

Performance Work Statement (PWS)
for
621 CRW Conference Room Upgrade
Building 1907

1.0 GENERAL INFORMATION

1.1 Description of Services: This requirement upgrades the current audio/video teleconference system in room 104 in the CRW Headquarters building 1907 on JB MDL. The Contractor shall provide all equipment, materials supplies and non-personal services including final design and labor required for the engineering, installation and testing of this project.

1.2 General Requirements: Items shall be purchased “NEW”, JITC approved and certified, Base Area Network (BAN) approved, and on the Approved Product List (APL).

1.3 EFI&T 802.1x and Network Device Authentication System: The contractor shall optimize the 802.1x network operations and ensure compliance with all applicable DISA STIGs.

1.4 System Operations: The contractor shall optimize the system operations and ensure compliance with all applicable DISA STIGs

1.5 Applicable Documents: The Contractor shall ensure all activities for this project are completed in conjunction with 29 CFR (Code of Federal Regulation) 1910, OSHA General Standards and 29 CFR 1926, to include Unified Facilities Criteria (UFC) 3-580-01 Telecommunications Building Cabling Systems Planning and Design, Unified Facilities Criteria (UFC) 3-600-01 Fire Protection Engineering for Facilities, UFC 4-010-01 Minimum Antiterrorism Standards for Buildings, International Building Code, and Uniform Mechanical Code, and DA Technical Guide for Installation Information Infrastructure Architecture (I3A) July 2008. Furthermore, all electrical work shall comply with NFPA Life Safety Code 101, the latest edition of NFPA 70, (National Electric Code) and NFPA standards for communications.

1.6 TAA Compliance: All equipment purchased or acquired by this Purchase Order must be Trade Agreement Act (TAA) compliant In Accordance With (IAW) contract.

1.7 Contract Management: The Government Project Manager (PM) shall be identified to the Contractor prior to start of work and shall monitor Contractor compliance with terms and conditions of the contract and notify the Contracting Officer (CO) in writing of any deficiencies with recommendations as to corrective action. The PM is not authorized to take any actions which may result in changes in the provisions, specifications, or the pricing of this contract. Communications pertaining to *contractual* matters shall be addressed to the CO. No changes in or deviation from the scope of service shall be effected without a modification executed by the CO authorizing such changes. The Contractor shall identify a Contractor Project Manager (CPM) and provide contact information and alternate(s) to the PM and CO as appropriate and as needed. The CPM and alternates shall be available to meet with the PM and CO as needed for a pre-performance meeting and to provide coordination and oversight during the time the work is being progressed. The CPM shall coordinate with the PM for access to the building(s) specified in this performance work statement as necessary. The Contractor shall provide a Proposed Design, including a Bill of

Materials (BOM) to the CO and PM and shall propose the start date to the PM a minimum of 3 work days prior to proposed date, and shall subsequently schedule work dates and coordinate all work through the PM.

1.8 Work Hours and Special Conditions: Work shall be done with the buildings occupied and the work areas unoccupied. Work hours shall be 7:30 a.m. to 4:30 p.m., Monday through Friday, exclusive of Federal holidays. At the option of the government and with approval of the CO, work may be permitted on Federal holidays, weekends or after 4:30 p.m. daily at no additional cost to the government. The following legal holidays are observed:

- New Year's Day, January 1st
- Dr Martin Luther King, Jr. Day, 3rd Monday in January
- Washington's Day, 3rd Monday in February
- Memorial Day, Last Monday in May
- Independence Day, July 4th
- Labor Day, 1st Monday in September
- Columbus Day, 2nd Monday in October
- Veterans Day, November 11th
- Thanksgiving Day, 4th Thursday in November
- Christmas Day, December 25th

Note: When any of the above holidays falls on a Saturday, the preceding Friday will be observed as the legal holiday; holidays falling on a Sunday will be observed on the following Monday.

1.9 Fire and Safety Regulations: The Contractor shall comply with all JB MDL Fire and Safety Regulations. The Contractor is required to comply with the American General Contractors' Safety Manual and the Occupational Safety and Health Act. The Contractor shall comply with all applicable Air Force Occupational Health and Safety Standards and Regulations (see paragraph 1.5 above).

1.10 Protection of Government Buildings, Equipment, and Vegetation: The Contractor shall use reasonable care to avoid damaging existing buildings, equipment, and vegetation on the Government installation IAW FAR clause 52.237-2 –*Protection of Government Buildings, Equipment, and Vegetation*, incorporated within the contract.

1.11 Site Maintenance and Cleanup:

1.11.1 Site Maintenance: The Contractor shall maintain work areas in a neat, clean, and safe condition. The Contractor shall be responsible for providing, installing, and the removal of any temporary signage, barriers, barricade tape, etc. which may be required to control pedestrian and/or vehicle traffic in the work area.

1.11.2 Cleanup: The Contractor shall collect all trash, debris, refuse, garbage, etc., which is generated and place it in appropriate containers with lids or approved covers daily. The aforementioned materials shall be removed from the site by appropriate means daily, unless otherwise approved by the CO. Disposal shall be outside the limits of government property.

1.12 Storage and Parking: Contractor storage and parking shall be near the job site or as designated by the PM. Limited storage may be available to contractor upon request. Storage of materials shall be coordinated with the PM. The Contractor shall keep all PM approved storage areas free of debris, refuse, spills, leaks, stains, splashes and excessive materials. All storage areas shall be maintained in a neat, clean, and safe condition.

1.13 Energy Conservation: The Contractor shall use good judgment in the conservation of government utilities. The Contractor shall adhere to and enforce prevailing energy conservation practices.

1.14 Commercial Warranty: The Contractor agrees that the supplies/equipment or services furnished under this contract shall be covered by the manufacturer's warranties. The printed terms and conditions of such warranties shall be provided to the Government with the delivery of any supplies/equipment or services covered.

1.15 Quality Control: The Contractor shall develop a Quality Control Plan (QCP) to include an adequate inspection system, safety, and security. Inspections shall be performed to monitor the contract work. The Contractor shall maintain Quality Control (QC) inspection records and make them available to the CO and PM upon request.

1.16 Records Management: The Contractor shall manage all data created for Government use or legally controlled by the Government, in support of the functional activity or required by Air Force publication, IAW with the AF records management procedures in Air Force Instruction (AFI) 33 - 322, Records Management Program, paragraph 10, Air Force Manual (AFMAN) 37-123, paragraph 7.4, Air Force Manual (AFMAN) 37-138, paragraph 2.13, and the Air Force Records Disposition Schedule (AF RDS) located at https://afirms.amc.af.mil/rds_series.cfm or <http://www.amc.af.mil/shared/media/document/AFD-060803-003.pdf>.

1.17 Quality Assurance: All work is subject to inspection and test by the Government at all places and at all reasonable times ensure compliance with the terms of the contract.

Inspections and tests are for the sole benefit of the Government and do not:

- Relieve the Contractor of responsibility for providing adequate quality control measures.
- Relieve the Contractor of responsibility for damage to or loss of the material before acceptance.
- Constitute or imply acceptance; or
- Affect the continuing rights of the Government after acceptance of the completed work

The presence or absence of a Government inspector does not relieve the Contractor from any contract requirement, nor is the inspector authorized to change any term or condition of the specification without the CO's written authorization.

1.18 Special Qualifications. The design and programming shall be accomplished under direction and supervision with an individual with ten (10) years' of experience, licensing and certification sufficient to insure installation meets all government and testing standards, and all operational requirements. The physical installation of equipment will be accomplished by no less than three

installers with a minimum of five (5) years' of experience installing audio/video equipment. The work shall be in strict accordance with the contract documents and standards of the industry. For those trades not requiring a license, the Contractor shall ensure qualified and experienced personnel in their trades are assigned to government project work

1.19 Brand Name. "Brand Name or equal" supply items shall be provided for this requirement.

1.20 New Equipment and Materials. All equipment and materials will be new and refurbished equipment is not acceptable.

1.21 Labeling. All terminations shall be clearly labeled.

1.22 Work/Storage. The Contractor shall not work or store materials in a manner that would hinder or otherwise block pedestrian circulation to exit corridors and exit doors in the event of an emergency or fire.

1.23 Government Furnished Property and Services: None

1.24 Utilizing Government Property and Services: The Contractor may utilize electrical utilities and restrooms facilities as needed.

1.25 Air Force Antiterrorism (AT) Program. The AT program seeks to deter or limit the effects of terrorist acts against the AF by giving guidance on collecting and disseminating timely threat information, providing training to all AF members, developing comprehensive plans to deter and counter terrorist incidents, allocating funds and personnel and implementing AT measures. In accordance with AFI 10-245 paragraphs 2.18 and paragraph 2.25, DOD contractors and sub-contractor personnel shall be offered Level 1 - AT Awareness Training. AT Awareness Training may be accomplished by either a Level I - qualified instructor, or by completing the "Force Protection" computer based training (CBT) course on the Advanced Distributed Learning System (ADLS) <https://golearn.csd.disa.mil/kc/login/login.asp> or at <https://jkodirect.jten.mil> for individuals without access to NIPR, possessing a CAC card, nor enrolled in DEERS. Compliance with the training will be monitored by the contracting officer's representative.

2.0 INSTALLATION. All equipment should be installed and programmed by an authorized, certified Cisco dealer/partner/contractor. The contractor should advise, assist with purchasing, install, test and initially maintaining (for a reasonable amount of time) the equipment listed in this proposal.

2.1 The Contractor shall:

2.1.1 Ensure the system controls are developed using existing audio/video system baselines.

2.1.2 Utilize existing cavities in walls and ceiling tiles to accommodate the cable runs and new equipment.

2.1.3 Reposition network ports, power receptacles, and phone ports to accommodate install when necessary.

2.1.4 Provide an extended reactive service support plan with a duration of at least 3 years. The service plan will include 24x5 telephone support, critical product loaner program, expedited on-site support, regular firmware and software updates, and annual preventative maintenance visits.

2.1.5 Provide a 1 hour user training session after the equipment is installed and provide training material to aid user in operation of system.

2.2 The Contractor shall furnish and install:

2.3 2 Desktop preview monitors (PXL2271MW - 24" LED LCD MONITOR WITH ADS PANEL, WIDE VIEWING ANGLES, VGA, HDMI, DP, SPEAKERS AND HEIGHT ADJUSTABLE STAND)

2.3.1 2 VTC codecs; 1 for NIPR and 1 for SIPR

2.3.2 2 Touch panels (table top kits) for control of system; 1 in conf room and 1 in comm room (10" SURFACE MOUNT TOUCH SCREEN, BLACK SMOOTH, CORE 3 GRAPHICS, H.264 VIDEO, RAVA SIP INTERCOM)

2.3.3 2 Crestron control systems (DIGITALMEDIA 8G+ TWISTED PAIR RECEIVER & ROOM CONTROLLER W/ SCALER (INCLUDES PW-2407WU)

2.3.4 Crestron Digital Media Switcher (16 X 16 DIGITALMEDIA SWITCHER; REQUIRES DMC SERIES DM INPUT AND OUTPUT CARDS)

2.3.5 Audio Teleconference Codec (12 INPUT AUDIOTELECONFERENCING CODEC (W/ TELCO INPUT) - 12 AEC INPUTS, 8 MIC/LINE OUTPUTS, AVB NETWORK)

2.3.6 5 Crestron output cards (OUTPUT CARD FOR DM SWITCHERS, PROVIDES 2 SCALING 4K HDMI OUTPUTS W/ 2 STEREO AUDIO OUTPUTS)

2.3.7 2 Crestron input cards (4K HDMI INPUT CARD FOR DM SWITCHERS, HDCP2.2 COMPLIANT)

2.3.8 Bitmap digital sound processor (2 CHANNEL AMPLIFIER, 500W PER CHANNEL, 70V/100V AND 4/8 OHM OUTPUTS (250W PER CHANNEL @ 8 OHMS, 500W @ 4 OHMS)

2.3.9 2 Laser phosphor projectors (DWU555-GS 1-DLP, SOLID STATE, WU 1920X1200 5400LM ANSI)

2.3.10 Amplifier for speakers

2.3.11 Cisco HD Camera/s; install in accordance with AV/FUB standards. Cameras shall be mounted on the wall centered above the projection display. (SX20 QUICK SET HD NPP

12XPHDCAM 1 MIC REMOTE CNTRL - INCLUDES PREMIUM RESOLUTION AND DUAL DISPLAY OPTIONS + TC8 SW)

2.3.12 Polycom wireless conference phone

3.0 UNINSTALL

3.1 The Contractor shall remove all equipment being replaced. After uninstall, Contractor shall turnover removed equipment to CRW IT Equipment Custodian.

4.0 ACCEPTANCE AND TEST STANDARDS:

Operational order of equipment shall be reviewed and approved by the assigned Information Systems Engineering Command Quality Assurance Evaluator representative and PM prior to completion of project. Any identified results not meeting operational standards must be corrected and retested for final review and acceptance.

5.0 PRE-FINAL AND FINAL INSPECTION:

Pre-Final Inspection: The PM or his technical representatives shall conduct a pre-final inspection when the project is substantially completed prior to a final inspection of the facility.

The Contractor shall formally notify the PM in writing when the entire project has been inspected and ready for the Government's pre-final inspection.

Upon completion of the pre-final inspection, the PM will transmit a punch list report to the Contractor listing discrepancies requiring correction or completion and establishing a date for the final inspection.

Schedule Final: The Contractor shall complete the punch list within 10 working days after Pre-Final Inspection and schedule a Final Inspection providing minimally three (3) days' notice.

Final Inspection: When all pre-final inspection discrepancies have been corrected, the CO will conduct the final inspection with the PM, Government representatives, the Contractor, and any subcontractors.

6.0 GOVERNMENT ACCEPTANCE:

IAW the terms of the contract, Government shall accept, as promptly as practicable after completion and inspection, all work required by the contract. Acceptance shall be final and conclusive except for latent defects, fraud, gross mistakes amounting to fraud, or the Government's rights under any warranty or guarantee.

7.0 FINAL DOCUMENTATION:

The documentation below shall be provided to PM and CO upon completion of this project:

| Final Documentation | |
|---------------------|--|
| 1 | Equipment list(s) with room number(s), item description, brand name, make and model with serial numbers and quantity as system equipment is delivered and installed |
| 2 | Documentation for all OEM equipment, including user guides, maintenance guides, administration/configuration manuals, and training documentation |
| 3 | Track, document, and deliver all software, software configurations, programming, and software licenses used by the system |
| 4 | Documentation and full disclosures of warranty items to include time period of coverage and how and from whom to obtain warranty services. This shall cover all equipment, installation and other items with warranties concerning warranty information. |
| 5 | Schematic documents (either in CAD or PDF format) of new cables |