

**Minutes of Meeting
Low Voltage IT/MEP Meeting
Peralta Community College District**

Project: Laney College Athletic Fields and Field House

Date: May 28, 2009

Attendees: Sherry Katz, Peralta CCD Tony Graciolett, Peralta CCD
Mike Donaldson, Peralta CCD, John Olkowsi, Peralta CCD
Antonio Esposito, Gilbane Construction, Lauren Maass, Gould Evans B & T
Dan Martin, SYSKA Angel A. Alvarez, Cordoba Corporation

The purpose of the meeting was to discuss and review in detail the Low Voltage System related to I. T. needs of the Field House.

All parties in the meeting were introduced and individual roles were discussed. Lauren Maass gave an overview of the Project and went over the layout and peculiarities associated with the Field House. She described the functionality of the Building as it relates to A/V and IT needs for such areas as the Lobby, Team Rooms, Locker Rooms, Offices. She particularly described areas where network connectivity was required and areas that would likely have flat screen T.V. Monitors. It was stated that the building interior and some of the exteriors would require a wireless access system. In general, a hardwire connection will be required for Team and Locker rooms, as well as, any and all offices. Control panels will also be required to connect and control A. V. equipment and smart classroom areas.

During the meeting, Lauren carefully marked her floor plan with specific coded outlet locations that would be required to service the I. T. needs for the Project. She will incorporate that information on the DD plans. The Peralta District IT group does not does not handle media, however, they will provide the network connectivity required to interface with the AV equipment. Therefore, it will be necessary for them to know where outlets and media connections are planned.

A question was raised about the capacity of the wireless network. Each WAP wireless access point can handle up to 24 connections and they need to be spaced at around 75 feet apart depending on the building construction materials. It was agreed that the building would probably require 3 interior WAP's at each floor and a couple of exterior WAP for outside coverage. IT personnel will prepare a sketch for the A/E/

The IT room needs to be larger than the 9X10 foot room or it will not accommodate the racks. Lauren agreed to provide more space. Particularly since other racks will be housed in the same room. Tony Graciolett allowed the group to view the IT, Security, FA, telecom switch and Energy Management equipment room in the Facilities Office.

New IT standards will be sent to Lauren and MEP consultant.

It was discussed that the existing Child Care Facility may be the source of the IT feed for the new Field House, via a switch. A minimum of two 4" diameter conduits will be needed to be made available. That should accommodate the telecom needs since they will be voice over IP.

Racks at IT Room by Gilbane, Routers and other equipment by District. Contractor will furnish cabling and connect them to patch panels.

The new MDF will be located on the 2nd Floor. Plenty of quad power outlets are to be made available. The MDF room will house network, telecom, EMS, Security and Fire Alarm Panels. Dan Martin made sure that everyone understood the legend for voice and data outlets, Data only outlets, and Wireless Access Points. He requested that each outlet be adjacent to Quad Power Outlet.

The Team Room will accommodate 100 people and will be structured so the room can be divided into two rooms in a 60 and 40 proportion. Both sections will be controlled by a combined master panel and individual control panels will operate the A/V, flat screens, speakers and/or projectors and projection screens. Computers network access is to be provided. The drawings were marked up to show connection by Lauren. Once again the Wireless Access Point requirements were discussed.

At the Community Room 3 drops would be provided, one at each wall. Quad for Quad power will again be available. Flat Screen will be furnished.

Lauren stated that an assisted listening device needs to be furnished at the Team Room, most likely.

Flat screens will be connected to an A/V panel or source network connection.

Power over Ethernet POE will be available for security cameras. A separate meeting may be required to address such security needs.

The Elevator and Machine Room will both require phone access.

Weather Proof WP outlets will be required in moist areas, as well as GFI. Ground Fault Interrupter.

Lobby in 1st Floor will need power for flat screen and connectivity for A/V Panel, DVD Player and network.

At least one monitor will be available at Weight Room, same for football and baseball with connections to A/V and network.

Wireless Access Points were discussed for exterior gathering areas; they will have to be housed in rated NEMA enclosures to protect them from elements.

Dual run wiring will be run to security cameras, for redundancy.



At the Baseball Field there will be a requirement for a 6X6X3 foot IT enclosure to house the scoring equipment. It will need to have connectivity to the scoreboard and portable laptops. Several schemes were offered. Additional thought needs to be given to these connections. Fiber will have to run out to the dugouts, some options may be available. IT will provide some ideas and solutions.

Sherry asked for an enlarged plaza plan.

Sherry Katz went over her concerns regarding the Project costs and how we need to bring the project within budget.

At the conclusion of the meeting, Antonio Esposito, Lauren Maass, Dan Martin and some Campus assistance took a tour of the Block House and Electrical switchgear and panels areas. Dan sketched out as-built conditions and his general impression of the equipment condition.

Lauren and Dan took with them the marked up drawings and sketches. Copies of the Mark ups will be made available at a later time.

Notes by:

Angel A. Alvarez
Cordoba Construction Manager