

# **STATEMENT OF WORK**

## **Security Camera System and Installation**

### **A. BACKGROUND:**

The Crow Service Unit (CSU) is comprised of a PHS Indian Hospital and two Outlying clinics that provide healthcare services to the local indigenous population of South Central Montana.

### **B. OBJECTIVE:**

The purpose of this project is to replace the existing camera security system with an IHS compliant security system with additional cameras to include support services. Security System will monitor the internal and external premises 24 hours a day.

### **C. SCOPE OF WORK**

The Vendor shall professionally install Closed Circuit Security Surveillance Digital Camera Monitoring System in Crow/Northern Cheyenne Hospital, Lodge Grass Clinic, and Pryor Clinic to provide monitoring of all interior and exterior buildings to include installation and support services.

See attachment A for site mapping and camera locations.

#### **1. EQUIPMENT CAPABILITIES AND FUNCTIONALITIES:**

- a. The vendor shall provide 4K resolution state of the art indoor and outdoor Dome Cameras and mounting equipment to include accessories in accordance with Buy American Act Regulations.
  - i. Viewing shall enable Freeze Frame, Slow Motion, Fast Forward, 25x Optical Zoom Capability, and Feed Recording.
  - ii. Viewing shall provide color night vision capabilities.
  - iii. The vendor shall provide cabling and accessories with POE Functionality.
- b. The System shall include wall mounted display monitors and enable view of all cameras simultaneously.
- c. The system shall include video management equipment and software compatible with Windows 10.
  - i. The solution shall include updates for the length of the contract.
- d. The System shall have network capability however, will not be linked into Network at this time.
- e. System shall enable export of recorded files to a separate storage device.
  - i. Recording storage shall enable at a minimum of 30 day save storage.
- f. The system shall include warranty coverage at a minimum of 1 year.

#### **2. REMOVAL/INTALLATION:**

- a. The vendor shall box existing camera equipment with listing of equipment. The list shall be provided to the IT Department upon completion.

- b. The system shall be installed by technicians per manufacturer requirements.
- c. The system should be fully functional with given electrical components available in the building. The contractor shall be responsible to provide any additional conduit and wiring required for power supply or connectivity/operationally of the system. The installation should be coordinated with the CSU IT department and installed during the working hours.

**3. SUPPORT SERVICES:**

- a) Authorized contracted personnel will perform the following:
  - i. Provide on-site training session to be completed within a within a month of System launch of security camera system during designated working hours.
  - ii. Inclusive of training, contractor shall provide a user guide either hard copy or soft copy of equipment usage.
  - iii. Provide quality control and test all devices to ensure proper manufacture functionality.
  - iv. Provide system maintenance to include remote system updates and repairs.
  - v. Provide equipment troubleshoot services and maintenance.
  - vi. Provide onsite repair services within 3 days.
- b) The Contractor shall be responsible for expenses incurred in providing training.

**4. DELIVERABLES AND DELIVERY SCHEDULE:**

- a. The Contractor shall Contact Safety Officer Dionne Pretty on Top (Dionne.prettyontop@ihs.gov ) and IT Supervisor, Kristy Fallsdown (Kristy.fallsdown@ihs.gov) within a week of award for coordination of Installation schedule.
- b. Software Updates shall be provided continually within the Contract Dates with notification to SU of any downtime at a minimum of 2 days before service.
- c. Training schedule shall be provided within a month of System launch and coordinated with Safety Officer Dionne Pretty On Top at Dionne.prettyontop@ihs.gov

The Contractor shall provide services covered by this contract as defined herein. The Contractor shall not be required, except in case of emergency, to furnish such services on a federal holiday or during off duty as described below. The following terms have the following meaning: (a) Normal Work Hours: Monday through Friday, 8:00 AM to 5:00 PM, excluding Holidays. (b) Federal Holidays:

Labor Day	New Years' Day
Martin Luther King Jr. Day	Columbus Day
Presidents Day	Veterans Day
Memorial Day	Thanksgiving Day
Independence Day	Christmas Day

Juneteenth

When one of the holidays falls on Sunday, the following Monday shall be observed as a federal holiday. When a holiday falls on a Saturday, the preceding Friday shall be observed as a federal holiday by U.S. Government Agencies. Also included would be any day specifically declared by the President of the United States of America as a federal holiday.

Security Camera System upgrade at the Crow Service Unit Contract Line Items (CLIN)

CLIN	Description	QTY
001	Security Camera Equipment and Hardware	3
002	Installation Services	3
003	Support Services BASE	3
103	Support Services OY1	3
203	Support Services OY2	3
303	Support Services OY3	3
403	Support Services OY4	3

**5. PLACE OF PERFORMANCE:**

- |   |   |   |
|---|---|---|
| a. Crow Service Unit<br>1 Hospital Way<br>Crow Agency, MT 59022 | b. Pryor Health Clinic<br>Pryor Gap Road<br>Pryor, MT 59066 | c. Lodge Grass Clinic<br>418 Harding Ave<br>Lodge Grass, MT 59050 |
|---|---|---|

**6. PERIOD OF PERFORMANCE:**

The contractor will provide an estimated time frame for the installation of the new camera system including delivery dates and installation dates.

Performance of this contract is intended to start January 1, 2023, through December 31, 2023 with four (4) 12-month option years. If the Government exercises the options pursuant to Federal Acquisition Regulation (FAR) 52.217-9, Option to Extend the Term of the Contract (MAR 2000), the period of performance shall be extended in accordance with the following schedule:

Base Year	01/01/2023 to 12/31/2023
Option Year 1	01/01/2024 to 12/31/2024
Option Year 2	01/01/2025 to 12/31/2025

Option Year 3            01/01/2026 to 12/31/2026  
Option Year 4            01/01/2027 to 12/31/2027

**7. STANDARD REQUIREMENTS:**

All work must be done to manufacturer's specifications and building engineer's requirements.

ISO/IEC 30122, HIPPA, Buy American ACT.

**8. WORKFORCE REQUIREMENTS:**

Contractors shall provide services in accordance with manufacturer regulations and the ability to conduct services on federal property.

**9. ASSUMPTIONS:**

- a. Access to Buildings: It shall be the Contractor's responsibility, through the Contract Officer Representative (COR), to obtain access to buildings and facilities and arrange for them to be opened and closed.
- b. Permits: The Contractor shall, without additional expense to the Government, obtain all appointments, licenses, and permits required for the prosecution of the work. The Contractor shall comply with all applicable federal, state, and local laws. Evidence of such permits and licenses shall be provided to the Contracting Officer or the COR before work commences.
- c. Contractor Furnished Items: The Contractor shall provide the equipment, tools, and necessary resources to perform the requirements of this contract.

**10. GENERAL QUALITY ASSURANCE:**

IT staff will work with Company for the installation requirements of security cameras and provide assistance to contractor replacing patch panels and cables in the IT Computer Room. Designated POC will provide an inspection and exit meeting with the contractor.

**11. SECURITY:**

- a. The contractor shall be screened for COVID-19 prior to entry into facility.
- b. The contractor shall check in with CSU Security and conform to security protocols.
- c. The work will require access to all areas of the health centers, the security and IT systems and closets, as well as the Pharmacy Departments. Contractor will coordinate all work with the safety officer and IT manager.
  - i. Safety Officer:        Dionne Pretty On Top
  - ii. IT Manager:         Kristy Fallsdown