Statement of Work (SOW)
Tinker Event Center Ballroom Audio and Visual Upgrade

Tinker AFB

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1.0 INTRODUCTION/OVERVIEW

1.1 BACKGROUND

The current audio and visual equipment at the **Tinker Event Center Ballroom** have malfunctioned in the past few years and new equipment has been purchased off and on to allow the current system to function. Upgrading the system would allow a more diverse product for Tinker's Event Center to offer its customer base. The current system is approximately 20 years old and malfunctions on a regular basis. Serves as a critical, multi-use venue for Department of War (DoW) functions, briefings, and conferences. The facility features a dynamic architectural layout with movable walls, enabling the space to be configured as either three independent conference rooms or a single unified conference or ballroom. While various replacement components have been purchased intermittently as stopgap measures, the system remains incapable of seamlessly supporting modern unified communications or the varied technical demands of the shifting room configurations.

1.2 SCOPE

The contractor must remove the current audio and visual equipment in the Tinker Ballroom and install new high-quality audio and visual equipment that is able to support different functions and tele/video conferences in accordance with local security guidelines. The contractor must provide all equipment, supplies, tools, and labor necessary to complete this entire project and ensure a turnkey modernization system is installed.

1.3 OBJECTIVES

The primary objective of this project is to furnish and install a modern, turnkey A/V system that ensures mission-critical communication is seamless and professional. Success is defined by the following performance outcomes:

2.0 REQUIREMENTS

2.1 TASKS

Ballroom upgrade requirements:

2.1.1 Furnish, install, and mount 3 laser projectors from ceiling in the Ballroom with video display directed towards the center of the stage. The projector must have a native resolution of 4k UHD over IP cinema.

2.1.2 Furnish, install and mount 1 each laser projector screen(size) with electronic roll up in Ballroom directly above stage.

2.1.3 Furnish, install and mount two (2) 80-85" screens in Tinker Ballroom. The screens must be compatible with the laser projectors and with electronic roll up. Furnish and install two (2) 85" mobile screens with mobile cart.

2.1.4 Furnish and install bovbox as needed for all screens.

2.1.5 Furnish and install 80 - 85" flat panel smart tv with articulating wall mount on back of Ballroom wall. TV must have minimum of three (3) HDMI ports, 4K definition, and the ability to connect to WiFi.

2.1.6 Furnish and install a media matrix switch to route all source material to displays. Media matrix will be compatible with HDMI and VGA at the specified approved wall locations with mic and audio connection.

2.1.7 Scaling receivers with room controls will be furnished and installed at each laser projector, as indicated.

2.1.8 A Codec Pack video codec, located in the equipment rack, will be furnished and installed for videoconferencing calls.

a. The codec will connect for these calls over the client local area network. The Internet Protocol (IP) connection and all IP addresses will be provided by others.
b. Furnish and install a high-definition webcam mounted at the front of the room, below the display, to view the participants of a video conference call also include webcam to project on the presenter. Webcam must be able to move freely if needed to capture all of room or smaller parts based on audience size. It must connect via hardwire to media mixer.
c. Install and setup owner furnished Microsoft Teams and social media programs interoperability license for the video codec.

2.1.9 Furnish and install six (6) wireless microphones (four (4) handheld and four (4) lapel) to four (4) receivers/antennas w/power pack. reintegrated for voice reinforcement and conferencing. Microphones must not have Bluetooth. Need both the audio from the microphones and from the visual presentations to be able to project sound at the same time without running into any feedback or white noise issues.

- 2.1.10 Furnish and install eight (8) digital, encrypted, wireless tabletop microphones and system with charging bases and wireless receivers. Tabletop microphones must not have Bluetooth. With 4 receiver with voice reinforcements. All wireless microphone receivers and antennas must be integrated into the positive physical disconnect (kill switch) outlined in Section 3.0, ensuring they are completely powered down and physically disabled during classified processing.

2.1.11 Furnish and install system that provides audio input with compact discs (CDs), auxiliary, and Bluetooth from all video and audio sources.

2.1.12 Furnish and install a digital sound processor (DSP) supporting all audio sources. All microphones used for conferencing will utilize the echo canceling component of the DSP. The DSP will be configured to maximize audio quality for all applications. The DSP will include a VOIP telephone system interface for audio conferencing. DSP must not have Bluetooth.

2.1.13 Furnish, install and mount thirty-nine (39) ceiling speakers throughout the room, that can support all audio sources simultaneously. Speakers must be without Bluetooth.

2.1.14 Furnish and install seven (7) speakers and seven (7) channels of amplification that can be utilized for seven (7) zones identified by the contractor to power speakers, locations identified in Attachment 1a – Floor Plan. Speaker quantity, location and zones can be adjusted by contractor if a better setup is provided.

2.1.15 Install six (6) Audio/Visual (A/V) 10" display in equipment cabinet, wired control system that can control all source routing for audio and visual as well as volume controls, audio conference controls, and video conference controls that will have keypad/menu navigation, codec directory, camera controls, and display controls. This system must have a graphical user interface.

2.1.16 Install lockable black metal communication cabinet to support all equipment in a well-ventilated cool area. Communication cabinet.

2.1.17 All cables and cords must be hidden within conduit and/or the ceilings.

2.1.18 The Contractor shall provide an A/V system designed to seamlessly interface with user-provided connected computers hosting enterprise unified communications platforms, specifically Zoom for Government and Microsoft Teams. The A/V system shall not natively host these meetings; rather, the Contractor shall ensure the system supports a Bring Your Own Device (BYOD) environment providing peripheral passthrough (e.g., USB-C or equivalent) to route the installed room cameras, microphones, and audio outputs directly to the connected device. Cameras should be security mounted to the wall or ceiling.

2.1.19 Input, Connectivity, and Cabling Infrastructure Connectivity (e.g., HDMI, USB-C) shall be installed at both the front and the back of all three (3) individual room segments. Any connections routed to movable podiums or staging must feature quick-disconnect/removable interfaces to allow for easy repositioning. No floor boxes or floor-mounted ports shall be utilized. The Contractor shall integrate a secure, DoD-compliant wireless display connection capability that adheres to all local network security policies.Cabling Standard: All new copper signal cabling (e.g., Category 6A or higher for AV-over-IP/HDBaseT, direct HDMI cables, audio lines) installed by the Contractor shall be fully shielded (e.g., F/UTP, S/FTP) to prevent

Electromagnetic Interference (EMI), Radio Frequency Interference (RFI), and support physical security postures.

2.2 DOCUMENTATION

Contractor must provide all operational manuals prior to completion.

2.3 TRAINING

The Contractor shall conduct comprehensive operational training for the facility "owners," A/V support staff, and designated end-users.
Training shall cover basic system operation, VTC connectivity, room combine/separate procedures, and basic troubleshooting.
The training shall be directly aligned with the provided Standard Operating Procedure (SOP) documentation.

2.4 WARRANTY

Contractor must provide a three (3) year extended warranty to include the following:

a. Same day phone tech support
b. Next day on site arrival for repair
c. Next day repair window or advance replacement of all equipment
d. All costs associated with warranty repair covered. To include shipping / travel.
e. Local Emergency support.

2.5 DELIVERABLES

Deliverables	Ref	Due	Submit to
Operational Manuals	2.2	Prior to completion	Gov POC
Training	2.3	Within 5 days of install	Gov POC

2.6 SCHEDULE

The period of work must be conducted Monday – Friday from 0730-1630. Work cannot be completed on weekends, federal holidays and Air Force scheduled family days.

3.0 GOVERNMENT FURNISHED PROPERTY

No equipment or supplies will be furnished by the government.

4.0 SECURITY REQUIREMENTS

Contractors will be required to pass a background investigation conducted by SFS personnel to obtain base access for the duration of the contract. Contractor employees are prohibited from possessing weapons, firearms, or ammunition, on themselves or within their Contractor-owned or privately owned vehicle while on Tinker AFB. The Contractor shall ensure that all hardware, software, and components provided under this contract are fully compliant with the Trade Agreements Act (TAA). Hardware and software connected to the base unclassified network (NIPRNet) or used during SECRET (SIPR) processing must be on the Air Force Evaluated Products list. Any wireless capacities must employ cryptography validated to be FIPS 140.3 compliant.

Refer to - http://www.hhs.gov/asfr/ogapa/acquisition/policies/hspd12-contract-guide-102707.html