MEDIA CENTER
July 23, 2013

I.   *PROGRAM REQUIREMENTS*

Refer to the project-specific Schedule of Spaces for student stations, square footage, and any requirements that may differ from the prototype requirements listed below:

- 1   Reading Room with Computer Lab Area
- 1   Technical Processing Room
- 1   Teacher Workroom
- 1   Staff Toilet Room
- 1   Audio Visual (AV) Storage Room
- 1   Audio Visual (AV) Filming Room
- 1   Office

II.   *PROGRAM FURNITURE AND EQUIPMENT*

Refer to the Furniture and Equipment List for Owner-provided furniture and equipment.

III.   *SPECIFIC CONSIDERATIONS*

1.   **Heating/Ventilation/Air Conditioning**

Standard, refer to the General Design Requirements section.

2.   **Acoustical**

Standard, refer to the General Design Requirements section.

3.   **Floor**

Standard, refer to the General Design Requirements section.

4.   **Walls**

The AV Filming Room main filming wall is to be painted smooth, non-glossy "chroma key" blue. Both sidewalls are to be painted chroma key blue to a distance of 10' from the main filming wall. The chroma key blue walls are to have no vinyl base or electrical outlets. The room proportions must allow for a 10' wide main filming wall and a minimum distance of 15' from the camera to the filming wall.

5.   **Ceiling**

Provide a 10' high foot high ceiling in the Reading Room.

6. **Lighting**

All switches to control Reading Room light fixtures are to be provided in one panel located between the main entrance door and the circulation desk.
Orient the light fixtures perpendicular to the shelving in the AV Storage Room, to ensure that the aisles are adequately lit.

7. **Windows**

Provide full-height windows in one area of the Reading Room, located as directed. Wherever possible elsewhere, provide windows above the shelving, sill height to be a minimum of 4" above the top of the library shelving units.
Provide an observation window, the entire length of the wall, from the Technical Processing Room into the Reading Room and from the Office into the Reading Room, sill height to be 36" above the floor. Minimize the number of mullions provided.

8. **Doors**

All interior doors are to be half-glass except for the AV Storage Room and AV Filming Room doors.
All interior doors are to be hinged so as not to swing into the Reading Room when opened.
Provide a double door with removable center mullion at the main entrance into the Reading Room.

9. **Water**

Provide one (1) toilet and one (1) wall-mounted lavatory with cold water in the Staff Toilet Room.
Provide one (1) sink with cold water in the Technical Processing Room.
Provide one (1) electric water cooler, mounted 30" above the floor to the bubbler, located near the main entrance into the Reading Room.

10. **Communications**

Clock and Intercom
Provide a clock, intercom speaker(s), and intercom handset in the Reading Room, Technical Processing Room, and Teacher Workroom.
Provide one (1) master intercom station in the Technical Processing Room.
Provide a clock and intercom speaker in the Office.

Voice/Data/AV
Locate the main data room near the Media Center.
Provide one (1) floor-mounted quadraplex data and adjacent quadraplex power outlet at the circulation desk, in accordance with SDHC standards.
Provide wall or floor-mounted quadraplex data outlets with adjacent power outlets in the Reading Room to serve approximately eight (8) owner-provided research computers and three (3) library catalog computers. The research computers are to be located so that the monitors are visible from the circulation desk. The three (3) library catalog computers are to be located near the circulation desk to allow staff to easily assist students.
Provide wall-mounted data outlets with adjacent power outlets in the Reading Room, to serve the owner-provided computer lab which consists of thirty-two (32) computer stations, in accordance with SDHC standards.

10. **Communications (continued)**

Voice/Data/AV (continued)
Provide one (1) quadraplex data and one (1) quadraplex power outlet on each free-standing structural column (where provided) in the Reading Room to provide future flexibility.
Provide one (1) quadraplex voice/data and two (2) quadraplex power outlets in the Technical Processing Room and Teacher Workroom, located as directed.
Provide one (1) quadraplex voice/data outlet with one (1) quadraplex power outlet in the Office, located as directed.
Provide data and AV connections and associated power outlets for the projector, in accordance with the General Design Requirements section and SDHC standards.
Provide two (2) AV speakers in the Reading Room, mounted on each side of the AV screen.
Provide one (1)) quadraplex data outlet with two (2) quadraplex power outlets in the AV Filming Room, located as directed.

11. **Electrical**

Reading Room
Provide a 20 amp duplex floor-mounted outlet at the Owner-provided circulation desk.
Provide a grid of floor-mounted convenience outlets to allow for future flexibility.

Teacher Workroom
Provide a dedicated outlet for the Owner-provided laminator and for the large copy machine, located as directed.
Provide two (2) quadraplex convenience outlets above the countertop.

AV Filming Room
Provide a minimum of two (2) quadraplex outlets for lighting and other equipment. No outlets are to be provided on the main filming wall.

12. **Gas and Air**

Not applicable

13. **Safety**

Standard, refer to the General Design Requirements section.

14. **Fencing**

Not applicable

15. **Service Drives**

Not applicable

16. **Parking**

Not applicable

17. **Contractor-Provided Equipment and Casework**

Reading Room
Provide thirty (30) units of floor-supported library-type shelving along the perimeter walls, each
    unit to be single-faced 36" wide x 12" deep x 66" high with four (4) adjustable shelves, one (1)
    closed base shelf and a canopy top, in accordance with SDHC standards.
Provide eight (8) freestanding ranges of library-type shelving, each range to be double-faced
    consisting of two (2) 42" high x 24" deep x 36" wide double-faced units with two (2)
    adjustable shelves and one flat closed base shelf, in accordance with SDHC standards.
    Each range is to have a one-piece (6' x 2') plastic laminate top and plastic laminate end
    panels.

Technical Processing Room
Provide nine (9) linear feet of base and wall cabinet, 30" deep, to include the sink and one (1)
    adjacent bank of graduated drawers, countertop to be 36" above the floor.
Provide three (3) units of floor-supported library-type shelving, each unit to be single-faced 36"
    wide x 16" deep x 90" high with six (6) adjustable shelves, one (1) closed base shelf and a
    canopy top.
Provide one (1) kneespace, 36" wide x 30" high, with pencil drawer and one (1) adjacent
    lockable 2-drawer legal-size file cabinet, located at the observation window.

Teacher Workroom
Provide six (6) linear feet of base and wall cabinets, to include one (1) bank of graduated
    drawers, countertop to be 36" above the floor.
Provide one (1) kneespace, 36" wide x 30" high, with pencil drawer and one (1) adjacent
    lockable 2-drawer legal-size file cabinet.
Provide four (4) units of floor-supported library-type shelving, each unit to be single-faced
    36" wide x 16" deep x 90" high with six (6) adjustable shelves, one (1) closed base shelf
    and a canopy top.
Provide one (1) poster storage cabinet, see SDHC standard detail.

AV Storage Room
Provide six (6) linear feet of lockable base cabinets (no wall cabinets above), 30" deep,
    countertop to be 36" above the floor, to include one (1) bank of lockable 36" wide x 6" deep
    drawers. The CCTV head end equipment is to be located adjacent to this base cabinet.
Provide twelve (12) units of floor-supported library-type shelving, units to be double-faced 36"
    wide x 32" deep x 90" high with twelve (12) 16" deep adjustable shelves, one (1) 32" deep
    closed base shelf, and a canopy top per unit. Aisle width between shelves is to be 42"
    minimum.

18. **Contractor-Provided Instructional Aids**

Reading Room
Provide one (1)) audio visual screen, approximately 70" x 70", mounted on brackets
    extending out beyond the shelving, located in the Computer Lab area.
Install an owner-provided projector and mounting bracket, centered on the wall over the AV
    screen.

19. <u>**Other Considerations**</u>

The location of the Media Center should be central to the facility yet remote to high noise level areas such as playcourts.

The Computer Lab Area of the Reading Room is to be laid out in accordance with SDHC standards.

Visibility from the Technical Processing Room into all areas of the Reading Room is of primary importance. Minimize the size of structural columns and other obstructions.

Plan the layout of the AV Storage Room so that storage space for Owner-provided utility shelving and rolling carts is provided.

The main elevator should be located near the Media Center.

The circulation desk will be provided and installed by the Owner.

SPACE
RELATIONSHIPS

Computer Lab
Area

Reading Room

Office

Teacher
Workroom

Technical
Processing
Room

Staff Toilet
Room

Interior
Circulation

AV Filming
Room

AV Storage
Room