

Draft - 4/14/97

## Outreach Center Design Requirements Document

Plans for usage:

The Outreach center will have the following uses:

1. school groups coming to see the exhibits and visit the LIGO site. They will interact with the exhibits in the exhibit hall, view films, videos, or speaker presentations in the auditorium, and perhaps use the video conferencing room (opportunity to talk to other classes nationally or internationally).
2. The Outreach center will also be used as a center for teacher development. Teacher training about LIGO so that they can develop and present materials to their classes will be done there. The library and workroom will primarily be used for these activities.
3. In support of LIGO operations: Scientific conferences and public events will make use of the auditorium and video conference room. Also, the LIGO staff will routinely use the video conference room for communicating with LIGO participating institutions.

The Outreach Center should have an inviting exterior look, something exciting that makes people want to come in. The interior should convey excitement with science and technology also. It should also be aesthetically complementary to the main LIGO building design and colors (perhaps incorporate the curved wall entrance to the main LIGO building as a feature in the Outreach Center?).

### 1. *Main exhibition area:*

#### Atrium/Entrance

- reception area
- information desk
- very high ceiling (20 ft.?) so that we can put a beam splitter chamber (10 Klbs - 9 ft diam) in there or other large equipment and be able to rig it into place.
- wall space for posters/graphics

#### gift shop area

- 400 sq ft.
- adjacent to main exhibit hall
- door for controlled access

#### Main exhibition hall:

- Space for 10 exhibits at 100 sq ft./exhibit plus circulating space
- circulating space should be wide enough to bring a fork lift in to deliver or remove an exhibit
- carpeted
- track lights
- adjacent to entrance
- high ceilings because some exhibits could be quite tall (16 feet?)
- computer ports spread throughout as some exhibits will make use of networked computers

#### Auditorium

- To be used for outreach activities and large scientific meetings

- Movie and projection TV capabilities
- Fixed seating for 150
- raised stage big enough for a 8 person panel discussion
- Deep enough to allow transparency overhead projector to be used on the stage and give a readable size projected image
- adjacent to entrance
- computer network hookups for projection from network.
- cable for TV hookup

### **Video conferencing room**

- To be used for networked video conferencing
- for 20 seated at U shaped conference table, 20 more around periphery
- two white boards at front must be camera visible
- high ceiling to allow video image above speaker
- no windows
- lighting control to eliminate glare
- monitors visible by all
- adjacent to main exhibit hall (so that school classes can also use it)
- each spot should be computer networked
- computer network ports at each seat

## **2. *Education/Teacher resource areas:***

### **Teacher training room**

- Seating for 15 at conference table
- projection screen
- computer network hookup

### **Storage room**

- Large - accessible to teacher training room and Educational materials library
- May store some bulky items such as posters, big tupperware carry all tubs
- videos, audio visual equipment, spares, etc.

### **Offices**

- 2 offices - Office space for the Outreach center coordinator and assistant
- adjacent to educational materials library
- each should be computer networked.

## **3. *Support areas:***

### **Exhibit workshop**

- for exhibit assembly and maintenance, build and disassemble of exhibit transportation crates
- storage of exhibit materials and tools.

- Lots of bench space
- table saw, band saw,
- storage for carpentry tools
- storage closet with shelving for electronic equipment and miscellaneous gadgets
- loft for lumber, pipe, conduit storage
- adjacent to exhibit hall
- outside entrance via large rollup doors to parking lot
- wet sink
- easy cleanup floor

#### **Educational materials library/workroom**

- Lots of book shelf space
- 2 small library tables for 4-5 people
- large table for graphic material/poster preparation
- storage/cabinet space for small bins of teacher materials, posters, etc.
- adjacent to teacher training room and large storage room
- work bench for making posters, displays, etc.
- room for Xerox machine
- carpeting
- computer network - lots of extra ports so that there are extra terminals that can be available if a conference is held at the site - visitors can check e-mail and do other work remotely.

#### **small snack bar for fast food**

- food preparation and storage area
- janitors closet for this area within snack bar
- eating area
- adjacent to rest rooms

#### **rest room space**

- sized appropriate to auditorium capacity

#### **parking for auditorium capacity?**

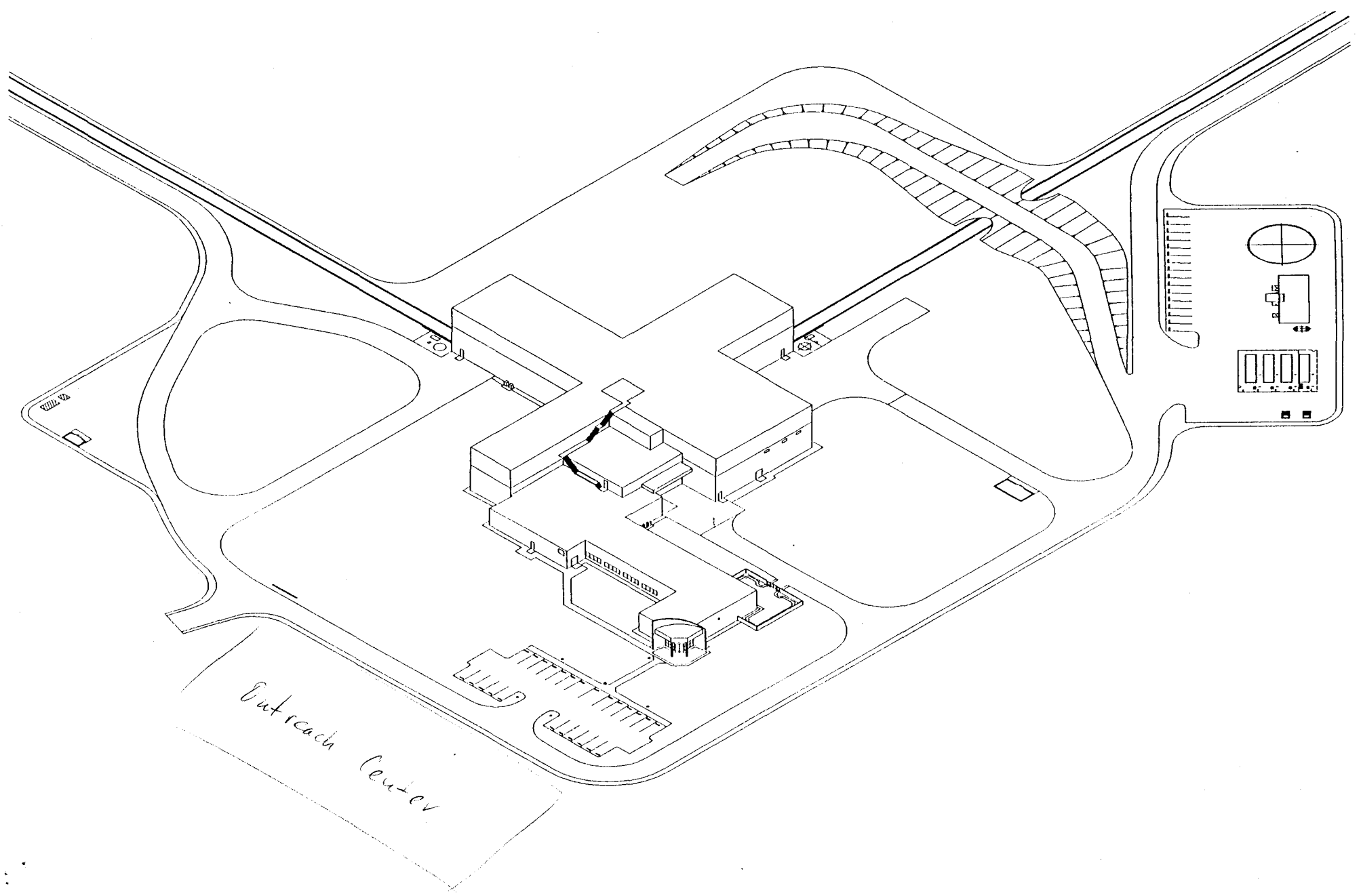
This could be expansion construction space

#### **Maintenance room**

cleaning, janitorial supply storage

#### **telephone/computer networking closet**

#### **electrical transformer room**



*Outreach Center*

SEWAGE TREATMENT PLANT  
AND LIFT STATION



LVEA

OPERATIONS  
SUPPORT  
BUILDING

HAZARDOUS  
WASTE STORAGE

FRESHWATER  
STORAGE  
TANK

MAINTENANCE  
BUILDING

C-TRUCK  
YARD

*Garage Center*

