

Campus AV Standards

Minimum Audio and Visual Standards Summary

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Campus AV Standards

Minimum Standards Classroom

Motorized Screen

HDTV format (16:9) motorized projector screen. Screen shall be sized to reach a maximum of 48" off of floor in the 'down' position. Low voltage switch shall be located near expected teaching station location. Current models offered by Da-lite include Contour Electrol and Advantage Electrol.

Projector

Ceiling mounted Epson Projector with 1920x1200 resolution. Typical projector is the Powerlite 1985 WU 4800 lumen.

Projector Hanger

Plenum rated T-Bar ceiling enclosure with integrated projector pole mount. The current model is the Middle Atlantic ECB2SP-RLINK.

Speakers

4 - 6 flat field, T-bar speakers. The current model is the Extron FF220T.

Lectern

Classroom AV system with 48", sit-to-stand, ADA compliant lectern, 8 Input digital video switcher, 7" touch screen, and dual monitor mount. Laptop connections include HDMI, Display Port, Mini Display Port, VGA, Audio, and Network on retractors.

Classroom Options

Brightlink Projector (President's Approval)

Interactive Brightlink Projector and 100" Da-Lite interactive board. Interactive board can be used as a dry erase board or projection surface. Includes digital video receiver, wall mount, and miscellaneous cable. Due to screen size limitation, this option can only work as a stand-alone solution in rooms with a maximum dimension of 25' wide or 25' deep. Otherwise, this system must be combined with a larger projection standard screen.

HD Document Camera

High definition (up to 1080P) document camera with preview and recording including display cable. Current model is the Elmo P30HD.

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Conference Room

Motorized Screen

Same as standard Classroom.

Projector

Same as Standard Classroom.

Projector Hanger

Same as Standard Classroom.

Speakers

Same as Standard Classroom.

Control System

Integrated AV control system mounted into table with 4 Input digital video switcher, and 7" touch screen. Laptop connections include HDMI, Display Port, Mini Display Port, VGA, Audio, and Network on retractors. In cases where table is configurable, a 10" touch panel and video inputs shall be mounted on wall.

Conference Room Options

Brighlink Projector (President's Approval)

Same as Classroom option.

Teleconferencing

At minimal cost, teleconferencing will be automatically considered as part of the audio processing.

Counseling Office AV system

Control System

Integrated AV control system mounted into table with 4 Input video switcher, and 7" touch screen. Laptop connections include HDMI, VGA, Audio, and Network on retractors. The desk computer will be configured as the "PC" input.

Wall mounted TV/Monitor

40"-55" display shall be mounted in accordance to ADA requirements.

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Project Timeline

Mt San Antonio College must adhere to strict purchasing guidelines enforced by the state of California. These guidelines determine the purchasing procedure. Please be aware of the following timelines for any given AV project.

- Design (Presentation Services/Requestor) – Depending on the scale and complexity of the project, begin with a minimum of two weeks and add one week for additional spaces /functions.
 - Approval (Requestor) – The requesting department must generate a letter of justification for the approval of special technology (Brightlink) by the President's cabinet.
- Bill of Materials (Presentation Services) – Allow one week to generate a list of necessary equipment and materials for project.
- Quotations (Presentation Services/Purchasing) – Depending on the size of the project, allow 1-2 weeks for a minimum of 3 vendors to receive and respond with formal quotes.
 - If the estimated cost of the project is expected to exceed the Bid Limit, then the project must go through a formal bid process that includes approval from the Board of Trustees. Allow 2-3 months for this process which includes advertising bid, issuing formal bid, evaluation and Board approval of the lowest responsive and responsible bid. The Bid Limit is increased yearly, please contact the Purchasing Department for more information.
- Submit for purchase (Presentation Services/Facilities/Purchasing) – The response from the vendors are then reviewed for accuracy and tabulated. The purchase is entered as a Requisition for Purchase and proceeds through the approval process to become a Purchase Order. Allow 3-4 weeks for this process. Some of this step is included in the Formal Bid timeline if applicable.
- Lead Times (awarding Vendor) – Depending on type of equipment to be purchased, once a vendor receives a Purchase Order, general equipment will be received in 4-6 weeks. For larger items such as teaching lecterns, please allow 6-8 weeks for delivery.
- Installation (Contractor, Presentation Services, Requestor) – A single complete AV system requires 2 days for installation.