

Madison County BOCS

Proposal

Madison County Courtrooms 050 & 057 rewiring

01-07-2025

Mr. Greg Higginbotham
125 W North St
Canton MS 39046
(601) 342-9273
greg.higginbotham@madison-co.com



1350 NE 56th Street, Suite 300
Ft. Lauderdale, FL 33334



Sales: (800) 834-7674
Support: (800) 715-1234



Email: info@bisdigital.com
Web: www.bisdigital.com



Proposal Information

Title of Proposal:

Madison County Courtrooms 050 & 057 rewiring

Proposal Total:

\$38,757.60

Intended Recipient Name (Attention To):

Mr. Greg Higginbotham

Delivery Address:

125 W North St
Canton MS 39046

BIS Digital Proposal Reference ID:

P-2301311

Drop-off Location (Building Name):

Madison County Courthouse

Submitting Organization Information

Name:

Business Information Systems, Inc. DBA: BIS Digital

Address:

1350 NE 56th Street, Suite 300
Fort Lauderdale, FL 33334

Email:

sales@bisdigital.com

Website:

www.bisdigital.com

Account Manager:

Dan Meyer

UEI Number:

L443F978GK46

Phone:

(800) 834-7674
(954) 493-7377

Account Manager Phone:

(800) 834-7674 x 4518

Fax:

(877) 858-5611

Date:

January 7, 2025

Bill of Materials

Account Name:

Madison County BOCS (MS)

Quote Name:

ECO - JAN 2024 - A/V Installation - 050 & 057 Option: A - Courthouse - Madison County BOCS

Quote Number:

Q-8027447

Quote Amount:

\$38,757.60

Date:

1/7/25

Quote Expiration Date:

7/9/25

Account Rep:

Dan Meyer

Account Rep Email:

dan.meyer@bisdigital.com

Account Rep Phone:

(800) 834-7674 x4518

Item	Product Code	Qty	Unit Price	Total Price
Microphone Wire 22AWG (Plenum) - 500ft Roll	BIS-W-MP-22AWG-500ft	4.00	\$120.00	\$480.00
CAT6A Cable Shielded Black 500'	BIS-W-CAT6A-SHB-500	4.00	\$600.00	\$2,400.00
Installation Supplies	BIS-INST-SUP	1.00	\$36.00	\$36.00
Shipping/Handling	S/H	1.00	\$201.60	\$201.60
Onsite Labor	BIS-ONSITE-LABOR	1.00	\$35,640.00	\$35,640.00

Total (Before Tax): \$38,757.60

Proposal Terms and Conditions

Proposal ID	P-2301311
Effective Period	This proposal is valid through 07-06-2025.
Tax Status	Sales tax will be added to an invoice unless a Tax-Exempt Form is on file with the BIS Digital corporate office.
Deposit	All orders above \$5,000 require a 50% deposit. Once the deposit for an order is received by BIS Digital, installation scheduling and shipment of goods will occur.
Payment Terms	Payment for the delivery of goods is due upon the transfer of possession of the goods to the buyer or its agent. Payment of services is due when all services have been fully performed in accordance with the terms of the agreement. The buyer shall promptly inspect the goods or services upon receipt and shall notify BIS Digital of any defects or non-conformities. An ACH number will be provided for payment.
Cancellation	<p>In the event a customer cancels or postpones an order after a deposit has been received, BIS Digital reserves the right to invoice for hardware, software, shipping costs, and any other materials procured for the order.</p> <p>Restocking Fee: A 20% restocking fee will be charged for all canceled orders.</p>
Limited Warranty	New software supplied by BIS Digital are covered for 90 days from the date of installation. New hardware supplied by BIS Digital are covered for 90 days from the date of delivery. Manufacturer Warranties do not cover On-Site Technical Support, Shipping costs, or Software upgrades.
Software Assurance	Annual Software Assurance entitles users to software upgrades at a fixed fee assessed at time of purchase.
Substitutions	Unforeseen supply chain disruptions or component shortages may impact the availability of goods. As a result, some items may require substitution and may be subject to price and/or delivery time variances. In these instances, BIS Digital will consult with the customer about options and alternatives.



Proposal P-2301311 Accepted By

Full Name (Print):

Title:

Signature:

Date:

PLEASE NOTE:

By signing above and or providing a purchase order number below, your organization is agreeing to the appended scope of work, pricing, disclaimers, terms, and conditions, and is authorizing BIS Digital, Inc. to order, install, and bill for ALL materials and applicable services listed in this proposal: P-2301311.

Accounts Payable Information

Full Name (Print):

Phone Number:

Email Address:

Fax Number:

Purchase Order Required for Purchasing?

Purchase Order Number:

YES

NO

Installation Overview

BIS Digital is committed to delivering high-quality AV systems that meet the needs of our clients; our installation process is an integral part of this commitment. The following section is a general overview of the steps we take to ensure a seamless experience. Note: The final schedule is determined with the client after a proposal is accepted and a purchase order is received.

Our installation process begins with careful planning and design to ensure that the AV system meets the needs of the end users and is properly integrated into the space. This includes conducting site surveys to assess the physical space and infrastructure, as well as working with clients to understand their specific needs and requirements. In circumstances where we are not able to conduct a technical walkthrough pre-quotation or believe the project would benefit from an additional review, we will coordinate a site survey at the client's earliest convenience. This allows us to properly assess the physical space and infrastructure, and solidify whether any site preparations need to be made in advance, such as providing lockable storage or installing power outlets as needed to support the AV system. Product orders will commence immediately following this final site review meeting and can take 2-3 weeks, depending on manufacturing and shipping times.

Once the site is prepared, BIS Digital will connect and configure all hardware and software components of the AV system. All work will be performed by BIS Digital Technicians only, with no subcontractors. This may include installing and configuring audio processors, amplifiers, and control systems, as well as integrating the AV system with other building systems as applicable. Installation times can range from two days to two weeks per room depending upon the complexity of the system and environment. Custom programming and support will be provided by BIS Digital programmers, who will be available throughout the installation period and for routine performance upgrades and maintenance through remote service. BIS Digital follows all local building codes and regulations when performing work and ensures that all components are installed safely and securely.

After all elements are installed and tested, our technicians will provide user training to ensure that all end users are comfortable operating the AV system. The scope of training will vary depending on the complexity of the project and the number of users who need to be trained. This may include hands-on training sessions, demonstrations, and the creation of user manuals or other documentation as needed. Ongoing training can also be provided through an on-site service or remote service agreement if desired. Our goal is to ensure that all end users have the knowledge and skills they need to effectively use and maintain the AV system.

Support and Service Overview

At BIS Digital, we are committed to meeting our customers' service and support requirements and honoring all product warranties. We also offer comprehensive maintenance programs that include on-site and remote support, service, and training in addition to warranty fulfillment. Complete details are available upon request.

We have a 24/7 toll-free service hotline staffed by experienced technical service representatives, as well as options for placing service calls directly on our website or by phone. In most cases, we can resolve issues over the phone or in a video conference, but there may be times when an on-site visit is necessary. We use hosted customer relationship management (CRM) software to track the performance of our supported systems and our customers' services. Our technicians receive service calls through our internal service coordinator, and the cost of service coverage depends on the customer's service agreement. When a service call is completed, an automated email is sent to the customer with the results.

To ensure that we're responding quickly and efficiently to our customer requests and service issues, we've also implemented a Service Level Management Escalation Policy that outlines how we handle different levels of severity and how we communicate with our customers. Sometimes, we may need to escalate issues for technical or managerial reasons. Technical escalations involve bringing in additional expertise to resolve technical problems as quickly as possible, while managerial escalations involve higher levels of decision-making authority to address procedural or behavioral obstacles that may be holding up the resolution of a situation.

To optimize these systems, we ask every customer to contact the Technical Support Center first:

(800) 715-1234
Support@BISDigital.com

In the event a BIS Digital technical support representative does not respond in a prompt manner (within 8 business hours), customers can escalate their service issue to the contacts below.

Account Manager – Dan Meyer
(800) 834-7674 x 4518

Technical Services Manager – Gary Jones
(800) 834-7674 x 4513

Director of Operations – Mitch Wise
(800) 834-7674 x 9516

Disclaimer: Shipping and Handling

Shipping Information and Requirements

By engaging in our shipping services, customers are obligated to provide precise shipping contact information. This includes the first and last name, title, phone number, and email address of the individual designated to oversee shipping logistics. Customers must also explicitly state whether their location possesses a designated dock for receiving shipments. This information is crucial for planning to ensure the most efficient and timely delivery method.

Direct Shipments from Manufacturers

BIS Digital reserves the right to dispatch particular items, such as monitors and specific components, directly from the manufacturer. While this approach may result in separate arrivals from bundled systems, it is essential to secure timely deliveries and the uncompromised condition of individual components. Rest assured, we manage this process to minimize any potential disruption to your project.

Shipping Costs

The expenses associated with shipping and handling will be determined according to project-specific requirements. Customers will receive a set price for these costs included in a Bill of Materials prior to proceeding with any shipment. Our objective is to maintain cost-efficiency while upholding the highest standards of care for your equipment.

Shipping Schedule and Tracking

BIS Digital collaborates closely with customers to establish a shipping schedule that aligns with project timelines. Timely delivery is a paramount commitment, and customers will be kept informed of the shipping status through proactive communication. Additionally, when applicable, customers will be granted access to tracking services and notifications, affording them the means to monitor the status of their shipments, thereby facilitating appropriate preparation for the arrival of their AV equipment.

Disclaimer and Contact Information

This Shipping and Handling Disclaimer serves as a general guideline for our shipping and handling procedures. BIS Digital is firmly committed to addressing specific inquiries or concerns regarding shipping in a prompt and efficient manner, all with the overarching goal of ensuring a seamless and expedient shipping experience for your AV equipment. Should you require further clarifications, have concerns, or need additional assistance, we encourage you to reach out to our dedicated support team.

By signing below, I certify that I am an authorized signer for Madison County BOCS and have reviewed and approved BIS Digital's Shipping and Handling Disclaimer. I understand that this disclaimer provides a general overview of shipping expectations and agree to hold BIS Digital harmless from liability arising from third-party carrier errors, damages, or delays. Furthermore, I acknowledge that if specific shipping instructions, such as address details, carry-in delivery, or attention-to information, are required, I will promptly forward these instructions to the designated account manager for implementation. I also recognize that any delays in providing accurate shipping information may result in project delays, and I accept responsibility for mitigating such delays by promptly addressing any shipping-related requirements.

Disclaimer: Client-Initiated Modifications and Post-Installation Changes

This document serves as a disclaimer by BIS Digital, Inc. to address concerns regarding client-initiated modifications and changes made to audiovisual systems during or post-installation. We urge all clients, their respective staff, and any applicable third-parties, to carefully review and understand the following points.

Responsibility for Modifications

BIS Digital takes pride in delivering high-quality audiovisual systems and solutions that are carefully designed, installed, and configured according to the client's specific needs and requirements. Any modifications, alterations, or changes made to the installed systems by the client or their staff after the completion of installation are outside the scope of our original service and responsibility.

Risk and Implications

Clients are advised that making unauthorized modifications to the audiovisual systems, including hardware and software, may result in compatibility issues, operational errors, and system malfunction. BIS Digital shall not be held responsible for any issues or damages that may occur due to these client-initiated modifications.

Client Decision-Makers

We encourage clients to designate responsible individuals who will oversee and approve any changes or updates to the audiovisual systems, and who understand the potential consequences of unauthorized modifications.

Client Communication

In the event that clients intend to make changes or upgrades to the installed systems, we kindly request that they notify BIS Digital in advance. This will allow us to assess the proposed changes for compatibility and potential impacts on the system.

Warranty and Support

Our standard warranty and support services apply to the audiovisual systems as they were originally installed and configured by BIS Digital. Any client-initiated modifications may void these warranties and may incur additional charges for repair or maintenance.

Dispute Resolution

In the event of disputes arising from client-initiated modifications and their impact on the audiovisual systems, BIS Digital is open to engaging in a constructive dialogue to find mutually acceptable solutions. However, the ultimate responsibility for such modifications rests with the client.

Acknowledgment

By continuing to use or make changes to the audiovisual systems installed by BIS Digital, clients acknowledge their understanding and acceptance of this disclaimer.

Contact Information

For any questions, concerns, or inquiries related to this Disclaimer, please contact BIS Digital through our official channels.

Please note that this disclaimer is a fundamental aspect of our service agreements. BIS Digital is committed to delivering exceptional AV solutions and ensuring the longevity and functionality of our installations. We appreciate your cooperation in preserving the integrity of our work.

BIS-4000374 - External Change Order (ECO)

Rep Name: Dan Meyer

Date: 01-02-2025

Madison County BOCS

External Change Order (ECO) Description / Notes:

Arrived onsite for the walkthrough and review of changes due to remodeling. The wheelchair ramp will be removed in its entirety moving the entire judge's bench and witness stand area back a few feet. The current plan is to completely rewire that area with all current wiring being removed. they also plan to extend out the jury area by a couple of feet causing the need to rewire the jury rail microphones.

Greg Higginbotham has said we can give them the requirements for the conduit and Drew Ridinger will provide the remodel designs on Monday 12/16/24. It should be recommended that no conduit should have angles not designed to allow for the cable to pass through comfortably. Currently, there is at least 1 area where unless the cable is rerouted it would require a bend greater than 90 degrees. Greg Higginbotham said he would need to confirm whether they were planning to add a floor junction box for the podium. Greg Higginbotham mentioned enclosing the rack area but assuring airflow, it should also provide enough working area in the event service is required. It was also stated that they could add a conduit for the Jury rail which is currently not using conduit but has the wire hidden behind the baseboard. Please note that all locations outside of the jury box will require access to power.

It was not mentioned if the LCD panel placement on the wall would change, but there was no work to be done on the ceiling. Note that the speaker placement may need to be adjusted for the judge and witness areas after those areas are moved back.

According to the conversation with Greg Higginbotham, the cables that will need to be replaced in each courtroom are as follows:

Judges Bench: 2 Shielded CAT6 and 2 Microphone

Witness Stand: 1 shielded CAT6 and 1 Microphone

Court Reporter Desk: 3 Shielded CAT6

Podium: 2 Shielded CAT6 and 1 Microphone

Jury Rail: 1 Microphone

Will any BIS Digital provided equipment need to match existing equipment?

No -- All BIS Digital provided equipment can be standalone and does not need to match any existing equipment.

System Training Required?

No -- This scope does NOT require system training.

System:

Courtroom

Multiple Rooms?

No -- This scope does NOT consider multiple rooms.

Applicable Room Name(s):

050 & 057

Will BIS Digital provide ongoing support?

N/A