



## NOTICE INVITING SEALED BIDS

### COUNCIL CHAMBER AUDIO/VISUAL SYSTEM UPGRADE

**NOTICE IS HEREBY GIVEN** that The City of Port Hueneme is seeking proposals from qualified Consultants to provide Council Chamber audio/video (A/V) system upgrade. The vendor selected will be responsible for the implementation of all selected components, project management, and providing a complete installation that will meet the performance requirements as stated in the final contract.

The vendor shall submit a proposed time-line schedule for implementation. The vendor will need to identify staff from their company who will be working on their team and confirm their availability for the duration of the project. There will be a mandatory project walk through which must be completed for any proposal to be accepted.

**Deadline for receipt of Proposals** – All Proposals must be received by the City of Port Hueneme, Office of the City Clerk; 250 N Ventura Rd, Port Hueneme, CA 93041 by **1:00 PM PST on December 8, 2021**. One original and three (3) hard copies plus one electronic copy (on USB flash drive) of the proposal shall be submitted in a sealed envelope and must have the following information on the outside:

City of Port Hueneme  
Office of the City Clerk  
250 N Ventura Rd  
Port Hueneme, CA 93041  
Request for Proposal – Network Design/Monitoring  
Attn: IT Manager  
Proposer: (Name and Address)  
**DO NOT OPEN WITH REGULAR MAIL**

Proposals must be in writing and must contain an original signature by an authorized officer of the proposing consulting company who possesses authority to bind the proposed consulting company to that bid. All proposals must be received no later than **1:00 PM PST on December 8, 2021** via U.S. mail, UPS/FedEx/etc., or in person. Proposals cannot be modified or corrected after the date for submission. Late proposals will not be accepted for any reason and will be returned unopened, regardless of postmark. Prospective proposers assume the risk of delay in the delivery of the mail by the U.S. Postal Service. **FACSIMILE (FAXED) OR EMAILED PROPOSALS WILL NOT BE ACCEPTED AND SHALL NOT BE CONSIDERED FOR EVALUATION OR AWARD.**

A copy of the bid packet is available on the City's website, under Doing Business/Bid Postings. A public bid opening will be scheduled and announced on the City's website for anyone wishing to attend in-person. For more information please visit: <https://www.ci.port-hueneme.ca.us/Bids>.

Published Friday, October 29, 2021:

A handwritten signature in blue ink that reads "Kristy Buxkemper".

Kristy Buxkemper, City Clerk