

Performance Work Statement

DORMITORY CCTV PROJECT



HOLLOMAN AFB, NEW MEXICO

25 August 2023

1. DESCRIPTION OF SERVICES: The Contractor shall provide all management, tools, supplies, equipment, and labor necessary for the purchase and installation of a video surveillance and Digital Video Recording (DVR) system for 100 percent coverage of designated Holloman AFB dormitories, in a manner that will ensure their serviceability and operation. Contractor shall use established technical criteria for ensuring continuity of service and traffic without damage or degradation of government facilities. Troubleshoot and repair any/all issues.

1.1 Work Site Preparation/Schedule: Prior to commencing any work the contractor shall coordinate the dates/times with the Contracting Officer and CES technical representative. Contractor will provide a site survey and indicate placement location of Contractor support equipment.

1.1.1. Work Locations (12): Buildings 335, 336, 340, 341, 342, 452, 457, 515, 517, 581, 586, 587. Each building has 3 floors, except for buildings 586/587 which have 2 floors each.

1.1.2. Permits: The contractor shall ensure all permits, manifests, environmental requirements, etc., are accomplished prior to beginning work.

1.1.3. Waste Removal: The contractor shall remove all debris from the work site daily and place it in contractor provided disposal containers/vehicles. The contractor shall dispose of waste at a permitted off-base waste site. Upon completion of services, all Government facilities/grounds shall be completely free of any contractor generated waste.

1.1.4. Manual and/or Warranty Documents: Upon completion of the contract, the contractor shall provide the Contracting Officer with a digital copy of all necessary maintenance manuals and warranty documents. The contractor shall also provide copies of all permits, weight tickets, shipping manifests, etc., upon completion of project; as applicable.

2. VIDEO SURVEILLANCE AND RECORDING SERVICES

2.1 Attachment 1 (Floor Plans) provides proposed camera and monitoring/recording equipment, locations. Attachment 3 (Building Locations) provides locations for planning purposes.

2.2. Features

2.2.1. Contractor furnished cameras and computer monitoring system must include, but are not limited to, the following features:

- (a) Cameras must have a minimum of a 1/4" Hi-Resolution Charged Coupled Device (CCD).
- (b) Cameras must have Pan, Tilt, and Zoom control capabilities.
- (c) Cameras must have a minimum 26X zoom capabilities.
- (d) Cameras must have a tamper proof all weather outdoor enclosure.
- (e) Cameras must have auto-tracking capabilities.

- (f) Cameras must be color day/night infra-red.
- (g) Cameras must be programmable to operate in tour-mode.
- (h) Cameras must be able to withstand extreme environmental conditions of Holloman (sun, heat, wind, sand) to include, but not limited to camera components, wiring, & plugs.
- (i) Computer(s) must be able to provide continuous recording of all cameras 24/7/365.
- (j) Computer(s) must be expandable to allow for additional cameras or computer hardware.
- (k) Computer(s) must have a minimum of 4TB of hard drive space; preference of Solid-State Drive (SSD) for durability.
- (l) Computer(s) must have a monitor of sufficient size to allow all cameras to be properly displayed. Suggested monitor is Samsung Electronics/ S32A804NMN 31.5"; or equal. Government requires 4K UHD capabilities, ~32" display, and minimum 60 Hz refresh rate.
- (m) Computer(s) must have a dual layer DVD burner.
- (n) Software must be able to provide full range of enhancement capabilities (i.e. facial enhancement, noise reduction, etc) as well as watermark each DVD so that it can be used for evidence.
- (o) Computer(s) will need to have Uninterruptible Power Supply (UPS) that will provide a minimum of 20 minutes power after prime power failure.
- (p) Each building's system will be fully stand-alone.
- (q) The Government will also accept Network Video Recorders (NVR) that will provide the same minimum capabilities as the above 'computer' requirements (i.e., monitoring, recording, DVD burning, storage, etc.).

3. PROGRAMMING, TRAINING, AND MAINTENANCE OF VIDEO SURVEILLANCE SYSTEM

3.1. PROGRAMMING OF CAMERAS AND COMPUTER/NVR: The Contractor shall program all cameras and computer systems, or NVR. All programming shall be done at no additional cost to the Government.

3.2. Customer Training: The Contractor shall provide on-site training and operational documentation to the user upon turn-over of video surveillance system to Government representatives.

3.2.1. Contractor will provide a system troubleshooting session to a group of 10-12 government representatives. This training will provide the government technician the ability to determine the type of failure the unit is experiencing (infrastructure/subscriber).

3.2.2. Contractor shall provide system/software maintenance as needed to ensure full operability during warranty period. Any system/security patches required during warranty period will be provided by Contractor at no additional cost to the Government.

4. GOVERNMENT-FURNISHED PROPERTY AND SERVICES

4.1. Government Furnished Facilities: The Government will not provide facilities, other than restrooms, in the performance of this contract. The Contractor is responsible for providing storage for all materials throughout contract performance as the Government will not be responsible for any damage/losses to contractor equipment/supplies/materials.

4.2. Government Furnished Services: The Government will provide emergency medical transportation and treatment if required. The contractor shall reimburse the Government for the cost of these medical services at current rates. For emergencies, please call 911 and provide your location on Holloman AFB. For Security Forces, please contact 575-572-7171 for on-base emergency services.

4.3. Government Furnished Utilities: The Government will provide electricity inside/outside of facilities.

5. GENERAL INFORMATION

5.1. Contract Manager: The contractor shall designate a primary, and at least one alternate, contract manager. This person will be responsible for the duration of the contract. They will be responsible for performance, employees, clean-up, problem identification, training, scheduling, etc., to ensure complete contract success. These individuals will be appointed in writing upon contract award and provided to the Contracting Officer. The contract manager and alternate(s) must be able to read, write, speak, and understand English fluently. The manager(s) shall have at least three years' experience in work related to this project to ensure successful contract completion.

5.2. The contractor shall not employ persons for work on this contract if such employee is identified to the contractor by the Contracting Officer as a potential threat to the health, safety, security, general well-being or operational mission of the installation and its population.

5.3. Conflict of Interest: The contractor shall not employ any individual who is an employee of the United States Government if the employment of that individual would create a conflict of interest, nor shall the contractor employ any person who is an employee of the Department of the Air Force, either military or civilian, unless such person seeks and receives approval of the employment in accordance with DODD 5500-7, Standards of Conduct. In addition, the contractor shall not employ any person who is an employee of the Department of the Air Force if such employment would be contrary to the policies contained in AFI 64-106, Air Force Industrial Labor Relations Activities.

5.4. Safety Equipment: The contractor is responsible for providing all safety equipment for contractor employees. Safety equipment shall always be used during the performance of this

contract and all tasks shall be performed in safe manner. The Government has the right to terminate this contract should the contractor perform work in an unsafe manner or fail to properly use safety equipment.

5.5. Work Areas: The contractor shall, at all times, keep work areas free from accumulations of waste material, rubbish, tools, scaffolding, equipment, and materials that are not actively being used. Upon completion of the contract, or when away from the work sites, the contractor shall leave the work area and premises in a clean, neat, safe, and workmanlike condition. See paragraph 1.3 above for additional information.

5.6. Inspection of Services: The contractor's work shall be subject to inspect at any time by Government personnel. The presence or absence of the inspector shall not relieve the contractor from strict compliance with the requirements of the PWS, nor shall the presence of an inspector relieve the contractor from any deficiency that may be noted during the final inspection. Upon completion of work in each building, the contractor shall notify the Facility Manager and a joint inspection shall be made with the contractor.

5.7. Smoking in Air Force Facilities: Contractors are advised that the Air Force has banned use of all tobacco products on Air Force bases except in designated outdoor locations. Contractor employees and visitors are subject to the same restrictions as are Government personnel.

5.8. Security: The contractor will be responsible for safeguarding all contractors' property and Government property provided for contractor use. At the close of each work period, Government facilities, equipment and materials will be secured.

5.8.1. The contractor is subject to installation access requirements. Attachment 2, Base Access Instructions, provides the Visitor Access Request (VAR) form with security background check information. This form will be required to be completed for the site visit and for contract performance. Any contractor personnel that do not pass this background check, will not be permitted access to the installation. The form will be required to be completed and emailed to the Contracting Officer no less than 3 days prior to the site visit.

5.8.2. The contractor shall adhere to all traffic regulations while on Holloman AFB. Employees are subject to random personnel and vehicle searches, speed control checks, etc. Contractor personnel cited for traffic violations may suffer loss of base driving privileges, and thereby base access. The use of cell phones is prohibited while driving on Holloman AFB unless hands-free capabilities are utilized. Seat belt use is mandatory for all occupants in a vehicle.

5.9. Hours of Operation: The official hours of operation are 7:00 a.m. – 5:00 p.m., Monday-Friday; excluding federal holidays and base down days/family days.

5.9.1. The contractor is not restricted to perform services within the above hours of operation; however, the contractor is advised that performance outside of these hours will require advanced coordination with the Contracting Officer. A minimum five-day notice

shall be given for any requests to work outside of these hours as the dormitory area is a 24-hour quiet location. The Contracting Officer shall approve/deny all requests to work outside designated hours.

5.11. Federal Holidays:

U.S. Holidays may change year to year, but current list can be found at <https://www.opm.gov/policy-data-oversight/pay-leave/federal-holidays/>.

DATE	HOLIDAY
1 January*	New Year's Day
Third Monday in January	Birthday of Martin Luther King, Jr.
Third Monday in February**	Washington's Birthday
Last Monday in May	Memorial Day
19 June*	Juneteenth National Independence Day
4 July*	Independence Day
First Monday in September	Labor Day
Second Monday in October	Columbus Day
11 November*	Veterans Day
Last Thursday in November	Thanksgiving Day
25 December*	Christmas Day

* If a holiday falls on a Saturday, for most Federal employees, the preceding Friday will be treated as a holiday for pay and leave purposes. (See 5 U.S.C. 6103(b).) If a holiday falls on a Sunday, for most Federal employees, the following Monday will be treated as a holiday for pay and leave purposes.

** This holiday is designated as "Washington's Birthday" in section 6103(a) of title 5 of the United States Code, which is the law that specifies holidays for Federal employees. Though other institutions such as state and local governments and private businesses may use other names, it is our policy to always refer to holidays by the names designated in the law.