

1.0 GENERAL

1.1 DOCUMENTS

- .1 This section of the Guidelines / Specification forms part of the Contract Documents and is to be read, interpreted, and coordinated with all other parts.

1.2 SUMMARY

- .1 Section Includes:

- 1.0 GENERALUBCO
- 1.1 DOCUMENTS
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1.3 INTRODUCTION

- .1 The University of British Columbia owns and Information Technology operates most of the Communications systems and facilities on campus. With few exceptions UBC owns all cabling on campus.
- .2 The intent of this document is to assist Consultants and installing contractors to provide standard specifications to ensure the continued implementation and maintenance of the cabling infra-structure system on the UBC Campus. This document is the property of Information Technology.

1.4 OVERVIEW

- .1 This document must be read, interpreted and coordinated with all other related UBC Technical Guidelines to deliver a complete Communications infrastructure system.
- .2 These Guidelines / Specifications prescribe mandatory requirements for Telecommunications infra-structure systems within academic and residential buildings, up to and including the Communications outlet, and between buildings to the extent of a campus wide environment.
- .3 A structured approach is specified which will ensure a flexible distribution system that will minimize the future costs of moves, additions and changes.
- .4 The Contractor will supply, furnish, and install all material, labour, apparatus, tools, equipment and services required for construction and put into regular operation the complete Communications system as shown on the Communications drawings, described in the specifications, and any attached appendices.
- .5 Renovations in existing buildings shall always reflect the intent of these Guidelines / Specifications. This includes, but is not limited to:
 - .1 Outlet upgrades with new conduit, outlet boxes, cable faceplates, or jacks.
 - .2 Cable tray in hallways, J-hook spurs, and or zone conduit.

- .3 Communications rooms design placement shall provide maximum 90-meter, 360-degree coverage for the most cost-effective network equipment deployment and utilization where possible. The intent is to minimize communications rooms with active network equipment.
- .6 Any and all proposed changes to these Guidelines / Specifications shall be subject to approval in writing to the UBC Information Technology Representative prior to implementation.

1.5 **CONSULTANT COORDINATION**

- .1 Information Technology Mandatory Process
 - .1 The Consulting Engineer shall be an RCDD in good standing who has performed recent Communications design. Certifications and references to be forwarded to the Information Technology Representative for approval. The RCDD will approve and stamp all prints relating to the Communications infrastructure including all rooms, closets, riser diagrams, work area outlets and logical designs. If the architect or engineer does not have an RCDD on staff, ITS will provide a list of consultants who can contract for the project
 - .2 Provide design based on Communications service requirements signed off by end user and provided by UBC Information Technology Representative.
 - .3 Conceptual design shall include proposed Communication rooms location and layout, square footage of room, outlet locations, communications bonding riser, fibre and copper backbone riser layouts, and horizontal 1-line diagram. The Design shall be based on current UBC Information Technology Communications Design Guidelines / Specifications, and shall be reviewed by Information Technology Representative.
 - .4 95% design review prior to release to tender, inclusive of final tender specifications and UBCO Information Technology Representative sign off on final number of Communication outlets. The Contractor shall supply soft copies of all drawings for review.
 - .5 Permit submissions to UBC regulatory as required. The Contractor shall pay all required permit fees.
 - .6 A copy of all Tender responses shall be submitted to Information Technology Representative for review.
 - .7 Random site inspections, testing of copper and or fibre will be done at the discretion of the UBCO Information Technology Representative to ensure standards are being met.

NOTE:

This will not remove the responsibility of the Consulting Engineer to ensure these standards and all Contractors' Quality Control and Quality Assurance processes are met. The UBC Information Technology Representative may also request to be present during active testing by the Contractor.

- .8 All final AutoCAD infrastructure drawing submissions shall comply with Information Technology AutoCAD drawing format and symbol standards. Drawings not meeting the standards will be rejected and revised to meet required standards at no cost to UBC.

1.6 CONTACTS - INFORMATION TECHNOLOGY

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1.7 CONTRACTORS QUALIFICATIONS

Certified Personnel

- .1 The Contractor shall be an authorized "CommScope Partner" cabling system Installer.
- .2 All Technicians performing cable system installation work shall be current ACT 1 & 2 certified. All Technician certification cards shall be checked prior to work start up. Technicians must be current employees of the Communications Contractor.
- .3 The Communications Contractor shall assign a Supervisor with current RCDD certification to provide Quality Control based on UBC Information Technology Guideline Specifications, and to provide weekly report to Information Technology Representative.
- .4 The Contractor shall have worked satisfactorily for a minimum of five (5) years on systems of this type and size.
- .5 The UBCO Information Technology Representative will pre-approve contractors for performing communications work at the University of British Columbia.

1.8 APPROVED COMMUNICATIONS CONTRACTORS

1. The following Contractors have been pre-approved by UBC Information Technology and are eligible to perform Inside and Outside Communications Infrastructure work at the University of British Columbia, Okanagan campus:
 1. Houle Electric
 2. Terracom Systems
 3. Impact MEP Services Group

1.9 IT CONNECTED SYSTEMS

1. UBCO network infrastructure has integrated centralized approach to connecting internal and external infrastructure systems to every building including, but not limited to building management system, building access control, security systems, notification systems, fire alarm. Connected devices associated with these systems will have to be approved and if necessary, programmed prior to installation. UBCO Information Technology Infrastructure Representative have to be involved in planning and consulting to insure compatibility of proposed devices with network infrastructure and systems
2. Third party vendor remote access for a purpose of, but not limited to, vendor support and monitoring of devices connected inside UBC network are subject to UBC Information Security Policies. UBC IT reserves the right to grant or deny this type of request. Equipment and devices requiring vendor remote access have to be identified prior to installation.

UBCO Information Technology Representative will assess the information security risk and gather connectivity information from the vendor

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