 999.9.

**Errors.** If errors are found in a quote, the Court may reject the quote. The Court may, at its sole option, correct arithmetic or transposition errors or both. The Court may or may not waive an immaterial deviation or defect in a quote. The Court's waiver of an immaterial deviation or defect shall in no way modify the RFQ or excuse a Vendor from full compliance with RFQ specifications.

**Protests.** Any protests will be handled in accordance with Chapter 7 of the Judicial Branch Contract Manual (see [www.courts.ca.gov/documents/jbcl-manual.pdf](http://www.courts.ca.gov/documents/jbcl-manual.pdf)). Failure to comply with the protest procedures set forth in that chapter will render a protest inadequate and non-responsive and will result in rejection of the protest. The deadline for the Court to receive a solicitation specifications protest is Quote Due Date and Time. Protests should be sent to the Court Contact on the page 1 of the RFQ.

**Confidential information.** Quotes are subject to disclosure pursuant to applicable provisions of the PCC and Rule 10.500 of the California Rules of Court. Disclosure will be made regardless of whether the quote (or portions thereof) is marked "confidential," "proprietary," or otherwise, and regardless of any statement in the quote (a) purporting to limit the Court's right to disclose information in the quote, or (b) requiring the Court to inform or obtain the consent of Vendor prior to the disclosure of the quote (or portions thereof). Accordingly, Vendor should not include confidential or proprietary information in its quote.

**Miscellaneous.** It is unlawful for any person engaged in business within this state to sell or use any article or product as a "loss leader" as defined in Business and Professions Code 17030. It is unlawful to prohibit a printer or copier cartridge that is sold to a judicial branch entity from being recycled or remanufactured.

**PAYEE DATA RECORD (in lieu of IRS W-9)**

Required in lieu of IRS W-9 form when receiving payments from  
the Judicial Council of California (JCC) on behalf of the Superior Courts of California

**1 Instructions** See page two for additional instructional information and Privacy Statement. Complete all information on this form, and sign, date. Prompt return of this fully completed form will prevent delays when processing payments. Information provided in this form will be used to prepare Information Returns (1099). Return this form to your court representative who will forward it to the Judicial Council of California.

**SECTIONS 2 THRU 5 TO BE COMPLETED BY VENDOR**

<b>2 Legal Name</b>	PAYEE'S LEGAL NAME - AS SHOWN ON FEDERAL INCOME TAX RETURN		
	BUSINESS NAME - IF DIFFERENT FROM ABOVE		E-MAIL ADDRESS
	REMITTANCE MAILING ADDRESS		BUSINESS ADDRESS (if different from remittance mailing address)
	CITY, STATE, ZIP CODE		CITY, STATE, ZIP CODE
	PHONE NUMBER		FACSIMILE NUMBER

**3 Payee Entity Type**  
Complete One Box Only

**ENTER FEDERAL EMPLOYER IDENTIFICATION NUMBER (FEIN)**      \_ \_ - \_ \_ \_ \_ \_

PARTNERSHIP                       CORPORATION                       EXEMPT (NON-PROFIT)  
 LIMITED LIABILITY COMPANY     CORPORATION - LEGAL             GOVERNMENT  
 CORPORATION - MEDICAL           OTHER -                               ESTATE OR TRUST

INDIVIDUAL/SOLE PROPRIETOR

**ENTER SOCIAL SECURITY NUMBER (SSN)**      \_ \_ - \_ - \_ \_ \_

*If you are a sole proprietor and you have an EIN, you may enter either your SSN or EIN; however, the IRS prefers that you use your SSN. An employee vendor is not required to provide a SSN.*

**4 Resident Status**  
check the appropriate box

California Resident - Qualified to do business in California or maintains place of business  
 California Nonresident (see reverse side) - Payments to non-resident for services may be subject to State Income Tax withholding.  
      No services performed in California  
      Copy of Franchise Tax Board waiver of State Withholding attached

**5 Certification**  
NOTE See instructions on page 2

Under penalties of perjury, I certify that:

- The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me), and
- I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding, and
- I am a U.S. citizen or other U.S. person, as defined by the IRS.

**I hereby certify under the penalty of perjury that the information provided on this document is true and correct. Should my information change, I will promptly notify the JCC at the address listed in Section 1.**

VENDOR REPRESENTATIVE'S NAME (Type or Print)	TITLE	E-MAIL
AUTHORIZED VENDOR SIGNATURE	DATE	TELEPHONE

**SECTION 6 TO BE COMPLETED BY COURT**

**6 Vendor Category**

**Please choose from the JCC Vendor category below to help us expedite payment**

ARBITRATOR                       COURT REPORTER                       GRAND JURY     SETTLEMENTS/AWARDS  
 BENEFIT PROVIDER               DECEASED FINAL PAYMENT     MEDIATOR       VOLUNTEER  
 CONTRACTOR                       EMPLOYEE                               RENT               OTHER (*description required*)  
 COURT APPT. COUNSEL     GARNISHMENT TRUSTEE           RETIREE - MEDICAL PREMIUM REIMBURSE.  
 COURT INTERPRETER: (*indicate language*) \_\_\_\_\_  RETIREE - "IN LIEU OF" PAYMENT

COURT CONTACT NAME	PHONE NUMBER	EMAIL
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**FOR JCC USE ONLY (Form updated 3/8/2019)**

Assigned Vendor Number	Assigned By:
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<b>Requirement to Complete Payee Data Record</b>	
A completed Payee Data Record (in lieu of the IRS W-9) is required for payments and will be kept on file at the Judicial Council of California, Trial Court Administrative Services Office. Since each state agency with which you do business must have a separate Payee Data Record on file, it is possible for a payee to receive a similar form from various state agencies.	
<b>SECTIONS 2 THRU 5 TO BE FILLED OUT BY VENDOR</b>	
<b>2</b>	<p>Enter the payee's legal name. Sole proprietorships must also include the owner's full name.</p> <p>An individual must list his/her legal name as it appears on his/her Federal Income tax return. If a different name is used, that name should also be entered, beneath the legal name.</p> <p>The mailing address should be the address at which the payee chooses to receive correspondence. The business address is the physical location of business, if different than mailing address. The phone number, e-mail address, and facsimile number should also be provided.</p>
<b>3</b>	<p>Check the box that corresponds to the payee business type. Check only one box. Corporations must check the box that identifies the type of corporation.</p> <p>The State of California requires that all parties entering into business transactions that may lead to payment(s) from the State provide their Taxpayer Identification Number (TIN). The TIN is required by the California Revenue and Taxation Code Section 18646 to facilitate tax compliance enforcement activities and the preparation of Form 1099 and other information returns as required by the Internal Revenue Code Section 6109(a).</p> <p>The TIN for individuals is their Social Security Number (SSN). A sole proprietor may have both a Federal Employer Identification Number (FEIN) and a SSN, the IRS prefers that sole proprietors use their SSN. Only partnerships, estates, trusts, and corporations will enter their FEIN.</p>
<b>4</b>	<p><b>Are you a California resident or non-resident?</b></p> <p>A corporation will be defined as a "resident" if it has a permanent place of business in California or is qualified through the Secretary of State to do business in California.</p> <p>A partnership is considered a resident partnership if it has a permanent place of business in California.</p> <p>An estate is a resident if the decedent was a California resident at the time of death.</p> <p>A trust is a resident if at least one trustee is a California resident.</p> <p>For individuals and sole proprietors, the term "resident" includes every individual who is in California for other than a temporary or transitory purpose and any individual domiciled in California who is absent for a temporary or transitory purpose. Generally, an individual who comes to California for a purpose that will extend over a long or indefinite period will be considered a resident. However, an individual who comes to perform a particular contract of short duration will be considered a non-resident.</p> <p>Payments to all non-residents may be subject to withholding. Non-resident payees performing services in California or receiving rent, lease, or royalty payments from property (real or personal) located in California will have 7% of their total payments withheld for State income taxes. However, no withholding is required if total payments to the payee are \$1,500 or less for the calendar year.</p> <p>For information on Non-resident Withholding, contact the Franchise Tax Board at the numbers listed below:          Withholding Services and Compliance Section: 1-888-792-4900 E-mail address: <a href="mailto:wscs.gen@ftb.ca.gov">wscs.gen@ftb.ca.gov</a>          For hearing impaired with TDD, call: 1-800-822-6268 Website: <a href="http://www.ftb.ca.gov">www.ftb.ca.gov</a></p>
<b>5</b>	<p><u>This form must be signed.</u> Provide the name, title, e-mail, and telephone number of the individual completing this form. Also, provide the date the form was completed.</p> <p><u>Certification Instructions:</u> You must cross out item 2 if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. If you are not a U.S. Citizen or U.S. person, as defined by the Internal Revenue Service, a different form may be required and tax withholdings may apply. See IRS website <a href="http://www.irs.gov/businesses/international/index.html">http://www.irs.gov/businesses/international/index.html</a> for additional information.</p>
<b>SECTION 6 TO BE FILLED OUT BY COURT</b>	
<b>6</b>	<p>Please check the box that best describes the type of business/work the vendor provides. This will assist us in processing payment and tax withholdings. If the court is sending the request, please include contact information to assist with processing your request. <b>Not including court contact information may delay processing the request.</b></p>
<p><b>Privacy Statement:</b> Section 7(b) of the Privacy Act of 1974 (Public Law 93-579) requires that any federal, State, or local governmental agency, which requests an individual to disclose their social security account number, shall inform that individual whether that disclosure is mandatory or voluntary, by which statutory or other authority such number is solicited, and what uses will be made of it. It is mandatory to furnish the information requested. Federal law requires that payment for which the requested information is not provided is subject to federal backup withholding and State law imposes non-compliance penalties of up to \$20,000. You have the right to access records containing your personal information, such as your SSN. To exercise the right, please contact the business services unit or the accounts payable unit of the state agency(ies) with which you transact that business.</p>	



## APPENDIX A SCOPE OF WORK

### Background:

The Superior Court of California, County of Kern is looking to upgrade the AV systems, Projectors and screens, for Department 2, 3, 4, 5 and 6. The initial bid will be for the upgrade of Department 2 only and will be the basis for the award. If the set up for Department 2 is approved and works as envisioned by IT, Judicial Officers, Juries and Judicial partners, Departments 3, 4, 5 and 6 will be upgraded as well in the identical set completed in Department 2. The IT Department will notify the awarded vendor in 30-60 days upon completion of Department 2 and completed survey if additional departments will be upgraded.

1. Work Hours: All work shall be performed when the Court is not in session, between the hours of 5:00 p.m. and 7:00 a.m. and weekends.
2. Awarded vendor shall perform work within a 40-hours workweek, no overtime pay.
3. Holidays: The Court is not open on the holidays listed below. Contractor will not perform work on the designated holidays and Court will not be invoiced for work on the designated holidays.

Holiday	Date
New Year ' s Day	January 1
Dr. Martin Luther Ki ng, Jr' s Bi l i hday	3 <sup>rd</sup> Monday of January
Lincoln ' s Birthday	February 12
Washington' s Birthday	3 <sup>rd</sup> Monday of February
Cesar Chavez Day	March 31
Memorial Day	Last Monday of May
Independence Day	July 4
Labor Day	1 <sup>st</sup> Monday of September
Columbus Day	2 <sup>nd</sup> Monday of October
Veteran ' s Day	November 11
Thanksgiving Day	4 <sup>th</sup> Thursday of November
Day after Thanksgiving	4 <sup>th</sup> Friday of November
Christmas Day	25 <sup>th</sup> December

4. Acceptance of work: Upon completion of the work, a representative for the court has the right to inspect work to ensure that the work is complete and meets the needs of the Court and to verify all test data as part of the acceptance procedure. Contractor is responsible to provide personnel and equipment as required to complete all tests and adjustments without additional cost to the Court. Any damage, including damage to finished surfaces resulting from the performance of Contractor's services will be repaired to the Court's satisfactions and at the Contractor's sole expense. Punch list issued by the Court for correction of defective work must be completed within three (3) working days from the date of issue. The Court will use an acceptance form to Notify Contractor of the acceptance or rejection of the work performed.



5. Standards:

Contractor will perform all work in accordance with standard industry practices for the communications, audiovisual and sound system industries. These standards shall conform to the latest revisions and specifications including, but not limited to the following:

- Audio Engineering Society (AES)
- Society of Motion Picture and Television Engineers (SMPTE)
- Underwriters Laboratories (UL)
- Electronic Industries Association (EIA)
- National Electrical Code (NEC)
- National Electrical Manufacturer's Association (NEMA)
- National Association of Broadcasters (NAB)
- National Fire Protection Association (NFPA)

6. Warranty: Contractor will warrant that the services will be rendered with promptness and diligence and will be executed in a workmanlike manner in accordance with the practices and professional standards used in ell-managed operations performing services similar to the services and will perform the work in the most cost-effective manner consistent with the required level of quality and performance.
7. Warranty period: Contractor shall warrant the system's installation and components to be free from defects in materials and workmanship for a minimum of one (1) year from date of final acceptance of the system. Contractor shall maintain regular service personnel and facilities to allow a response time to warranty period service calls of twenty-four (24) hours upon receipt of notice. Contractor shall provide all materials and equipment needed to perform all service procedures and repairs; conduct all system diagnostics and repairs at the jobsite; and provide all transportation for equipment and services at no cost to the Court during the warranty period, including shipping cost of replacement and loaner parts or equipment.
8. Project Manager: Contractor shall assign a one person as Contractor's primary representative for the awarded project(s). Contractor's project manager shall have overall responsibility for managing and coordinating the work.
9. Background Checks: All employees or subcontractors of the successful Contractor performing work for this project on the Court's premises will be required to complete a background check prior to performance of any work.
10. Personal Protection and Safety: Contractor shall be responsible for the safety, efficiency and adequacy of his/her plant appliances, methods, and for any damages, which may result from his/her operations, improper construction practices, or maintenance. Contractor shall erect and properly maintain at all times, as required by the conditions and progress of the work, property safeguards for the protection of workers and the public and shall post warning signs around the job sites as needed.

11. General Clean-up: Contractor shall keep the work site and surrounding areas free from waste materials and/or rubbish caused by operations. Floors shall be kept clean, free of dust, construction debris and trash. Upon completion of the work, Contractor shall remove from the work site Contractor's tools, equipment, machinery, and any waste materials not previously disposed of, leaving the work site thoroughly clean and ready for final inspection. If the Contractor fails to clean up as provided herein, the Court may do so and charge the cost thereof to Contractor.

12. Payment: Full payment will be made to Contractor within 30 Days after completion of work and the Court has completed the final inspection and acceptance of work.

13. Labor Code and Provisions:

**12.1 Prevailing Wage.**

- A. Contractor and all subcontractors under Contractor shall pay all workers on Work performed not less than the general prevailing rate of per diem wages and the general prevailing rate for holiday and overtime work as determined by the Director of the Department of Industrial Relations, State of California, for the type of work performed and the locality in which the work is to be performed, pursuant to sections 1770 et seq. of the California Labor Code. Copies of the general prevailing rates of per diem wages for each craft, classification, or type of worker needed to execute the Agreement, as determined by Director of the State of California Department of Industrial Relations, are available from the Court or on the internet at <https://www.dir.ca.gov/>.
- B. Contractor shall ensure that Contractor and all of Contractor's subcontractors execute the Prevailing Wage and Related Labor Requirements Certification attached to this Agreement as Attachment A-2, Prevailing Wage and Related Labor Requirements Certification, and incorporated herein.
- C. Work provided under this Agreement is subject to compliance monitoring and enforcement by the Department of Industrial Relations. Contractor shall post job site notices, as prescribed by regulation. Contractor shall comply with all requirements of Labor Code section 1771.4, except the requirements that are exempted by the Labor Commissioner for Work performed under this Agreement.

**12.2 Registration.**

Contractor shall comply with the registration and compliance monitoring provisions of Labor Code section 1771.4, including furnishing its certified payroll records ("CPR(s)") to the Labor Commissioner of California and complying with any applicable enforcement by the Department of Industrial Relations ("DIR"). Labor Code section 1771.1 (a) states the following:

"A contractor or subcontractor shall not be qualified to bid on, be listed in a bid proposal, subject to the requirements of section 4104 of the Public Contract Code or engage in the performance of any contract for public work, as defined in this chapter, unless currently registered and qualified to perform public work pursuant to section 1725.5. It is not a violation of this section for an unregistered contractor to submit a bid that is authorized by section 7029.1 of the Business and Professions Code or by section 10164 or 20103.5 of the Public Contract Code, provided the contractor is registered to perform public work pursuant to section 1725.5 at the time the contract is awarded."



## APPENDIX A - SCOPE OF WORK AND DELIVERABLES

### Department 2 Projector and screen upgrade

10-31-2022

WO: 9330

AV scope of work.

Provide, install and coordinate as needed a projector and projection screen in Department 2 of Kern County Superior Court. The courts electrician will install the power outlet for the projector. The courts Asbestos contractor will run the Extron XTP-DTP cable and coordinate with the Electrician the installation of the ceiling plate and the down tube.

The AV contractor will provide the following:

- 1 – One, Da-Lite 78x139 Cinema Contour screen PN. 37716V
- 2 – One, Epson EB-PU1008W projector with appropriate lens for the throw distance.
- 3 – One Chief RPAUW - Universal Projector Mount White
- 4 – One Chief CMA115W - 6" (152 mm) Ceiling Plate, White
- 5 – One Chief CMS012W - 12" Fixed Extension Column White
- 6 – Extron XTP DTP 24 Shielded Twisted Pair Cable to run from the lectern to the projector location.
- 7 – Extron XTP DTP 24 Plug for above listed cable.

The court shall provide:

- 1 – A flat surface to mount the screen on. Any furring or leveling will be done before hand.
- 2 – One duplex outlet mounted in soffit above projector.
- 3 – Unistrut support in soffit to mount ceiling plate to.
- 4 – The abatement and electrical contractor will coordinate the installation of the supplied CMA115W and the CMS012W at the agreed upon projector location.

The AV contractor shall:

- 1 – Mount the specified screen in the specified location.
- 2 – Assemble and mount the projector in the specified location.
- 3 – Aim and adjust the projector for a crisp clear image that properly fits the screen.
- 4 – Terminate and test the XTP DTP cable.
- 5 – Connect the XTP DTP cable to the HDBaseT port on the projector. Manage all cables for a clean install look. Install the cable cover on the back of the projector.
- 6 – Deliver all manuals and instruction sheets to the owner's representative. Please save the end of the projector box with the make, model and serial number. This information is needed for inventory purposes.

A mandatory job walk will be required.

Reference drawings will be available.

**APPENDIX B**  
**INSURANCE REQUIREMENTS**

**1. Indemnity**

Contractor shall indemnify and defend (with counsel satisfactory to the JBE Office of the General Counsel) Judicial Branch Entities and Judicial Branch Personnel against all claims, damages, losses, and expenses, including attorney fees and costs, founded upon (i) Contractor's performance of, or failure to perform, the Services or Contractor's other duties under this Agreement, or (ii) any other breach by Contractor of this Agreement. Contractor's duties of indemnification exclude indemnifying a party for that portion of losses and expenses that are finally determined by a reviewing court to have arisen out of the sole negligence or willful misconduct of the indemnified party.

**2. Insurance**

**2.1 Basic Coverage.** Contractor shall provide and maintain at Contractor's expense the following insurance during the Term:

- A. *Workers Compensation and Employer's Liability.* The policy is required only if Contractor have employees. It must include workers' compensation to meet minimum requirements of the California Labor Code, and it must provide coverage for employer's liability bodily injury at minimum limits of \$1 million per accident or disease;
- B. *Commercial General Liability.* The policy must cover bodily injury and property damage liability, including coverage for the products – completed operations hazard and liability assumed in a contract , personal and advertising injury liability, and contractual liability, at minimum limits of \$1 million per occurrence, combined single limit; and
- C. *Commercial Automobile Liability.* The policy must cover bodily injury and property damage liability and be applicable to all vehicles used in your performance of Services under this Agreement whether owned, non-owned, leased, or hired. The minimum liability limit must be \$1 million per occurrence, combined single limit.

**2.2 "Claims Made" Coverage.** If any required insurance is written on a "claims made" form, Contractor shall maintain the coverage continuously throughout the Term, and, without lapse, for three years beyond the termination or expiration of this Agreement and the JBE's acceptance of all Services provided under this Agreement. The retroactive date or "prior acts inclusion date" of any "claims made" policy must be no later than the date that Services commence under this Agreement.



- 2.3 Umbrella Policies.** Contractor may satisfy basic coverage limits through any combination of basic coverage and commercial umbrella liability insurance.
- 2.4 Aggregate Limits of Liability.** The basic coverage limits of liability may be subject to annual aggregate limits. If this is the case the annual aggregate limits of liability must be at least two times the limits required for each policy, or the aggregate may equal the limits required but must apply separately to this Agreement.
- 2.5 Deductibles and Self-Insured Retentions.** Contractor shall declare to the JBE all deductibles and self-insured retentions that exceed \$100,000 per occurrence. Any increases in deductibles or self-insured retentions that exceed \$100,000 per occurrence are subject to the JBE's approval. Deductibles and self-insured retentions do not limit Contractor's liability.
- 2.6 Additional Insured Status.** Contractor shall require Contractor's commercial general liability insurer, Contractor's commercial automobile liability insurer, and, if applicable, Contractor's commercial umbrella liability insurer to name Judicial Branch Entities and Judicial Branch Personnel as additional insureds with respect to liability arising out of Contractor's Services under this Agreement.
- 2.7 Certificates of Insurance.** Before Contractor begin performing Services, Contractor shall give the JBE certificates of insurance attesting to the existence of coverage, and stating that the policies will not be canceled, terminated, or amended to reduce coverage without 30 or more days' prior written notice to the JBE. Any replacement certificates of insurance are subject to the approval of the JBE, and, without prejudice to the JBE, Contractor shall not perform work before the JBE approves the certificates.
- 2.8 Qualifying Insurers.** For insurance to satisfy the requirements of this section, all required insurance must be issued by an insurer with an A.M. Best rating of A - or better that is approved to do business in the State of California.
- 2.9 Required Policy Provisions.** Each policy must provide, as follows:
- A. *Insurance Primary; Waiver of Subrogation.* The basic coverage provided is primary and non-contributory with any insurance or self-insurance maintained by Judicial Branch Entities and Judicial Branch Personnel, and the basic coverage insurer waives any and all rights of subrogation against Judicial Branch Entities and Judicial Branch Personnel; and
  - B. *Separation of Insureds.* The commercial general liability policy, or, if maintained in lieu of that policy, the commercial umbrella liability policy, applies separately to each insured against whom a claim is made and/or a lawsuit is brought, to the limits of the insurer's liability.