

St. Bernard Parish Library
Construction Documents Review by Staff
July 13, 2020

After reviewing the construction documents, and assuming that this library will be used for many years, and that running additional wires during the construction phase is a LOT cheaper than putting them in after the building is complete, the staff, especially Dwight, has made the following professional observations:

(See attached pages for a clearer visual explanation)

1. **Telephones.** While some Ethernet jacks for the staff were in the plans, it was unclear whether they were just a single computer jack, or dual jack outlets for both phone and computer. Additional phone jacks are needed in such places as conference and meeting rooms for occasional calls, one for the Fax line, one for patron calls at the circulation desk, as well as additional floor jacks to allow for additional staff hiring in the future.
2. **TVs and video.** The TV monitor facing the patrons as they leave the library is poorly placed. Patrons who have finished checking out materials have little inclination to sit and watch announcements when they are ready to leave. This TV has been moved to the area above the book drop return slots, visible upon entry. Additional jacks (for future TVs) have been placed in the multi-purpose and computer training rooms. An existing TV in the staff area used to monitor security cameras was not in the document and has been added. The main meeting room would be better served with one larger TV in the center instead of two smaller TVs on each side. All TV jacks need one coax connector and two Ethernet connectors, due to the internal PC requiring one and the TV requiring one for on/off/volume control.
3. **Multi-Purpose room.** The existing plan has all the student's desks looking at the huge southern window, facing the sun, which makes it hard to see the instructor. Also, this plan blocks the double doors to the storage room. A better plan would have the desks face one of the walls, allowing either a whiteboard or TV to be mounted. This requires floor power and data receptacles for each desk.
4. **Additional Ethernet computer jacks.** Jacks for the "hot backup" PCs and the laptop cart in the closet were not identified in the drawings. Dwight requires at least six Ethernet jacks on the testing bench area for multiple PCs, as well as access to all the different LANs in the library. In addition, we need jacks and power in the floor for a door security gateway using RFID tags, as well as two ceiling jacks for a computerized people counting system, as well as at least one jack near the staff entryway for a time clock check in/out system. Also, there was no jack shown for the staff photocopier.
5. **Outside wiring.** The plans do not address the location where the data and voice conduits from Cox and AT&T or an optional third vendor will be located. Each vendor will need its own entry conduit. In addition, the southwestern corner needs to have a terminus (covered outlet box) to house coax wires for a possible addition of a TV antenna and/or a small satellite dish or microwave link for video and data. Cement riser slabs should be installed a proper distance away from Judge Perez drive (to allow for a lane expansion) with power and data so that outdoor marquee signs can be installed.

6. **Security cameras.** While the existing plan had security cameras placed on it, the amount and placement was not optimal. Our existing system handles 16 cameras and can be easily upgraded to 32. Due to past experiences, patrons tend to hide their thefts in the center of the shelving ranges of books, so we need to have ceiling-mounted fish-eye cameras installed in several locations.
7. **PA announcement system.** Since this library is a lot bigger than before, with many study rooms, it is important that closing and emergency announcements can be heard everywhere. Ideally, an Ethernet-addressable POE-powered speaker system should be used, so that announcements can be directed to certain areas. This is preferable to having the traditional 70v ceiling speaker system.
8. **Other Lighting and Power concerns.** While automatic lights are an economical way to conserve, there also needs to be a way for the staff to override and turn the lights off, especially near closing time, when we wish for the patrons to “come out of the stacks”. We have identified a location in the staff area near the circulation desk for this purpose. Reviewing the electrical diagram shows that not all chairs have the needed floor outlets. We have identified two locations where the laptop chairs do not have the needed power receptacle.
9. **Electronic door locks.** Since the new library now has several study rooms, a conference room, and meeting rooms (possibly used after hours), there needs to be some way to lock rooms that should not be used. Traditional locks with metal keys get lost and/or stolen and duplicated, so it is strongly suggested that some sort of electronic means to open the door in addition to a traditional key for staff to use in power outages, be implemented. There are many time-lock, card key, keypad, and hotel-room systems on the market. These systems usually require Ethernet or some control wiring to be strung to either the inside of each door or to the door jamb. Whatever system is used, it would be beneficial that the system offer some sort of “passage” mode, where once the door is unlocked for a guest, it will stay unlocked for a certain time period (say 30 minutes) without having to reuse the key.
10. **Data room changes.** The power layout for the racks is clumsy and inadequate. The existing plans would require long cords from each rack to be strung along the other racks to reach the outlets shown on the wall. In the original design meeting with the architects, we discussed having an offset on the racks in the back of the raised pedestal to route power to each rack individually, which is shown. Our servers have dual power supplies and need two different power circuits in each rack in case one circuit fails. In addition, there needs to be some sort of ceiling-mounted raceway bracket system mounted between the racks and the north, east, and west walls, so that wiring from wall-mounted staff and vendor equipment can reach without being a tripping hazard (in lieu of a raised floor).
11. **Meeting room A/V.** No provisions were given in the construction plans for a microphone/speaker system which is needed for large gatherings. In addition, the ADA requires some sort of hearing impaired system also be available in public buildings for these gatherings. To facilitate current and future needs to record and live stream meetings, there needs to be at least two high-definition remote-controlled cameras (NOT the security cameras) in the meeting space, as well as some kind of lighting rig to illuminate the podiums and any front-and-center attraction (such as a puppet stage).

Controlling the volume of the microphones as well as the amplifiers, DVD players and the hearing impaired system will need to be located as near to the room as possible, instead of inside an electrical closet several rooms away. If the request from the staff document (*see last attachment*) of having a separate A/V closet by extending the Board/study room entrance with the large meeting room wall is still “off the table”, we have identified two possible locations close to the room where it is needed.

The library staff is available to answer any questions you might have.

PHONE JACKS

- 4 Circulation desk (1 patron)
- 1 Circ area - FAX
- 1 Staff Area – Janet
- 1 Staff Area – Susan
- 1 Staff Area – Andrew
- 1 Staff Area – Dwight
- 2 Staff Area – Shelves
- 3 Staff Area – New Employees
- 1 Director's office
- 1 Child Storage (for future)

- 1 Meeting room (conf. call)
- 1 Boardroom (conf. call)
- 1 Computer lab (conf. call)
- 2 Multi-Purpose room
- 1 Staff Kitchen wall jack
- 1 Server room wall jack



▼ Single phone wall jack mounted approx.. 4 ½ ft above floor

◻ Duplex phone/computer mounted countertop height

▼ Duplex phone/computer jacks mounted 2 feet above floor

◻ Duplex phone/computer/power mounted in the floor

TV & DISPLAYS




- 1 Entrance Hall
- 1 Teen Area
- 1 Outside computer lab
- 1 Staff Area (security)
- 1 Over book return slots
- 1 Children's Area





All display TVs need:
 1 RG-6 Coax outlet
 2 Ethernet Cat 6
 1 Duplex power outlet

-Existing Promethian board in conference room.
 -New 70" TV for meeting room.

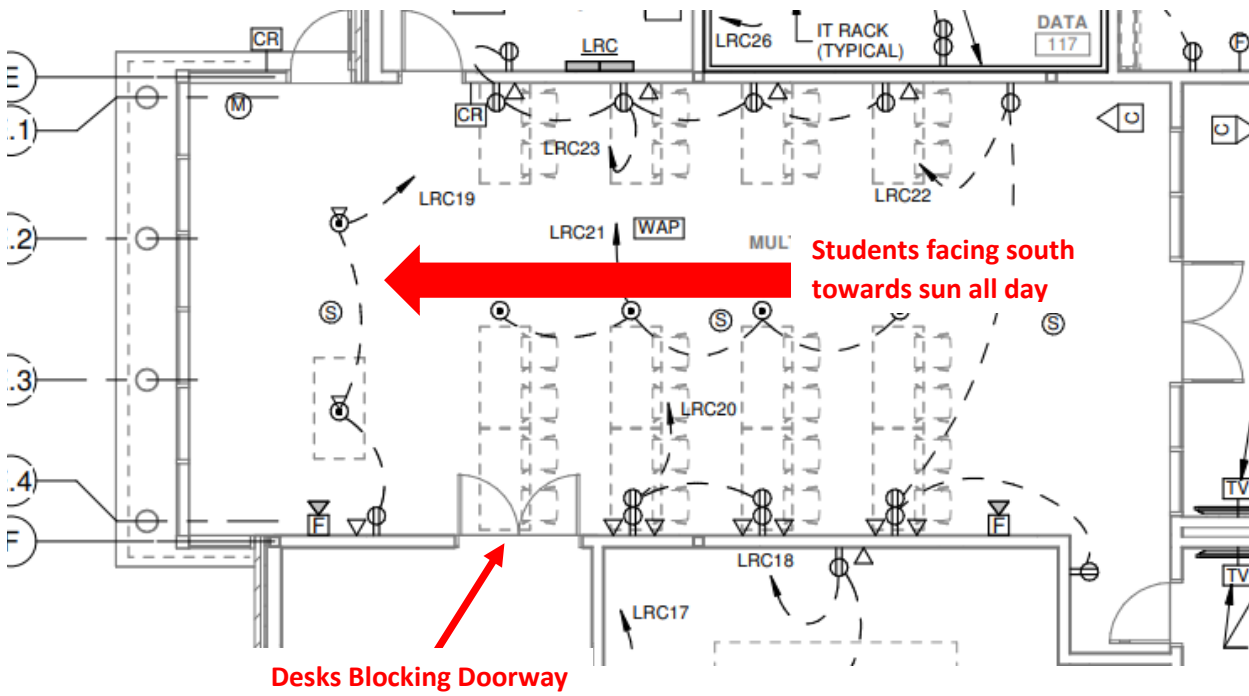
-Outlets for Multi-Purpose and Computer lab



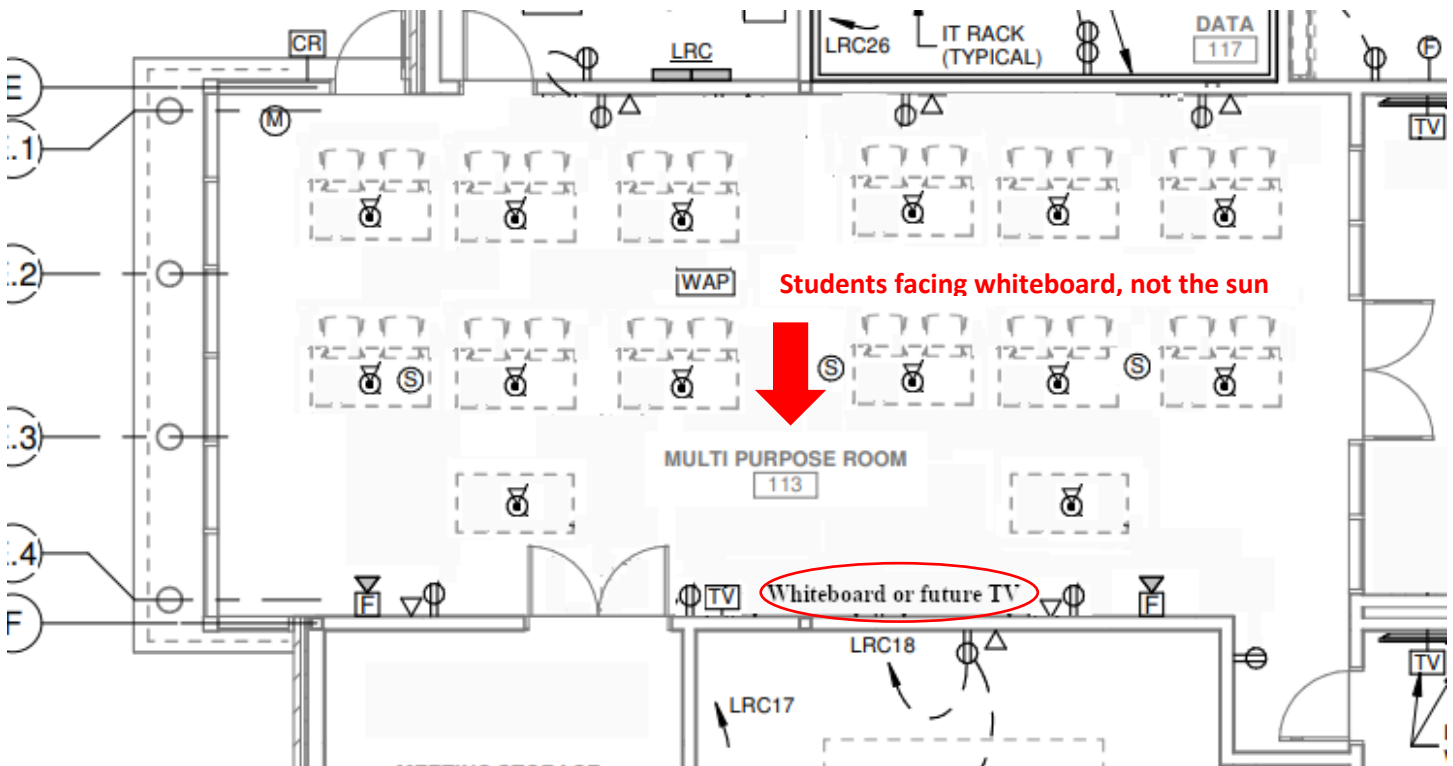
-  Cat6 – Controls TV: on/off, tint/brightness, etc.
-  Cat6 - Provides computer data (PP slides, mp4 video)
-  RG-6 coax – Provides antenna or satellite video

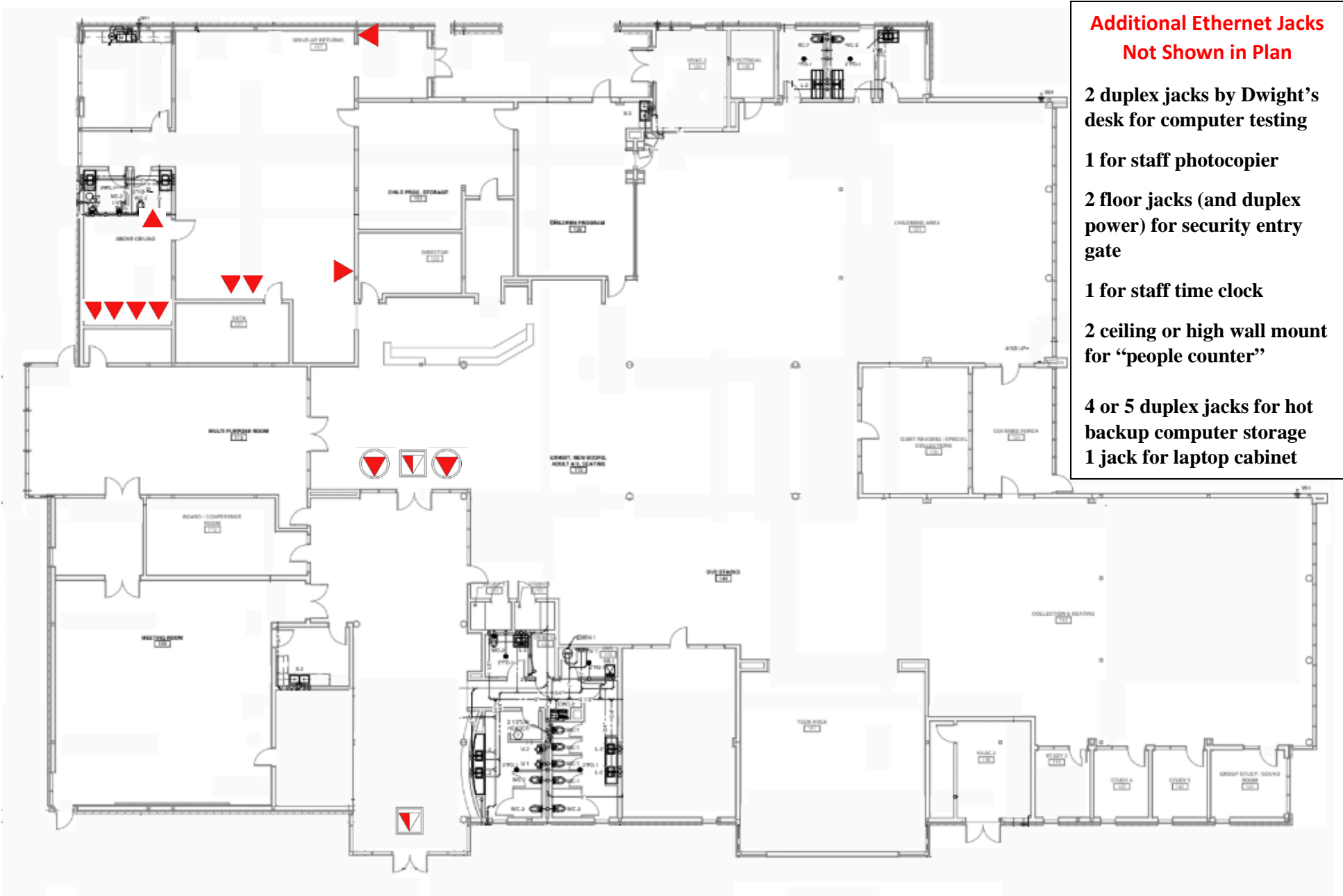
-  Existing NEC signage TVs
-  Existing Promethian Video Board
-  New 70" TV
-  Future video and power outlets

Current Multi-Purpose Plan



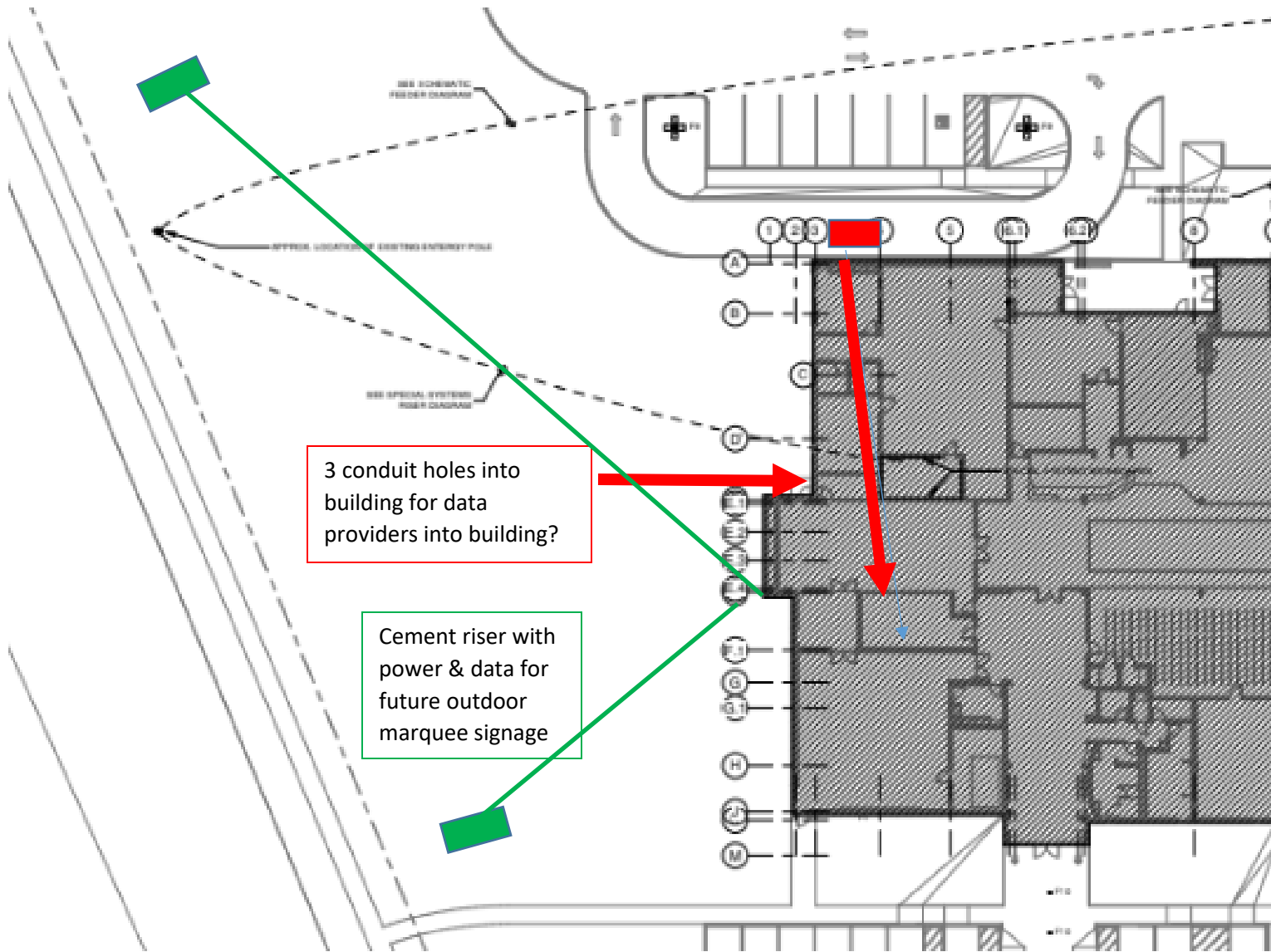
New Multi-Purpose Plan





- Additional Ethernet Jacks
Not Shown in Plan**
- 2 duplex jacks by Dwight's desk for computer testing
 - 1 for staff photocopier
 - 2 floor jacks (and duplex power) for security entry gate
 - 1 for staff time clock
 - 2 ceiling or high wall mount for "people counter"
 - 4 or 5 duplex jacks for hot backup computer storage
 - 1 jack for laptop cabinet

- ▼ Duplex computer jacks mounted 2 feet above floor
- ▼ Floor mount ethernet and power for security gates
- ▣ Ceiling mount jack for people counter (2 locations)



3 conduit holes into building for data providers into building?

Cement riser with power & data for future outdoor marquee signage

Outside Non-Camera Concerns

Where are the communications providers (Cox & ATT) going to get their feed into the building?



Southwest corner of building needs to have a covered outlet box near roof containing 3 RG-6 coax wires and one bare copper ground wire for future satellite and/or antenna wires in conduit to the server room.

Cement riser pads with power and data for outdoor marquee signage (viewable both directions of travel)

PAGING / PA SYSTEM

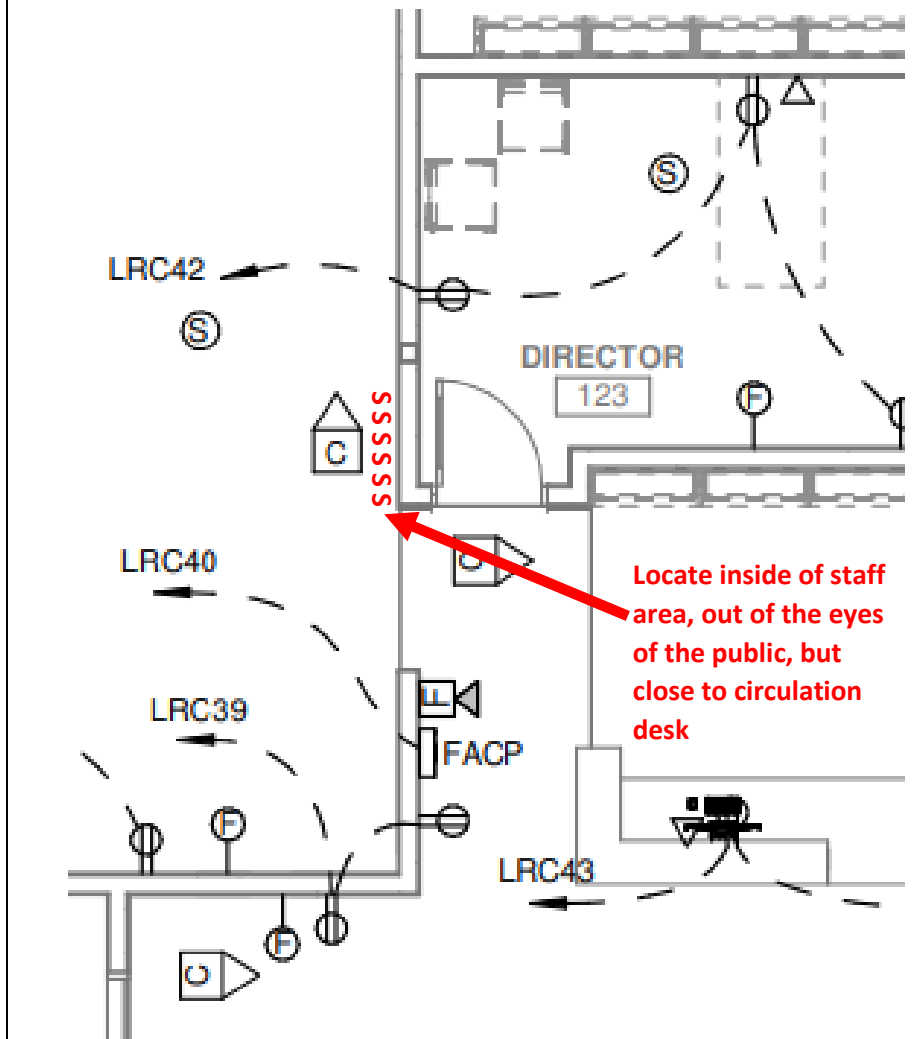
Either 70v or IP-POE addressable system

If 70v system, we need two circuits:

-  General page
-  Meeting Rooms

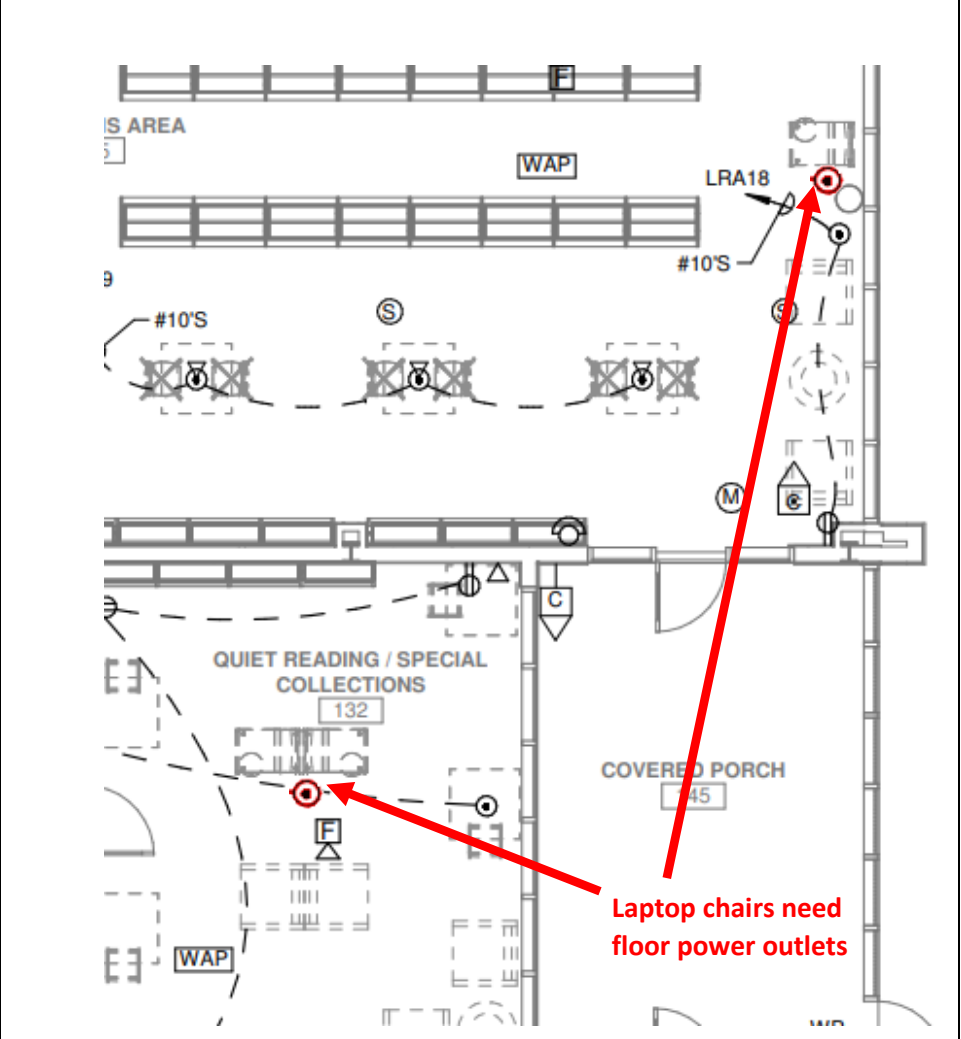


Master On/Off Lighting Switches for Open Areas

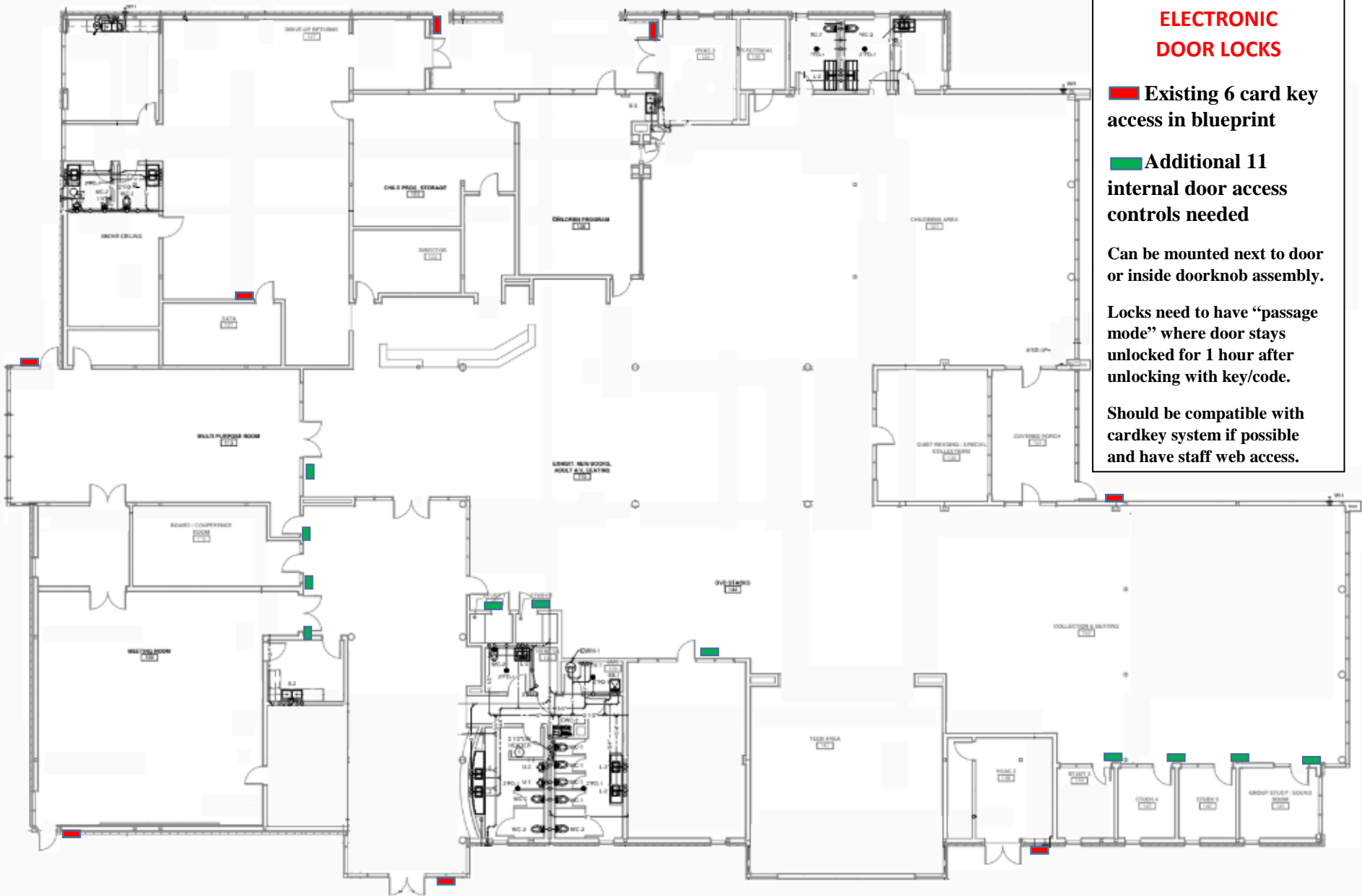


Locate inside of staff area, out of the eyes of the public, but close to circulation desk

Additional Floor Outlets



Laptop chairs need floor power outlets



**ELECTRONIC
DOOR LOCKS**

Existing 6 card key access in blueprint

Additional 11 internal door access controls needed

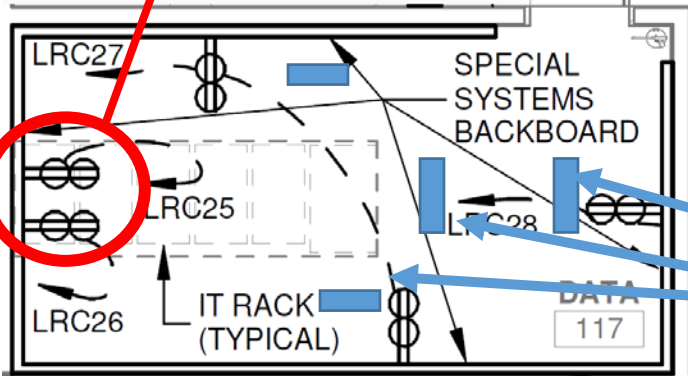
Can be mounted next to door or inside doorknob assembly.

Locks need to have “passage mode” where door stays unlocked for 1 hour after unlocking with key/code.

Should be compatible with cardkey system if possible and have staff web access.

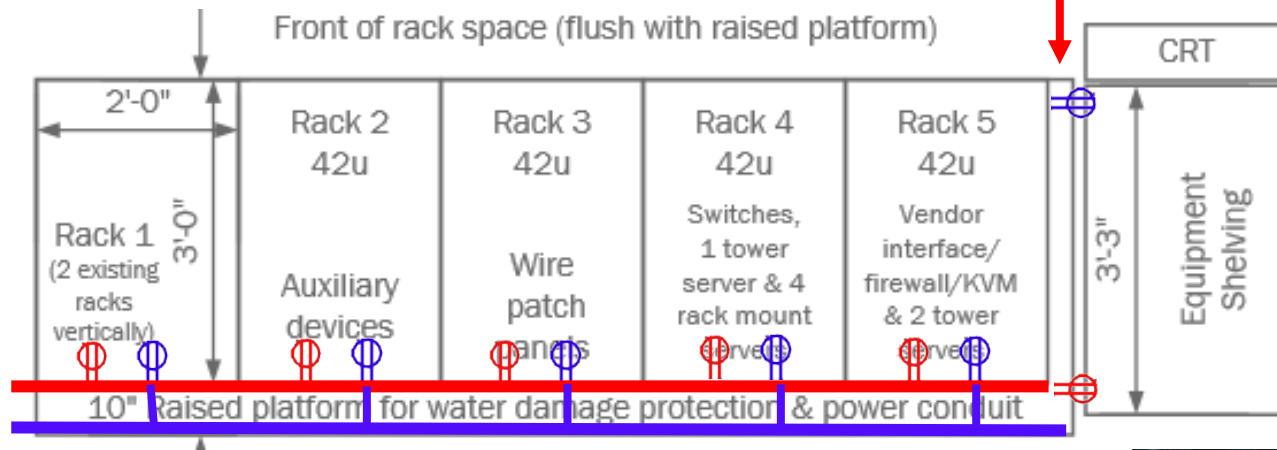
DATA ROOM and RACK WIRING

Wall-mounted outlets for racks should NOT be used. Instead, see images below.



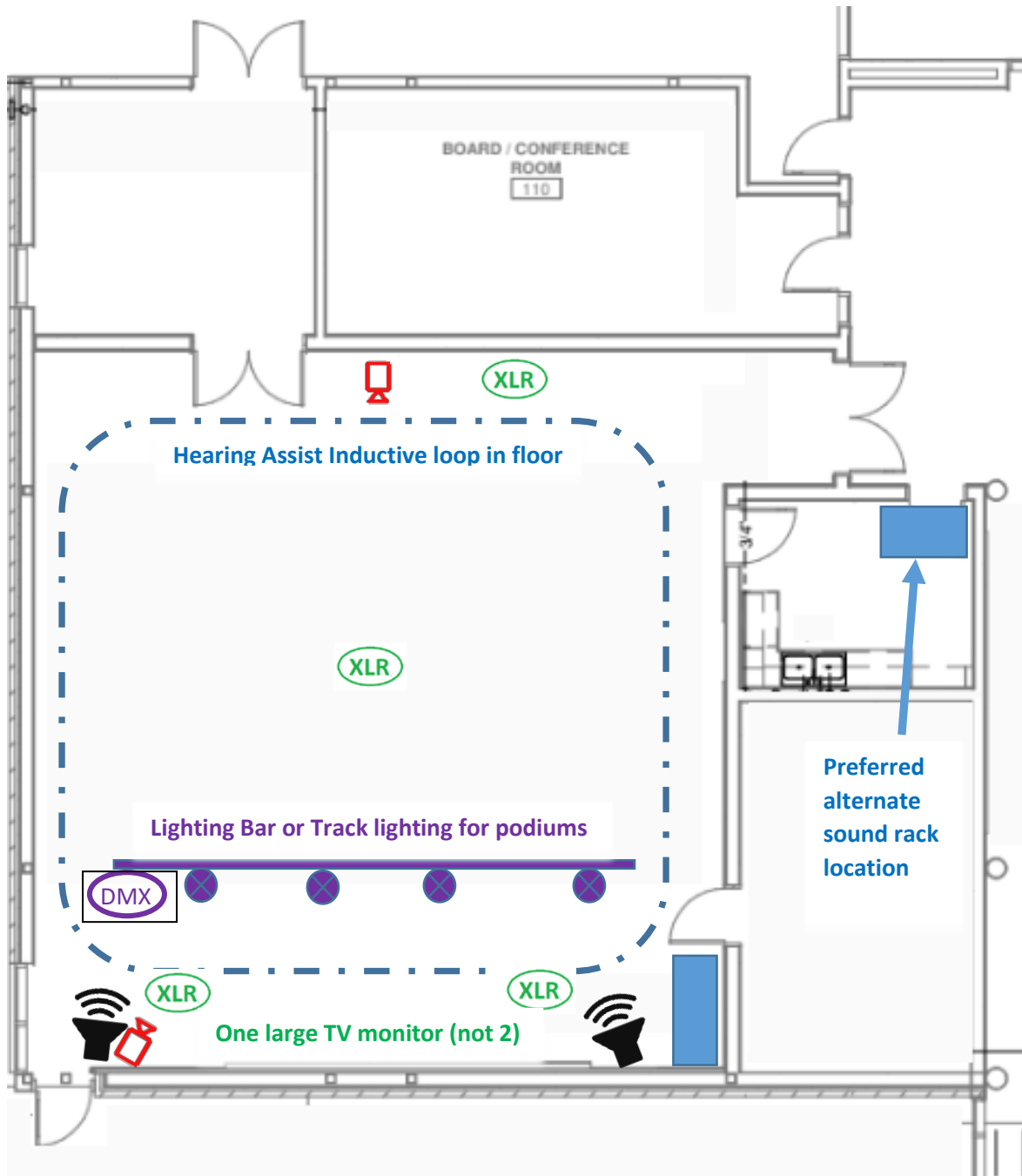
Ceiling-mount raceway brackets

Outlets in shelving wall for CRT and Aux Equipment Shelf



2 Separate power circuits (marked red & blue) for power fail-over in each rack located inside the bottom rear





MEETING ROOM

2 Wall mounted near ceiling speakers aimed downward toward audience

4 XLR microphone jacks (2 podium, 1 back, 1 center)

1 floor mount (under carpet) copper wire inductive loop for hearing impaired (per ADA)

2 feet above floor jacks for HDMI and line-in audio for display and amp?

2 Ethernet jacks mounted 1 foot below ceiling height for remote-controlled HDMI cameras (not security cams) for recording/streaming meeting

Lighting bar or track with dimmable lights (DMX controlled?) to illuminate person at podium (or stage area)

If sound room does NOT change from its current location next to Data room, then alternate locations should be:

- Corner of kitchen (remove door)
- Front corner near podium

