National Cooperative Purchasing Alliance

RFP # 29-20 Audio/Visual Products and Services

Due Date: November 19, 2020 at 2:00 P.M. CST

Submitted By:

David Allen, E.E.T., CTS
Chief Operating Officer
Ford Audio-Video Systems, LLC
Phone: 512-447-1103
Email: alled@fordav.com

NCPA – National Cooperative Purchasing Alliance

RFP # 29-20 Audio/Visual Products and Services

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Helping People Communicate!

11-17-20

Matt Mackel.
NCPA
P.O. Box 701273
Houston, TX 77270

Re: RFP # 29-20 – Audio/Visual Products and Services

Greetings Mr. Mackel,

Ford Audio-Video Systems, LLC (Ford) appreciates the opportunity to provide our response to the above referenced NCPA solicitation for review and consideration. Ford has enjoyed working NCPA members to support their AV systems needs under our current contract and looks forward to growing our presence with cooperative members under a new contract over the next few years.

Ford has a long history of engineering, installing and servicing commercial AV systems nationwide and we have the necessary infrastructure, experience, and personnel available to meet the requirements outlined in this solicitation. Ford has been a key driving force across the AV industry since 1973 and is renowned for successfully executing AV projects of any size and scale for our customers with even the most complex requirements, aggressive timelines, budgets and job site conditions.

At the core of Ford's operations is our large Job Center with over 350 employees that are focused on providing an exceptional customer experience by executing each project with excellence. Ford is proud that the hard work of our employees has grown our organization into one of the Top 10 Commercial AV System Integrators in the country and in 2018 was recognized as the Integrator of the Year Commercial Integrator. Our refined project methodology is implemented consistently throughout all phases of over 750 AV projects annually and assures that our customers receive the highest quality system solutions and support for any of their AV system requirements.

After carefully reviewing the scope of work and requirements put forth in the RFQ documents, Ford can assure the NCPA membership that we are familiar with the diverse AV system applications and needs of local, state, K-12, and higher education government facilities. In just the past three years Ford has completed over 300 projects totaling in excess of $48M for government facilities nationwide that encompassed a broad range of AV applications engineered to improve communications across multiple platforms.

In closing, Ford is committed to provide cost-effective AV systems for NCPA members and looks forward to nurturing long-term partnerships in servicing their AV systems. We thank you for your time and please do not hesitate to contact me if there are any questions regarding our proposal that may require clarification.

Sincerely,

FORD AUDIO-VIDEO SYSTEMS, LLC

David Allen, E.E.T.
Chief Operating Officer
Phone: 512-447-1103
Email: alled@fordav.com

NCPA – RFP # 29-20 Audio/Visual Products and Services

Tab 1- Master Agreement / Signature Form

Tab 1 – Master Agreement
General Terms and Conditions

- Customer Support
  - The vendor shall provide timely and accurate technical advice and sales support. The vendor shall respond to such requests within one (1) working day after receipt of the request.

- Disclosures
  - Respondent affirms that he/she has not given, offered to give, nor intends to give at any time hereafter any economic opportunity, future employment, gift, loan, gratuity, special discount, trip, favor or service to a public servant in connection with this contract.
  - The respondent affirms that, to the best of his/her knowledge, the offer has been arrived at independently, and is submitted without collusion with anyone to obtain information or gain any favoritism that would in any way limit competition or give an unfair advantage over other vendors in the award of this contract.

- Renewal of Contract
  - Unless otherwise stated, all contracts are for a period of three (3) years with an option to renew for up to two (2) additional one-year terms or any combination of time equally not more than 2 years if agreed to by Region 14 ESC and the vendor.

- Funding Out Clause
  - Any/all contracts exceeding one (1) year shall include a standard "funding out" clause. A contract for the acquisition, including lease, of real or personal property is a commitment of the entity's current revenue only, provided the contract contains either or both of the following provisions:
  - Retains to the entity the continuing right to terminate the contract at the expiration of each budget period during the term of the contract and is conditioned on a best efforts attempt by the entity to obtain appropriate funds for payment of the contract.

- Shipments (if applicable)
  - The awarded vendor shall ship ordered products within seven (7) working days for goods available and within four (4) to six (6) weeks for specialty items after the receipt of the order unless modified. If a product cannot be shipped within that time, the awarded vendor shall notify the entity placing the order as to why the product has not shipped and shall provide an estimated shipping date. At this point the participating entity may cancel the order if estimated shipping time is not acceptable.
- Tax Exempt Status
  - Since this is a national contract, knowing the tax laws in each state is the sole responsibility of the vendor.

- Payments
  - The entity using the contract will make payments directly to the awarded vendor or their affiliates (distributors/business partners/resellers) as long as written request and approval by NCPA is provided to the awarded vendor.

- Adding authorized distributors/dealers

  - Awarded vendors may submit a list of distributors/partners/resellers to sell under their contract throughout the life of the contract. Vendor must receive written approval from NCPA before such distributors/partners/resellers considered authorized.
  - Purchase orders and payment can only be made to awarded vendor or distributors/business partners/resellers previously approved by NCPA.
  - Pricing provided to members by added distributors or dealers must also be less than or equal to the pricing offered by the awarded contract holder.
  - All distributors/partners/resellers are required to abide by the Terms and Conditions of the vendor's agreement with NCPA.

- Pricing

  - <u>All pricing submitted shall include the administrative fee to be remitted to NCPA by the awarded vendor.</u> It is the awarded vendor's responsibility to keep all pricing up to date and on file with NCPA.
  - All deliveries shall be freight prepaid, F.O.B. destination and shall be included in all pricing offered unless otherwise clearly stated in writing

- Warranty
  - Proposals should address each of the following:

    - Applicable warranty and/or guarantees of equipment and installations including any conditions and response time for repair and/or replacement of any components during the warranty period.
    - Availability of replacement parts
    - Life expectancy of equipment under normal use
    - Detailed information as to proposed return policy on all equipment
- Indemnity

  - The awarded vendor shall protect, indemnify, and hold harmless Region 14 ESC and its participants, administrators, employees and agents against all claims, damages, losses and expenses arising out of or resulting from the actions of the vendor, vendor employees or vendor subcontractors in the preparation of the solicitation and the later execution of the contract.

- Franchise Tax
  - The respondent hereby certifies that he/she is not currently delinquent in the payment of any franchise taxes.

- Supplemental Agreements
  - The entity participating in this contract and awarded vendor may enter into a separate supplemental agreement to further define the level of service requirements over and above the minimum defined in this contract i.e. invoice requirements, ordering requirements, specialized delivery, etc. Any supplemental agreement developed as a result of this contract is exclusively between the participating entity and awarded vendor.

- Certificates of Insurance

  - Certificates of insurance shall be delivered to the Public Agency prior to commencement of work. The insurance company shall be licensed in the applicable state in which work is being conducted. The awarded vendor shall give the participating entity a minimum of ten (10) days notice prior to any modifications or cancellation of policies. The awarded vendor shall require all subcontractors performing any work to maintain coverage as specified.

- Legal Obligations
  - It is the Respondent's responsibility to be aware of and comply with all local, state, and federal laws governing the sale of products/services identified in this RFP and any awarded contract and shall comply with all while fulfilling the RFP. Applicable laws and regulation must be followed even if not specifically identified herein.
- Protest

  - A protest of an award or proposed award must be filed in writing within ten (10) days from the date of the official award notification and must be received by 5:00 pm CST. Protests shall be filed with Region 14 ESC and shall include the following:

    - Name, address and telephone number of protester
    - Original signature of protester or its representative
    - Identification of the solicitation by RFP number
    - Detailed statement of legal and factual grounds including copies of relevant documents and the form of relief requested
  - Any protest review and action shall be considered final with no further formalities being considered.

- Force Majeure

  - If by reason of Force Majeure, either party hereto shall be rendered unable wholly or in part to carry out its obligations under this Agreement then such party shall give notice and full particulars of Force Majeure in writing to the other party within a reasonable time after occurrence of the event or cause relied upon, and the obligation of the party giving such notice, so far as it is affected by such Force Majeure, shall be suspended during the continuance of the inability then claimed, except as hereinafter provided, but for no longer period, and such party shall endeavor to remove or overcome such inability with all reasonable dispatch.
  - The term Force Majeure as employed herein, shall mean acts of God, strikes, lockouts, or other industrial disturbances, act of public enemy, orders of any kind of government of the

United States or any civil or military authority; insurrections; riots; epidemics; landslides; lighting; earthquake; fires; hurricanes; storms; floods; washouts; droughts; arrests; restraint of government and people; civil disturbances; explosions, breakage or accidents to machinery, pipelines or canals, or other causes not reasonably within the control of the party claiming such inability. It is understood and agreed that the settlement of strikes and lockouts shall be entirely within the discretion of the party having the difficulty, and that the above requirement that any Force Majeure shall be remedied with all reasonable dispatch shall not require the settlement of strikes and lockouts by acceding to the demands of the opposing party or parties when such settlement is unfavorable in the judgment of the party having the difficulty

- Prevailing Wage
  - It shall be the responsibility of the Vendor to comply, when applicable, with the prevailing wage legislation in effect in the jurisdiction of the purchaser. It shall further be the responsibility of the Vendor to monitor the prevailing wage rates as established by the appropriate department of labor for any increase in rates during the term of this contract and adjust wage rates accordingly.

- Miscellaneous
  - Either party may cancel this contract in whole or in part by providing written notice. The cancellation will take effect 30 business days after the other party receives the notice of cancellation. After the 30th business day all work will cease following completion of final purchase order.

- Open Records Policy
  - Because Region 14 ESC is a governmental entity responses submitted are subject to release as public information after contracts are executed. If a vendor believes that its response, or parts of its response, may be exempted from disclosure, the vendor must specify page-by-page and line-by-line the parts of the response, which it believes, are exempt. In addition, the respondent must specify which exception(s) are applicable and provide detailed reasons to substantiate the exception(s).
  - The determination of whether information is confidential and not subject to disclosure is the duty of the Office of Attorney General (OAG). Region 14 ESC must provide the OAG sufficient information to render an opinion and therefore, vague and general claims to confidentiality by the respondent are not acceptable. Region 14 ESC must comply with the opinions of the OAG. Region14 ESC assumes no responsibility for asserting legal arguments on behalf of any vendor. Respondent are advised to consult with their legal counsel concerning disclosure issues resulting from this procurement process and to take precautions to safeguard trade secrets and other proprietary information.

Process

Region 14 ESC will evaluate proposals in accordance with, and subject to, the relevant statutes, ordinances, rules, and regulations that govern its procurement practices. NCPA will assist Region 14 ESC in evaluating proposals. Award(s) will be made to the prospective vendor whose response is determined to be the most advantageous to Region 14 ESC, NCPA, and its participating agencies. To qualify for evaluation, response must have been submitted on time, and satisfy all mandatory requirements identified in this document.

- Contract Administration
  - The contract will be administered by Region 14 ESC. The National Program will be administered by NCPA on behalf of Region 14 ESC.
- Contract Term
  - The contract term will be for three (3) year starting from the date of the award. The contract may be renewed for up to two (2) additional one-year terms or any combination of time equally not more than 2 years.
  - It should be noted that maintenance/service agreements may be issued for up to (5) years under this contract even if the contract only lasts for the initial term of the contract. NCPA will monitor any maintenance agreements for the term of the agreement provided they are signed prior to the termination or expiration of this contract.
- Contract Waiver
  - Any waiver of any provision of this contract shall be in writing and shall be signed by the duly authorized agent of Region 14 ESC. The waiver by either party of any term or condition of this contract shall not be deemed to constitute waiver thereof nor a waiver of any further or additional right that such party may hold under this contract.
- Products and Services additions
  - Products and Services may be added to the resulting contract during the term of the contract by written amendment, to the extent that those products and services are within the scope of this RFP.
- Competitive Range
  - It may be necessary for Region 14 ESC to establish a competitive range. Responses not in the competitive range are unacceptable and do not receive further award consideration.
- Deviations and Exceptions
  - Deviations or exceptions stipulated in response may result in disqualification. It is the intent of Region 14 ESC to award a vendor's complete line of products and/or services, when possible.
- Estimated Quantities
  - The estimated dollar volume of Products and Services purchased under the proposed Master Agreement is $15 - $20 million dollars annually. This estimate is based on the anticipated volume of Region 14 ESC and current sales within the NCPA program. There is no guarantee or commitment of any kind regarding usage of any contracts resulting from this solicitation

- Evaluation
  - Region 14 ESC will review and evaluate all responses in accordance with, and subject to, the relevant statutes, ordinances, rules and regulations that govern its procurement practices. NCPA will assist the lead agency in evaluating proposals. Recommendations for contract awards will be based on multiple factors, each factor being assigned a point value based on its importance.
- Formation of Contract
  - A response to this solicitation is an offer to contract with Region 14 ESC based upon the terms, conditions, scope of work, and specifications contained in this request. A solicitation does not become a contract until it is accepted by Region 14 ESC. The prospective vendor must submit a signed Signature Form with the response thus, eliminating the need for a formal signing process.
- NCPA Administrative Agreement
  - The vendor will be required to enter and execute the National Cooperative Purchasing Alliance Administration Agreement with NCPA upon award with Region 14 ESC. The agreement establishes the requirements of the vendor with respect to a nationwide contract effort.
- Clarifications / Discussions
  - Region 14 ESC may request additional information or clarification from any of the respondents after review of the proposals received for the sole purpose of elimination minor irregularities, informalities, or apparent clerical mistakes in the proposal. Clarification does not give respondent an opportunity to revise or modify its proposal, except to the extent that correction of apparent clerical mistakes results in a revision. After the initial receipt of proposals, Region 14 ESC reserves the right to conduct discussions with those respondent's whose proposals are determined to be reasonably susceptible of being selected for award. Discussions occur when oral or written communications between Region 14 ESC and respondent's are conducted for the purpose clarifications involving information essential for determining the acceptability of a proposal or that provides respondent an opportunity to revise or modify its proposal. Region 14 ESC will not assist respondent bring its proposal up to the level of other proposals through discussions. Region 14 ESC will not indicate to respondent a cost or price that it must meet to neither obtain further consideration nor will it provide any information about other respondents' proposals or prices.
- Multiple Awards
  - Multiple Contracts may be awarded as a result of the solicitation. Multiple Awards will ensure that any ensuing contracts fulfill current and future requirements of the diverse and large number of participating public agencies.
- Past Performance
  - Past performance is relevant information regarding a vendor's actions under previously awarded contracts; including the administrative aspects of performance; the vendor's history of reasonable and cooperative behavior and commitment to customer satisfaction; and generally, the vendor's businesslike concern for the interests of the customer.

Evaluation Criteria

- Pricing (40 points)
  - Electronic Price Lists
    - Products, Services, Warranties, etc. price list
    - Prices listed will be used to establish both the extent of a vendor's product lines, services, warranties, etc. available from a particular bidder and the pricing per item.

- Ability to Provide and Perform the Required Services for the Contract (25 points)
  - Product Delivery within participating entities specified parameters
  - Number of line items delivered complete within the normal delivery time as a percentage of line items ordered.
  - Vendor's ability to perform towards above requirements and desired specifications.
  - Past Cooperative Program Performance
  - Quantity of line items available that are commonly purchased by the entity.
  - Quality of line items available compared to normal participating entity standards.

- References (15 points)
  - A minimum of ten (10) customer references for product and/or services of similar scope dating within past 3 years

- Technology for Supporting the Program (10 points)
  - Electronic on-line catalog, order entry use by and suitability for the entity's needs
  - Quality of vendor's on-line resources for NCPA members.
  - Specifications and features offered by respondent's products and/or services

- Value Added Services Description, Products and/or Services (10 points)
  - Marketing and Training
  - Minority and Women Business Enterprise (MWBE) and (HUB) Participation
  - Customer Service

Signature Form

The undersigned hereby proposes and agrees to furnish goods and/or services in strict compliance with the terms, specifications and conditions at the prices proposed within response unless noted in writing. The undersigned further certifies that he/she is an officer of the company and has authority to negotiate and bind the company named below and has not prepared this bid in collusion with any other Respondent and that the contents of this proposal as to prices, terms or conditions of said bid have not been communicated by the undersigned nor by any employee or agent to any person engaged in this type of business prior to the official opening of this proposal.

Prices are guaranteed: **120 days**

Company name	Ford Audio-Video Systems, LLC
Address	4800 West I-40 Frontage Road
City/State/Zip	Oklahoma City, OK 73128
Telephone No.	512-447-1103
Fax No.	405-946-9991
Email address	alled@fordav.com
Printed name	David Allen, E.E.T.
Position with company	Chief Operating Officer
Authorized signature	

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Tab 2 - NCPA Administrative Agreement

Tab 2 – NCPA Administration Agreement

This Administration Agreement is made as of December 8, 2020, by and between National Cooperative Purchasing Alliance ("NCPA") and Ford Audio-Video Systems, LLC ("Vendor").

Recitals

WHEREAS, Region 14 ESC has entered into a certain Master Agreement dated December 8, 2020, referenced as Contract Number 01-108, by and between Region 14 ESC and Vendor, as may be amended from time to time in accordance with the terms thereof (the "Master Agreement"), for the purchase of Audio/Visual Products and Services;

WHEREAS, said Master Agreement provides that any state, city, special district, local government, school district, private K-12 school, technical or vocational school, higher education institution, other government agency or nonprofit organization (hereinafter referred to as "public agency" or collectively, "public agencies") may purchase products and services at the prices indicated in the Master Agreement;

WHEREAS, NCPA has the administrative and legal capacity to administer purchases under the Master Agreement to public agencies;

WHEREAS, NCPA serves as the administrative agent for Region 14 ESC in connection with other master agreements offered by NCPA

WHEREAS, Region 14 ESC desires NCPA to proceed with administration of the Master Agreement;

WHEREAS, NCPA and Vendor desire to enter into this Agreement to make available the Master Agreement to public agencies on a national basis;

NOW, THEREFORE, in consideration of the payments to be made hereunder and the mutual covenants contained in this Agreement, NCPA and Vendor hereby agree as follows:

- General Terms and Conditions
  - The Master Agreement, attached hereto as Tab 1 and incorporated herein by reference as though fully set forth herein, and the terms and conditions contained therein shall apply to this Agreement except as expressly changed or modified by this Agreement.
  - NCPA shall be afforded all of the rights, privileges and indemnifications afforded to Region 14 ESC under the Master Agreement, and such rights, privileges and indemnifications shall accrue and apply with equal effect to NCPA under this Agreement including, but not limited to, the Vendor's obligation to provide appropriate insurance and certain indemnifications to Region 14 ESC.
  - Vendor shall perform all duties, responsibilities and obligations required under the Master Agreement in the time and manner specified by the Master Agreement.
  - NCPA shall perform all of its duties, responsibilities, and obligations as administrator of purchases under the Master Agreement as set forth herein, and Vendor acknowledges that NCPA shall act in the capacity of administrator of purchases under the Master Agreement.
  - With respect to any purchases made by Region 14 ESC or any Public Agency pursuant to the Master Agreement, NCPA (a) shall not be construed as a dealer, re-marketer, representative, partner, or agent of any type of Vendor, Region 14 ESC, or such Public Agency, (b) shall not be obligated, liable or responsible (i) for any orders made by Region

14 ESC, any Public Agency or any employee of Region 14 ESC or Public Agency under the Master Agreement, or (ii) for any payments required to be made with respect to such order, and (c) shall not be obligated, liable or responsible for any failure by the Public Agency to (i) comply with procedures or requirements of applicable law, or (ii) obtain the due authorization and approval necessary to purchase under the Master Agreement. NCPA makes no representations or guaranties with respect to any minimum purchases required to be made by Region 14 ESC, any Public Agency, or any employee of Region 14 ESC or Public Agency under this Agreement or the Master Agreement.

- The Public Agency participating in the NCPA contract and Vendor may enter into a separate supplemental agreement to further define the level of service requirements over and above the minimum defined in this contract i.e. invoice requirements, ordering requirements, specialized delivery, etc. Any supplemental agreement developed as a result of this contract is exclusively between the Public Agency and Vendor. NCPA, its agents, members and employees shall not be made party to any claim for breach of such agreement.

- Term of Agreement
  - This Agreement shall be in effect so long as the Master Agreement remains in effect, provided, however, that the obligation to pay all amounts owed by Vendor to NCPA through the termination of this Agreement and all indemnifications afforded by Vendor to NCPA shall survive the term of this Agreement.

- Fees and Reporting
  - The awarded vendor shall electronically provide NCPA with a detailed quarterly report showing the dollar volume of all sales under the contract for the previous quarter. Reports are due on the fifteenth (15th) day after the close of the previous quarter. It is the responsibility of the awarded vendor to collect and compile all sales under the contract from participating members and submit one (1) report. The report shall include at least the following information as listed in the example below:

Entity Name	Zip Code	State	PO or Job #	Sale Amount
			Total	

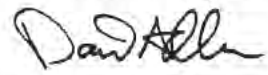
  - Each quarter NCPA will invoice the vendor based on the total of sale amount(s) reported. From the invoice the vendor shall pay to NCPA an administrative fee based upon the tiered fee schedule below. Vendor's annual sales shall be measured on a calendar year basis. Deadline for term of payment will be included in the invoice NCPA provides.

Annual Sales Through Contract	Administrative Fee
0 - $30,000,000	2%
$30,000,001 - $50,000,000	1.5%
$50,000,001+	1%

  - Supplier shall maintain an accounting of all purchases made by Public Agencies under the Master Agreement. NCPA and Region 14 ESC reserve the right to audit the accounting for a

period of four (4) years from the date NCPA receives the accounting. In the event of such an audit, the requested materials shall be provided at the location designated by Region 14 ESC or NCPA. In the event such audit reveals an under reporting of Contract Sales and a resulting underpayment of administrative fees, Vendor shall promptly pay NCPA the amount of such underpayment, together with interest on such amount and shall be obligated to reimburse NCPA's costs and expenses for such audit.

- General Provisions
  - This Agreement supersedes any and all other agreements, either oral or in writing, between the parties hereto with respect to the subject matter hereof, and no other agreement, statement, or promise relating to the subject matter of this Agreement which is not contained herein shall be valid or binding.
  - Awarded vendor agrees to allow NCPA to use their name and logo within website, marketing materials and advertisement. Any use of NCPA name and logo or any form of publicity regarding this contract by awarded vendor must have prior approval from NCPA.
  - If any action at law or in equity is brought to enforce or interpret the provisions of this Agreement or to recover any administrative fee and accrued interest, the prevailing party shall be entitled to reasonable attorney's fees and costs in addition to any other relief to which such party may be entitled.
  - Neither this Agreement nor any rights or obligations hereunder shall be assignable by Vendor without prior written consent of NCPA, provided, however, that the Vendor may, without such written consent, assign this Agreement and its rights and delegate its obligations hereunder in connection with the transfer or sale of all or substantially all of its assets or business related to this Agreement, or in the event of its merger, consolidation, change in control or similar transaction. Any permitted assignee shall assume all assigned obligations of its assignor under this Agreement.
  - This Agreement and NCPA's rights and obligations hereunder may be assigned at NCPA's sole discretion, to an existing or newly established legal entity that has the authority and capacity to perform NCPA's obligations hereunder
  - All written communications given hereunder shall be delivered to the addresses as set forth below.

National Cooperative Purchasing Alliance:		**Vendor:**	Ford Audio-Video Systems, LLC
Name:	Matthew Mackel	Name:	David Allen, E.E.T.
Title:	Director, Business Development	Title:	Chief Operating Officer
Address:	PO Box 701273 Houston, TX 77270	Address:	4800 West I-40 Frontage Road Oklahoma City, OK 73148
Signature:		Signature:	
Date:	December 8, 2020	Date:	10/15/2020

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Tab 3 - Vendor Questionnaire

Tab 3 – Vendor Questionnaire

Please provide responses to the following questions that address your company's operations, organization, structure, and processes for providing products and services.

- States Covered
  - Bidder must indicate any and all states where products and services can be offered.
  - Please indicate the price co-efficient for each state if it varies.

☒ **50 States & District of Columbia** (Selecting this box is equal to checking all boxes below)

☐ Alabama	☐ Maryland	☐ South Carolina
☐ Alaska	☐ Massachusetts	☐ South Dakota
☐ Arizona	☐ Michigan	☐ Tennessee
☐ Arkansas	☐ Minnesota	☐ Texas
☐ California	☐ Mississippi	☐ Utah
☐ Colorado	☐ Missouri	☐ Vermont
☐ Connecticut	☐ Montana	☐ Virginia
☐ Delaware	☐ Nebraska	☐ Washington
☐ District of Columbia	☐ Nevada	☐ West Virginia
☐ Florida	☐ New Hampshire	☐ Wisconsin
☐ Georgia	☐ New Jersey	☐ Wyoming
☐ Hawaii	☐ New Mexico	
☐ Idaho	☐ New York	
☐ Illinois	☐ North Carolina	
☐ Indiana	☐ North Dakota	
☐ Iowa	☐ Ohio	
☐ Kansas	☐ Oklahoma	
☐ Kentucky	☐ Oregon	
☐ Louisiana	☐ Pennsylvania	
☐ Maine	☐ Rhode Island	

☐ **All US Territories and Outlying Areas** (Selecting this box is equal to checking all boxes below)

☐ American Somoa	☐ Northern Marina Islands
☐ Federated States of Micronesia	☐ Puerto Rico
☐ Guam	☐ U.S. Virgin Islands
☐ Midway Islands	

- Minority and Women Business Enterprise (MWBE) and (HUB) Participation
  - It is the policy of some entities participating in NCPA to involve minority and women business enterprises (MWBE) and historically underutilized businesses (HUB) in the purchase of goods and services. Respondents shall indicate below whether or not they are an M/WBE or HUB certified.
    - Minority / Women Business Enterprise
      - Respondent Certifies that this firm is a M/WBE [X]
    - Historically Underutilized Business
      - Respondent Certifies that this firm is a HUB [ ]
- Residency
  - Responding Company's principal place of business is in the city of Oklahoma City, State of Oklahoma
- Felony Conviction Notice
  - Please Check Applicable Box;
    - [ ] A publically held corporation; therefore, this reporting requirement is not applicable.
    - [X] Is not owned or operated by anyone who has been convicted of a felony.
    - [ ] Is owned or operated by the following individual(s) who has/have been convicted of a felony
  - If the 3rd box is checked, a detailed explanation of the names and convictions must be attached.
- Distribution Channel
  - Which best describes your company's position in the distribution channel:

☐ Manufacturer Direct	☐ Certified education/government reseller
☒ Authorized Distributor	☐ Manufacturer marketing through reseller
☒ Value-added reseller	☐ Other:

- Processing Information
  - Provide company contact information for the following:
    - Sales Reports / Accounts Payable

Contact Person: Jim Tulberg
Title: Government Contract Coordinator
Company: Ford Audio-Video Systems, LLC
Address: 4800 West I-40 Frontage Road
City: Oklahoma City State: OK Zip: 73128
Phone: 512-447-1103 ext. 2718 Email: tulbj@fordav.com

- Purchase Orders

  Contact Person: Jim Tulberg
  Title: Government Contract Coordinator
  Company: Ford Audio-Video Systems, LLC
  Address: 4800 West I-40 Frontage Road
  City: Oklahoma City State: OK Zip: 73128
  Phone: 512-447-1103 ext. 2718 Email: tulbj@fordav.com

- Sales and Marketing

  Contact Person: Randy Duncan
  Title: Division Manager - Austin
  Company: Ford Audio-Video Systems, LLC
  Address: 4120 Freidrich Lane, Suite 400
  City: Austin State: TX Zip: 78744
  Phone: 512-447-1103 ext. 2705 Email: duncr@fordav.com

- Pricing Information
  - In addition to the current typical unit pricing furnished herein, the Vendor agrees to offer all future product introductions at prices that are proportionate to Contract Pricing.
    - If answer is no, attach a statement detailing how pricing for NCPA participants would be calculated for future product introductions.

    [X] Yes [ ] No
  - Pricing submitted includes the required NCPA administrative fee. The NCPA fee is calculated based on the invoice price to the customer.

    [X] Yes [ ] No
  - Vendor will provide additional discounts for purchase of a guaranteed quantity.

    [X] Yes [ ] No

    *On large scale orders Ford will negotiate with our suppliers for better pricing and if

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Tab 4 - Vendor Profile

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Tab 4 - Vendor Profile

Please provide the following information about your company:

1. Company's official registered name.

   Ford Audio-Video Systems, LLC

2. Brief history of your company, including the year it was established.

Ford Audio-Video Systems LLC (Ford) was founded in 1973 and has been operating under the same management since our inception. Our CEO Claire Ford focuses on daily company operations and processes, while our President Jim Ford, a registered Professional Engineer, focuses on sales and engineering. Under their guidance, Ford AV has grown to become one of the Top 10 commercial AV technology integrators in the United States and currently has over 530 employees nationwide.

Ford is a certified Women Owned Business (WBE), operates with no debt, and is bondable up to $50M per project. Ford also holds an AVIXA APEx Certification which is recognition that our daily operations meet the highest AV industry standards. Ford was also chosen as the 2018 Integrator of the Year by Commercial Integrator which is valued recognition of the hard work of all of our employees.

Ford's core business focus is the design, installation, and service of sound, video, and lighting systems; including video conferencing, digital signage, command and control room, sound masking, distributed antenna systems, broadcast video, content recording and web streaming applications. We provide our services in any market that requires commercial grade AV equipment and solutions. The vertical markets we service include business, government, education, entertainment, healthcare, house of worship, museums, retail, sporting venues and transportation.

The foundation of Ford's operations is our large Job Center of over 350 employees that are focused on executing each project with excellence. Ford routinely has over 50 project teams dispatched across the country each week installing our engineered AV solutions and we complete over 700 projects annually with billings in excess of $10M per month. Each project is assigned a team, which includes Project and Field Engineers, Network Administrators, Programmers, Project Managers, Contract Managers, Job Superintendents, Installation Technicians, Trainers and Field Service Engineers. Over the past 46+ years, Ford has refined our business model to be efficient in all project phases including the, design, engineering, assembly, installation, and effectively utilizing our skilled talent on every project.

Ford is passionate about "Helping People Communicate" and our hard-earned reputation is the result of our commitment to each customer to provide the most advanced cost-effective solutions possible that meets all their requirements. Our customers know that the attention to detail we place on all phases of every project along with the quality of workmanship we put forth installing our systems consistently produces results that often exceed their expectations.

Ford's operations are centralized in our 75,000 sqft. corporate headquarters in Oklahoma City, OK where we house our Job Center (JC), Technical Assistance Center (TAC) and administrative personnel to support the 15 division and 6 support offices we have across the country. Our OKC headquarters has a very large warehouse that is capable of assembling and staging equipment for large scale projects when necessary and is also where we maintain our rental equipment inventory. All service calls are also received and dispatched nationwide from our TAC center in OKC.

3. Company's Dun & Bradstreet (D&B) number. *Ford Duns #: 065439465*

4. Company's organizational chart of those individuals that would be involved in the contract.

Ford has provided a list of our executive management team employees below. Our executive team has over 290 years of service with Ford and drives the vision of our business forward daily.

Ford Executive Management Team:

Chief Executive Officer:	*Claire Ford*
President:	*James Ford*
Chief Operating Officer:	*David Allen*
Senior Vice President:	*Bryan Burdick*
Senior Vice President:	*Scott Abbott*
Vice President:	*Scott Hall*
Director of HR:	*Rise Amorin*
Director of Engineering	*Ken Koceski*
Director of Cust. Service	*Eric Paulson*
Director of Innovation	*Daniel Routman*
Director of Contracts & Construction	*Greg Bowes*

5. Corporate office location.

Ford Audio-Video Systems, LLC
4800 West I-40 Frontage Road
Oklahoma City, OK 73128

o List the number of sales and services offices for states being bid in solicitation.

Ford is a leading nationwide commercial AV systems integrator and has been providing top quality system solutions for our customers for over 45 years. Currently we have 15 Ford division offices in strategic locations across the country which have sufficient space to receive any equipment necessary for ongoing projects as well as assemble, test, and stage AV systems for final installation onsite with our customers. All our division offices have experienced service teams on hand to support our customers to ensure their AV systems and equipment are functioning properly and downtime is kept to a minimum whenever service issues may arise.

Oklahoma City / Corp. HQ
4800 West I-40 Frontage Rd.
Oklahoma City, OK 73128
405-946-9966

Tulsa
8349 E. 51st Street
Tulsa, OK 74145
918-664-2420

Dallas
4901 Statesman Drive
Irving, TX 75063
972-241-9966

Austin
4120 Freidrich Lane # 400
Austin, TX 78744
512-447-1103

Houston
4380 Blalock Road
Houston, TX 77041
713-690-0555

Denver
4230 Carson Street
Denver, CO 80239
720-374-2345

Phoenix
920 E. Madison St. # 140
Phoenix, AZ 85034
602-643-4200

Atlanta
2180 Satellite Blvd.
Duluth, GA 30097
800-654-6744

Salt Lake City
Greater Salt Lake Area
Salt Lake City, UT 84101
801-401-9966

Philadelphia
341 Route 168 South
Turnersville, NJ 08012
800-654-6744

San Francisco
48551 Warm Springs Blvd.
Fremont, CA 94539
800-654-6744

Washington, D.C.
4640 Forbes Blvd.
Lanham, MD 20706
301-683-0101

Las Vegas	*Honolulu*	*New York City*
6255 S. Sandhill Rd. # 100	*Daniel K. Inouye Int'l Airport*	*200 Park Avenue # 1700*
Las Vegas, NV 89120	*Honolulu, HI 96819*	*New York, NY 10166*

Support Offices: Chicago, Detroit, Kansas City, Little Rock, San Antonio, & Wichita

o List the names of key contacts at each with title, address, phone and e-mail address.

If Awarded, Ford will provide services under an awarded NCPA contract primarily from our three divisions based in Texas – Austin/San Antonio, Dallas, and Houston. We have provided a list below of the team members at these locations who would be involved fulfilling Ford's contract obligations for NCPA members. Based on our history with NCPA members we anticipate most potential AV projects would be in the central Texas region.

It should be noted however that Ford is a national AV systems provider and we can facilitate any projects across the country utilizing our Job Center team from Oklahoma City headquarters or other regional division offices.

Ford Austin/San Antonio Division Employees:

Division Manager:	*Randy Duncan, Division Manager*
Account Managers:	*Taft Baldwin, Stephen Moss, Cliff Bevel David Stone, Wendall Tankersly Ricki Taylor*
Sales Estimators:	*Jason Guenther, Kenny Haven, James Yeary, Ryan Orcutt*
Project Managers:	*Cody Stine, Ron Waltisperger, Julien Peterson, Jeff Schlabach Geneva Martin, Logan Scallan*
Project Engineers:	*Brandon Anderson, Nayely Alvarado, Daniel Muraida, Moses Baskin, Alexander Katrenick, Nick Barber, Jared Campbell, Alfredo Cornego, Paul Hidalgo, Aaron Powell, Dalton Vasquez*
Field Engineers:	*JongHwan Kim, Berachah Kwarteng-Siaw*
Engineering Support:	*Joshua Austin, Marcos Montoya*
Job Superintendents:	*Thomas Chandler, Royce Mclean, Richard Kinlaw Anthony Lyles, Chris Cloud*
Installation Techs:	*Christopher Cloud, Braeyn Juarez-Rojo, Cal Williams, Chris Ramirez, Brendon Reynolds, Alexander Guerrero, Cory Robinson, Jacob Wells*
Assembly Tech:	*Gustavo Lopez*

Ford Dallas Division Employees:

Division Manager:	*Scott Hall, Vice President /Division Manager*
Account Managers:	*Ehren Rutherford, Tim Hendrix, Wes Akin, Uriel Carrasco, Eamon Coy, Mark Hoffman, Jason Jones, Royce Nowell,*
Sales Estimators:	*Mark Blizek, Brent King, Steve Patrick, Joseph Trott*
Project Managers:	*Travis Gray, Doug Kimball, Cody Morris, Matthew O'Neill, Russell Pease, Brad Smith*
Project Engineers:	*Long Bui, Rawhan Cyriac, Luis Falcon, Eric Huggins, Daniel Hussey, Johnnie Kim, Alejandro Lopez, Charles Maxwell, Kendal McKenzie, Trenton Mitchell, Gary Stout,*

Field Engineers:	*Francisco Arredondo, Raul Barron, Nicholas Goeffrion, John Gephart,*
Engineering Support:	*Anthony Allen, Brenda Arias*
Job Superintendents:	*David Chapell, Chris Kellum, Alex Lane,*
Installation Techs:	*Joel Brooks, John Compton, Pedro Duarte, Nick Dudek, Jason Harris, Jeremy Helm, Tim Herrmann, Kris Kelly, Bill Kuehne, Brandon Luedec, Kim Le, Marcial Medina, Ha Nguyen, Tosin Oshisanya, Antonio Soliz, Nathen Stratton*

Ford Houston Division Employees:

Division Manager:	*Chris Ford, Division Manager*
Account Managers:	*Paul Cummings, Doug Hill, Ryan Jasmon, Mitch Warren*
Sales Estimators:	*Eric Rochon, John White, Flint Self*
Project Managers:	*Catrina Heggins, David Schriver, Luis Teissier, Justin Wells, Dale Zaugg*
Project Engineers:	*Colin Adams, Kyle Fuller, Ethan Hoksch, Michael Kambourellis, Chibui Nwaokolo, Hodge Ogede, Joel Pallares, Nathan Phillips, Davin Vo,*
Field Engineers:	*James Guinn, Erik Kalass, Lipe Lima, Grame Pereira,*
Job Superintendents:	*Joshua Abshier, Michael Elliot, Kendric Knighten, Paul Lopez, Jeremy Miller, Patrick Rabito, Jason Walton,*
Installation Techs:	*Fernando Barquin, Kyle Case, Joseph Charles, Chris Hinojosa, Patrick Hollis, Eli Khan, Juan Moreno, Hugo Perales, Jordan Tanner, Jay Williams*
Assembly Tech:	*Chad Tallichet*

6. Define your standard terms of payment.

   Ford's standard payment terms for government entities utilizing cooperative purchasing contracts are:

   Net 30 Days

7. Who is your competition in the marketplace?

   Through the hard work of our employees over the past 45+ years, Ford has grown to become one of the Top 10 commercial AV system integrators in the country servicing clients nationwide.

   Our key competition includes the following organizations:

   AVI-SPL, Diversified, AVI Systems, Avidex, SolutionZ, CCS Presentation Systems, Electrosonic, Solotech, SKC Communications, AVMI Group, Corbett Technology, HB Communications, IES Communications, IVCI, Carousel Industries, Washington Professional Systems, Cenero, Parsons Tech.

9. What differentiates your company from competitors?

The attention to detail that Ford puts into each phase of every project we undertake no matter the size or scope of our customers AV system requirements that is built into our project methodology is a key factor that sets us apart from our competition.

Ford's detailed step-by-step project methodology has been refined over the course of our 40+ years of installing AV systems nationwide. From the first inquiry of a potential project through each step of the process until a systems installation is completed, we have specific procedures that must be followed to ensure that we are providing our customers with the absolute best AV solution to meet their needs.

Our project cycle begins whenever a potential opportunity is identified by any of our over 50 account managers nationwide and the preliminary details are logged into our tracking system. Ford AV's account managers will then schedule an onsite follow-up meeting to discuss in detail the customers A/V system requirements, budget, facility, and expectations. At that time, they will also complete a detailed facility site survey which includes taking laser measurements and photos of the locations where the customer needs the AV system to be installed.

After the site survey is secured and overview of the customers' requirements and expectations have been identified they team up with our project estimators to design/engineer an AV system that meets the customer's specific needs as well as prepare a comprehensive statement of work. The project estimators use their experience to select the best equipment available for the projects scope and then design the most cost-effective solution possible for our customers.

Prior to presenting a final project proposal our account managers will review the statement of work with their customers to ensure that we have not overlooked any details as well as clarify any questions that they may have. The final proposed AV system is then carefully reviewed for quality and functionality and must be approved by a project manager, project engineer, and division manager prior to preparing a final formal customer proposal. After receiving the necessary approvals, our sales center support team then gathers and organizes all the important project details into a final project proposal that includes a detailed scope of work and all project costs for our account managers to present to their customers for their review and consideration.

When Ford AV receives an approved signed proposal or purchase order from our customers the next step in the project process commences. The project is then assigned to our Job Center team of Project Engineers (PE), Project Managers (PM), Job Superintendents (JS), Installation Technicians (IT), Trainers and Engineering Support who have the responsibility of installing the system and bringing it to life.

The Project Manager leads the team and is the primary point of contract for our customers throughout the project timeline. The PM will schedule a meeting in person or via a video conference call with the customer to communicate what they can anticipate in the process involved in getting their new AV system installed and integrated with their network. Our PM will also work closely with our engineering support team to identify any facility or structural concerns and prepare detailed one-line project drawings that will include detailed instructions for our JS's and IT's to follow when they are onsite installing the system. The PM will also work with our procurement department to ensure that any necessary AV equipment is received on time for the projects anticipated installation date.

After all the project equipment has been received the customers AV system is completely assembled and tested inhouse by our PE's prior to any onsite installation to ensure that it is functioning as designed and provides all the features the customer is expecting. Once the system is physically installed our PE's will once again thoroughly test the system and integrate it properly onto our customers network. At the direction of the PM, the training team will have prepared the appropriate training, agenda, documents and laminated Quick Start Guides (QSG), so that once our final quality control system checks have been completed we are ready to train our customers end users on the functions and features of their new system. Our PE's and PM's typically conduct new system training but on large scale projects with many users we may utilize one of our corporate trainers to conduct multiple training sessions over a few days. We understand that AV technology can be intimidating so our comprehensive training is presented in such a manner that even the most inexperienced or technically adept individuals are able to easily understand the features and the benefits that the new AV system will bring to their organization.

After project completion, Ford provides our customers a customer portal on our website where we have all project documentation, equipment lists, serial numbers, as-built drawings, quick start guides, and training materials available for them to access whenever necessary. Our customer portal also logs and keeps track of any service work orders that they may have throughout the life of their new AV system.

Ford is able to nurture long term relationships with our customers by demonstrating our commitment to excellence in all phases of every project which earns their trust as their primary AV system/equipment supplier.

10. Describe how your company will market this contract if awarded.

Ford's Marketing Department will take the following steps to ensure our customers, both current and potential, are aware of our partnership with NCPA and the benefits that come with it – smart & simple purchasing.

Once the partnership is reconfirmed, our marketing team will begin development of the following campaigns and materials which will roll out through the following channels on this tentative timeline. Below are some metrics and goals we will track towards as well to ensure NCPA is getting maximum exposure through our channels.

Collateral Development:

- *Ford & NCPA contract summary one-sheeter*
- *Landing page containing information about the contract, key benefits and UVPs, and important contact information for customers to use as they develop and prospect their projects*
- *(2) Email layouts:*
    - *Introduction Email – Showcasing the newly-awarded contract along with introductory information about the COOP, Ford AV, etc.*
    - *Nurture Email – Reminder email with additional information, including case studies and customer feedback to drive home the value of working with Ford AV through NCPA.*
- *Social Posts*

Nurture Strategy:

- *Ford Account Managers will be trained on the benefits and value of utilizing the NCPA platform*
- *Ford AMs will be notified of campaign timing and will be expected to follow up on email blasts with personalized phone calls or emails (whichever is applicable) when a customer shows interest in the information by:*
    - *Opening the email (tier 1)*
    - *Clicking any of the content within the email (tier 2)*
    - *Filling out a contact form for more information within the Landing Page (tier 3)*

Campaign Timing (tentative):

- *2 Weeks from contract award:*
    - *Landing Page finalized*
    - *Summary One-Sheeter approved*
- *3 Weeks from contract award:*
    - *AM training held*
- *1 Month from contract award:*
    - *Introduction Email sent*
    - *Social Posts*

    - *AM Nurture (phone & email)*
- *3 Months from contract award:*
    - *Nurture Email sent*
    - *Social Posts*
    - *AM Nurture (phone & email)*

**This campaign strategy can and will be replicated with updated creative, collateral, etc. throughout the duration of the contract.*

Other Marketing Efforts & Opportunities:

- *Tradeshow inclusion:*
    - *Ford AV hosts bi-yearly Showcase events. NCPA and its members are welcomed participants.*
        - *Seminar topics include topics like: web conferencing, AV over IP, emerging technologies, wireless presentation systems and campus interconnectivity.*
- *Case Studies*
- *Video Interviews*
- *Project Profiles*

11. Describe how you intend to introduce NCPA to your company.

As a result of having an NCPA contract for the past three years Ford's sales, design, project management, accounting and contract administration teams are familiar with the compliance requirements involved in administering our NCPA contract. Upon award of a new NCPA contract Ford will take the initiative to update our files with the relevant new contract information and then will organize and internal kick off meeting to be sure that the appropriate Ford team members are informed about the new contract and any changes that may result.

12. Describe your firm's capabilities and functionality of your on-line catalog / ordering website.

Ford's core business model is the custom design, engineering, and integration of commercial AV systems for our large base of customers nationwide. Ford does not currently have an on-line catalog or ordering capability due to the highly technical nature of the customized AV systems we provide. Because the technology in the AV industry is rapidly changing Ford feels it is very important to have direct contact with our customers making AV equipment purchases to ensure that they receive the specific equipment that meets their needs. Ford takes pride in the level of service we provide and we just want to communicate with our customers to ensure they receive the proper equipment as quickly as possible and prevent any costly returns and/or system down time.

13. Describe your company's Customer Service Department (hours of operation, number of service centers, etc.)

With literally thousands of our AV systems in operation daily, Ford's Technical Assistance Center (TAC) is in operation 24/7/365 days a year to ensure our customers have minimal downtime and world class support. Our TAC consists of experienced project and field engineers that can diagnose and repair may common system issue remotely or if necessary, we can dispatch an on-site repair technician to resolve the problem.

Our TAC center also serves as our central dispatch center for all 15 of our Ford division repair technicians and is sufficiently staffed to handle our daily call volume so that our customers needs are addressed promptly.

Ford is often recognized for the quality of service we provide and most issues are resolved within our commitment of 24-48 hours. We strive to keep any system downtime to the absolute minimum.

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14. Green Initiatives

a. As our business grows, we want to make sure we minimize our impact on the Earth's climate. We are taking every step we can to implement innovative and responsible environmental practices throughout NCPA to reduce our carbon footprint, reduce waste, energy conservation, ensure efficient computing and much more. To that effort we ask respondents to provide their companies environmental policy and/or green initiative.

Ford is committed to a long-term sustainable approach to caring for and safeguarding the environment. Presently Ford has multiple procedures in place to care for the environment and we are committed to continuing to educate ourselves for the purpose of identifying and executing additional procedures to improve the environment.

Ford's goal is to develop and sustain procedures which protect and improve our environment and constantly balance environmental considerations, safety considerations, and social responsibility with our business goal, with the ultimate result to benefit the quality of the environment in our communities and the world in which we all live.

Ford's environmental policy currently includes the following primary components to help minimize our impact on the environment and achieve our environmental objectives:

1. Tobacco Free Environment

Ten years ago, Ford converted all division facilities to tobacco free and five years ago extended the no-tobacco policy to include the exterior premises, vehicles and customer sites. We provide materials to help employees quit smoking. Ford's health insurance provides tobacco cessation products and support for those in need.

2. Recycle Products

The following constitutes Ford's commitment to recycling:

a. Recycle shipping and receiving packaging supplies
b. Recycle wooden pallets for shipping products
c. Use of biodegradable shipping and receiving supplies when possible
d. Return all used copier toners in their recycle boxes
e. Recycle paper, plastic and aluminum products
f. Recycle scraps of wire and scraps of metal strut

3. Use of Video Conferencing

The following outlines Ford's movement towards lower emission standards in the increasingly telepresence-friendly business world:

a. Lower travel requirements through extensive use of video conferencing;
b. Video conference used for recurring meetings between divisions (Safety Meetings, Sales Meetings, Division Coordinator Monthly Meetings, JS and PM Monthly Training)
c. Conduct non-OKC division reviews by video conference Conduct non-OKC applicant interviews by video conference
d. Use video conference to communicate with other industry professionals including consultants, contractors, customers and vendors.

4. Buildings & Facilities

The following constitutes Ford's commitment to applying environmentally friendly practices to our buildings and facilities:

a. Implemented computerized HVAC
b. Implemented computerized lighting control for all building lights in the corporate office
c. Installed switches to detect motion prior to turning on the lights in closets
d. Installed fluorescent fixtures which use T-8 low energy-consumption lamps

e. *The display fixtures which formerly utilized standard incandescent lamps have all been replaced with the fluorescent low energy long-life bulbs. Some of these bulbs have already passed eight years of bulb life.*
f. *Installed skylights where possible to reduce electricity use*
g. *Installed faucets in restrooms which are motion activated*
h. *Added recycle bins for paper and aluminum products*

5. *Fleet Usage & Safety*

Ford acquired various vehicle sizes (from small 4-cylinder Ford Ranger pickups to full sized box trucks so a smaller lower-consumption vehicle may be utilized when a larger one is not required Ford also provides continuous fleet safety training for those who drive vehicles for the company.

6. *Procedures within the Company*

The following illustrates Ford's environmental policy in practice within the company and in keeping updated with the evolving guidelines:

a. *Joined the US Green Building Council in 2008 as a participating member*
b. *Utilize Outlook email and scheduling software throughout the company*
c. *To ensure less paper is consumed, Ford uses document storage techniques including acquisition of all laser printers with PDF capability for ease of archiving documents for visual retrieving by others; and lessens the need to print; mail; and manually store documents.*
d. *Purchase divisional supplies locally to lessen the cost of shipping*
e. *Provide flexible work hours when possible*
f. *Provide tools for employees to work from home when possible*
g. *Use local labor to the extent possible before traveling a person from another division*
h. *Work with our customers, suppliers and other contractors to develop products and services for green buildings.*

15. Vendor Certifications (if applicable)

ford AV

VENDOR CERTIFICATIONS

AUDIOVISUAL PROVIDER APEX infoComm INTERNATIONAL OF EXCELLENCE

The AV Industry's highest designation for AV integrators and consulting firms that meet stringent standards of industry excellence.

- Conformance to industry best practice standards
- Minimum 15% of employees with InfoComm Certification
- Employees with certifications from CompTIA, PMI, Green Building Certification Institute, and other supporting organizations
- Positive customer response surveys
- Attendance at continuing education classes

AMX
Platinum Dealer
Control Designer
Programmer Level 1, 2, and 3

BARCO
Gold Partner

CHRISTIE
VIP Platinum Dealer
VIP 3D Mirage Integrator
MicroTile Certified

CISCO
Select Certified Channel Partner
Small and Mid-size Business Specialization
Cisco Solution Partner
Cisco ATP - Telepresence Video Express

ClearOne
Gold Partner
Certified Technical Specialist

CRESTRON
Gold Elite Partner
Digital Media Certified Designer
Advanced System Builder
Essentials of Programming
Intermediate Programming
Systems Configuration

crown
IQ Systems Certification

DELL
Premier Partner

Extron
Platinum Dealer
Emerging Technologies Certified
Global Configuration Certified

IED Innovative Electronic Designs
Master Certified Dealer
Aviation / Airport Communications
Transportation Communication (Non-Airport)
Mass Notification

lifesize
Professional Level Partner

Polycom
Professional Level Partner
RealPresence Platform Certification
Video Endpoints Certification
Federal Specialization
RealPresence Solutions Specialization

www.fordav.com | 800.654.6744

EMPLOYEE CERTIFICATIONS

PROJECT MANAGEMENT

Avigilon; Shure; Cisco CCENT; Cisco CCNA R&S; Cisco CCNA SECU; Cisco EVER; Cisco SER; Cisco SMB; Clearone; Crestron DMCD; Crestron P101; Crestron P201; Crestron SSD; CTS; CTS-D; CTS-I; DOT; Extron ET; First Aid CPR; Globalcom ACS; Hilti; Hilti Firestop; IED Globalcom; Lift Boom; Lift Fork; Lift Scissor; MS COMPTIA A+; MS MCSE; OSHA 10; OSHA 30; PMP; Scaffold

PROGRAMMING

Crestron CP; Crestron CTI-CSD; Crestron CTI-F; Crestron CTI-SG; Crestron DMCD; Crestron DMCE; Crestron DMC-T; Crestron P101; Crestron P201; Crestron P301; Extron CP; Extron ET; Lift Boom; Lift Scissor

SUPPORT / SERVICE

Biamp; Biamp VOIP; Clearone; Crestron 4K; Crestron DMCD; Crestron IP; Crestron P101; Crestron P201; Crestron SB; Crestron SSD; CTS; CTS-I; DOT; Hilti; Hilti Firestop; IED Airport; IED Globalcom; Lift Boom; Lift Scissor; OSHA 10; QSC L1; QSC L2

ASSEMBLY

CTS; DOT; Hilti; Hilti Firestop; Lift Boom; Lift Fork; Lift Scissor; OSHA 10; Scaffold

ENGINEERING

AMX DESIGNER; Biamp; Biamp AUDIAFLEX; Biamp VOIP; BSS Harman SOUND; Clearone; CORNING LEVEL 1; Crestron 4K; Crestron CCS; Crestron CP; Crestron CTICSD; Crestron CTI-F; Crestron CTI-SG; Crestron DMCD; Crestron DMCE; Crestron DMC-T; Crestron IP; Crestron LCSP; Crestron P101; Crestron P201; Crestron SSD; CTS; CTS-D; CTS-I; DANTE; DANTE L1; DAS COMMSC FUND; DAS TE CO P&S; DOT; ETC; Extron; Extron CP; Extron ET; Extron XTP; First Aid CPR; Globalcom ACS; HARMAN ARCHIT; HARMAN PROG; Hilti; Hilti Firestop; IBWAVE; IED Airport; IED Globalcom; IEEE; JBL; Lift Boom; Lift Scissor; OSHA 10; OSHA 30; PE; Polycom ATX; Polycom RPCOT; QSC L1; QSC L2; Scaffold; Shure Microflex; SYN-AUD-CON; SYNAUDCON SSD

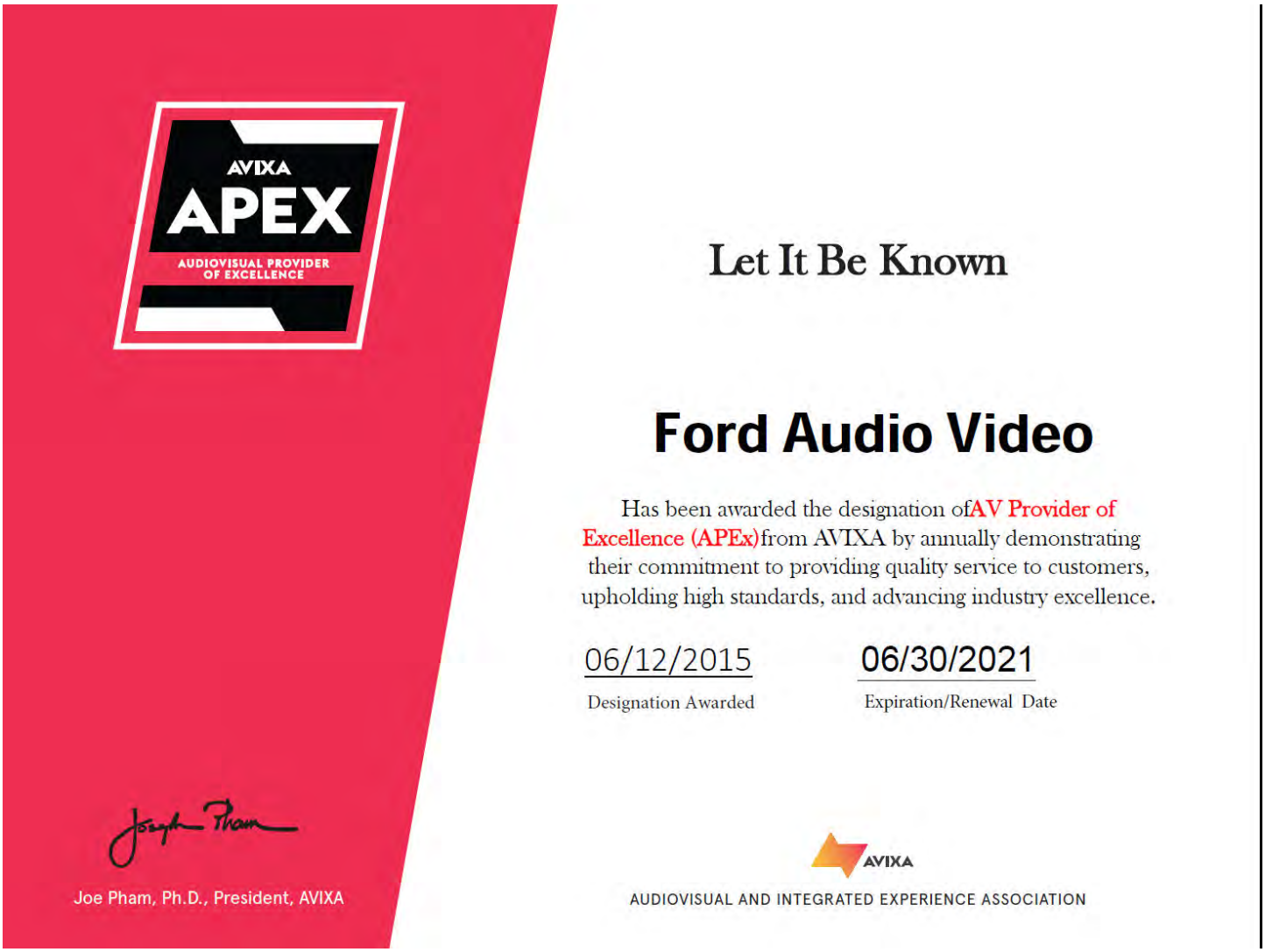
INSTALLATION

Clearone; Crestron CP; Crestron CTICSD; Crestron CTI-SG; Crestron DMCE4K; Crestron DMC-T; Crestron DMCT4K; Crestron P101; Crestron P201; CTS; CTS-D; CTS-I; DAS IBWAVE L1; DOT; Extron CP; Extron CS; Extron XTP; First Aid CPR; Globalcom ACS; Hilti; Hilti Firestop; IED Globalcom; JCIT L2; JCIT L4/LEAD; Lift Boom; Lift Fork; Lift Scissor; OSHA 10; OSHA 30; PMP; Polycom BASIC; QSC L1; Scaffold; SYNAUDCON SSD

HIGHLIGHTS

- **2** Licensed Professional Engineers (PE)
- **2** Project Management Professionals (PMP)
- **130+** Crestron Certifications
- **80+** Certified Technology Specialists
- **100+** Job Installation Team Members
- **70%+** OSHA 10 | **40%+** OSHA 30 Certified Installers

16. Provide a copy of all current licenses, registrations and certifications issued by federal, state and local agencies, and any other licenses, registrations or certifications from any other governmental entity with jurisdiction, allowing respondent to perform the covered services including, but not limited to, licenses, registrations, or certifications. Certifications can include M/WBE, HUB, and manufacturer certifications for sales and service.



WBENC
WOMEN'S BUSINESS ENTERPRISE NATIONAL COUNCIL
JOIN FORCES. SUCCEED TOGETHER.

hereby grants

National Women's Business Enterprise Certification

to

Ford Audio-Video Systems LLC DBA Ford AV

who has successfully met WBENC's standards as a Women's Business Enterprise (WBE).
This certification affirms the business is woman-owned, operated and controlled; and is valid through the date herein.

WBENC National WBE Certification was processed and validated by
Women's Business Council - Southwest, a WBENC Regional Partner Organization.

Certification Granted: November 4, 2011
Expiration Date: November 4, 2020
WBENC National Certification Number: 2005119291

Debbie Hurst

Authorized by Debbie Hurst, President
Women's Business Council - Southwest

WOMEN'S BUSINESS COUNCIL SOUTHWEST

NAICS: 238210, 334310, 443142, 541330
UNSPSC: 32000000, 39111504, 43200000, 45111700, 45111800, 45111900, 45120000, 52161500, 72151602, 72151603, 72151605, 72151701, 72151702, 72151703, 81101700

WBECPACIFIC WBECGLWBC WBECORY WBEA WBECEAST WBECSOUTH

South Central Texas Regional Certification Agency

of Bexar County, Texas hereby duly affirms that:

Ford Audio -Video Systems LLC

has successfully met the established requirements of SCTRCA's Business Enterprise Certification Program to be certified as a

*Women Business Enterprise (WBE)

Certified NAICS Codes:

NAICS 238210: AUDIO EQUIPMENT INSTALLATION (EXCEPT AUTOMOTIVE) CONTRACTORS
NAICS 334310: AUDIO AND VIDEO EQUIPMENT MANUFACTURING
NAICS 443142: ELECTRONICS STORES
NAICS 811219: OTHER ELECTRONIC AND PRECISION EQUIPMENT REPAIR AND MAINTENANCE

SOUTH CENTRAL TEXAS REGIONAL CERTIFICATION AGENCY

Certification Number: 219063191
Effective Date: June 5, 2019
Expiration Date: June 30, 2021

Charles Johnson,
Executive Director

Note: This certificate is the property of the South Central Texas Regional Certification Agency and may be revoked should the above named firm graduate from or fails to comply with SCTRCA's Business Enterprise Program. A Certification Renewal Application is required every two years.

Women Business Enterprise (WBE)
Ford Audio -Video Systems LLC DBA Ford AV

Ford Audio -Video Systems LLC DBA Ford AV

has filed with the Agency an Affidavit as defined by NCTRCA Women Business Enterprise (WBE) Policies & Procedures and is hereby certified to provide service(s) in the following areas:

NAICS 238210: ELECTRICAL CONTRACTORS
NAICS 334310: AUDIO AND VIDEO EQUIPMENT MANUFACTURING
NAICS 541330: ENGINEERING SERVICES

This Certification commences July 8, 2019 and supersedes any registration or listing previously issued. This certification must be updated every two years by submission of an Annual Update Affidavit. At any time there is a change in ownership, control of the firm or operation, notification must be made immediately to the North Central Texas Regional Certification Agency for eligibility evaluation.

Certification Expiration: July 31, 2021
Issued Date: July 8, 2019
CERTIFICATION NO. WFWB30644N0721

Texas Unified Certification Program
TUCP

Ericia Mitchell

Certification Administrator

NCPA – RFP # 29-20 Audio/Visual Products and Services

Tab 5 - Products and Services / Scope

NCPA – RFP # 29-20 Audio/Visual Products and Services

Tab 5 - Products and Services / Scope

- Respondent shall perform and provide these products and/or services under the terms of this agreement. The supplier shall assist the end user with making a determination of their individual needs.
- The following is a list of suggested (but not limited to) categories. List all categories along with manufacturer that you are responding with:

Products:

Presentations and Displays	*Interactive Solutions*	*Control Systems*
Cameras and Videos	*Audio Solutions*	*Interactive White Boards*
Interactive Displays	*Software*	*Curriculum and Assessment*
Document Cameras	*Mounts*	*Projectors and Screens*

Ford has been a leader in the commercial audio video industry for over 45 years and has partnerships with over 350 of the industry's leading suppliers. Our partners manufacturer a broad range of A/V equipment in all the categories listed above. The quality equipment they engineer allows Ford to ensure the best possible solutions that meet our customers' requirements. Ford has completed literally thousands of projects nationwide and we strive to be an innovator in engineering A/V solutions that incorporate the best and latest technology available within the rapidly changing AV industry.

Our Manufacturer / Discount price list that Ford has provided as part of Tab 7 – Pricing lists over 400 vendors that will be available to NCPA members under any contract resulting from this RFP. This manufacturer list is representative of the manufacturers that we also offer on our coop purchasing contracts with the State of OK, State of TX, State of AZ, BuyBoard, and TIPS that are very similar to the scope of what is required in NCPA RFP # 29-20. Ford is confident that this list of industry partners will provide us the ability to design the best possible high-quality A/V systems for NCPA members. The Ford sales and engineering teams also have a wealth of experience available to ensure we are selecting the right equipment for the custom designed A/V systems we engineer and install.

Services: *Customer Support* *Installation* *Warranty*

Customer Support

Ford provides a full spectrum of services to support the ongoing needs of our customers. Ford has been consistently recognized for our commitment to excellence and our customers know that we are readily available to solve any issues that arise with the A/V systems we have provided. Ford is dedicated to providing industry leading service for the equipment we provide our customers to minimize any potential downtime that may have impacted its operation. Our technical support team is comprised of engineers and service technicians with years of industry experience who have the keen ability to diagnose problems and implement solutions as quickly as possible.

Ford has a state-of-the-art Technical Assistance Center (TAC) based in Oklahoma City with refined systems in place to assure the details of every service request is logged and tracked until the customer is pleased with the final resolution and their A/V systems are functioning as they were designed.

Preventative Maintenance / Service Level Agreements are frequently requested by our customers to ensure that the equipment they have purchased is consistently functioning to their expectations

Ford's Preventive Maintenance Plans (PMP) or Service Level Agreements (SLA) are customized for each customer and project and encompass the complete system or equipment requested. Ford typically provides all service functions utilizing full-time company employees but also has a network of outsourced technical support professionals on a retainer in the event that additional expertise is required.

Ford offers a wide range of service and maintenance programs available for our customers and will offer any of these programs to the NCPA cooperative members so that they may select the programs that best suit their needs.

The following service options are available:

1) Full time technical support technician residing at the customer's facility
2) Routine maintenance visits scheduled annually, biannually, quarterly or monthly.
3) On-call service technician dispatched upon customer request.
4) Help desk phone support
5) Website support (chat-support online)
6) The programs may be tailored to the customer's needs for response times, 24/7, etc.

Unique service plans: (1) in addition to the service offerings listed above, each Ford customer will be issued an ID and password that will allow them to enter a secure portal on the Ford website where they may review all installation jobs and all service work orders. All current jobs, completed jobs, and service work orders will be available in real time for viewing on line.

Installation

Ford excels in installing large scale complex audio video system projects. Having completed thousands of A/V projects, we treat each project, large or small, with the same level dedication to ensure our customers receive the results they expect. Ford's Job Center teams include project engineers, project managers, job supervisors, trainers, Field Engineers and installation technicians who have the responsibility to install the A/V systems for our customer's.

Ford's Job Center teams have time and time again impressed our customers with the professional and systematic approach we take to ensure they are pleased and fully trained on the systems capabilities before we leave the jobsite.

Ford's Job Center teams are routinely installing projects nationwide which provides us the ability to pursue and secure opportunities anywhere there is a requirement for A/V equipment. A typical week at Ford has our Job Center crews working onsite integrating over 50 AV system projects. Ford takes considerable pride in the proven results of our Job Center teams as they play an integral part in nurturing long term relationships with our customer's that keep them coming back to us whenever they have additional A/V needs.

Warranty

Ford Audio Video Systems, LLC. Warrantees the Following:

A. Equipment will be new, unless noted otherwise.

B. All workmanship provided by Ford will be free of deficiencies and defects, and will be repaired, free of charge, for a period one (1) year from the date of substantial completion or the first date of beneficial use of the system, whichever date occurs first. Substantial completion shall be defined as the point where the work or designated portion thereof, is sufficiently complete so that the system can be used for its intended purpose.

C. All equipment and materials provided by Ford that were manufactured by other companies will be warranted under the standard warranty terms of the original manufacturer.

D. If any questions arise now or in the future about the installation or operation of the system, a Ford engineer will be available to assist and answer any questions by phone.

E. The warranty does not include, nor cover expendable materials used with the system installation (e.g. light bulbs, lamps, light fixture lamps, fuses, batteries, portable connection cables, etc.).

F. Any adjustments made by the Customer or the Customer's agent(s), other than routine operational adjustments, shall not be covered under this warranty statement. Recalibration of settings shall be considered by Ford to be billable time to the Customer at Ford's standard engineering rates.

G. Procedures such as routine preventative maintenance functions (e.g. keeping filters clean and the system environment free from foreign materials, etc.) are the responsibility of the Customer and is not included within this warranty agreement. Failure on the part of the Customer to perform these routine maintenance functions shall void this warranty.

H. If warranty work is necessary within the warranty period, Ford will, at its option, repair the defective equipment or return it to the manufacturer's service center for repair.

I. Repairs, modifications, or other work performed by personnel not authorized by Ford during the period of warranty on any equipment of the system may invalidate the warranty.

J. Ford will not be responsible for damages, or cost of repairs due to modifications, adjustments, or additions to the system performed by personnel not authorized by Ford prior to acceptance of the system by the Customer.

K. Ford may withhold warranty service in the event that the Customer has an unpaid outstanding account balance.

NCPA – RFP # 29-20 Audio/Visual Products and Services

Tab 8 - Value Added Products and Services

NCPA – RFP # 29-20 Audio/Visual Products and Services

Tab 8 - Value Added Products and Services

- Include any additional products and/or services available that vendor currently performs in their normal course of business that is not included in the scope of the solicitation that you think will enhance and add value to this contract for Region 14 ESC and all NCPA participating entities.

Ford strives to provide exemplary service in all phases of every project we undertake. Ford is a full-service commercial AV systems integrator and we listen intently to our customer needs and requirements for their AV systems. The AV technology the today's AV systems is very complex but when issues arise Ford can often can be resolved them remotely and have our customers back up and running quickly. Ford has a standard expectation that all service issues are resolved within 48 hours unless there are extenuating circumstance.

In addition, our Technical Assistance Center (available 24/7/365) has a variety of managed services available to assure our customers that their systems are functioning efficiently. These services include preventative maintenance agreements, system health checks, extended hardware and workmanship warranties, prepaid discounted service hours, critical on-site spares, asset management, remote monitoring and diagnostics, service level agreements, and Ford AV onsite support. The cost of our managed services is negotiated based upon the AV systems size/scope and the specific hardware equipment entailed.

The following Ford company information provides a comprehensive overview of our organization's history, corporate philosophy, project capabilities, methodology, and ongoing support. We have also included a selection of recent project profiles which demonstrate the broad scope of AV systems that Ford can provide. Ford understands that NCPA will be selecting qualified vendors that can meet all of their members A/V system requirements and we are confident that Ford is the right long-term partner that can ensure they receive the quality of support they expect.

Corporate Profile
Capabilities Statement
Technical Assistance Center
Project Methodology
Ford – 2018 Commercial Integrator of the Year
Project Profiles

CORPORATE PROFILE

Ford AV provides design, installation and service of sound, video and lighting systems. Customers include training centers, corporate boardrooms, government, houses of worship, education, entertainment, airports, and sporting venues. Established in 1973, Ford is one of the top 10 AV technology integrators in the United States.

Ford is renowned in the industry for successfully executing projects of any size and scale for customers with the most aggressive timelines, budget and job site conditions. At the core of this is a large Job Center that is focused on providing an exceptional customer experience by executing each project with excellence. Each project is assigned a team, which includes Project and Field Engineers, Network Administrators, Programmers, Project Managers, Contract Managers, Job Superintendents, Installation Technicians, Training and Service Technicians.

Ford has been awarded the APEx Certification, which is the highest AV integrator status by InfoComm International. It indicates that the integrator has achieved their highest standards for system procedures and customer satisfaction.

Jim and Claire Ford founded Ford AV, a Woman-Owned Business. Claire Ford is the CEO and focuses on daily company operations and processes, while President Jim Ford, a registered Professional Engineer, focuses on sales and engineering.

GENERAL INFORMATION

- **$120** Million Annual Sales
- **600** Projects Annually
- **Coverage throughout the U.S.**
- **Woman-Owned Business**
- **Full-Service Locations** | Oklahoma City (HQ), Tulsa, Dallas, Denver, Austin, Las Vegas, Houston, Phoenix, New Jersey, Atlanta, and Honolulu
- **Support Offices** | San Jose, Detroit, Kansas City, Wichita, Columbus, Washington D.C., and San Antonio

CAPABILITY

- **Contractor Licenses in 25 States**
- **$50 Million** Bonding Capacity
- **250+** in-house, full-time Job Center Personnel
- **Industry Certifications** | CTS, CTS-D, CTS-I, APEx, CCNA, CCNP, PMP & Licensed PE
- **Manufacturer Certifications** | Crestron, AMX, Cisco, Polycom, AtlasIED and more

PERSONNEL

- **475+ Full-Time** Employees
- **60+** Degreed Engineers
- **25+** Project Managers
- **35+** Job Superintendents
- **125+** Installation Technicians
- **30+** Dedicated Service Technicians

CAPABILITIES STATEMENT-1

GENERAL INFORMATION

Established in 1973, Ford AV is a privately owned Audio/Video Integrator that specializes in the installation of complex technical systems on heavy construction sites and under demanding time schedules.

Single Focus | Engineering and service-based; focused on the design, installation and service of AV systems
Minority Owned | Women-Owned Business Certification
Full-Service Locations | Oklahoma City (Headquarters), Houston, Dallas, Denver, Austin, Las Vegas, Tulsa, Phoenix, New Jersey, Atlanta, and Honolulu
Support Offices | Support staff in Detroit, Kansas City, Wichita, San Jose, Columbus, Washington, D.C., and San Antonio
Human Resources | Employs over 475
Licensing | Low voltage licenses in 20 states. Ford employs licensed Professional Engineers (PE) and is licensed to perform engineering
Financial | Ford AV operates with no debt; has audited financial statements; and is bondable to $50 million

JOB CENTER

The Job Center is responsible for the execution of each project. Each office provides engineering, programming, design, project management, field supervision, field engineers, installation technicians, service, and sales.

Job Center Staff | Responsible for executing the engineering, management, and installation of all jobs. This includes 60 engineers and programmers, 25 project managers, 35 job superintendents, and 125 installation technicians.
No Outsourcing | No outsourcing of engineering, programming or installation work. Ford self performs all work except jobs where union labor is required. In this case, a union electrical contractor is hired.
Safety | Safety is PRIORITY ONE. Ford's Safety Officer begins each week with a companywide safety meeting, video conferenced to all offices. Daily job site safety meetings are conducted. Ford's Job Superintendents have OSHA-30 certifications and most installation personnel have OSHA-10 certifications maintaining a low EMR rating.
Quality Assurance Team | Job site visits ensure safety regulations and best practices are followed.
Nationwide | An average of 40 installation crews work across the U.S. each week, with an installation run rate of about $2 million per week.
Engineering | Staff includes two Registered Professional Electrical Engineers. Ford is proficient with 3D (Revit) and Building Information Modeling (BIM) CAD drawings.
Project Resources | Every job is assigned a Project Manager, Project Engineer, Job Superintendent and an Account Manager. Large projects may have multiple Engineers and Job Superintendents.

FAST FACTS

$120
Million Annual Sales

600
Projects Annually

475+
Full-Time Employees

11
Full-Service Offices

CLIENTS

AT&T

Dell

DFW International Airport

ExxonMobil

J.W. Marriott

M.D. Anderson

State Farm

PURCHASING CONTRACTS

BuyBoard

GSA

NCPA

OMES of Oklahoma

State of Arizona - Procure AZ

State of Texas - DIR

TIPS Interlocal Purchasing Systems

UT Supply Chain Alliance

(And others)

CAPABILITIES STATEMENT-2

NETWORKING

Certifications | Ford AV employs Cisco CCNA and CCNP certified team members and is a Cisco VAR.
Internal Network | Ford manages a MPLS data network between offices without outsourcing IT, networking, server, or data storage functions. Ford utilizes Skype for Business, Polycom, and Cisco videoconferencing on a daily basis.
Experience | Ford provides full integration, configuration, and maintenance of videoconferencing systems and bridges including Polycom, Cisco, LifeSize, and Skype for Business.
Design Collaboration | IT personnel collaborate with AV design teams on projects with AV systems that operate on a corporate network. IT engineers collaborate with the owner's IT group to ensure all networked systems are correctly configured to support the AV system.

CUSTOMER SERVICE & SUPPORT

Ford AV's Technology Assurance Program provides service options after the installation is complete. The Technical Assistance Center is independently managed and provides a call center staff with tier one, two, and three technical support personnel.

Responsive | The Technical Assistance Center responds to service requests 24/7/365 using a toll-free number and web form.
Service Level Agreements | SLA's are custom tailored to meet the customer's requirements and can include on-site operational support.
Web Portal | A web portal provides access to the customer's current and prior jobs, work orders, sales orders, and includes system drawings, operation manuals, inventory of AV devices by campus, building, floor, room, and more.
Global Support | Ford AV provides international service and support for companies with global operations.
Dedicated Enterprise Support | A dedicated Enterprise Service Manager is assigned to customers who have AV assets dispersed across multiple buildings, states, and countries.

TRAINING & TECHNOLOGY ADOPTION SERVICES

Ford AV maintains a dedicated Customer Training Group to provide technology adoption and training services.

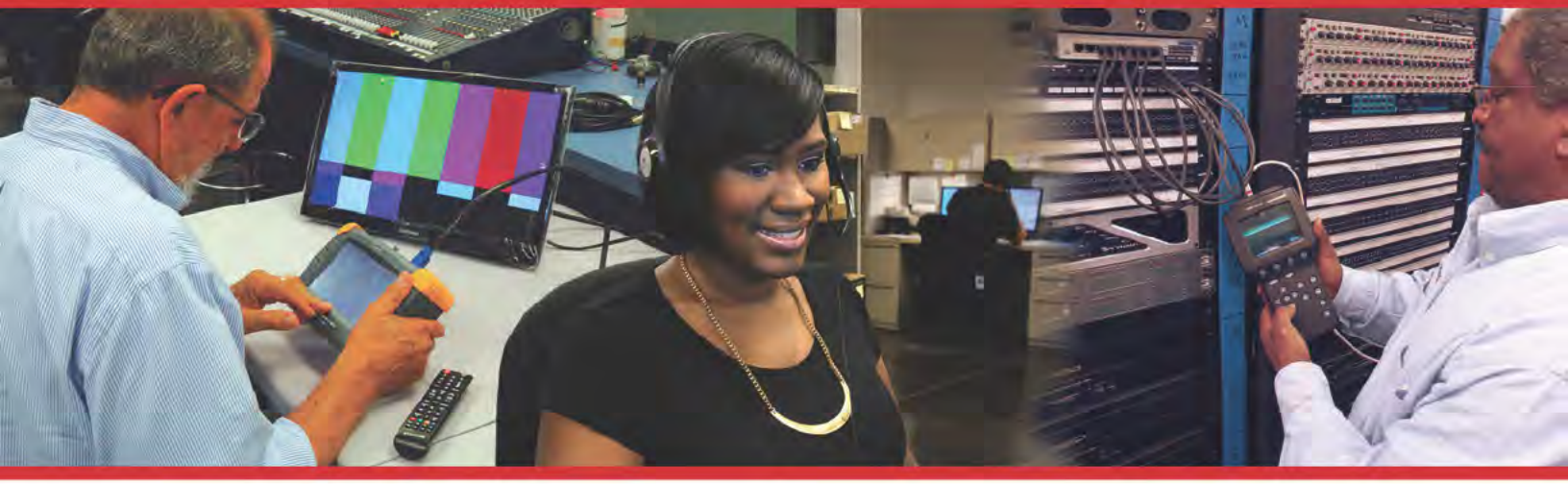
Customized Training | Customized training materials and classes are created to meet the customer's unique needs.
Training Collaboration | The Training Center collaborates early in the project to discuss and design a training program that meets the customer's requirements.
Training Deliverables | Deliverables can include Quick Start Guide, Step-by-Step Guide, technology and system self-paced web-based videos, and on-site classroom instruction.

SOFTWARE DEVELOPMENT

Software is at the center of how current AV systems perform, which is why Ford AV has a dedicated software development team.

Specialized Programming Groups | Two software development groups are maintained – one specializing in AV control systems, and one for business applications.
Programming Collaboration | A programming specialist is assigned early in a project to collaborate in the design and ensure the control system meets the customer's requirements.

TECHNICAL ASSISTANCE CENTER



Ford AV understands how important the customers' AV systems are to their day-to-day business success. Whether your installation is a mission critical command and control center, a paging announcement system, a house of worship, or a hotel convention and meeting facility – you require prompt attention to your service and maintenance requests.

To provide technology assurance, Ford developed a centrally-located, state-of-the-art Technical Assistance Center (TAC) strategically placed within our Oklahoma City corporate headquarters. TAC functions as a central network "hub" for our remote assistance centers located within each regional office. It employs a dedicated team of support personnel whose only job is to ensure that service requests are handled promptly and accurately.

TAC Customer Care Representatives answer incoming requests for service, document the requests, dispatch the appropriate Service Technician or Engineer, and track the service ticket through the entire service process.

The Service Technicians and Project Engineers may be sent from a combination of either Ford's local offices or corporate location, depending upon the nature of the service requested. TAC is available 24 hours a day, seven days a week, 365 days a year.

GENERAL INFORMATION

- **$120** Million Annual Sales
- **600** Projects Annually
- **Coverage throughout the U.S.**
- **Woman-Owned Business**
- **Full-Service Locations** | Oklahoma City (HQ), Tulsa, Dallas, Denver, Austin, Las Vegas, Houston, Phoenix, New Jersey, Atlanta, and Honolulu
- **Support Offices** | San Jose, Detroit, Kansas City, Wichita, Columbus, Washington D.C., and San Antonio

CAPABILITY

- **Service of ALL manufacturers, all AV systems whether installed by Ford AV or others**
- **Industry Certifications** | CTS, CTS-D, CTS-I, APEx, CCNA, CCNP, PMP & Licensed PE
- **Manufacturer Certifications** | Crestron, AMX, Cisco, Polycom, AtlasIED, and more

PERSONNEL

- **475+** Full-Time Employees
- **30+** Dedicated Service Technicians
- **60+** Degreed Engineers
- **25+** Project Managers
- **35+** Job Superintendents
- **125+** Installation Technicians

PROJECT METHODOLOGY

Perhaps the greatest strength of Ford AV lies with its Job Center — a collection of technology specialists including engineers, project managers, fabrication technicians, job superintendents, installation technicians, and programmers. This team routinely designs and deploys some of the largest AV systems in the world. Their commitment to customer satisfaction from design to deployment has achieved the APEx Certification from InfoComm International. Ford is licensed to perform engineering and employs licensed Professional Engineers (PE).

DESIGN TO DEPLOYMENT

Whether it is a busy international airport or corporate boardroom, at the start of a project, a Ford team is assigned that may include Engineers, Programmers, Network specialists, and Project Managers. This team brings decades of experience and works hand-in-hand with the owner's architect, consultant and construction representative during each phase. Field Engineers, Project Managers, Job Superintendents, and Installation Technicians use IOS and Android devices to connect wirelessly to the Job Center so that engineering drawings, photographs and documentation are current at all times. This allows a collaborative approach to the project installation from both an architectural perspective, as well as a technical one. It also allows for design changes to be made early in the process before they become much more costly.

PROJECT ENGINEERING

Ford has become well-known for their large engineering staff, which produces comprehensive information for field construction documentation. From conduit risers to complicated schematic diagrams to basic projector mounting details to complex, multi-driver loudspeaker arrays; our highly-trained engineering team creates the drawings and documents that become the permanent record for each phase of the installation process. These drawings can include equipment rack fabrication, AV millwork, speaker cluster assemblies, custom plates and panels, customized electronic assemblies, wire and cable pulling documentation, field device installation requirements, and GUI designed AV control system layout and software.

PROJECT MANAGEMENT

Ford's Project Management team has a comprehensive understanding of the construction process. All of the building infrastructure requirements are carefully documented and organized via the submittal drawing process and reviewed with the General Contractor, Electrician, and related trades by our field management personnel. This process ensures the design concept implemented by the Architect, Consultants, and the construction representatives are precise. Project Managers are responsible for all aspects of a project's deployment, including photo documentation, coordination with the owner and other construction trades, as well as all on-site communication with our Job Superintendent and Installation Technicians. They confirm that materials are ordered and that in-house assembling/fabrication is accurate and on time.

PROJECT METHODOLOGY

JOB & COST ACCOUNTING

Ford maintains a full-time Job Cost Accounting Center that provides daily job cost and report services for all projects. The job accounting staff uses world-class construction accounting software which provides real-time accounting and analysis of Ford's project costs on an ongoing basis. For projects that use cost-plus basis, the system provides detailed accounting information, down to the purchase order line level for the acquisition of materials, and to the man-hours for accounting of labor related costs.

JOB SCHEDULING MANAGEMENT

Ford's Job Center personnel manage project scheduling in Primavera 3P or Microsoft Project. This includes management of staff, vehicles, tools, and equipment. Larger projects that involve a highly coordinated construction process are individually planned and updated on a weekly basis. Ford routinely provides integrated scheduling coordination if required by the project's General Conditions.

PURCHASING & MATERIALS MANAGEMENT

Ford employs a full-time purchasing staff. Ford strives to provide concise materials acquisition at the most competitive prices and to complete schedule-driven ordering requirements expeditiously to maintain the project timeline. Ford's 50,000-square-foot Corporate Headquarters in Oklahoma City is equipped with a full CCTV surveillance infrastructure and includes 20,000 square feet of dedicated materials storage and staging area. Job specific material hold cages are powered by access card readers for inventory security and access control.

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Commercial INTEGRATOR

THE BUSINESS HANDBOOK FOR TECHNOLOGY PROFESSIONALS

INTEGRATOR OF THE YEAR

Ford AV proves that 'principle-based management' not only still exists but can lead to 45 years of sustained growth and success with no end in sight.

Jim Ford, Ford AV

INTEGRATOR OF THE YEAR

FORD AUDIO-VIDEO

Principle-based management helps earn new business from longtime clients and find new ones. It also helps with recruiting, as some employees with 30+ years at the company will tell you ... but don't think for a second Ford AV is stuck in the '70s. **By D. Craig MacCormack**

A LOT HAS CHANGED about the AV industry since Jim and Claire Ford opened their namesake company in 1973. Through all of those changes and amidst turmoil across the industry, Ford Audio-Video has remained a constant.

From its early days with only a handful of employees through today's staffing levels of more than 500 people spread around the country, Jim Ford says Ford Audio-Video has remained rooted in "principle-based management," an old business mantra that he says "is more important than making money."

That said, Ford AV has done their fair share of that too, with $135 million in revenue and 750 commercial installations spread across myriad vertical markets, including — but not limited to — corporate, government, healthcare and education.

We chose Ford AV as our 2018 Integrator of the Year for all of those reasons, and then some. Let's hear more about how the Fords have balanced sticking to their principles with helping the business they founded grow for 45 years.

"We're large enough to do virtually any type of job, but we're still managed and led by the same group that's led us for the last 30 years," says Jim Ford. "So many [AV integrators] appear to be the same today.

"Our primary focus is keeping our promises to customers. It's easy to talk, it's easy to sell, but it's hard to do the work. Once you get to a certain point of success, it's good for your employees to believe in a company that's interested in doing the right thing. It's good for your customers too. The day they believe you're working on their behalf is the day they'll trust you more," he says.

To punctuate his point, Ford talks about how a convention center company in Las Vegas that first became a Ford AV customer about 20 years ago recently called to ask about refreshing its technology.

"That's a big thing when they start to rely on you and to trust you," says Ford. "Just answering calls and responding to emails is a giant first step."

Stability and Principles

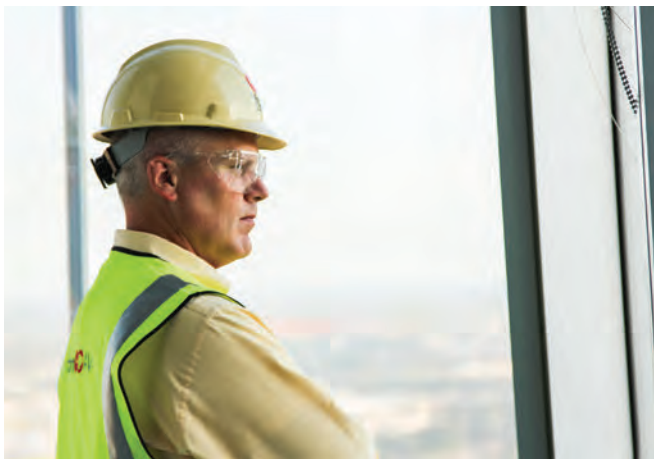
As mentioned, the Fords are part of a management team that has largely remained the same for the past three decades. That's a huge asset that's helped Ford AV be able to clearly articulate their mission and philosophy both internally and externally.

"We're sticking with a sense of principles," says Jim Ford. "When you do that, your employees see that."

Most major decisions at Ford AV are made by division managers. The leadership team holds monthly meetings to talk about the future of the company, but there are no plans for any management changes any time soon, he says. That doesn't mean they're not thinking about the next generation of Ford AV leadership.

"We're completely open to look at our future," says Ford.

It's not just leadership; Ford AV boasts many employees who



have been with the company for more than 30 years. Corporate VP Bryan Burdick went from being a Ford AV customer to Ford AV sales rep in 1978.

"We're a company of integrity and a family," says Burdick, who was a 20-year-old live sound engineer when he joined the Ford AV team. "We work as one company, not a bunch of separate companies. We're always interested in helping people grow and take on more responsibility."

Scott Abbott joined Ford AV about 14 years ago after the coffee company for which he was CEO was bought by Sara Lee and he was eventually let go after the transition was completed.

He remembers applying for a division manager position in Ford AV's Oklahoma City office and getting a call from Claire Ford seven minutes after he submitted his resume, even though he didn't have specific AV experience.

"I had played in bands and knew about live event equipment," says Abbott. He moved up to director of marketing before taking on division manager roles in Denver, Houston and Las Vegas, then going to director of sales before taking on his current role as VP of sales.

"In 21 years prior to Ford AV, I worked for one company but it had three different owners," says Abbott. "You think you're sta-

Ford AV employees are constantly trained on the latest techniques and approaches to AV integration. President Jim Ford (opposite page) says the company's leadership team is hands-on and remains in close contact with everyone across the company.

Ford Audio-Video

PRIMARY LOCATION: Oklahoma City, Okla.

ADDITIONAL LOCATIONS: Full-service offices in Atlanta; Austin, Texas; Dallas; Denver; Honolulu; Houston; Las Vegas; New York City; Philadelphia; Phoenix; San Francisco; Tulsa, Okla.; and Washington, D.C. Support offices in Chicago; Detroit; Kansas City, Mo.; Little Rock, Ark.; Salt Lake City, Utah; San Antonio, Texas; and Wichita, Kan.

PRINCIPALS: CEO Claire Ford; president Jim Ford, PE; corporate VP David Allen; corporate VP Bryan Burdick; and VP of sales Scott Abbott

WEBSITE: *fordav.com*; *fordav.church*

YEARS IN BUSINESS: 45 years (opened in 1973)

EMPLOYEES: 525

TOTAL REVENUES: $135 million (all from commercial projects)

NUMBER OF COMMERCIAL INSTALLS LAST YEAR: 750 in 2017

TOP VERTICAL MARKETS: corporate, government, healthcare and education

TOP 5 BRANDS: Samsung, Crestron, Biamp, Harman, Sony

"My company does *the delivery of large complex technical projects on time* better than any other company."

Ford AV has developed some pretty high-profile relationships with large clients but still takes nothing for granted. President Jim Ford urges them to meet all milestones and deliver what they promised to customers both large and small.

ble and safe, then someone else comes in and has a different idea about how to run the company."

As a privately held company, Ford AV boasts stable ownership and a profitable business approach, says Abbott. That's probably why so many employees have stayed with them for so long.

"Some of these conglomerate companies hold on to a business for four or five years, then dump it. They tend to be unstable and the customer ends up suffering when the management and direction keeps on changing," he says.

"The policies we put in place here don't waver," says Abbott. "Our mission is to use our reputation and our work to make the customer confident they're making the right decision. It's not just about growth. It's about stability. A lot of people have worked for a company that's been sold, then they've gotten laid off. It's very comforting to know that your paycheck will never bounce and this company will be here when you retire."

If you had to use Twitter to describe what your company does what would you tweet?

@Ford AudioVideo designs, installs, rents and services professional sound, video and lighting systems for businesses and places of worship

And while the company has continued to grow in size, scope and geography, "we're still small enough that we know almost all of the employees," says Jim Ford.

"We're very hands-on and we always promote from within whenever we can. It makes life easy when you work with people you trust. It makes it fun to come to work," he adds.

The Right Mix of People, Projects

Ford AV has always made sure to load its staff with engineers, but Jim Ford knows how important it is to also have people with a background in the arts "who are creative" among its employees.

"We hire a lot of technical people, but our basic nature is to be looking forward all the time," he says. Ford AV has seen an influx of young employees within the past five to 10 years to help to carry the company forward into the future.

Today's hires — and those who've been with the company for decades — "better be good at networking and programming" if they're going to thrive in an environment that's become more focused on AV components on IT networks, says Jim Ford.

"If you're not strong in networking, it's probably going to fail on the systems you're installing," he says.

Ford AV has long had its own full-time internal training staff to help employees stay current on the latest certifications. For some, that means monthly or even weekly sessions in the classroom.

That training brings about consistency in performance and execution from all Ford AV offices, says Ford.

"One of the biggest issues with this industry is being able to deliver a quality product from every office," he says. "We look at Ford AV as one big technical resource.

"You have to have processes in place and make sure people follow those processes. One question that hovers over every decision the company makes is, 'Who has the personal desire to be excellent?'"

Whether Ford AV is working in stadiums, churches, hospitals or airports, "the technology is almost the same in any market," says Ford. "We don't know where the next opportunity is going to come from.

"If you rely on one vertical, it can lead to some trouble," he says.

Abbott agrees, saying "we have enough irons in the fire that we

Ford AV has versatility to work in a variety of vertical markets and can shift staffers in a particular direction when one market dries up or seize on the opportunity another one provides.

can respond to areas where the opportunities are really strong." That includes Ford AV's rental and service departments.

"We're so diversified in what we do," says Burdick. "We're able to shift gears quickly."

Jim Ford was president and chairman of the then-InfoComm International board as part of his nine-year tenure and was a member of the InfoComm Asia board too.

That experience "gave me time to think about the future of AV and it really helped our company," he says.

How Times Have Changed

Looking back on 45 years running an AV integration company, Jim Ford says "technology was simple and business was simple" when he and Claire took the plunge into the space in 1973.

"It's far more complicated now," says Jim Ford. "The demands and expectations of customers are much higher now. That's why being able to execute on your promises is so important."

Technology has come and gone and competitors have opened and closed in the past 45 years, but Jim and Claire Ford remain committed to a company that operates using simple principles that have deep roots in everything they do.

"Our philosophy is: be an expert, work hard and treat people fairly and honestly," says Jim Ford. "We've always been about growing out of success. When you get an opportunity, are you ready for it?"

> "Our primary focus is keeping our promises to customers. It's easy to talk, it's easy to sell, but it's hard to do the work."
>
> —JIM FORD, PRESIDENT

When Burdick joined Ford AV, "there was no Internet so you had to educate the customers." For Ford AV, that meant extended hours on Thursday nights, office hours on Saturdays and training classes.

Looking to the Future

When you listen to Ford talk about his time in the AV integration space, there's never a sense he's ready to walk away from it — or even thinking about it. He seems to get just as big of a charge out of the word Ford AV does as ever.

"I'm astounded by the opportunities that appear seemingly every week," he says.

Burdick is equally enthusiastic about his place with Ford AV

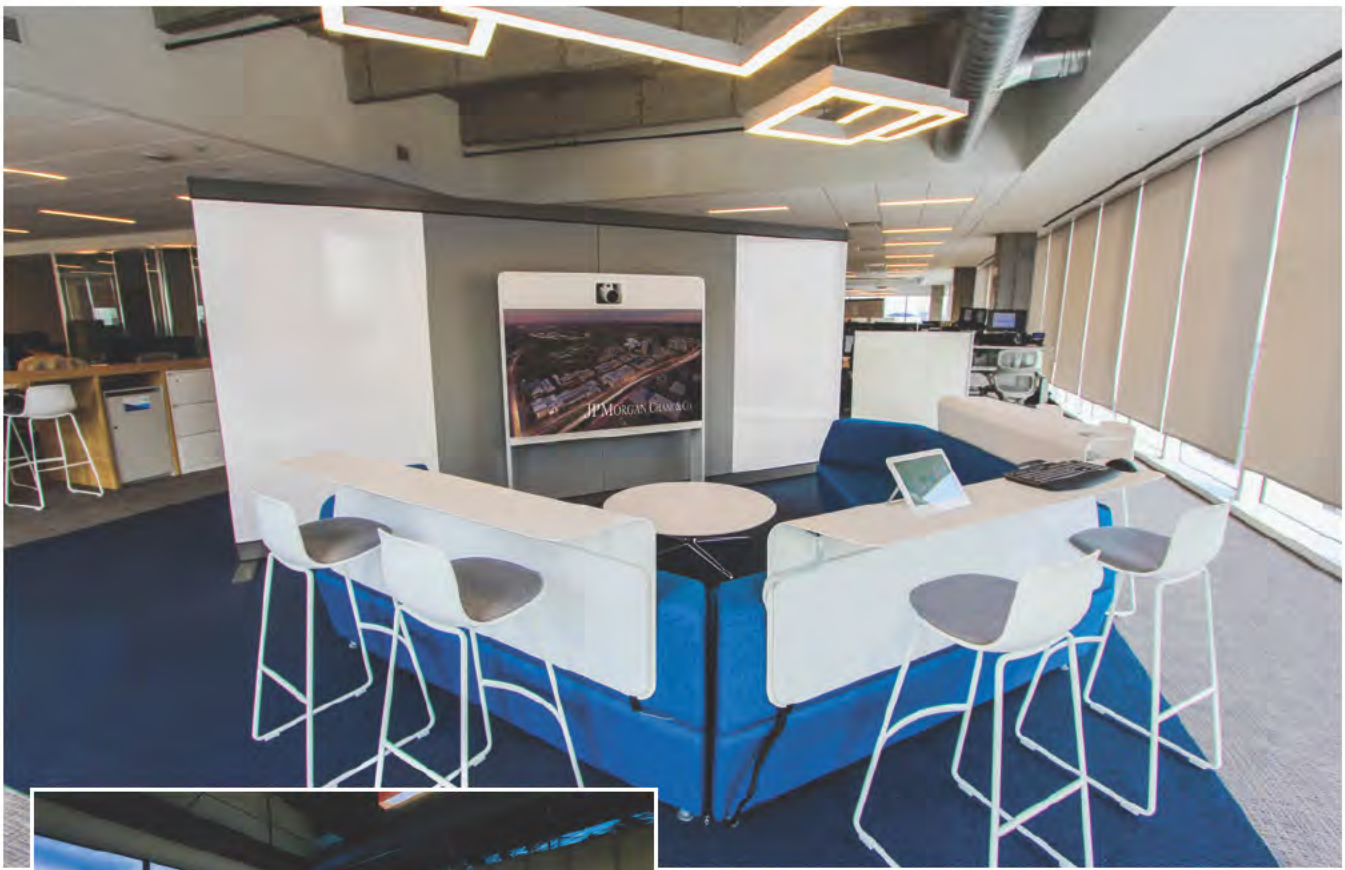
EVERYTHING ISN'T ALWAYS PERFECT

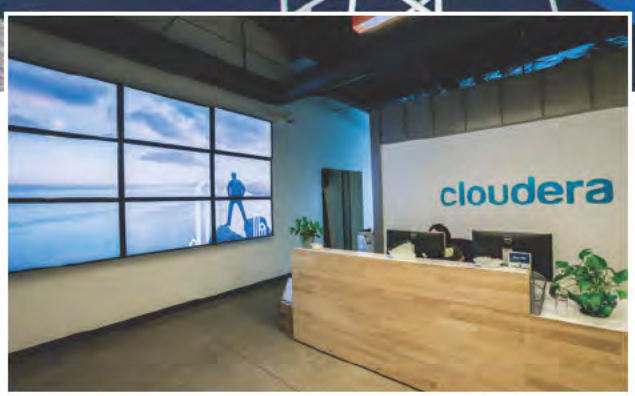
JIM FORD'S BIGGEST PET PEEVE about those in the AV industry is "undervaluing the products and services that we sell."

He believes AV as an industry doesn't always give itself enough credit for the value it brings to its customers.

Ford gets frustrated on those rare occasions when the company misses a milestone, particularly on a large project. In those instances, it's up to leadership to gather the facts, determine possible solutions and execute on the best one.

"If you get the team around the table, you almost always can figure out what you should do to correct the problem you're having," he says. "It's not acceptable to promise to do something and then not do it."





From corporate to health care to government to education and beyond, customers from myriad backgrounds know they'll get exactly what they asked for when Ford AV is their AV integrator.

going forward.

"This industry is fun for me," he enthuses. "Audio-visual technology is ever-changing and we get to refresh and change and grow with our knowledge. I like interacting and making a difference in the industry and in people's lives. I don't see any end in sight."

Ford AV added a call center about 10 years ago and it continues to improve the service offerings it provides for customers, although that's always been part of what the integration firm has done, says Ford.

"Making it work has always been part of what we do," he says.

Ford AV has also seen itself go global in a sense in the past decade, working with partners in various countries when U.S.-based customers want to expand their offerings overseas. In those cases, Ford AV does the design and engineering and relies on local partners to do the actual installation.

Global support has become a bigger part of the business in the past five years, says Jim Ford.

Burdick has worked closely with Cisco on opportunities for Ford AV and says that's a big part of what they do today.

"AV used to revolve around broadcast," he says. "Today, it's more about consumer electronics and IT."

Abbott has no doubts the future of Ford AV is strong and he expects the next generation of leaders to build on what the company has done for its first 45 years.

"There are people behind us chomping at the bit to get their opportunity someday," he says. CI

Project Profile

Baylor College of Medicine
Houston, TX

Scan QR code to view related video.

System Features

Baylor College of Medicine is ranked among the top schools in the nation for biomedical and health science. Their graduate and post-doctoral programs are designed to help trainees apply their knowledge and talents to shape the future of science and healthcare. Staying on the leading edge of medical advances while thriving in the digital age of learning are top priorities for Baylor. Ford was contracted to design and install AV equipment for classrooms, labs and two annexes.

- Lecture capturing system and distance learning capabilities in classrooms and labs via moving cameras and microphones
- Control systems for greater room control and capabilities
- Video conferencing capabilities that include discrete cabling, sharp images and high quality sound

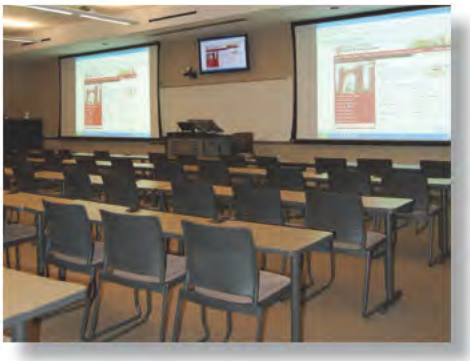
Participants

Owner
Baylor College of Medicine

AV Contractor
Ford Audio-Video

Project Profile

University of Oklahoma College of Allied Health
Oklahoma City, OK



System Features

The University of Oklahoma College of Allied Health built a new educational facility with audio-video integration for distance learning applications.

- Video conferencing equipment in classrooms allows for learning and teaching opportunities within sister campuses
- A combination of video projectors, flat panel displays, and high definition cameras show both presentation material and students from other campuses simultaneously
- Microphones on each student desk offer active participation and clear communication
- Professors use touchpanel control systems at the teaching lectern to control the classroom: audio, video, and lighting

Participants

Owner
University of Oklahoma
Architect
Benham Companies, LLC
General Contractor
Oscar J. Boldt Construction Company
AV Contractor
Ford Audio-Video

www.fordav.com
800-654-6744

Project Profile

U.S. House of Representatives - Department of Homeland Security Committee Meeting Room
Washington, D.C.

Scan QR code to view related video.

System Features

Homeland security officials have a high-tech meeting room with AV equipment that enables them to effectively discuss matters regarding national security.

- Individual interface stations with speakers and push-to-talk microphones as well as DSP-controlled active compact speakers allow for highly intelligible audio reinforcement
- Remote controlled pan-tilt-zoom cameras, full video production switcher system, 65" flat screen displays, and multiple press feed panels are installed
- A custom video control/production rack with a 40" flat screen preview and program monitor is available to assist with C-Span broadcasts
- Fiber-optic distribution system throughout the entire facility

Participants

Owner
U.S. Government

Consultant
K2 Audio, LLC

Architect
Architect of the Capitol

AV Contractor
Ford Audio-Video Systems

Project Profile

Harris County Civil Courts
Houston, TX

System Features

The new 660,000 square foot Civil Courts Building has 38 total courtrooms with new, state-of-the-art AV and control systems.

- Each courtroom system is supplied with a custom build mobile audiovisual presentation podium which houses AV playback and display sources, annotation systems, computer interfaces, and a touchpanel control interface
- The Judge's Bench AV system allows for the judge to preview and approve audio and video content prior to presentation to audience
- Each jury box contains personal video monitors for viewing media presentation content
- Video projection systems are installed for presentation of media to audience
- All AV system control is operated via touchpanel interfaces

Participants

Owner
- Harris County

Architect
- PGAL

General Contractor
- Vaughn Construction

AV Contractor
- Ford Audio-Video Systems, Inc.

Project Profile

Oklahoma City National Memorial & Museum
Oklahoma City, OK

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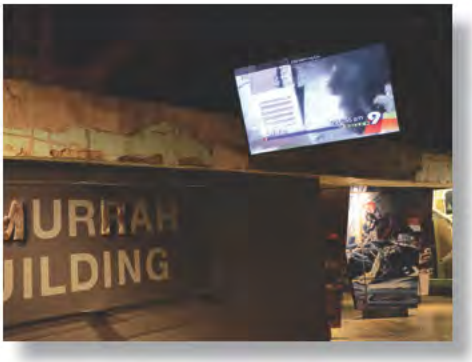

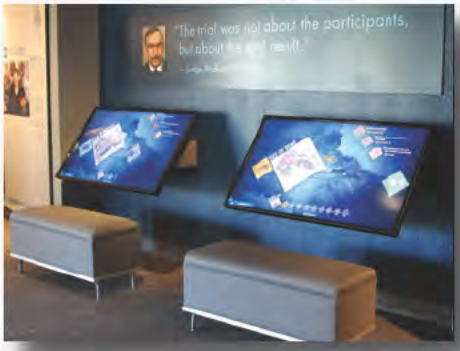

System Features

The museum has an interactive experience that takes you on a chronological self-guided tour through the story of April 19, 1995, and the days, weeks and years that followed the bombing of Oklahoma City's Alfred P. Murrah Federal Building.

- There are more than 50 touch-enabled, fully-Interactive HD displays throughout the facility that range from 27" to 80"
- The system design includes two video walls – a ribbon and mosaic, designated audio zones, and automated system-wide control and monitoring
- Outdoor all-weather digital signage and interactive way-finding kiosks tell the story and meaning of the outdoor memorial, which includes the Gates of Time, Survivor Tree, Reflecting Pool, Field of Empty Chairs, Survivor Wall, Children's Area, and the Fence with tokens left by visitors

Participants

Owner
Oklahoma City National Memorial Foundation

Video Content Providers
Hillmann & Carr
Cortina Productions

General Contractor
Lippert Bros.

AV Contractor
Ford Audio-Video Systems

Project Profile

Bullock Texas State History Museum
Austin, TX

Scan QR code to view related video.

System Features

In 1684, French King Louis XIV sent René-Robert Cavelier, Sieur de la Salle, across the ocean to establish a colony, trade routes, and locate Spanish silver mines. Instead, La Salle lost most of his ships to pirates and disaster. In 1995, archaeologists began a decades-long process of excavating, recovering and conserving the hull of one of his expedition's ships, along with more than 1.6 million artifacts.

Ford AV was privileged to assist the museum in presenting the story of the discovery and reclamation, as displayed in the central exhibit hall and Texas Spirit Theater. The theater features an impressive 41' projection screen and two retractable 28' screens. The exhibit hall has a dual-projector-blended screen, digital signage, an acoustically transparent screen, and an overhead audio system to bring this exhibit to life.

Participants

Owner
State of Texas

AV Contractor
Ford Audio-Video Systems

Project Profile

Liberty Global
Denver, CO

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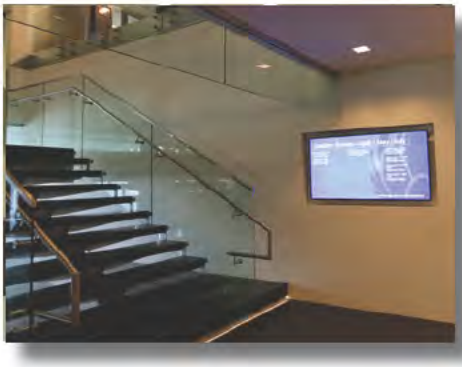
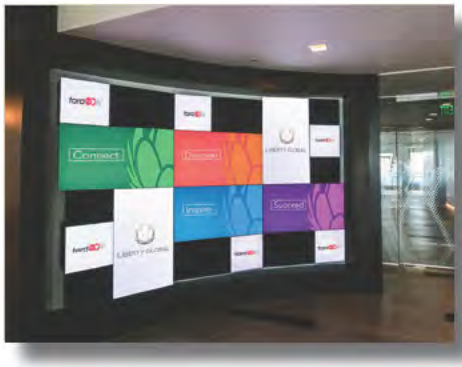
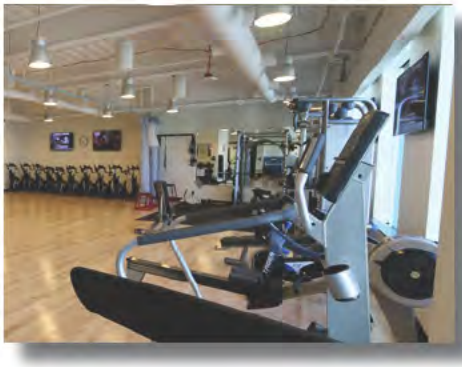






System Features

Described as the Comcast of Europe, Liberty Global is a powerhouse for telecommunications and television. Ford AV was asked to partner with Liberty Global to tackle unique challenges at their US headquarters in Denver. For example, their stunning marble conference room required complete 360 degree viewing capabilities despite having two large windows on either side of the room. Overall, the project covered 21 rooms over 3 floors (including 3 custom executive offices) and 3 video walls in the main lobby.

- 120" 4K display craned into the building
- Mosaic video wall in lobby contains 22" and 42" displays
- X-shaped video wall contains 52" and 46" displays
- Crestron control systems and Cisco video conferencing network
- Sound reinforcement including Dolby Atmos surround sound

Participants

Owner
Liberty Global

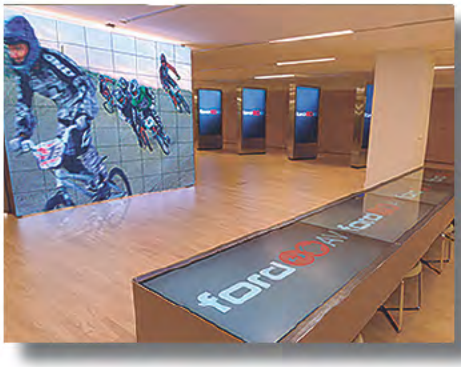
Architect
Burkett Design

AV Contractor
Ford Audio-Video Systems

Project Profile

AT&T Executive Briefing Center
Dallas, TX

Scan QR code to view related video.



System Features

When AT&T, one of the world's leading telecom companies, wanted to showcase the future of presentations and business solutions, they called Ford AV to help make their vision a reality. The Executive Briefing Center, located in the heart of their corporate headquarters, demonstrates cutting edge technology for video walls and video conferencing, all of which Ford AV provided.

- 288 micro-tiles were combined to form "The Cube" in the center of the Gallery to create bright, high resolution images on a nearly seamless canvas
- Conference rooms were equipped with teleconferencing capabilities and auto-tracking cameras for simplified and accurate collaboration
- The Gallery now features multiple interactive displays that allow users to dig deeper into understanding the technology at their fingertips

Participants

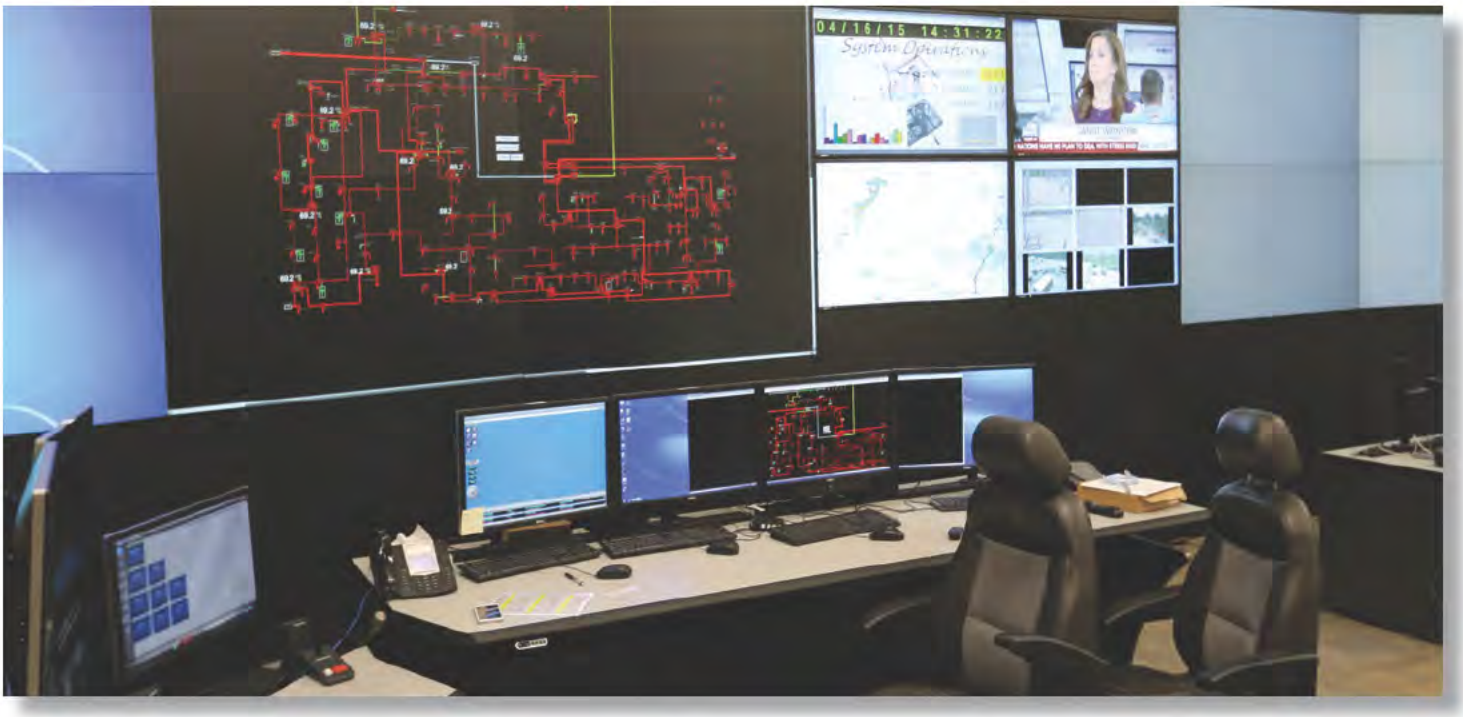
Owner
AT&T

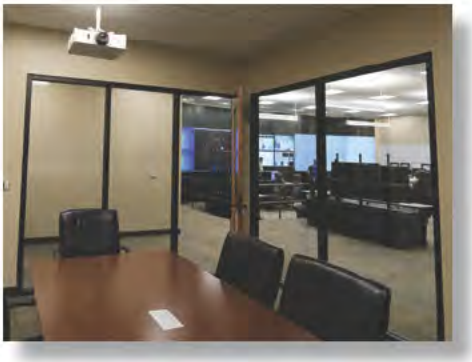
AV Contractor
Ford Audio-Video Systems

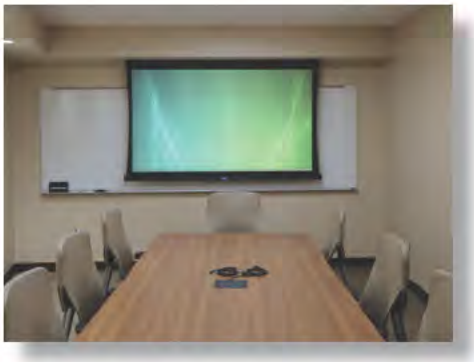
Project Profile

KAMO Power
Vinita, OK

Scan QR code to view related video.







System Features

KAMO Power is a Generation and Transmission cooperative serving northeast Oklahoma and southwest Missouri. The mission-critical status of supplying electrical service to facilities and homes in this area requires quality technology to monitor, control and engage any problems.

- A 16-display command and control video wall system spans the control room and is operated by four custom work stations
- There are 13 conference rooms using Crestron room scheduling, video projection and integrated control
- Other video displays, projection, sound and videoconferencing systems were installed throughout the facility including the executive boardroom, conference room and call center

Participants

Owner
KAMO Electric Cooperative

General Contractor
Crossland Construction

AV Contractor
Ford Audio-Video Systems

Project Profile

ExxonMobil
The Woodlands, TX

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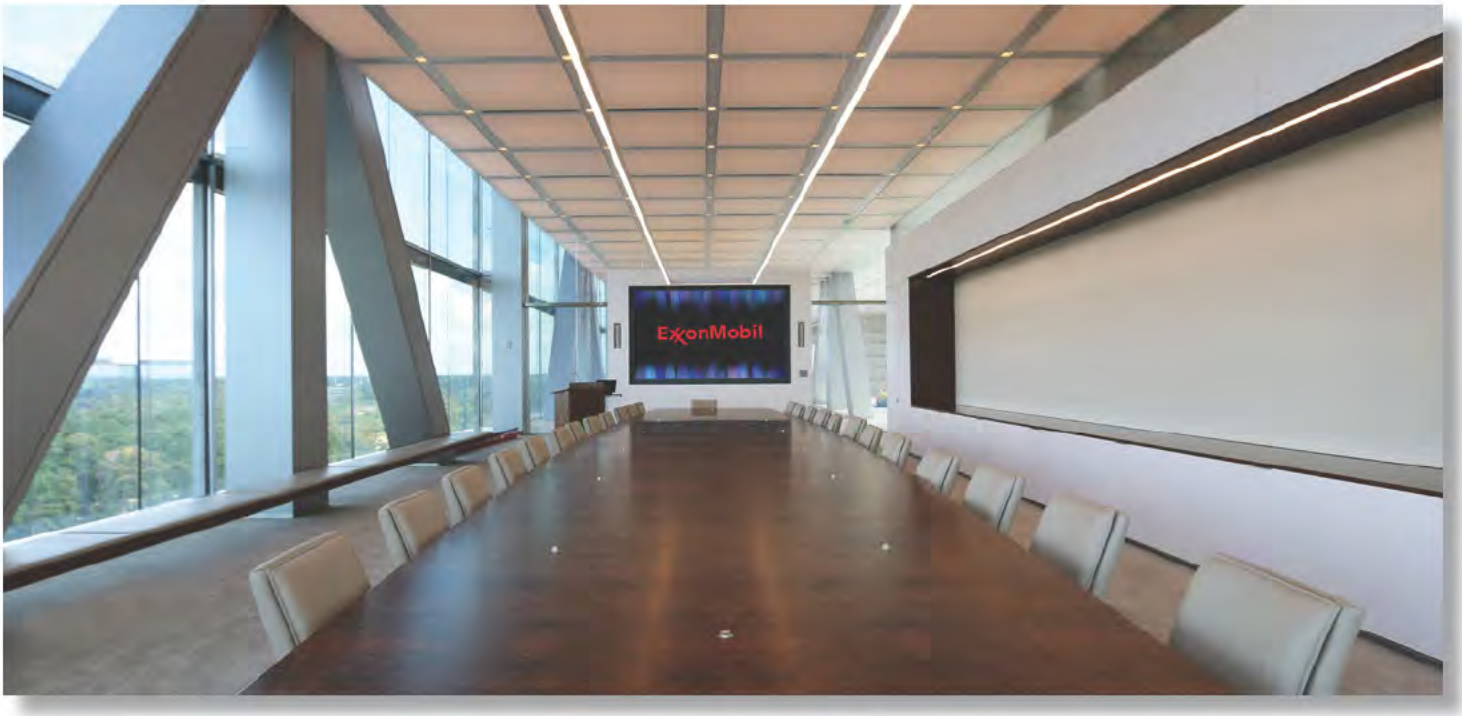

System Features

With over 3.5 million square feet of office space, the new ExxonMobil campus in Houston was one of the world's largest construction projects. As the Master AV Integrator, Ford was responsible for the deployment, and training the users of the AV technology in 1,500 rooms.

- Over 100 room types were tested and developed for the 1,500 rooms in the 17-building campus
- Systems included Digital Signage, Video Conferencing, Sound Reinforcement, Integrated Control and more
- Specialty areas include a 500-seat auditorium, executive boardroom, food court, multi-function conference spaces, wellness center, laboratory, retail area and a 1,500 seat townhall convention space

Participants

Owner
ExxonMobil

Architect
Gensler

Consultant
Consentini

Builder
Gilbane/Harvey

AV Contractor
Ford Audio-Video

Project Profile

ConocoPhillips EC3
Houston, TX

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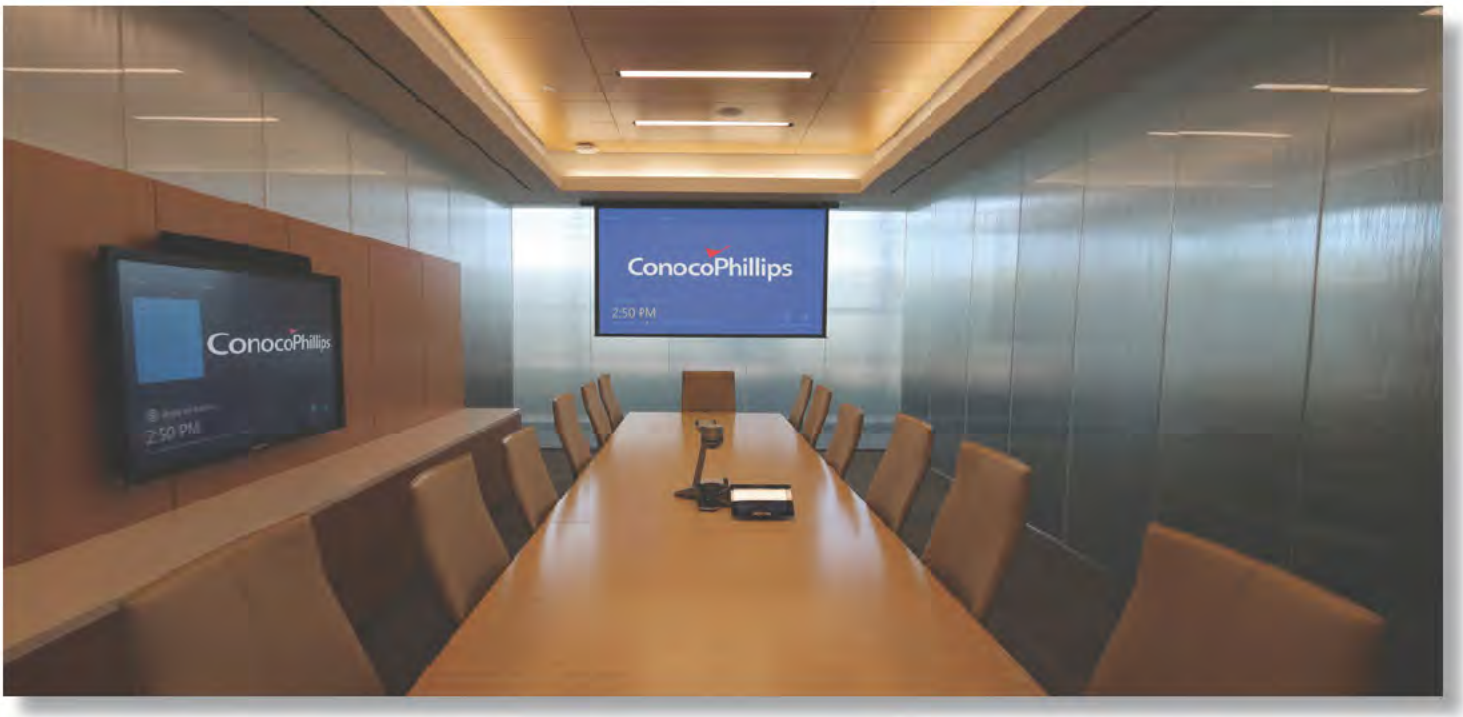

System Features

Deploying 528,000 square feet of a 20-floor corporate complex with the latest AV technology is no small feat, yet that is exactly what our teams accomplished for ConocoPhillips, a leader in American energy. Known as the EC3 building, this energy innovation hub is located directly inside the "Houston Energy Corridor" and includes an array of audio-video integrated room solutions, collaborative spaces, break areas, and training and educational facilities.

- 122 video conference room systems and 80 Huddle spaces, which include digital switching systems, touch panel control, interactive multi-touch work surfaces, videoconferencing and room-scheduling systems
- 24- 42" interactive Way Finding kiosks
- 23 Digital Signage display stations

Participants

Owner
ConocoPhillips

Architect
PDR

General Contractor
D.E. Harvey Builders

AV Contractor
Ford Audio-Video Systems

NCPA – RFP # 29-20 Audio/Visual Products and Services

Tab 9 - Required Forms

1. Clean Air and Water Act / Debarment Notice
2. Contractors Requirements
3. Antitrust Certifications Statements
4. Required Clauses for Federal Funds Certifications
5. Required Clauses for Federal Assistance by FTA
6. State Addendum Notice

Clean Air and Water Act & Debarment Notice

I, the Vendor, am in compliance with all applicable standards, orders or regulations issued pursuant to the Clean Air Act of 1970, as Amended (42 U.S. C. 1857 (h), Section 508 of the Clean Water Act, as amended (33 U.S.C. 1368), Executive Order 117389 and Environmental Protection Agency Regulation, 40 CFR Part 15 as required under OMB Circular A-102, Attachment O, Paragraph 14 (1) regarding reporting violations to the grantor agency and to the United States Environment Protection Agency Assistant Administrator for the Enforcement.

I hereby further certify that my company has not been debarred, suspended or otherwise ineligible for participation in Federal Assistance programs under Executive Order 12549, "Debarment and Suspension", as described in the Federal Register and Rules and Regulations

Potential Vendor	Ford Audio-Video Systems, LLC
Print Name	David Allen, E.E.T. Chief Operating Officer
Address	4800 West I-40 Frontage Road
City, Sate, Zip	Oklahoma City, OK 73128
Authorized signature	
Date	11/15/2020

Contractor Requirements

Contractor Certification
Contractor's Employment Eligibility

By entering the contract, Contractor warrants compliance with the Federal Immigration and Nationality Act (FINA), and all other federal and state immigration laws and regulations. The Contractor further warrants that it is in compliance with the various state statues of the states it is will operate this contract in.

Participating Government Entities including School Districts may request verification of compliance from any Contractor or subcontractor performing work under this Contract. These Entities reserve the right to confirm compliance in accordance with applicable laws.

Should the Participating Entities suspect or find that the Contractor or any of its subcontractors are not in compliance, they may pursue any and all remedies allowed by law, including, but not limited to: suspension of work, termination of the Contract for default, and suspension and/or debarment of the Contractor. All costs necessary to verify compliance are the responsibility of the Contractor.

The offeror complies and maintains compliance with the appropriate statutes which requires compliance with federal immigration laws by State employers, State contractors and State subcontractors in accordance with the E-Verify Employee Eligibility Verification Program.

Contractor shall comply with governing board policy of the NCPA Participating entities in which work is being performed

Fingerprint & Background Checks

If required to provide services on school district property at least five (5) times during a month, contractor shall submit a full set of fingerprints to the school district if requested of each person or employee who may provide such service. Alternately, the school district may fingerprint those persons or employees. An exception to this requirement may be made as authorized in Governing Board policy. The district shall conduct a fingerprint check in accordance with the appropriate state and federal laws of all contractors, subcontractors or vendors and their employees for which fingerprints are submitted to the district. Contractor, subcontractors, vendors and their employees shall not provide services on school district properties until authorized by the District.

The offeror shall comply with fingerprinting requirements in accordance with appropriate statutes in the state in which the work is being performed unless otherwise exempted.

Contractor shall comply with governing board policy in the school district or Participating Entity in which work is being performed

Business Operations in Sudan, Iran

In accordance with A.R.S. 35-391 and A.R.S. 35-393, the Contractor hereby certifies that the contractor does not have scrutinized business operations in Sudan and/or Iran.

Authorized signature David Allen E.E.T. Chief Operating Officer

Date 11/15/2020

Antitrust Certification Statements (Tex. Government Code § 2155.005)

I affirm under penalty of perjury of the laws of the State of Texas that:

(1) I am duly authorized to execute this contract on my own behalf or on behalf of the company, corporation, firm, partnership or individual (Company) listed below;

(2) In connection with this bid, neither I nor any representative of the Company has violated any provision of the Texas Free Enterprise and Antitrust Act, Tex. Bus. & Comm. Code Chapter 15;

(3) In connection with this bid, neither I nor any representative of the Company has violated any federal antitrust law; and

(4) Neither I nor any representative of the Company has directly or indirectly communicated any of the contents of this bid to a competitor of the Company or any other company, corporation, firm, partnership or individual engaged in the same line of business as the Company.

Company name	Ford Audio-Video Systems, LLC
Address	4800 West I-40 Frontage Road
City/State/Zip	Oklahoma City, OK 73128
Telephone No.	512-447-1103
Fax No.	405-945-9991
Email address	alled@fordav.com
Printed name	David Allen, E.E.T.
Position with company	Chief Operating Officer
Authorized signature	11/15/2020

Required Clauses for Federal Funds Certifications

Participating Agencies may elect to use federal funds to purchase under the Master Agreement. The following certifications and provisions may be required and apply when a Participating Agency expends federal funds for any purchase resulting from this procurement process. Pursuant to 2 C.F.R. § 200.326, all contracts, including small purchases, awarded by the Participating Agency and the Participating Agency's subcontractors shall contain the procurement provisions of Appendix II to Part 200, as applicable.

APPENDIX II TO 2 CFR PART 200

(A) Contracts for more than the simplified acquisition threshold currently set at $150,000, which is the inflation adjusted amount determined by the Civilian Agency Acquisition Council and the Defense Acquisition Regulations Council (Councils) as authorized by 41 U.S.C. 1908, must address administrative, contractual, or legal remedies in instances where contractors violate or breach contract terms, and provide for such sanctions and penalties as appropriate.

(B) Termination for cause and for convenience by the grantee or subgrantee including the manner by which it will be effected and the basis for settlement. (All contracts in excess of $10,000)

(C) Equal Employment Opportunity. Except as otherwise provided under 41 CFR Part 60, all contracts that meet the definition of "federally assisted construction contract" in 41 CFR Part 60-1.3 must include the equal opportunity clause provided under 41 CFR 60-1.4(b), in accordance with Executive Order 11246, "Equal Employment Opportunity" (30 CFR 12319, 12935, 3 CFR Part, 1964-1965 Comp., p. 339), as amended by Executive Order 11375, "Amending Executive Order 11246 Relating to Equal Employment Opportunity," and implementing regulations at 41 CFR part 60, "Office of Federal Contract Compliance Programs, Equal Employment Opportunity, Department of Labor."

Pursuant to Federal Rule (C) above, when a Participating Agency expends federal funds on any federally assisted construction contract, the equal opportunity clause is incorporated by reference herein.

(D) Davis-Bacon Act, as amended (40 U.S.C. 3141-3148). When required by Federal program legislation, all prime construction contracts in excess of $2,000 awarded by non-Federal entities must include a provision for compliance with the Davis-Bacon Act (40 U.S.C. 3141-3144, and 3146-3148) as supplemented by Department of Labor regulations (29 CFR Part 5, "Labor Standards Provisions Applicable to Contracts Covering Federally Financed and Assisted Construction"). In accordance with the statute, contractors must be required to pay wages to laborers and mechanics at a rate not less than the prevailing wages specified in a wage determination made by the Secretary of Labor. In addition, contractors must be required to pay wages not less than once a week. The non-Federal entity must place a copy of the current prevailing wage determination issued by the Department of Labor in each solicitation. The decision to award a contract or subcontract must be conditioned upon the acceptance of the wage determination. The non- Federal entity must report all suspected or reported violations to the Federal awarding agency. The contracts must also include a provision

for compliance with the Copeland "Anti-Kickback" Act (40 U.S.C. 3145), as supplemented by Department of Labor regulations (29 CFR Part 3, "Contractors and Subcontractors on Public Building or Public Work Financed in Whole or in Part by Loans or Grants from the United States"). The Act provides that each contractor or subrecipient must be prohibited from inducing, by any means, any person employed in the construction, completion, or repair of public work, to give up any part of the compensation to which he or she is otherwise entitled. The non-Federal entity must report all suspected or reported violations to the Federal awarding agency.

(E) Contract Work Hours and Safety Standards Act (40 U.S.C. 3701-3708). Where applicable, all contracts awarded by the non-Federal entity in excess of $100,000 that involve the employment of mechanics or laborers must include a provision for compliance with 40 U.S.C. 3702 and 3704, as supplemented by Department of Labor regulations (29 CFR Part 5). Under 40 U.S.C. 3702 of the Act, each contractor must be required to compute the wages of every mechanic and laborer on the basis of a standard work week of 40 hours. Work in excess of the standard work week is permissible provided that the worker is compensated at a rate of not less than one and a half times the basic rate of pay for all hours worked in excess of 40 hours in the work week. The requirements of 40 U.S.C. 3704 are applicable to construction work and provide that no laborer or mechanic must be required to work in surroundings or under working conditions which are unsanitary, hazardous or dangerous. These requirements do not apply to the purchases of supplies or materials or articles ordinarily available on the open market, or contracts for transportation or transmission of intelligence.

(F) Rights to Inventions Made Under a Contract or Agreement. If the Federal award meets the definition of "funding agreement" under 37 CFR §401.2 (a) and the recipient or subrecipient wishes to enter into a contract with a small business firm or nonprofit organization regarding the substitution of parties, assignment or performance of experimental, developmental, or research work under that "funding agreement," the recipient or subrecipient must comply with the requirements of 37 CFR Part 401, "Rights to Inventions Made by Nonprofit Organizations and Small Business Firms Under Government Grants, Contracts and Cooperative Agreements," and any implementing regulations issued by the awarding agency.

(G) Clean Air Act (42 U.S.C. 7401-7671q.) and the Federal Water Pollution Control Act (33 U.S.C. 1251-1387), as amended— Contracts and subgrants of amounts in excess of $150,000 must contain a provision that requires the non-Federal award to agree to comply with all applicable standards, orders or regulations issued pursuant to the Clean Air Act (42 U.S.C. 7401- 7671q) and the Federal Water Pollution Control Act as amended (33 U.S.C. 1251- 1387). Violations must be reported to the Federal awarding agency and the Regional Office of the Environmental Protection Agency (EPA).

(H) Debarment and Suspension (Executive Orders 12549 and 12689)—A contract award (see 2 CFR 180.220) must not be made to parties listed on the government wide exclusions in the System for Award Management (SAM), in accordance with the OMB guidelines at 2 CFR 180 that implement Executive Orders 12549 (3 CFR part 1986 Comp., p. 189) and 12689 (3 CFR part 1989 Comp., p. 235), "Debarment and Suspension." SAM Exclusions contains the names of parties debarred, suspended, or otherwise excluded by agencies, as well as parties declared ineligible under statutory or regulatory authority other than Executive Order 12549.

(I) Byrd Anti-Lobbying Amendment (31 U.S.C. 1352)—Contractors that apply or bid for an award exceeding $100,000 must file the required certification. Each tier certifies to the tier above that it will not and has not used Federal appropriated funds to pay any person or organization for influencing or attempting to influence an officer or employee

of any agency, a member of Congress, officer or employee of Congress, or an employee of a member of Congress in connection with obtaining any Federal contract, grant or any other award covered by 31 U.S.C. 1352. Each tier must also disclose any lobbying with non-Federal funds that takes place in connection with obtaining any Federal award. Such disclosures are forwarded from tier to tier up to the non-Federal award.

RECORD RETENTION REQUIREMENTS FOR CONTRACTS INVOLVING FEDERAL FUNDS

When federal funds are expended by Participating Agency for any contract resulting from this procurement process, offeror certifies that it will comply with the record retention requirements detailed in 2 CFR § 200.333. The offeror further certifies that offeror will retain all records as required by 2 CFR § 200.333 for a period of three years after grantees or subgrantees submit final expenditure reports or quarterly or annual financial reports, as applicable, and all other pending matters are closed.

CERTIFICATION OF COMPLIANCE WITH THE ENERGY POLICY AND CONSERVATION ACT

When Participating Agency expends federal funds for any contract resulting from this procurement process, offeror certifies that it will comply with the mandatory standards and policies relating to energy efficiency which are contained in the state energy conservation plan issued in compliance with the Energy Policy and Conservation Act (42 U.S.C. 6321 et seq.; 49 C.F.R. Part 18).

CERTIFICATION OF COMPLIANCE WITH BUY AMERICA PROVISIONS

To the extent purchases are made with Federal Highway Administration, Federal Railroad Administration, or Federal Transit Administration funds, offeror certifies that its products comply with all applicable provisions of the Buy America Act and agrees to provide such certification or applicable waiver with respect to specific products to any Participating Agency upon request. Purchases made in accordance with the Buy America Act must still follow the applicable procurement rules calling for free and open competition.

Required Clauses for Federal Assistance provided by FTA

ACCESS TO RECORDS AND REPORTS

Contractor agrees to:

a) Maintain all books, records, accounts and reports required under this Contract for a period of not less than three (3) years after the date of termination or expiration of this Contract or any extensions thereof except in the event of litigation or settlement of claims arising from the performance of this Contract, in which case Contractor agrees to maintain same until Public Agency, the FTA Administrator, the Comptroller General, or any of their duly authorized representatives, have disposed of all such litigation, appeals, claims or exceptions related thereto.

b) Permit any of the foregoing parties to inspect all work, materials, payrolls, and other data and records with regard to the Project, and to audit the books, records, and accounts with regard to the Project and to reproduce by any means whatsoever or to copy excerpts and transcriptions as reasonably needed for the purpose of audit and examination.

FTA does not require the inclusion of these requirements of Article 1.01 in subcontracts. Reference 49 CFR 18.39 (i)(11).

CIVIL RIGHTS / TITLE VI REQUIREMENTS

1) Non-discrimination. In accordance with Title VI of the Civil Rights Act of 1964, as amended, 42 U.S.C. § 2000d, Section 303 of the Age Discrimination Act of 1975, as amended, 42 U.S.C. § 6102, Section 202 of the Americans with Disabilities Act of 1990, as amended, 42 U.S.C. § 12132, and Federal Transit Law at 49 U.S.C. § 5332, Contractor or subcontractor agrees that it will not discriminate against any employee or applicant for employment because of race, color, creed, national origin, sex, marital status age, or disability. In addition, Contractor agrees to comply with applicable Federal implementing regulations and other implementing requirements FTA may issue.

2) Equal Employment Opportunity. The following Equal Employment Opportunity requirements apply to this Contract:

   a. Race, Color, Creed, National Origin, Sex. In accordance with Title VII of the Civil Rights Act, as amended, 42 U.S.C. § 2000e, and Federal Transit Law at 49 U.S.C. § 5332, the Contractor agrees to comply with all applicable Equal Employment Opportunity requirements of U.S. Dept. of Labor regulations, "Office of Federal Contract Compliance Programs, Equal Employment Opportunity, Department of Labor, 41 CFR, Parts 60 et seq., and with any applicable Federal statutes, executive orders, regulations, and Federal policies that may in the future affect construction activities undertaken in the course of this Project. Contractor agrees to take affirmative action to ensure that applicants are employed, and that employees are treated during employment, without regard to their race, color, creed, national origin, sex, marital status, or age. Such action shall include, but not be limited to, the following: employment, upgrading, demotion or transfer, recruitment or recruitment advertising, layoff or termination, rates of pay or other forms of compensation; and selection for training, including apprenticeship. In addition, Contractor agrees to comply with any implementing requirements FTA may issue.

   b. Age. In accordance with the Age Discrimination in Employment Act (ADEA) of 1967, as amended, 29 U.S.C. Sections 621 through 634, and Equal Employment Opportunity Commission (EEOC) implementing regulations, "Age Discrimination in Employment Act", 29 CFR Part 1625, prohibit employment discrimination by Contractor against individuals on the basis of age, including present and prospective

employees. In addition, Contractor agrees to comply with any implementing requirements FTA may issue.

c. Disabilities. In accordance with Section 102 of the Americans with Disabilities Act of 1990, as amended (ADA), 42 U.S.C. Sections 12101 *et seq.*, prohibits discrimination against qualified individuals with disabilities in programs, activities, and services, and imposes specific requirements on public and private entities. Contractor agrees that it will comply with the requirements of the Equal Employment Opportunity Commission (EEOC), "Regulations to Implement the Equal Employment Provisions of the Americans with Disabilities Act," 29 CFR, Part 1630, pertaining to employment of persons with disabilities and with their responsibilities under Titles I through V of the ADA in employment, public services, public accommodations, telecommunications, and other provisions.

d. Segregated Facilities. Contractor certifies that their company does not and will not maintain or provide for their employees any segregated facilities at any of their establishments, and that they do not and will not permit their employees to perform their services at any location under the Contractor's control where segregated facilities are maintained. As used in this certification the term "segregated facilities" means any waiting rooms, work areas, restrooms and washrooms, restaurants and other eating areas, parking lots, drinking fountains, recreation or entertainment areas, transportation, and housing facilities provided for employees which are segregated by explicit directive or are in fact segregated on the basis of race, color, religion or national origin because of habit, local custom, or otherwise. Contractor agrees that a breach of this certification will be a violation of this Civil Rights clause.

3) Solicitations for Subcontracts, Including Procurements of Materials and Equipment. In all solicitations, either by competitive bidding or negotiation, made by Contractor for work to be performed under a subcontract, including procurements of materials or leases of equipment, each potential subcontractor or supplier shall be notified by Contractor of Contractor's obligations under this Contract and the regulations relative to non-discrimination on the grounds of race, color, creed, sex, disability, age or national origin.

4) Sanctions of Non-Compliance. In the event of Contractor's non-compliance with the non-discrimination provisions of this Contract, Public Agency shall impose such Contract sanctions as it or the FTA may determine to be appropriate, including, but not limited to: 1) Withholding of payments to Contractor under the Contract until Contractor complies, and/or; 2) Cancellation, termination or suspension of the Contract, in whole or in part.

Contractor agrees to include the requirements of this clause in each subcontract financed in whole or in part with Federal assistance provided by FTA, modified only if necessary to identify the affected parties.

DISADVANTAGED BUSINESS PARTICIPATION

This Contract is subject to the requirements of Title 49, Code of Federal Regulations, Part 26, "*Participation by Disadvantaged Business Enterprises in Department of Transportation Financial Assistance Programs"*, therefore, it is the policy of the Department of Transportation (DOT) to ensure that Disadvantaged Business Enterprises (DBEs), as defined in 49 CFR Part 26, have an equal opportunity to receive and participate in the performance of DOT-assisted contracts.

1) Non-Discrimination Assurances. Contractor or subcontractor shall not discriminate on the basis of race, color, national origin, or sex in the performance of this Contract. Contractor shall carry out all applicablerequirements of 49 CFR Part 26 in the award and administration of DOT-assisted contracts. Failure by Contractor to carry out these requirements is a material breach of this Contract, which may result in the termination of this Contract or other such remedy as public agency deems appropriate. Each subcontract Contractor signs with a subcontractor must include the assurance in this paragraph. (See 49 CFR 26.13(b)).

2) Prompt Payment. Contractor is required to pay each subcontractor performing Work under this prime Contract for satisfactory performance of that work no later than thirty (30) days after Contractor's receipt of payment for that Work from public agency. In addition, Contractor is required to return any retainage payments to those subcontractors within thirty (30) days after the subcontractor's work related to this Contract is satisfactorily completed and any liens have been secured. Any delay or postponement of payment from the above time frames may occur only for good cause following written approval of public agency. This clause applies to both DBE and non-DBE subcontractors. Contractor must promptly notify public agency whenever a DBE subcontractor performing Work related to this Contract is terminated or fails to complete its Work, and must make good faith efforts to engage another DBE subcontractor to perform at least the same amount of work. Contractor may not terminate any DBE subcontractor and perform that Work through its own forces, or those of an affiliate, without prior written consent of public agency.

3) DBE Program. In connection with the performance of this Contract, Contractor will cooperate with public agency in meeting its commitments and goals to ensure that DBEs shall have the maximum practicable opportunity to compete for subcontract work, regardless of whether a contract goal is set for this Contract. Contractor agrees to use good faith efforts to carry out a policy in the award of its subcontracts, agent agreements, and procurement contracts which will, to the fullest extent, utilize DBEs consistent with the efficient performance of the Contract.

ENERGY CONSERVATION REQUIREMENTS

Contractor agrees to comply with mandatory standards and policies relating to energy efficiency which are contained in the State energy conservation plans issued under the Energy Policy and Conservation Act, as amended, 42 U.S.C. Sections 6321 *et seq.* and 41 CFR Part 301-10.

FEDERAL CHANGES

Contractor shall at all times comply with all applicable FTA regulations, policies, procedures and directives, including without limitation those listed directly or by reference in the Contract between public agency and the FTA, as they may be amended or promulgated from time to time during the term of this contract. Contractor's failure to so comply shall constitute a material breach of this Contract.

INCORPORATION OF FEDERAL TRANSIT ADMINISTRATION (FTA) TERMS

The provisions include, in part, certain Standard Terms and Conditions required by the U.S. Department of Transportation (DOT), whether or not expressly set forth in the preceding Contract provisions. All contractual provisions required by the DOT, as set forth in the most current FTA Circular 4220.1F, dated November 1, 2008, are hereby incorporated by reference. Anything to the contrary herein notwithstanding, all FTA mandated terms shall be deemed to control in the event of a conflict with other provisions contained in this Contract. Contractor agrees not to perform any act, fail to perform any act, or refuse to comply with any public agency requests that would cause public agency to be in violation of the FTA terms and conditions.

NO FEDERAL GOVERNMENT OBLIGATIONS TO THIRD PARTIES

Agency and Contractor acknowledge and agree that, absent the Federal Government's express written consent and notwithstanding any concurrence by the Federal Government in or approval of the solicitation or award of the underlying Contract, the Federal Government is not a party to this Contract and shall not be subject to any obligations or liabilities to agency, Contractor, or any other party (whether or not a party to that contract) pertaining to any matter resulting from the underlying Contract.

Contractor agrees to include the above clause in each subcontract financed in whole or in part with federal assistance provided by the FTA. It is further agreed that the clause shall not be modified, except to identify the subcontractor who will be subject to its provisions.

PROGRAM FRAUD AND FALSE OR FRAUDULENT STATEMENTS

Contractor acknowledges that the provisions of the Program Fraud Civil Remedies Act of 1986, as amended, 31 U.S.C. §§ 3801 et seq. and U.S. DOT regulations, "Program Fraud Civil Remedies," 49 CFR Part 31, apply to its actions pertaining to this Contract. Upon execution of the underlying Contract, Contractor certifies or affirms the truthfulness and accuracy of any statement it has made, it makes, it may make, or causes to me made, pertaining to the underlying Contract or the FTA assisted project for which this Contract Work is being performed.

In addition to other penalties that may be applicable, Contractor further acknowledges that if it makes, or causes to be made, a false, fictitious, or fraudulent claim, statement, submission, or certification, the Federal Government reserves the right to impose the penalties of the Program Fraud Civil Remedies Act of 1986 on Contractor to the extent the Federal Government deems appropriate.

Contractor also acknowledges that if it makes, or causes to me made, a false, fictitious, or fraudulent claim, statement, submission, or certification to the Federal Government under a contract connected with a project that is financed in whole or in part with Federal assistance originally awarded by FTA under the authority of 49 U.S.C. § 5307, the Government reserves the right to impose the penalties of 18 U.S.C. § 1001 and 49 U.S.C. § 5307 (n)(1) on the Contractor, to the extent the Federal Government deems appropriate.

Contractor agrees to include the above clauses in each subcontract financed in whole or in part with Federal assistance provided by FTA. It is further agreed that the clauses shall not be modified, except to identify the subcontractor who will be subject to the provisions.

State Notice Addendum

The National Cooperative Purchasing Alliance (NCPA), on behalf of NCPA and its current and potential participants to include all county, city, special district, local government, school district, private K-12 school, higher education institution, state, tribal government, other government agency, healthcare organization, nonprofit organization and all other Public Agencies located nationally in all fifty states, issues this Request for Proposal (RFP) to result in a national contract.

For your reference, the links below include some, but not all, of the entities included in this proposal:

http://www.usa.gov/Agencies/State_and_Territories.shtml

https://www.usa.gov/local-governments