

PICKUP TOWER: INTEGRATED ORB/MPT

(last updated 1/17/2020)

1. Locate the MPT PC and Bracket Shipment(s):

- a) Shipped direct to site.
- b) Shipped from STAR Imaging Lab and/or STAR Complex
- c) Should be labelled "MPT."
- d) Check manager office, UPC, claims, receiving, customer service, pickup storage areas, anywhere and everywhere.
- e) Contents:
 1. (1) 15' HDMI Cable
 2. (1) USB Keyboard
 3. (1) USB Mouse
 4. (1) MPT PC (Dell Optiplex model 3050)
- f) If tracking is not included on the void, call NET Tech Support for tracking info.
- g) Mounting bracket may be shipped in a separate box with "BNSF LOGISTICS" on the side.

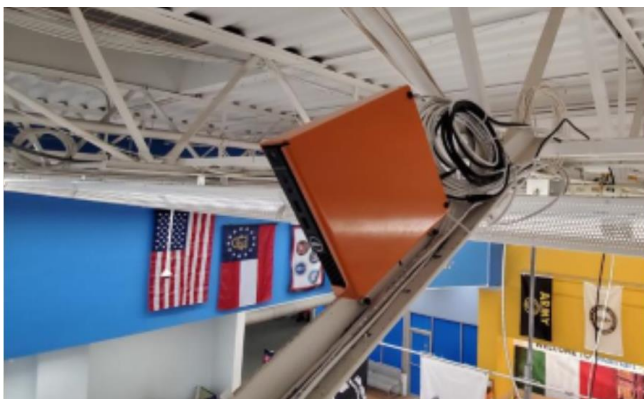


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2. Attach Bracket to Ceiling Beam

- a) Figure out which ceiling beam to use.
 - i. Locate GC installed duplex receptacle in ceiling directly above tower location. If power is NOT INSTALLED, report to NET Support at logout and continue with install.
 - ii. Reference site plans to confirm duplex is in correct location directly above pickup tower.
 - iii. Determine which ceiling beam is closest to the duplex and still directly above tower location.
 - iv. The beam can be horizontal, vertical, or diagonal.
- b) Determine which orientation the bracket will need to install on the beam.
 - i. Consider which way the MPT will sit in the bracket.
 - ii. Best practice is for the data port side of the MPT to NOT face down (toward the floor).
- c) Attach bracket to ceiling beam.
 - i. (Preferred)) Bolt the bracket to the beam using hex bolts, washers, and nuts. Toggle Anchors through the beam are also a good option.
 - ii. (Alternate) Use self-tapping screws to screw directly into the beam.
 - iii. Bolt/screw to the beam in three holes provided on bracket.



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3. Insert MPT into bracket

- a) Secure the MPT in the bracket by installing bolt/nut stoppers in the four locations across the edge of the bracket. These stopper bolts/nuts prevent the MPT from falling out of the bracket.



- b) Patch in the data cable and power cable. Dress both cables.
- c) Patch in the HDMI cable. Within 12-15" of the MPT, strongly secure the HDMI cable (zip ties or Velcro) so that it can't be accidentally unplugged from the MPT. Coil the rest of the HDMI cable neatly in the rafters. Clearly label the end of the cable "Integrated ORB."

4. Power up the MPT

- a) Data cable needs to be patched to a VLAN 25 port and plugged into the MPT prior to powering it on (Confirm by calling NET Support).
- b) Make sure NET Support gets successful ping results on the MPT.
 - a. **IF MPT POWER IS NOT IN PLACE, OR IS NOT HOT, MAKE SURE TO REPORT IT TO NET SUPPORT AT LOGOUT.**
- c) All MPT configuration will happen remotely (by NET Support).
- d) After the tower is installed, the tower provider/installer will drop the HDMI cable down and plug it into the integrated orb.





Areas Involved

TOWER

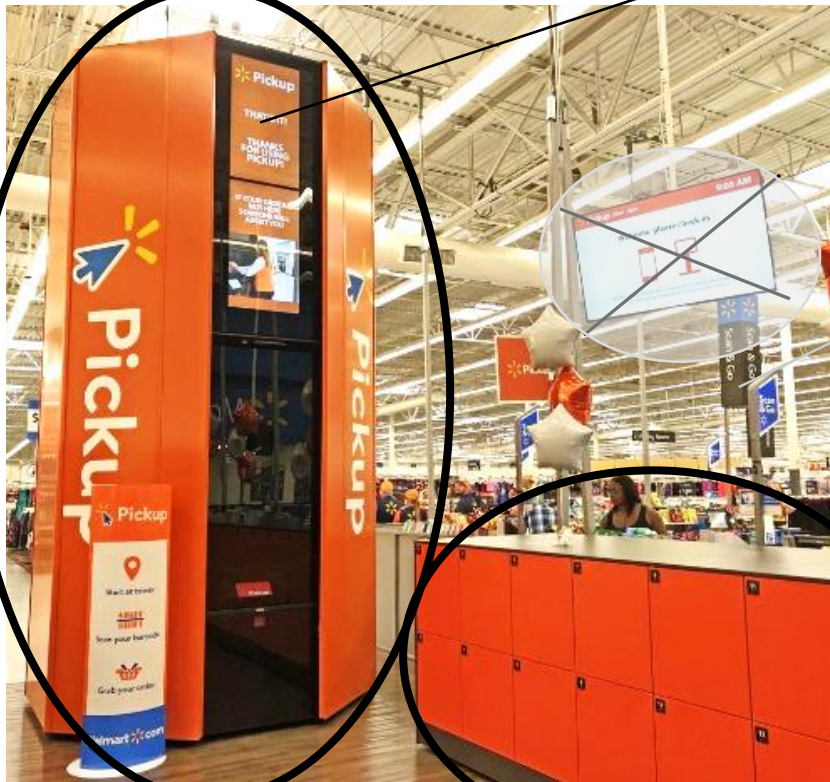
Customers scan a barcode (from their online order) using their phone. Items that are small enough descend down a chute. Tower will install during this project.

Integrated ORB

(Order Ready Board)
Shows the status of the customer's package. ORB screen will be built into the pickup tower. MPT will be mounted in ceiling above.

External ORB

(Old method. Should no longer be used)



LOCKERS

Larger items are kept in individual lockers. Lockers will install during this project at most sites. (There are a few sites that will not install lockers due to limited space.)



IMPORTANT NOTE ON PROJECT STRUCTURE:


These pickup tower projects are designed to be **COMPLETED IN 1 TRIP**, prior to the tower install start date. We will stage the tower cable in the ceiling, drop the locker cable down the power pole, and install the MPT to the ceiling with HDMI cable. The Tower installation crew will come in behind us and make the final connections on the tower and locker cables and connect the MPT HDMI cable to the screen in their tower, so it is **VERY IMPORTANT** that all cables are terminated and clearly labeled according to the labeling scheme below.

MATERIALS - Tech Provided						
	QTY	Item	Notes	Breakdown per area		
				MPT	TOWER	LOCKERS
1	900	Cat5e (feet)	white	300' max	300' max	300' max
2	3	RJ45 Jack	orange or white	1	1	1
3	2	Surface Mount Box (SMB)	2 port (Tower and ORB will share biscuit)	1	1	1
4	6	Patch Cable 5-15'	needed length will vary	2	2 (1 15ft)	2
5	1	RJ45 Tip	Will be used if pole not installed.			1
6	some	Velcro and/or Zip Ties	-	some	some	some
7	12 each	Bolts, Nuts, & Self-Tapping Screws	various sizes, quantities	some	-	-

MATERIALS - NET Provided			
	Item	Description	Notes
1	LIFT	19' Scissor	-
2	DOC 1	WOID	May be multiple pages.
3	DOC 2	PICKUP TOWER: Data Scope Details	Generalized for all TOWER sites.
4	DOC 3	PICKUP TOWER - INTEGRATED ORB-MPT Install	Generalized for all TOWER sites.
5	DOC 4	Site Plan	Specific for each site.




MATERIALS - Customer Provided			
	Item2	Description	Notes
1	MPT PC & Accessories	Media Player, mounting bracket and HDMI cable to install in ceiling above tower location.	<p>Box(es) shipping direct to site from "Star Imaging Lab," should be labelled MPT. Contains 5 items: 15' HDMI cable, usb keyboard, usb mouse, ceiling mount bracket kit, MPT PC (Dell Optiplex model 3050).</p> <p>**BRACKET KIT MAY BE IN A SEPARATE SHIPMENT</p>







WHEN ARRIVE ONSITE				
	TASK	WHERE	Tracking / Equip Number	Notes
1	Check in with Cust Serv Desk and/or MOD	Cust Serv Desk	-	-
2	Check in with GC/EC/SP	Tower/Locker/Orb Area	-	-
3	Find out from GC/EC if Locker pole and MPT duplex are installed. If not, when will it be? Can they install it tonight so we can finish?	-	-	GC/EC may not be onsite. Report status of Locker pole and MPT duplex to NET support at logout. Locker cable will be staged above if power pole has not been installed. MPT will still be installed in the ceiling.
5	Locate Lift	Vendor would have dropped at exterior back of building by receiving. If not there, try garden center, anywhere else.	Call NET Support, if needed.	-
6	Locate MPT PC and bracket shipment	receiving, mgr office, cust serv, upc, edc, anywhere else.	If this info is not on the woid, call NET Tech Support.	Box(es) shipping direct to site from "Star Imaging Lab," should be labelled MPT. Contains 5 items: 15' HDMI cable, usb keyboard, usb mouse, ceiling mount bracket kit, MPT PC (Dell Optiplex model 3050). 



TASKS								
	Task	Area	Switch End	Device End	Label	Ping w/	vlan	Notes
1	Run (1) data cable	MPT	Terminate to patch panel, add patch cable, patch into switch.	Terminate to jack, add SMB, add patch cable to MPT PC	switch-port ORB	MPT PC	Vlan 25	Share Tower SMB
2	Run (1) data cable	TOWER	Terminate to patch panel, add patch cable, patch into switch.	Terminate to jack, add SMB, add 10-15' patch cable.	switch-port TOWER	known working IP phone	vlan 35	Share MPT SMB
3	Run (1) data cable	LOCKERS	Terminate to patch panel, add patch cable, patch into switch.	<p><u>IF power pole IS installed:</u> Drop down power pole, coil 6' at bottom of power pole, terminate to SMB, add 5-10' patch cable.</p> <p><u>If power pole is NOT installed:</u> Coil 25' in ceiling at Lockers location specified on site plan, terminate w/ RJ45 tip.</p>	switch-port LOCKERS	known working IP phone	vlan 35	Status of cable needs to be reported to NET support at logout.
4	Mount MPT PC and bracket	MPT	-	<p>Attach MPT PC to provided bracket and mount to ceiling structure at location shown on plans.</p> <p>Patch in data cable and connect HDMI cable. Leave HDMI cable coiled so tower installers can plug it into the tower.</p>	-	Refer to "PICKUP TOWER -MPT Install" Doc.	-	Refer to "PICKUP TOWER -MPT Install" Doc.

DELIVERABLES		Send to DSS@NETtechnology.com. Subject line must have void in square brackets. Example:	[1234567]
	AREA	DESCRIPTION	EXAMPLE (S)
1	MPT	Photo of MPT PC and bracket mounted to ceiling structure above tower location with HDMI cable coiled	
2	MPT	Close up of labelling of cable on device end. (Should share Tower SMB)	
3	TOWER	Close up of labelling on device end. (Should share MPT SMB)	See above
4	TOWER	Context shot showing where cabling was left.	

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	AREA	DESCRIPTION	EXAMPLE (S)
6	LOCKERS	Close up of labelling on device end.	
7	LOCKERS	Context shot showing where cabling was left. (If staged in ceiling it should be tipped. If dropped it should be terminated in a SMB)	
8	SWITCH(es)	All 3 cables (ORB, TOWER, LOCKERS) patched at switch(es).	
9	WOID	All pages of woid, including sig page.	
10	ADDITIONAL	Any additional photos you feel are relevant.	<i>no example at this time</i>