

Meeting Detail

Project Code 1031608
 Track Management Meeting
 Subject Design meeting with SAME
 Meeting Date 2017-10-26
 Reminder Date 2017-11-09
 Location Emmanuel Home
 Purpose

Project Name Emmanuel Home - North Wing
 Meeting No. MGMT-04 Status PENDING
 Start 01:30 PM End 03:30 PM
 Entered By Konrad Roman

Attendees

Name	cc only	Absent	Absent	Notes	Notes
No Records Found					

Agenda

Item No.	Name	Notes	Responsibility	Due Date	Status
MGMT-04-01	Emmanuel Home Board Meeting	26-OCT-17 (KR) -The board met and decided not to peruse the day care idea. -Replace the lease space (daycare) with 2 suites.			New
MGMT-04-02	Architectural	26-OCT-17 (KR) - Storage room 131 and storage 116 have been modified to accommodate the Otis elevator size. - Currently there are 26 storage lockers in the parkade and 53 total in the entire expansion. (minimum of 50 storage units are required) - No need for the west facing wall nor the door in the cafe, the plan is to have the west side open and use a security grille to lock up. - The reception area needs a gate so the receptionist can exit and enter with ease. - Window selections are driven by the energy model. A generic spec is required for tender in order to attract more proposals. - Trade off method will be used after energy model completion. - Swing door with sidelight to be used for balconies in lieu of sliding door. - 45 min fire rating is required for suite entry doors. - Suite windows are to be PVC with a jamb return and finished with casing. - Furniture layout has been requested for the main floor amenity space to help with mechanical and electrical placement. - Create a layout for the meeting room. - Chain link storage to have the doors swing out to increase storage area. - Alcove in the front entrance has incorporated brick matching center wing.			New
MGMT-04-03	Structural	26-OCT-17 (KR) - Main floor bearing walls are spaced at 12" on center, floors above main floor will be spaced at 16" on center. - Column layout needs to be marked on plans. Main floor might need minor adjustment and same with the parkade level. - Stairs will be steel with concrete filled pans, landing will be 1-1/2" standard decking. - Balcony assemblies need to be chosen. Options are light gauge composite decking (tendency to corrode), precast balcony, HSS columns with steel deck. - Mechanical to provide the location and size of the roof chiller.			New
MGMT-04-04	Mechanical	26-OCT-17 (KR) - Bulkheads in suites to run along corridor wall, then Hvac runs will t off in between joist cavity. Ceiling to be dropped in the washrooms. - Void in com slab is 8" high by 24" wide (center to center of rib) - Utilize air transfer grills above doors to avoid under cutting doors within suites. - Fixture package based on East Wing, need pricing for budget (by Cormode & Dickson) - MUA above parking stalls to be installed on top of stands.			New
MGMT-04-05	Electrical	26-OCT-17 (KR) - New expansion service will be the same as East Wing (to be confirmed with EPCOR) - Location for a panel is needed in the office (electrical choose spot and BR2 will make the change on plans) - Service rooms are sufficient for panels. - Use storage room 131 for telecommunications, confirm space dimensions required. - Communication lines are to come to the electrical room in the parkade. - Card access in the front door, no intrusion alarm. Consider locations for card access. (courtyard, vestibule, etc.) Electrical will install conduit and run wire. Emmanuel to confirm which doors are required. - Decide on camera locations (hallway intersections and end of hallways) - New main Annunciator panel will be installed in the new expansion front entrance and will tie into all existing ones within the complex. - Warning lights in parkade (connection between 2 parkades on motion sensors and other locations to be determined)			New

Item No.	Name	Notes	Responsibility	Due Date	Status
		<ul style="list-style-type: none"> - Need more sidewalk lighting, 3' tall pole lighting. Existing buildings are too dark at night. - Existing service has adequate capacity for new expansion. - Require a 220V plug in the parkade for maintenance purposes. (test appliances) - Electrical to confirm power requirements with Otis shop drawings. 			
MGMT-04-06	Design Schedule Milestones	26-OCT-17 (KR) - Construction Documents to be 60% complete by mid November. - Construction Documents at 100% completion by early January for a mid January tender. - Meeting with City of Edmonton regarding re-zoning on November 15.			New

Next Meeting Info

Date	2017-11-09	Time	01:30 PM
Subject	Design meeting with ASME		
Location	Emmanuel Home		
Reminder Date	2017-11-03		
Comments			