

## STANDARDS PROGRAM

### ANSI/InfoComm 2M-2010

#### Standard Guide for Audiovisual Systems Design and Coordination Processes Overview

**Abstract:** A successful professional audiovisual system installation depends on the clear definition and coordination of processes, resources, and responsibilities of the design and installation project teams. A properly documented audiovisual system provides the information necessary to understand and implement the system goals and project requirements in a logical and efficient manner. The documentation should complement and coordinate related architectural, engineering, and construction documentation. This standard outlines a consistent set of the standard tasks, responsibilities, and deliverables required for professional audiovisual systems design and construction.

**Purpose:** The purpose of this standard is to provide a description of the methods, procedures, tasks, and deliverables typically recommended or applied by professionals in audiovisual (AV) systems design and integration projects. The intention of the structure outlined in this Standard is to enable clients and other design and construction team members to assess confidently whether the responsible parties are providing the expected services.

Modern AV systems have become increasingly complex and interconnected to other building systems such as network, electrical, HVAC and building automation/energy conservation. In many instances, AV systems provide critical operational functions for the owner, warranting a thoughtful and well-organized approach to commonly accepted planning, design, and integration procedures.

In addition, the AV systems design and integration process may span and parallel a lengthy design and construction cycle, including input and review by many key personnel from divergent disciplines, trades, and backgrounds. This standard provides a practical guideline for defining the audiovisual system requirements and a clear accountability structure for the development and execution of the system design components. It provides a consistent reference for the project team from the initial design phase through construction, project completion, and building occupancy.

**Application:** This Standard applies to all phases of an audiovisual project. It incorporates all of the activities and deliverables for the most common project management models of *Consultant-led projects and Design-build projects*.

**Conformance:** Verification of conformance to this standard must include the delivery of the *Audiovisual System Design and Coordination Components Checklist*. This serves to verify the following: A. Documentation of Applicability, B. Consideration, and C. Completion. The *Checklist* includes four checkboxes for each item for the project team to address: A. Date, B. Activity Code, C. Responsible Party, and D. Accepted By. The determination of which items are to be included in the project is to be made in conjunction with the contractual agreements.

**Benefits:** This Standard has been developed using the ANSI imperatives of *consensus, openness, balance, transparency, due process, flexibility, timeliness, and coherence*. Architects, facilities managers, owners, and technology managers will benefit from a checklist which verifies that their audiovisual systems have been designed, installed, and tested according to a thorough set of industry-recognized documentation and procedures.