

## GUIDELINES

HAS/PDC/Design Division  
Houston, Texas

Project Title  
Proj./CIP No.

*(These Guidelines are basic minimum criteria to be met in preparing the final specifications for this section, which is the responsibility of the Designer/Contractor/Installation Team.)*

### **SPECIFICATION 271100 COMMUNICATIONS CABINETS AND EQUIPMENT ROOMS** (Rev 01-14-2020- TAB)

#### PART 1 – GENERAL

##### 1.01 SUMMARY

- A. This section includes the specifications for constructing and building out of Telecommunications Equipment Rooms (MDF/IDFs) to be used for supporting telecommunications and other special systems.
- B. Upon completion of the installation, a third party field verification firm will independently verify the installation for compliance to the TIA/EIA-568 standard and/or additional requirements as stated in this specification. Contractor shall be responsible for fully rectifying all indicated faults by the third party field verification firm in accordance with the approved project schedule

##### 1.02 RELATED SECTIONS:

- A. Specification 270553: Identification and Labeling of Communication Infrastructure
- B. Specification 271300: Backbone/Riser Media Infrastructure
- C. Specification 271500: Horizontal Media Infrastructure
- D. Specification 272100 Data Communication Network Equipment
- E. Specification 272200 PC, Laptop, and Server Equipment
- F. Specification 270528: Interior Communications Pathways
- G. Specification 270543: External Communication Pathways
- H. Specification 270526: Telecommunications Grounding and Bonding

##### 1.03 REFERENCES

- A. The publications listed below form a part of this specification to the extent referenced. The publications are referred to in the text by basic designation only.
- B. Specific reference in specifications to codes, rules, regulations, standards, manufacturer's instructions, or requirements of regulatory agencies shall mean the latest printed edition of each in effect at the date of contract unless the document is shown dated.
- C. Conflicts:
  - 1. Between referenced requirements: Comply with the one establishing the more stringent requirements.
  - 2. Between referenced requirements and contract documents: Comply with the one establishing the more stringent requirements.
- D. Telecommunications Industry Association /Electronic Industries Association (TIA/EIA) 568-D -Commercial Building Telecommunications Wiring Standards.

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- E. TIA/EIA-569-B -Commercial Building Standard for Telecommunications Pathways and Spaces.
- F. ANSI/TIA/EIA 607-B -Commercial Building Grounding and Bonding Requirements.
- G. Underwriters Laboratories (UL®) Cable Certification and Follow Up Program.
- H. National Electrical Manufacturers Association (NEMA).
- I. National Electric Code (NEC®).
- J. UL Testing Bulletin.
- K. Houston Airport System Standards and Specifications

### 1.04 DEFINITIONS AND ABBREVIATIONS

- A. Asynchronous Transfer Mode - ATM
- B. American Wire Gauge – AWG
- C. Computer Aided Drafting - CAD
- D. Polyvinyl Chloride – PVC
- E. Megabits per second - Mbps
- F. Main Distribution Frame – MDF
- G. Intermediate Distribution Frame - IDF

### 1.05 SUBMITTALS

- A. Contractor shall submit the proposed layout for each communications room in the airport. This should be in accordance with the drawings in for a “typical” room layout and is required for every room.
- B. The contractor will need to submit proposed layout and as-build drawings that depict the complete layout of each communications room prior to implementation. Drawings must be entered into the ECN process
- C. Shop Drawings and Systems cutover schedules for all services to be submitted and approved before implementation is started. Shop Drawings to be submitted in accordance with

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Specification 01340.

- D. Record Drawings: Furnish CAD drawings of all installed equipment within each communications room. All CAD work performed as part of the design effort shall be in compliance with the current City of Houston CAD standards as well as the U.S. National CAD Standard. This should apply to all CAD layering, symbols, etc.
- E. Include spares list to be approved by HAS IT Project Manager for approval.

### 1.06 QUALITY ASSURANCE

- A. Furnish, erect, install, connect, clean, adjust, test and condition all manufactured articles, materials, and equipment, and place in service in accordance with the manufacturer's directions and recommendations except as otherwise indicated in the contract documents.
- B. See Appendix A – MDF/IDF Readiness Checklist
- C. See Appendix B – Typical Inspector Checklist

## PART 2 – PRODUCTS

### 2.01 MANUFACTURERS

- A. MDF space allocation shall be a minimum of 1000 sqft.
- B. IDF space allocation shall be a minimum of 250 sqft.
- C. The manufacturers and specific part numbers listed in this section are provided as an aid in the RFP process and are not meant to preclude other manufacturers that may be qualified to provide communications components. Other manufacturers with comparable qualifications may be proposed but shall be subject to review as an approved equivalent.

### 2.02 RELAY RACKS

- A. Manufacturer: Chatsworth or submitted and owner-approved equivalent.
- B. Seven-foot double-sided, high cable density style relay rack shall comply with following specifications:
  - 1. 19" rack width
  - 2. Double-sided universal mounting spacing
  - 3. #12-24 panel mounting holes

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4. Conformance to EIA-310-D
5. Self squaring with tapped assembly holes
6. Material: aluminum extrusion
7. Provide Horizontal and Vertical wire management
8. Finish: Black Finish
9. Part number: 55053-703
10. Isolation kit for mounting
11. Power Strip – Chatsworth or owner approved equivalent QTY (2) Horizontal Metered Power Strip (Part # 13239-755) Input Nema 5-20P; Output (12) Nema 5-20R *(Designer to ensure all equipment power requirements are met with power strip installation)*
12. All Cabinets/Rack are to have a 24 port standard RJ45 patch panel installed with 12 ports cabled back to the Horizontal cable cabinet on a approved patch panel *(Designer to ensure enough ports are terminated to cover the equipment in each cabinet)*

### 2.03 FREESTANDING VERTICAL EQUIPMENT CABINETS

- A. Manufacturer: Chatsworth F Series Gen 3 cabinets or submitted and owner-approved equivalent.
- B. General
  1. The work covered here consists of the furnishing of all necessary labor, supervision, materials, accessories, parts, equipment, and services to provide and install a complete freestanding equipment cabinet.
  2. The standard freestanding equipment cabinets are defined to include, but not limited to, cabinet frames, cabinet front and rear doors, top and side panels.
  3. All internal cabinetry hardware shall be 19-inch rack mountable.
  4. Provide and install freestanding vertical cabinets, with hinge placement as indicated in the Drawings.
  5. Provide vertical and horizontal wire management for all cabinets
  6. All cabinets once installed must have padlock eyes installed on front and back cabinet doors.
  7. All Cabinets/Rack are to have a 24 port standard RJ45 patch panel installed with 12 ports cabled back to the Horizontal cable cabinet on a iPatch panel *(Designer to ensure enough ports are terminated to cover the equipment in each cabinet)*
- C. Standard Network cabinet:
  1. Cabinets shall be fully assembled by the manufacturer with the components listed below. Individual component part numbers provided for information only.
    - a. Chatsworth part # TS1023813 - 45RU ; 800mm W; 1075mm D; F Series Gen 3

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- 1) 12-24 Tapped sliding rails / 2-pair
  - 2) Single perforated metal front door with swing latch w/padlock feature
  - 3) Double perforated metal rear door with swing latch w/padlock feature
  - 4) Network / One-piece / 4 cable openings
  - 5) Two solid two piece side panels
  - 6) 6-slide
  - 7) (4) Vertical Ring cable managers installed one on each corner (39087-E02)
  - 8) (2) Full height PDU brackets installed one each left and right rear corners of cabinet (39086-E03)
  - 9) Glacier white
  - b. All Network cabinets to have 24 iPatch panel installed. See Specification 271500
  - c. PDU Power Strips:
    - 1) Core Switch Cabinet QTY (2) Chatsworth Vertical eConnect Monitored Pro PDUs (Part # P4-1F0C3) Input Nema L6-30P; Output (18) C13s and (6) C19s. And (1) Horizontal Metered Power Strip (Part # 13239-755) Input Nema 5-20P; Output (12) Nema 5-20R. *(Designer to ensure all equipment power requirements are met with PDU power strip installation).*
    - 2) All other Cabinets QTY (2) Chatsworth Vertical eConnect Monitored Pro PDUs (Part # P4-1D0A5) L5-30P input; output (24) 5-20Rs. *(Designer to ensure all equipment power requirements are met with PDU power strip installation)*
2. Grounding Bus Bar:
- a. Provide Rack-Mounted Ground Bar. See Specification 270526
- D. Standard Server Cabinet:
1. Cabinets shall be fully assembled by the manufacturer with the components listed below. Individual component part numbers provided for information only.
    - a. Chatsworth part # TS1023812 - 45RU ; 600mm W; 1200mm D; F Series Gen
      - 1) Square-punched rails / 2-pair
      - 2) Single perforated metal front door with swing latch w/padlock feature
      - 3) Double perforated metal rear door with swing latch w/padlock feature
      - 4) Server / Two -piece / 4 cable openings
      - 5) Two solid two piece side panels
      - 6) 6-slide
      - 7) (4) Vertical Ring cable managers installed one on each corner (39087-E02)
      - 8) (2) Full height PDU brackets installed one each left and right rear corners of cabinet (39086-E03)
      - 9) Glacier white
    - b. All Server cabinets to have 24 patch panel installed. See Specification 271500 PDU
    - c. PDU Power Strips:

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- 1) Server Cabinet QTY (4) Chatsworth Vertical eConnect Switched Pro PDUs (Part # P6-1F0C3) Input Nema L6-30P; Output (18) C13s and (6) C19s. *(Designer to ensure all equipment power requirements are met with PDU power strip installation).*
  2. Grounding Bus Bar:
    - a. Provide Rack-Mounted Ground Bar. See Specification 270526
- E. Data Center Network cabinet:
1. Cabinets shall be fully assembled by the manufacturer with the components listed below. Individual component part numbers provided for information only.
    - a. Chatsworth part # TS1023649 - 45RU ; 800mm W; 1200mm D; F Series Gen 3
      - 1) 12-24 Tapped sliding rails / 2-pair
      - 2) Single perforated metal front door with swing latch w/padlock feature
      - 3) Single Solid metal rear door with swing latch w/padlock feature
      - 4) Vertical Exhaust Duct System 34in-60in H (863mm-1523mm)
      - 5) Network / One-piece / 4 cable openings
      - 6) Two solid two piece side panels
      - 7) 6-slide
      - 8) (4) Vertical Ring cable managers installed one on each corner (39087-E02)
      - 9) (2) Full height PDU brackets installed one each left and right rear corners of cabinet (39086-E03)
      - 10) Bottom Panel Installed
      - 11) Air Detector Installed
      - 12) No Casters
      - 13) No Leveling Feet
      - 14) Glacier white
    - b. All Network cabinets to have 24 iPatch panel installed. See Specification 271500
    - c. PDU Power Strips:
      - 1) Data Center Switch Cabinet QTY (2) Chatsworth Vertical eConnect Switched Pro PDUs (Part # P6-1F0C3) Input Nema L6-30P; Output (18) C13s and (6) C19s.
      - 2) And (1) Horizontal Metered Power Strip (Part # 13239-755) Input Nema 5-20P; Output (12) Nema 5-20R. *(Designer to ensure all equipment power requirements are met with PDU power strip installation).*
  2. Grounding Bus Bar:
    - a. Provide Rack-Mounted Ground Bar. See Specification 270526
- F. Data Center Server Cabinet:
1. Cabinets shall be fully assembled by the manufacturer with the components listed below. Individual component part numbers provided for information only.

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- a. Chatsworth part # TS1023645 - 45RU ; 600mm W; 1200mm D; F Series Gen 3
    - 1) Square-punched rails / 2-pair
    - 2) Single perforated metal front door with swing latch w/padlock feature
    - 3) Single Solid metal rear door with swing latch w/padlock feature
    - 4) Vertical Exhaust Duct System 34in-60in H (863mm-1523mm)
    - 5) Server / Two -piece / 4 cable openings
    - 6) Two solid two piece side panels
    - 7) 6-slide
    - 8) (4) Vertical Ring cable managers installed one on each corner (39087-E02)
    - 9) (2) Full height PDU brackets installed one each left and right rear corners of cabinet (39086-E03)
    - 10) Bottom Panel Installed
    - 11) Air Detector Installed
    - 12) No Casters
    - 13) No Leveling Feet
    - 14) Glacier white
  - b. All Server cabinets to have 24 patch panel installed. See Specification 271500 PDU
  - c. PDU Power Strips:
    - 1) Server Cabinet QTY (4) Chatsworth Vertical eConnect Switched Pro PDUs (Part # P6-1F0C3) Input Nema L6-30P; Output (18) C13s and (6) C19s. *(Designer to ensure all equipment power requirements are met with PDU power strip installation).*
2. Grounding Bus Bar:
    - a. Provide Rack-Mounted Ground Bar. See Specification 270526
- G. Standard Wall Mount Cabinet:
- a. Chatsworth (Cube-IT) 12U/19U/26U 11890-x24/36/48 screw/round hole or approve
  - b. PDU Power strip: *Designer to ensure all equipment power requirements are met with PDU power strip installation.*
  - c. Provided Vertical wire management
2. Grounding Bus Bar:
    - a. Provide Rack-Mounted Ground Bar. See Specification 270526
- H. Co-location Cabinet – three compartment: Chatsworth Part #TS1034205 Rev B
1. Dimensions - 600MM W X 800MM D (650MM USEABLE DUE TO 150MM D CABLE RACEWAY)
  2. Provide Rack-Mounted Ground Bar. See Specification 270526
  3. 12-24 Tapped sliding rails / 2-pair
  4. SINGLE PERFORATED METAL FRONT DOORS (WITH BEAM) PER COMPARTMENT

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5. SINGLE PERFORATED METAL REAR DOOR PER COMPARTMENT ; SWING HANDLE LATCHES, WITH HASP LOCK
6. STANDARD TOP PANEL
7. GLACIER WHITE FINISH

I. Co-location Cabinet – two compartment: Chatsworth Part #TS1034203 Rev B

1. Dimensions - 750MM W X 800MM D (650MM USEABLE DUE TO 150MM D CABLE RACEWAY)
2. Provide Rack-Mounted Ground Bar. See Specification 270526
3. 12-24 Tapped sliding rails / 2-pair
4. SINGLE PERFORATED METAL FRONT DOORS (WITH BEAM) PER COMPARTMENT
5. SINGLE PERFORATED METAL REAR DOOR PER COMPARTMENT ; SWING HANDLE LATCHES, WITH HASP LOCK
6. STANDARD TOP PANEL
7. GLACIER WHITE FINISH

J.

2.04 WALL BACKBOARDS

- A. All walls in telecommunication rooms (MDF/IDF's, Tenant etc.) will be covered with  $\frac{3}{4}$  inch plywood installed in 4 x 8 sheets.
- B. Plywood shall be A/C grade or better void-free with A grade side facing out.
- C. Plywood shall be fire-rated and treated on all sides with at least 2 coats of fire-resistant light-colored paint. Do not paint the fire-rated stamp on the plywood, leave that area exposed.
- D. Plywood to be installed 6 inches above finished floor or raised deck.

2.05 IDENTIFIERS, LABELS AND LABELING SYSTEM

- A. All Identification and Labeling shall follow Specification: 270553–Identification and Labeling of Communication Infrastructure. **Any deviation from the specification must be approved by HAS IT prior to installation.**

2.06 Energy Efficient Lighting for IDFs

- A. General



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1. The work covered here consists of the furnishing of all necessary labor, supervision, materials, accessories, parts, equipment, and services to provide and install a complete lighting system.
2. Lights shall be LED and controlled by an occupancy sensor so lights are turned off when the room is not occupied.

### 2.07 Energy Efficient Lighting for MDFs Computer rooms

- A. Manufacturer: Columbia Lighting or submitted and owner-approved equivalent.
- B. General
  1. The work covered here consists of the furnishing of all necessary labor, supervision, materials, accessories, parts, equipment, and services to provide and install a complete lighting system.
  2. System must be cabled to the HAS network so it can be remotely managed.
  3. System must be configured with installed occupancy sensors, to facilitate the lights being turned off when the room is not occupied.
- C. Lighting System
  1. Columbia Lighting (division of Hubbell Lighting) fixture RLA22.
  2. At least one fixture must provide emergency lighting in case of a power outage.
  3. All UTP cabling must follow section 271500 and all other HAS standards.

## PART 3 – EXAMINATION

### 3.01 VERIFY FOR MINIMUM CRITERIA

- A. Verify the following:
  1. Minimum size of MDF is 1000 sqft.
  2. Minimum size for IDF is 250 sqft.
  3. HAS does not share MDF/IDF space with any other tenant and must be separated by a physical barrier be it a fence or wall. All tenants communication systems cabling and equipment shall be installed in the HAS controlled tenant space, as defined in the third item in this section. This shall apply to all tenants that do not have a dedicated MDF or IDF space for their individual telecommunications systems.

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4. Conduit, raceways, and boxes are properly installed in accordance with BISCI recommended practices, ANSI/TIA/EIA 569B standards, and the City of Houston Intercontinental Airport Premises Distribution System Design Standards.
5. Conduit is minimum 1 -inch diameter.
6. Main grounding system is properly installed and tested.
7. The MDF is equipped with a smoke detector connected to the building alarm fire panel.
8. Portable fire extinguishers are provided and maintained within 75 feet travel distance from any part of the occupied space within the MDF per local code requirements. The size of the extinguisher shall be a minimum rating of 2-A:10-B:C
9. Ceiling protrusions have been placed to assure a minimum clear height of 8 feet 6 inches to provide space over the equipment frames for cables and suspended racks.
10. The doors are a minimum of 3 feet wide by 6 feet, 7 inches tall. If it is anticipated that large equipment will be delivered to the MDF, a double door 6 feet wide by 7 feet, 5 inches tall is recommended. The doors shall be keyed separately from other facility keys. Preferred method for keying communication room is badge access, limited to only IT personnel and related vendors. Doors shall open outward and be lockable. Access shall allow for future equipment changes. Door shall be fire rated for a minimum of one hour, or more as required by local code requirements.
11. Signage is consistent with Houston Airport System
12. The floor is sealed concrete or tile to minimize dust and static electricity. Carpet is strictly prohibited.
13. Floor loading capacity in the MDF is designed for a minimum distributed load rating of 100 lbf/ft<sup>2</sup> and a minimum concentrated load rating of at least 2000 lbf.
14. All HVAC systems that provide environmental conditioning (24 hours per day, 365 days per year) and UPS shall be connected to a motor generator for those cases of extend power outages.
15. The air handling system for MDF/IDF equipment rooms is designed to provide positive air flow and cooling even during times when the main building systems are shut down. This may require separate air handlers and/or small stand-alone cooling systems that are thermostatically controlled in this space.
16. Heating, ventilation, and air conditioning sensors and control equipment are located in the MDF/IDF.
17. The room temperature is between 64°F and 75°F, with a relative humidity between 30% and 55%.

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18. Designer to provide heat load analysis for all equipment cabinets. Designer must use 100% name plate specifications to perform the heat load analysis. Note: Heat load with xx% diversity load factor is not recognized by HAS Technology.
19. The MDF/IDF is protected from contaminants and pollutants that could affect operation and material integrity of the installed equipment. When contaminants are present in concentrations greater than indicated in ANSI/TIA/EIA 569-A, Table 8.2-2, vapor barriers, positive room pressure or absolute filters shall be provided.
20. Positive air pressure differential is maintained with respect to surrounding areas.
21. Lighting to provide a minimum equivalent of 50 foot-candles when measured three feet above finished floor. The light fixtures shall be mounted a minimum of 8 feet, 6 inches above the finished floor. The light switches are located near the entrance of the MDF/IDF. Power for the lighting is from the same circuits as power for the telecommunications equipment. Emergency lighting has properly been placed that an absence of light will not hamper emergency exit. Lights must be energy efficient LED lights control by approved room lighting system utilizing UTP cabling.
22. The MDF/IDF cabinets are equipped with a minimum of two dedicated electrical circuits appropriately sized for equipment to be installed. Separate duplex 120V AC convenience outlets (for tools, test sets, etc.) shall also be installed at 18 inches above the finished floor at 6-foot intervals around perimeter walls. The outlets shall be on non-switched circuits and they shall be identified and labeled.
23. The MDF/IDF is provided with an electrical ground on a 4-inch or larger busbar as defined by NEC Article 250-71(b). The busbar shall be mounted 6 feet, 6 inches above the finished floor if ladder racking is included in the design. If ladder racking is not part of the design, the busbar shall be located near, but not behind, the riser sleeves between floors. This grounding bar is connected to a main building ground electrode, reference ANSI/EIA/TIA-607. (Refer to Specification 270526)
24. Connection between the MDF and IDF will be connected with both unshielded twisted pair Category 6 cable, when distance is less than 90 meters and fiber optics cable if the distance is beyond 90 meters. Fiber optics cable should include single-mode and multi-mode. The type of cable, actual count and termination of the fiber will be determined at the planning stage, taking into consideration the amount of network traffic between closets, the distance between the communications rooms and the difficulty of running other cables at future dates.
25. The MDF/IDF is equipped with a single Room wide Eaton Uninterruptible Power Supply that supports all active electronics for a minimum of 30 minutes. Eaton UPS will be connected to an emergency power such as motor generators for those cases of extend power outages. Designer to size for 50% growth.
26. All walls of MDF/IDF are lined with Trade Size 3/4-inch AC-grade plywood, 8 feet high.

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Plywood will be mounted vertically starting 6 inches above finished floor and shall be securely fastened to the wall-framing members. Plywood to be fire treated and painted with two coats fire-retardant paint. Do not paint the fire-rated stamp on the plywood, leave that area exposed.

27. Additional equipment such as fire alarm panels and/or building monitoring devices are not be housed in the MDF/IDF. Separate space for these services can be provided as part of the electrical room or in a separate space.
28. These rooms shall be on separate fire protection loops, and a “dry” fire protection system such as FM-200 or Inergen for MDF and preaction for IDF’s shall be used. However, an acceptable alternative for intermediate special systems rooms is a “dry” pipe sprinkler system, or no fire protection if enclosed by fire rated walls.
29. Access to the MDF/IDF shall be directly from hallways, not through offices, janitorial or mechanical rooms.
30. The MDF/IDF is located as close as possible to the center of the area served and preferably in the core area.
31. The MDF/IDF is located in any place that may not be subject to water or steam infiltration, humidity from nearby water or steam, heat, and any other corrosive atmospheric or environmental conditions.
32. The MDF/IDF is not located near electrical power supply transformers, motors, generators, x-ray equipment, radio transmitters, induction heating devices, and other potential sources of electromagnetic interference.
33. The MDF/IDF does not share space in or be located near or below electrical closets, boiler rooms, washrooms, janitorial closets, and storage rooms.
34. All new BDF, MDF, and/or Computer room spaces shall use Panduit fiber runner pathway to manage fiber optic patch cords between cabinets.
35. If any of these items are not provided, contact the HAS/IT representative.

### 3.02 INSTALLATION

- A. Install work following drawings, manufacturer’s instructions, and approved submittal data.
- B. All installation shall be done in conformance with TIA/EIA 569B and BICSI installation guidelines. Failure to follow the appropriate guidelines will require the Contractor to provide, in a timely fashion, the additional material and labor necessary to properly rectify the situation.
- C. The contractor shall adhere to the installation schedule of the general contractor and should attend all construction meetings scheduled by the general contractor.

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- D. As a general practice for rack mounted equipment, the contractor shall run power cables, control cables, and high-level cables on the left side of an equipment rack as viewed from the rear. The contractor shall run other cables on the right side of an equipment rack as viewed from the rear. For equipment mounted in drawers or on slides, provide the interconnecting cables with a service loop of not less than three feet and ensure that the cable is long enough to allow full extension of drawer or slide.
- E. All racks and cabinets shall be floor mountable by design and permanently fixed to the floor with bolt-down kits. Manufacturer's procedures for floor mounting should be followed. Multiple racks and cabinets shall be connected together directly or indirectly via horizontal cable management hardware as indicated by drawings.
- F. A minimum of 2 feet shall be left at the end of the row of equipment bays. A minimum of 5 feet between walls and equipment bays will allow space for wall mounted copper cable terminations and the required 36" distance from equipment for work space.

### 3.04 CONTRACTOR'S FIELD QUALITY CONTROL

- A. The contractor shall be responsible for performing field inspections to ensure that all communications are installed in accordance with the contract drawings, specifications, and City of Houston requirements prior to the performance of field inspections by the City.
- B. Should there be any discrepancies or a question of intent, refer the matter to the City for a decision before ordering any equipment, materials or before starting any related work.
- C. The City shall perform field inspections and note all discrepancies that must be corrected prior to system acceptance.

END OF SECTION

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## Appendix A

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This list below is intended as a minimum checklist. CM should ensure that the contractor's schedule has built in these components and the necessary buffer period – and associated access restrictions to the communications equipment rooms – for HAS IT and tenant IT to prepare.

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1. All communication rooms that will service the area to be opened must be completed. That means a final walkthrough of these areas has been completed. It is not necessary that the entire project achieve substantial completion, but IT cannot install equipment and begin work until the following minimum criteria is met:
  - a. Space is built out and clean – free from dust/residues.
  - b. Electrical w/UPS as required.
  - c. All racks/cabinets installed and mounted. Padlocks eyes have been installed.
  - d. Grounding bus bar installed and properly tied to main grounding bus bar in MDF
  - e. HVAC functioning properly and is adequately filtering dust. Humidity is controlled.
  - f. Door access control is installed (card reader) -or- an approved temporary provision. Card reader access with a blank core installed in all MDF/BDF/IDF doors.
  - g. Lighting is installed and operational.
  - h. Cable trays/ladder racks installed and ready to use.
  - i. Permanent or temporary signage identifying permanent room number.



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2. All cabling necessary to operate the areas to be opened is completed.
  - a. Backbone cabling (copper and fiber) from the applicable communication room(s) is installed, tested, labeled, and approved by the inspector and communications design consultant.
  - b. Horizontal cabling for all areas to be occupied is installed, tested, labeled, and approved by the inspector and communications design consultant.
  - c. Copper cross connects and/or fiber jumpers have been installed per the owner/tenant requirements.
  - d. Cable records and redline drawings for installed cables are submitted and approved PRIOR to putting any active circuits on the new cables. Cable records reflect all installed cables \*\*and\*\* any cross connects or jumper assignments installed by the contractor.
  - e. All iPatch Panels are programmed and operational.
  - f. All jumpers and patch cords specified by the contract are transmitted to the owner for use.
  - g. NOTE: cable labels and permanent room numbers need to match. CM needs to be sure to get design team, airport, IT, and CM / contractor reps together to review permanent room numbers prior to contractor installing cable labels.

3. Move-in buffer period needs to be minimum **6 weeks** for HAS-IT to install/extend services within the area to be occupied prior to occupation of the facility or spaces. Additional time may be necessary if Tenant IT organization is involved, or if contractor has other systems that must be configured/tested which require HAS-IT resources (i.e. cabling or data network connections). This is frequently the case for PA System, television, radio, Fire Alarm, pay telephone, EFSO (Electronic Fuel Shutoff), access control & CCTV, etc.

4. Once HAS-IT accepts a communications equipment room and begins to install/configure equipment in preparation for hosting live applications, this room becomes a restricted area with access to be controlled by HAS-IT. Contractors must be substantially complete with systems inside the communications equipment room so that access is generally not required. Minor punch list and scheduled testing with escort can be arranged, but access will be very limited.

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5. Other IT-related systems that must be operational, tested, and accepted or approved temporary provisions.
  - a. PA System
  - b. MATV and/or CNN TV (where applicable)
  - c. Fire Alarm
  - d. MUFIDS
  - e. Pay Telephones (where applicable)
  - f. EFSO (where applicable)
  - g. Access Control & CCTV (note: must be PROGRAMMED, and approved acceptance test walk through by HAS)
  - h. Crash phone (where applicable)
  - i. Radio system enhancements (where applicable)
  - j. Data Network switch installed and configured.

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## **Appendix B**

**GUIDELINES**

*(These Guidelines are basic minimum criteria to be met in preparing the final specifications for this section, which is the responsibility of the Designer/Contractor/Installation Team.)*

<b>IDF Number:</b>		<b>Date:</b>		
<b>Grounding &amp; Bonding:</b>		<b>YES</b>	<b>NO</b>	<b>COMMENTS</b>
	TGB properly installed			
	Proper grounding conductor installed (6AWG min.)			
	Cable trays properly bonded			
	Equipment Racks, Armored Cables & Cabinets properly bonded			
	Conduit properly bonded			
	Cabling properly bonded			
	Splice Cases properly bonded			
<b>Horizontal Cabling:</b>		<b>YES</b>	<b>NO</b>	<b>COMMENTS</b>
	Routing			
	Cables properly supported			
	Pull tensions properly recorded			
	Sheath damage			
	Bend radius observed			
	Pair twist meets spec			
	Proper termination scheme			
	Cable/jack part number meets spec			
	Plenum vs. PVC			
	Properly dressed in tray			

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	Properly dressed in cable management			
	Cables bundled properly			
	Appropriate clearances observed (power)			
	Minimum amount of cable exposed at termination			
<b>Backbone Cabling:</b>		<b>YES</b>	<b>NO</b>	<b>COMMENTS</b>
	Fiber strain relief properly applied			
	Routing			
	Cables properly supported			
	Pull tensions properly recorded			
	Sheath damage			
	Bend radius observed			
	Properly dressed in tray			
	Fiber installed in inner duct			
	Properly dressed in termination shelf			
	Any splice cases properly supported			
<b>Room Layout:</b>		<b>YES</b>	<b>NO</b>	<b>COMMENTS</b>
	Room laid out according to project drawings			
	Proper clearances maintained			
	Is the room clean & neat in appearance			
	Liquid carrying pipes within the room			
<b>Pathways:</b>		<b>YES</b>	<b>NO</b>	<b>COMMENTS</b>
	Conduit properly routed & supported			

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	Cable Tray properly routed & supported			
	Inner Duct used to route fiber and properly supported			
<b>Labeling:</b>		<b>YES</b>	<b>NO</b>	<b>COMMENTS</b>
	Grounding conductor			
	End-to-End labeling			
	Pair Count on Splice Case			
	Horizontal Cabling			
	Fiber Optic Cabling			
<b>Other:</b>		<b>YES</b>	<b>NO</b>	<b>COMMENTS</b>
	Appropriate fire stop material in place			
	Cabling test results submitted with proper information			
	Climate controlled environment (Temp. & Humidity)			
	Is the room access controlled			
<b>Copper Cabling:</b>				
	Total Pairs (Riser)			
	Pair Counts			
	Termination Type (66, 110, Protectors..)			
	Termination Location			
<b>Fiber Optic Cabling:</b>				

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<b>Multimode:</b>		
	<b>Total Strands</b>	
	<b>Termination Type (LC, SC)</b>	
	<b>Termination Location</b>	
<b>Single Mode</b>		
	<b>Total Strands</b>	
	<b>Termination Type (LC, SC)</b>	
	<b>Termination Location</b>	

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End of Appendix