

**Room Name** | Meeting Room, 55m2

**Room Number:** MEET-L-55

<b>Last modified</b>	01/03/2016
<b>Briefed Area</b>	55.00
<b>Remarks</b>	
<b>Occupancy</b>	
<b>Hours of Operation</b>	<input checked="" type="checkbox"/> Available up to 24 Hours
<b>Acoustics</b>	Sound attenuation level high, Acoustic privacy is required.
<b>Description or Special Requirements</b>	<p>The large Meeting Room will provide videoconferencing facilities for staff and client meetings. It is a multipurpose room also used for training or educational purposes. The room should be located away from high traffic and noise areas. An operable wall will allow the room to be sub-divided, so that two separate meetings can be run simultaneously. For use in mental health applications, an alternative egress door should be provided and equipment recessed into walls where possible; finishes, fittings &amp; fixtures and furniture should be suitable for mental health patients. For Mental Health rooms, all glazing (including external windows) is to be Grade A safety glass to comply with AS/NZS 2208 and AS 1288, specifically, toughened laminated glass with a standard nominal thickness of 10.38mm, or equivalent approved.</p> <p>Integration of Video-conference equipment should be considered including the following: - Lectern design - Room and VC Control (AMX, Creston, Joey etc.) - Room sound system - Room microphone system (dual, wireless, ceiling or combination) - Display system (e.g. projector, monitor or monitors) - AV equipment (matrix switch, amp, secondary camera etc.) Acoustics: Sound attenuation level high; Acoustic privacy required; discussions within the room should not be heard in adjacent rooms or corridor; reverberation time RT60 in the room ideally less than 250ms; background noise (from HVAC or other sources) should be kept to a minimum, below 40dBA; avoid parallel hard surfaces in the room; acoustic panelling may be considered. Additional design requirements: - table should be positioned so that all chairs face the camera; tables may be small modular type located together or oval - high level of lighting is required in the room to illuminate faces in view of the camera; avoid bright spots, shadows or dark patches; the front light fittings should be 45 degrees above the subject's horizontal sightline; track lighting with halogen lamps may be considered - room decor should avoid white or pastel colours for optimal picture quality; soft furnishings should avoid busy patterns in camera view - hard surfaces should be covered to minimise echo; - provide data and ISDN (Onramp2) connections and 2 DGPOs for the videoconferencing unit in addition to other power/data provisions in the room; verify locations on site - Network termination boxes (NT1), if required for local areas, should be located within the room; if adjacent rooms are sharing lines, no patch panels should be used, outlets (sBus) should be parallel &amp; active</p>

## Room Fabrics

AusHFG code	Description	Material	Finish	Specification	Comments
1149	Floor finish	Carpet	90/10 Wool/ Nylon	Broadloom, 48 oz.	
3000	Wall finish	Paint	Acrylic, washable		Decor to be light/neutral, avoid white and pastel colours, free from patterning, no grey/ blue-grey shades for optimal picture quality
1126	Wall finish	Acoustic panels	Prefinished		may be required depending on room acoustics
5060	Ceiling - Acoustic	Acoustic	Prefinished	Drop-in tiles, 600x1200	
8000	Door protection	Vinyl	Prefinished	Kickplate, 300mm high	Equal to Acrovyn
9128	Door - 1200mm	Solid Core/ Glass	Paint	1 1/2 leaf, observation panel	1350 mm clear opening, with cover to observation panel; lock set
7001	Windows				not essential; if provided, preferably not on a wall in front of the camera
6030	Cornice	Aluminium	Powdercoat	24mm shadow angle	
2010	Skirting	Vinyl	Prefinished	Feather edged, 150 mmH	

## Fittings and Furniture

AusHFG code	Description	Group	Qty	Comments
FF-1050	Bench - laminate	1	2	

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FF-17360	Pinboard - fabric covered		2	
FF-2060	Chair - meeting room	3	44	some with arms
FF-3350	Clock - battery operated	3	2	
FF-4350	Cupboard - tall	1	1	for video-conferencing equipment; optional
FF-4410	Cupboard - under bench	1	2	
FF-5100	Curtain - blackout	3	1	optional; or black-out blinds for audiovisual presentations;
FF-7513	Bracket LCD monitor	1	2	
FF-7516	External window dressing, blackout	3	1	
FF-5824	Waste bin - general	3	2	
FF-24405	Whiteboard - magnetic	2	2	
FF-4490	Cupboard - double door, freestanding, lockable	3	2	
FF-12200	Lectern	3	1	
FF-16025	Operable wall	1	1	

## Fixtures, Equipment and associated Services

AusHFG code	Description	Grp	Qty	Ele	Data	CdW	HtW	WmW	Tap	Dns	Gas	Comments
FE-11100	Computer - laptop	3	2	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	for presentations; optional
FE-34800	Microphone	3	2	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	videoconference unit component; will require a min of 2 for 35m2 room - may require 1 microphone between every 2 chairs; on table; may also be ceiling mounted
FE-41350	Projection screen - ceiling, auto	1	1	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	optional
FE-41400	Projector	3	1	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	ceiling mounted; optional
FE-54510	Telephone - handset, standard	3	2	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	1 wall phone outside room entry
FE-7722	Camera - video-conferencing	3	1	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	2nd camera optional; for video stream switching
FE-7722	Camera - video-conferencing	3	1	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	part of videoconferencing unit; mounted to monitor/s or wall mounted

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AusHFG code	Description	Grp	Qty	Ele	Data	CdW	HtW	WmW	Tap	Dns	Gas	Comments
FE-7719	Monitor - LCD	3	2	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	videoconference unit component; Plasma, 50" min, high resolution screen with HDMI (High Definition Multimedia Interface); 2nd screen optional
FE-7720	Speakers - video-conferencing, wall mounted	3	2	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
FE-6466	Telephone - teleconference	3	2	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
FE-7721	Video-conferencing system	3	2	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

## Service Requirements

AusHFG code	Description	Comments
S-5000	Airconditioning	
S-6000	General fluorescent	
S-6110	Downlights: dimmable	optional

## Services

AusHFG code	Description	Group	Qty	Comments
S-9001	GPO: Double		1	
S-9001	GPO: Double		5	
S-9015	GPO: Cleaner		1	
S-9011	GPO: Emergency power, double (H)		1	for refrigerator
S-9060	GPO: Special: for equipment		1	TV, ceiling
S-1005	Voice / Data outlet: single		1	in ceiling for data projector; optional
S-1006	Voice / Data outlet: double		1	1 outlet for telephone
S-1007	Voice / Data outlet: triple		2	3 on wall for VC unit (min requirement for VC is 1-triple outlet); 1 outlet for IP connectivity for videoconferencing unit; ISDN (Onramp2) connection, ISDN NT box only if required; network terminator boxes (NT1) to be located within the room; equipment to be directly connected, no patch panels; verify location before installation
S-1090	TV: MATV		1	2
S-1387	Floor services box: flush mount		1	2 optional
S-5000	Airconditioning		1	1

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AusHFG code	Description	Group	Qty	Comments
S-6000	General fluorescent	1	1	
S-6200	Light switches	1	4	
S-6110	Downlights: dimmable	1	1	optional
S-8080	Emergency call	1	2	+ indicator button & light
S-10005	Duress alarm	1	2	