

CONFERENCE ROOMS CEDEFOP

Cedefop, in the course of implementing its mandate, uses 3 existing conference rooms of different sizes, i.e. Europa (large), Montessori (medium) and Emile Rousseau (small). The AVCI (Audio, Video and Conference Infrastructure) assets were commissioned and are in operation since late 1999, without any substantial upgrade in the meantime.

Having the experience of over a decade of successful operation, Cedefop is currently undergoing a revamping stage comprising the upgrade of the assets that will, at some point, become obsolete, protecting at the same time its past investments. The scope of the project, bearing the acronym RECOVER II, addresses the needs of the Organization for the next 5 to 10 years, considering the types, quantities and budgetary funds for latest technology equipment that will ensure the continuation of efficient and qualitative services in par with the importance and status of a European Organization.

The RECOVER II project covers the 3 main conference rooms of Cedefop plus 4 additional rooms (currently personnel or meeting rooms), namely:

- a) Europa, Montessori and Emile Rousseau conference rooms
- b) Library on 1st floor (A' ISOGEIO - 0.A.15)
- c) Meeting Room on 1st floor (A' ISOGEIO - 0.A.40)
- d) Personnel Room on 2nd floor (B' ISOGEIO - 1.B.24)
- e) Personnel Room on 4th floor (B' OROFOS - 1.B.24),

and installations as following:

- Audio Installations
- Video Installations
- Lighting Installations

4. EQUIPMENT SPECIFICATIONS & INSTALLATION REQUIREMENTS

4.1 Present State of Installations

In this paragraph the tenderer may find a brief description of the state of installations before the revamping.

This in conjunction with:

- Annexed list of drawings (Annex 1 to the Technical Specification (TS));
- System Diagrams (Annex 1 to the TS);
- Existing Equipment Inventory (Annex 1 to the TS).

and in compliance with the new state of installations as described in the next paragraphs and the relevant annexed data, i.e.:

- Conceptual and constructional drawings clarifying equipment locations and installation details (Annex 2 to the TS);

- New System Diagrams depicting structures, interconnections and signal flows(Annex 2 of the TS);
- Bill of Materials to be tendered (Annex H).

which will help the tenderer identify the equipment and works needed for achieving the goals of this project. More particularly, the comparison of the two states (existing and new state of installations) will reveal information regarding what to supply (in terms of quality and quantity), how to install and the intended function for each described system.

4.1.1 Interpretation and Conferencing

Europa Room: Europa is the largest conference hall of the premises capable of accommodating 150 delegates. The hall is “surrounded” by 12 booths, 11 for interpretation purposes, 1 of which doubles as an ENG Booth and 1 for the control room.

The existing state of the room is depicted in Annex 1: drawings AVCI.E01-exst, AVCI.E02-exst and AVCI.E03-exst respectively along with Table E1 that contains the existing equipment of Europa Room, Booths and the Control Room.

Montessori & Emile Rousseau Rooms: Montessori is the medium conference room and can accommodate 70 delegates. The hall is “surrounded” by 6 booths, 5 for interpretation purposes and 1 for the control room of both Montessori and Emile Rousseau.

Emile Rousseau is the smallest one accommodating up to 38 delegates. Two (2) interpretation booths serve this hall.

The existing state of those two rooms is depicted in Annex 1 to the TS: drawings AVCI.M01-exst, AVCI.M02-exst and AVCI.M03-exst respectively along with Tables M1 & R1 that contain the existing equipment of the Rooms, Booths and the Control Room.

4.1.2 Reinforced Sound

The reinforced sound system of the rooms is based on a number of passive loudspeakers positioned at the corners of each room just below the false ceiling. Corresponding power amplifiers and audio mixers drive them.

Europa and Montessori Rooms are equipped with 4 loudspeakers each, while Emile Rousseau Room has only 2. The locations of these loudspeakers are depicted in Annex 1 to the TS: drawings AVCI.E04-exst and AVCI.M04-exst respectively.

4.1.3 Video & Projection

The video projection systems of the three conference rooms comprise SD (standard definition) cameras, projectors, projection screens and video monitors, of various types and quantities, as well as a software-hardware package for delegate camera tracking.

The locations of the video equipment are depicted in Annex 1: drawings AVCI.E04-exst and AVCI.M04-exst.

4.1.4 Teleconference

Teleconference capability is available only in the Europa room by means of a Tandberg 6000 Series codec, as well as in two of the four additional rooms mentioned in previous §3.2 c and d.

Additionally, in the rear part of the Library on 1st floor (A' ISOGEIO - 0.A.15), there is an open space that is configured as a meeting area comprising a desktop PC and a wall LCD display.

The layouts of the rooms with their existing equipment are depicted in Annex 1: drawing AVCI.V01-exst.

4.1.5 Lighting

The lighting system of the conference rooms comprises dimmers controlled by a DMX console that sets the general lighting level of the rooms. Only general lighting fixtures are currently in place.

An electrical curtain for room darkening is also available.

4.1.6 IT Integration

Cedefop has recently carried out a full upgrade of its Ethernet infrastructure comprising 1Gbps edge switches and 10Gbps backbone. This bandwidth is sufficient for the implementation of numerous AV applications over the Ethernet. There is also wireless Internet connectivity in the public spaces and corridors for two users groups: (i) Cedefop employees and (ii) Guests.

Regarding Internet connectivity there are two active-active gateways:

- A main fibre cable Metro Ethernet connection with EΔET (The National Research and Technology Network), currently at 20Mbps, that can easily be upgraded to 40Mbps.
- An auxiliary wireless connection with Forthnet at 8Mbps symmetric.

Normal load is approximately 10Mbps leaving a margin for teleconference applications via IP.

4.2 New State of Installations

This paragraph is subdivided to the following, discussed in detail item-by-item.

(A) Audio Installations:

- A.1 Reinforced sound design for Europa Room
- A.2 Evacuation system interconnection with Europa room public address
- A.3 Repurposed Europa ST Booth – Audio feeds for TV ENG Crews
- A.4 Portable Digital Audio Recorder system

(B) Video Installations:

- B.1 HD Video, projection and videoconference installations for all 3 rooms
- B.2 Europa video relay infrastructure for Cafeteria video wall future installation
- B.3 Portable Teleconference system

(C) Lighting Installation.

- C.1 Europa Room Physical Darkening
- C.2 Artificial Lighting Enhancement
- C.3 General Lighting Control from within the room (for the cleaners' service)