

PROJECT DEVELOPMENT PROCESS

Digital Roads Incorporated

Audiovisual & Security Integration
Including: Presentation Systems,
Sound Systems, Video Conferencing,
Access Control, Surveillance
and more!

Visit our website
www.digitalroads.com

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MBE/WBE, DBE, SBE



Technology changes quickly and the introduction of digital media has added further complexity to the design process. Starting with a good system design is always the best way to obtain best value from business technology over time. This is true for new systems as well as when designing upgrades for existing legacy systems. At Digital Roads, Inc., we make sure that our system designs meet functional and budget requirements now while maintaining a future migration path.

Designing systems with future expansion in mind helps you maximize your return on investment over time. Customer satisfaction is our number one goal, as it is key to our growth and development. Over the years we have honed our project development process. Our six-step design and installation process ensures our clients are informed and satisfied each step of the way.

1. Needs Analysis:

Our first step is to make a visit to your site and conduct a Needs Analysis, where we ascertain what functionality you want to achieve with technology implementation in your space and who will need to do what tasks from a functional perspective. This would include any possible current and future uses for the venue. In addition, we will discuss budget expectations in an attempt to flush out quality, fit and finish expectations.

2. System Overview:

A basic system overview at the conceptual design level is presented in the form of a narrative description which outlines the functional capabilities and the key components that will be required to support the identified business objectives. Types of products will be selected based on the functional needs analysis and identified budget expectations.

Some common decisions include:

- Types of microphones (wired/wireless, table/ceiling)
- System control options
- Equipment mounting options
- Type of interface hardware for tables, wall plates and/or floor boxes
- Compatibility and/or interoperability with existing equipment or systems



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3. Budget:

We use our System Matrix software to develop a budget range for the project early in the process. It is important to understand the trade offs on equipment or design options and how these will impact your organization over time. Key product selection decisions will have the greatest impact on the overall system quality, flexibility and price. Options for building systems in stages over time can also be explored at this juncture.

4. Detailed System Development:

This step expands on the conceptual design with associated product selections and interoperability expectations. A formal proposal or quote will include all of the necessary labor, equipment and infrastructure for a turnkey solution. This phase of project development will provide further detail on system functionality, configuration and infrastructure requirements. In addition a turnkey price will be provided for the installation, commissioning/programming and training.

4a. Bid Document Development (If Required)

This is a service that is offered as an alternative to step #4 when project procurement procedures require a competitive public or private BID process. This step involves more detail and documentation so as to communicate all details of the system design and functional expectations to another contractor. The expanded detail is required to assure that all submittals can be compared equally on technical merit. Deliverables include: system narrative with functional expectations, comprehensive equipment list, detailed rack elevations and system line drawing schematics. Terms and conditions as well as training, service and support requirements can be added to this documentation to complete the BID package documentation. This service generally costs approximately 3% of the total project cost estimate.



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for a full year.

5. System Building and Installation:

This step involves the construction and installation of the entire system. Equipment racks are configured in shop and tested prior to delivery to site whenever possible. Once the system is built and installed, a final system commissioning (review) is conducted to guarantee complete project compliance. At this point, the Digital Roads, Inc. Extended Service and Support Program (ESSP) will be explained. This component provides scheduled preventative maintenance services on your system

6. Post Installation:

Once your system is up and running, the final step of the Digital Roads process involves training your personnel in the use of the system, including supplying end-user system instructions for operation. A full systems manual will be provided. This manual includes product documentation, warranty information, service and repair manuals, usage parameters, vendor contact information and system as-built drawings. Additionally, we will detail the support program of interfacing with Digital Roads' certified technicians. Training structure and options are explained in more depth on our website.

Following this proven Project Development Process allows us to work closely with our clients through each step of the design and procurement process. A fully informed customer can better participate in the decision making process. The more collaborative the process the better the expectations will match the delivered system. Expectations ultimately drive satisfaction which is our ultimate goal!



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