



EAST TENNESSEE STATE UNIVERSITY

Facilities Management – Capital Planning

Policy Number: 500.2

Title: Communications Design Standard (CDS) Policy

Implementation Date: November 9th, 2016

Audited: June 3rd, 2024

Revised: June 3rd, 2024

Introduction

The ETSU Facilities *Communications Design Standard (CDS)* is for use by ETSU employees, architects, engineers, interior designers, contractors and low-voltage integrators to help ensure the successful delivery of ETSU capital projects and renovations. The ETSU CDS policy is intended to be used in conjunction with the latest edition of the Construction Specification Institute's Master Format and related construction drawings, to be incorporated into ETSU construction and renovation project documents.

Scope

This policy applies to all Facilities Management employees, as well as any architects, consultants, engineers, interior designers, contractors and low-voltage integrators that are providing services regarding new construction and renovation projects for ETSU.

Purpose

The purpose of this policy is to ensure the use and application of the CDS by ETSU employees, architects, engineers, interior designers, contractors and low-voltage integrators as it applies to new construction and renovation projects. The purpose of the CDS is to describe and specify the minimum acceptable building infrastructure required to support the communications and networking requirements of ETSU Information Technology Services.

Procedures

1. The Communications Design Standard shall be applied to all ETSU Capital and renovation projects. A copy of this standard can be obtained from the Communications Infrastructure Engineer upon request.
2. Any exceptions to the application of the CDS to new construction and renovation projects must be approved by the Communications Infrastructure Engineer and the Associate Vice President of Facilities Management.
3. The Communications Infrastructure Engineer will ensure that the CDS is applied to all new construction and renovation projects as deemed applicable.

4. The CDS Policy will be posted on the Facilities Management webpage under campus standards.
5. All design professionals and contractors will be directed to the CDS policy at the beginning of the designer or construction process.

Responsibilities

The Communications Infrastructure Engineer is responsible for reviewing appropriate designer-supplied documentation regarding new construction and renovation projects to ensure compliance with the CDS.

Contact Persons

Associate Vice President, Capital Planning and Facilities Services
Director, Design Renovation & Construction
Design & Construction Coordinator
Communications Infrastructure Engineer

Approved by: _____
Laura Bailey, Associate Vice President, Capital Planning and Facilities Services

Date approved: _____

Audited: August, 2017
September, 2019
August, 2021
June 3rd, 2024

Revised: September 11th, 2017
August 31st, 2021
June 3rd, 2024