



Request for Proposal

Corbett Video Scoreboard

2:00 pm October 16, 2025

Minot Park District Call for Bids

Notice is hereby given that sealed bids will be received by Jarrod A. Olson, Director of Operations, at the Minot Park District Office, 420 3rd Ave SW, PO Box 538, Minot, ND 58702, until 2pm October 16th, 2025, at which times bids will be opened and read for furnishing the Park District with the Following.

Project: Corbett Field Scoreboard

****Bid - (Corbett Field Video Scoreboard)**

Copies of Specifications may be obtained from the Park District Office at above address or at www.minotparks.com

Envelope containing the bid shall be plainly marked on the outside - **"Bid – Corbett Field Video Scoreboard"**. Business/Contractor's License, Proof of insurance and 5% Bid Bond must be attached in a separate envelope to the front of the bid envelope.

The Board of Park Commissioners reserves the right to reject any and all bids and waive any irregularities therein, and to award the contract as they deem to be the best interest of the Minot Park District.

Bidders are invited to be present at the above -mentioned time and place for the opening of the bids. Bids results will be presented to the Minot Park Board on October 21st at 5:30pm at the regularly scheduled monthly meeting.

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Minot Park District
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Corbett Field-1124 E Burdick Expy, Minot, ND 58701

While price will be a leading component of awarding the project, it will not be the only component. Customer reserves the right to choose bids based on the overall structure of the proposal, history of the company, size of the company, location of your company, proprietary manufacturing, past projects and ability to provide future service. All Bids should include the following:

PART 1 GENERAL

1.1 DESCRIPTION

- A. The Contractor shall be responsible for providing all display, scoring and control equipment as described.
- B. The Contractor shall be responsible for removal and disposal of all equipment located where new equipment is to be installed.
- C. The Contractor is to provide an engineered stamped drawing set.
- D. The Contractor shall be responsible for the provision and installation of any secondary steel, and mounting brackets/hardware required to accommodate the new system. This includes all labor, materials, equipment; tools, transportation, and project management required for a complete and fully operational system(s) on the project.
- E. The Contractor shall be responsible for assembly, modifications (if necessary) and mounting of all display components and signage onto new or existing modified structures.

- F. The Owner will provide Primary Power at defined demarcation points, including distribution panel. Contractor shall provide all secondary power connections/terminations required to power new system(s).
- G. The Owner will provide conduit from scoreboard location to the press box. Contractor shall be responsible for furnishing, installing, and terminating all required cabling needed to make new system(s) complete and fully operational.

1.2 BIDDER QUALIFICATIONS

- A. Owner seeks to contract a bidder for the full performance of the work as described in this RFP and to obtain long-term service and support for all equipment supplied by the selected bidder. To ensure the chosen bidder has the long-term interests of Owner in mind, the following shall be required to submit a bid for this project. Failure to submit acceptable responses to all these requirements shall eliminate a bidder from consideration. The Owner, in its sole discretion, shall reserve the right to waive any or all the requirements listed below.
 - 1. Bidder must have been business for a minimum of years (15) providing Integrated Scoring Systems, Scoreboards and LED Video Displays. Bidder cannot just provide a history of one component.
 - 2. Bidder shall provide a list of a minimum of six (6) football and or baseball facilities (facility, contact name, title, address and current phone number) where the bidder has provided equipment and services of equivalent size and scope within the last 5 years.
 - 3. Bidder must manufacture/assemble all components required in this RFP and does not use third party companies to provide critical components (Example: video, sound and scoreboards must all be assembled at the same facility).

1.3 SUBMITTAL REQUIREMENTS

- A. Initial Submittals and Shop Drawings
 - 1. Contractor shall be required to provide submittals and shop drawings to Owner within sixty (60) calendar days. The owner must review and approve all submittal documents prior to the start of work. Contractor shall advise the Owner of any discrepancy that could affect installation. If Contractor fails to notify Owner of any discrepancies, Contractor shall assume responsibility for providing the required equipment or correcting such discrepancies at no additional cost to Owner. The following required submittals will be defined by guidelines established by the Owner and shall include but not be limited to:
 - a. Submit a set of shop drawings, product data and samples together in one package within sixty (60) calendar days of date shown on award notice to contract and prior to ordering equipment.
 - b. Submit fabrication shop drawings for all displays and accessories including component weight and power calculations.
 - c. Submit structural engineered drawings for all primary and secondary steel framing and foundation work required for this scope of work. Structural engineered drawings shall also include method of attachment for LED displays and all other signage elements required for this scope of work. A licensed/registered engineer in the state of New Jersey shall stamp all structural drawings.
 - d. Submit rack layouts indicating the proposed arrangement of mounted equipment including power junction box location.
 - e. Submit detail drawings of all custom fabricated items and approved equipment modifications. Include complete parts lists, schematic diagrams, and all dimensions required for proper assembly.
 - f. Submit a project schedule in Gantt chart format outlining equipment delivery dates and installation start and finish dates.

- g. Copies of all required business and contractor licenses as required.
- h. Copies of proof of insurance.

B. Operation & Maintenance Manual

1. Upon substantial completion and prior to on site training with the Owner, Contractor shall provide two (2) final Operation & Maintenance Manuals (O&M Manuals). O&M Manuals shall have tab dividers and shall be logically organized to provide easy access to information without the need to research through entire manual. All documents provided in the O&M Manual shall be written in English and shall provide sufficient detail as to be understood by an individual with no knowledge of LED displays or the associated control equipment and/or operating systems. Contents of the O&M Manual shall include, but not be limited to:
 - a. Table of Contents
 - b. Description / overview of system(s) including key features and operational procedures.
 - c. Full start up procedure for all control room rack equipment and LED display equipment written under the assumption that all equipment was in full powered off mode.
 - d. Full shutdown procedure for all control room rack equipment and LED display equipment written under the assumption that the facility is in an extended power failure situation.
 - e. Troubleshooting procedures for all LED displays, LED display processors, graphics/animation servers, scoring systems, and all related equipment provided by Contractor. Troubleshooting procedures shall include demonstration photos and/or diagrams as required.
 - f. Maintenance procedures for all LED displays, LED display processors, graphics/animation servers, scoring systems, and all related equipment provided by Contractor. Maintenance procedures shall include demonstration photos and/or diagrams as required.
 - g. Owner's Manuals for all third party and/or "off the shelf" type equipment provided by Contractor; e.g., KVM's, fiber modems, network switches/routers, and UPS battery back ups.
 - h. All third party equipment and/or "off the shelf" equipment warranties and a System Warranty.

1.4 EQUIPMENT GENERAL SPECIFICATIONS

- A. All equipment and materials, except owner furnished, shall be new and the latest version at the time of bid and shall conform to applicable UL, ULC, CSA or ANSI provisions. Contractor shall take care during installation to prevent scratches, dents, chips or disfiguration of equipment and materials supplied. All damaged equipment and/or materials shall be repaired or replaced at Owner's discretion. Contractor shall perform either option selected by Owner at no additional cost to the Owner.

1.5 QUALITY ASSURANCE

- A. All requirements of the latest published editions of the following standards shall apply, unless otherwise noted. In the event of conflict between cited or referenced standards, the more stringent shall govern.
 1. National Electric Code (NEC).
 2. National Electrical Manufacturers Association (NEMA)
 3. American National Safety Institute (ANSI)
 4. Occupational Safety and Health Administration (OSHA)
 5. American Iron and Steel Institute (AISI)
 6. Underwriters Laboratories (UL)
 7. Federal Communications Commission (F.C.C.) Rules and Regulations, Part 76.
 8. Society of Cable Television Engineers (S.C.T.E.)

9. Society of Motion Picture and Television Engineers (S.M.P.T.E.)
 10. American Society of Testing Materials (A.S.T.M.)
 11. National Cable Television Association (N.C.T.A)
 12. Electronic Industries Association (E.I.A.)
 13. Telecommunications Industries Association (T.I.A.)
- B. Review all architectural, civil, structural, mechanical, electrical, and other project documents relative to this work.
 - C. Verify all dimensions and site conditions prior to starting work.
 - D. Coordinate the specified work with all other trades.
 - E. Provide all items not indicated on the drawings or mentioned in the specifications that are necessary, required or appropriate for this work to realize a complete and fully operational system that performs in stable and safe manner.
 - F. Regularly examine all construction, and the work of others, which may affect Contractors work to ensure proper conditions exist at site for the equipment and devices before their manufacture, fabrication or installation. Contractor shall be responsible for the proper fitting of the systems, equipment, materials, and devices provided as part of this work.
 - G. Promptly notify the Owner in writing of any difficulties that may prevent proper coordination or timely completion of this work. Failure to do so shall constitute acceptance of construction as suitable in all ways to receive this work, except for defects that may develop in the work of others after its execution.

1.6 WARRANTY AND SERVICE

- A. Contractor shall warrant materials for seven (7) years for LED Video and three (3) years for Sound System following the date of Final Acceptance. This includes LED Video and Sound System.
- B. During the warranty period the system shall be free of defects and deficiencies and conform to the drawings and specifications with respect to the quality, function, and characteristics stated.
- C. Contractor shall repair or replace defects that occur in labor or materials within the warranty period. If repair is affected using Owners spare parts allotment, Contractor shall replenish all parts used to keep Owner's inventory at the amount required by the contract with new parts, not repaired.
- D. Upon receipt of a failed part, Contractor shall return replacement part to the Owner within fifteen (15) business days from receipt of failed part. All replacement parts shall be new and not repaired.
- E. Warranty shall cover all equipment, including processors, controllers, operating systems, video, scoreboard, sound system and software. Warranty is for parts and factory labor.

1.7 SPARE PARTS

- A. Contractor shall supply a spare parts inventory containing a minimum of 2% spare parts. Contractor shall provide proposed spare parts inventory as part of the bid submission.
- B. At the time of final sign-off, Contractor shall supply the specified spare parts inventory regardless of spare parts used during initial "burn in" and/or testing of newly installed displays.
- C. Manufacturer of the LED system components shall continue to make all parts necessary for the continued functioning of the system for a minimum of seven (7) years after acceptance of this project.

PART 2 PRODUCTS

2.1 LED VIDEO DISPLAY

- A. Quantity: 1 Outdoor Video Display
- B. Pixel Resolution: 10mm true pixel resolution.

- C. Minimum Area of Displays: 22.05' high by 34.65' wide.
- D. Minimum Resolution: 672 x 1056 based on pixel pitch of 10mm.
- E. Minimum Brightness: 10000 Nits
- F. Viewing Angle: 160 degrees horizontal and 60 degrees vertical.
- G. Display's intensity: shall be adjustable to a minimum of 32 levels.
- H. Operating Temperature: -40 Degrees F / 150 Degrees F
- I. Color Capability: Minimum 550 Billion Colors
- J. Contrast Ratio: Minimum 2000:1
- K. Refresh rate shall be greater than 2400+Hz.
- L. LED Life Expectancy: Minimum of 100,000 hours.
- M. Video frame rate at or greater than 60 frames per second.
- N. Service accessibility for all components of the displays shall be from the front.

2.2 VIDEO DISPLAYS – PROCESSING AND CONTROLS

- A. Video screen control system must provide the ability to manage: brightness (multi-level), video input, and image position: size and scale, adjustable gamma correction, remote power function (power on/off), color, color temperature, contrast and sharpness.
- B. Processing to allow for electronic color and brightness calibration - block to block and pixel to pixel.
- C. The processor shall support the following inputs: HD-SDI video in either 720p or 1080i, SD-SDI (480p) and SDI 16x9 anamorphic signal, and DVI video.
- D. Processing and Control equipment is to be housed in the production equipment room.
 - a. 12U Rack to House Equipment
 - a. Display Director Computer with Monitor, Keyboard and Mouse
 - b. Fiber Converters
 - c. Mixer
 - b. Touchscreen Mixer
- E. Video Display controls must include instant replay capabilities.
- F. If licensing fee is applicable, the total cost of the licensing fee must be included in the cost.

2.3 LED ANIMATION PACKAGE

- A. Provide a minimum of 40 hours of custom animation work. This work to include head-shot templates, scoring templates, fan prompts, sponsorship elements, games / races and noise meters. Other graphic elements to be determined by the owner. This is in addition to a pre-programmed package included.

2.4 Decorative Truss and Signage

- A. Aluminum Decorative Truss Arch 4'H x 36'W (1)
 - a. 5x5 Logo for Decorative Truss (1)
- B. Non-Illuminated Outdoor Sign 4'H x 36'W (1)

2.5 Stadium Pro Sound System

Provide and Install – Stadium Pro 1500 Sound System

Speakers

- A. Frequency Range:
 - (-10DB@1M): 30Hz to 20Khz
- B. Frequency Response:
 - (+/-3db@1M): 40Hz to 17Khz
- C. Max SPL @1m: 139dB
- D. Max. System Coverage: 30°V x 100°H
- E. Audio input: 24 x 24 Dante channel matrix mix engine with 12 mic/line inputs, 8 line outputs, and 8 configurable GPIOs
- F. Power input: (2) 120VAC 20 Amp and (1) 30 Amp
 - a. Includes automatically sequenced power to properly bring the amplifiers up and down avoiding risk of damage to the speakers
 - b. Power input is required inside the control room and required at remote amplifier enclosure near speaker box but not at speaker box itself.
- A. Subwoofer
 - A. Dual 15" front loaded
 - B. Ported Cabinet for optimal LF tuning
 - C. Not independent, uses same amplifier as speakers
- B. Custom Designed Speaker Cabinet
 - A. 9'W x 4'H x 43"D
 - B. Lightweight 0.050" aluminum cabinet construction
 - C. Includes closed cell outdoor Rated acoustical foam
 - D. Total Cabinet Weight (speakers included): 850lbs
- C. Weatherproof Outdoor Enclosure Box
 - A. 32"H x 25"D
 - B. 160 lbs assembled
 - C. (2) Secured by three point locking system
 - D. Sealed with .875" aluminum filled gaskets
- D. Control Equipment
 - A. Power Amplifier
 - B. Pressbox Rack
 - C. Scoreboard Rack
 - D. Matrix Mixer w/ Digital Control
 - E. Announcer Mic (+Desktop)
 - F. All Required Cabling/Connectors
- E. User Sound system accessory packages consisting of one or more of the following
 - A. Economy Wireless Microphone and Receiver package
 - B. Single channel wireless microphone and receiver
 - C. Headset, body pack wireless transmitter and mute switch

2.6 CABLE CONTORL/WIRING

- A. Fiber length ordered as required

Part 3 Scope of Work

3.1 SCOPE OF WORK

- A. The following outlines the turnkey delivery and installation responsibilities that define the project scope of work. Any and all work outlined in this section is the responsibility of the Contractor unless otherwise noted. Contractor is required to provide all labor, materials, tools, supervision and equipment to perform the following:
1. Provide and install all equipment and displays listed in Part 2 – Products, including any and all equipment not specifically listed that is required to provide a completely functional system.
 2. Provide and install LED Video displays, signage, and aesthetics as specified.
 3. Owner will provide a 120V/208V/240V 3ph disconnect at the base of the video display along with designated distribution panel. Contractor shall be responsible for all electrical work from distribution panel. Contractor shall provide final electrical drawings.
 4. Contractor to provide new signal cable to video display and may re-use existing conduit where available. Owner is responsible for installing new conduit if required due to existing conduit being damaged or not available.
 5. Provide required electrical and data cable: connect all equipment with power, signal and control wiring.
 6. Coordinate with Owner regarding placement of new equipment rack(s) and electrical components.
 7. Connect new equipment with the new audio system.
 8. Owner to provide all required permits.
 9. Deliver all Equipment to site and convey to appropriate locations within site as directed by Owner.

3.2 ENGINEERING

- A. The Contractor must submit drawings and calculations stamped by a professional engineer who shall be licensed/registered in the state of New Jersey if project is outdoor installation.
- B. Contractor is responsible for taking all seismic, wind and environmental considerations into account and making structural provisions for any such requirements if project is outdoors.
- C. Owner must approve all drawings in writing prior to the fabrication and installation of any equipment.
- D. The Contractor is solely responsible for verification the integrity of all engineering calculations. Contractor is responsible for verification of all information provided or implied.

3.3 STRUCTURAL CONSIDERATIONS

- A. Contractor is responsible to design, engineer, build, deliver, install, integrate and commission complete turnkey displays as specified with all required structure needed to support all display components.
- B. Flashing and any other related equipment shall be the responsibility of the Contractor to furnish and install.
- C. Contractor is responsible for design and erection of all materials related to the new equipment.
- D. All components to be painted and otherwise finished for exterior service conditions shall be warranted to be free of rust or other defects for a period of ten years. This includes any existing structure if it being re-used or incorporated into the new design.

3.4 ELECTRICAL AND DATA

- A. The electrical design and installation of all branch circuits by the Contractor shall comply with NEC, provincial and local codes, as well as Owner regulations and guidelines.
- B. The Contractor shall provide electrical and data one-line diagrams.
- C. Electrical design must be reviewed and approved by the Owner prior to any electrical work by the Contractor.
- D. The Contractor will be responsible for power distribution from the demarcation points.

- E. Contractor is responsible for all conduit and raceways as required for signal/control cable distribution. Contractor may utilize existing conduit subject to Owner approval.
- F. The Contractor shall be responsible for termination and final connect of power to all displays. All secondary electrical panels must be clearly marked with names of the branch circuits controlled by each breaker to aid in troubleshooting or isolating problems. All electrical services, disconnects, and breaker panels are to be labeled with what they control and where they are fed from.
- G. Contractor shall provide four (4) spare strands of fiber in addition to the total amount of fiber that is required to provide video signal and/or data communication to LED displays installed by Contractor. All fiber shall be terminated and landed in an appropriate fiber patch panel.
- H. Contractor to provide all required fiber transmitters and receivers (including amplifiers where required). Contractor will be responsible to terminate and perform final connection of all cables. Cables will be routed from the specified control locations to the display components per Contractor's diagram once the Owner has approved diagram.

3.5 TRAINING

- A. The Contractor at its own expense will provide designated Owner employees' operator and maintenance training.
- B. Training will be performed at the site by a qualified technician and shall occur either during installation of the equipment or immediately thereafter. O&M Manuals shall be provide to Owner prior to training.
- C. The training shall cover the operation, routine maintenance and troubleshooting of the displays and control equipment.
- D. Training shall consist of at least 8 hours (over the course of 1-2 days) of instruction.
- E. Contractor will be required to have a control systems operator on site for the first event.

3.6 TESTING AND ACCEPTANCE

- A. Contractor must demonstrate the full capabilities of the provided systems and prove performance meets contractual specifications.
- B. Upon notice from the Contractor of substantial completion and at a time to be mutually agreed upon, the Contractor will arrange for the testing of all operations of the systems comprised in scope of work at the time of substantial completion.
- C. Final Procedures
 - 1. Perform any and all "punch-list" work to correct inadequate performance or unacceptable conditions, as determined by the Owner, at no additional expense to the Owner.
 - 2. Check, inspect, and if necessary, adjust all systems, equipment, devices and components specified, at the Owner's convenience, approximately thirty (30) days after the Owners acceptance.