Coast to Capital
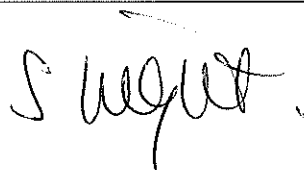**Learning Facilities Fund: Grant Request Form**

Colleges must return **one** electronic copy of the signed and completed Request Form and supplementary information Ron Crank, Chief Executive, Coast to Capital via the following email address: skillscapitalfund@coast2capital.org.uk and ensure that it is submitted by **1pm on 29 May 2015.**
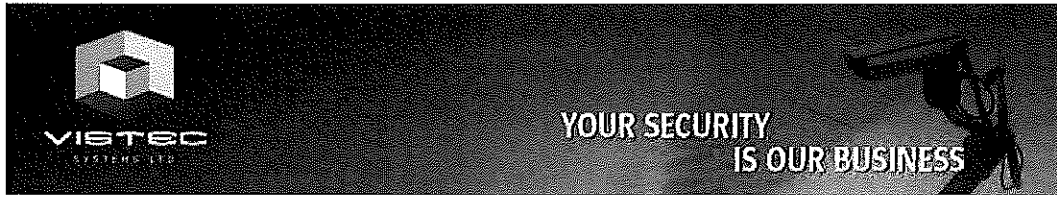
College Name	Central Sussex College
College Address	College Road CRAWLEY West Sussex RH10 1NR
College Contact Name and Job Title	Kim Morton Deputy CEO Corporate Services
Contact Telephone	01293453419
Email	kmorton@centralsussex.ac.uk
UPIN	UKPRN 10001744, URN 129383 and DFE 9388603
Learning Facilities Fund Allocation:	£200,000

1. Use of Learning Facilities Fund Grant Allocation Details

Project Title	Improve Safeguarding and Access Control areas (including improving condition of reception, welcome areas and student social areas)
Project location (including postcode)	Crawley Campus, College Road CRAWLEY West Sussex RH10 1NR

Summary of capital works proposed and estimate of costs	**Construction and professional fees £130,000, Equipment and furnishings £78,154,** (plus VAT) includes following works: Capital works drawings (Appendix A1) i £60,000 main entrance security barrier system (Appendix D). £5,485.00 Systems proposal (Appendix A) to supply, install, test and commission a fully functioning access control for door Locations: • Main External Entrance (4 sets of doors) • Tower Block Entrance (single door) • Paxton ACU Door Controllers • 7A/h Battery Back-Ups • Paxton ACU Enclosure with 12vDc 2A PSUs • Paxton P50 Proximity Readers • Green 'resettable' Break Glass • Single Magnetic Locks Inc Z&L brackets (Tower door existing) • Override switch (reception) Included: • All cable, fixings, connectors • Installation • Connection to Colleges 'site wide' access system • Commissioning • Project Management • SSAIB Certificate Appendix A2 £5,945.00 Intercom proposal and £2,275.00 CCTV interface. Reception building works student services area and the visitor/staff Tower reception configuration (Appendix A1) plus new flooring throughout main corridor linking the two reception areas. • Student foyer to include inner secure holding area, four sets of secure toughened doors (inc one set for holding area), intercom system, repositioning of reception hub and waiting area. Other minor works and system interface requirement, plus o 230v Power by each door or group of doors o Network point by each door (static IP address required) o Fire Interface Relay o Automated front doors volts free contact • Tower reception to include new reception pod, welcome area and seating, security barrier system and wall of ambition. Software, classroom card reader and system interface requirement incorporates classroom entry/auto registration card readers PC and UNITe data configuration and anti pass back security. See appendices: Appendix A Vistec Proposal Appendix B reception plans (barriers and Tower foyer) Appendix C1 Intercom system and CCTV Appendix C2 Access control system proposal Appendix D Image control system installation

Impact of Investment	

Table 1: Impact of proposed works on areas and condition					
GIA (m2) and percentage of estate in condition category A, B, C and D (before works [1]	%	GIA (m2) and percentage of estate in condition category A, B, C and D (after works) [2]	%	Change in condition of GIA (m2) and percentage of estate as a result of the works = [2-1]	%
A: 3,788	15%	A: 4,040	16%	A:	+1%
B: 13,384	53%	B: 14,142.24	56%	B:	+3%
C: 8,081	32%	C: 7,071	28%	C:	-4%
D: 0	0%	D: 0	0%	D: 0	0%
Total: 25,254	100%	Total:	100%	Total:	

The campus has a mixed portfolio of buildings to suit the curricular needs. The age of the buildings range between 1960 to 2013 (the newer Longley buildings). This means we have a full range of spectrum in terms of physical condition and functional suitability. The main Crawley Campus building is predominately condition grade C and the project works relates to the specific parts of the building that require capital works.

Rationale for Investment:	Crawley is allocated by PREVENT as a priority concern in relation to threat of radicalisation/terrorism activity. We should therefore have a full building and class lock down procedure in place. Secure access control/attendance capture is necessary to meet this requirement. Additionally, the last Ofsted report awarded Safeguarding a grade 2 and it cannot comply with grade 1 requirements unless all access points have barrier security control. Both main reception access areas 1 and 2, (equating to approx. 500m2.) will be reconfigured to enable security barriers and provide a better environment for our students as well as meeting the community and employer expectations when visiting the college. The new entrance/reception areas would also substantially improve the whole site security control access/class points within the main building. As well as meeting safeguarding student requirements, the ground floor main internal walkway would be refitted as part of the learner journey ethos and provide a welcoming environment, varied social seating areas, appropriate visuals, and modern décor. Currently these areas are dull, aged and portray a significant lack of vision and inspiration for the students. The use of the Student ID card that is used as part of the access system, will also be synchronized for use in the College eating/breakout areas and for their printing requirements. This enables a cashless environment and makes the card a safer and more relevant tool to the Student. As the ID card is a smart card, we will further develop it outside of this project, to provide class registration and trip payments.
Total works	**(Costs incurred from 1 April 2015]** **£247,505 inc VAT**

LEP grant:	£200k
% of total works costs:	76%
College contribution:	£47,505
% of total works cost:	24%

3. Declaration and Signature	
Declaration:	I certify that the information provided in this form is complete and correct to the best of my knowledge. I accept the criteria and conditions for the use of the LEP's Learning Facilities Fund grant.
Signature (College Principal)	S Wright
Print Name	Sarah Wright
Date	19/05/15

Our Ref: DH/Q8562

Ms Tina Bailey
Central Sussex College
College Road,
Crawley,
West Sussex,
RH10 1NR

12th November 2014.

Dear Tina,

RE: MAIN CAMPUS – ADDITIONAL ACCESS CONTROL DOORS

Following our recent site meeting, on behalf of Vistec Systems I am pleased to confirm our following costs to provide additional access control doors to your system.

I have also included our anti-passback datasheet that may be of interest.

I trust that I have interpreted your full requirements correctly.

Should you have any further questions or require any additional information please do not hesitate to contact myself on 01293 510792.

Assuring you of our best endeavours at all times.

Yours sincerely,

Dean Hawkins

Mr Dean Hawkins
dean@vistecsystems.co.uk
National Sales Executive

VISTEC QUOTATION - REF DH/Q8562

CENTRAL SUSSEX COLLEGE

ACCESS CONTROL SYSTEM

1. DESCRIPTION OF WORKS:

Vistec Systems propose to supply, install, test and commission a fully functioning access control.

Door Locations:

- Main External Entrance Door (inner, double door set)
- Internal Door to right of the reception (double door)
- Internal Door to left of the reception (double door)
- Tower Block Entrance (single door)

Reception will have a manual override switch to enable the receptionist to open the main inner door to visitors etc.

The access control doors will be connected to the college's site wide access control system, currently supplied & maintained by us at Vistec Systems.

2. EQUIPMENT SCHEDULE – ACCESS CONTROL:

4No.	Paxton ACU Door Controllers
4No.	7A/h Battery Back-Ups
4No.	Paxton ACU Enclosure with 12vDc 2A PSUs
8No.	Paxton P50 Proximity Readers
4No.	Green 'resettable' Break Glass
6No.	Single Magnetic Locks Inc Z&L brackets (Tower door existing)
1No.	Override switch (reception)
	All cable, fixings and connectors are included
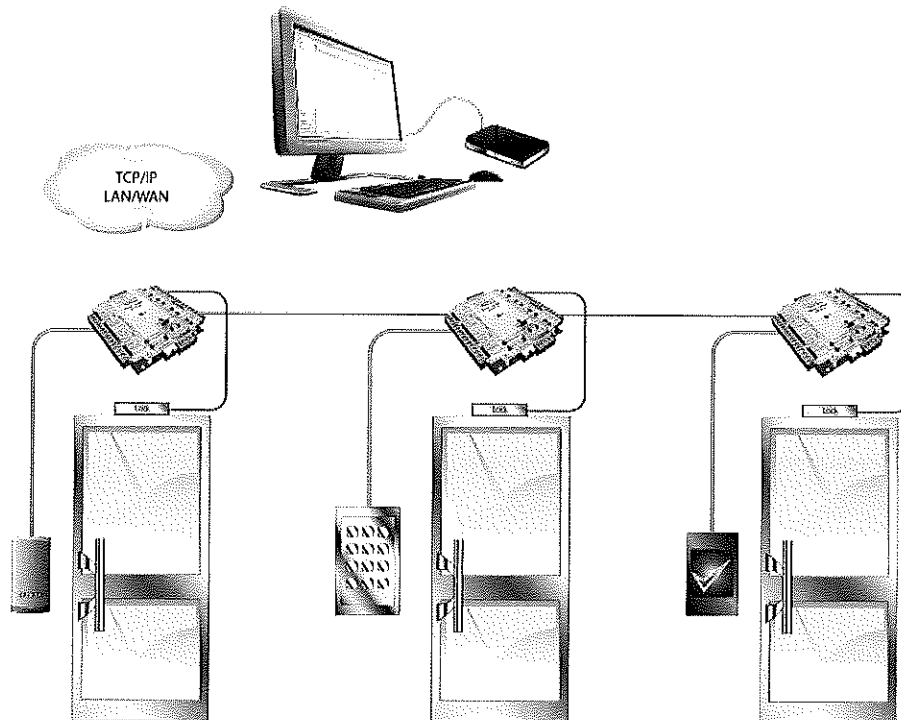
3. PROJECT SERVICES:

Includes:

      i)   Supply
      ii)   Installation
      iii)   Connection to Colleges 'site wide' access system
      iv)   Commissioning
      v)   Project Management
      vi)   SSAIB Certificate

Excludes:

      i)   230v Power by each door or group of doors
      ii)   Network point by each door (static IP address required)
      iii)   Fire Interface Relay
      iv)   We assume automated front doors have a volts free contact

4. FINANCIALS:

Vistec Systems would be pleased to carry out the enclosed installation,
for the sum of:

TOTAL COST : £5,485.00 + VAT

ASSUMPTIONS & CLARIFICATIONS
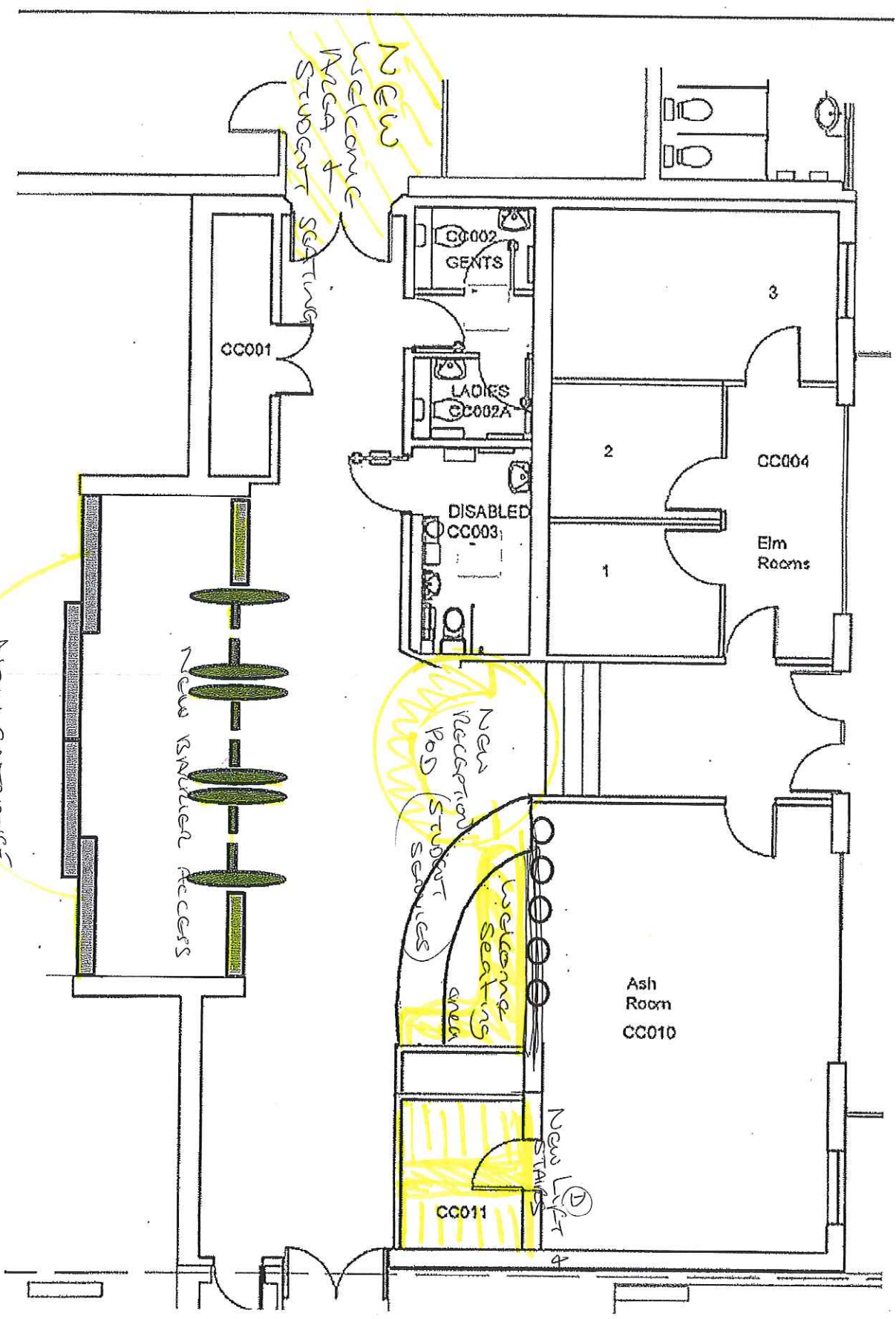
- All cabling will be run along existing routes, surface clipped and free-run as required (unless stated).

- We assume that any existing cable ducts / wire ways are available and that there is spare capacity.

- All 230v fused spur units to be supplied by others.

- All network points & IP addresses are to be supplied by others.

- All cable ducting and ground works to be carried out by others.

- It is assumed all door frames and doors will incorporate suitable cable routes required for door furniture.

- All mechanical door closures to be supplied and installed by others.

- All Fire Interface Boards (FIB) to be supplied by others.

- No main contractor discounts or retentions apply to this project.

- All equipment comes with a standard 12 month parts & labour warranty.

- Standard working shifts 08.00 to 17.00, Monday to Friday.

- Quotations valid for 30 days.

- Vistec has full access to all installation areas.

- Any order placed against our quotation is deemed to have been accepted under Vistec's standard Terms & Conditions.

- Vistec Systems are members and registered installers of the **SSAIB, ECA & Construction Line.**

- Vistec Systems are a Paxton 'Platinum' partner.

NEW Welcome Area 4 Student Seating

CC001

CC002 GENTS

LADIES CC002A

DISABLED CC003

3

2

CC004

Elm Rooms

1

New entrance Area

New building Access

New Reception Pod Student Services

Welcome Seating area

Ash Room CC010

New Lift Stairs

CC011

Reception Draft

Appendix X

New Meeting room

New Meeting room

Reception back Office

IT ACADEMY SUITE

Welcome seating area

Wall of Ambition

New Reception POD (Main)

New Barrier Entrance

New Barrier Exit

SHOWCASE

Entrance

PLANTS

Lift 3

SERVICE DUCT

RECEPTION DRAFT
AREA 2 (MAIN)
VISITORS + STAFF

FINANCIAL QUOTATION

CENTRAL SUSSEX COLLEGE

ACCESS CONTROL PROPOSAL

Option One – IP Intercom System

As part of the project, Vistec Systems recommends that a number of help / intercom points be installed at each entrance.
This IP Intercom will enable a member of staff, student or visitor to communicate with 'one' PC location i.e. security or reception, should they have difficulty entering one of the entrances. Additional software is available to communicate with more than one computer.

Intercom voice quality audio is delivered from a microphone and/or loudspeaker connected to the IP7 adapter to a computer. The computer operator can then communicate with the caller and take any necessary action.

TOTAL COST : £5,945.00 + VAT

Option Two – CCTV Interfacing

Vistec Systems can connect each turnstile to a local digital recorder (already in situe), this will enable the CCTV System to produce an 'event' of say, a turnstile being abused or jumped.

We will need to run alarm contact cables from each of the turnstiles to the most local & suitable digital recorder.

TOTAL COST : £2,275.00 + VAT

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CENTRAL SUSSEX COLLLEGE

ACCESS CONTROL SYSTEM INCLUDING TURNSTILES

SITE WIDE

1. ACCESS CONTROL SYSTEM :

Overview - Vistec Systems proposes to design, supply & install a fully 'networkable' access control system as per our site survey & meeting.
Net2 is an advanced industry leader, PC based access control solution.
Net2 offers centralised administration and control of sites from one to hundreds of doors with up to 50,000 users.
Perfectly tailored access privileges to groups or individuals quickly and easily using the intuitive, user-friendly software. Door monitoring, CCTV integration and site mapping are part of the software package.
Doors / Gates to have monitoring contacts, status can be viewed via the access control software.
Status of the system to be shown on a control computer – supplied by the client.

Net2 professional software contains all of the features of Net2 standard software with the addition of fire alarm integration, roll call/muster reporting and anti-passback, free card designer software, this has also been included for within our proposal.

Operation - Net2 operators must be added. These are the users that are allowed to use the software. There are different permission levels to restrict access to certain features. Each operator must logon to the software using their user name and unique password. Operator logons are recorded in the events log.

The software is designed to be intuitive to use and all but the most complex functions can be performed easily and without training.

Compatibility - Operating Systems - Net2 software is compatible with current Microsoft operating systems. To receive the best help from our support team, we recommend the following as the most suitable platforms:

- Windows 7 Professional (32 bit)
- Windows XP Professional (32 bit)
- Windows Vista Business (32 bit)

The following are also compatible operating systems for Net2:

- All other Windows 7 editions (32 bit & 64 bit)
- Windows XP Home (32 bit)
- All other Windows Vista editions (32 bit)
- Windows Server 2003 & 2008 (32 bit)

3

In each case, the compatibility is conditional on up to date service packs and updates being applied. Server operating systems are compatible, but will probably require IT expertise unavailable from our support team in order to complete a working installation. This particularly applies to special versions of operating systems (for example Windows Small Business Server 2003).

Administrator rights to the PC are required in order to install the Net2 software and user rights are necessary in order to use Net2 software.

Anti-virus or spyware programs may interfere with the installation of any software, including Net2. We recommend McAfee which seems to give the fewest problems. In the event of difficulties during installation of Net2, we advise that the anti-virus software should be disabled. Should difficulties persist once the anti-virus software is re-enabled, the person responsible for supporting the anti-virus software should be consulted. Our support team will be unable to offer advice in this event.

Compatibility - Hardware
A PC of the following minimum specification is required in order to run Net2 software:

Intel Pentium Dual-Core 2.00GHz (or equivalent)
2GB RAM
20GB free disk space
CD ROM drive
256 colours @ 1024 x 768
Serial port, USB2 or Ethernet

Compatibility - Network
Where devices have an Ethernet network port, (e.g. a TCP/IP RS485 interface, or a Net2 I/O board) the device will be compatible with IEEE802.3 Ethernet infrastructures supporting 10BaseT at 10Mbps using the IPV4 network protocol.

IP data traffic between the user interface software and the server software (where client server mode is used) and between the Server software and the I/O boards use ports in the range 6474 to 6485 inclusive. When using a TCP/IP RS485 adaptor, ports 10001 and 30718 are used. A combination of TCP and UDP communications are in use. This should be taken into account in routers where port filtering or forwarding are employed.

We recommend that wherever Net2 data are communicated over TCP/IP, data security and vulnerability of components should be considered. A virtual private network (VPN) should be used where traffic is carried over the public internet, and secure VLAN's are advisable on vulnerable internal networks.

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PROJECT OVERVIEW

CENTRAL SUSSEX COLLEGE

	Product	Number of Lanes		Proximity Readers (Mifare)	Floor Protector System
		Standard	Wheelchair		
Main Entrance	Fastlane® *plus* R400 MA	2	2	4	4
Tower Block	Fastlane® *plus* R400 MA	1	2	3	3
Don Monro	Fastlane® *plus* R400 MA	1	1	2	2
Longley One	Fastlane® *plus* R400 MA	1	1	2	2
Longley Two	Fastlane® *plus* R400 MA	1	1	2	2
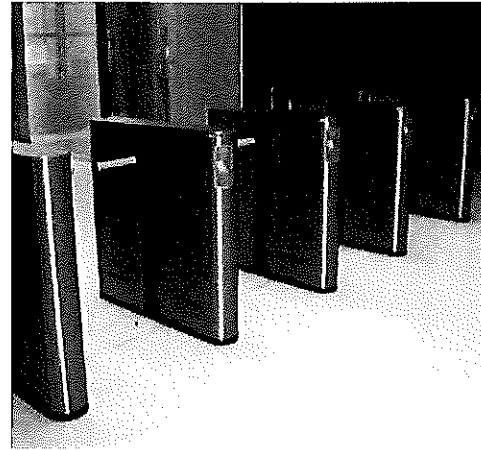
- All Turnstiles are 'read in' only
- All Turnstiles have been quoted with floor protectors

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