

**Request for Information**

Stonewater Limited

AV Bundles for Office Refurbishment

14th June 2021

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# **Introduction**

* 1. **Stonewater**

Our significant and progressive house-building programme aims to build a minimum of 1,500 new homes a year from 2022/23 and we have a good pipeline of development to achieve this, driven by our vision of everyone having the opportunity to have a place that they can call home. We plough our surplus into building new homes, improving our existing housing stock and investing in customer services.

We are also the largest management partner for Legal & General Affordable Homes, supporting the organisation in delivering its ambitious development plan of building 3,000 homes by 2022, by leading on Legal & General's housing operations across England.

We recognise that the way we work matters too. We are committed to providing homes that are energy efficient and are working towards Government's targets for carbon neutrality. Our Environment Strategy helps us minimise the resources we use as an organisation and manage our impact on the environment.

Our talented 800+ employees embody our values – being ambitious, passionate, agile, commercial and ethical. For the second consecutive year we achieved a ‘One Star’ rating in the 2020 Best Companies Top 100 best not-for-profit organisations to work for and made the list for the top 25 best housing sector organisations to work for in the UK.

With an annual turnover of around £191 million and £1.8 billion in assets, Stonewater is a strong, dynamic and well-managed social business, with a long-term rating of A+ by independent credit ratings agency, S&P Global Ratings and a top G1/V1 governance and viability ranking from the Regulator of Social Housing.

* 1. **Background to the Requirement**

Over the last 18 months the way in which Stonewater operate has changed significantly. Stonewater are now looking at hybrid method of working, enabling staff to use the office spaces in a COVID safe manner for meetings both physically and virtually.

* 1. **Clarifications**

If you require any further clarification regarding the contents of this document please contact Sarah Newton, Procurement Business Partner (sarah.newton@stonewater.org) by **3pm on the 15th July** as the **RFI will be closing at 11am on the 16th July.**

# **2.1 Current Position**

Stonewater are currently embarking on the refurbishment of our three offices (Bournemouth, Reading and Coventry). As part of the refurbishment we are looking to upgrade the current Audio Visual equipment in the meeting rooms and areas to enable staff to continue to work in a hybrid manner.

# **3.1 Requirement**

Our requirement is for an audio visual conferencing solution which is easy to use for staff, and will provide high quality sound and visuals. At present Stonewater have 33 locations which will all require this solution (Please see Appendix 1)

Stonewater have completed a review of the refurbished offices and the potential equipment needed (Please see Appendix 1) After a high level review of the market the Crestron Flex, Polycom and Samsung Solutions (see appendix one and link below) looks to meet our requirement in terms of functionality however we would be interested in hearing about any solution which you think would best suit our needs.

[Crestron Flex - Video Conferencing [Crestron Electronics, Inc.]](https://www.crestron.com/Products/Featured-Solutions/Crestron-Flex-Every-Space)

# **Replying to the Request for Information**

* 1. **Introduction**

If you are interested in completing the Request for Information please complete section 4.2 to 4.5. If you feel you have additional information on the matter which would be beneficial to Stonewater please feel free to attach as an appendix item to this response.

* 1. **Requirements Review**

Please provide a response against each point in the table below as outlined within section 3, confirming whether you;

- Fully meets requirement

- Partially meets requirement

- Unable to meet requirement

Where a supplier is unable to provide a response that fully meets the requirement stated, more detail is requested in the third column of the table.

|  |  |  |
| --- | --- | --- |
| **Requirement**  | **Response** | **Additional Comments** |
| 3.1 |  |  |

* 1. **Indicative Costs**

Using the information supplied about Stonewater’s requirement, suppliers are asked to provide potential contract costs. Costs provided are only indicative and will not be assessed as part of any future tender.

|  |  |  |
| --- | --- | --- |
| **Details -** *Insert types of costs, dependent on the project* | **Costs (ex VAT.)** | **Comments** |
|  |  |  |
| **Total** |  |  |

* 1. **Indicative Timescales**

Interested parties are required to provide a high level estimate for the delivery of Stonewater’s requirement based on the information provided in this document.

* 1. **References**

Interested parties are required to provide three examples from within the past 2 years of projects delivered that match Stonewater’s requirements.

|  |  |  |  |
| --- | --- | --- | --- |
| **Customer Name** | **Contact Name and Email Address** | **Date Project went live** | **Summary of the project/Requirement** |
|  |  |  |  |

|  |  |  |  |
| --- | --- | --- | --- |
| **Customer Name** | **Contact Name and Email Address** | **Date Project went live** | **Summary of the project/Requirement** |
|  |  |  |  |

|  |  |  |  |
| --- | --- | --- | --- |
| **Customer Name** | **Contact Name and Email Address** | **Date Project went live** | **Summary of the project/Requirement** |
|  |  |  |  |

**Appendix 1**

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
|  | **Webex Fitted** | **Summary** | **Location** | **HDMI ONLY** | **Content Streaming** | **Size** | **New or Existing TV/Monitor** | **Quantity** | **Samsung 43" 4K UHD Hospitality s** | **Samsung 55" Samsung 4k** | **Wall Bracket for 55" - 100" Disp** | **Poly G40 Studio camera, mic & sp** | **Poly - X30 Camera** |
| HUDDLE ROOM | No | CV - 2 (4 person Lounge) | Coventry | Yes | No | 43" | New | 1 | Yes | No | Yes | No | No |
| HUDDLE ROOM | No | CV - 3 (4 person Lounge) | Coventry | Yes | No | 43" | New | 1 | Yes | No | Yes | No | No |
| HUDDLE ROOM | No | CV - 1 (Lounge) | Coventry | Yes | No | 55" | New | 1 | No | Yes | Yes | No | No |
| HUDDLE ROOM | No | READ - (4 Person Central Area) | Reading | Yes | No | 43" | New | 1 | Yes | No | Yes | No | No |
| HUDDLE ROOM | No | READ - (4 Person Central Area) | Reading | Yes | No | 43" | New | 1 | Yes | No | Yes | No | No |
| HUDDLE ROOM | No | BOURN - (Central Area) | Bournemouth | Yes | No | 43" | New | 1 | Yes | No | Yes | No | No |
| HUDDLE ROOM | No | READ - (4 Person Central Area) | Reading | Yes | No | 43" | New | 1 | Yes | No | Yes | No | No |
| MEETING ROOM | No | CV - (6 Person Scrum Space) | Coventry | No | No | 55" | New | 1 | No | Yes | Yes | No | Yes |
| MEETING ROOM | Yes | CV - (4 Person Meeting Room) | Coventry | Yes | No | 43" | Existing | 1 | Yes | No | Yes | No | Yes |
| MEETING ROOM | No | READ - (Library) | Reading | Yes | No | 55" | New | 1 | No | Yes | Yes | No | No |
| MEETING ROOM | No | BOURN - (Drop In Bench) | Bournemouth | Yes | No | 55" | New | 1 | No | Yes | Yes | No | No |
| MEETING ROOM | Yes | READ - (Workroom 1) | Reading | Yes | No | 43" | New | 1 | Yes | No | Yes | No | Yes |
| MEETING ROOM | No | CV - (8 Person Meeting Room) | Coventry | No | No | 55" | New | 1 | No | Yes | Yes | No | Yes |
| MEETING ROOM | No | READ - (8 Person Scrum Space 3) | Reading | Yes | No | 55" | New | 1 | No | Yes | Yes | No | Yes |
| MEETING ROOM | No | READ - (DEN (5 Person)) | Reading | No | No | 55" | New | 1 | No | Yes | Yes | No | Yes |
| **Quotation Room Type** | **Webex Fitted** | **Summary** | **Location** | **HDMI ONLY** | **Content Streaming** | **Size** | **New or Existing TV/Monitor** | **Quantity** | **Samsung 43" 4K UHD Hospitality s** | **Samsung 55" Samsung 4k** | **Wall Bracket for 55" - 100" Disp** | **Poly G40 Studio camera, mic & sp** | **Poly - X30 Camera** |
| MEETING ROOM | No | CV - (Meeting Room) | Coventry | Yes | No | 43" | New | 1 | Yes | No | Yes | No | No |
| MEETING ROOM | No | READ (6 Person Scrum Space (Right)) | Reading | No | No | 55" | New | 1 | No | Yes | Yes | No | Yes |
| MEETING ROOM | No | READ - (Work Room 2) | Reading | Yes | No | 43" | New | 1 | Yes | No | Yes | No | Yes |
| MEETING ROOM | Yes | BOURN - (4 Person Meeting Room 2) | Bournemouth | Yes | No | 43" | Existing | 1 | Yes | No | Yes | No | No |
| MEETING ROOM | No | BOURN - (6 Person Scrum Space) | Bournemouth | No | No | 55" | New | 1 | No | Yes | Yes | No | Yes |
| MEETING ROOM | No | READ - (6 Person Scrum Space 2) | Reading | Yes | No | 55" | New | 1 | No | Yes | Yes | No | Yes |
| MEETING ROOM | No | READ - (6 Person Scrum Space) | Reading | Yes | No | 55" | New | 1 | No | Yes | Yes | No | Yes |
| LARGE ROOM | Yes | READ - Monitor (Meeting Room) | Reading | No | No | Teams Screens with Sound Bar= Camera | Existing | 1 | No | No | No | Yes | No |
| LARGE ROOM | Yes | CV - (8 Person Meeting Room) | Coventry | No | No | Teams Screens with Sound Bar= Camera | Existing | 1 | No | No | No | No | Yes |
| LARGE ROOM | Yes | READ - Monitor (12 Person Heron Meeting Room) | Reading | No | No | Teams Screens with Sound Bar= Camera | Existing | 1 | No | No | No | Yes | No |
| LARGE ROOM | Yes | BOURN - Monitor (14 Person Meeting Room) | Bournemouth | No | No | Teams Screens with Sound Bar= Camera | Existing | 1 | No | No | No | No | Yes |
| CONTENT ONLY | No | CV - (Cafe) | Coventry | No | No | Team Screen | Existing | 1 | No | No | No | No | Yes |
| **Quotation Room Type** | **Webex Fitted** | **Summary** | **Location** | **HDMI ONLY** | **Content Streaming** | **Size** | **New or Existing TV/Monitor** | **Quantity** | **Samsung 43" 4K UHD Hospitality s** | **Samsung 55" Samsung 4k** | **Wall Bracket for 55" - 100" Disp** | **Poly G40 Studio camera, mic & sp** | **Poly - X30 Camera** |
| CONTENT ONLY | No | BOURN - (Con) | Bournemouth | Yes | No | 55" | New | 1 | No | Yes | Yes | No | No |
| CONTENT ONLY | No | CV - Con | Coventry | No | No | 55" | New | 1 | No | Yes | Yes | No | No |
| CONTENT ONLY | No | READ - (Lounge) | Reading | Yes | No | 55" | New | 1 | No | Yes | Yes | No | No |
| CONTENT ONLY | No | READ - (Reception) | Reading | No | Yes | 55" | New | 1 | No | Yes | Yes | No | No |
| CONTENT ONLY | No | BOURN - (Cafe) | Bournemouth | No | No | 55" | New | 1 | No | Yes | Yes | No | Yes |
| CONTENT ONLY | No | BOURN - (Lounge) | Bournemouth | No | No | 55" | New | 1 | No | Yes | Yes | No | No |