

Facilities Planning

Objectives

- What is your Budget?
- Who is the Decision Maker?
- Who else is involved in the project?
- What is the Time Frame?
- What do we know about the Project?
- What do we need to Know?

Objectives

- What type of facility
 - Permanent install
 - Field
 - Combo
- Who is going to do the Install?
 - Vendor
 - In house personnel
 - 3rd Party
 - Mixture

Objectives

- Who is going to do the Install?
 - Electricians
 - Architects
 - Lighting
 - Sound
 - Unions

Objectives

- Who is going to use the facility
 - Seasoned Pro's
 - Entry Level
 - Outside People
 - Direct Clients
- How Often is facility to be used

Objectives

- What are your Present needs?
 - Equipment
 - Space
 - Layout
 - Storage
- What are your Future needs?
 - Equipment
 - Space
 - Layout
 - Storage

Where To Buy Gear

- Manufacturer
 - (Direct)
 - Sells only their products
 - Mostly large Stations or Companies
- Vendor
 - Value Added Reseller (VARs)
 - Multi Brands
 - Install expertise
 - Work with client

Area Vendors

- Video Images -Milwaukee
 - Madison
- Roscor-Chicago
 - Milwaukee
- Swiderski-Chicago
- Midwest Visual-Milwaukee
- Camera Corner-Green Bay
- Full Compass-Madison

Where To Buy Gear

- Independent Rep
 - Represents a few manufacturers
 - Generally no install
- Box House
 - Buy a Box
 - Low Prices
 - Little or no service
- Retail
 - Consumer type items

Brands

- Different Sellers offer Different Brands
- Is it important to have your favorite brand ?
- Availability
- Compatibility with other Gear
- Quality
- Warranty
- Parts/Service
- Stability of Company

Equipment Research

- [Manufacturers](#)
- [Vendors](#)
- Trade Shows
 - [NAB](#)
 - InfoComm
- [Trade Magazines](#)
- Other Users
- Web
- Fax Back

Equipment Research

- Specifications
 - How are specs measured?
 - How do they compare with others?
- Features
 - Access
 - Cool but not needed?
 - Quantity Vs. Quality

Equipment Demos

- May be difficult to arrange
- Attempt demo in your facility
- Under your normal operating conditions
- Side by Side Demos
- Factory Reps
- Check for “Tweaking”
- Use Test Equipment
- Trust your Eyes and Ears

Equipment

- Can you afford it?
- Do you really need it?
- Does it do what you
 - Need it to do
 - Want it to do
- Is it upgradable?
- Perceived life?
 - Obsolete

Equipment

- Learning Curve?
- How well will it interface w/system?
- What accessories do you need/want?

Monetary

- Is buying the best way?
 - Capital budgets
 - Depreciation
- Renting
 - Good for occasional use
 - Equipment Availability
 - Day/Week/month rates

Monetary

- Leasing -
 - May Free up money
 - May Cost more in long run
 - May Allow for More Gear
 - Up Front Payment
- Types of Leases
 - “Walk Away”
 - Fair Market Value
 - Dollar Buy Out
- Rates and Terms

Quotes

- List Vs. Sell Price
 - Margin
 - Discount off of list
- Actual Price Vs. Budget Numbers
- How long is the quote good for?
 - Price Changes
 - Foreign Exchange Rates
- 3 bids (State)

Quotes

- What is included in quote?
 - Service Levels
 - Phone
 - On Site
 - System Warranty
 - On Call
 - Service Contracts

Training

- Nature of training
 - Who Pays?
 - Orientation
 - Full training
 - On Site Vs Off Site
 - How many trained?
 - Who does the training?
 - How Often?

Facility

- Location
 - Clients
 - Access to Loading
 - Parking
 - Costs

Facility

- Space
 - Equipment access
 - Cable runs
 - Racks
 - Storage
 - Office
 - Restrooms
 - Conference

Facility

- Heating/Ventilation/Air conditioning
- Sound treatment
- Lighting treatment
- Ergonomics
- Power
- Control
- Video
- Audio
- Sync

Facility

- Racks
- Furniture
- Office Equipment
 - Computers
 - Fax
 - Copiers
 - Phone
 - Voice Mail
- Misc.

In Conclusion

- Objectives
- Where to Buy
- Brands
- Equipment Research
- Demos

In Conclusion

- Equipment
- Monetary
- Quotes
- Training
- Facility

In Conclusion

- A list of Vendors and Manufactures is available from my website at:

<http://vms.www.uwplatt.edu/~meinhard/Vendors.html>

Questions & Comments?

THANK YOU

