

**CITY OF AUSTIN  
PURCHASING OFFICE  
SOLICITATION NO. RFP MPM0302  
SCOPE OF WORK  
channelAustin TELEVISION STUDIO LIGHTING SYSTEM UPGRADE**

**1. Objective**

The City of Austin is requesting proposals from qualified Contractors to upgrade the television studio lighting system in the City's Public Access Television Studio located at 1143 Northwestern Avenue, Austin, TX. The facility is managed by Public Access Community Television, Inc. dba channelAustin.

This project proposes to upgrade the Main and Mini television studios at channelAustin to energy efficient lighting equipment. It also proposes to update and modernize the electrical service and control for lighting of the Main and Mini television studios.

**2. Background Information**

***channelAustin***

Public Access Community Television, Inc. dba channelAustin is a 501(c)(3) nonprofit corporation contracted by the City of Austin via its Telecommunication and Regulatory Affairs office since 2005 to manage the City's Public Access Television Studio located at 1143 Northwestern Avenue, Austin, TX 78702. channelAustin provides Austin area residents with the means to create pre-recorded and live content that reaches viewers through the City's 3 public access channels, 10, 11, and 16, distributed by Time Warner Cable, Grande Communications, AT&T UVerse and channelAustin's web site, [www.channelaustin.org](http://www.channelaustin.org), as well as eventually via Google Fiber.

***Facility***

The 24 year old facility at Northwestern Avenue houses a 30 x 40 ft. Main Studio and a 22 x 14 ft. Mini Studio with adjacent control rooms, an Equipment room, a Master Control room, a Server room, a Conference room, 7 administrative offices, an administrative "bull pen", lounge and lobby.

***Previous Technology Upgrades***

Since 2005, there has been a sequence of major and minor technology upgrades for the building's IT systems and its television production resources. In 2009 the studios were upgraded to HDV and a new building distribution system for data and voice was installed. In 2011 channelAustin moved the majority of its services to its web site, including the ability to create equipment reservations and submit programs online. In 2012 the Synergy Broadcast system was replaced with a Telvue system that brought with it service for VOD and live streaming.

Over the years, the television studio lighting system has been periodically upgraded with new lighting instruments. The underlying lighting grid infrastructure and wiring is made up of the original components that were installed when the facility was completed in 1990. That technology dates from the late 1980s.

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### **3. Summary of Current Television Studios and Lighting System**

#### ***Overview of Studios***

Both the 30 x 40 ft. Main Studio and the 22 x 14 ft. Mini Studio may be used for producing live or pre-recorded programs. The Main Studio features 3 HD cameras and is designed with the option for additional cameras. The Mini Studio features 2 robotic HD cameras. Both studio control rooms are configured similarly and have the same Ross switcher, configuration for playback/record with DVD, HD tape, or Final Cut Pro, character generator, and Onyx audio mixer.

#### ***Main Studio Lighting***

The lighting system in the Main Studio serves the needs for a range of productions including bands, choirs, and other large performances as well as community forums, talk shows, round table discussions, and interviews. The lighting system is expansive enough to enable 3 separate sets at the same time. Specialty lighting instruments enable multi-colored lighting scenarios.

The Main Studio currently has 61 lighting instruments connected to 5 ceiling connector strips including:

- 10 Cyc Lights @ 1500 watts
- 4 LED DMX Cyc Lights @ unlabeled wattage
- 2 Robotic DMX Lights @ unlabeled wattage
- 3 Ellipsoidal Lights @ 750 watts
- 20 6 inch 1K Fresnel Light
- 8 8 inch 2K Fresnel Lights
- 8 Fluorescent Soft Lights @ 55 watts
- 3 Mini Broad Lights @ 1500 watts
- 3 Scoop Lights @ 2000 watts

A Strand 200 Lighting board controls the lighting instruments in the Main Studio.

#### ***Mini Studio Lighting***

The lighting system in the Mini Studio serves a scaled back version of Main Studio production types including smaller performances and programs with a limited number of people on camera.

The Mini Studio currently has 9 lighting instruments including:

- 2 Cyc Lights @ 1500 watts
- 2 6 inch 1K Fresnel Light @ 1000 watts
- 5 Fluorescent Lights @ 55 watts

A Strand 100 Lighting board controls the lighting instruments in the Mini Studio.

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#### **4. Scope of Work**

##### ***Problem Statement***

The present incandescent lighting equipment in the facility is very wasteful of electrical energy. Most of that energy is converted into heat, which in turn increases the demand for air conditioning. Energy efficient lighting equipment, including LED lights, has become available. It is now practical to replace the present incandescent lighting equipment with more energy efficient and lower maintenance lighting instruments whose inherent color temperature is more compatible with the modern television cameras that are in the studios. Also, because of the lower operating temperatures, these new instruments are safer to the users of the studios.

The age of the electrical dimming and power distribution equipment in the facility – now 24 years old – has increased the need for maintenance and repair of that equipment. Modern control and dimming techniques make much of that equipment obsolete.

##### ***Project Goals***

The Contractor shall develop a proposal to achieve the following goals:

Goal #1: Replace all studio incandescent lighting instruments with energy efficient lighting instruments.

- The Contractor shall upgrade the lighting system in both the Main and Mini studios and install new lighting instruments so that all consist of LED or similar types of energy efficient lights.
- The upgraded lighting system proposed by the Contractor in both studios shall minimally serve the same range of productions as the current lighting system does.
- The Contractor shall install suitable types and quantities of efficient lighting instruments to fulfill the tasks of key, fill, back, cyclorama and special effects studio lighting as the current system allows. These needs will be clarified at the pre-bid meeting.

Goal #2: Add new energy efficient lighting features that currently do not exist in the studios.

- The Contractor shall install at least 2 to possibly 4 intelligent robotic instruments that include features for: pan, tilt, dimmer, shutter, gobo select & rotation, color, zoom, and focus.
- The Contractor shall include a minimum of 6 studio up-lights in the package.
- The Contractor shall include specialty lighting designed to provide lighting for blue and green screen chroma keys.
- The Contractor shall include in the new lighting system trombones and other lighting instrument adapters & accessories as deemed necessary. These needs will be determined at the pre-bid meeting.

Goal #3: Improve and simplify electrical distribution in the studios.

- The Contractor is responsible for the removal and disposal of the large central high-powered dimmer system that will no longer be necessary. The Contractor shall note in the proposal the method of disposal.

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- The Contractor shall develop an electrical distribution plan for how the existing circuits and wiring will be reconfigured, rewired, moved, or removed to serve the new energy efficient lighting system.
- The Contractor shall be responsible for ensuring the electrical distribution plan includes the extension of DMX data and power wiring to the light grids using current accepted practices.
- The Contractor shall be responsible for all work involved with implementing the electrical distribution plan in accordance with all applicable codes and standards.

Goal #4: Provide electrical power for temporary usages.

- The Contractor shall include in the plan a provision for one or more 3-phase fused disconnect panels for the temporary connection of electrical equipment that might be brought in as needed.
- These might include lighting associated with studio rentals or a mobile satellite uplink or other such uses. These disconnects shall meet applicable codes for such uses.

***Milestones & Target Dates***

- The Contractor shall propose project milestones and target dates with an ultimate milestone of completing the project no later than the end of the current fiscal year.
- The fiscal year ends on September 30, 2015.

***Minimize Studio Down Time***

- The Contractor shall take into consideration the fact that the Main and Mini studios are regularly used each day. The Contractor shall establish a work schedule that minimizes studio down time.
- The Contractor shall ensure all materials and human resources are in place before the current lighting system is taken offline to avoid delay during down time.
- The Contractor shall budget for weekday overtime and weekend work if necessary to shorten the length of time that the studios are out of service.

***Project Manager***

- The Contractor shall provide a project manager.
- The project manager may also act as liaison with the City's Building Services staff, code inspectors, and others involved with the project.
- The project manager shall ensure that the implementation of the lighting system upgrade is consistent with the needs of the facility and the work stated in the contract.

***Contractor Requirements & Responsibilities***

- The Contractor shall be local (with headquarters in Central Texas) or have a local Central Texas affiliate or agent if headquartered elsewhere.
- The Contractor shall be responsible for at least, but not limited to: acquisition, receiving, local delivery, onsite installation, deployment, testing, and training (if applicable) for all resources associated the project.

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- The Contractor shall contact channelAustin for delivery/installation at least 24 hours prior to delivery.
- The Contractor shall tag all applicable equipment with City ID tags to be provided by the City.
- The Contractor shall also provide a complete list of inventory tagged for this project in a manner prescribed by channelAustin such that it easily integrates with existing inventory spreadsheets
- The Contractor shall state in the proposal the longest possible manufacturer warranty extensions available for all components of the Television Studio Lighting System at the time of purchase.
- The Contractor shall include at least a 90-day warranty on all labor and be available for onsite service of that warranty on an as needed basis.