STATEMENT OF WORK

Bureau of Indian Affairs (BIA) – Navajo Regional Office (NRO)

Procurement/ Design/Electrical Upgrades for NRO Room, Management Rooms

Gallup, New Mexico

June 30, 2026

1. Purpose and Objectives

The purpose of this Scope of Work is to procure a qualified contractor to provide and install two (2) 16-foot tables and two (2) 8-foot tables equipped with integrated power receptacles and Ethernet connectivity. The contractor shall also perform all associated electrical and low-voltage work required to ensure safe, code-compliant operation of the new systems. Work under this project includes, but is not limited to, installing conduit runs, wiring, outlets, panel board breakers, television mounting, and all necessary fittings, terminations, labeling, testing, and documentation. The contractor shall furnish all labor, tools, materials, transportation, equipment, and supervision necessary to complete the work in full compliance with applicable federal standards.

2. Contractor Responsibilities

The Contractor shall furnish all labor, materials, equipment, tools, supervision, permits, and coordination required to complete the work as specified, including protection of existing finishes, housekeeping during construction, and restoration of affected areas.

3. Major Deliverables

1. Furniture & Integrated Services
    - Two (2) 16-ft conference/training tables with built-in power receptacle modules and Ethernet/data modules.
    - Two (2) 8-ft tables with built-in power receptacle modules and Ethernet/data modules.
    - Factory power/data cutouts or field-installed modules per manufacturer instructions.
2. Electrical Materials & Installation
    - 300 ft of ¾" EMT conduit (installed).
    - Six (6) spools of 500 ft 12 AWG THHN copper (Black, White, Green) – for branch circuits and equipment grounding.
    - Twelve (12) deep 4" square boxes with appropriate mud rings (installed).

- Sixteen (16) metal single-gang cut-in boxes (installed).
- Twenty-two (22) 20A duplex receptacles (installed, tamper-resistant where required).
- Four (4) 20A Square D panel board breakers (installed in existing panel).
- Contractor packs of ¾" EMT connectors and couplings (as needed).
- 12/2 MC cable with connectors (quantity sufficient for specified drops) for locations where EMT is not feasible, subject to code and AHJ acceptance.

Note: If "12/82 MC" was intended, please confirm; this SOW assumes 12/2 MC (hot/neutral + ground).

3. Low-Voltage/Data
    - Ethernet/data cabling from tables to network room/IDF (plenum-rated or per AHJ), terminations to patch panels and table jacks.
    - Cable management, strain relief, and labeling at both ends.
    - Coordination with IT for VLAN assignment, switch ports, patching, and testing.
4. AV/TV
    - Install and mount one (1) TV/Display (contractor to provide appropriate UL-listed wall mount bracket).
    - Provide power and concealed pathways to TV location; route HDMI/data as required.
    - Test video signal and network (if smart TV) and provide user orientation.
5. Documentation & Testing
    - As-built drawings (PDF and native CAD if available).
    - Panel schedules updated and labeled.
    - Circuit directory updates.
    - Test reports for continuity, insulation resistance (as applicable), and receptacle polarity.
    - Data cable certification (Cat6 or specified category) with test results.

4. Technical Requirements

4.1 Codes & Standards

All work shall comply with:

- NEC/NFPA 70, local AHJ amendments, and applicable building codes.
- UL listings and manufacturer installation instructions.
- OSHA safety regulations for construction activities.
- Facility fire-stopping standards for all penetrations.

4.2 Power & Circuits

- Provide 20A, 120V branch circuits (12 AWG) for table power modules and TV.
- Balance loads across phases; no more than 80% of circuit capacity under continuous load.
- Use ¾" EMT for exposed or above-ceiling runs; secure per code spacing and support requirements.
- Where EMT is not feasible, use 12/2 MC cable with listed connectors and bushings; sleeves and protection plates where required.
- Provide GFCI or AFCI protection where required by code and AHJ (e.g., near sinks or specific occupancies).

4.3 Boxes, Devices, and Terminations

- Install 4" square deep boxes with mud rings for multi-device locations (e.g., combined power/data).
- Use metal single-gang cut-in boxes flush to finish surfaces for receptacles.
- Provide 22 new 20A duplex receptacles (spec-grade, tamper-resistant if required), clearly labeled to corresponding panel and circuit.
- Terminate wires with proper torque per manufacturer specs; use green screw or bonded grounding clip for equipment grounding conductors.

4.4 Panel Board Work

- Install four (4) 20A Square D breakers compatible with the existing panel type; verify AIC rating and space availability.
- Update the panel schedule and affix permanent labeling.

4.5 Tables: Integrated Power & Data

- Provide factory power/data modules with UL-listed receptacles and keystone jacks; or approved aftermarket modules cut per template.
- Conceal wiring within table cable management channels; provide strain-relief grommets.

- Provide raceways/conduit drops from ceiling or floor to tables, with flexible whips where needed.

4.6 Low-Voltage Cabling

- Provide Category 6 Ethernet cabling (or as specified), plenum-rated in air-handling spaces.
- Terminate to RJ45 keystones at tables and patch panels at IDF; follow TIA/EIA-568 standards.
- Label both ends (room, table position, port ID) and provide a cable map.

4.7 TV/AV Installation

- Verify wall structure; use appropriate anchors or backing.
- Provide concealed power receptacle behind TV (height per AV standard) and pathway for HDMI/data.
- Test and demonstrate input sources.

4.7A: <u>NRO Room 240</u>

Four Location – see Exhibit 2:

1. Install new outlet by Office door in Office 1 – Location 3 shown in Exhibit 2.
2. Install quad outlet & connect to cubical for modular power distribution component, Location 1 shown in Exhibit 2.
3. Connect cables to middle cubical - - Location 2 shown in Exhibit 2.
4. Conference Room Area: Floor surface mounted outlet – Location 4 shown in Exhibit 4.

4.8 Penetrations & Firestopping

- Core drilling and penetrations shall be pre-approved BIA CO, coordinating with COR & GSA Representative
- Firestop all rated assemblies using listed systems; restore finishes.

5. Quality Control, Testing, and Acceptance

- Electrical testing: verify correct polarity, grounding, and GFCI/AFCI operation (where applicable).
- Data certification: test each cable run to Cat6 performance; submit test reports.
- Functional tests: verify table power modules, Ethernet connectivity, TV operation.
- Inspection: coordinate with BIA & GSA representative and AHJ for any required inspections.

- Punch list: address deficiencies within 10 business days.

6. Schedule & Coordination

- Submittals due: within 10 business days of award (cut sheets for tables, power/data modules, breakers, mounts, cabling).
- Work window: [Insert dates/hours]; coordinate any after-hours access if needed.
- Outages: coordinate any panel work requiring de-energization; provide 48-hour notice.
- Milestones:
    1. Rough-in complete (conduit/boxes)
    2. Wire pull and terminations
    3. Table installation and data terminations
    4. TV install and testing
    5. Final inspection and acceptance

7. Safety & Housekeeping

- Maintain a clean and safe site; protect furniture, floors, and finishes.
- Use lockout/tagout for panel work; proper PPE at all times.
- Dispose of debris per facility policy; recycle packaging when feasible.

8. Warranty

- Minimum 1-year warranty on labor and installed materials from date of acceptance.
- Manufacturer warranties shall be assigned to GSA.

9. Submittals (Pre-Install)

- Cut sheets for tables, power/data modules, receptacles, breakers (Square D model), EMT fittings, MC cable, TV mount.
- Shop drawings showing conduit routing, device locations, table positions, and TV elevation.
- Data cabling plan (paths, counts, terminations).
- IT coordination memo confirming switch port availability and VLANs.
- Panel board compatibility verification.

10. Close-Out

- Test reports (electrical and data).
- O&M manuals for tables, power/data modules, TV mount, and any specialty components.