1. **SYNOPSIS**
	1. The Lake County Judicial Center (LCJC) needs new infrastructure and upgrades to support current generation audio and video equipment in the locations where judicial hearings are held. Parts, labor, and support are needed to provide these capabilities.
	2. The Lake County Clerk of Courts (Clerk) is replacing equipment in the Jury Assembly Room installed at the same time as the East Wing courtrooms.
2. **PROJECT GOALS**
	1. To replace aging infrastructure and equipment before failure impacts court operations.
	2. To move critical equipment from inside the courtroom to an external location allowing better access for maintenance and a cost savings through using shared infrastructure.
	3. To provide additional services to court participants promoting more efficient use of court time and reduce trial costs.
	4. To provide services to meet Americans with Disabilities requests, Department of Justice Limited English Proficiency (LEP) requirements, and the general needs of Lake County litigants and citizens, as well as provide video teleconference services.
3. **SCOPE OF WORK**
	1. Provide Information Technology (IT) upgrades to courtrooms at the LCJC. Upgrades include, but are not limited to, audio/video, electrical, mechanical, concrete, mill work, and flooring per the provided plans and specifications. All work shall be done during regular business hours, except any work requiring disruption to other areas of the building such as excessive noise, electric, air conditioning (HVAC), low voltage, may be required to be done after hours. A detailed schedule including phasing plan shall be provided by the Contractor to the County Project Manager and approved prior to the start of work. All work shall be coordinated with the 5th Circuit Court Technology Department and the County Project Manager.
4. **CONTRACTOR RESPONSIBILITIES**

Contractor shall:

* 1. Be licensed as a General or Building Contractor and be fully competent in all aspects of the project including, but not limited to, IT, audio/video, electrical, mechanical, concrete, mill work, and flooring.
		1. Employ only skilled, qualified workers and subcontractors.
	2. Provide an all-inclusive lump sum quote to provide a 100% turnkey project based on the provided plans and specifications.
		1. Include all required labor, material, equipment, permitting and local and state inspections.
		2. Include costs for housekeeping and work area cleanup of all affected areas nightly.
		3. Include travel time.
		4. Change orders shall not be issued for incidental items or tasks that should have been reasonably construed to be part of the project by the Contractor.
	3. Obtain licenses, permits, and fees (including inspection fees) as required to comply with all laws, ordinances, regulations, and code requirements applicable to complete projects.
	4. Be responsible for inspections, penalties, fees, or fines for the project.
	5. Be responsible for damages caused as the result of completing the project.
	6. Furnish all tools and equipment including, but not limited to, ladders, scaffolds, cranes, lifts, boom trucks, cherry pickers to complete projects timely.

[*The remainder of this page intentionally left blank*]