
Statement of Work

Date	9/12/2022
Client	Cherokee Nation Entertainment (CNE)
Job Name	CAT – Audit Conference Room
Requested by	Jonathan Dobbs

Summary

This is for procurement and installation of a new projector, screen and soft codec interface. This will be replacing an existing tabletop projector. This is for the Cherokee Nation Business Audit Conference Room on the Hill - Catoosa.

This work consists of installing all AV equipment per specifications, labeling, and testing equipment.

Submittals and Manuals

1. Lead times on all equipment.

Project Scope

This SOW covers the following components, activities, deliverables, and assumptions. Included in this will be hardware procurement, labor to install new av equipment, all required cabling, labeling of all equipment installed, all programming and configuration required, and customer training on system operation.

Components:

1) Contractor Provided

Description	MFR	MFR P/N	QTY
Poly Studio	Poly	Poly Studio	1
Active USB 3.0 USB-A to USB-B Cable 10m	StarTech	NA	1
Active HDMI Cable 20m	Binary	B6A-4K2-20	1
Projector WUXGA Native 6000L	Sony	VPL-PHZ60	1
Da-Lite Da-Snap Screen w/trim	Da-Lite	20923V	1
Chief Projector Mount	Chief	RPMAU	1
Chief Suspended Ceiling Kit	Chief	CMS440	1
Chief 6" Fixed Extension Column	Chief	CMS006	1
FSR Raceway Slate Gray	FSR	18204(SW-T72-SLT)	1
FSR Wall Feed Box	FSR	18219 (SW-WF-LP-SLT)	1

FSR Device Box	FSR	18213 (SW-DB-2D)	1
FSR End Stop	FSR	18206 (SW-END-SLT)	1
FSR Cable Path	FSR	18322 (WM-CP-BCKMT)	1

2) CNE Provided

Description	MFR	MFR P/N	QTY
All electrical requirements			
All network drops as needed			

3) **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. Zip ties are not allowed. Cabling above ceiling must be kept off the ceiling, use j-hooks to accommodate this.

4) **SOW** – This is a project to upgrade the Audit Conference Room at the Purchasing Building up on the Hill in Catoosa. This upgrade includes installing a new wall mounted screen and a new projector with a new suspended ceiling mount. A Poly Studio video conferencing bar will be mounted right below the projection screen. A floor track will be installed for the cable path from the table to the projector. All cables will be dressed neatly and labeled appropriately.

Labor for this project consist of 1) Install a ceiling mounted Projector. 2) Install the new screen. 3) Install Poly Studio video conferencing system. 4) Install FSR raceway. 5) Install cables from the Poly through floor track to the table. 6) Install cables from projector through floor track to the table 7) Test installed equipment.

Tasks:

- 1) **Installation** – Contractor will install all necessary components to complete the project. This will include components provided by CNE.
 - Conditions
 - Work schedule will be coordinated with CNE.
 - Contractor is responsible for keeping all work areas clean.
 - Cabling General - Contractor will install, terminate, and test all cabling needed to complete the project.
 - Equipment – Contractor is responsible for procuring and installing all components needed to complete the project. Label all equipment with appropriate names and network information as applicable.
- 2) **Testing & Commissioning** – (if applicable)
 - Provide all instruments for testing and demonstrating in the presence of the owner. Check all circuits and wiring to verify they are free of shorts and grounds.
 - The owner reserves the right to make independent tests of all equipment furnished to determine whether the equipment complies with the requirements specified herein and to accept or reject any or all the equipment based on the results thereby obtained.

Key Requirements.

- Must follow Avixa standards.
- An End of Day Update, via email, must be submitted daily to the CNE AV Team.
- Contractor has all necessary software tools to accomplish tasks associated with the project.
- Contractor understands and agrees to late night and/or overnight working hours if needed.
- No substitutions allowed unless owner permission is provided in writing.
- Payment to contractor shall not be authorized until all deliverables are met.
- Bid must include these two items:
 - a. TERO Fee – ½ of 1% of total project cost.
 - b. Non-native worker fee -- \$25 per day, per non-native worker.

