

SOLICITATION/CONTRACT/ORDER FOR COMMERCIAL ITEMS <i>OFFEROR TO COMPLETE BLOCKS 12, 17, 23, 24, & 30</i>				1. REQUISITION NUMBER		PAGE OF 1 2	
2. CONTRACT NO.		3. AWARD/ EFFECTIVE DATE	4. ORDER NUMBER		5. SOLICITATION NUMBER 75H71020R00002		6. SOLICITATION ISSUE DATE 10/09/2019
7. FOR SOLICITATION INFORMATION CALL:		a. NAME SHEILA DENNY			b. TELEPHONE NUMBER (No collect calls) 928-697-4027		8. OFFER DUE DATE/LOCAL TIME 10/21/2019 1500 ET
9. ISSUED BY CODE 25 Kayenta Health Center Acquisition Department PO Box 368 Highway 160, Mile Post 394.3 Kayenta AZ 86033			10. THIS ACQUISITION IS <input type="checkbox"/> UNRESTRICTED OR <input checked="" type="checkbox"/> SET ASIDE: 100.00 % FOR: <input checked="" type="checkbox"/> SMALL BUSINESS <input type="checkbox"/> HUBZONE SMALL BUSINESS <input type="checkbox"/> SERVICE-DISABLED VETERAN-OWNED SMALL BUSINESS <input type="checkbox"/> WOMEN-OWNED SMALL BUSINESS <input type="checkbox"/> (WOSB) ELIGIBLE UNDER THE WOMEN-OWNED SMALL BUSINESS PROGRAM <input type="checkbox"/> EDWOSB <input type="checkbox"/> 8(A) NAICS: 561621 SIZE STANDARD: \$22.0				
11. DELIVERY FOR FOB DESTINATION UNLESS BLOCK IS MARKED <input checked="" type="checkbox"/> SEE SCHEDULE		12. DISCOUNT TERMS		13a. THIS CONTRACT IS A RATED ORDER UNDER DPAS (15 CFR 700) <input type="checkbox"/>		13b. RATING	
15. DELIVER TO CODE NAIHS Four Corners Regional Health Center Arizona		16. ADMINISTERED BY CODE 25 Kayenta Health Center Acquisition Department PO Box 368 Highway 160, Mile Post 394.3 Kayenta AZ 86033					
17a. CONTRACTOR/ OFFEROR CODE		FACILITY CODE		18a. PAYMENT WILL BE MADE BY CODE			
TELEPHONE NO.				<input type="checkbox"/> 17b. CHECK IF REMITTANCE IS DIFFERENT AND PUT SUCH ADDRESS IN OFFER			
				18b. SUBMIT INVOICES TO ADDRESS SHOWN IN BLOCK 18a UNLESS BLOCK BELOW IS CHECKED <input type="checkbox"/> SEE ADDENDUM			
19. ITEM NO.	20. SCHEDULE OF SUPPLIES/SERVICES			21. QUANTITY	22. UNIT	23. UNIT PRICE	24. AMOUNT
	Navajo Area Indian Health Center (IHS), Shiprock Service Unit (Four Corners Regional Health Center) is requesting for Closed-Circuit Television (CCTV) Replacement and Upgrade Services on behalf of Security Department. Period of Performance: 10/23/2019 to 12/31/2020 Continued ... <i>(Use Reverse and/or Attach Additional Sheets as Necessary)</i>						
25. ACCOUNTING AND APPROPRIATION DATA						26. TOTAL AWARD AMOUNT (For Govt. Use Only)	
<input checked="" type="checkbox"/> 27a. SOLICITATION INCORPORATES BY REFERENCE FAR 52.212-1, 52.212-4. FAR 52.212-3 AND 52.212-5 ARE ATTACHED. ADDENDA				<input type="checkbox"/> ARE <input checked="" type="checkbox"/> ARE NOT ATTACHED.			
<input type="checkbox"/> 27b. CONTRACT/PURCHASE ORDER INCORPORATES BY REFERENCE FAR 52.212-4. FAR 52.212-5 IS ATTACHED. ADDENDA				<input type="checkbox"/> ARE <input type="checkbox"/> ARE NOT ATTACHED.			
<input checked="" type="checkbox"/> 28. CONTRACTOR IS REQUIRED TO SIGN THIS DOCUMENT AND RETURN <u>1</u> COPIES TO ISSUING OFFICE. CONTRACTOR AGREES TO FURNISH AND DELIVER ALL ITEMS SET FORTH OR OTHERWISE IDENTIFIED ABOVE AND ON ANY ADDITIONAL SHEETS SUBJECT TO THE TERMS AND CONDITIONS SPECIFIED.				<input type="checkbox"/> 29. AWARD OF CONTRACT: _____ OFFER DATED _____ YOUR OFFER ON SOLICITATION (BLOCK 5), INCLUDING ANY ADDITIONS OR CHANGES WHICH ARE SET FORTH HEREIN, IS ACCEPTED AS TO ITEMS:			
30a. SIGNATURE OF OFFEROR/CONTRACTOR				31a. UNITED STATES OF AMERICA (SIGNATURE OF CONTRACTING OFFICER)			
30b. NAME AND TITLE OF SIGNER (Type or print)		30c. DATE SIGNED		31b. NAME OF CONTRACTING OFFICER (Type or print)		31c. DATE SIGNED	
				MARGARET J. SHIRLEY-DAMON			

19. ITEM NO.	20. SCHEDULE OF SUPPLIES/SERVICES	21. QUANTITY	22. UNIT	23. UNIT PRICE	24. AMOUNT
1	CCTV REPLACEMENT EQUIPMENT				
2	CCTV REPLACEMENT INSTALLATION SERVICES LABOR, ENGINEERING, PROJECT MANAGEMENT, MATERIALS, ETC.				
3	NAVAJO NATION TAXES 6%				
4	FREIGHT				

32a. QUANTITY IN COLUMN 21 HAS BEEN

RECEIVED INSPECTED ACCEPTED, AND CONFORMS TO THE CONTRACT, EXCEPT AS NOTED: _____

32b. SIGNATURE OF AUTHORIZED GOVERNMENT REPRESENTATIVE	32c. DATE	32d. PRINTED NAME AND TITLE OF AUTHORIZED GOVERNMENT REPRESENTATIVE
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32e. MAILING ADDRESS OF AUTHORIZED GOVERNMENT REPRESENTATIVE	32f. TELEPHONE NUMBER OF AUTHORIZED GOVERNMENT REPRESENTATIVE
	32g. E-MAIL OF AUTHORIZED GOVERNMENT REPRESENTATIVE

33. SHIP NUMBER <input type="checkbox"/> PARTIAL <input type="checkbox"/> FINAL	34. VOUCHER NUMBER	35. AMOUNT VERIFIED CORRECT FOR	36. PAYMENT <input type="checkbox"/> COMPLETE <input type="checkbox"/> PARTIAL <input type="checkbox"/> FINAL	37. CHECK NUMBER
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38. S/R ACCOUNT NUMBER	39. S/R VOUCHER NUMBER	40. PAID BY
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41a. I CERTIFY THIS ACCOUNT IS CORRECT AND PROPER FOR PAYMENT	42a. RECEIVED BY (<i>Print</i>)
41b. SIGNATURE AND TITLE OF CERTIFYING OFFICER	41c. DATE
	42b. RECEIVED AT (<i>Location</i>)
	42c. DATE REC'D (YY/MM/DD)
	42d. TOTAL CONTAINERS

Four Corners Regional Health Center
HCR 6100 Box 30, Junction Highway 160 & Navajo Route 35
Red Mesa, Arizona 86514

STATEMENT OF WORK

FCRHC Security Department CCTV Replacement

1: Introduction:

Four Corners Regional Health Center (FCRHC) is seeking proposals from interested Vendors/Contractors to complete a full replacement of our Security Department's Surveillance System that includes the following: Camera Equipment, Monitoring Equipment, Software, Cabling, Installation and Configuration, and Training/Overview of New System to Security Personnel on Usage of New CCTV Surveillance System.

The goal of this project is: To complete a full replacement on the old CCTV system to an updated CCTV and Surveillance Camera System to better identify areas throughout the internal and external facility; and, to provide Training to Security Department Personnel on CCTV usage and Camera configuration on PTZ (Pan, Tilt, Zoom) cameras where applicable.

A Site Visit may be necessary to better understand the nature of this project.

2: Background Information:

Four Corners Regional Health Center (FCRHC) is located in Red Mesa, Arizona <http://www.ihs.gov/navajo/healthcarefacilities/fourcorners/>. FCRHC is a remote Health Care Facility under the Shiprock Service Unit (SRSU). SRSU is one of 5 "Service Units" under the Navajo Area Indian Health Service (NAIHS). NAIHS is one of the 12 Indian Health Service (IHS) regional administration units <http://www.ihs.gov/navajo/>. Indian Health Service is an Agency within the Department of Health and Human Services (HHS) <http://www.hhs.gov/>

Four Corners Regional Health Center is a one floor Facility, and roughly 118,005 Sq. Ft. in size. Four Corners Regional Health Center also provides designated Public and Employee Parking Areas.

Four Corners Regional Health Center is broken into these Sections: an Entrance Area, Central Atrium Area, a South Hall, a West Hall, a North Hall, and an East Hall.

Each Hall location houses various Departments; Community Health, Mental Health, Social Services, Physical Therapy, Ambulatory Clinical Areas, Urgent Care/E.R., Laboratory, Radiology, Optometry, Dental, Pharmacy, and various Administrative Division Sections.

Located on the Campus of Four Corners Regional Health Center is also a Housing Complex for Employees.

There are currently (26) analog cameras placed inside and outside the Facility, with (1) DVR recorder. The cameras are a combination of PTZ and non-PTZ cameras.

The DVR is a, Dibos/dibos micro. The current DVR software used is, Dibos Version 8.7. The Camera Model is a, Bosch Fixed Dome Camera Flexi Dome XT+.

110 Volt power is available throughout the facility. There is limited bandwidth to our Facility.

The current Security CCTV System is not in Operation due to System Failure on the DVR System.

3: Scope of Work/Deliverables/Requirements:

If necessary, the Vendor/Contractor will complete a Site Survey to determine what is currently implemented, areas of focus on Cameras, review possible problematic areas, review and discussions on CCTV System Requirements, and review additional information and discussions for Options and Recommendations.

At the completion of a site visit, the Vendor/Contractor shall determine and provide a comprehensive solution for the entire facility to include: number of cameras to install, monitoring system recommendations, hardware recommendations, software recommendations, cabling replacement, and technical support assistance.

The Vendor/Contractor shall provide for Materials, Labor, Installation and Configuration, Training/overview on system usage to Security Personnel, and Cabling to complete a Full Replacement of the Security Department's CCTV/Surveillance System.

The Vendor/Contractor will provide Engineers, technicians, and/or specialist to perform the necessary work, troubleshooting efforts, and any possible changes and upgrades as approved by the Contracting Officer to meet user requirements.

The Vendor/Contractor shall notify the Government immediately of any problems that occur during the work period of the CCTV implementation.

The Vendor/Contractor shall check-in at the Beginning and End of each workday with the Security Department. Security/ID Badges will be picked up and returned each day with the Security Department. Security/ID Badges will be visibly worn throughout the Facility each day.

The Vendor/Contractor shall not perform any tasks under this scope of work that constitute work of policy, decision making, or of a managerial nature that is the direct responsibility of the Government.

The Vendor/Contractor shall install and configure the CCTV system and equipment to the requirements listed below.

Breakdown of Materials to include the following:

- *Material Cost:*
- *Technician Labor*
- *Engineering*
- *Project Management*
- *Material Freight*
- *Cable Installation*

CCTV System Requirements:

- All camera activity must be viewable by Security Department Staff.
- Capability to record video with all cameras.
- Capability to record audio with certain cameras (To be determined).
- Maximum 30 day recording history, overwrite on day 31 (include specification in proposal).
- Archive recordings (To be determined).
- If possible, able to integrate with existing cabling.
- If existing cabling is not recommended, Vendor must provide recommendation and include cable installation on the recommended cabling options.

- Provide Safeguards in the form of training for Security Personnel with access to the CCTV system.
- Technological and Administrative safeguards to reduce the potential for misuse and abuse of the system.
- Software Support agreement.
- Hardware Support agreement.
- Preventive Maintenance agreement.
- 24/7 Technical Customer Service. (Security Department is on site 24/7)
- HIPPA Compliant.
- Adhere to the Privacy Act Laws, where applicable.
- FISMA Compliant, where applicable.
- FIPS Compliant, where applicable.
- Adhere to Indian Health Service Security and Privacy Policies.
- Adhere to/and Provide for PCRA/ICRA Safety Measures.

Possible Risks Associated with the Project:

- Project May be end up being broken into phases
- Existing Cable may not be compatible
- Existing Camera are not in Operation.
- If an IP CCTV system is recommended, CCTV system will have to be isolated as its own network if possible, as a means of Security.
- If an IP CCTV system is recommended, and the CCTV system is installed on a Windows based platform, the system will have to accept any and all Windows based security patches and updates.
- If an IP CCTV system is recommended, and the need for Remote access to the system is needed by the Vendor to assist in troubleshooting CCTV system, the Vendor will have to apply for VPN access through the Indian Health Service Office of Information Technology.
 - Background check
 - An ITAC request, and Approvals for a network account
 - An ITAC request, and Approvals for VPN access
 - Review necessary training information and submit certifications to show proof of training completed. (Indian Health Service Mandatory Training for staff and contractors)

4: Task Order Administration Data:

1. A complete invoice with all required back-up documentation shall be sent by regular postal mail to:
 - Caroline Begay, Accounting Technician
 - Four Corners Regional Health Center
 - Attn: Accounts Payable
 - HCR 6100 Box 30
 - Teec Nos Pos, Arizona 86514
2. The Contracting Officer/Contract Specialist is, unless otherwise assigned by the Agency Acquisition Department:
 - Shiprock Service Unit Contracting Specialist
 - Northern Navajo Medical Center
 - PO Box 160, HWY 491 North
 - Shiprock, New Mexico 87420
3. The Contracting Officer Representative is, unless otherwise assigned by the Agency:
 - Cynthia Laughter, Facility Maintenance Supervisor/Acting Security Supervisor
 - Four Corners Regional Health Center

U.S. Highway 160 and Navajo Route 35
Teec Nos Pos, Arizona 86514
Phone: 928-656-5044

5: Period of Performance:

The Period of Performance, in which the Full CCTV Replacement Project will be established for the remainder of the 2019 Calendar Year, from when the Contract has been completed and accepted, through the end of December 31, 2020.

FY2020	2020	Date of Contract Acceptance – December 31, 2020
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6: Place of Performance:

Delivery Location: Four Corners Regional Health Center
Highway 160 & Navajo Route 35
Teec Nos Pos, Arizona 86514

Hours of Operation:

Four Corners Regional Health Center Business Hours are: Monday-Friday, 8:00am – 4:30pm.

Government Holidays:

Holidays observed by the Federal Government:

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

7: Security, Safety, and Privacy:

The Vendor/Contractor shall take appropriate security measures to ensure systems and other Government property is stored and installed in accordance with security guidelines and applicable regulations.

The Vendor/Contractor shall comply with all Federal, State and Local Safety regulations.

The Vendor/Contractor will adhere to Privacy and Patient Confidentiality laws that are consistent with the Privacy Act and JCAHO regulations.

The Vendor/Contractor will Adhere to/and Provide for PCRA/ICRA Safety Measures.

FCRHC IT Specialists shall comply with all Federal, State and Local Safety regulations.

FCRHC IT Specialist will ensure security measures are in place to protect acquired equipment from disruption.

8: Government Furnished Property:

The Vendor/Contractor shall safeguard all Government property provided for use.

The Vendor/Contractor shall notify the Government any time the Contractor moves Government furnished equipment.

The Vendor/Contractor shall ensure that the Government facilities, equipment and materials are secured at the close of each work period.

The Vendor/Contractor shall wear Government Issued Security/ID Badges at all times while on Government Property.

The Vendor/Contractor shall take appropriate measures to safeguard their Government Issued Security/ID Badges. Security/ID Badges will be assigned and returned to the Security Department upon completion of work each day.

The Government shall provide Security/ID Badges to the Vendor/Contractor.

The Government shall provide access to applicable areas to complete the work requested.

The Government will provide appropriate space, power, and network connections to complete the work requested.

The Government will provide onsite support to work directly with the Vendor/Contractor as needed.

The Government will provide a point of contact for the Contractor to work with.

Point of Contact:

1. FCRHC Security Department – Cynthia Laughter – Acting Security Supervisor – (928) 656-5044
2. FCRHC Facility Management Supervisor – Cynthia Laughter – Facility Supervisor - (928) 656-5044
3. FCRHC Health System Administrator – Mariva Plummer – (928) 656-5083
4. FCRHC IT Support – Shelton Johnson – Supervisory IT Specialist – (928) 656-5083
5. FCRHC General Services Supervisor – Raymond Mitchell – Acting General Services Supervisor (928) 656-5046
6. FCRHC IT Support – Shelby Lee – IT Specialist – (928) 656-5090
7. FCRHC IT Support – Dorinda Nelson – IT Specialist – (928) 656-5085
8. IHS-Wide Network Support – Network Operations Security Center (NOSC) – Technical Lead for any change management to firewalls, ports, and routing protocols – (855) 447-6672

9: END OF LIFE AND END OF SALES CIRCUMSTANCES

Manufacturer Upgrades and Retirement Solutions: If the Contractor has determined a proposed product with the manufacturer that an upgrade to replace existing components or retiring of a technical or feature solution is warranted within 12-months of the period of performance of this project, the Contractor shall recommend the next available product line or solution that meets the SOW requirements.

End-Of-Life and End-Of-Sale Bill of Material components: If the Contractor has determined a product, technical or feature, will be at End-of-Life (EOL) or End-of-Sale (EOS), within 12-months of the period of performance, the Contractor shall recommend the next available product line that meets the SOW requirements.

10: APPLICABLE DOCUMENTS AND PUBLIC INFORMATION

1. Indian Health Service (IHS)

<http://www.ihs.gov/aboutihs/>

2. Health Insurance Portability and Accountability Act (HIPAA) of 1996

<http://aspe.hhs.gov/admsimp/pl1104191.htm>

3. Privacy Act of 1974.

<http://www.justice.gov/opcl/privacy-act-1974>

4. JCAHO, Joint Commission on Accreditation of Healthcare Organizations

<https://www.jointcommission.org/>

5. Federal Information Processing Standards (FIPS)

<http://www.nist.gov/itl/fips.cfm>

6. Federal Information Security Management Act of 2002 (FISMA) and E-Government of 2002

<http://csrc.nist.gov/groups/SMA/fisma/>

7. HHS OCIO Policies, Standards, and Charters – IT Security and Privacy

<http://www.hhs.gov/ocio/policy/>

8. IHS Security and Privacy Policies

http://www.ihs.gov/IHM/index.cfm?module=dsp_ihm_pc_main

9. OMB Circular A-130, Management of Federal Information Resources, Appendix III, Security of Federal Automated Information Resources (Computer Security Act of 1987)

https://www.whitehouse.gov/omb/circulars_a130_a130trans4/

10. Homeland Security Presidential Directive (HSPD-12)

<http://www.dhs.gov/homeland-security-presidential-directive-12>

11: ATTACHMENTS

Image 1 - Four Corners Regional Health Center Map:

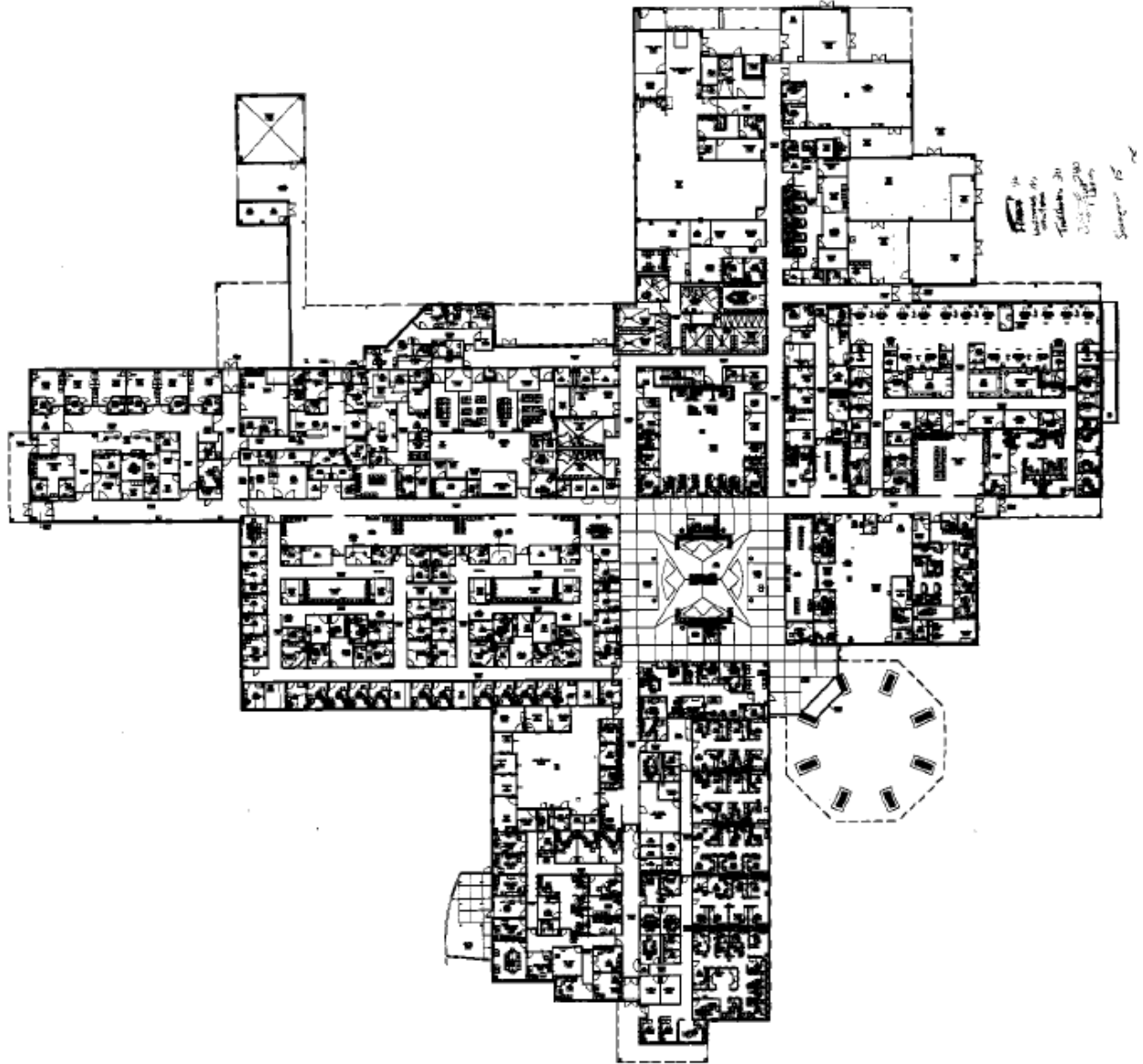


Image 2 - PROPOSED CAMERA LOCATIONS:

