

UWF on the Emerald Coast
Technology Fee – Systemic Project Proposal
FY 2013/2014

This is a proposal for the purchase of **smart technology to upgrade classrooms on the Emerald Coast to “Digital E-Classrooms”**. These items will update two classrooms specifically to meet the same standards as that of other eClassrooms located on this campus. These two classrooms are not currently on the UWF eClassroom maintenance list. The total one-time cost of this proposal is **\$63,064.66**.

1) Description of initiative/investment to enhance instructional technology

The acquisition of this equipment will enhance technology by increasing instructors’ access to quality instructional equipment in their academic classrooms. Technology is crucial for the modern student and new, updated equipment is essential in the academic classroom to engage the students. Currently, classrooms 7/751 and 4/473 on the Emerald Coast have podiums with amplifiers, projectors, screens, and document cameras that are over ten years old. This technology must be replaced to avoid the classrooms slipping into disrepair and dysfunction. Scheduled activities are limited in those classrooms due to the outdated equipment. Purchasing up-to-date equipment will allow for continued scheduling and use in those academic classrooms.

The proposed “Digital E-Classroom” system for classrooms 7/751 and 4/473 will feature a projection system with PC and DVD video sources as well as an audio and control system. The audio system will consist of two speakers mounted on each side of the projector. The user will control the room via a wired touch panel. ITS classroom technology engineers have been consulted in forming this proposal. In addition, UWF campus eClassroom contractor, Technical Innovations, has been consulted and a quote in the amount of \$63,064.66 has been provided. Please see the attached documents from Technical Innovations for specific project overview and direct quote.

2) Description of how initiative has a college/unit-wide or university-wide scope

Classroom technology applies to all students (with the exception of purely online students), faculty, disciplines, and colleges. Each and every student, faculty member, instructor, lecturer, and adjunct associated with the physical university campus attends class in an academic classroom. Academic classrooms are the primary medium in which students and faculty attend to pedagogy and andragogy. Even many online courses rely on a component where an instructor in a physical classroom is also connecting with online students.

3) Description of alignment with UWF Strategic Plan

UWF Priority 2.1. Respond to the changing needs of the region, state, and nation by investing strategically to support innovative instruction and high-quality, relevant, and distinctive academic and research programs.

The smart technology to be purchased to convert Emerald Coast classrooms 7/751 and 4/473 to eClassrooms (projectors, cameras, lens, room control, audio, custom lecterns, hardware, software, and services) promotes innovative teaching and will arm instructors with the appropriate tools to engage students of all disciplines in varied learning activities.

UWF Priority 4.1. Support and sustain the high-quality services and infrastructure needed to achieve identified UWF priorities.

In order to sustain optimal learning for UWF students, the Emerald Coast must keep all classrooms outfitted with upgraded equipment and teaching tools for the instructors. Over a decade has passed since equipment in classrooms 7/751 and 4/473 has been upgraded. This initiative provides the necessary infrastructure to ensure the Emerald Coast academic classrooms are up-to-date.

4) Description of benefits provided

Research provides evidence that students expect their institutions to provide high quality teaching and learning environments that are infused with technology; updating instructional technology that adheres to quality standards helps to meet this expectation. Converting the classrooms to eClassrooms supports innovative instruction to meet the needs of all students on the Emerald Coast. In addition, eClassrooms would insure that instructors have technology available that is in good repair and is functionally sufficient to meet their core pedagogical needs, improving the quality of the student learning environment.

The classrooms on the Emerald Coast currently furnished with outdated instructional equipment are not utilized to their full potential. Upgrading the classrooms to eClassrooms will guarantee that academic classroom space is utilized to its full potential on a semester to semester basis.

5) Description of how success/impact will be measured

The acquisition of the smart technology to upgrade classrooms on the Emerald Coast will increase the use of the classroom space. Room utilization reports on the Emerald Coast will show the percentage increase of academic classroom space usage. Other measures of success include gathering informal data and opinions from faculty and students concerning the impact of the updated classroom equipment.

6) Detailed description of resources required including hardware and software requirements and personnel costs (faculty compensation is not an allowed cost)

On the Emerald Coast, two classrooms are in need of an upgrade as the instructional equipment is over ten years old. New smart technology needed to bring these two classrooms up to standards of the other eClassrooms include projectors, cameras, lens, room control, audio, custom lecterns, hardware and software. A one year on-site maintenance contract in addition to engineering, programming, project management, and installation services are also included as part of this proposal to upgrade classrooms 7/751 and 4/473 on the Emerald Coast to eClassrooms. A detailed, line by line description of resources required is included in the attached price quote from Technical Innovation. The total cost to convert the two outdated classrooms to smart technology eClassrooms is \$63,064.66.

7) **Proposed timeline**

Once the grant is approved and the funds are available, the equipment will be acquired and the classrooms will be converted to eClassrooms as soon as possible.

8) **Plan for sustainability beyond conclusion of funding from technology fee, if applicable**

The proceeds from the technology fee will cover the one-time cost of the smart technology (projectors, cameras, lens, room control, audio, custom lecterns, hardware, software, and services) needed for the Emerald Coast classrooms. Any future maintenance and repair costs will be covered by annual Emerald Coast operational funds.

9) **Resource matching commitments from other organizations/sources (identify organization and amounts), if applicable**

N/A

10) **Individual responsible for reporting and accountability, along with contact information**

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Company Name: University of West Florida
Project Name: G04995 Ft. Walton 2 Digital E Classrooms
Date: 2/24/2014
Prepared By: Elizabeth Keel
Account Executive: Susan Caine

PROJECT OVERVIEW

The purpose of this project is to provide (2) "Digital E-Classrooms". The system descriptions section below details one Digital E-Classroom. Each of the 2 E-Classrooms to be provided will be identical.

SYSTEM DESCRIPTIONS

The system will feature a projection system with PC and DVD video sources as well as an audio and control system. The audio system will consist of two speakers mounted on each side of the projector. The user will control the room via a wired touch panel.

Directives:

- Provide and install a ceiling mounted widescreen projector and wall-mounted projection screen.
- *All projectors and flat panel displays have a limited number of video resolutions and refresh rates. If the native resolution of a computer connected to these devices is not supported by the projector or display, the computer's video output will have to be adjusted. Also, some resolutions will not completely fill the screen due to a difference in aspect ratio.*
- Provide and install a SMART Podium interactive pen display. SMART Podium will be used for annotation and source preview. Podium will be connected to the owner furnished PC via USB which will allow annotation and control properties to be utilized. Note: Annotation and control features can only be used with owner furnished PC. With all other sources, the device will be used only for preview.
- Two laptop connections, one digital and one analog will be provided at the lectern via a pass through in the top of the lectern.
- An owner furnished computer, TI provided Blu-ray player and document camera located in the lectern will also serve as inputs to the AV system.
- Install two client provided speakers on each side of the projection screen.
- A 9" tabletop touch panel located at the lectern will provide simple control of the AV system. From the touch panel the user will have the ability to power off/on projector, select sources, control volume levels, and control Blu-ray player functions.

System Notes:

- **This quote is valid for 30 days.**
- *All projectors and flat panel displays have a limited number of video resolutions and refresh rates. If the native resolution of a computer connected to these devices is not supported by the projector or display, the computer's video output will have to be adjusted. Also, some resolutions will not completely fill the screen due to a difference in aspect ratio.*

Owner's Responsibilities:

- Client is responsible for providing 2 switches. One switch is for connection from the AV network to the client's network and the second for PC and laptop connection to the client's network.
- AC power and pathway (conduits, junction boxes), and structural backing necessary for the AV System as described on the AV infrastructure drawings from TI.
- All ISDN and LAN connections, including IP addresses, phone numbers and SPDs necessary for integration.

Project Timeline:

8-12 weeks is typically required for completion of project.

Projected completion date will be provided within ten days of the receipt of a purchase order and confirmed construction timeline.

The completion date is dependant on the construction timelines of other trades and equipment manufacturer's ability to ship products.

Notice:

This job scope contains proprietary information developed by TI for the purpose of defining this specific project. This information may not be used by the owner or other contractors without written consent.

PROJECT ASSUMPTIONS

- Project schedule as agreed upon by Technical Innovation and the client will establish the milestones, dates, and period of performance.
- All work will be performed during regular business hours (Monday-Friday, 8AM – 5PM).
- All workspaces will be continuously available as scheduled.
- All workspaces will be unobstructed, clean, and dust free by the dates shown on the schedule.

- All client-provided CAD drawings or building plans provided to Technical Innovation are accurate. (This includes but is not limited to plan views, reflected ceiling plans, elevations, conduit risers, electrical, millwork details, specific mounting details, etc.)
- All necessary technical infrastructure will be available, in place, and functional as defined in the project schedule. (This includes WAN, LAN, cable or satellite, ISDN, POTS lines/digital phones lines, etc.)
- All necessary client provided infrastructure will be provisioned, available, and functional as defined in the project schedule. (This includes the appropriate IP, server, DNS, gateway, and SPID information for any WAN, LAN, or ISDN connection hat is part of the system.)
- All owner furnished equipment and cabling will be available, in place, and functional as defined in the project schedule.
- All electrical services will be available, in place, and functional as defined in the project schedule. (This includes, but is not limited to, AC power, J boxes, conduit/cable pathways, cable trays, grounding wires or rods, floor boxes or pockets, etc.)
- All necessary ceiling trim work, drywall, woodwork, millwork painting, etc., will be in place as defined in the project schedule.
- All user furnished sources will be available during system commissioning and training. (This includes laptops, computers, satellite/cable feeds, etc.)
- Building access through front doors, loading docks, elevators, etc. as required for large equipment and installation load in will be provided.
- Any necessary keys, security badges, clearance, etc. will be provided as needed for the course and duration of the project.
- Parking will be provided within a reasonable distance of the job site.
- All necessary test equipment will be allowed on site with no restrictions.
- Appropriate client representatives will be available during the course of the project and any scheduled training sessions.
- Any changes in the above assumptions must be approved by Ti and the client following the prescribed change management process and the ramifications communicated.

TECHNICAL INNOVATION RESPONSIBILITIES

- Inspection and site survey (on premise).
- Weekly project status reports.
- Communicate proposed changes in writing as soon as they arise and follow prescribed change management process expeditiously.
- System delivery, installation, and testing as defined by functional scope.
- Training provided after completion of system installation.
- Clean up work area at end of each day.

CLIENT RESPONSIBILITIES

- Assign key project contact.
- Communicate proposed changes to any scope, assumptions, or schedule as soon as they arise and follow prescribed change management process expeditiously
- Equipment damage from dust or other contaminants during the course of the project.
- Provide relevant architectural changes to the facility in order to accommodate the integration of equipment supplied by Technical Innovation. (This includes, but is not limited to, rough

openings for projection screens, ceiling finish work for projection screens, painting requirements for rear projection rooms (flat back), window treatments, lighting control systems, and lighting changes.)

- Identify third-party contractors (i.e., electricians, construction personnel, architects, and designers) and determine the client coordinator.
- Provide clean and secure installation area during project period. If the space is not clean or secure during installation, Technical Innovation will only deliver equipment that is signed for. Client assumes risk for loss or damage to equipment under these conditions.
- Ensure all larger screen displays and projectors are turned off after use to prevent image burn. Technical Innovation is not responsible for image burn caused by static images displayed over an extended period of time.

GENERAL NOTES

- Technical Innovation utilizes non-union labor. Union labor requirements will be the responsibility of the client.
- Job scope provides proprietary information developed by Technical Innovation for the purpose of defining this specific project. This information may not be used by the owner or other contractors without written consent.
- Final completion and warranty engagement is reached when the items listed on this document are fulfilled. This includes testing, commissioning, and training on fully-operational integrated systems. In large multi-room projects, rooms may be brought online on a pre-determined schedule in order for warranty to remain in sync.
- Proposed changes to this document or additional labor charges resulting from changes to the scope, assumptions, or schedule are subject to a Change Order according to the prescribed change management process and may result in additional charges.

CONCLUSION

- This document, including any referenced attachments, represents Technical Innovation and the Client's mutual understanding of the scope, schedule, and functionality for AV systems to be designed and installed.

TECHNICAL INNOVATION

Approved by: _____

Print name: _____

Title: _____

Date: _____

CLIENT

Approved by: _____



140 Business Center Drive
Birmingham, Al 35244
205-985-2297

Print name: _____

Title: _____

Date: _____



Audio Visual Proposal

Date Reference #
02/19/14 G04995

University of West Florida
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Account Representative:
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Mobile:
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Re: TI - University of West Florida - Robert Gaines 2 eclassrooms

#	Qty	Manufacturer	Model Number	Description	Unit Price	Ext. Price
1	2	NEC PSP GOVT/EDUCATION	NP-PA550W-13ZL	NP-PA550W with NP13ZL. Bundle includes PA550W projector and NP13ZL lens.	\$2,385.00	\$4,770.00
2	2	Smart Education	SP518-NB	SMART Podium 518 interactive pen display with SMART Notebook software	\$2,181.25	\$4,362.50
3	2	D&M	DBT-3313UDCIP	Universal Blu-ray DVD/CD Player with RS232, BD Reg. A, DVD Reg. 1	\$809.99	\$1,619.98
4	2	Samsung	SDP-960	DIGITAL DOC CAM	\$1,795.00	\$3,590.00
5	2	Dalite	**37570LS	CONTOUR 113D 60X96NPA MW	\$1,064.00	\$2,128.00
ROOM CONTROL						
6	2	Crestron	TPMC-9-B-T	9" Tilt Touch Screen, Black Textured; includes TPS-6X-IMCW & PW-2407WU	\$2,195.00	\$4,390.00
7	2	Crestron	DM-RMC-SCALER-C		\$807.69	\$1,615.38

#	Qty	Manufacturer	Model Number	Description	Unit Price	Ext. Price
				DigitalMedia 8G+™ Receiver & Room Controller w/Scaler		
8	2	Crestron	HD-SCALER	High-Definition Video Scaler	\$576.92	\$1,153.84
9	2	Crestron	DMPS-300-C	DigitalMedia™ Presentation System 300	\$4,615.38	\$9,230.76
AUDIO						
10	1	Tech Ops	OFE	Owner-furnished equipment - 2 PAIR OF BOSE WALL SPEAKERS ALREDAY MOUNTED (Optional)	\$0.00	\$0.00
CUSTOM LECTERN						
11	2	Marshall Furniture	25333MW	Custom Lectern UWF STANDARD	\$5,290.00	\$10,580.00
12	2	Milestone	RSMA285	MINI RPA ELITE KIT, KEY A	\$146.06	\$292.12
13	2	Milestone	CMA110	CMA-110 FLAT CEILING PLATE	\$46.00	\$92.00
HARDWARE						
14	2	Milestone	PX2W	OUTLET PWR COND. WHT	\$112.54	\$225.08
15	2	Middle Atlantic	SRSR-4-15	15 SPACE ROTATING SLIDING RAIL SYSTEM, 250 LB. CAPACITY	\$475.00	\$950.00
16	2	Crestron	CBL-VGA-AUD-12	Crestron® Certified Computer VGA Interface Cable w/Audio, 12 ft [Just Released]	\$36.00	\$72.00
17	4	Crestron	CBL-HD-DVI-12	Crestron® Certified HDMI® to DVI Interface Cable, 12 ft	\$42.00	\$168.00
18	4	Crestron	CBL-HD-12	Crestron® Certified HDMI® Interface Cable, 12 ft	\$42.00	\$168.00
19	6	Crestron	CBL-HD-6	Crestron® Certified HDMI® Interface Cable, 6 ft	\$32.00	\$192.00
20	2	Extron Electronics	26-616-01	HDMI Female to DVI-D Male Adapter, Gold Plated Contacts	\$25.00	\$50.00
21	2	APC	AP7900	APC Rack PDU, Switched, 1U, 15A 100/120V	\$515.00	\$1,030.00

#	Qty	Manufacturer	Model Number	Description	Unit Price	Ext. Price
22	2	APC	LE1200	APC Line-R 1200VA Automatic Voltage Regulator	\$55.00	\$110.00
Services						
23	1	Design & Field Engineering	ENGINEERING	Includes system design, testing/setting of system, etc.	\$1,200.00	\$1,200.00
24	1	System Programming	PROGRAMMING	Includes all programming of the control system to provide a finished product of controlling your A/V System.	\$800.00	\$800.00
25	1	Project Management	PROJECT MANAGEMENT	Includes all required construction and installation coordination.	\$595.00	\$595.00
26	1	Off Site Integration	PRE-INSTALL	Includes all fabrication, modification, assembly, rack wiring, etc. prior to on-site installation.	\$1,560.00	\$1,560.00
27	1	Field Installation	INSTALLATION	Includes all on-site installation, wiring, coordination, supervision, testing, and system check-out.	\$6,240.00	\$6,240.00
28	1	Hardware	HARDWARE	Includes cabling, connectors, labeling, unistrut, vented plates, terminal strips, lacing bars, etc.	\$1,500.00	\$1,500.00
29	1	General & Administrative	G&A	Includes all applicable Freight, Insurance, Permits, and Licenses as may be required by law.	\$1,800.00	\$1,800.00
OPTIONAL BUT RECOMENDED						
30	1	Tech Ops	*SVC-GLD	One-Year on-site maintenance contract, parts- including firmware upgrades/updates, product manufacturer management; labor- including exclusive Toll Free line for 1-Hour call back time and unlimited 1- Day On Site Emergency Service (Business hours, Mon.-Fri) and 2 scheduled preventative maintenance, supplemental training, quarterly service reports.	\$2,580.00	\$2,580.00

SubTotal	\$63,064.66
Sales Tax	\$0.00
Total	\$63,064.66