

## **Statement of Work (SOW)**

### **Video Management System(VMS)\***

**VA Hudson Valley Health Care System  
2094 Albany Post Road  
Montrose, NY 10548**

#### **1. Introduction**

This Statement of Work addresses the Technical and Component Requirements needed for removing existing cameras, installing new cameras and the Architecture of a 10Gb Video Management System (VMS) that will reside on a Single Mode (SM) fiber network. The VMS shall be installed and configured by an authorized manufacture/vendor for materials, software, equipment, services, training, and supplies. All camera equipment must be purchased to exact specifications to include model and make number with no alternative. Vendor shall include all services required for installation, professional services, hardware, software, travel and warranty support.

**\*THIS ACTION REQUIRES A SITE VISIT AT THE VA MEDICAL CENTER IN MONTROSE, NY  
PLEASE SEE INFO ON LAST PAGE OF THIS STATEMENT OF WORK**

#### **2. Technical Requirements**

- All equipment and software proposed shall meet VA Directive 6550 and VA 6500 Handbook requirements.
- A VLAN shall be established with the proper VA security features.
- Vendor will provide one soft copy and one hard copy of as built drawings showing camera locations and names.
- All cameras, servers, workstations, monitors and switches will be programmed and installed by vendor with the latest software version and BIOS.
- VMS licenses shall be included within the cost of the cameras, servers and workstations at no additional license cost to the Government.
- Camera will be named by the VA, but the vendor will be responsible for programming the camera.
- The vendor shall provide an Excel cut sheet of each piece of equipment installed. The spreadsheet shall include name, serial number, MAC addresses and location for all installed equipment.
- VMS operating software shall be the latest version of Panasonic Video Insight
- All cameras programmed in Video Insight's Security Management Software will displayed on facility maps and layouts.
- Maps added to VMS shall be provided by Vendor
- All Panasonic servers and workstations will come preconfigured with SFP+ 10Gb network interface cards for Network Compatibility.
- Any excess materials purchased by the vendor and charged to the Government will be turned over to the government at the end of the project.
- Vendor will provide 1-year parts and labor warranty

### **3. Video Equipment Provided by Vendor**

#### **3.1 Cameras**

- The vendor will supply (822) Panasonic Fixed Cameras **Part# WV-S2131L** for indoor camera installment and (5) spares.
- The vendor will supply (28) Panasonic Fixed Corner Mount Cameras **Part# PEHV1000SFN130** for indoor elevator camera installment and (5) spares.
- The vendor will supply (52) Panasonic 360 Panoramic Interior Cameras **Part# WV-X4571L** for indoor camera installment and (5) spares.
- The vendor will supply (32) Panasonic Fixed Cameras **Part# WV-S2550L** for outdoor fixed camera installment and (5) spares.
- The vendor will supply (89) Panasonic Fixed 4K 360 Exterior Cameras **Part# WV-X8570N** for outdoor fixed camera installment and (5) spares.

#### **3.2 Mounts**

- The vendor will supply (81) Panasonic Exterior Goose Neck Wall Mounts **Part# PWM781S** for installment and (5) spares.
- The vendor will supply (81) Panasonic Exterior Corner Mounts **Part# PACA4GY** for installment and (5) spares.
- The vendor will supply (52) Panasonic Exterior Pendant Mounts **Part# PPMF12D** for installment and (5) spares.
- The vendor will supply (52) Panasonic Exterior Pendant Shrouds **Part# PS485S** for installment and (5) spares.
- The vendor will supply (822) Panasonic Ceiling Mount Bracket **Part# WVQ174B** for installment and (5) spares.
- The vendor will supply (40) Panasonic Fixed Exterior Camera Mounts **Part# PWM485S** for installment and (5) spares.

#### **3.3 Workstations**

The vendor will supply (10) Panasonic Workstations **Part# NVR-T-1-1-MWS** pre-configured with 10GB SFP+ NIC for 10Gb network compatibility

#### **3.4 Servers**

The vendor will supply (10) Panasonic 720TB Servers **Part# NVR-STG-720TB-4U90** pre-configured with intel X520 10GbE Dual Port SFP+ for 10Gb network compatibility

#### **4. Government Provided Items**

- The Government will provide (1) Headend Cisco Catalyst 3850 48 Port 10G Fiber switch (WS-C3850-48XS-S)
- The Government will provide (60) Cisco Catalyst 3650 24 Port PoE switches (WS-C3650-24P-S) for (25) outbuildings and their corresponding floor levels.
- The Government will provide 10GB SFP+ modules for switches
- The Government will provide SM LC fiber jumpers
- The Government will provide Stacking Cables for switches.
- The Government will provide (10) 40inch Monitors, wall mounts and HDMI Cables
- The Government will provide adequate power at equipment locations.
- The Government will provide Ceiling tile for replacement.
- The Government will provide all equipment racks and mounts.

#### **4. Professional Service**

The Vendor shall draft a Contractor Project Management Plan (CPMP) that lays out the Vendor's approach, timeline and tools to be used in execution of the contract. The CPMP should take the form of both a narrative and graphic format that displays the schedule, milestones, risks and resource support. The CPMP shall include the contractor's plans for managing all subcontractors.

#### **5. Verification and Validation Requirement (Testing)**

- The Vendor shall perform testing following installation to ensuring that the cameras are aligned and focused on the observation area defined by the end user.
- The Vendor shall provide a final test plan that includes updates addressing any comments provided by the VA to the draft test plan.
- Disputes shall be resolved by the Contracting Officer.
- The Vendor shall conduct a joint inspection with the onsite POC upon completion of delivery.
- In the event deficiencies are identified, the Vendor shall provide a date when the identified deficiencies will be addressed if not addressed on the date of delivery.
- The Vendor shall conduct a joint inspection with the onsite POC after addressing all deficiencies.
- All deficiencies identified during joint inspections shall be corrected by the Vendor before Government's acceptance of the item.

#### **7. Training**

The vendor shall provide system administrator and end user on-site training.

## **8. Project requirements**

- Provide a single point of contact for the implementation of this project.
- On-site attendance for one business day for Project, kick-off meeting with the Client and our engineering staff.
- Confirm and communicate the hardware delivery and implementation schedule.
- Manage implementation and associated risk.
- Vendor senior supervision shall be on-site during equipment/software installation phase.
- The project manager will communicate any issues and notify the appropriate resources for resolution.

## **9. Description and Work**

- The Vendor will remove existing cameras and mounts.
- Existing cables will be labeled and left
- Exterior wall penetrations will be patched.
- Ceiling tiles replaced.
- Existing Cameras and mounts given to Government for disposal
- The Vendor will install, configure and interconnect (1023) new digital cameras, (60) Cisco Catalyst 3650 24 port Switches, (1) Cisco Catalyst 3850 48 port 10Gb fiber switch, (10) workstations and (10) servers. See VMS Matrix
- The Vendor will install provided Equipment Racks for switches were needed.
- The Vendor shall install and label all cameras with the MAC address and Camera name visible on the outside of the camera.
- The vendor shall properly align and focus all cameras during installation as defined by VA customer.
- Vendor will install (10) Workstations. Workstations will require CAT6 data cable to be installed from the location to the nearest Telephone Room (TR) and terminated. Average data cable drop for each Workstation is approximately (200 feet), an estimated (10) drops to be installed. Total of (2000 feet)
- Vendor shall wall mount (10) 41inch monitors provided.
- Vendor will install and configure (10) VMS Servers
- The vendor shall install all cables to TIA/BICSI industrial standards. All cables shall be labeled to TIA606B standards.
- The vendor will be responsible for programming the cameras. Camera name will be provided by the VA prior to installation.
- The vendor shall be responsible for cable management, labeling of all network cables, cables, ports, etc. associated with the camera system.
- Vendor will be responsible for Aerial and Elevator traveler cable and Elevator Contractor Costs.

## **10. Network Documentation**

The vendor shall provide an Excel cut sheet of each piece of equipment installed. The spreadsheet shall include name, serial number, MAC addresses and location for all equipment.

## **11. Cabling Requirements**

- This system will utilize SM fiber already in place. The Government will provide all necessary fiber patch cables needed for system functionality.
- All cabling including patch cables, aerial, and traveler will be plenum rated CAT6 and provided by Vendor.
- All CAT6 cabling runs shall not exceed 300 feet.
- All CAT6 cable used shall be orange colored.
- All CAT6 cable run in underground conduit shall be rated for Direct Burial.
- The vendor shall be responsible for cable management, labeling of all network cables, cables, ports, etc. associated with the camera system.
- Existing cable trays and/or raceways, where available, may be used for cable distribution. For locations where cable trays are not available, cabling shall be fastened with appropriate fasteners to ensure a secure and neat installation. Where cable penetrates fire and smoke walls that do not have existing cable trays, metal sleeve shall be installed in accordance with NFPA-101 Life Safety Code using approved fire stop material to seal all penetrations. Any cable to be installed in an inaccessible area and exposed accessible areas must be installed in conduit. EMT and Flex may be used.
- Laying of wiring on suspended ceilings or sprinkle system piping will not be permitted. Contractors shall be responsible for identifying any architectural deficiencies in advance (e.g. broken ceiling tiles, improper penetrations, etc.) prior to installation and shall be responsible for correcting any broken ceiling tiles and (e.g. Smoke and Fire wall) penetrations in accordance with approved ANSI/UL (e.g. UL1479) Fire stop requirements. Inspections will be conducted and enforced post installation.

## **12. Assembly and Installation**

- On-site assembly and installation of items and performance of services identified in this document will take place during normal business hours which are defined as: 0700 to 1600 (i.e.: 7:00 am to 4:00 pm Eastern Time), Monday through Friday, excluding Federal Holidays.
- Secure storage is limited at the Montrose VA Facility. If secure storage is required, the Contractor shall make arrangement locally at no additional cost to the Government.
- The Vendor is required to provide all lift equipment, tools, labor, and materials to complete assembly and installation of the items detailed in this document.
- The Vendor shall have an on-site representative for the duration of assembly and installation.
- The VA will provide a staging area for the equipment to be staged before deployed.
- The Vendor shall comply with VA Directive 6550 in completing Pre-Procurement Assessment form.
- The Vendor shall be responsible for acquiring all permits through the onsite Fire Department for Confined Space entry and Fire Barrier Penetrations.
- There shall be no smoking, eating, or drinking inside the construction site at any time.
- Delivery and implementation personnel must comply with all posted safety requirements, to include the wearing of personal protection equipment (PPE). Minimum requirements are a hard hat, over the ankle boots, reflective safety vest, eye protection and gloves. If hazardous materials are encountered, the contractor shall stop work and immediately notify the site environmental point of contact and Contracting Officer. Abatement of existing contaminated areas is not included in this SOW.
- Any excess materials purchased by the vendor and charged to the government shall be turned over to the government at the end of project.

### 13. Use of Premises

- The Vendor and all associated sub-contractors' employees shall comply with applicable installation, facility and local security policies and procedures.
- The Vendor and all employees working on this contract will be required to check in daily with VA police for badges. Badges shall be worn at all times while on site.

### 14. Protection of Property

- The Vendor shall conduct an inspection walk through of the building(s) and grounds with the Technical on-site POC before commencing any work.
- The Vendor shall protect all items from damage during delivery. The Vendor shall take precaution against damage to the building(s), grounds, and furnishings. The Vendor shall repair or replace any items related to the building(s) or grounds damaged accidentally or on purpose due to action by the Vendor or their representative.
- The Vendor shall be responsible for repairing or replacing any items, components, building(s), and grounds damaged due to negligence and/or actions taken by the Contractor or its employees.
- The Vendor shall be responsible for securing all items, to include tools, and equipment used for the installation of equipment.

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#### Site Visit / Walk-Thru Information

Department of Veterans Affairs  
VA Hudson Valley Healthcare System  
2094 Albany Post Road  
Montrose, NY 10548

Friday, September 14, 2018, 9:00am\*

Vendors: please report to the Police Station (Bldg 15) on the Montrose, NY campus NLT 8:30am to check in and receive a visitor's badge. Once all vendors are badged, a representative for this project will come to escort you for the site visit / walk-thru.

All vendors interested in attending the site visit are asked to let me know (Edward Lyke, Contracting Officer) at [Edward.lyke@va.gov](mailto:Edward.lyke@va.gov) so I can give the facility an approximate number of vendors to expect.

Any questions that may arise after the site visit must be sent to me at the email address above no later than 4:00pm on Wednesday, September 19, and all proposals must be received by 7:00am on Monday, September 24, 2018.