

# **MEDIA CENTER**

February 3, 2014

## **I. PROGRAM REQUIREMENTS**

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

- 1 Reading Room with Computer Lab Area
- 1 Technical Processing Room
- 1 Audio Visual (AV) Storage Room
- 1 Closed Circuit Television (CCTV) Rm
- 1 Staff Toilet Room

## **II. PROGRAM FURNITURE AND EQUIPMENT**

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

## **III. SPECIAL CONSIDERATIONS**

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

Provide additional supply air in the CCTV Room to compensate for the heat generated by the TV production equipment and lighting.

### **2. Acoustical**

Standard, in accordance with the General Design Requirements section.

### **3. Floor**

Standard, in accordance with the General Design Requirements section.

### **4. Walls**

The CCTV Studio filming wall is to be painted smooth, non-glossy "chroma key" blue, with no baseboard or electrical outlets. The chroma key blue paint should be extended 10' on each wall adjacent to the filming wall.

### **5. Ceiling**

Provide a 10' high ceiling in the Reading Room and in the CCTV Room.

### **6. Lighting**

The Reading Room lighting should be divided so that four (4) areas can be separately controlled. Provide an adequate number of fixtures around the perimeter of the Reading Room to insure that the shelves are properly lighted.

Provide stumble light switches at the main entrance into the Reading Room. Provide all other switches for the Reading Room lighting in a panel near the circulation desk.

The AV Storage Room lighting is to be controlled by switches located at each door. Insure that aisles between shelves are adequately lighted.

**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, 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 doors. Provide half-glass doors with double glazing and sound seal at the door into the CCTV Room.

All doors are to be keyed alike except for the exterior AV Storage Room door and the CCTV Room door.

Provide a peephole in the exterior AV Storage Room door. No hardware is to be provided on the outside of this door.

The main entrance into the Reading Room must accommodate the book detection equipment.

These main entry doors are to be full glass, double doors.

All other exits from the Reading Room to the exterior are to be equipped with a local electric alarm, to sound whenever the door is opened.

All interior doors are to be hinged so as not to swing into the Reading Room when opened.

**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 two (2) electric water coolers, 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 CCTV Room.

Provide a volume control and cut-off switch in the CCTV Room for control of the speakers.

Provide one (1) master intercom station, to be located near the CCTV head end equipment.

Voice/Data

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 twelve (12) owner-provided research and library catalog computers. These computers are to be located so that the monitors are visible to the staff at the circulation desk.

Provide data and power outlets in the Reading Room, to serve an owner-provided computer lab consisting of twenty-four (24) computer stations.

Provide one (1) quadraplex data and one (1) quadraplex power outlet on each free-standing structural column in the Reading Room to provide flexibility for future computer needs.

Provide one (1) duplex data outlet with adjacent power outlets above the ceiling of the Reading Room for a future wireless system.

Provide one (1) voice/data outlet with adjacent power outlet at each power pole in the Technical Processing Room. One of these will support a modem/fax unit.

**11. Communications (continued)**

Voice/Data continued

Provide one (1) wall-mounted quadraplex voice/data (1 voice/3 data) and adjacent power outlet in the CCTV Room.

Provide data and power outlets for the main school file server(s) in the systems room nearest the Media Center.

Closed Circuit TV (CCTV) and Projectors

Provide the CCTV head end equipment in the Technical Processing Room. The CCTV system is to be designed in accordance with SDHC standards.

Provide two (2) CCTV input jacks near the head end equipment.

Provide two (2) CCTV jacks with adjacent power outlets in the CCTV Room, located as directed.

Provide a 2" diameter conduit from the CCTV head end equipment to the property line, for the future installation of cable TV.

**11. Electrical**

Reading Room

Provide a 20 amp duplex floor outlet at the Owner-provided circulation desk.

Provide outlets for the Owner-provided computer equipment, as described above.

Provide outlets in the metal base of the perimeter library-type shelving units, approximately 20' apart.

Outlets are to be circuited so that no more than four (4) outlets are on any one circuit.

Technical Processing Room

Provide dedicated duplex outlets spaced 3' apart above the countertop and on the wall below the observation window.

Provide two (2) power poles, located as directed.

Provide a dedicated outlet for the Owner-provided laminator that will be placed on the poster storage cabinet.

CCTV Room

Provide three (3) dedicated duplex outlets above the countertop.

Provide six (6) additional duplex outlets, no outlets are to be located on the filming wall.

**12. Gas and Air**

Not applicable

**13. Safety**

Standard, in accordance with 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 78 units of floor-supported library-type shelving along the perimeter walls, each unit to be single-faced 36" wide x 12" deep x 84" high with five (5) adjustable shelves, one (1) sloping closed base shelf and a canopy top, in accordance with SDHC standards.

Provide a book detection system complete with railings, located so as to be directly visible from the circulation desk, in accordance with SDHC standards.

Technical Processing Room

Provide nine (9) linear feet of lockable base and wall cabinets, to include the sink and one (1) adjacent bank of lockable graduated drawers, countertop to be 36" above the floor, in accordance with SDHC standards. The CCTV head end equipment is to be located adjacent to this base cabinet.

Provide one (1) poster storage cabinet, see SDHC standard detail.

Provide twenty-four (24) units of floor-supported library-type shelving along the perimeter walls and create double-faced peninsulas of shelving. Perimeter units are to be single-faced, 36" wide x 12" deep x 90" high with five (5) adjustable shelves, one (1) flat closed base shelf, and a canopy top. Peninsular units are to be double-faced, and otherwise are to match perimeter units, in accordance with SDHC standards.

CCTV Room

Provide six (6) linear feet of lockable base and wall cabinets, countertop to be 36" above the floor.

**18. Contractor-Provided Instructional Aids**

Provide an 8' wide x 4' high markerboard in the Computer Lab area, bottom to be mounted 36" above the floor.

Install an owner-provided projector and mounting bracket, centered on the wall over the markerboard.

**19. Other Considerations**

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

The Computer Lab Area of the Reading Room is to consist of two freestanding banks of computers. Each bank is to consist of 12 computers arranged back-to-back, with power poles at each end of each bank.

**19. Other Considerations (continued)**

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, with convenient access from the exterior AV Storage Room door.

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

# SPACE RELATIONSHIPS

