

**STATEMENT OF WORK  
PURCHASE OF EQUIPMENT, AND INSTALLATION OF  
BRIEFING PRESENTATION SYSTEM**

**1.0 Background**

This Statement of Work (SOW) describes the equipment requested and installation requirements for the briefing presentation system for 5 Operations Support Squadron (5 OSS) Alert Facility Briefing Room.

**2.0 Scope**

This effort is to provide a fully operational briefing system. The installed systems will include equipment from the attached suggested equipment list in Attachment 1 or an approved equal. The briefing system set-up must be capable of displaying three classification levels with proper separation of Red and Black lines and the capability of cable television display.

**3.0 Objectives**

The briefing room system will be installed to obtain and disseminate information in the 5 OSS Alert Facility auditorium only.

**4.0 Task & System Requirements**

4.0.1 Task Requirement

4.0.1.1 Provide all associated miscellaneous parts, hardware and labor to design and install a briefing system to meet applicable use specifications.

4.0.2 System Requirements

4.0.2.1 Equipment for Briefing System: Equipment must be compatible with and functional on the Minot AFB network and meet all network policies, requirements, and security protocols enforced by the 5th Communication Squadron (CS) and DISA.

4.0.2.2 Design Plan: Include Red Line design plan detailing wire connectivity.

4.0.2.3 Installation: If support is required from 5 CS at the demarc of the installed equipment and the government equipment, the 5 CS needs to be notified for the proper coordination.

**4.1 Information Assurance Requirements**

Any equipment requiring connection, either classified or unclassified, to the DoD global information grid (GIG) will be in compliance with Certification and Accreditation of Air Force Enclaves hosting Real Time Services guidance.

- Implementation guidelines listed in the DISA Security Technical Implementation Guidance (STIG).

-Vendor-provided implementation guides

- DoD Unified Capabilities Requirements - (UCR 2013)

**4.2. Equipment for Briefing System**

(4) Projectors (with Infrared remotes) with suspended ceiling tile mount, (1) large white projector screen with powered retraction mounted in the ceiling, (currently there are 3 mounted on the front wall that need to be hooked up to electricity so they retract that we want to reuse, if possible) (2) Desktop computers with additional video card supporting 4 displays (one desktop must have removable hard drive with a lock), (1) KVM, (1) two-way intercom system, (8) ceiling speakers at max 55 decibels (main briefing room), single microphone with push-button talk/mute capabilities (comm room), recessed wall-mounted touch-screen control panel with capability to control the full system. Also include all additional wiring and hardware for devices. All additional materials and items are listed on Attachment 1.

## **5.0 Government Furnished Facilities**

5.0.1 While on-site to support the briefing system installation requirements, the contractor may use power, water and restroom facilities while operating within the work areas of building 1085.

5.0.2 Laydown/Storage area – Please coordinate with the Site POC for storage or laydown area as needed.

## **6.0 Security Requirements – Base/Site Access**

6.1 All commercial vehicles are required to enter Minot AFB through the Magic City Main Gate, just off US-83. This includes construction, food, supply, FedEx, and UPS deliveries, as well as contractors entering with company trucks. Hours of operation for the main gate are 24/7. In order to obtain a pass, contractors will have to submit information required for an Entry Authority Letter (EAL) to include, but may not be limited to: Full name, SSN, Date of Birth, and driver's license number and state of issue. A background check of each contract employee will be conducted utilizing the National Crime Information Center (NCIC) system. Badges will only be issued to those contractors who pass this background check.

## **7.0 Place of Performance**

## **8.0 Items shipped will be received at:**

## **9.0 Period of Performance**

The contractor will have system fully installed no later than 30 September 2017 as a Period of Performance once an award is established to complete the work. Coordination between the Contracting Officer and the Site POC will be required after contract award, to establish the start date in order to de-conflict any known mission events or complete any other required site preparations.

## **10.0 Hours of Work.**

Work on this project shall be accomplished during the following times, except federal holidays.

Monday: 0800-1600

Tuesday: 0800-1600

Wednesday: 0800-1600

Thursday: 0800-1600

Friday: 0800-1600

Any work desired to be accomplished other than the posted hours will require prior approval of the Contracting Officer & Site POC. The Contractor must submit a written request to the Contracting Officer no later than the preceding Wednesday of the current work week.

Contractor work requiring shutting down facility power will need to be coordinated with facility POCs in advance of requested power outage. Although not anticipated with this project, in cases where power outage requests may affect critical functions affecting the facility's primary mission systems, power outage requests are required 2 days in advance due to critical operations within the building areas.

It should be noted that the Contractor's performance may be interrupted from time to time because of high priority mission schedules or no-notice events. For each calendar day and/or portion of a calendar day that the contractor is removed/denied access from the job site, the contractor schedule will be adjusted by one calendar day.

### **11.0 Federal Holidays**

No work is authorized on Federal Holidays. The following Federal holidays are normally observed by Government personnel:

New Year's Day, Martin Luther King's Birthday, President's Day, Memorial Day, Independence Day, Labor Day, Columbus Day, Veteran's Day, Thanksgiving Day, Christmas Day, and any other day designated by Federal Statute, Executive Order, and/or Presidential Proclamation.

### **12.0 Site Project Manager (POCs)**

### **13.0 Clean Up**

The Contractor is required to clean-up daily and to maintain a safe working area at all times.

### **14.0 Training**

The Contractor is required to provide initial training to the OSS staff on site.

### **15.0 Warranty/Maintenance Service**

Vendor will provide a warranty on all work and equipment.

Within the warranty period, the contractor will provide technical support, via telephone, to troubleshoot & return the system to operational state. If unable to restore system operations within 3 days, a technical support team will be sent for on-site repair within 7-10 days.

After the warranty period, a telephone help desk number will be provided to maintain support for the life of the system.

### **16.0 Pre-Assessment**

The contractor is required to come to the work site and perform a pre-assessment and to supply the Site Project Manager with an estimated total cost of equipment and of labor.