



**RFP 22-005 – COG BOARDROOM AUDIO & VIDEO SYSTEMS UPGRADE
ADDENDUM 2**

This addendum answers questions received by the deadline set forth in the RFP.

Answers are in **BOLD** text.

1. What is the ceiling height in the open space in boardroom?
 - a. **At its tallest point, the boardroom is 203.5 inches high.**
2. Are you looking to remove the projector lift and ceiling screen or just leave them in place flush with the ceiling?
 - a. **Yes.**
3. Do the existing projector lift and screen still work? (i.e. go up and down)
 - a. **Yes, both still operate.**
4. What are the dimensions of the existing drop-down screen?
 - a. **About 98”.**
5. What are the dimensions of the rear projection glass?
 - a. **About 98”.**
6. How many total people will need a microphone in a large meeting? (at full capacity)
 - a. **A full capacity meeting will require 36 mics for the dais, 4 mics for the panel, 1 podium mic, and 2 wireless handheld mics. About 8-12 additional wireless mics are needed for “pit only seating” meetings.**
7. Will both screens show the same content? Or do you need them to show different content (2 separate sources)
 - a. **Both options (same and differing content) will be necessary.**
8. With most room schedulers they need to tie into an existing email system, what email system do you use? (Gmail, Microsoft etc.)
 - a. **Microsoft Office 365.**
9. Do you have an existing POTs or VOIP phone system that will be used for the AV system?
 - a. **Microsoft Teams Phone System (VOIP).**