BID INVITATION

Parkland College invites you to submit a written bid for a Nursing Simulation Software and A/V installation. Specifications and bidding requirements are enclosed.

Please address written bids to Purchasing, Room A108, Parkland College, 2400 West Bradley Avenue, Champaign, IL 61821-1899. Use the enclosed envelope marked BID #2021-002 Nursing Simulation to ensure delivery. Bids must be received no later than 2:00 p.m. on Wednesday, February 17, 2021, at which time they will be publicly opened and read in Room U144. Any bid not received by said time and date will not be considered. Bids sent by facsimile machine or email will not be accepted.

All bidders are welcome to attend the public bid opening. If you choose not to attend, you may contact Lauren Craig, Purchasing Agent, at (217) 351-2232 or e-mail lcraig@parkland.edu to obtain the results of the bid. No information regarding the recommendation to the Board of Trustees will be released until after the Board of Trustees meets on Wednesday, March 17, 2021.

The Board of Trustees of Parkland College reserves the right to reject all or any part of a bid submitted, to waive any technicalities or informalities in the bidding, and to accept bids or combination of a bid deemed most favorable to and in the best interest of the college after all bids have been examined and evaluated. All bidders must fully comply with all local, state, and federal laws regarding bidding on public projects and the performance of services or supplying of goods under a bid.

Questions regarding the bid specifications may be addressed to Lauren Craig, at (217) 351-2232 or email to lcraig@parkland.edu.

Sincerely,

Chris Randles
V.P. of Administrative Services and Chief Financial Officer

Enc:

Bid form
Return envelope

“The Mission of Parkland College is to engage the community in learning.”
Prices and Payments:

1. All bid prices shall be complete and include warranty, delivery, and installation to Parkland College, 2400 West Bradley Avenue, Champaign, Illinois 61821. Delivery and labor for installation must be coordinated with Parkland College staff.

2. Contract will be an official Parkland College purchase order to be issued after approval of the bid by the Board of Trustees.

3. Payment shall be made in accordance with these specifications and the bid proposal submitted by the bidder. Bid will be valid for a period of sixty days from date of bid opening.

4. Any exceptions or deviations from the bid specifications must be addressed in writing and submitted with the bid.

5. Parkland College is tax exempt. A copy of the exemption certificate will be furnished on request.

Any bid not received by said time and at said place will not be considered. Bids sent by facsimile machine or email will not be accepted. The bids will be publicly opened and announced at 2:00 p.m. on Wednesday, February 17, 2021 in Room U144 on the Parkland College campus. No decision will be made at that time.

Scope
This specification is written around specific needs of the college and has been done to establish a certain standard of performance. It is the intent of Parkland College to purchase Software and A/V equipment for use by health professions department to simulate patient care that meets the following specifications and requirements.

Purpose
The purpose of these specifications is to describe Software an A/V equipment for simulation rooms, which will be used for instructional purposes and simulated patient care within the health professions programs.

General
This is a specification for the Software and A/V equipment for simulation rooms. Bidders must answer all questions. Any unanswered questions will be considered noncompliant and nonresponsive and subject to rejection.

Business Enterprise for Minorities, Females, and Persons with Disabilities

Consistent with the Business Enterprise for Minorities, Females, and Persons with Disabilities Act, 30 ILCS 575/0.01, et seq. (the “Act”), it is the policy of Parkland College to foster and encourage the continued economic development of minority owned businesses, female owned businesses, and businesses owned by a person with a disability.
When Parkland College is required to competitively bid a contract, the bid documents shall additionally require all potential bidders to submit their name, the bid amount, a statement confirming whether the bidder is including in its bid work to be performed by certified as a minority owned businesses, female owned businesses, and businesses owned by a person with a disability.

Are you certified as a minority owned business or female owned or person with a disability owned business?

Yes ____ No ____

SPECIFICATIONS AND REQUIREMENTS

Prepare your line-itemized bid to clearly reflect specifications outlined below for Software and A/V equipment for simulation rooms.

The Health Professions program at Parkland College is purchasing Software and A/V equipment for simulation rooms for education and simulated patient care. The bid is to deliver and provide onsite installation of software and A/V equipment that is needed for the system to function properly. We are looking to outfit four rooms with this equipment: a control room, a debrief room, and two simulation rooms.

The control room will need one control station, which will need to communicate back and forth with both simulation rooms. The control room will also need the ability to view, record and store simulation sessions for up to seven years per FERPA standards.

Each of the two simulation rooms will need one PTZ camera, overhead ceiling microphone and speaker mounted above the bed of the mannequin. Simulation rooms will need the ability to communicate back and forth with command room. These rooms will also need to send vitals from the mannequin to be recorded with the rooms video feed.

The debrief room will need a PTZ camera and ceiling microphone. This video feed will be viewed through the software.

Simulation software will control viewing of rooms, talk back function and recording for all rooms. Additionally, the main simulation room with the passthrough glass will also need a real time public talkback system as well.

Simulation Software

1. Condition is NEW

Does your bid comply? Yes ____ No ____

2. The software shall allow the observer to view up to 9 simultaneous sessions on a single matrix display in order to view multiple live video sessions.

Does your bid comply? Yes ____ No ____
3. The software will run on all major browsers [Chrome, Explorer, Firefox and Microsoft Edge].

   Does your bid comply?  Yes____  No____

4. Compatible with windows 10 build 1909 or higher

   Does your bid comply?  Yes____  No____

5. Observers, with appropriate rights, shall be able to talk to students via computer microphone or USB headset within in the video window during observation when optional talkback hardware is present.

   Does your bid comply?  Yes____  No____

6. User rights shall prevent other users from logging into the system and viewing a session which they have not initiated or have rights to view.

   Does your bid comply?  Yes____  No____

7. The software shall include support for cameras up to 4K Resolution.

   Does your bid comply?  Yes____  No____

8. User rights shall allow/disallow observation privileges for which cameras are viewable, intercom access, ptz access, and marker capability based upon user and group access.

   Does your bid comply?  Yes____  No____

9. The software shall support all rooms being viewed simultaneously and up to 200 concurrent live video streams.

   Does your bid comply?  Yes____  No____

10. PTZ Control shall be performed via mouse or clicking in the video window.

    Does your bid comply?  Yes____  No____
11. The software shall provide the ability to create presets to position PTZ cameras

Does your bid comply?  Yes____ No____

12. The software shall provide a customizable “branding” home page for user login.

Does your bid comply?  Yes____ No____

13. The software shall provide an unlimited number of unique data fields per camera which are customizable to the customer. The data fields capture specific interview information in order to catalog and index the video file. Example data fields include: instructor name, ID number, interviewee type, case number.

Does your bid comply?  Yes____ No____

14. The software shall support all cameras to record simultaneously along with all rooms be viewed simultaneously without loss of system performance.

Does your bid comply?  Yes____ No____

15. The software shall support grouping of multiple cameras together.

Does your bid comply?  Yes____ No____

16. The software shall support synchronized start and stop recordings of grouped cameras and the population of all cameras that are grouped with the same meta data. In the event the cameras are grouped each camera may be played back or downloaded independently if required.

Does your bid comply?  Yes____ No____

17. Each video shall be recorded in its entirety in a single file regardless of session length. There is no work required by the user to create or save the file. The file shall not be broken into individual segments based on time.

Does your bid comply?  Yes____ No____

18. The software shall allow recording to be initiated via the user interface. A one click record button in the user interface shall start and stop the recording.

Does your bid comply?  Yes____ No____
19. The software shall limit users to search for content using a single search box. The users may type in any information which has been entered into the session data fields in order to find desired content including marker information.

Does your bid comply? Yes____ No____

20. The software shall allow users to search only their content or content that they have been given access to.

Does your bid comply? Yes____ No____

21. The software shall allow/disallow the user to launch recordings and provide the ability to choose playback beginning at the start of the video or at a certain marker points within the video.

Does your bid comply? Yes____ No____

22. The software shall allow the user to navigate through the playback video by clicking on a timeline or choosing any marker which may have been created during the observation mode. By selecting a marker that video shall automatically begin playing at that marker point. The software shall also include the standard play, fast forward, fast reverse, stop and pause features.

Does your bid comply? Yes____ No____

23. In the event multiple cameras are associated with a single room or joint rooms, video content plays back completely synchronized.

Does your bid comply? Yes____ No____

24. The software shall allow markers to be created and inserted into recorded video during playback sessions in order to index key points and allow users to quickly find and identify content.

Does your bid comply? Yes____ No____

25. The software shall provide, with appropriate rights, session data to be edited during the playback.

Does your bid comply? Yes____ No____
26. The software shall include a built-in video editor that allows the user to create video clips and save them as independent files.

Does your bid comply? Yes_____ No____

27. The software shall support digital pan tilt zoom during playback.

Does your bid comply? Yes_____ No____

28. The software shall allow, with appropriate rights, users to download content to their own PC which may be played back in a standard media player.

Does your bid comply? Yes_____ No____

29. The software shall assign users rights based upon groups. The software will provide the ability to manually create users and groups within the software.

Does your bid comply? Yes_____ No____

30. The software shall provide an interface for LDAP integration in order to synchronize with university user ID’s and passwords.

Does your bid comply? Yes_____ No____

31. The software shall support Single Sign On (SAML) if required and selected by the end user.

Does your bid comply? Yes_____ No____

32. The software shall provide full SSL encryption of all usernames and passwords and encrypt all video data while at rest.

Does your bid comply? Yes_____ No____

33. The software shall provide the ability to encrypt of the video streams.

Does your bid comply? Yes_____ No____

34. The software shall allow each group to be allocated its own set of cameras and to easily segment and departmentalize groups in order to isolate them from each other even though they share the same infrastructure.

Does your bid comply? Yes_____ No____
35. The software shall provide the ability to upload and manage MP4 video files created from other devices.

**Does your bid comply?**  Yes____ No____

36. The software shall provide the ability to create “templates” so that different data fields are presented to different groups of users upon log in.

**Does your bid comply?**  Yes____ No____

37. The software shall provide a video retention period that is set per group of users which will automatically delete after a certain period of time.

**Does your bid comply?**  Yes____ No____

38. The software shall allow videos to be removed from the auto delete function for long term storage.

**Does your bid comply?**  Yes____ No____

39. The software will maintain a detailed historical log of log in, recording, playback and administrative changes.

**Does your bid comply?**  Yes____ No____

40. The software shall have the ability to create custom reports based on usage, asset information and marker information.

**Does your bid comply?**  Yes____ No____

41. The software shall have the ability to create evaluation templates and forms which may be used to score and evaluate recordings. The software must be able to plot and graph scores in a generated report.

**Does your bid comply?**  Yes____ No____
Cameras/Audio interface/Microphone equipment

1. Condition of cameras, audio interface and microphones are new.
   
   Does your bid comply?  Yes___ No___

2. Manufacturers’ warranties are included for all hardware
   
   Does your bid comply?  Yes___ No___

3. The cameras shall be IP fixed and PTZ wall mountable cameras providing h.264 compression and HDTV 1080P resolution with a minimum of 10x optical zoom
   
   Does your bid comply?  Yes___ No___

4. The camera shall have a line level audio input and a line level audio output.
   
   Does your bid comply?  Yes___ No___

5. The video shall be encoded in an MP4 streaming format allowing video to be played back without the use of a proprietary player.
   
   Does your bid comply?  Yes___ No___

6. HDMI encoders shall be supported which allow the ability to record power point presentations etc. along with the video recording
   
   Does your bid comply?  Yes___ No___

7. The audio interface shall utilize power over ethernet. It shall provide power to the microphone.
   
   Does your bid comply?  Yes___ No___

8. The microphone is to be ceiling mounted and connected to the audio interface using shielded microphone cable. And shall have the ability to provide audio for up to two cameras per room.
   
   Does your bid comply?  Yes___ No___

9. The DVI/HDMI Video Encoder shall have to ability to capture vital signs from mannequin or computer monitor.
   
   Does your bid comply?  Yes___ No___
BID FORM

Software and Audio/Video equipment – Health Professions, Parkland College as per bid specifications:

Total Price  $ ____________________
(Price to include warranties, installation and delivery)

Vendor Name: _____________________________________________________________

Address: ________________________________________________________________

City, State, Zip: __________________________________________________________

Phone Number: _____________________ Fax Number: __________________________

Authorized Representative (please print) ______________________________________

Signature of Authorized Representative _______________________________________

Any deviations to these specifications shall be addressed in writing and submitted with bid.