

Knapp UK Ltd – New office, design and relocation



With the continued growth of Knapp UK Ltd, subsidiary to the Austrian automated logistics systems provider, it was time to move to larger premises. A site was identified south of Oxford at Monument Business Park and that's when Perfectcast became involved.

With a new office build over 2 floors (8000 ft²), Perfectcast were engaged to manage the I.T. design and fit out of the building ensuring a smooth on time and budget move of existing employees, in January 2017.

Initially, liaising with the architect and building contractors during the design phase, to determine numbers and exact positioning of electrical and network points; to fulfil Knapp's plan of operation for the building.

Once the build was underway, it was time to plan, design and select the components and systems to be used in the new offices.



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Project management

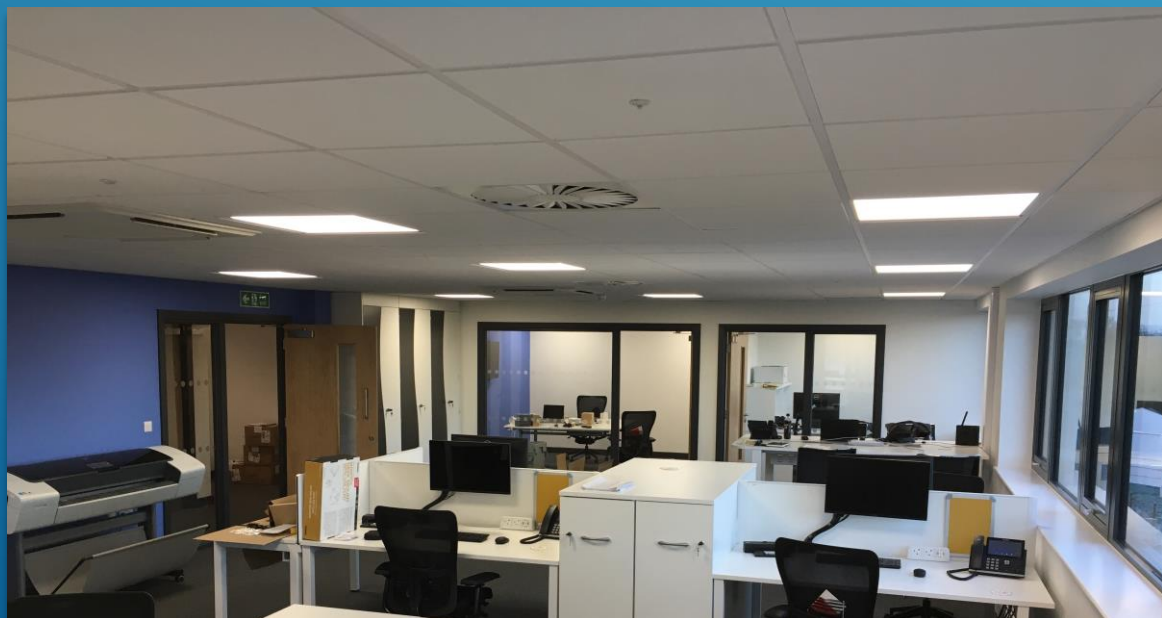
Effective planning and communication was critical to the success of the new office. A key consideration was the transition of employees, systems and equipment from old to new offices. The best way to achieve a smooth transition was to bring the new office online to be able to work in parallel. It allowed for a controlled move of staff to the new offices, department by department. Crucially and by design contingency planning was automatically in place.

This formed the foundation of the planning of the I.T. design and implementation.

Office furniture selection

Working with Knapp, Perfectcast became part of the team involved in furniture selection, to ensure the most efficient installation of I.T. desk equipment, cable management and future maintainability.

Sample desks were then fitted out with screens, docking station, phone, in desk power & usb charging to allow Knapp staff to test the ergonomics of the proposed solution.





Internet services

No one can move without the internet these days and Knapp was no exception. With a leased line for general internet and an MPLS for global corporate connectivity these 2 elements were the main “Go, No Go” criteria in all planning meetings.

Telephony



Leading VoIP telephony system 3CX was already in place at Knapp’s existing offices, so a parallel installation was implemented which could handle old and new office numbers during the transition prior to decommissioning the old installation.

Perfectcast is an advanced certified partner of 3CX

Meeting room design

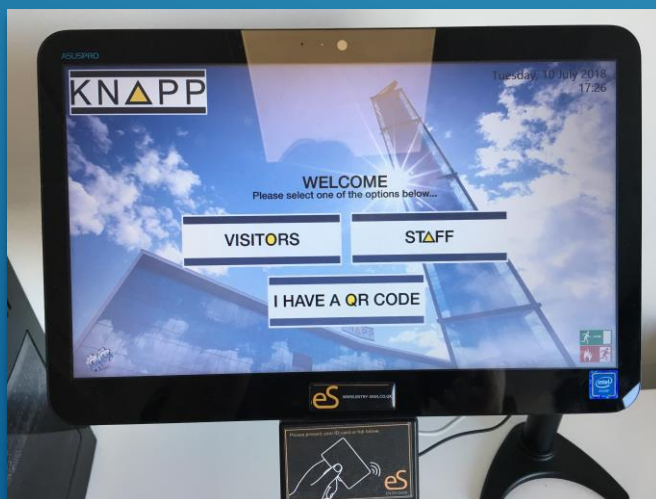
Great audio visual design for two large meeting rooms was key to delivering the “wow” factor when hosting potential and existing customers. The meeting rooms can be opened up to create one very large area for seminars etc.



Key components

- Electronically controlled projector screens retract into the ceiling when not in use
- Video conferencing in each meeting room for global collaboration
- Wireless presentation via Barco ClickShare

Visitor Management



Perfectcast went through a rigorous supplier selection process, in order to find the most suitable system for visitor management, staff entry/exit recording and evacuation reporting. EntrySign by Osborne Technologies was selected, allowing staff to email visitors e-badges to allow for quick and efficient visitor registration. Staff entry/exit registration is achieved by RFID security card



Digital Signage



A digital signage solution was implemented in the reception area allowing easy customisation by staff when clients from different industry sectors visit.

The display can be split into multiple zones, each capable of playing videos or welcoming today's visitors for example.

Security



Protection of staff and equipment in the offices is extremely important to Knapp.

A door entry system was provided with webcam and integration into the telephone system. Reception staff can see and speak with visitors before allowing entry via a code on their desk phone, which automatically opens the entrance door .

Other key rooms in the building are also access controlled and the same security cards used for the visitor management system are utilised

The Move

Perfectcast gained access to the empty building in mid December and had all I.T. systems installed, commissioned and operationally ready to receive and train staff on the 3rd January. A really intense and exciting installation after all the months of planning.

In Summary

Moving to a new office building is a daunting task and the key success factors of the transition, were to ensure the internal design of the building and IT infrastructure, which drive our daily business, were successfully implemented, in order to minimise any disruption to our staff and customers. The support provided by Perfectcast from initial design to implementation, allowed Knapp to seamlessly relocate to our new office building without any business interruption. Perfectcast were able to translate our IT requirements, into a sustainable solution which fits with our current and future business needs.

Craig Rollason, Managing Director – Knapp UK Ltd