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## Statement of Work

Date	8/2/2021
Client	Cherokee Nation Entertainment (CNE)
Job Name	Hulbert Community Center AV

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### Summary

The winning bidder will supply all parts, installation, and programming of AV systems for the Hulbert, Oklahoma Community Center.

This includes, but is not limited to, installing all displays, and connecting the video switcher, as well as, testing all systems for proper functionality.

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## Project Scope

This SOW covers the following components, activities, deliverables and assumptions. Included in this will be hardware procurement, labor to install new equipment, programming, implementation, and testing.

### Components:

- 1) **Contractor Provided:** With the exception of "CNE Provided" items in section two below, the procurement of all other parts is the responsibility of the contractor.

Description	MFR	MFR P/N	QTY
Large Display for Main Wall (Please Bid Specified Display and any other recommendations) <b>(Must be a display, No projectors)</b>	ViewSonic	CDE9800	1
TV Mount for Large Display	Chief	XTM1U	1
Two Displays on Side of Room for viewing support	Samsung	UN65TU7000FXZA	2
Side TVs Mount	Chief	LCM1U	2
Side TVs Pipe and Ceiling Mount (Vendor to provide correct parts) (Top of TV to be no lower than 5" from ceiling)	Chief	N/A	2
TV for Office	Samsung	UN43TU7000FXZA	1
Office TV Mount	Chief	MTM1U	1
Video Switcher	Crestron	HD-MD4X4-4KZ-E	1
Switcher Power Supply	Crestron	PW-2420RU	1
HDMI to Fiber Cables	N/A	N/A	4
Speaker Stands	Ultimate Support	TS-90B	2
PA Speakers	QSC	K8.2	2
Wireless Microphone System	Shure	SLXD24/SM58	1
Microphone Stand	Gator Frameworks	GFW-MIC-2020	1
Rack for Office	Middle Atlantic	RK6	1
Rack Drawer for Office	Middle Atlantic	TD2	1

- 2) **Miscellaneous** – Contractor will provide all miscellaneous components to complete the install except the specific items listed in "CNE Provided" section above. This includes, but not limited to, cables, connectors, j-hooks, brackets, custom panels, labels, hardware, tie wraps, etc.
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## Tasks:

- 1) **Installation** – Contractor will install all necessary components to complete the project.
  - Conditions
    - Work schedule will be coordinated with CNE
    - Contractor is responsible for keeping all work areas clean.
    - Contractor is responsible for providing their own lift if necessary.
  - Equipment – Contractor is responsible for installing all components needed to complete the project. Label all equipment with appropriate names and network information as applicable. Velcro is to be used for all cable management (no zip ties).
    - Install main wall display.
      1. Contractor is responsible for providing backing/support for this display.
    - Install wall plate under main display.
      1. HDMI input into switcher.
      2. XLR audio out from switcher.
    - Install two side displays.
      1. Contractor is responsible for determining how to attach to structure.
    - Install office display.
    - Install wall plate in office.
      1. HDMI input into switcher.
    - Install switcher in office.
      1. Switcher is to be connected to all four displays.
      2. Contractor to provide video input under main display.
      3. Contractor to provide video input in office.
      4. Contractor to label all inputs and outputs.
      5. Contractor to provide an audio out from switcher to wall plate under main display.
    - Contractor is responsible for connecting and testing the PA speakers and wireless microphone system.
- 2) **Testing** – Contractor will perform a complete system test with CNE to verify functionality.
- 3) **Training** – Contractor will train CNE personnel on all system functions.

## Deliverables

- 1) Provide a Warranty Letter to include equipment and installation warranty dates.
- 2) Provide all equipment manuals, any associated software discs, and any unused components.
- 3) As built documentation – CAD files to be in AutoCAD DWG format, text files to be in MSWord or MS Excel format, graphic files to be in PNG format. PDF prints of all documentation should be included with for distribution as needed.

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## Key Requirements

- Contractor has all necessary software tools to accomplish tasks associated with the project.
  - Specified Parts:
    - No substitutions allowed unless owner permission is provided in writing.
  - MANDATORY pre-bid meeting at site at 11 a.m. CST on Friday, August 6, 2021. Site is located at the corner of South Birch Street and East 5<sup>th</sup> Street in Hulbert, Oklahoma.
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