



State of West Virginia  
Department of Administration  
Purchasing Division  
2019 Washington Street East  
Post Office Box 50130  
Charleston, WV 25305-0130

# Request for Quotation

RFQ NUMBER
EBA193

PAGE
1

ADDRESS CORRESPONDENCE TO ATTENTION OF
SHELLY MURRAY 304-558-8801

**Roscor Ohio**  
**Attention: Tom Navaro**  
**2868 E. Kemper Road**  
**Cincinnati, OH 45241**

**EDUCATIONAL BROADCASTING AUTH.**  
**600 CAPITOL ST.**

**CHARLESTON, WV**  
**25301 348-3000**

DATE PRINTED	TERMS OF SALE	SHIP VIA	F.O.B.	FREIGHT TERMS		
02/18/2009						
BID OPENING DATE: 03/05/2009		BID OPENING TIME 01:30PM				
LINE	QUANTITY	UOP	CAT. NO.	ITEM NUMBER	UNIT PRICE	AMOUNT
0001	1	LS		020-71		\$ 66,354.00
THE WEST VIRGINIA PURCHASING DIVISION, FOR THE AGENCY THE WEST VIRGINIA EDUCATIONAL BROADCASTING AUTHORITY, IS SOLICITING BIDS FOR A BROADCAST TELEVISION HD SDI AND AES MASTER CONTROL AND ROUTING SWITCHER SYSTEM PER THE ATTACHED SPECIFICATIONS.						
EQUIPMENT, BROADCASTING						
CANCELLATION: THE DIRECTOR OF PURCHASING RESERVES THE RIGHT TO CANCEL THIS CONTRACT IMMEDIATELY UPON WRITTEN NOTICE TO THE VENDOR IF THE COMMODITIES AND/OR SERVICES SUPPLIED ARE OF AN INFERIOR QUALITY OR DO NOT CONFORM TO THE SPECIFICATIONS OF THE BID AND CONTRACT HEREIN.						
BANKRUPTCY: IN THE EVENT THE VENDOR/CONTRACTOR FILES FOR BANKRUPTCY PROTECTION, THIS CONTRACT IS AUTOMATICALLY NULL AND VOID, AND IS TERMINATED WITHOUT FURTHER ORDER.						
NOTICE						
A SIGNED BID MUST BE SUBMITTED TO:						
DEPARTMENT OF ADMINISTRATION PURCHASING DIVISION BUILDING 15						
SEE REVERSE SIDE FOR TERMS AND CONDITIONS						
SIGNATURE Mitchell Roston				TELEPHONE 847-299-8080	DATE Feb. 27, 2009	
TITLE Mitchell Roston, EVP FEIN 36-0866840				ADDRESS CHANGES TO BE NOTED ABOVE		

WHEN RESPONDING TO RFQ, INSERT NAME AND ADDRESS IN SPACE ABOVE LABELED 'VENDOR'

**GENERAL TERMS & CONDITIONS**  
**REQUEST FOR QUOTATION (RFQ) AND REQUEST FOR PROPOSAL (RFP)**

1. Awards will be made in the best interest of the State of West Virginia.
2. The State may accept or reject in part, or in whole, any bid.
3. All quotations are governed by the *West Virginia Code* and the *Legislative Rules* of the Purchasing Division.
4. Prior to any award, the apparent successful vendor must be properly registered with the Purchasing Division and have paid the required \$125 fee.
5. All services performed or goods delivered under State Purchase Order/Contracts are to be continued for the term of the Purchase Order/Contracts, contingent upon funds being appropriated by the Legislature or otherwise being made available. In the event funds are not appropriated or otherwise available for these services or goods, this Purchase Order/Contract becomes void and of no effect after June 30.
6. Payment may only be made after the delivery and acceptance of goods or services.
7. Interest may be paid for late payment in accordance with the *West Virginia Code*.
8. Vendor preference will be granted upon written request in accordance with the *West Virginia Code*.
9. The State of West Virginia is exempt from federal and state taxes and will not pay or reimburse such taxes.
10. The Director of Purchasing may cancel any Purchase Order/Contract upon 30 days written notice to the seller.
11. The laws of the State of West Virginia and the *Legislative Rules* of the Purchasing Division shall govern all rights and duties under the Contract, including without limitation the validity of this Purchase Order/Contract.
12. Any reference to automatic renewal is hereby deleted. The Contract may be renewed only upon mutual written agreement of the parties.
13. **BANKRUPTCY:** In the event the vendor/contractor files for bankruptcy protection, this Contract may be deemed null and void, and terminated without further order.
14. **HIPAA BUSINESS ASSOCIATE ADDENDUM:** The West Virginia State Government HIPAA Business Associate Addendum (BAA), approved by the Attorney General, and available online at the Purchasing Division's web site (<http://www.state.wv.us/admin/purchase/vrc/hipaa.htm>) is hereby made part of the agreement. Provided that, the Agency meets the definition of a Cover Entity (45 CFR §160.103) and will be disclosing Protected Health Information (45 CFR §160.103) to the vendor.
15. **WEST VIRGINIA ALCOHOL & DRUG-FREE WORKPLACE ACT:** If this Contract constitutes a public improvement construction contract as set forth in Article 1D, Chapter 21 of the West Virginia Code ("The West Virginia Alcohol and Drug-Free Workplace Act"), then the following language shall hereby become part of this Contract: "The contractor and its subcontractors shall implement and maintain a written drug-free workplace policy in compliance with the West Virginia Alcohol and Drug-Free Workplace Act, as set forth in Article 1D, Chapter 21 of the West Virginia Code. The contractor and its subcontractors shall provide a sworn statement in writing, under the penalties of perjury, that they maintain a valid drug-free work place policy in compliance with the West Virginia and Drug-Free Workplace Act. It is understood and agreed that this Contract shall be cancelled by the awarding authority if the Contractor: 1) Fails to implement its drug-free workplace policy; 2) Fails to provide information regarding implementation of the contractor's drug-free workplace policy at the request of the public authority; or 3) Provides to the public authority false information regarding the contractor's drug-free workplace policy."

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**INSTRUCTIONS TO BIDDERS**

1. Use the quotation forms provided by the Purchasing Division.
2. **SPECIFICATIONS:** Items offered must be in compliance with the specifications. Any deviation from the specifications must be clearly indicated by the bidder. Alternates offered by the bidder as **EQUAL** to the specifications must be clearly defined. A bidder offering an alternate should attach complete specifications and literature to the bid. The Purchasing Division may waive minor deviations to specifications.
3. Complete all sections of the quotation form.
4. Unit prices shall prevail in case of discrepancy.
5. All quotations are considered F.O.B. destination unless alternate shipping terms are clearly identified in the quotation.
6. **BID SUBMISSION:** All quotations must be delivered by the bidder to the office listed below prior to the date and time of the bid opening. Failure of the bidder to deliver the quotations on time will result in bid disqualifications: Department of Administration, Purchasing Division, 2019 Washington Street East, P.O. Box 50130, Charleston, WV 25305-0130



State of West Virginia  
Department of Administration  
Purchasing Division  
2019 Washington Street East  
Post Office Box 50130  
Charleston, WV 25305-0130

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ADDRESS CORRESPONDENCE TO ATTENTION OF:

SHELLY MURRAY  
304-558-8801

RFQ COPY

TYPE NAME/ADDRESS HERE

Roscor Ohio  
2868 E. Kemper Road  
Cincinnati, OH 45241

EDUCATIONAL BROADCASTING AUTH.  
600 CAPITOL ST.

CHARLESTON, WV  
25301

348-3000

DATE PRINTED

02/18/2009

TERMS OF SALE

SHIP VIA

F.O.B.

FREIGHT TERMS

BID OPENING DATE:

03/05/2009

BID OPENING TIME

01:30PM

LINE

QUANTITY

UOP

CAT.  
NO.

ITEM NUMBER

UNIT PRICE

AMOUNT

2019 WASHINGTON STREET, EAST  
CHARLESTON, WV 25305-0130

THE BID SHOULD CONTAIN THIS INFORMATION ON THE FACE OF  
THE ENVELOPE OR THE BID MAY NOT BE CONSIDERED:

SEALED BID

BUYER:

SHELLY MURRAY

RFQ. NO.:

EBA193

BID OPENING DATE:

03/05/2009

BID OPENING TIME:

1:30 PM

PLEASE PROVIDE A FAX NUMBER IN CASE IT IS NECESSARY  
TO CONTACT YOU REGARDING YOUR BID:

847-299-8080

CONTACT PERSON (PLEASE PRINT CLEARLY):

Mitchell Roston, EVP

SEE REVERSE SIDE FOR TERMS AND CONDITIONS

SIGNATURE

TELEPHONE

847-299-8080

DATE

February 27, 2008

TITLE

Mitchell Roston, EVP

FEIN

36-0866840

ADDRESS CHANGES TO BE NOTED ABOVE

WHEN RESPONDING TO RFQ, INSERT NAME AND ADDRESS IN SPACE ABOVE LABELED 'VENDOR'

**EBA193 Specifications**

**HD SDI and AES Master Control Switcher and Routing Switcher System with Peripherals**

**West Virginia Educational Broadcasting Authority (WVEBA) is seeking a request for quotations for a broadcast television HD SDI and AES Master Control and Routing Switcher System for the Network Operations Center (NOC) in Beckley, West Virginia.**

**The Master Control and Router Switcher System shall integrate and be operationally compatible with the existing Harris ADC 100 Automation System currently in operation at the NOC.**

**I. General Specifications**

- 1) Master Control Switcher shall use proposed routing switcher matrix
- 2) All HD SDI connections shall be unbalanced 75 OHM BNC type
- 3) All AES Audio connections shall be unbalanced 75 OHM BNC type
- 4) Operating and service manuals shall be provided

Specifications must meet or exceed items listed below:

Quantity	Description Unit
1	Broadcast Television HD SDI and unbalanced AES Master Control Switcher with internal logo generator & w/ included redundant power supply, Harris ICON-S-0-C or equal
1	Emergency alert system video keyer w/audio voice over capability, Harris ICONM-EAS or equal
1	Video effects, Harris ICONM-FX or equal
1	Master Control Switcher Control panel with Audio Control Harris ICONM-RCP-MA or equal
1	32x32 HDSDI video router (2RU) Switcher Harris P32x32HSI or equal
2	Unbalanced coaxial AES audio router (2RU), Harris P32x32AECI 32x32 or equal

- 1 Integrated front panel router controller, Harris PLCP-32x32p 2RU or equal
- 3 2-rack unit redundant router power supply, Harris P-2RU-PSI or equal
- 1 32x32 Router Remote Control Panel, Harris RCP-32x32p or equal
- 1 Master Control Switcher One Day Commissioning Harris ICONM-QS or equal
- 1 Master Control Switcher Training Harris ICONM-OPS-OTR or equal

## **II. Service/Support**

24 hour toll free technical support must be provided through vendor or manufacturer and included in the unit price.

## **III. Warranty**

All items must be covered by a two year parts warranty

## **IV. Delivery**

- 1) Delivery is FOB destination.
- 2) Deliver to:  
WV Public Broadcasting  
Attention: Jeremy Scott  
124 Industrial Park Road  
Beaver, WV 25813

## **V. Invoicing**

Send invoice to:  
West Virginia Educational Broadcasting  
Attention: Steve Chapman  
600 Capitol St.  
Charleston, WV 25301

- 4
- 1 Integrated front panel router controller, Harris PLCP-32x32p 2RU or equal
  - 3 2-rack unit redundant router power supply, Harris P-2RU-PSI or equal
  - 1 32x32 Router Remote Control Panel, Harris RCP-32x32p or equal
  - 1 Master Control Switcher One Day Commissioning Harris ICONM-QS or equal
  - 1 Master Control Switcher Training Harris ICONM-OPS-OTR or equal

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## **V. Invoicing**

Send invoice to:

West Virginia Educational Broadcasting  
Attention: Steve Chapman  
600 Capitol St.  
Charleston, WV 25301

**EBA193**  
**BID SCHEDULE**

**HD SDI and AES Master Control Switcher and Routing Switcher System  
with Peripherals**

<u>Quantity</u>	<u>Description</u>	<u>Unit Price</u>	<u>Amount</u>
1	Broadcast Television HD SDI and unbalanced AES Master Control Switcher with internal logo generator & w/ included redundant power supply, Harris ICON-S-0-C or equal	\$ 14175	\$ 14175
1	Emergency alert system video keyer w/audio over, Harris ICONM-EAS or equal	\$ 1445	\$ 1445
1	Video effects, Harris ICONM-FX or equal	4342 \$	4342 \$
1	Master Control Switcher Control panel with Audio Control Harris ICONM-RCP-MA or equal	\$ 8685	\$ 8685
1	32x32 HDSDI video router (2RU) Harris P32x32HSI or equal	\$ 14722	\$ 14722
2	Unbalanced coaxial AES audio router (2RU), Harris P32x32AECI 32 x 32 or equal	4654 \$	9308 \$
1	Integrated front panel router controller, Harris PLCP-32x32p-2RU or equal	\$ 503	\$ 503

<u>Quantity</u>	<u>Description</u>	<u>Unit Price</u>	<u>Amount</u>
3	2-rack unit redundant router power supply, Harris P-2RU-PSI or equal	\$ 326	\$ 978
1	32x32 Router Remote Control Panel, Harris RCP-32x32p or equal	648	648
		\$	\$
1	Master Control Switcher One Day Commissioning Harris ICONM-QS or equal	\$ 2757	\$ 2757
1	Master Control Switcher Training Harris ICONM-OPS-OTR or equal	\$ 1176	\$ 1176

**TOTAL** \$ 58739

\*Additional items, not requested, but required.

Leitch (si) PS-TE-V-SVC

TRAVEL AND EXPENSES FOR VIDEO PROCESSING & DISTRIBUTION

PRODUCTS PS-TE-V-SVC \$550.00

Leitch (si) 402278-00

Software, MCS, IconMaster Protocol \$ 4,865.00

Leitch (si) 700358-00

Service, ADC Onsite Commissioning \$ 1,650.00

Travel Expenses billed separately.

Leitch (si) 700362-00

Service ADC Expenses \$ 550.00

Expense, Travel and Living (Daily, per person, initial installation for Commissioning of ADC system driver installation.)

Grand Total: \$66354.00



**QUOTATION****Date:** February 24, 2009**Page:** 1 of 3**To**

Jeremy Scott  
West Virginia Public Television  
124 Industrial Park Rd.  
Beaver WV 25813  
Phone: (304) 556-4900 Fax:

**Quote:** TN35-3472  
**Sales Rep:** Tom Navaro  
**Payment Terms:** Net 30  
**Freight Terms:** Free Ground Freight  
**Valid For:** 30 Days

<i>Item</i>	<i>P/N</i>	<i>Description</i>	<i>Qty</i>	<i>Unit Price</i>	<i>Ext. Price</i>
<b>Section 1: RFQ Items as Listed</b>					
1.1	Leitch (si) ICON-S-0-C	HD/SD ICONMASTER SYSTEM WITH MIXED EMBEDDED AUDIO AND 4 COAX AES IN/OUT/MONIT ICON-S-0-C	1	\$ 14,175.00	\$ 14,175.00
1.2	Leitch (si) ICONM-EAS	ICONMASTER INTERFACE TO TFT AND SAGE FOR EMERGENCY ALERT SYSTEM INCLUDES CRAWL ICONM-EAS	1	\$ 1,445.00	\$ 1,445.00
1.3	Leitch (si) ICONM-FX	ICONMASTER 2-CHANNEL SQUEEZE-BACK EFFECTS ICONM-FX	1	\$ 4,342.00	\$ 4,342.00
1.4	Leitch (si) ICONM-RCP-MA	ICONMASTER REMOTE CONTROL PANEL WITH AUDIO & CHANNEL CONTROL ICONM-RCP-MA	1	\$ 8,685.00	\$ 8,685.00
1.5	Leitch (si) P32X32HSI	PANACEA 2RU ROUTER 32X32 HD & SDI WITH INTERNAL POWER SUPPLY P32X32HSI	1	\$ 14,722.00	\$ 14,722.00
1.6	Leitch (si) P32X32AECI	PANACEA 2RU ROUTER 32X32 UNBALANCED AES WITH INTERNAL POWER SUPPLY P32X32AECI	2	\$ 4,654.00	\$ 9,308.00
1.7	Leitch (si) PLCP-32X32P-2RU	PANACEA LOCAL CONTROL FRONT PANEL ASSEMBLY PLCP-32X32P- 2RU	1	\$ 503.00	\$ 503.00
1.8	Leitch (si) P-2RU-PSI	PANACEA 2RU INTERNAL POWER SUPPLY P-2RU-PSI	3	\$ 326.00	\$ 978.00
1.9	Leitch (si) RCP-32X32P	32X32 REMOTE PROGRAMMABLE PANEL, ILLUMINATED PUSHBUTTONS RCP-32X32P	1	\$ 648.00	\$ 648.00
1.10	Leitch (si) ICONM-QS	1-DAY QUICKSTART FOR ICONMASTER CONTROL (INCLUDES TRAVEL TIME, TRAVEL AND EXPENSES) APPLY T ICONM-QS	1	\$ 2,757.00	\$ 2,757.00

<i>Item</i>	<i>P/N</i>	<i>Description</i>	<i>Qty</i>	<i>Unit Price</i>	<i>Ext. Price</i>
1.11		Leitch (si) ICONM-OPS-OTR 1-DAY ONSITE OPS TRAINING ICON MASTER ICONM-OPS-OTR Travel time, travel and expenses are billed separately. Not included in this item.	1	\$ 1,176.00	\$ 1,176.00

***RFQ Items as Listed Section Total: \$ 58,739.00***

Item	P/N	Description	Qty	Unit Price	Ext. Price
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### **Section 2: Travel and Expenses for ICONM-OPS-OTR**

2.1	Leitch (si) PS-TE-V-SVC		1	\$ 550.00	\$ 550.00
	TRAVEL AND EXPENSES FOR VIDEO PROCESSING & DISTRIBUTION				
	PRODUCTS PS-TE-V-SVC				
	For ICONM-OPS-OTR				

**Travel and Expenses for ICONM-OPS-OTR Section Total: \$ 550.00**

### **Section 3: Automation Driver**

*Required in order to allow ADC100 to control Iconmaster.*

3.1	Leitch (si) 402278-00		1	\$ 4,865.00	\$ 4,865.00
	Software, MCS, IconMaster Protocol				
3.2	Leitch (si) 700358-00		1	\$ 1,650.00	\$ 1,650.00
	Service, ADC Onsite Commissioning				
	Travel Expenses billed separately.				
3.3	Leitch (si) 700362-00		1	\$ 550.00	\$ 550.00
	Service ADC Expenses				
	Expense, Travel and Living (Daily, per person, initial installation for				
	Commissioning of ADC system driver installation.)				

**Automation Driver Section Total: \$ 7,065.00**

All prices quoted in U.S. Dollars	<b>Total:</b>	<b>\$ 66,354.00</b>
All Sales are subject to our Standard Terms & Conditions.		

**Quote Total: \$ 66,354.00**



## **Roscor Corporation's Quality Policy**

### **An ISO 9001:2000 Certified Company**

*With the support and contribution of all of our employees, we will endeavor to exceed our customer's highest expectations through continual improvement in quality, delivery and service.*

Roscor has made the company-wide commitment to become ISO 9001:2000 certified. This is a commitment that not only affects the management team, but every employee within our organization. It is the commitment and dedication of all our employees that have allowed us to attain this prestigious certification and maintain it since our original certification on 4/25/2003. ISO 9001:2000 is a series of quality management system standards created by the International Organization of Standardization (ISO), a federation of 132 national standards bodies based in Geneva, Switzerland.

The ISO 9001:2000 standards include Design, Manufacturing and, most importantly, Customer Focus. There are five major clauses and numerous elements within these standards. Roscor has developed policies and procedures to which all of our employees are dedicated and have been made accountable.

- ❖ A company-wide Quality Management System
- ❖ Definitions of Management Responsibility
- ❖ Resource Management System
- ❖ Product Realization Definitions
- ❖ Measurement, Analysis and Improvement

The various elements include company procedures for:

- |   |  |
|---|--|
| ❖ Control of Documents                  | ❖ Control of Records                               |
| ❖ Customer Related Processes            | ❖ Purchasing                                       |
| ❖ Systems Integration Engineering       | ❖ Control of Production and Service Provision      |
| ❖ Customer Property                     | ❖ Preservation and Identification of Product       |
| ❖ Customer Satisfaction                 | ❖ Internal Audits                                  |
| ❖ Analysis of Data                      | ❖ Continual Improvement                            |
| ❖ Corrective and Preventive Actions     | ❖ Control of Monitoring & Measuring Devices        |
| ❖ Monitoring and Measurement of Product | ❖ Control of Nonconformity (Processes and Product) |

As a means of monitoring and ensuring conformance to our own procedures and to ensure we are meeting our Quality Objectives of *On-Time Performance* and *Zero System Rework*, Roscor conducts internal audits every six months. In addition to the internal audits, we are also audited by an outside source, our Certification Registrar, every six months. These audits are conducted at our headquarters location in Mount Prospect, IL and satellite offices in Michigan, Ohio and Wisconsin. The audits incorporate the review and evaluation of each of our procedures and the gathering of objective evidence to ensure we are adhering to the rigorous ISO 9001:2000 standards.

Customer Satisfaction is one of our major focuses and is taken very seriously. We have developed a process by which each and every one of our customers has an avenue to share with us their feedback regarding the service we have provided. This entire process is tracked, reviewed and evaluated. By monitoring this process, it allows us to identify areas for Continual Improvement.

On a quarterly basis, Roscor brings together the entire management staff for our Management Review Meeting. This again gives us an opportunity to review our goals and objectives as a means of Continual Improvement to our Quality Management System. We are dedicated to the growing needs of our customers and through the constant review and training of our own employees, are able to work with our customers to not only meet but exceed their expectations.