STATEMENT OF WORK

Unaccompanied Housing Security Camera System Upgrade for Entire Campus

5th Civil Engineer Squadron, Unaccompanied Housing

Minot AFB, ND 58705

10 April 2026

1 Introduction and Overview 2

2 Scope of Work 2

3 Requirement Specific Information 2

4 General Information 3

5 Government Point of Contact 6

Appendix 1: Security Camera System Ordering Table. 6

Appendix 2: Required Essential and Physical Characteristics. 6

Attachment 1: Campus Map – Security Camera Locations

1 Introduction and Overview

1.1 This requirement is for the replacement of Security Camera Systems for the 5th Civil Engineer Squadron (5 CES) Unaccompanied Housing Office, 5th Bomb Wing, Minot Air Force Base (AFB).

1.2 Minot AFB is home to two major Air Force units: the 5th Bomb Wing and the 91st Missile Wing. Minot AFB is located approximately 13 miles north of Minot, North Dakota and approximately 120 miles north of the North Dakota state capital, Bismark. Minot is known for pleasant, warm to moderately hot summers and bitterly cold winters. At times the area can have extreme winds, with wind speeds exceeding forty miles per hour occurring regularly. Minot AFB is in the central time zone. For more information visit https://www.minot.af.mil/, https://minotnd.gov/, and https://visitminot.org/.

1.2.1 Web links provided within this statement of work are for informational purposes, and the Contractor must not consider them contractual guidance.

1.3 The 5 CES Unaccompanied Housing Office must provide suitable security for our unaccompanied personnel. Due to inefficiency, degraded quality, and outdated software/hardware, the 5 CES Unaccompanied Housing Office must replace the Campus Security Cameras, Storage Devices, and applicable Wiring for Dormitories 205, 207, 210, 211, 214, 216, 218, 221, and 276. See Appendix 1: Security Camera System Ordering Table under this requirement.

2 Scope of Work

2.1 The Contractor must supply the Security cameras with storage devices and applicable wiring listed in Appendix 1 and referenced in *Attachment 1: Campus Map – Security Camera Locations.*

2.2 The Contractor must provide all personnel, equipment, tools, materials, transportation, and supervision in support of the Security Camera System Upgrade installation and removal at the Dorms. The Government will only supply those items named in the "Government Provided Facilities, Equipment, and Materials" section.

3 Requirement Specific Information

3.1 The Contractor must supply unused Security Cameras, Storage Devices, and applicable Wiring to meet the standards and criteria of this requirement. The Government will reject any items that are not new from the factory. This includes products marked "like new" or "in new condition."

3.2 The Contractor must follow all required local, state, and federal or national codes. All products and equipment must be UL Solutions Standards (UL) or equivalent when applicable. All codes and standards must be the latest edition of applicable local, state, and federal or national codes at the time of award.

3.3 Site Conditions

3.3.1 The dorms do not have loading docks or ramps.

3.3.2 The dorms have multiple floors with stairwell access only.

3.3.3 The Contractor should expect to park within 100 feet of the dorm's entrance, however due to security measures and mission necessities, Contractors may need to park further away from the dorms.

3.4 Government's Point of Contact (POC)

3.4.1 The Contractor must contact the POC at least 5 days prior to the estimated delivery date to schedule delivery and installation, and to receive directions to the Dorms.

3.4.2 The Government Point of Contact is the on-site coordinator and will:

3.4.2.1 Coordinate delivery

3.4.2.2 Provide the Contractor with access and escort support,

3.4.2.3 Identify the order of installation,

3.4.2.4 Identify unloading and parking areas,

3.4.2.5 Act as a liaison between the Contractor and the room occupants,

3.4.2.6 Validate delivery, installation, and removal, and

3.4.2.7 Report any abnormalities, exceptions, or deviations to the Contracting Officer.

3.5 The Contractor must deliver and install new Security Cameras, Storage Devices, and applicable Wiring, and remove and dispose of the old Security Cameras and Storage Devices and all packing materials.

3.5.1 See Appendix 1 for breakdown of Security Cameras, Storage Devices, and applicable Wiring delivery locations.

3.6 The Contractor must not remove or displace any personal items belonging to the residents.

3.6.1 The Contractor must inform the Government Point of Contact when the Contractor sees any [Security Cameras or Storage Devices] that they are unable to replace.

3.7 In each building, the Contractor must install the new [Security Cameras and Storage Devices] on the same day as the Contractor removes the old [Security Cameras and Storage Devices].

3.8 The Contractor must dispose of old [Security Cameras, Storage Devices, Wiring] and packing materials at an off-base location and according to local, state, and federal laws.

4 General Information

4.1 Contractor Personnel:

4.1.1 Contractor personnel must present a proper professional appearance associated with the duties performed. Contractor personnel must be easily recognizable while performing contract work on Minot AFB. The Contractor may do this through the wearing of identification badges, nametags, distinctive clothing, overcoats, or hats bearing the company name or logo, or other methods.

4.1.2 The Government may restrict base access to anyone identified as a potential threat to health, safety, security, general well-being, or operational mission of the installation and its population.

4.2 Hours of Operation:

4.2.1 Work Hours:

4.2.1.1 Normal work hours are 7:30 a.m. to 4:00 p.m. CT, Monday through Friday excluding Federal Holidays. If the Contractor would like to work outside normal work hours, the Contractor must request approval at least three days in advance. The Contractor must make all requests to the Government in writing. The Government will make the final determination and will let the Contractor know of the decision. The Government reserves the right to deny work outside normal hours. The Contractor must carry out any change to work hours at Contractor request at no added cost to the Government.

4.2.2 Federal Holidays:

4.2.2.1 The Government recognizes all Federal Holidays. The Contractor must not perform delivery or installation services on Federal Holidays. See https://www.opm.gov/policy-data-oversight/pay-leave/federal-holidays/ for specific dates and more information.

4.2.2.2 Current Federal Holidays: New Year's Day, Martin Luther King Jr.'s Birthday, Washington's Birthday, Memorial Day, Juneteenth National Independence Day, Independence Day, Labor Day, Columbus Day, Veteran's Day, Thanksgiving Day, Christmas Day

4.2.3 Government Down Days

4.2.3.1 The Government has periodic down days in conjunction with federal holidays. A down day(s) normally extends a holiday weekend by one day. The Contractor must not work on these down days. The Government will let you know if the Contractor's proposed schedule conflicts with a down day, if known at that time. The Government may request rescheduling of work on these days.

4.3 Government Provided Facilities, Equipment, and Materials

4.3.1 The Government will provide the Contractor with the standard utilities available at the Dorms. These utilities include electricity and water. Compressed air is not available.

4.4 Site Maintenance:

4.4.1 The Contractor must keep a safe and clean work site during this requirement. This includes:

4.4.1.1 Placing all trash and waste in a suitable container while waiting for disposal

4.4.1.2 Properly disposing of all trash and waste per local laws and regulations.

4.4.1.3 Safely storing all materials, tools, and equipment not in use.

4.4.1.4 Properly collecting any waste scattered by natural or man-made events unless the waste moves into an area which the Contractor may not enter.

4.4.1.5 Performing a final cleanup of any remaining material, tools, equipment, and waste to return the work site to its original state.

4.4.2 The Government may charge the Contractor for the cost of any cleanup completed by the Government, due to failure or neglect on Contractor's part. To do this, the Government may establish a debt against the contract for the cost of the cleanup.

4.5 Base Closure:

4.5.1 The Government may stop or delay work at Minot AFB due to weather, exercises, or mission necessities. This requirement is not mission essential. The Contractor will not continue work during weather emergencies. The Contractor must listen to local radio, television, or other alerting systems to learn the condition of the base. When applicable, the Government will inform the Contractor of a delay.

4.5.1.1 Note: US-83 between the city of Minot and Minot AFB is prone to road closures during inclement weather.

4.5.2 Work scheduled but not carried out because of base closure due to weather, exercises, or mission needs must begin as soon as possible after the base reopens, unless otherwise directed by the Contracting Officer.

4.5.3 If weather, exercises, or mission necessities delay Contractor work, the Contractor must let the Contracting Officer know of the consequence of the delay as soon as possible.

4.6 Tobacco Use:

4.6.1 The Government prohibits tobacco use on its installations except in designated tobacco areas. Tobacco use includes cigarettes, cigars, electronic cigarettes, stem pipes, water pipes, hookahs, and smokeless products that you chew, dip, or sniff. Following contract award, the Government will identify the designated tobacco areas to the Contractor.

4.7 Damage to Government Property:

4.7.1 The Contractor must let the Contracting Officer know any time the Contractor damages government property. The Contractor must report the damage, the cause if known, and a proposal for repair. The Contractor must repair the damaged items to their previous condition or replace any damaged property at the Contractor's expense. The Government may charge the Contractor for the cost of any repairs completed by the Government due to failure or neglect on the Contractor's part. To do this, the Government may establish a debt against the contract for the cost of the repairs.

4.8 Base Access:

4.8.1 Escorted: When requesting access to Minot AFB, the Contractor must have a valid state or government picture identification card. Individuals presenting identification cards that are not compliant with the REAL ID Act will require more documentation to gain base access. This documentation includes a valid U.S. or foreign government issued passport, an employment authorization document that has a photograph, or identification cards issued by federal, state, or local government agencies that include a photo and biographic information. The Contractor can find more information, including a full list of REAL ID Act compliant states at https://www.dhs.gov/current-status-states-territories.

4.9 Weapons, Firearms, and Ammunition:

4.9.1 The Government prohibits personnel from having weapons, firearms, or ammunition on themselves or within their Contractor-owned or privately owned vehicle while on Minot AFB.

4.10 Motor Vehicles:

4.11 Vehicle registration: The Contractor may need to register Contractor vehicles, either permanently or temporarily, with the State of North Dakota Motor Vehicle Department, per applicable State Law. See www.dot.nd.gov, https://www.dot.nd.gov/sites/www/files/documents/Motor%20Vehicle%20Services/registration-manual.pdf, and https://apps.nd.gov/dot/mv/mvrenewal/tempRegWelcome.htm for more information.

4.12 Traffic Laws: The Contractor must follow all base traffic regulations. The Contractor must not use hand-held cellular telephones or other portable electronics while driving on Minot AFB properties.

5 Government Point of Contact

5.1 While the term "Government" applies to the Government as a whole, only the Contract Administrator and the Contracting Officer may supply any guidance to the Contractor. The Government Point of Contact functions as the on-site coordinator and may only carry out the functions found in this statement of work. The Government Point of Contact cannot authorize changes to the contract or the requirement. Only a warranted Contracting Officer may bind the Government to any changes to the contract. The Contractor must notify the Contracting Officer if they believe the Government Point of Contact has requested a change to the terms of the contract.

5.2 Government Points of Contact:

5.2.1 TSgt Robert Summerville, robert.summerville.1@us.af.mil, (701) 723-7845

5.2.2 SSgt Douglas Ives, douglas.ives.5@us.af.mil, (701) 723-7286

Appendix 1: Security Camera System Ordering Table.

DORM	FLOORS	QUANTITY	ITEM	DESCRIPTION
205	1, 2, 3	18 1	-Security Cameras -Storage Device -Wire/Cable & Connectors, as applicable	See Appendix 2: Required Essential and Physical Characteristics
207	1, 2, 3	18 1	-Security Cameras -Storage Device -Wire/Cable & Connectors, as applicable	See Appendix 2
210	Basement, 1, 2, 3	17 1	-Security Cameras -Storage Device -Wire/Cable & Connectors, as applicable	See Appendix 2

211	1, 2, 3	22 1	-Security Cameras -Storage Device -Wire/Cable & Connectors, as applicable	See Appendix 2
214	1, 2, 3	40 1	-Security Cameras -Storage Device -Wire/Cable & Connectors, as applicable	See Appendix 2
216	1, 2, 3	35 1	-Security Cameras -Storage Device -Wire/Cable & Connectors, as applicable	See Appendix 2
218	1, 2, 3	35 1	-Security Cameras -Storage Device -Wire/Cable & Connectors, as applicable	See Appendix 2
276	1, 2, 3	30 1	-Security Cameras -Storage Device -Wire/Cable & Connectors, as applicable	See Appendix 2
221	1, 2, 3	34 1	-Security Cameras -Storage Device -Wire/Cable & Connectors, as applicable	See Appendix 2
Total:		312		

Appendix 2: Required Essential and Physical Characteristics

- Commercial Grade.
- Minimum resolution 2k (4MP).
- Infrared range: minimum 30 meters.
- Vandal-proof dome.
- Cold weather rated for exterior cameras (able to withstand -40 degrees Fahrenheit).
- Storage capacity of 90 days at specified resolution.
- Minimum 15 Frames per second.

- Minimum 130-degree field of view.
- Minimum of one (1) storage server for each facility.
- Continuous recording for 90 days, with motion time stamps in footage preferred.
- Feature advanced search options such as: Time and/or Motion Detection search.
- Flash drive video extraction is preferred, Compact Disk (CD) video extraction acceptable.
- Each facility's camera system will be its own stand-alone camera system.
- Minimum 3-year warranty on all hardware.
- Minimum 1-year warranty on installation labor.
- Live playback features.
- Storage server is not WIFI dependent, i.e., cameras still record during power outage.