**PERFORMANCE WORK STATEMENT (PWS)**

**BAIS MEDRASH OF RANCHLEIGH**

**General:** This is a Firm Fixed Price (FFP) contract for Bais Medrash of Ranchleigh (BMR)

BMR POC: Rabbi Abba Naiman

Management & Administration (M&A) Consultant: Grant Guardians LLC (GG)

M&A POC: Josh Hirsh, Principal, [Josh@GrantGuardians.com](mailto:Josh@GrantGuardians.com)

*Note: 2023 NSGP Grant funds have paid for this effort in part or in whole. All points of view in this document are those of the author and do not necessarily represent the official position of any State or Federal agency.*

1.0 **Project Description**

1.1 **Background:**  Bais Medrash of Ranchleigh, located at 6618 Deancroft Rd., Baltimore, MD 21209, is an Ideology-based/Spiritual/Religious Jewish house of worship dedicated to serving Jews of all ages regardless of religious background or affiliation.

BMR utilizes various surveillance tools to deter, document, and prevent criminal activity.

1.2 **Scope:** The scope of this contract shall include the purchase and installation of all materials to meet the below requirements

1.2.1 **Requirements**

BMR is looking for the following; if you are unable to propose all of the following, propose what you are able or believe is in BMR’s best interest with a short explanation for why the difference.

|  |  |  |
| --- | --- | --- |
| **CLIN Number** | **Title** | **Description** |
| 0001 | Security Fence Gate Upgrade | (2) two pedestrian gates to match existing fencing. All gates to have robust hinges and durable latching mechanisms, installed on secured posts.  All locks to be weather-resistant and include a combination handle/lock.  Gate shall be installed level, functional, and free of defects.  All proposals shall include a minimum of one example image of the concept being proposed with an explanation of the mechanism.  The associated gates are represented in Figures 2 and 3. |
| 0002 | Option to buy- Security Fence Gate Upgrade | (1) one pedestrian gates to match existing fencing. All gates to have robust hinges and durable latching mechanisms, installed on secured posts.  All locks to be weather-resistant and include a combination handle.  Gate shall be installed level, functional, and free of defects.  Concept being proposed shall match that of CLIN 0001.  The associated gate is represented in Figure 4. |
| 0003 | Mounted Building Cameras | Two (2) cameras mounted to the exterior northwest and southeast of the building. These cameras shall POE, and have 4k resolution. Contractor shall avoid the use of exterior conduit to the greatest extent possible. If exterior conduit is required, it shall be discussed with BMR and GG in advance. |
| 0004 | Option to Buy- Interior Cameras | 6x interior cameras, minimal profile, @ 4k resolution. POE. Price per camera shall be all inclusive (hardware, equipment, labor, integration etc…). If there is a minimum number of cameras required to be purchased when exercising this CLIN, that shall be stated in the proposal. Contractor shall avoid the use of conduit to the greatest extent possible. If conduit is required, it shall be discussed with BMR and GG in advance. |
| 0005 | Option To Buy- Additional Exterior Cameras | 4x exterior cameras @ 4k resolution. POE.  Price per camera shall be all inclusive (hardware, equipment, labor etc…). If there is a minimum number of cameras required to be purchased when exercising this CLIN, that shall be stated in the proposal. Contractor shall avoid the use of conduit to the greatest extent possible. If conduit is required, it shall be discussed with BMR and GG in advance. This shall include all required system hardware to include NVR, POE Switch(es), UPS and any other hardware required for system operation of 24 cameras/channels. Hardware shall include storage capacity for no less than 30 days of not less than 24x 4k cameras recording 24/7 |
| 0006 | Option To Buy- Exterior Impact Resistant Doors | 4x exterior impact resistant doors. Pricing per door shall be all inclusive (material, labor, equipment etc...). Door style shall be approved by BMR prior to procurement. Doors shall include door scope/viewer style of peep hole. Doors shall match current door color. Submit options and prices with links or pictures for BMR review. South and West doors need deadbolt with commercial cover over it, commercial grade combination lock (see CLIN 0009), and a way to insert a sign (8.5x11) that stays waterproof. |
| 0007 | Option To Buy- Interior Impact Resistant Doors | 3x interior impact resistant doors. Pricing per door shall be all inclusive (material, labor, equipment etc...) Door style shall be approved by BMR prior to procurement. Sanctuary doors need plenty of viewing space so doors aren’t opened into others. Office door shall include door scope/viewer style of peep hole. Submit options and prices with links or pictures for BMR review. Doors shall match current door color. Office door shall include commercial grade combination lock, See CLIN 0009. |
| 0008 | Option To Buy- Electronic Access Control | Installation of electronic access controls for a minimum of 4 doorways. Pricing per door shall be all inclusive (material, labor, equipment etc..). Access control system shall not require a recurring fee. Shall be able to be managed from offsite location (remote access), when connected to the internet. BMR shall have full admin capability. System shall include training, warranty, 10 keyfobs. |
| 0009 | Option To Buy- Commercial Grade Exterior Locks | 4x commercial grade locks shall be installed. Price per lock shall be all inclusive (material, labor, equipment etc..). Something comparable to a Dormakaba Simplex (mechanical lock). Priced individually. |
| 0010 | Option To Buy- Exterior Lighting Fixtures | 2x high intensity LED area light fixtures shall be installed on the building. Pricing shall be all inclusive (material, labor, equipment, permits etc...). Product shall include D2D sensor that can be utilized if desired. Product shall be similar to https://www.amazon.com/HYPERLITE-Parking-Photocell-Roadways-Driveways/dp/B0CZRTF8KL |
| 0011 | Option To Buy- Window Security Film | 8mil one-way security film, anchored/bonded via structural silicone wet glaze on the north and east windows. Price per sf. Additional sq may be added based on budget and cost. |
| 0012 | Maintenance and Warranty Repairs | The contractor is responsible for all repairs within their proposed warranty period, but not less than one (1) calendar year of final delivery that is not a direct result of BMR negligence. The contractor shall fully repair or replace  within 3 business days of notification by BMR/ GG at no additional cost to BMR. The contractor shall provide delivery and all transportation at the contractor's expense as required to perform maintenance, repairs, and/or replacement. |
| 0008 | Data Deliverables | NSP.   1. A completed and properly filled out property report, required form included as attachment 3. 2. Injury Report, as applicable. |

The contractor shall be responsible for ensuring all work completed is to code and industry standards, pulling all permits, and passing all inspections.

Any damage done to the BMR property or its visitors’ during the job shall be repaired to pre-construction condition without additional cost to BMR or its visitors.

Telecommunication and surveillance equipment shall be NDAA Compliant.

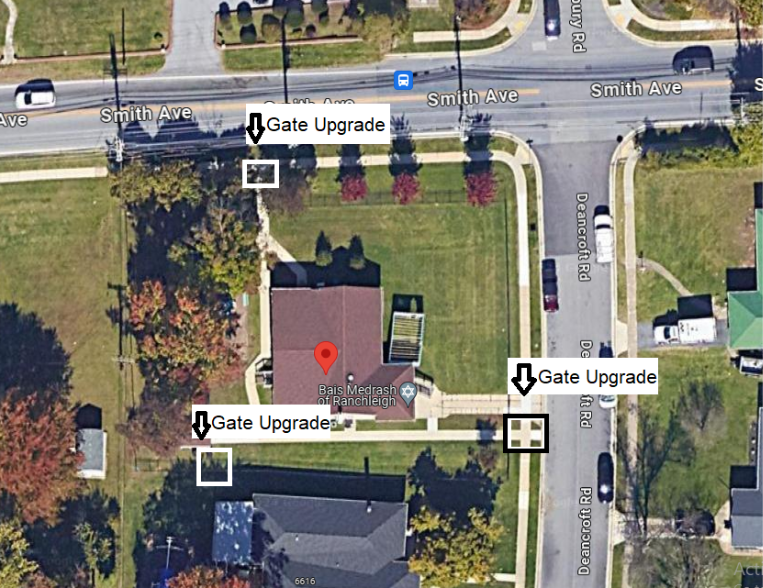


Figure 1- Aerial view of property with marked gate locations.



Figure 2- Opening ~4’4”w, current gate ~4’2”w. Height 5ft.

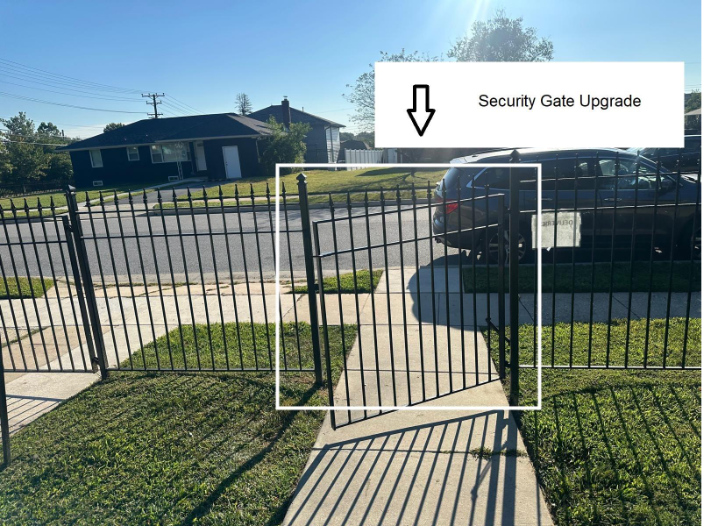


Figure 3- Opening ~4’4.5”w, current gate ~ 4’2”w. Height 5ft.



Figure 4- Opening ~3’4”, current gate ~ 3’1.5”. Height 5ft.

1.3 **Description of Services / Introduction:** The contractor shall provide all personnel, equipment, supplies, facilities, transportation, tools, materials, supervision, and other items and non-personal services necessary to deliver the Contract Line Item Numbers (CLINs) as defined in this PWS. The contractor shall perform to the standards in this contract. BMR reserves the right to make multiple partial awards to multiple vendors should BMR determine, in its sole discretion, that multiple partial awards would be in BMR’s best interest.

1.4 **Period of Performance (PoP):** To be proposed by the vendor. The schedule will be based on a detailed schedule submitted by the contractor, which at a minimum shall include major milestones.

1.5 **Work Hours:** The installation, unless otherwise agreed upon by the parties, may occur Sunday-Thursday between the hours of 0800 and 2100 and Friday 0800-1200. No work shall be completed on Saturdays. In the event of contract performance occurring during a religious holiday, advance notification will be sent to the vendor prohibiting work on those days.

1.6 **Safety:** The contractor shall be responsible for conducting the work in a manner that ensures the safety of BMR employees, visitors to the synagogue property, and the contractor’s employees.

1.7 **Quality Assurance:** GG, BMR, and/or their representative reserve the right to inspect equipment pre-installation, as well as the progress of the job at any stage in its performance. Should any quality defects be identified during these inspections, the contractor will be responsible for obtaining replacement equipment without defects and correcting any deficiencies resulting from installation, mounting, and integration. The contractor is responsible for any damage that occurs to the equipment as part of this process. BMR and GG will determine that the project has been completed upon successful demonstration of the system and remote access by BMR key personnel.

1.8. **Post Award / Periodic Progress Meetings:** The Contractor agrees to attend a post award conference convened by BMR and GG, as well as periodic progress meetings as determined by BMR/or GG. BMR or GG may meet periodically with the contractor to review the contractor's performance. During the progress meetings, the contractor shall be responsible for tracking action items and timely reporting upon progress on those action items. The contractor shall address each action item at the progress meetings and shall resolve outstanding issues in accordance with direction from BMR and GG. These meetings shall be at no additional cost to BMR.

1.9 **Project Manager:** The contractor shall provide a project manager, designated in writing, who shall be responsible for the performance of the work and shall have full authority on all contract matters relating to execution of this contract. The project manager shall have company signatory authority.

1.10 **Personnel:** All contractor personnel shall possess the qualifications and certifications as required by the Original Equipment Manufacturer (OEM) to install, maintain, repair, and / or operate the equipment covered by this contract. Removal of contractor personnel shall not relieve the contractor from the responsibility of the work defined in the contract. The contractor shall provide these certifications to BMR/GG before the commencement of work and will retain copies of the certifications at the work site throughout completion of the project.

1.11 **Modification to Contract:** Any work performed beyond this requirements document without written direction from BMR/GG will be at the contractor’s own risk and at no cost to BMR.

1.12 **Stop Work:** At any time during the project, BMR/GG reserves the right to stop work for the protection of employees, visitors, security, or any other reason at their discretion.

1.13 **Site Conditions:** The contractor is responsible for daily clean-up after finishing work. The contractor shall be liable for any damage caused to property during this project.

2. **Definitions and Acronyms:**

**Firm Fixed Price (FFP):** a contract type where the price is not subject to any adjustment based on the contractor’s cost experience in performing the contract. Examples include purchasing two laptops at a cost of $500 each, resulting in a total order of $1,000. Alternatively, a cell phone plan may charge a rate of $0.20 per MB of data. This rate would be multiple by MB used to determine the final price to the user.

**M&A consultant:** The Management and Administration (M&A) consultant is the individual or company hired to assist BMR with oversight and management of the contract and/or grant

**NLT:** No later than

**NSP:** Not Separately Priced

**PoP:** Period of Performance, the duration in which a contract is “alive

**CLIN:** Contract Line Item Number

**POE:** Power Over Ethernet

**ONVIF:** Global open standard for IP based security products.

**3. Clauses:**

3.1 Clauses as listed in Attachment 1 shall apply.

3.2 Additional clauses may be added prior to award unilaterally. Other than clauses being added due to Government requirement or recommended, post award clause changes shall be bilateral modifications to the contract.

**Attachments:**

Attachment 1- Clause List for this effort

Attachment 2- Proposal Pricing Calculator

Attachment 3- Property Report