



Winnipeg Police Headquarters Owner's Meeting No. 01 Rev.1



Date of Meeting: March 6, 2012

Meeting Location: Caspian Boardroom, 5th Floor, 266 Graham

Name	Initials	Company	Initials	Present	Copied
Peter Chang	PC	Adjeleian Allen Rubeli Ltd.	AAR	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Patrick Dubuc	PD	GRC Architects	GRC	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Ossama AbouZeid	OA	Dunmore Corporation	DC	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Randy Benoit	RB	Winnipeg Police Service	WPS	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Henry Hagenaaars	HH	Winnipeg Police Service	WPS	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Ari Berdesis	AB	Winnipeg Police Service	WPS	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Armik Babakhanians	Aba	Caspian Projects	CP	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Shaun Babakhanians	SB	Caspian Projects	CP	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Peter Giannuzzi	PG	Caspian Projects	CP	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Pam Anderson	PA	Caspian Projects	CP	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Andrew Edge	AE	Caspian Projects	CP	<input type="checkbox"/>	<input checked="" type="checkbox"/>

Meeting Minutes

1.1 PC welcomed everyone to the first Owner's Meeting. Meeting to be scheduled bi-weekly

Action: Info

1.2 RFIs

- HH had concerns with no being copied with all RFIs issued by Caspian Projects.
- OA agreed that WPS should get copied.
- ABa stated that CP had no issues and all future RFIs will be copied to WPS
- RB noted that only HH and AB should be copied.
- PC to forward all RFIs issued to date to WPS
- RFI log to be included with Owner's Meeting minutes

Action: AAR / Info

1.3

UPS

- Program of Requirements (POR) require UPS to be redundant and require 3 hour minimum run time.
- HH confirmed that 2 hours run time noted in AECOM design was agreed to by WPS and is an acceptable deviation from POR.

Action: Info

1.4

AECOM DRAWING PACKAGE

- PC noted that HAP calculation for HVAC and architectural revit model were not included in AECOM documents.
- OA advised AAR team to contact AECOM directly, as per the City of Winnipeg agreement with AECOM.

Action: AAR / GRC

1.5

AECOM LETTER OF RELEASE

- PC informed OA that AAR/GRC still requires signed release from AECOM for use of AECOM drawings.

Action: OA

1.6

WYPER ROAD GUN RANGE SCHEDULE

- HH/AB expressed concern with unknown completion date of gun range
- CP to review

Action: AAR / CP

1.7

UPS RELOCATION

- CP indicated that McCain (electrical sub-contractors) reviewing current location of UPS room to reduce electrical costs.
- WPS is agreeable as long as it does not affect POR.
- CP to review costs with AAR

Action: CP

1.8

ADDITIONAL MEZZANINES FOR M & E

- CP noted that there is a possibility of adding new structural steel mezzanines to suit M & E needs not noted in AECOM design.
- ABa assured WPS that program space will not be affected, but may need "relaxation" of room area requirements as a last resort.
- HH agreed to review with AAR design team, if required, after full review with M & E sub-trades.

Action: CP

1.9

LEVEL P2

- ABa advised that cost breakdown has been revised to include substitution of reinforcing steel with poly-fibre reinforcing.
- ABa noted that 2 new sump pits are required.
- CP waiting for revised P2 design layout of drains before finalizing cost breakdown.
- Work at removal of P2 continuing under Change Directive, CD-001, CCN 2.

Action: AAR / GRC

1.10

SOUTH WALL REPLACEMENT

- CP provided preliminary cost breakdown for replacement of South Wall Elevation.
- OA noted that there are no additional funds available and any additional cost must be recovered by Value Engineering with GMP.
- GRC to work on revised building perspective for presentation and for CP pricing.
- CP to resubmit cost breakdown to include all credits for original south wall work.

Action: GRC / CP

1.11

RAMP LOADING

- PC inquired about types of vehicles having access to parking levels.
- GRC would like to reduce height of noted garage doors, if possible, to improve “architectural liner” of the building.
- HH noted that garbage collection trucks and SWAT vehicles need access to parking levels.
- HH to provide cut sheets of vehicles.

Action: HH

1.12

NEXT MEETING

- Next meeting will be on March 20, 2012 from 9am to 10:30am.
- Owner’s Meeting to be held bi-weekly until further notice.
- RB to send out meeting minutes.

Action: RB

Supplemental

S1.1

AAR DESIGN MEETING WITH CASPIAN SUB-TRADES

- AAR/GRC/NOVA3/Wolfrom met with Caspian sub-trades on Monday, March 5, 2012.
- Structural provided preliminary custom wall support details for pricing.
- M & E sub-trades expressed frustration with lack of information.
- AAR design team committed to providing fully coordinated “Issued for Construction” drawings in 90 days (May 30, 2012 ±).

S1.2

BUILDING PERMIT STATUS

- Building Envelope Permit - March 20, 2012
 - o 100% completed drawings for Architectural curtainwall, 100% completed structural support system for curtain wall and code analysis for building envelope.
 - o No Mechanical or Electrical drawings.
 - o 3 sets of drawings will be hand delivered to the City of Winnipeg's Office (Sara Cianflone) by 11am on March 20, 2012.
- Structural Permit - May 1, 2012
 - o 100% completed drawings (plans only) for Architectural, 100% completed drawings for Structural, full code analysis for the building.
 - o Mechanical or Electrical drawings will be partially completed, but will not be included with this application, unless the City of Winnipeg wished to have these drawings for information only.
- Building Permit - June 5, 2012
 - o 100% design complete and fully coordinated Architectural, Structural, Mechanical and Electrical drawings and specifications.
- Wyper Road Building Permit
 - o CP to provide a certified sketch from their Civil Engineer for the minor change in the proposed site drainage. Once this has been issued, the City of Winnipeg will issue a Building Permit for Wyper Road.

5368-00 WPSHQ - HQ Building RFI Log

RFI #	Date of Issue	Subject	Date Required	Assigned To	Action Required	Date of Response	Response	Date Closed
00	28-Feb-12	RFIC's 1-16 issued to Aecom prior February 15, 2012	N/A	AAR	Provide concurrence to consider this RFI to be closed	28-Feb-12	As discussed, from the point of view of the AAR design team, the noted RFIs have been addressed by Aecom and are either on the drawings or resolved. Therefore, we concur, they can be put to history, but we should keep track of them in case we ever need to back track as to why/how a decision was reached.	28-Feb-12
1	23-Feb-12	Approval required for isolation valves on chilled water piping in mechanical room	1-Mar-12	Nova3	Review and respond to AAR			
2	28-Feb-12	Generator Load Bank	6-Mar-12	AAR / WPSHQ	Review and respond			
3	28-Feb-12	Exterior signage requirements	6-Mar-12	WPSHQ	Require input			
4	28-Feb-12	Proposed changes to curtainwall system	N/A	AAR	Issue CCN	28-Feb-12	A CCN was issued on the proposed changes to the south wall. Caspian to provide cost breakdown.	28-Feb-12
5	28-Feb-12	Copper vs aluminum buss and feeders	N/A	Nova3	Issue IB	28-Feb-12	Was discussed during meetign with Caspian and McCaine. Nova3 has agreed that aluminum can be used and meet both POR and Building Code. AN IB will be issued.	
6	28-Feb-12	Survey existing P2 slab on grade	N/A	AAR	N/A	28-Feb-12	Change Directive (CD) issued to proceed with work, subject to further review for cost savings	28-Feb-12
7	28-Feb-12	New main power in-service date and subsequent refeeding of existing tower distributions	6-Mar-12	Nova3	Review and respond to AAR			
8	28-Feb-12	Additional existing high voltage transformer to remain	6-Mar-12	Nova3	Review and respond to AAR			
9	28-Feb-12	15 KV service into Building	6-Mar-12	Nova3	Review and respond to AAR			
10	28-Feb-12	MTS services entrance	6-Mar-12	Nova3	Review and respond to AAR			
11	28-Feb-12	UPS equipment & battery room space and structural requirements	6-Mar-12	grc / Wolfrom	Review room size requirements and Wolfram will check the existing slab accordingly			
12	28-Feb-12	Electrical room P2015 space structural requirements	6-Mar-12	grc / Wolfrom	Review room size requirements and Wolfram will check the existing slab accordingly			
13	28-Feb-12	Generator 4 and 5 structural requirements	6-Mar-12	grc / Wolfrom	Review room size requirements and Wolfram will check the existing slab accordingly			
15	28-Feb-12	Copper and SS water piping domestic water lines	13-Mar-12	Nova3	Review and respond to AAR			
16	28-Feb-12	Confirm water meters for tower and WPS bldg.	13-Mar-12	Nova3	Review the acceptance of a single water meter for the HQ building			
17	28-Feb-12	Confirm new roof drain piping	13-Mar-12	Nova3	Review the roof drainage down to Level P1 and respond to AAR			

5368-00 WPSHQ - HQ Building RFI Log

RFI #	Date of Issue	Subject	Date Required	Assigned To	Action Required	Date of Response	Response	Date Closed
18	28-Feb-12	Review required regrding P-1 and P-2 Drainage	29-Feb-12	Nova3	Arrange a site review of the levels P1 and P2 drainage on site			
19	28-Feb-12	Existing fire alarm system	6-Mar-12	Nova3	Review fire alarm requirements and respond accordingly			
20	29-Feb-12	New address for WPS Headquarters Building	29-Feb-12	N/A	No action required	1-Mar-12	N/A	1-Mar-12
20 R-1	29-Feb-12	New address for WPS Headquarters Building	29-Feb-12	N/A	No action required	1-Mar-12	N/A	1-Mar-12
21	1-Mar-12	Final floor drain design for P2	1-Mar-12	grc	Work on P2 layout and meet with Caspian and Wes-man			



Winnipeg Police Headquarters Owner's Meeting No. 02



Date of Meeting: March 20, 2012

Meeting Location: Caspian Boardroom, 5th Floor, 266 Graham

Name	Initials	Company	Initials	Present	Copied
Peter Chang	PC	Adjeleian Allen Rubeli Ltd.	AAR	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Patrick Dubuc	PD	GRC Architects	GRC	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Ossama AbouZeid	OA	Dunmore Corporation	DC	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Randy Benoit	RB	Winnipeg Police Service	WPS	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Henry Hagenaaars	HH	Winnipeg Police Service	WPS	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Ari Berdesis	AB	Winnipeg Police Service	WPS	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Armik Babakhanians	Aba	Caspian Projects	CP	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Shaun Babakhanians	SB	Caspian Projects	CP	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Peter Giannuzzi	PG	Caspian Projects	CP	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Pam Anderson	PA	Caspian Projects	CP	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Andrew Edge	AE	Caspian Projects	CP	<input type="checkbox"/>	<input checked="" type="checkbox"/>

Meeting Minutes

1.4 AECOM DRAWING PACKAGE

- PC noted that HAP calculation for HVAC and architectural revit model were not included in AECOM documents.
- OA advised AAR team to contact AECOM directly, as per the City of Winnipeg agreement with AECOM.
- **Nova3 has calculations and is proceeding with design.**

Action: Closed

1.5 AECOM LETTER OF RELEASE

- PC informed OA that AAR/GRC still requires signed release from AECOM for use of AECOM drawings.
- **Received release from City of Winnipeg, GRC proceeding with design.**

Action: Closed

1.6 WYPER ROAD GUN RANGE SCHEDULE

- HH/AB expressed concern with unknown completion date of gun range.
- CP to review.
- **Design meeting held on Wednesday, March 14 with trades & design team.**
- **Nova3 is proceeding with completion of design and is working with Wes-man to maintain schedule.**
- **CP to provide updated schedule on March 26th.**
- **Genivar retained to review site drainage and provide certification of design.**
- **PC requested status of design, CP advised that proposed re-design of site drainage may still require 1 lift station.**
- **Completion still targeted to mid-end of July.**
- **HH asked when re-design will be presented to City Water Waste Dept.**
- **Site security still maintained, routine patrols.**

Action: AAR / CP

1.7 UPS RELOCATION

- CP indicated that McCaine (electrical sub-contractors) reviewing current location of UPS room to reduce electrical costs.
- WPS is agreeable as long as it does not affect POR.
- CP to review costs with AAR
- **HH agrees with relocation to west corner of P2 level.**

Action: Info

1.8 ADDITIONAL MEZZANINES FOR M & E

- CP noted that there is a possibility of adding new structural steel mezzanines to suit M & E needs not noted in AECOM design.
- ABa assured WPS that program space will not be affected, but may need "relaxation" of room area requirements as a last resort.
- HH agreed to review with AAR design team, if required, after full review with M & E sub-trades.
- **CP to follow up design requirements with mechanical (Wes-man) & Nova3.**
- **GRC/Nova to confirm if additional mechanical mezzanines are required.**
- **Additional UPS mezzanine not required.**

Action: CP / AAR /GRC

1.9 LEVEL P2

- ABa advised that cost breakdown has been revised to include substitution of reinforcing steel with poly-fibre reinforcing.
- ABa noted that 2 new sump pits are required.
- CP waiting for revised P2 design layout of drains before finalizing cost breakdown.
- Work at removal of P2 continuing under Change Directive, CD-001, CCN 2.
- **Nova3 provided revised design.**
- **HH would like to know minimum height gain.**
- **CP to provide cost breakdown with new design (Sump pits, tar/membrane protection for footings and base plates).**

Action: AAR / GRC / CP

1.10

SOUTH WALL REPLACEMENT

- CP provided preliminary cost breakdown for replacement of South Wall Elevation.
- OA noted that there are no additional funds available and any additional cost must be recovered by Value Engineering with GMP.
- GRC to work on revised building perspective for presentation and for CP pricing.
- CP to resubmit cost breakdown to include all credits for original south wall work.
- **GRC presented new elevations and rendering.**
- **To be presented to WPS and UDAC.**
- **CP to instruct Border Glass to start shop drawings at their own risk.**
- **GRC submitted date of April 2 for UDAC presentation, awaiting confirmation from UDAC (Lee Caldwell).**

Action: GRC / CP

1.11

RAMP LOADING

- PC inquired about types of vehicles having access to parking levels.
- GRC would like to reduce height of noted garage doors, if possible, to improve “architectural liner” of the building.
- HH noted that garbage collection trucks and SWAT vehicles need access to parking levels.
- HH to provide cut sheets of vehicles.
- **PC received and forwarded to Wolfrom.**

Action: Info

2.1

RFIs

- PC brought up issues of number of RFIs and the fact that response is required “the next day”.
- AAR will try to prioritize to suit CP schedule.
- CP agreed and will not use required dates to support delay claims.
- Electrical RFIs awaiting decisions from Manitoba Hydro.
- Electrical loads need to be confirmed for both HQ and Wyper Road, as this affects design and costs of feeds from Manitoba Hydro.

Action: Info

2.2

GENSETS

- HH questioned having 7 gensets as opposed to 2.
- Nova3 to review life cycle costs of maintaining 7 units as opposed to 2.
- Nova3 to comment on redundancy issues of 2 gensets vs 7.

Action: AAR / GRC

2.3

WYPER ROAD - GENERATOR

- ABa advised AB that generator not in Wyper road program.
- CP/WPS to review POR.

Action: AAR / CP

2.4 CONTRACT DOCUMENTS FOR DESIGN

- PC advised all that POR (as noted in Caspian's GMP contract) is the only document to be followed, unless documents advised otherwise.
- There appears to be a difference of opinion as to which POR for Wyper Road Gun Range is to be used.
- HH stated updated POR sent to CP in July; however SB/PG stated contract documents were signed with "original" POR for gun range. OA/RB/PC to review.
- See minute item 2.6 below.

Action: AAR / OA / PC

2.5 POWER DISRUPTION TO TOWER

- RFI HQ # 40 notes that demolition/relocation of point of presence rooms P1012 & P1045 will disrupt power and I.T. to tower (minimum 2 days).
- OA/RB to review as leaving existing rooms will have major impact on architectural design as well as WPS program space.
- Re-location/demolition of HVAC ducts will have impact on tower as well.
- CP awaiting direction from OA/RB as this has major impact on construction schedule.

Action: OA / RB

2.6 PROGRAM OF REQUIREMENTS / DRAWING REVIEW

- WPS/CP/AAR to meet and review/discuss Caspian Projects contractual commitments, i.e. what is being built under CP's agreement?
- Essential to determine and understand what is required by WPS but not included in POR for Wyper Road (May 31st document).
- Meeting to be scheduled for Monday, April 2, 2012 (time and location to be confirmed).

Action: AAR

2.7 NEXT MEETING

- Next meeting will be on **April 3, 2012** from 9am to 10:30am.
- Owner's Meeting to be held bi-weekly until further notice.

Action: All

Supplemental

S1.1 AAR DESIGN MEETING WITH CASPIAN SUB-TRADES

- AAR/GRC/NOVA3/Wolfrom met with Caspian sub-trades on **Wednesday, March 14, 2012, regarding Wyper Road Gun Ranger.**
- Structural provided custom wall support details for **permit.**
- AAR design team committed to providing fully coordinated "Issued for Construction" drawings in 90 days (May 30, 2012 ±).

S1.2

BUILDING PERMIT STATUS

- Building Envelope Permit - March 20, 2012
 - o 100% completed drawings for Architectural curtainwall, 100% completed structural support system for curtain wall and code analysis for building envelope.
 - o No Mechanical or Electrical drawings.
 - o 3 sets of drawings will be hand delivered to the City of Winnipeg's Office (Sara Cianflone) by 11am on March 20, 2012.
 - o **Drawings and specifications delivered to City of Winnipeg Planning, Property and Development Department (Michelle Ho).**
 - o **Receipt received (Caspian Projects).**
- Structural Permit - May 1, 2012
 - o 100% completed drawings (plans only) for Architectural, 100% completed drawings for Structural, full code analysis for the building.
 - o Mechanical or Electrical drawings will be partially completed, but will not be included with this application, unless the City of Winnipeg wished to have these drawings for information only.
- Building Permit - June 5, 2012
 - o 100% design complete and fully coordinated Architectural, Structural, Mechanical and Electrical drawings and specifications.
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 - o CP to provide a certified sketch from their Civil Engineer for the minor change in the proposed site drainage. Once this has been issued, the City of Winnipeg will issue a Building Permit for Wyper Road.

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1	23-Feb-12	Approval required for isolation valves on chilled water piping in mechanical room	1-Mar-12	Nova3	Review and respond to AAR	14-Mar-12	Nova3 accepted. Caspian advised to proceed as noted in response from Nova3 (attached)	14-Mar-12
2	28-Feb-12	Generator Load Bank	6-Mar-12	AAR / WPSHQ	Review and respond			
3	28-Feb-12	Exterior signage requirements	6-Mar-12	WPSHQ	Require input			
4	28-Feb-12	Proposed changes to curtainwall system	N/A	AAR	Issue CCN	28-Feb-12	A CCN was issued on the proposed changes to the south wall. Caspian to provide cost breakdown.	28-Feb-12
5	28-Feb-12	Copper vs aluminum buss and feeders	N/A	Nova3 / AAR	Issue SI	28-Feb-12	Was discussed during meeting with Caspian and McCaine. Nova3 has agreed that aluminum can be used and meets both POR and Building Code. SI issued March 9, 2012.	9-Mar-12
6	28-Feb-12	Survey existing P2 slab on grade	N/A	AAR	N/A	28-Feb-12	Change Directive (CD) issued to proceed with work, subject to further review for cost savings	28-Feb-12
7	28-Feb-12	New main power in-service date and subsequent refeeding of existing tower distributions	6-Mar-12	Nova3	Review and respond to AAR			
8	28-Feb-12	Additional existing high voltage transformer to remain	6-Mar-12	Nova3	Review and respond to AAR			
9	28-Feb-12	15 KV service into Building	6-Mar-12	Nova3	Review and respond to AAR			
10	28-Feb-12	MTS services entrance	6-Mar-12	Nova3	Review and respond to AAR			
11	28-Feb-12	UPS equipment & battery room space and structural requirements	6-Mar-12	grc / Wolfram	Review room size requirements and Wolfram will check the existing slab accordingly			
12	28-Feb-12	Electrical room P2015 space structural requirements	6-Mar-12	grc / Wolfram	Review room size requirements and Wolfram will check the existing slab accordingly			
13	28-Feb-12	Generator 4 and 5 structural requirements	6-Mar-12	grc / Wolfram	Review room size requirements and Wolfram will check the existing slab accordingly			
14	28-Feb-12	Roof and sanitary drainage	13-Mar-12	Nova3	Review the proposal PVC XF3 piping for roof drainage and respond to AAR	14-Mar-12	The use of PVC XFR piping is acceptable, as is the proposal to consolidate rain water leaders in 4 existing locations. Site conditions may have impact on final routing and will be shown on Mechanical drawings.	14-Mar-12
15	28-Feb-12	Copper and SS water piping domestic water lines	13-Mar-12	Nova3	Review and respond to AAR			
16	28-Feb-12	Confirm water meters for tower and WPS bldg.	13-Mar-12	Nova3	Review the acceptance of a single water meter for the HQ building			

5368-00 WPSHQ - HQ Building RFI Log

RFI #	Date of Issue	Subject	Date Required	Assigned To	Action Required	Date of Response	Response	Date Closed
17	28-Feb-12	Confirm new roof drain piping	13-Mar-12	Nova3	Review the roof drainage down to Level P1 and respond to AAR			
18	28-Feb-12	Review required regarding P-1 and P-2 Drainage	29-Feb-12	Nova3	Arrange a site review of the levels P1 and P2 drainage on site			
19	28-Feb-12	Existing fire alarm system	6-Mar-12	Nova3	Review fire alarm requirements and respond accordingly			
20	29-Feb-12	New address for WPS Headquarters Building	29-Feb-12	N/A	No action required	1-Mar-12	N/A	1-Mar-12
20 R-1	29-Feb-12	New address for WPS Headquarters Building	29-Feb-12	N/A	No action required	1-Mar-12	N/A	1-Mar-12
21	1-Mar-12	Final floor drain design for P2	1-Mar-12	grc	Work on P2 layout and meet with Caspian and Wes-man			
22	7-Mar-12	ISD and electrical Load Requirements	12-Mar-12	Nova3	Respond and address Manitoba Hydro's concerns	7-Mar-12	1.) Yesterday (within reason given the circumstances). 2.) Please provide the return comments from the utility and we will respond appropriately to their comments. If the electrical contractor has any money saving better ideas - please advise as well.	
23	7-Mar-12	Wes-Man's priority list of mechanical items	13-Mar-12	Nova3	Continue working on the mechanical design with the priority list provided		For info only.	7-Mar-12
24	7-Mar-12	Pile cap base plate treatment at P2 level	13-Mar-12	Caspian / AAR	Include in price breakdown for the level P2 slab replacement when quote is resubmitted, as discussed during Owner's Meeting No. 01.	7-Mar-12	It is AAR's opinion that a protective covering should be provided, perhaps the most economical way would be a brushed on mastic or tar type membrane.	7-Mar-12
25	7-Mar-12	Existing fire pump	16-Mar-12	Nova3	Review and respond	8-Mar-12	Assuming the tower is a separate building from the WPSHQ, it would be logical that the existing fire pump(s) remain on the existing electrical service as is. However, due to the separate address of the WPSHQ, and the occupancy change associated with the conversion of the old mail processing area to the WPSHQ, the City of Winnipeg fire department may need the sprinkler contractor to install a code compliant water supply with its own fire pump fed from the WPSHQ essential distribution to serve the fire protection system of the WPSHQ. We require the architect to confirm the separation between the building known to be the tower and the building which is the WPSHQ. Once the separation between the buildings is determined, it is anticipated that the tower occupancy is not changed and as such grandfathered with respect to existing life safety systems. All of this needs to be confirmed between GRC and the City of Winnipeg fire protection engineer	
26	7-Mar-12	Fire fighter elevator	16-Mar-12	grc	Review and provide response to AAR for the designation of the fire fighter elevators			
27	7-Mar-12	McCaine priority list of electrical items	16-Mar-12	Nova3	Structure the electrical design to suit this list	9-Mar-12	For info only.	9-Mar-12

5368-00 WPSHQ - HQ Building RFI Log

RFI #	Date of Issue	Subject	Date Required	Assigned To	Action Required	Date of Response	Response	Date Closed
28	7-Mar-12	Slab topping thickness at level 3 & 5	13-Mar-12	AAR	Give information to design team	9-Mar-12	For info only.	9-Mar-12
29	7-Mar-12	Maximum floor load capacity	12-Mar-12	Wolfrom	Review proposed forklift loads on the existing floor slab and provide an answer to AAR			
30	9-Mar-12	East & west "eyebrow" windows vision glass or spandrel	13-Mar-12	grc	Review and issue response to AAR			
31	9-Mar-12	Door # M205 swing	14-Mar-12	grc	Review and respond to AAR			
32	9-Mar-12	Existing fiber optic cable entry relocation	9-Mar-12	grc / Nova3	Review and respond to AAR			
33	9-Mar-12	Location of floor drains on P-1	9-Mar-12	grc / Nova3	Review and respond to AAR			
34	9-Mar-12	Fork lift loads - slab capacity review	9-Mar-12	Wolfrom	Review and respond to AAR			
35	13-Mar-12	Excavated floor elevations at P2 level	19-Mar-12	grc/Nova3	Design info for AAR for P2 slab	14-Mar-12	For info only.	
36	13-Mar-12	P2 level wall demolition	15-Mar-12	grc/Wolfrom	GRC and Wolfrom to review and confirm and respond to AAR	16-Mar-12	Architecturally, the wall along grid line M should be deleted up to and flush with the exterior face of the existing concrete curb close to grid line 2.5 and 8.5, all as discussed with Rob Murray on site. The portion of walls along grid line M between grid lines 2/2.5 and 8.5/9 are to remain as they act as a retaining wall for the soil beyond.	16-Mar-12
37	14-Mar-12	30kPa or psf (curtain wall)	14-Mar-12	Wolfrom	Wolfrom to check design wind loads	14-Mar-12	The design wind load should be in psf. Wolfrom will confirm magnitude.	
38	14-Mar-12	Computer, server and IT room electrical requirements	19-Mar-12	Nova3	Nova 3 will review and respond to AAR, with electrical load requirements.			
39	14-Mar-12	Detailed electrical load summary	15-Mar-12	Nova3	Nova 3 will review and respond to AAR			
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5368-00 WPSHQ - Wyper Road RFI Log

RFI #	Date of Issue	Subject	Date Required	Assigned To	Action Required	Date of Response	Response	Date Closed
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1	28-Feb-12	Revised ditch grading to suite MIT	6-Mar-12	AAR / WPSHQ	Review and have Caspian prepare a cost breakdown for this potential claim			
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3	28-Feb-12	Masonry dowel installation detail	6-Mar-12	AAR	N/A	28-Feb-12	This RFI appears to be for a remedial details for dowels for exterior block walls for Wyper. As the structure is completed, this RFI should be closed, unless I'm missing something.	
4	28-Feb-12	Window types	6-Mar-12	WPSHQ	Review in conjunction with the POR	21-Mar-12	<ul style="list-style-type: none"> The use of PVC vinyl windows is acceptable. As discussed, we will move forward with aluminum clad PVC. The colour of the aluminum clad PVC windows should be "Black" for the exterior aluminum portion. Shop drawings to be provided for review, prior to fabrication, as per contract No site instruction will be issued as this request is NOT a change in the POR of record for Wyper Road and Caspian Projects has noted that the use of PVC was agreed to as per their memo of July. Memo to be provided to AAR, once confirmed by Ossama, for record. This RFI will remain opened until confirmation by Ossama. 	22-Mar-12
5	12-Mar-12	Alternate Lighting For Firing Range	16-Mar-12	WPS/Ossama/Nova3	We will review this with Ossama and WPS to confirm if this work is above and beyond POR. Nova 3 to review pricing and respond to AAR.			



Winnipeg Police Headquarters Owner's Meeting No. 03



Date of Meeting: April 3, 2012

Meeting Location: Caspian Boardroom, 5th Floor, 266 Graham

Name	Initials	Company	Initials	Present	Copied
Peter Chang	PC	Adjeleian Allen Rubeli Ltd.	AAR	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Patrick Dubuc	PD	GRC Architects	GRC	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Peter Rankin	PR	GRC Architects	GRC	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Ossama AbouZeid	OA	Dunmore Corporation	DC	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Randy Benoit	RB	Winnipeg Police Service	WPS	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Henry Hagenaaars	HH	Winnipeg Police Service	WPS	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Ari Berdesis	AB	Winnipeg Police Service	WPS	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Armik Babakhanians	Aba	Caspian Projects	CP	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Shaun Babakhanians	SB	Caspian Projects	CP	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Peter Giannuzzi	PG	Caspian Projects	CP	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Pam Anderson	PA	Caspian Projects	CP	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Andrew Edge	AE	Caspian Projects	CP	<input type="checkbox"/>	<input checked="" type="checkbox"/>
John Guenther	JG	Nova3	N3	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Vic Thielman	VT	Nova3	N3	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Dan Wolfrom	DW	Wolfrom Engineering	WE	<input type="checkbox"/>	<input checked="" type="checkbox"/>

Meeting Minutes

1.6 WYPER ROAD GUN RANGE SCHEDULE

- HH/AB expressed concern with unknown completion date of gun range.
- CP to review.
- Design meeting held on Wednesday, March 14 with trades & design team.
- Nova3 is proceeding with completion of design and is working with Wes-man to maintain schedule.
- CP to provide updated schedule on March 26th.
- Genivar retained to review site drainage and provide certification of design.

- PC requested status of design, CP advised that proposed re-design of site drainage may still require 1 lift station.
- Completion still targeted to mid-end of July.
- HH asked when re-design will be presented to City Water Waste Dept.
- Site security still maintained, routine patrols.
- **CP presented new schedule (September 11 noted completion date). CP will work with OA to accelerate schedule to July 31.**
- **95% design drawings to be submitted to CP & WPS April 9.**
- **Mechanical given go ahead to proceed based on N3 drawings issued March 30. PC informed CP that 95% set of mechanical will be same as what was issued last week.**
- **PD confirmed detail issued for review is what will be shown on 95% drawings (walls to be R-30, Roof R-40).**
- **Colour samples of cladding to be reviewed after meeting.**
- **CP to provide signed and sealed civil drawings to City of Winnipeg in two weeks.**
- **OA instructed CP to proceed with completion of construction immediately.**
- **CCN's to be based on 95% drawing (May 31 POR).**

Action: AAR / CP

1.8

ADDITIONAL MEZZANINES FOR M & E

- CP noted that there is a possibility of adding new structural steel mezzanines to suit M & E needs not noted in AECOM design.
- ABa assured WPS that program space will not be affected, but may need "relaxation" of room area requirements as a last resort.
- HH agreed to review with AAR design team, if required, after full review with M & E sub-trades.
- CP to follow up design requirements with mechanical (Wes-man) & Nova3.
- GRC/Nova to confirm if additional mechanical mezzanines are required.
- Additional UPS mezzanine not required.
- **GRC continuing with design coordination.**

Action: CP / AAR /GRC

1.9

LEVEL P2

- ABa advised that cost breakdown has been revised to include substitution of reinforcing steel with poly-fibre reinforcing.
- ABa noted that 2 new sump pits are required.
- CP waiting for revised P2 design layout of drains before finalizing cost breakdown.
- Work at removal of P2 continuing under Change Directive, CD-001, CCN 2.
- Nova3 provided revised design.
- HH would like to know minimum height gain.
- CP to provide cost breakdown with new design (Sump pits, tar/membrane protection for footings and base plates).
- **CP to provide cost breakdown on April 5.**
- **Minimum headroom gain will be $\pm 200\text{mm}$ (8").**
- **Existing drain locations from P1 to remain, routing to be determined to maximize headroom. PD to follow up with N3.**

Action: PD / CP

1.10

SOUTH WALL REPLACEMENT

- CP provided preliminary cost breakdown for replacement of South Wall Elevation.
- OA noted that there are no additional funds available and any additional cost must be recovered by Value Engineering with GMP.
- GRC to work on revised building perspective for presentation and for CP pricing.
- CP to resubmit cost breakdown to include all credits for original south wall work.
- GRC presented new elevations and rendering.
- To be presented to WPS and UDAC.
- CP to instruct Border Glass to start shop drawings at their own risk.
- GRC submitted date of April 2 for UDAC presentation, awaiting confirmation from UDAC (Lee Caldwell).
- **GRC presented cladding/building envelope to Lee Caldwell. PD to send soft copy to WPS for review.**
- **Lee Caldwell suggested using community art on glazing on pedestrian level. WPS prefers to keep look as “professional” as possible related to a police facility.**
- **GRC/WPS to review security issues (bollards/planters) to come with streetscape design for presentation.**
- **CP working on cost breakdown to AAR/OA on April 9. This is not to proceed until receiving approval from OA (decision required by April 17).**

Action: GRC / CP

2.2

GENSETS

- HH questioned having 7 gensets as opposed to 2.
- Nova3 to review life cycle costs of maintaining 7 units as opposed to 2.
- Nova3 to comment on redundancy issues of 2 gensets vs 7.
- **AAR/CP reviewed existing gensets “owned” by Service Canada (1000 kVa & 350 kVa). Not feasible as it serves the tower.**
- **HH to review and confirm use of 6 gensets upon receipt of report from N3. AAR to issue SI as required.**

Action: AAR / HH

2.3

WYPER ROAD - GENERATOR

- ABa advised AB that generator not in Wyper road program.
- CP/WPS to review POR.
- **Closed - to be dealt with on 95% design submission.**

Action: Closed

2.4

CONTRACT DOCUMENTS FOR DESIGN

- PC advised all that POR (as noted in Caspian’s GMP contract) is the only document to be followed, unless documents advised otherwise.
- There appears to be a difference of opinion as to which POR for Wyper Road Gun Range is to be used.
- HH stated updated POR sent to CP in July; however SB/PG stated contract documents were signed with “original” POR for gun range. OA/RB/PC to review.
- See minute item 2.6 below.
- **May 31 POR will be used as basis for 95% drawings.**

- **Any changes requested by CP/WPS will be based on CCN on this basis.**

Action: AAR / OA / PC

2.5 **POWER DISRUPTION TO TOWER**

- RFI HQ # 40 notes that demolition/relocation of point of presence rooms P1012 & P1045 will disrupt power and I.T. to tower (minimum 2 days).
- OA/RB to review as leaving existing rooms will have major impact on architectural design as well as WPS program space.
- Re-location/demolition of HVAC ducts will have impact on tower as well.
- CP awaiting direction from OA/RB as this has major impact on construction schedule.
- **OA requires schedule/duration of disruptions.**
- **GRC reiterated that POP rooms must be moved as it affects WPS program.**
- **OA/RB met with landlord - as long as CP gives notice and action plan.**

Action: OA / RB

2.6 **PROGRAM OF REQUIREMENTS / DRAWING REVIEW**

- WPS/CP/AAR to meet and review/discuss Caspian Projects contractual commitments, i.e. what is being built under CP's agreement?
- Essential to determine and understand what is required by WPS but not included in POR for Wyper Road (May 31st document).
- Meeting to be scheduled for Monday, April 2, 2012 (time and location to be confirmed).
- **To be dealt with on 95% submission drawings for Wyper Road.**

Action: Closed

2.7 **NEXT MEETING**

- Next meeting will be on **April 17, 2012** from 9am to 10:30am.
- **First two meetings in May will be moved by one day from a Tuesday to a Wednesday.**
 - **Wednesday, May 2, 2012**
 - **Wednesday, May 16, 2012**
- **Meetings will resume on Tuesdays as of May 29, 2012.**
- Owner's Meeting to be held bi-weekly until further notice.

Action: All

3.1 **CONSTRUCTION FENCING**

- HH asked when proper "fencing" will be provided in light of the fact that the east wall demolition has started. HH is concerned with open access into the building.
- CP will address.

Action: CP

3.2 DUMPING FEES

- CP to provide monthly breakdowns to OA/RB for processing.

Action: CP

3.3 WYPER ROAD - TARGET SYSTEM

- Difference of \$35k between Action (higher quote) and Savage.
- WPS prefers Action, but Action shows additional \$35K for paging system.
- WPS (AB) to review.

Action: WPS

Supplemental

S1.1 AAR DESIGN MEETING WITH CASPIAN SUB-TRADES

- AAR/GRC/NOVA3/Wolfrom met with Caspian sub-trades on **Wednesday, March 14, 2012, regarding Wyper Road Gun Ranger.**
- Structural provided custom wall support details for **permit.**
- AAR design team committed to providing fully coordinated “Issued for Construction” drawings in 90 days (May 30, 2012 ±).

S1.2 BUILDING PERMIT STATUS

- Building Envelope Permit - March 20, 2012
 - o 100% completed drawings for Architectural curtainwall, 100% completed structural support system for curtain wall and code analysis for building envelope.
 - o No Mechanical or Electrical drawings.
 - o 3 sets of drawings will be hand delivered to the City of Winnipeg’s Office (Sara Cianflone) by 11am on March 20, 2012.
 - o **Drawings and specifications delivered to City of Winnipeg Planning, Property and Development Department (Michelle Ho).**
 - o **Receipt received (Caspian Projects).**
- Structural Permit - May 1, 2012
 - o 100% completed drawings (plans only) for Architectural, 100% completed drawings for Structural, full code analysis for the building.
 - o Mechanical or Electrical drawings will be partially completed, but will not be included with this application, unless the City of Winnipeg wished to have these drawings for information only.
- Building Permit - June 5, 2012
 - o 100% design complete and fully coordinated Architectural, Structural, Mechanical and Electrical drawings and specifications.
- Wyper Road Building Permit
 - o CP to provide a certified sketch from their Civil Engineer for the minor change in the proposed site drainage. Once this has been issued, the City of Winnipeg will issue a Building Permit for Wyper Road.

5368-00 WPSHQ - HQ Building RFI Log

RFI #	Date of Issue	Subject	Date Required	Assigned To	Action Required	Date of Response	Response	Date Closed
00	28-Feb-12	RFIC's 1-16 issued to Aecom prior February 15, 2012	N/A	AAR	Provide concurrence to consider this RFI to be closed	28-Feb-12	As discussed, from the point of view of the AAR design team, the noted RFIs have been addressed by Aecom and are either on the drawings or resolved. Therefore, we concur, they can be put to history, but we should keep track of them in case we ever need to back track as to why/how a decision was reached.	28-Feb-12
1	23-Feb-12	Approval required for isolation valves on chilled water piping in mechanical room	1-Mar-12	Nova3	Review and respond to AAR	14-Mar-12	Nova3 accepted. Caspian advised to proceed as noted in response from Nova3 (attached)	14-Mar-12
2	28-Feb-12	Generator Load Bank	6-Mar-12	AAR / WPSHQ	Review and respond			
3	28-Feb-12	Exterior signage requirements	6-Mar-12	WPSHQ	Require input			
4	28-Feb-12	Proposed changes to curtainwall system	N/A	AAR	Issue CCN	28-Feb-12	A CCN was issued on the proposed changes to the south wall. Caspian to provide cost breakdown.	28-Feb-12
5	28-Feb-12	Copper vs aluminum buss and feeders	N/A	Nova3 / AAR	Issue SI	28-Feb-12	Was discussed during meeting with Caspian and McCaine. Nova3 has agreed that aluminum can be used and meets both POR and Building Code. SI issued March 9, 2012.	9-Mar-12
6	28-Feb-12	Survey existing P2 slab on grade	N/A	AAR	N/A	28-Feb-12	Change Directive (CD) issued to proceed with work, subject to further review for cost savings	28-Feb-12
7	28-Feb-12	New main power in-service date and subsequent refeeding of existing tower distributions	6-Mar-12	Nova3	Review and respond to AAR			
8	28-Feb-12	Additional existing high voltage transformer to remain	6-Mar-12	Nova3	Review and respond to AAR			
9	28-Feb-12	15 KV service into Building	6-Mar-12	Nova3	Review and respond to AAR			
10	28-Feb-12	MTS services entrance	6-Mar-12	Nova3	Review and respond to AAR			
11	28-Feb-12	UPS equipment & battery room space and structural requirements	6-Mar-12	grc / Wolfram	Review room size requirements and Wolfram will check the existing slab accordingly			
12	28-Feb-12	Electrical room P2015 space structural requirements	6-Mar-12	grc / Wolfram	Review room size requirements and Wolfram will check the existing slab accordingly			
13	28-Feb-12	Generator 4 and 5 structural requirements	6-Mar-12	grc / Wolfram	Review room size requirements and Wolfram will check the existing slab accordingly			
14	28-Feb-12	Roof and sanitary drainage	13-Mar-12	Nova3	Review the proposal PVC XF3 piping for roof drainage and respond to AAR	14-Mar-12	The use of PVC XFR piping is acceptable, as is the proposal to consolidate rain water leaders in 4 existing locations. Site conditions may have impact on final routing and will be shown on Mechanical drawings.	14-Mar-12
15	28-Feb-12	Copper and SS water piping domestic water lines	13-Mar-12	Nova3	Review and respond to AAR			
16	28-Feb-12	Confirm water meters for tower and WPS bldg.	13-Mar-12	Nova3	Review the acceptance of a single water meter for the HQ building			

5368-00 WPSHQ - HQ Building RFI Log

RFI #	Date of Issue	Subject	Date Required	Assigned To	Action Required	Date of Response	Response	Date Closed
17	28-Feb-12	Confirm new roof drain piping	13-Mar-12	Nova3	Review the roof drainage down to Level P1 and respond to AAR			
18	28-Feb-12	Review required regarding P-1 and P-2 Drainage	29-Feb-12	Nova3	Arrange a site review of the levels P1 and P2 drainage on site			
19	28-Feb-12	Existing fire alarm system	6-Mar-12	Nova3	Review fire alarm requirements and respond accordingly			
20	29-Feb-12	New address for WPS Headquarters Building	29-Feb-12	N/A	No action required	1-Mar-12	N/A	1-Mar-12
20 R-1	29-Feb-12	New address for WPS Headquarters Building	29-Feb-12	N/A	No action required	1-Mar-12	N/A	1-Mar-12
21	1-Mar-12	Final floor drain design for P2	1-Mar-12	grc	Work on P2 layout and meet with Caspian and Wes-man			
22	7-Mar-12	ISD and electrical Load Requirements	12-Mar-12	Nova3	Respond and address Manitoba Hydro's concerns	7-Mar-12	1.) Yesterday (within reason given the circumstances). 2.) Please provide the return comments from the utility and we will respond appropriately to their comments. If the electrical contractor has any money saving better ideas - please advise as well.	
23	7-Mar-12	Wes-Man's priority list of mechanical items	13-Mar-12	Nova3	Continue working on the mechanical design with the priority list provided		For info only.	7-Mar-12
24	7-Mar-12	Pile cap base plate treatment at P2 level	13-Mar-12	Caspian / AAR	Include in price breakdown for the level P2 slab replacement when quote is resubmitted, as discussed during Owner's Meeting No. 01.	7-Mar-12	It is AAR's opinion that a protective covering should be provided, perhaps the most economical way would be a brushed on mastic or tar type membrane.	7-Mar-12
25	7-Mar-12	Existing fire pump	16-Mar-12	Nova3	Review and respond	8-Mar-12	Assuming the tower is a separate building from the WPSHQ, it would be logical that the existing fire pump(s) remain on the existing electrical service as is. However, due to the separate address of the WPSHQ, and the occupancy change associated with the conversion of the old mail processing area to the WPSHQ, the City of Winnipeg fire department may need the sprinkler contractor to install a code compliant water supply with its own fire pump fed from the WPSHQ essential distribution to serve the fire protection system of the WPSHQ. We require the architect to confirm the separation between the building known to be the tower and the building which is the WPSHQ. Once the separation between the buildings is determined, it is anticipated that the tower occupancy is not changed and as such grandfathered with respect to existing life safety systems. All of this needs to be confirmed between GRC and the City of Winnipeg fire protection engineer	
26	7-Mar-12	Fire fighter elevator	16-Mar-12	grc	Review and provide response to AAR for the designation of the fire fighter elevators			
27	7-Mar-12	McCaine priority list of electrical items	16-Mar-12	Nova3	Structure the electrical design to suit this list	9-Mar-12	For info only.	9-Mar-12

5368-00 WPSHQ - HQ Building RFI Log

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28	7-Mar-12	Slab topping thickness at level 3 & 5	13-Mar-12	AAR	Give information to design team	9-Mar-12	For info only.	9-Mar-12
29	7-Mar-12	Maximum floor load capacity	12-Mar-12	Wolfrom	Review proposed forklift loads on the existing floor slab and provide an answer to AAR			
30	9-Mar-12	East & west "eyebrow" windows vision glass or spandrel	13-Mar-12	grc	Review and issue response to AAR			
31	9-Mar-12	Door # M205 swing	14-Mar-12	grc	Review and respond to AAR	27-Mar-12	See sketch provided.	28-Mar-12
32	9-Mar-12	Existing fiber optic cable entry relocation	9-Mar-12	grc / Nova3	Review and respond to AAR			
33	9-Mar-12	Location of floor drains on P-1	9-Mar-12	grc / Nova3	Review and respond to AAR			
34	9-Mar-12	Fork lift loads - slab capacity review	9-Mar-12	Wolfrom	Review and respond to AAR			
35	13-Mar-12	Excavated floor elevations at P2 level	19-Mar-12	grc/Nova3	Design info for AAR for P2 slab	14-Mar-12	For info only.	14-Mar-12
36	13-Mar-12	P2 level wall demolition	15-Mar-12	grc/Wolfrom	GRC and Wolfrom to review and confirm and respond to AAR	16-Mar-12	Architecturally, the wall along grid line M should be deleted up to and flush with the exterior face of the existing concrete curb close to grid line 2.5 and 8.5, all as discussed with Rob Murray on site. The portion of walls along grid line M between grid lines 2/2.5 and 8.5/9 are to remain as they act as a retaining wall for the soil beyond.	16-Mar-12
37	14-Mar-12	30kPa or psf (curtain wall)	14-Mar-12	Wolfrom	Wolfrom to check design wind loads	14-Mar-12	<p>The design wind load should be in psf. Wolfrom will confirm magnitude.</p> <p>In response to RFI HQ 37 we produced a response based on our interpretation of the NBC for the worst case wind loads at or near the roof level for both corner and general area conditions. These numbers vary significantly from the 30 psf that the original specifications were interpreted to read by the curtain wall supplier. The original quotation for the supply of the curtain wall was apparently based on these lower wind loads, which may or may not have included the post disaster importance factor.</p> <p>In order to mitigate the impact of this change, we are working closely with the engineers for the curtain wall supplier to identify the actual wind loads at varying heights and locations, allowing them to design the curtain wall and the associated connections accordingly. The curtain wall engineer will be submitting for review a tabulation of all wind loads for all areas to be used in the design.</p>	26-Mar-12
38	14-Mar-12	Computer, server and IT room electrical requirements	19-Mar-12	Nova3	Nova 3 will review and respond to AAR, with electrical load requirements.			
39	14-Mar-12	Detailed electrical load summary	15-Mar-12	Nova3	Nova 3 will review and respond to AAR			

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41	14-Mar-12	Antenna farm location	23-Mar-12	grc/Nova3	GRC and Nova3 will review and respond to AAR. We have also attached an email that WPS received in response to RFI 055 which was for Roof Top Antennas in general. Please make sure that this is captured in our design when responding to RFI HQ #41.			
42	21-Mar-12	Duct modifications for return air for tower	21-Mar-12	Nova3	Confrim from Canada Post if these offices are occupied, or part of the renovation being done by others.	22-Mar-12	The following is our response to RFI HQ-42: <ul style="list-style-type: none"> As discussed, the 2-3 day disruption caused by removal and re-routing of ducts (and 4 supply feeds to the 2 AHU's) is acceptable. Please advise AAR/WPS as to when the work will commence, so that we can plan accordingly. 	26-Mar-12

5368-00 WPSHQ - Wyper Road RFI Log

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4	28-Feb-12	Window types	6-Mar-12	WPSHQ	Review in conjunction with the POR	21-Mar-12	<ul style="list-style-type: none"> • The use of PVC vinyl windows is acceptable. As discussed, we will move forward with aluminum clad PVC. The colour of the aluminum clad PVC windows should be "Black" for the exterior aluminum portion. • Shop drawings to be provided for review, prior to fabrication, as per contract • No site instruction will be issued as this request is NOT a change in the POR of record for Wyper Road and Caspian Projects has noted that the use of PVC was agreed to as per their memo of July. Memo to be provided to AAR, once confirmed by Ossama, for record. • This RFI will remain opened until confirmation by Ossama. 	22-Mar-12
5	12-Mar-12	Alternate Lighting For Firing Range	16-Mar-12	WPS/Ossama/Nova3	We will review this with Ossama and WPS to confirm if this work is above and beyond POR. Nova 3 to review pricing and respond to AAR.			



Winnipeg Police Headquarters Owner's Meeting No. 04



Date of Meeting: April 17, 2012

Meeting Location: Caspian Boardroom, 5th Floor, 266 Graham

Name	Initials	Company	Initials	Present	Copied
Peter Chang	PC	Adjeleian Allen Rubeli Ltd.	AAR	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Patrick Dubuc	PD	GRC Architects	GRC	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Peter Rankin	PR	GRC Architects	GRC	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Ossama AbouZeid	OA	Dunmore Corporation	DC	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Randy Benoit	RB	Winnipeg Police Service	WPS	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Henry Hagenaaars	HH	Winnipeg Police Service	WPS	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Ari Berdesis	AB	Winnipeg Police Service	WPS	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Armik Babakhanians	Aba	Caspian Projects	CP	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Shaun Babakhanians	SB	Caspian Projects	CP	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Peter Giannuzzi	PG	Caspian Projects	CP	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Pam Anderson	PA	Caspian Projects	CP	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Andrew Edge	AE	Caspian Projects	CP	<input type="checkbox"/>	<input checked="" type="checkbox"/>
John Guenther	JG	Nova3	N3	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Vic Thielman	VT	Nova3	N3	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Tony Mitousis	TM	Nova3	N3	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Dan Wolfrom	DW	Wolfrom Engineering	WE	<input type="checkbox"/>	<input checked="" type="checkbox"/>

Meeting Minutes

1.6 WYPER ROAD GUN RANGE SCHEDULE

- HH/AB expressed concern with unknown completion date of gun range.
- CP to review.
- Design meeting held on Wednesday, March 14 with trades & design team.
- Nova3 is proceeding with completion of design and is working with Wes-man to maintain schedule.
- CP to provide updated schedule on March 26th.
- Genivar retained to review site drainage and provide certification of design.

- PC requested status of design, CP advised that proposed re-design of site drainage may still require 1 lift station.
- Completion still targeted to mid-end of July.
- HH asked when re-design will be presented to City Water Waste Dept.
- Site security still maintained, routine patrols.
- CP presented new schedule (September 11 noted completion date). CP will work with OA to accelerate schedule to July 31.
- 95% design drawings to be submitted to CP & WPS April 9.
- Mechanical given go ahead to proceed based on N3 drawings issued March 30. PC informed CP that 95% set of mechanical will be same as what was issued last week.
- PD confirmed detail issued for review is what will be shown on 95% drawings (walls to be R-30, Roof R-40).
- Colour samples of cladding to be reviewed after meeting.
- CP to provide signed and sealed civil drawings to City of Winnipeg in two weeks.
- OA instructed CP to proceed with completion of construction immediately.
- CCN's to be based on 95% drawing (May 31 POR).
- **Extra gun range station and shot gun range. See Item 4.2.**
- **CP and WPS to confirm that 95% drawings are acceptable.**
- **CP committed July 31, 2012 completion date.**
- **Range lighting addition to POR - AAR to issue CCN.**
- **Road widening addition to POR - AAR to issue CCN.**

Action: AAR / CP

1.8

ADDITIONAL MEZZANINES FOR M & E

- CP noted that there is a possibility of adding new structural steel mezzanines to suit M & E needs not noted in AECOM design.
- ABa assured WPS that program space will not be affected, but may need "relaxation" of room area requirements as a last resort.
- HH agreed to review with AAR design team, if required, after full review with M & E sub-trades.
- CP to follow up design requirements with mechanical (Wes-man) & Nova3.
- GRC/Nova to confirm if additional mechanical mezzanines are required.
- Additional UPS mezzanine not required.
- GRC continuing with design coordination.

Action: CP / AAR /GRC

1.9

LEVEL P2

- ABa advised that cost breakdown has been revised to include substitution of reinforcing steel with poly-fibre reinforcing.
- ABa noted that 2 new sump pits are required.
- CP waiting for revised P2 design layout of drains before finalizing cost breakdown.
- Work at removal of P2 continuing under Change Directive, CD-001, CCN 2.
- Nova3 provided revised design.
- HH would like to know minimum height gain.
- CP to provide cost breakdown with new design (Sump pits, tar/membrane protection for footings and base plates).
- **CP to provide cost breakdown on April 20.**
- Minimum headroom gain will be $\pm 200\text{mm}$ (8").

- Existing drain locations from P1 to remain, routing to be determined to maximize headroom. PD to follow up with N3.
- **Work is progressing.**

Action: PD / CP

1.10

SOUTH WALL REPLACEMENT

- CP provided preliminary cost breakdown for replacement of South Wall Elevation.
- OA noted that there are no additional funds available and any additional cost must be recovered by Value Engineering with GMP.
- GRC to work on revised building perspective for presentation and for CP pricing.
- CP to resubmit cost breakdown to include all credits for original south wall work.
- GRC presented new elevations and rendering.
- To be presented to WPS and UDAC.
- CP to instruct Border Glass to start shop drawings at their own risk.
- GRC submitted date of April 2 for UDAC presentation, awaiting confirmation from UDAC (Lee Caldwell).
- GRC presented cladding/building envelope to Lee Caldwell. PD to send soft copy to WPS for review.
- Lee Caldwell suggested using community art on glazing on pedestrian level. WPS prefers to keep look as “professional” as possible related to a police facility.
- GRC/WPS to review security issues (bollards/planters) to come with streetscape design for presentation.
- **CP working on cost breakdown to AAR/OA on April 20. This is not to proceed until receiving approval from OA (decision required by April 17).**
- **Lee Caldwell has accepted the presentation except for the louvres on the east and west side. GRC ongoing review with mechanical.**

Action: GRC / CP

2.2

GENSETS

- HH questioned having 7 gensets as opposed to 2.
- Nova3 to review life cycle costs of maintaining 7 units as opposed to 2.
- Nova3 to comment on redundancy issues of 2 gensets vs 7.
- AAR/CP reviewed existing gensets “owned” by Service Canada (1000 kVa & 350 kVa). Not feasible as it serves the tower.
- HH to review and confirm use of 6 gensets upon receipt of report from N3. AAR to issue SI as required.
- **PC to meet Nova3 today to get status of report. To be forwarded to HH and AB for review.**

Action: AAR / HH

2.4

CONTRACT DOCUMENTS FOR DESIGN

- PC advised all that POR (as noted in Caspian’s GMP contract) is the only document to be followed, unless documents advised otherwise.
- There appears to be a difference of opinion as to which POR for Wyper Road Gun Range is to be used.
- HH stated updated POR sent to CP in July; however SB/PG stated contract documents were signed with “original” POR for gun range. OA/RB/PC to review.

- See minute item 2.6 below.
- May 31 POR will be used as basis for 95% drawings.
- Any changes requested by CP/WPS will be based on CCN on this basis.

Action: Closed

2.5 **POWER DISRUPTION TO TOWER**

- RFI HQ # 40 notes that demolition/relocation of point of presence rooms P1012 & P1045 will disrupt power and I.T. to tower (minimum 2 days).
- OA/RB to review as leaving existing rooms will have major impact on architectural design as well as WPS program space.
- Re-location/demolition of HVAC ducts will have impact on tower as well.
- CP awaiting direction from OA/RB as this has major impact on construction schedule.
- OA requires schedule/duration of disruptions.
- GRC reiterated that POP rooms must be moved as it affects WPS program.
- OA/RB met with landlord - as long as CP gives notice and action plan.
- **CP to provide action plan and cost by April 23, 2012.**

Action: OA / RB

3.1 **CONSTRUCTION FENCING**

- HH asked when proper “fencing” will be provided in light of the fact that the east wall demolition has started. HH is concerned with open access into the building.
- CP will address.
- **HH satisfied with CP fencing as constructed.**

Action: Closed

3.2 **DUMPING FEES**

- CP to provide monthly breakdowns to OA/RB for processing.

Action: CP

3.3 **WYPER ROAD - TARGET SYSTEM**

- Difference of \$35k between Action (higher quote) and Savage.
- WPS prefers Action, but Action shows additional \$35K for paging system.
- WPS (AB) to review.
- **Wireless paging required, wireless headsets not required.**
- **CP to review Action proposal and resubmit to WPS/AAR for review.**
- **Will try to stick with Action proposal as this is WPS’s preferred system.**

Action: CP

4.1 **CIVIL DRAWINGS**

- Genivar finishing design - to be submitted to AAR for review.
- Number of lift stations to be confirmed - affects additional road for access to service lift stations (if required).
- Hard landscaping to be reviewed by Genivar.

- GRC to review with AB the existing design.

Action: CP / GRC

4.2 EXTRA GUN RANGE STATION AND SHOT GUN RANGE

- Addition to POR.
- Agreed that CP will make it work within \$6.2M.

Action: Info

4.3 WYPER ROAD GUN RANGE - STORAGE SHED

- CP to provide 250ft² adjacent to targets.
- WPS to provide confirmation and location.

Action: CP / WPS

4.4 CANADA POST EXTERIOR SIGNAGE

- HH asked when CPC signs will be removed.
- CP review with CPC and provide dates of removal.
- HH/City of Winnipeg more concerned with signage on “old plant”.

Action: CP

4.5 WYPER ROAD BERM REPORTS

- PC requested geotechnical reports for berm specifically.
- AMEC (CP Geotechnical) will provide review services. This is acceptable to OA.

Action: CP

4.6 SUB-TRADE MEETINGS

- CP to be present at all sub-trade meetings
- Meetings with Nova3/McCaine/Wes-man.
- Meetings to be every 2nd week at 1pm following the Owner’s Meeting.
- 1st meeting will be on May 2, 2012 at 1pm in the CP boardroom.
- CP to maintain meeting minutes.
- CP to send invite.

Action: Info / CP

4.7 NEW RANGE MASTER - WYPER ROAD

- Shaun Langstaff - to review 95% drawings with AB.

Action: Info

4.8 EXISTING TOWER TENANTS

- CP expressed concern with timing of relocation of tenants.
- Storage space at P1 needs to be cleared out. SB stated this will affect schedule.

Action: OA / RB

NEXT MEETING

- Next meeting will be on **May 2, 2012** from 9am to 10:30am.
- **First two meetings in May will be moved by one day from a Tuesday to a Wednesday.**
 - **Wednesday, May 2, 2012**
 - **Wednesday, May 16, 2012**
- **Meetings will resume on Tuesdays as of May 29, 2012.**
- Owner's Meeting to be held bi-weekly until further notice.

Action: All

Supplemental

S1.1 AAR DESIGN MEETING WITH CASPIAN SUB-TRADES

- AAR/GRC/NOVA3/Wolfrom met with Caspian sub-trades on Wednesday, March 14, 2012, regarding Wyper Road Gun Ranger.
- Structural provided custom wall support details for permit.
- AAR design team committed to providing fully coordinated "Issued for Construction" drawings in 90 days (May 30, 2012 ±).

S1.2 BUILDING PERMIT STATUS

- Building Envelope Permit - March 20, 2012
 - 100% completed drawings for Architectural curtainwall, 100% completed structural support system for curtain wall and code analysis for building envelope.
 - No Mechanical or Electrical drawings.
 - 3 sets of drawings will be hand delivered to the City of Winnipeg's Office (Sara Cianflone) by 11am on March 20, 2012.
 - Drawings and specifications delivered to City of Winnipeg Planning, Property and Development Department (Michelle Ho).
 - Receipt received (Caspian Projects).
- Structural Permit - May 1, 2012
 - 100% completed drawings (plans only) for Architectural, 100% completed drawings for Structural, full code analysis for the building.
 - Mechanical or Electrical drawings will be partially completed, but will not be included with this application, unless the City of Winnipeg wished to have these drawings for information only.
- Building Permit - June 5, 2012
 - 100% design complete and fully coordinated Architectural, Structural, Mechanical and Electrical drawings and specifications.
- Wyper Road Building Permit
 - CP to provide a certified sketch from their Civil Engineer for the minor change in the proposed site drainage. Once this has been issued, the City of Winnipeg will issue a Building Permit for Wyper Road.

5368-00 WPSHQ - HQ Building RFI Log

RFI #	Date of Issue	Subject	Date Required	Assigned To	Action Required	Date of Response	Response	Date Closed
00	28-Feb-12	RFIC's 1-16 Issued to Aecom Prior February 15, 2012	N/A	AAR	Provide concurrence to consider this RFI to be closed.	28-Feb-12	As discussed, from the point of view of the AAR design team, the noted RFIs have been addressed by Aecom and are either on the drawings or resolved. Therefore, we concur, they can be put to history, but we should keep track of them in case we ever need to back track as to why/how a decision was reached.	28-Feb-12
1	23-Feb-12	Approval Required for Isolation Valves on Chilled Water Piping in Mechanical Room	1-Mar-12	Nova3	Review and respond to AAR.	14-Mar-12	Nova3 accepted. Caspian advised to proceed as noted in response from Nova3 (attached).	14-Mar-12
2	28-Feb-12	Generator Load Bank	6-Mar-12	AAR / WPSHQ	Review and respond.			
3	28-Feb-12	Exterior Signage Requirements	6-Mar-12	WPSHQ	Require input.			
4	28-Feb-12	Proposed Changes to Curtainwall System	N/A	AAR	Issue CCN.	28-Feb-12	A CCN was issued on the proposed changes to the south wall. Caspian to provide cost breakdown.	28-Feb-12
5	28-Feb-12	Copper vs Aluminum Buss And Feeders	N/A	Nova3 / AAR	Issue SI.	28-Feb-12	Was discussed during meeting with Caspian and McCaine. Nova3 has agreed that aluminum can be used and meets both POR and Building Code. SI issued March 9, 2012.	9-Mar-12
6	28-Feb-12	Survey Existing P2 Slab on Grade	N/A	AAR	N/A	28-Feb-12	Change Directive (CD) issued to proceed with work, subject to further review for cost savings.	28-Feb-12
7	28-Feb-12	New Main Power In-Service Date and Subsequent Refeeding of Existing Tower Distributions	6-Mar-12	Nova3	Review and respond to AAR.			
8	28-Feb-12	Additional Existing High Voltage Transformer to Remain	6-Mar-12	Nova3	Review and respond to AAR.			
9	28-Feb-12	15 KV Service into Building	6-Mar-12	Nova3	Review and respond to AAR.			
10	28-Feb-12	MTS Services Entrance	6-Mar-12	Nova3	Review and respond to AAR.			
11	28-Feb-12	UPS Equipment & Battery Room Space and Structural Requirements	6-Mar-12	grc / Wolfram	Review room size requirements and Wolfram will check the existing slab accordingly.			
12	28-Feb-12	Electrical Room P2015 Space Structural Requirements	6-Mar-12	grc / Wolfram	Review room size requirements and Wolfram will check the existing slab accordingly.			
13	28-Feb-12	Generator 4 and 5 Structural Requirements	6-Mar-12	grc / Wolfram	Review room size requirements and Wolfram will check the existing slab accordingly.			
14	28-Feb-12	Roof and Sanitary Drainage	13-Mar-12	Nova3	Review the proposal PVC XF3 piping for roof drainage and respond to AAR.	14-Mar-12	The use of PVC XFR piping is acceptable, as is the proposal to consolidate rain water leaders in 4 existing locations. Site conditions may have impact on final routing and will be shown on Mechanical drawings.	14-Mar-12
15	28-Feb-12	Copper and SS Water Piping Domestic Water Lines	13-Mar-12	Nova3	Review and respond to AAR.	11-Apr-12	The use of copper and stainless steel water pipes for all domestic water lines has been approved.	11-Apr-12
16	28-Feb-12	Confirm Water Meters for Tower and WPS Bldg.	13-Mar-12	Nova3	Review the acceptance of a single water meter for the HQ building.	11-Apr-12	No. We require additional meters, as they (City of Winnipeg) needs to breakout the tenant's actual costs for energy/utility consumption.	11-Apr-12

5368-00 WPSHQ - HQ Building RFI Log

RFI #	Date of Issue	Subject	Date Required	Assigned To	Action Required	Date of Response	Response	Date Closed
17	28-Feb-12	Confirm New Roof Drain Piping	13-Mar-12	Nova3	Review the roof drainage down to Level P1 and respond to AAR.			
18	28-Feb-12	Review Required Regarding P-1 and P-2 Drainage	29-Feb-12	Nova3	Arrange a site review of the levels P1 and P2 drainage on site.	11-Apr-12	<p>Mechanical:</p> <ol style="list-style-type: none"> 1. Mechanical Contractor shall install seventeen (17) parking lot drains in the locations indicated on architectural drawing WPS-AE-1-0-01, and as indicated on the corresponding mechanical drawing.RFI-M6-PM6.1 (attached). 2. The below grade sanitary waste piping from the floor drains shall connect to the existing west sand/grit interceptor located at Gridlines H-2. 3. A new oil interceptor OI-2 shall be installed prior to the connection to the sand interceptor at Grid H-2. The interceptor shall be a: MIFAB (or equal), model MI-O-HU-3, 165 US gal./21.0 cu.ft. holding capacity, rated at 50 USGPM. 4. The floor drains shall be JRSmith (or equal), heavy duty traffic drains w/ 4" outlet, hinged grate and sediment bucket. 5. The east pit at Grid G-9 shall be abandoned in place and all services capped. 	11-Apr-12
19	28-Feb-12	Existing Fire Alarm System	6-Mar-12	Nova3	Review fire alarm requirements and respond accordingly.			
20	29-Feb-12	New Address for WPS Headquarters Building	29-Feb-12	N/A	No action required.	1-Mar-12	N/A	1-Mar-12
20 R-1	29-Feb-12	New Address for WPS Headquarters Building	29-Feb-12	N/A	No action required.	1-Mar-12	N/A	1-Mar-12
21	1-Mar-12	Final Floor Drain Design for P2	1-Mar-12	grc	Work on P2 layout and meet with Caspian and Wes-man.			
22	7-Mar-12	ISD and Electrical Load Requirements	12-Mar-12	Nova3	Respond and address Manitoba Hydro's concerns.	7-Mar-12	<p>1.) Yesterday (within reason given the circumstances). 2.) Please provide the return comments from the utility and we will respond appropriately to their comments.</p> <p>If the electrical contractor has any money saving better ideas - please advise as well.</p>	
23	7-Mar-12	Wes-Man's Priority List of Mechanical Items	13-Mar-12	Nova3	Continue working on the mechanical design with the priority list provided.		For info only.	7-Mar-12
24	7-Mar-12	Pile Cap Base Plate Treatment at P2 Level	13-Mar-12	Caspian / AAR	Include in price breakdown for the level P2 slab replacement when quote is resubmitted, as discussed during Owner's Meeting No. 01.	7-Mar-12	It is AAR's opinion that a protective covering should be provided, perhaps the most economical way would be a brushed on mastic or tar type membrane.	7-Mar-12

5368-00 WPSHQ - HQ Building RFI Log

RFI #	Date of Issue	Subject	Date Required	Assigned To	Action Required	Date of Response	Response	Date Closed
25	7-Mar-12	Existing Fire Pump	16-Mar-12	grc	Review and respond.	8-Mar-12	Assuming the tower is a separate building from the WPSHQ, it would be logical that the existing fire pump(s) remain on the existing electrical service as is. However, due to the separate address of the WPSHQ, and the occupancy change associated with the conversion of the old mail processing area to the WPSHQ, the City of Winnipeg fire department may need the sprinkler contractor to install a code compliant water supply with its own fire pump fed from the WPSHQ essential distribution to serve the fire protection system of the WPSHQ. We require the architect to confirm the separation between the building known to be the tower and the building which is the WPSHQ. Once the separation between the buildings is determined, it is anticipated that the tower occupancy is not changed and as such grandfathered with respect to existing life safety systems. All of this needs to be confirmed between GRC and the City of Winnipeg fire protection engineer.	
26	7-Mar-12	Fire Fighter Elevator	16-Mar-12	grc	Review and provide response to AAR for the designation of the fire fighter elevators.	12-Apr-12	Freight elevator SE01 and passenger elevator PE01 should be designated as Fire Fighters Elevator.	12-Apr-12
27	7-Mar-12	McCaine Priority List of Electrical Items	16-Mar-12	Nova3	Structure the electrical design to suit this list.	9-Mar-12	For info only.	9-Mar-12
28	7-Mar-12	Slab Topping Thickness at Level 3 & 5	13-Mar-12	AAR	Give information to design team.	9-Mar-12	For info only.	9-Mar-12
29	7-Mar-12	Maximum Floor Load Capacity	12-Mar-12	Wolfrom	Review proposed forklift loads on the existing floor slab and provide an answer to AAR.			
30	9-Mar-12	East & West "Eyebrow" Windows Vision Glass or Spandrel	13-Mar-12	grc	Review and issue response to AAR.			
31	9-Mar-12	Door # M205 Swing	14-Mar-12	grc	Review and respond to AAR.	27-Mar-12	See sketch provided.	28-Mar-12
32	9-Mar-12	Existing Fiber Optic Cable Entry Relocation	9-Mar-12	grc / Nova3	Review and respond to AAR.			
33	9-Mar-12	Location of Floor Drains on P-1	9-Mar-12	grc / Nova3	Review and respond to AAR.			
34	9-Mar-12	Fork Lift Loads - Slab Capacity Review	9-Mar-12	Wolfrom	Review and respond to AAR.			
35	13-Mar-12	Excavated Floor Elevations at P2 Level	19-Mar-12	grc / Nova3	Design info for AAR for P2 slab.	14-Mar-12	For info only.	14-Mar-12
36	13-Mar-12	P2 Level Wall Demolition	15-Mar-12	grc / Wolfrom	GRC and Wolfrom to review and confirm and respond to AAR.	16-Mar-12	Architecturally, the wall along grid line M should be deleted up to and flush with the exterior face of the existing concrete curb close to grid line 2.5 and 8.5, all as discussed with Rob Murray on site. The portion of walls along grid line M between grid lines 2/2.5 and 8.5/9 are to remain as they act as a retaining wall for the soil beyond.	16-Mar-12

5368-00 WPSHQ - HQ Building RFI Log

RFI #	Date of Issue	Subject	Date Required	Assigned To	Action Required	Date of Response	Response	Date Closed
37	14-Mar-12	30kPa or psf (Curtain Wall)	14-Mar-12	Wolfrom	Wolfrom to check design wind loads.	14-Mar-12	<p>The design wind load should be in psf. Wolfrom will confirm magnitude.</p> <p>In response to RFI HQ 37 we produced a response based on our interpretation of the NBC for the worst case wind loads at or near the roof level for both corner and general area conditions. These numbers vary significantly from the 30 psf that the original specifications were interpreted to read by the curtain wall supplier. The original quotation for the supply of the curtain wall was apparently based on these lower wind loads, which may or may not have included the post disaster importance factor.</p> <p>In order to mitigate the impact of this change, we are working closely with the engineers for the curtain wall supplier to identify the actual wind loads at varying heights and locations, allowing them to design the curtain wall and the associated connections accordingly. The curtain wall engineer will be submitting for review a tabulation of all wind loads for all areas to be used in the design.</p>	26-Mar-12
38	14-Mar-12	Computer, Server and IT Room Electrical Requirements	19-Mar-12	Nova3	Nova 3 will review and respond to AAR, with electrical load requirements.			
39	14-Mar-12	Detailed Electrical Load Summary	15-Mar-12	Nova3	Nova 3 will review and respond to AAR.			
40	14-Mar-12	Point of Presence (POP) Rooms P1025 & P1045	23-Mar-12	Ossama	Ossama to advise.	16-Mar-12	<p>The existing location for the POP (Point of Entry) room presently located on the P1 level west of the staircase at grid lines 4.7/5 & Pa/Pb cannot remain. The layout for this area is crucial and we cannot lose that space. The POP room would need to be relocated, a proposed location would be to take over the east portion of the new Electrical room located at grid lines 4/R. This location was discussed with Ron Nault of McCain and appears to be possible but will represent interruption of services to the Tower. As this affects power shutdown to tower tenants, Ossama will have to review.</p>	
41	14-Mar-12	Antenna Farm Location	23-Mar-12	grc / Nova3	GRC and Nova3 will review and respond to AAR. We have also attached an email that WPS received in response to RFI 055 which was for Roof Top Antennas in general. Please make sure that this is captured in our design when responding to RFI HQ #41.			
42	21-Mar-12	Duct Modifications for Return Air for Tower	21-Mar-12	Nova3	Confrim from Canada Post if these offices are occupied, or part of the renovation being done by others.	22-Mar-12	<p>The following is our response to RFI HQ-42:</p> <ul style="list-style-type: none"> As discussed, the 2-3 day disruption caused by removal and re-routing of ducts (and 4 supply feeds to the 2 AHU's) is acceptable. Please advise AAR/WPS as to when the work will commence, so that we can plan accordingly. 	26-Mar-12

5368-00 WPSHQ - HQ Building RFI Log

RFI #	Date of Issue	Subject	Date Required	Assigned To	Action Required	Date of Response	Response	Date Closed
43	27-Mar-12	Sludge in Existing Tower Chilled Water Piping	30-Mar-12	Ossama	Ossama to review with landlord.	10-Apr-12	It is recommended that the system be thoroughly flushed with the appropriate chemicals. This work should have been done as part regular maintenance for the Tower, by SNC, the building manager. If not, then this would require a Change Order as this is additional work not covered by the GMP. Ossama, please review and advise.	
44	28-Mar-12	Existing Pneumatic Air System	4-Apr-12	Nova3	Respond to AAR.	19-Apr-12	The mechanical contractor indicated that his control subtrade stated that to maintain/utilize the existing process compressors for HVAC control would be grossly oversized and inefficient to operate. The control subtrade indicated that for size requirement purposes the existing HVAC control compressor located in the boiler room. Served the tower pneumatic control system requirements w/o assistance from the process compressors for a supervised period of time w/o any short comings. His subtrade further recommended a second control compressor for the purpose of redundancy. He indicated that a survey of the pneumatic control demand in the Tower is required prior to selection of the compressor. Trust access will be made available tot he control subtrade and execute this work. Should access be un-available please have the SNC Lavlin building tech. Provide this task according to the control subtrade, requirements. New work can commence in this area, once the new compressor is made operational, and the process compressor. Are made redundant.	19-Apr-12
45	5-Apr-12	5th Floor Mezzanine Demolition	11-Apr-12	grc / Wolfrom	Review the demolition requirements for the 5th floor and respond to AAR.			
46	9-Apr-12	Concrete Specification for Level P2	9-Apr-12	Wolfrom	Provide specification.	9-Apr-12	Concrete specifications for the Level P2 slab has been provided.	9-Apr-12
47	10-Apr-12	Existing Fire Alarm Batteries	13-Apr-12	Nova3	Review and comment if the temporary batteries (it should be noted that we do have emergency generators as weel) are sufficient or if a permanent battery system is required.			
48	12-Apr-12	Clarification on Existing AHU in Penthouse Mechanical Room	19-Apr-12	Nova3	Review and respond to AAR.	19-Apr-12	The airhandling unit c/w associated ductwork and controls can be removed soon as the process compressors are made redundant.	19-Apr-12

5368-00 WPSHQ - HQ Building RFI Log

RFI #	Date of Issue	Subject	Date Required	Assigned To	Action Required	Date of Response	Response	Date Closed
49	12-Apr-12	Steam Condensate Return Line	19-Apr-12	Nova3	Respond to AAR.	19-Apr-12	<p>The reply is yes.</p> <p>Please provide the following: Supply and install complete sterling (or equal) duplex condensate pump unit. Model #44124-GD, Receiver capacity of 15 US gallons, Pump discharge capacity 6.0 USGPM at 20 PSI discharge pressure, Two 1/3 HP motors at 3450 RPM, 115/1/60. Unit shall be furnished with: - motor starters mounted and sized. - mechanical alternator with high water alarm switch. - brass strainers at each pump suction. - isolation valve at each pump section.</p> <p>Remove existing 1 1/2" condensate drain pipe from the steam traps to ceiling below and cap (balance of existing condensate piping system to be removed under Project Demolition Phase). Provide new 1 1/2" condensate drain pipe (schedule 80 black steel ASTM 53 grade B) between existing steam traps and new duplex condensate return pump unit. Location to be determined by the mechanical trade on site. Location to be clear of any obstructions to demolition or new work in this area. Provide complete 1 1/4" pump discharge pipe (Schedule 80 black steel) to existing surge tank complete with check valve, Isolation valve, and union at each pump. Discharge line shall be at elevation equal to the existing pumped condensate lines prior to tank connection.</p>	19-Apr-12
50	12-Apr-12	Fire Fighter Entrance	18-Apr-12	grc / Nova3 / WPS	Respond to AAR.			
51	18-Apr-12	Security System Point of Contact & Request for Design Meetings	20-Apr-12	WPS	Henry Hagenars will confirm and reply to AAR. Once we get this confirmed, we will forward to Caspian Projects	18-Apr-12	<p>We agree with the weekly meetings to review Security. This was discussed at yesterday's Owner's meeting and it was agreed that the appropriate time would be Tuesday's at 10:30am. It was also agreed that Andrew would take minutes as well he will send out the meeting requests.</p> <p>Henry has confirmed that he will be the SPOC for WPS.</p>	18-Apr-12

5368-00 WPSHQ - Wyper Road RFI Log

RFI #	Date of Issue	Subject	Date Required	Assigned To	Action Required	Date of Response	Response	Date Closed
0	28-Feb-12	RFIC W 1-13 Issued to Aecom Prior February 15, 2012	N/A	AAR	Provide concurrence to consider this RFI to be closed.	28-Feb-12	AAR concurs, the previous RFI's to Aecom which have been addressed or incorporated into the Wyper Road drains should be closed, but kept for reference.	28-Feb-12
1	28-Feb-12	Revised Ditch Grading to Suite MIT	6-Mar-12	AAR / WPSHQ	Review and have Caspian prepare a cost breakdown for this potential claim.			
2	28-Feb-12	Typical Single Door Electrical Rough-In Detail Clarification	6-Mar-12	grc / Nova3	Review and coordinated with WPSHQ team and respond to AAR.	10-Apr-12	Revised as noted on the 95% set of drawings.	
3	28-Feb-12	Masonry Dowel Installation Detail	6-Mar-12	AAR	N/A	28-Feb-12	This RFI appears to be for a remedial details for dowels for exterior block walls for Wyper. As the structure is completed, this RFI should be closed, unless I'm missing something.	28-Feb-12
4	28-Feb-12	Window Types	6-Mar-12	WPSHQ	Review in conjunction with the POR.	21-Mar-12	<ul style="list-style-type: none"> • The use of PVC vinyl windows is acceptable. As discussed, we will move forward with aluminum clad PVC. The colour of the aluminum clad PVC windows should be "Black" for the exterior aluminum portion. • Shop drawings to be provided for review, prior to fabrication, as per contract. • No site instruction will be issued as this request is NOT a change in the POR of record for Wyper Road and Caspian Projects has noted that the use of PVC was agreed to as per their memo of July. Memo to be provided to AAR, once confirmed by Ossama, for record. • This RFI will remain opened until confirmation by Ossama. 	22-Mar-12
5	12-Mar-12	Alternate Lighting for Firing Range	16-Mar-12	WPS/Ossama/Nova3	We will review this with Ossama and WPS to confirm if this work is above and beyond POR. Nova 3 to review pricing and respond to AAR.	10-Apr-12	Please review the revised lighting for the firing range that is shown on the 95% set of drawings (will be distributed to all by the end of today). It has been agreed by Ossama that the range lighting is not included in the May 31 POR for Wyper Road, as such we will close RFI W 5 and issue a CCN for this work (5368 – CCN003) based on the 95% drawings for Wyper Road.	10-Apr-12



Winnipeg Police Headquarters Owner's Meeting No. 05



Date of Meeting: May 2, 2012

Meeting Location: Caspian Boardroom, 5th Floor, 266 Graham

Name	Initials	Company	Initials	Present	Copied
Peter Chang	PC	Adjeleian Allen Rubeli Ltd.	AAR	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Patrick Dubuc	PD	GRC Architects	GRC	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Peter Rankin	PR	GRC Architects	GRC	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Ossama AbouZeid	OA	Dunmore Corporation	DC	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Randy Benoit	RB	Winnipeg Police Service	WPS	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Henry Hagenaaars	HH	Winnipeg Police Service	WPS	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Ari Berdesis	AB	Winnipeg Police Service	WPS	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Armik Babakhanians	Aba	Caspian Projects	CP	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Shaun Babakhanians	SB	Caspian Projects	CP	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Peter Giannuzzi	PG	Caspian Projects	CP	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Pam Anderson	PA	Caspian Projects	CP	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Andrew Edge	AE	Caspian Projects	CP	<input type="checkbox"/>	<input checked="" type="checkbox"/>
John Guenther	JG	Nova3	N3	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Vic Thielman	VT	Nova3	N3	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Tony Mitousis	TM	Nova3	N3	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Dan Wolfrom	DW	Wolfrom Engineering	WE	<input type="checkbox"/>	<input checked="" type="checkbox"/>

Meeting Minutes

1.6 WYPER ROAD GUN RANGE SCHEDULE

- HH/AB expressed concern with unknown completion date of gun range.
- CP to review.
- Design meeting held on Wednesday, March 14 with trades & design team.
- Nova3 is proceeding with completion of design and is working with Wes-man to maintain schedule.
- CP to provide updated schedule on March 26th.
- Genivar retained to review site drainage and provide certification of design.

- PC requested status of design, CP advised that proposed re-design of site drainage may still require 1 lift station.
- Completion still targeted to mid-end of July.
- HH asked when re-design will be presented to City Water Waste Dept.
- Site security still maintained, routine patrols.
- CP presented new schedule (September 11 noted completion date). CP will work with OA to accelerate schedule to July 31.
- 95% design drawings to be submitted to CP & WPS April 9.
- Mechanical given go ahead to proceed based on N3 drawings issued March 30. PC informed CP that 95% set of mechanical will be same as what was issued last week.
- PD confirmed detail issued for review is what will be shown on 95% drawings (walls to be R-30, Roof R-40).
- Colour samples of cladding to be reviewed after meeting.
- CP to provide signed and sealed civil drawings to City of Winnipeg in two weeks.
- OA instructed CP to proceed with completion of construction immediately.
- CCN's to be based on 95% drawing (May 31 POR).
- Extra gun range station and shot gun range. See Item 4.2.
- CP and WPS to confirm that 95% drawings are acceptable.
- CP committed July 31, 2012 completion date.
- Range lighting addition to POR - AAR to issue CCN.
- Road widening addition to POR - AAR to issue CCN.
- **Building complete for July 31, 2012.**
- **CP expressed concern with steepness of side berm**
 - **Currently shown 3:2 slope, AMEC/Genivar provided memo recommending 4:1 (PG to forward to AAR for review).**
- **AB to review RCMP standards to confirm if 3:2 is gun range requirement.**
- **AMEC provided remedial details for berm deficiencies (report to be forwarded to AAR).**
- **IFC drawings for Wyper Road issued May 2, 2012.**
- **CCN issued for Range Lighting. CP has priced, AAR reviewed. OA/RB to review.**
- **Road widening - AAR to Issue CCN.**
- **Colour board required for interior. Use existing colour board in WPS office. GRC to review.**

Action: AAR / CP / grc / WPS

1.8

ADDITIONAL MEZZANINES FOR M & E

- CP noted that there is a possibility of adding new structural steel mezzanines to suit M & E needs not noted in AECOM design.
- ABa assured WPS that program space will not be affected, but may need "relaxation" of room area requirements as a last resort.
- HH agreed to review with AAR design team, if required, after full review with M & E sub-trades.
- CP to follow up design requirements with mechanical (Wes-man) & Nova3.
- GRC/Nova to confirm if additional mechanical mezzanines are required.
- Additional UPS mezzanine not required.
- GRC continuing with design coordination.

Action: CP / AAR /GRC

1.9

LEVEL P2

- ABa advised that cost breakdown has been revised to include substitution of reinforcing steel with poly-fibre reinforcing.
- ABa noted that 2 new sump pits are required.
- CP waiting for revised P2 design layout of drains before finalizing cost breakdown.
- Work at removal of P2 continuing under Change Directive, CD-001, CCN 2.
- Nova3 provided revised design.
- HH would like to know minimum height gain.
- CP to provide cost breakdown with new design (Sump pits, tar/membrane protection for footings and base plates).
- CP to provide cost breakdown on April 20.
- Minimum headroom gain will be $\pm 200\text{mm}$ (8").
- Existing drain locations from P1 to remain, routing to be determined to maximize headroom. PD to follow up with N3.
- Work is progressing.
- **CCN has been issued, breakdown provided, AAR reviewed and provided recommendation. OA to review**
- **Concrete scheduled for next week.**

Action: OA

1.10

SOUTH WALL REPLACEMENT

- CP provided preliminary cost breakdown for replacement of South Wall Elevation.
- OA noted that there are no additional funds available and any additional cost must be recovered by Value Engineering with GMP.
- GRC to work on revised building perspective for presentation and for CP pricing.
- CP to resubmit cost breakdown to include all credits for original south wall work.
- GRC presented new elevations and rendering.
- To be presented to WPS and UDAC.
- CP to instruct Border Glass to start shop drawings at their own risk.
- GRC submitted date of April 2 for UDAC presentation, awaiting confirmation from UDAC (Lee Caldwell).
- GRC presented cladding/building envelope to Lee Caldwell. PD to send soft copy to WPS for review.
- Lee Caldwell suggested using community art on glazing on pedestrian level. WPS prefers to keep look as "professional" as possible related to a police facility.
- GRC/WPS to review security issues (bollards/planters) to come with streetscape design for presentation.
- CP working on cost breakdown to AAR/OA on April 20. This is not to proceed until receiving approval from OA (decision required by April 17).
- Lee Caldwell has accepted the presentation except for the louvres on the east and west side. GRC ongoing review with mechanical.
- **CCN was issued and reviewed. In OA's court.**

Action: OA

2.2

GENSETS

- HH questioned having 7 gensets as opposed to 2.
- Nova3 to review life cycle costs of maintaining 7 units as opposed to 2.
- Nova3 to comment on redundancy issues of 2 gensets vs 7.

- AAR/CP reviewed existing gensets “owned” by Service Canada (1000 kVa & 350 kVa). Not feasible as it serves the tower.
- HH to review and confirm use of 6 gensets upon receipt of report from N3. AAR to issue SI as required.
- PC to meet Nova3 today to get status of report. To be forwarded to HH and AB for review.
- **Agreed to go with 6 gensets.**
- **AAR to issue SI.**
- **Wolfrom to review CP for framing.**

Action: AAR

2.5

POWER DISRUPTION TO TOWER

- RFI HQ # 40 notes that demolition/relocation of point of presence rooms P1012 & P1045 will disrupt power and I.T. to tower (minimum 2 days).
- OA/RB to review as leaving existing rooms will have major impact on architectural design as well as WPS program space.
- Re-location/demolition of HVAC ducts will have impact on tower as well.
- CP awaiting direction from OA/RB as this has major impact on construction schedule.
- OA requires schedule/duration of disruptions.
- GRC reiterated that POP rooms must be moved as it affects WPS program.
- OA/RB met with landlord - as long as CP gives notice and action plan.
- CP to provide action plan and cost by April 23, 2012.
- **Still awaiting information.**

Action: OA / RB / CP

3.3

WYPER ROAD - TARGET SYSTEM

- Difference of \$35k between Action (higher quote) and Savage.
- WPS prefers Action, but Action shows additional \$35K for paging system.
- WPS (AB) to review.
- Wireless paging required, wireless headsets not required.
- CP to review Action proposal and resubmit to WPS/AAR for review.
- Will try to stick with Action proposal as this is WPS’s preferred system.
- **Action has been contracted.**
- **AB (Range Master) to review with PG and Action to confirm specifications. Modify as required.**

Action: CP / AB

4.1

CIVIL DRAWINGS

- Genivar finishing design - to be submitted to AAR for review.
- Number of lift stations to be confirmed - affects additional road for access to service lift stations (if required).
- Hard landscaping to be reviewed by Genivar.
- GRC to review with AB the existing design.
- **Genivar issued preliminary drawings.**
- **AB and GRC to review.**

Action: AB / GRC

4.3 WYPER ROAD GUN RANGE - STORAGE SHED

- CP to provide 250ft² adjacent to targets.
- WPS to provide confirmation and location.
- **No room within side of gun range to fit 250ft² shed.**
- **grc to review with WPS proposed 150ft² shed and trailer.**

Action: CP / WPS / grc

4.4 CANADA POST EXTERIOR SIGNAGE

- HH asked when CPC signs will be removed.
- CP review with CPC and provide dates of removal.
- HH/City of Winnipeg more concerned with signage on "old plant".
- **Removed.**

Action: Closed

4.5 WYPER ROAD BERM REPORTS

- PC requested geotechnical reports for berm specifically.
- AMEC (CP Geotechnical) will provide review services. This is acceptable to OA.
- **Received. AAR to forward to AB.**

Action: PC

4.6 SUB-TRADE MEETINGS

- CP to be present at all sub-trade meetings
- Meetings with Nova3/McCaine/Wes-man.
- **Meetings to be every week at 1pm on Wednesdays.**
- 1st meeting will be on May 2, 2012 at 1pm in the CP boardroom.
- CP to maintain meeting minutes.
- CP to send invite.

Action: Info / CP

4.8 EXISTING TOWER TENANTS

- CP expressed concern with timing of relocation of tenants.
- Storage space at P1 needs to be cleared out. SB stated this will affect schedule.
- **SB to review and provide report.**

Action: SB

5.1 WYPER ROAD PARKING

- HH noted in previous meeting that area/width (20m wide?) of lot is not correct at current trailer location.
- ABa stated it will be corrected as required.

Action: CP

5.2 WYPER ROAD CONTROL TOWER

- Structural drawings issued for control tower.
- To be used for construction.

Action: Info

5.3 WYPER ROAD HARDWARE TO BE REVIEWED

- 2 door frames to be reviewed.

Action: GRC

NEXT MEETING

- Next meeting will be on **May 16, 2012** from **10am to 11:30am**.
- **Future meetings will be from 9am to 10:30am**
 - **Tuesday, May 29, 2012**
 - **Tuesday, June 5, 2012**
 - **Tuesday, June 19, 2012**
- Owner's Meeting to be held bi-weekly until further notice.

Action: All

Supplemental

S1.1 AAR DESIGN MEETING WITH CASPIAN SUB-TRADES

- AAR/GRC/NOVA3/Wolfrom met with Caspian sub-trades on Wednesday, March 14, 2012, regarding Wyper Road Gun Ranger.
- Structural provided custom wall support details for permit.
- AAR design team committed to providing fully coordinated "Issued for Construction" drawings in 90 days (May 30, 2012 ±).

S1.2 BUILDING PERMIT STATUS

- Building Envelope Permit - March 20, 2012
 - 100% completed drawings for Architectural curtainwall, 100% completed structural support system for curtain wall and code analysis for building envelope.
 - No Mechanical or Electrical drawings.
 - 3 sets of drawings will be hand delivered to the City of Winnipeg's Office (Sara Cianflone) by 11am on March 20, 2012.
 - Drawings and specifications delivered to City of Winnipeg Planning, Property and Development Department (Michelle Ho).
 - Receipt received (Caspian Projects).
- Structural Permit - May 2, 2012
 - 100% completed drawings (plans only) for Architectural, 100% completed drawings for Structural, full code analysis for the building.
 - Mechanical or Electrical drawings will be partially completed, but will not be included with this application, unless the City of Winnipeg wished to have these drawings for information only.
 - **Drawings and specifications delivered to the City of Winnipeg, Property and Development Department (Michelle Ho) on May 2, 2012.**

- o **Receipt received.**
- Building Permit - June 5, 2012
 - o 100% design complete and fully coordinated Architectural, Structural, Mechanical and Electrical drawings and specifications.
- Wyper Road Building Permit
 - o CP to provide a certified sketch from their Civil Engineer for the minor change in the proposed site drainage. Once this has been issued, the City of Winnipeg will issue a Building Permit for Wyper Road.

5368-00 WPSHQ - HQ Building RFI Log

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00	28-Feb-12	RFIC's 1-16 Issued to Aecom Prior February 15, 2012	N/A	AAR	Provide concurrence to consider this RFI to be closed.	28-Feb-12	As discussed, from the point of view of the AAR design team, the noted RFIs have been addressed by Aecom and are either on the drawings or resolved. Therefore, we concur, they can be put to history, but we should keep track of them in case we ever need to back track as to why/how a decision was reached.	28-Feb-12
1	23-Feb-12	Approval Required for Isolation Valves on Chilled Water Piping in Mechanical Room	1-Mar-12	Nova3	Review and respond to AAR.	14-Mar-12	Nova3 accepted. Caspian advised to proceed as noted in response from Nova3 (attached).	14-Mar-12
2	28-Feb-12	Generator Load Bank	6-Mar-12	AAR / WPSHQ	Review and respond.			
3	28-Feb-12	Exterior Signage Requirements	6-Mar-12	WPSHQ	Require input.			
4	28-Feb-12	Proposed Changes to Curtainwall System	N/A	AAR	Issue CCN.	28-Feb-12	A CCN was issued on the proposed changes to the south wall. Caspian to provide cost breakdown.	28-Feb-12
5	28-Feb-12	Copper vs Aluminum Buss And Feeders	N/A	Nova3 / AAR	Issue SI.	28-Feb-12	Was discussed during meeting with Caspian and McCaine. Nova3 has agreed that aluminum can be used and meets both POR and Building Code. SI issued March 9, 2012.	9-Mar-12
6	28-Feb-12	Survey Existing P2 Slab on Grade	N/A	AAR	N/A	28-Feb-12	Change Directive (CD) issued to proceed with work, subject to further review for cost savings.	28-Feb-12
7	28-Feb-12	New Main Power In-Service Date and Subsequent Re-feeding of Existing Tower Distributions	6-Mar-12	Nova3	Review and respond to AAR.			
8	28-Feb-12	Additional Existing High Voltage Transformer to Remain	6-Mar-12	Nova3	Review and respond to AAR.			
9	28-Feb-12	15 KV Service into Building	6-Mar-12	Nova3	Review and respond to AAR.			
10	28-Feb-12	MTS Services Entrance	6-Mar-12	Nova3	Review and respond to AAR.			
11	28-Feb-12	UPS Equipment & Battery Room Space and Structural Requirements	6-Mar-12	grc / Wolfram	Review room size requirements and Wolfram will check the existing slab accordingly.			
12	28-Feb-12	Electrical Room P2015 Space Structural Requirements	6-Mar-12	grc / Wolfram	Review room size requirements and Wolfram will check the existing slab accordingly.			
13	28-Feb-12	Generator 4 and 5 Structural Requirements	6-Mar-12	grc / Wolfram	Review room size requirements and Wolfram will check the existing slab accordingly.			
14	28-Feb-12	Roof and Sanitary Drainage	13-Mar-12	Nova3	Review the proposal PVC XF3 piping for roof drainage and respond to AAR.	14-Mar-12	The use of PVC XFR piping is acceptable, as is the proposal to consolidate rain water leaders in 4 existing locations. Site conditions may have impact on final routing and will be shown on Mechanical drawings.	14-Mar-12
15	28-Feb-12	Copper and SS Water Piping Domestic Water Lines	13-Mar-12	Nova3	Review and respond to AAR.	11-Apr-12	The use of copper and stainless steel water pipes for all domestic water lines has been approved.	11-Apr-12
16	28-Feb-12	Confirm Water Meters for Tower and WPS Bldg.	13-Mar-12	Nova3	Review the acceptance of a single water meter for the HQ building.	11-Apr-12	No. We require additional meters, as they (City of Winnipeg) needs to breakout the tenant's actual costs for energy/utility consumption.	11-Apr-12

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RFI #	Date of Issue	Subject	Date Required	Assigned To	Action Required	Date of Response	Response	Date Closed
17	28-Feb-12	Confirm New Roof Drain Piping	13-Mar-12	Nova3	Review the roof drainage down to Level P1 and respond to AAR.			
18	28-Feb-12	Review Required Regarding P-1 and P-2 Drainage	29-Feb-12	Nova3	Arrange a site review of the levels P1 and P2 drainage on site.	11-Apr-12	<p>Mechanical:</p> <ol style="list-style-type: none"> 1. Mechanical Contractor shall install seventeen (17) parking lot drains in the locations indicated on architectural drawing WPS-AE-1-0-01, and as indicated on the corresponding mechanical drawing.RFI-M6-PM6.1 (attached). 2. The below grade sanitary waste piping from the floor drains shall connect to the existing west sand/grit interceptor located at Gridlines H-2. 3. A new oil interceptor OI-2 shall be installed prior to the connection to the sand interceptor at Grid H-2. The interceptor shall be a: MIFAB (or equal), model MI-O-HU-3, 165 US gal./21.0 cu.ft. holding capacity, rated at 50 USGPM. 4. The floor drains shall be JRSmith (or equal), heavy duty traffic drains w/ 4" outlet, hinged grate and sediment bucket. 5. The east pit at Grid G-9 shall be abandoned in place and all services capped. 	11-Apr-12
19	28-Feb-12	Existing Fire Alarm System	6-Mar-12	Nova3	Review fire alarm requirements and respond accordingly.			
20	29-Feb-12	New Address for WPS Headquarters Building	29-Feb-12	N/A	No action required.	1-Mar-12	N/A	1-Mar-12
20 R-1	29-Feb-12	New Address for WPS Headquarters Building	29-Feb-12	N/A	No action required.	1-Mar-12	N/A	1-Mar-12
21	1-Mar-12	Final Floor Drain Design for P2	1-Mar-12	grc	Work on P2 layout and meet with Caspian and Wes-man.			
22	7-Mar-12	ISD and Electrical Load Requirements	12-Mar-12	Nova3	Respond and address Manitoba Hydro's concerns.	7-Mar-12	<p>1.) Yesterday (within reason given the circumstances). 2.) Please provide the return comments from the utility and we will respond appropriately to their comments.</p> <p>If the electrical contractor has any money saving better ideas - please advise as well.</p>	
23	7-Mar-12	Wes-Man's Priority List of Mechanical Items	13-Mar-12	Nova3	Continue working on the mechanical design with the priority list provided.		For info only.	7-Mar-12
24	7-Mar-12	Pile Cap Base Plate Treatment at P2 Level	13-Mar-12	Caspian / AAR	Include in price breakdown for the level P2 slab replacement when quote is resubmitted, as discussed during Owner's Meeting No. 01.	7-Mar-12	It is AAR's opinion that a protective covering should be provided, perhaps the most economical way would be a brushed on mastic or tar type membrane.	7-Mar-12

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RFI #	Date of Issue	Subject	Date Required	Assigned To	Action Required	Date of Response	Response	Date Closed
25	7-Mar-12	Existing Fire Pump	16-Mar-12	grc	Review and respond.	8-Mar-12	Assuming the tower is a separate building from the WPSHQ, it would be logical that the existing fire pump(s) remain on the existing electrical service as is. However, due to the separate address of the WPSHQ, and the occupancy change associated with the conversion of the old mail processing area to the WPSHQ, the City of Winnipeg fire department may need the sprinkler contractor to install a code compliant water supply with its own fire pump fed from the WPSHQ essential distribution to serve the fire protection system of the WPSHQ. We require the architect to confirm the separation between the building known to be the tower and the building which is the WPSHQ. Once the separation between the buildings is determined, it is anticipated that the tower occupancy is not changed and as such grandfathered with respect to existing life safety systems. All of this needs to be confirmed between GRC and the City of Winnipeg fire protection engineer.	
26	7-Mar-12	Fire Fighter Elevator	16-Mar-12	grc	Review and provide response to AAR for the designation of the fire fighter elevators.	12-Apr-12	Freight elevator SE01 and passenger elevator PE01 should be designated as Fire Fighters Elevator.	12-Apr-12
27	7-Mar-12	McCaine Priority List of Electrical Items	16-Mar-12	Nova3	Structure the electrical design to suit this list.	9-Mar-12	For info only.	9-Mar-12
28	7-Mar-12	Slab Topping Thickness at Level 3 & 5	13-Mar-12	AAR	Give information to design team.	9-Mar-12	For info only.	9-Mar-12
29	7-Mar-12	Maximum Floor Load Capacity	12-Mar-12	Wolfrom	Review proposed forklift loads on the existing floor slab and provide an answer to AAR.			
30	9-Mar-12	East & West "Eyebrow" Windows Vision Glass or Spandrel	13-Mar-12	grc	Review and issue response to AAR.			
31	9-Mar-12	Door # M205 Swing	14-Mar-12	grc	Review and respond to AAR.	27-Mar-12	See sketch provided.	28-Mar-12
32	9-Mar-12	Existing Fiber Optic Cable Entry Relocation	9-Mar-12	grc / Nova3	Review and respond to AAR.			
33	9-Mar-12	Location of Floor Drains on P-1	9-Mar-12	grc / Nova3	Review and respond to AAR.			
34	9-Mar-12	Fork Lift Loads - Slab Capacity Review	9-Mar-12	Wolfrom	Review and respond to AAR.			
35	13-Mar-12	Excavated Floor Elevations at P2 Level	19-Mar-12	grc / Nova3	Design info for AAR for P2 slab.	14-Mar-12	For info only.	14-Mar-12
36	13-Mar-12	P2 Level Wall Demolition	15-Mar-12	grc / Wolfrom	GRC and Wolfrom to review and confirm and respond to AAR.	16-Mar-12	Architecturally, the wall along grid line M should be deleted up to and flush with the exterior face of the existing concrete curb close to grid line 2.5 and 8.5, all as discussed with Rob Murray on site. The portion of walls along grid line M between grid lines 2/2.5 and 8.5/9 are to remain as they act as a retaining wall for the soil beyond.	16-Mar-12

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37	14-Mar-12	30kPa or psf (Curtain Wall)	14-Mar-12	Wolfrom	Wolfrom to check design wind loads.	14-Mar-12	<p>The design wind load should be in psf. Wolfrom will confirm magnitude.</p> <p>In response to RFI HQ 37 we produced a response based on our interpretation of the NBC for the worst case wind loads at or near the roof level for both corner and general area conditions. These numbers vary significantly from the 30 psf that the original specifications were interpreted to read by the curtain wall supplier. The original quotation for the supply of the curtain wall was apparently based on these lower wind loads, which may or may not have included the post disaster importance factor.</p> <p>In order to mitigate the impact of this change, we are working closely with the engineers for the curtain wall supplier to identify the actual wind loads at varying heights and locations, allowing them to design the curtain wall and the associated connections accordingly. The curtain wall engineer will be submitting for review a tabulation of all wind loads for all areas to be used in the design.</p>	26-Mar-12
38	14-Mar-12	Computer, Server and IT Room Electrical Requirements	19-Mar-12	Nova3	Nova 3 will review and respond to AAR, with electrical load requirements.			
39	14-Mar-12	Detailed Electrical Load Summary	15-Mar-12	Nova3	Nova 3 will review and respond to AAR.			
40	14-Mar-12	Point of Presence (POP) Rooms P1025 & P1045	23-Mar-12	Ossama	Ossama to advise.	16-Mar-12	<p>The existing location for the POP (Point of Entry) room presently located on the P1 level west of the staircase at grid lines 4.7/5 & Pa/Pb cannot remain. The layout for this area is crucial and we cannot lose that space. The POP room would need to be relocated, a proposed location would be to take over the east portion of the new Electrical room located at grid lines 4/R. This location was discussed with Ron Nault of McCain and appears to be possible but will represent interruption of services to the Tower. As this affects power shutdown to tower tenants, Ossama will have to review.</p>	
41	14-Mar-12	Antenna Farm Location	23-Mar-12	grc / Nova3	GRC and Nova3 will review and respond to AAR. We have also attached an email that WPS received in response to RFI 055 which was for Roof Top Antennas in general. Please make sure that this is captured in our design when responding to RFI HQ #41.			
42	21-Mar-12	Duct Modifications for Return Air for Tower	21-Mar-12	Nova3	Confrim from Canada Post if these offices are occupied, or part of the renovation being done by others.	22-Mar-12	<p>The following is our response to RFI HQ-42:</p> <ul style="list-style-type: none"> As discussed, the 2-3 day disruption caused by removal and re-routing of ducts (and 4 supply feeds to the 2 AHU's) is acceptable. Please advise AAR/WPS as to when the work will commence, so that we can plan accordingly. 	26-Mar-12

5368-00 WPSHQ - HQ Building RFI Log

RFI #	Date of Issue	Subject	Date Required	Assigned To	Action Required	Date of Response	Response	Date Closed
43	27-Mar-12	Sludge in Existing Tower Chilled Water Piping	30-Mar-12	Ossama	Ossama to review with landlord.	10-Apr-12	It is recommended that the system be thoroughly flushed with the appropriate chemicals. This work should have been done as part regular maintenance for the Tower, by SNC, the building manager. If not, then this would require a Change Order as this is additional work not covered by the GMP. Ossama, please review and advise.	
44	28-Mar-12	Existing Pneumatic Air System	4-Apr-12	Nova3	Respond to AAR.	19-Apr-12	The mechanical contractor indicated that his control subtrade stated that to maintain/utilize the existing process compressors for HVAC control would be grossly oversized and inefficient to operate. The control subtrade indicated that for size requirement purposes the existing HVAC control compressor located in the boiler room. Served the tower pneumatic control system requirements w/o assistance from the process compressors for a supervised period of time w/o any short comings. His subtrade further recommended a second control compressor for the purpose of redundancy. He indicated that a survey of the pneumatic control demand in the Tower is required prior to selection of the compressor. Trust access will be made available tot he control subtrade and execute this work. Should access be un-available please have the SNC Lavlin building tech. Provide this task according to the control subtrade, requirements. New work can commence in this area, once the new compressor is made operational, and the process compressor. Are made redundant.	19-Apr-12
45	5-Apr-12	5th Floor Mezzanine Demolition	11-Apr-12	grc / Wolfrom	Review the demolition requirements for the 5th floor and respond to AAR.			
46	9-Apr-12	Concrete Specification for Level P2	9-Apr-12	Wolfrom	Provide specification.	9-Apr-12	Concrete specifications for the Level P2 slab has been provided.	9-Apr-12
47	10-Apr-12	Existing Fire Alarm Batteries	13-Apr-12	Nova3	Review and comment if the temporary batteries (it should be noted that we do have emergency generators as weel) are sufficient or if a permanent battery system is required.			
48	12-Apr-12	Clarification on Existing AHU in Penthouse Mechanical Room	19-Apr-12	Nova3	Review and respond to AAR.	19-Apr-12	The airhandling unit c/w associated ductwork and controls can be removed soon as the process compressors are made redundant.	19-Apr-12

5368-00 WPSHQ - HQ Building RFI Log

RFI #	Date of Issue	Subject	Date Required	Assigned To	Action Required	Date of Response	Response	Date Closed
49	12-Apr-12	Steam Condensate Return Line	19-Apr-12	Nova3	Respond to AAR.	19-Apr-12	<p>The reply is yes.</p> <p>Please provide the following: Supply and install complete sterling (or equal) duplex condensate pump unit. Model #44124-GD, Receiver capacity of 15 US gallons, Pump discharge capacity 6.0 USGPM at 20 PSI discharge pressure, Two 1/3 HP motors at 3450 RPM, 115/1/60. Unit shall be furnished with: - motor starters mounted and sized. - mechanical alternator with high water alarm switch. - brass strainers at each pump suction. - isolation valve at each pump section.</p> <p>Remove existing 1 1/2" condensate drain pipe from the steam traps to ceiling below and cap (balance of existing condensate piping system to be removed under Project Demolition Phase). Provide new 1 1/2" condensate drain pipe (schedule 80 black steel ASTM 53 grade B) between existing steam traps and new duplex condensate return pump unit. Location to be determined by the mechanical trade on site. Location to be clear of any obstructions to demolition or new work in this area. Provide complete 1 1/4" pump discharge pipe (Schedule 80 black steel) to existing surge tank complete with check valve, Isolation valve, and union at each pump. Discharge line shall be at elevation equal to the existing pumped condensate lines prior to tank connection.</p>	19-Apr-12
50	12-Apr-12	Fire Fighter Entrance	18-Apr-12	grc / Nova3 / WPS	Respond to AAR.			
51	18-Apr-12	Security System Point of Contact & Request for Design Meetings	20-Apr-12	WPS	Henry Hagenars will confirm and reply to AAR. Once we get this confirmed, we will forward to Caspian Projects.	18-Apr-12	<p>We agree with the weekly meetings to review Security. This was discussed at yesterday's Owner's meeting and it was agreed that the appropriate time would be Tuesday's at 10:30am. It was also agreed that Andrew would take minutes as well he will send out the meeting requests.</p> <p>Henry has confirmed that he will be the SPOC for WPS.</p>	18-Apr-12
52	18-Apr-12	I.T. Point of Contact & Request for Design Meetings	20-Apr-12	WPS	Henry Hagenars will review and provide AAR with the point of contact for IT issues.	25-Apr-12	The WPS contact for IT will be Mr. Dennis Dane (ddane@winnipeg.ca).	25-Apr-12
53	24-Apr-12	Proposed Generator Equipment and Layout	30-Apr-12	Nova3 / Wolfrom	Nova3 to review the proposed genset layout and respond to AAR. Wolfrom to design the support structure for the gensets and have it included for the structural permit set next week (May 2nd).			
53 R-1	3-May-12	Proposed Generator Equipment and Layout	10-May-12	grc / Nova3 / Wolfrom	Wolfrom to provide revised genset support and submit to AAR.			

5368-00 WPSHQ - HQ Building RFI Log

RFI #	Date of Issue	Subject	Date Required	Assigned To	Action Required	Date of Response	Response	Date Closed
54	24-Apr-12	Wall on Gridline F 3 to 7	24-Apr-12	grc	grc will review and advise if the wall on GL F3 to 7 needs to be removed.			
55	25-Apr-12	Modular Furniture Specifications	2-May-12	WPS	Henry Hagenaaars will review and provide the modular furniture specification to AAR.			
56	26-Apr-12	Curtainwall Connection at Bottom of Frame	27-Apr-12	Wolfrom	Review and respond to AAR.	26-Apr-12	Option 1: The channel at level 2 is structurally adequate to support the dead load of the curtain wall from level 3 to the bottom of the curtain wall. Option 2: The connections at level 3 are structurally adequate to support the weight of the curtain wall from level 5 to the bottom of the curtain wall.	26-Apr-12
57	27-Apr-12	WPS Provided Docs for Security and PA Systems	2-May-12	WPS	Henry Hagenaaars/Ari Berdesis will download the noted files and confirm that the attached documents for security and PA systems meet the program requirements for WPS.			
58	30-Apr-12	Clarification of Return Air Duct Removal for Tower	4-May-12	Nova3	Nova3 will review and clarify the requirements for the return air duct removal for the tower and respond to AAR.			
59	1-May-12	Access Control System Comparison	8-May-12	WPS	HH & AB to review with their user group and provide their choice of preferred supplier.			
60	1-May-12	Suggested Back Flow/Water Meter Locations	2-May-12	Nova3 / grc	Review the proposed water meter locations and respond to AAR.			
61	3-May-12	Demolition of Existing 5th Floor Offices	4-May-12	grc	Review the demolition requirements foteh noted offices on the 5th floor and respond to AAR.			
62	3-May-12	Existing 15 KV High Voltage Switchgear	11-May-12	WPS / OA	Review with the tower operators.			

5368-00 WPSHQ - Wyper Road RFI Log

RFI #	Date of Issue	Subject	Date Required	Assigned To	Action Required	Date of Response	Response	Date Closed
0	28-Feb-12	RFIC W 1-13 Issued to Aecom Prior February 15, 2012	N/A	AAR	Provide concurrence to consider this RFI to be closed.	28-Feb-12	AAR concurs, the previous RFI's to Aecom which have been addressed or incorporated into the Wyper Road drains should be closed, but kept for reference.	28-Feb-12
1	28-Feb-12	Revised Ditch Grading to Suite MIT	6-Mar-12	AAR / WPSHQ	Review and have Caspian prepare a cost breakdown for this potential claim.			
2	28-Feb-12	Typical Single Door Electrical Rough-In Detail Clarification	6-Mar-12	grc / Nova3	Review and coordinated with WPSHQ team and respond to AAR.	10-Apr-12	Revised as noted on the 95% set of drawings.	
3	28-Feb-12	Masonry Dowel Installation Detail	6-Mar-12	AAR	N/A	28-Feb-12	This RFI appears to be for a remedial details for dowels for exterior block walls for Wyper. As the structure is completed, this RFI should be closed, unless I'm missing something.	28-Feb-12
4	28-Feb-12	Window Types	6-Mar-12	WPSHQ	Review in conjunction with the POR.	21-Mar-12	<ul style="list-style-type: none"> • The use of PVC vinyl windows is acceptable. As discussed, we will move forward with aluminum clad PVC. The colour of the aluminum clad PVC windows should be "Black" for the exterior aluminum portion. • Shop drawings to be provided for review, prior to fabrication, as per contract. • No site instruction will be issued as this request is NOT a change in the POR of record for Wyper Road and Caspian Projects has noted that the use of PVC was agreed to as per their memo of July. Memo to be provided to AAR, once confirmed by Ossama, for record. • This RFI will remain opened until confirmation by Ossama. 	22-Mar-12
5	12-Mar-12	Alternate Lighting for Firing Range	16-Mar-12	WPS/Ossama/Nova3	We will review this with Ossama and WPS to confirm if this work is above and beyond POR. Nova 3 to review pricing and respond to AAR.	10-Apr-12	Please review the revised lighting for the firing range that is shown on the 95% set of drawings (will be distributed to all by the end of today). It has been agreed by Ossama that the range lighting is not included in the May 31 POR for Wyper Road, as such we will close RFI W 5 and issue a CCN for this work (5368 – CCN003) based on the 95% drawings for Wyper Road.	10-Apr-12
6	25-Apr-12	MTS Service Location	2-May-12	Nova3	Nova3 will review the location of the MTS service and respond to AAR.			



Winnipeg Police Headquarters Owner's Meeting No. 06



Date of Meeting: May 16, 2012

Meeting Location: Caspian Boardroom, 5th Floor, 266 Graham

Name	Initials	Company	Initials	Present	Copied
Peter Chang	PC	Adjeleian Allen Rubeli Ltd.	AAR	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Patrick Dubuc	PD	GRC Architects	GRC	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Peter Rankin	PR	GRC Architects	GRC	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Ossama AbouZeid	OA	Dunmore Corporation	DC	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Randy Benoit	RB	Winnipeg Police Service	WPS	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Henry Hagenaaars	HH	Winnipeg Police Service	WPS	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Ari Berdesis	AB	Winnipeg Police Service	WPS	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Armik Babakhanians	Aba	Caspian Projects	CP	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Shaun Babakhanians	SB	Caspian Projects	CP	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Peter Giannuzzi	PG	Caspian Projects	CP	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Pam Anderson	PA	Caspian Projects	CP	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Andrew Edge	AE	Caspian Projects	CP	<input type="checkbox"/>	<input checked="" type="checkbox"/>
John Guenther	JG	Nova3	N3	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Vic Thielman	VT	Nova3	N3	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Tony Mitousis	TM	Nova3	N3	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Dan Wolfrom	DW	Wolfrom Engineering	WE	<input type="checkbox"/>	<input checked="" type="checkbox"/>

Meeting Minutes

1.6 WYPER ROAD GUN RANGE SCHEDULE

- HH/AB expressed concern with unknown completion date of gun range.
- CP to review.
- Design meeting held on Wednesday, March 14 with trades & design team.
- Nova3 is proceeding with completion of design and is working with Wes-man to maintain schedule.
- CP to provide updated schedule on March 26th.
- Genivar retained to review site drainage and provide certification of design.

- PC requested status of design, CP advised that proposed re-design of site drainage may still require 1 lift station.
- Completion still targeted to mid-end of July.
- HH asked when re-design will be presented to City Water Waste Dept.
- Site security still maintained, routine patrols.
- CP presented new schedule (September 11 noted completion date). CP will work with OA to accelerate schedule to July 31.
- 95% design drawings to be submitted to CP & WPS April 9.
- Mechanical given go ahead to proceed based on N3 drawings issued March 30. PC informed CP that 95% set of mechanical will be same as what was issued last week.
- PD confirmed detail issued for review is what will be shown on 95% drawings (walls to be R-30, Roof R-40).
- Colour samples of cladding to be reviewed after meeting.
- CP to provide signed and sealed civil drawings to City of Winnipeg in two weeks.
- OA instructed CP to proceed with completion of construction immediately.
- CCN's to be based on 95% drawing (May 31 POR).
- Extra gun range station and shot gun range. See Item 4.2.
- CP and WPS to confirm that 95% drawings are acceptable.
- CP committed July 31, 2012 completion date.
- Range lighting addition to POR - AAR to issue CCN.
- Road widening addition to POR - AAR to issue CCN.
- Building complete for July 31, 2012.
- CP expressed concern with steepness of side berm
 - Currently shown 3:2 slope, AMEC/Genivar provided memo recommending 4:1 (PG to forward to AAR for review).
- AB to review RCMP standards to confirm if 3:2 is gun range requirement.
- AMEC provided remedial details for berm deficiencies (report to be forwarded to AAR).
- IFC drawings for Wyper Road issued May 2, 2012.
- CCN issued for Range Lighting. CP has priced, AAR reviewed. OA/RB to review. **CD#002 issued May 16, 2012 for Infrastructure Work.**
- Road widening - AAR to Issue CCN.
- Colour board required for interior. Use existing colour board in WPS office. GRC to review.
- **Target system - Action System (US Based)**
 - **Shop drawings - received in 2 weeks.**
 - **8-10 weeks delivery.**
 - **2 to 3 week installation / 1 week commissioning.**
 - **July 31, 2012 is achievable if Action can supply as per agreement.**
- **Berm**
 - **Manitoba Standards recommend 4:1 slope.**
 - **3:2 slope meets RCMP Standards.**
 - **AMEC (CP) advises there may be occasions of wash-outs of the slopes.**
 - **WPS provided RCMP Standards. grc to review.**

Action: AAR / CP / grc / WPS

1.8

ADDITIONAL MEZZANINES FOR M & E

- CP noted that there is a possibility of adding new structural steel mezzanines to suit M & E needs not noted in AECOM design.
- ABa assured WPS that program space will not be affected, but may need "relaxation" of room area requirements as a last resort.
- HH agreed to review with AAR design team, if required, after full review with M & E sub-trades.
- CP to follow up design requirements with mechanical (Wes-man) & Nova3.
- GRC/Nova to confirm if additional mechanical mezzanines are required.
- Additional UPS mezzanine not required.
- GRC continuing with design coordination.

Action: Closed

1.9

LEVEL P2

- ABa advised that cost breakdown has been revised to include substitution of reinforcing steel with poly-fibre reinforcing.
- ABa noted that 2 new sump pits are required.
- CP waiting for revised P2 design layout of drains before finalizing cost breakdown.
- Work at removal of P2 continuing under Change Directive, CD-001, CCN 2.
- Nova3 provided revised design.
- HH would like to know minimum height gain.
- CP to provide cost breakdown with new design (Sump pits, tar/membrane protection for footings and base plates).
- CP to provide cost breakdown on April 20.
- Minimum headroom gain will be $\pm 200\text{mm}$ (8").
- Existing drain locations from P1 to remain, routing to be determined to maximize headroom. PD to follow up with N3.
- Work is progressing.
- CCN has been issued, breakdown provided, AAR reviewed and provided recommendation. OA to review
- Concrete scheduled for next week.
- **OA approved CCN#2, AAR to process Change Order.**
 - **CO#002 issued May 17, 2012.**

Action: Closed

1.10

SOUTH WALL REPLACEMENT

- CP provided preliminary cost breakdown for replacement of South Wall Elevation.
- OA noted that there are no additional funds available and any additional cost must be recovered by Value Engineering with GMP.
- GRC to work on revised building perspective for presentation and for CP pricing.
- CP to resubmit cost breakdown to include all credits for original south wall work.
- GRC presented new elevations and rendering.
- To be presented to WPS and UDAC.
- CP to instruct Border Glass to start shop drawings at their own risk.
- GRC submitted date of April 2 for UDAC presentation, awaiting confirmation from UDAC (Lee Caldwell).
- GRC presented cladding/building envelope to Lee Caldwell. PD to send soft copy to WPS for review.

- Lee Caldwell suggested using community art on glazing on pedestrian level. WPS prefers to keep look as “professional” as possible related to a police facility.
- GRC/WPS to review security issues (bollards/planters) to come with streetscape design for presentation.
- CP working on cost breakdown to AAR/OA on April 20. This is not to proceed until receiving approval from OA (decision required by April 17).
- Lee Caldwell has accepted the presentation except for the louvres on the east and west side. GRC ongoing review with mechanical.
- CCN was issued and reviewed. In OA’s court. **Approved, AAR to issue Change Order.**
 - **CO#001 issued May 17, 2012.**

Action: Closed

2.2

GENSETS

- HH questioned having 7 gensets as opposed to 2.
- Nova3 to review life cycle costs of maintaining 7 units as opposed to 2.
- Nova3 to comment on redundancy issues of 2 gensets vs 7.
- AAR/CP reviewed existing gensets “owned” by Service Canada (1000 kVa & 350 kVa). Not feasible as it serves the tower.
- HH to review and confirm use of 6 gensets upon receipt of report from N3. AAR to issue SI as required.
- PC to meet Nova3 today to get status of report. To be forwarded to HH and AB for review.
- Agreed to go with 6 gensets.
- AAR to issue SI.
- Wolfrom to review CP for framing.

Action: Closed

2.5

POWER DISRUPTION TO TOWER

- RFI HQ # 40 notes that demolition/relocation of point of presence rooms P1012 & P1045 will disrupt power and I.T. to tower (minimum 2 days).
- OA/RB to review as leaving existing rooms will have major impact on architectural design as well as WPS program space.
- Re-location/demolition of HVAC ducts will have impact on tower as well.
- CP awaiting direction from OA/RB as this has major impact on construction schedule.
- OA requires schedule/duration of disruptions.
- GRC reiterated that POP rooms must be moved as it affects WPS program.
- OA/RB met with landlord - as long as CP gives notice and action plan.
- CP to provide action plan and cost by April 23, 2012.
- Still awaiting information.
- **See Item 6.2.**

Action: OA / RB / CP

3.3

WYPER ROAD - TARGET SYSTEM

- Difference of \$35k between Action (higher quote) and Savage.
- WPS prefers Action, but Action shows additional \$35K for paging system.

- WPS (AB) to review.
- Wireless paging required, wireless headsets not required.
- CP to review Action proposal and resubmit to WPS/AAR for review.
- Will try to stick with Action proposal as this is WPS's preferred system.
- Action has been contracted.
- AB (Range Master) to review with PG and Action to confirm specifications. Modify as required.
- **Range Master to have conference call to review.**
- **Action System has been chosen.**

Action: CP / AB

4.1 CIVIL DRAWINGS

- Genivar finishing design - to be submitted to AAR for review.
- Number of lift stations to be confirmed - affects additional road for access to service lift stations (if required).
- Hard landscaping to be reviewed by Genivar.
- GRC to review with AB the existing design.
- Genivar issued preliminary drawings.
- AB and GRC to review.
- **Genivar to stamp and seal.**

Action: AB / GRC

4.3 WYPER ROAD GUN RANGE - STORAGE SHED

- CP to provide 250ft² adjacent to targets.
- WPS to provide confirmation and location.
- No room within side of gun range to fit 250ft² shed.
- grc to review with WPS proposed 150ft² shed and trailer. **(Accepted)**
- **AAR to issue SI.**

Action: AAR / grc

4.5 WYPER ROAD BERM REPORTS

- PC requested geotechnical reports for berm specifically.
- AMEC (CP Geotechnical) will provide review services. This is acceptable to OA.
- Received. AAR to forward to AB.

Action: Closed

4.8 EXISTING TOWER TENANTS

- CP expressed concern with timing of relocation of tenants.
- Storage space at P1 needs to be cleared out. SB stated this will affect schedule.
- SB to review and provide report. **(Include cost and schedule implications)**
- **RB indicated there is confusion as to when space has to be vacated.**
- **May 31, 2012 is agreed upon date.**

Action: SB

5.1 **WYPER ROAD PARKING**

- HH noted in previous meeting that area/width (20m wide?) of lot is not correct at current trailer location.
- ABa stated it will be corrected as required.

Action: CP

5.2 **WYPER ROAD CONTROL TOWER**

- Structural drawings issued for control tower.
- To be used for construction.

Action: Closed

5.3 **WYPER ROAD HARDWARE TO BE REVIEWED**

- 2 door frames to be reviewed.
- **CP to provide shop drawings.**
- **Master key requirements, grc to review with WPS.**

Action: grc / CP

6.1 **RANGE LIGHTING**

- CD#003 issued to proceed with rough-in for Musco System.
- Horns and PA to be mounted on 6 poles as if no lighting for the range.

Action: CP

6.2 **SWITCHGEAR**

- Tentative shutdown June 2, 2012.
 - Tenants need 3 weeks notice.
- CPI to revise date and SNC.
- OA/RB to meet PPD (John Zabudny) and advise.
- McCaine issued quote RFI#62. WPS requires 2 quotes. OA advised that tentative decision is to replace switch gear. OA to confirm May 17, 2012.

Action: OA / RB / CP

6.3 **CODE ISSUES WITH TOWER/HQ LINK**

- Exiting and pressurization issues with stairwells.
- Additional cost, R.O.M. under \$500,000.00.

Action: Info

6.4 **POLICE SIGNAGE**

- Winnipeg Police HQ sign on pedestals and/or on building face.
- John Sellers (hired by City of Winnipeg through CP) presented options. Will be revisited.
- CP to provide proposals from John Sellers to AAR/OA/RB.

Action: CP

6.5 **RANGE CONTACTS**

- WPS requested CP contact person at range site.
- Brian Ortman to be WPS contact for site related questions and construction updates.
- All design/cost issues not to be discussed.

Action: Info

6.6 **BURROUGH PITS**

- Safety issue brought up.
- AAR to issue CCN.
- Reviewed on site with CP. Area needs to be fenced in.

Action: AAR / grc

6.7 **MAGAZINE ROOM CEILING**

- grc to review and advise if steel (as designed) meets code.

Action: grc

6.8 **SECURITY CAMERA LOCATIONS (WYPER ROAD)**

- To put at all 4 corners of soffit of building.
- 1 camera at observation tower.
- AAR to issue SI.

Action: Info / AAR

6.9 **CEILING HEIGHTS FOR MUSTER ROOM AT WYPER ROAD**

- AAR to issue SI.
- Agreed that ceiling heights can be raised.

Action: AAR / grc

NEXT MEETING

- Next meeting will be on **May 29, 2012** from **9am to 10:30am**.
- **Future meetings will be from 9am to 10:30am**
 - **Tuesday, June 5, 2012**
 - **Tuesday, June 19, 2012**
- Owner's Meeting to be held bi-weekly until further notice.

Action: All

Supplemental

S1.1 **AAR DESIGN MEETING WITH CASPIAN SUB-TRADES**

- AAR/GRC/NOVA3/Wolfrom met with Caspian sub-trades on Wednesday, March 14, 2012, regarding Wyper Road Gun Ranger.
- Structural provided custom wall support details for permit.

- AAR design team committed to providing fully coordinated “Issued for Construction” drawings in 90 days (May 30, 2012 ±).

S1.2

BUILDING PERMIT STATUS

- Building Envelope Permit - March 20, 2012
 - o 100% completed drawings for Architectural curtainwall, 100% completed structural support system for curtain wall and code analysis for building envelope.
 - o No Mechanical or Electrical drawings.
 - o 3 sets of drawings will be hand delivered to the City of Winnipeg’s Office (Sara Cianflone) by 11am on March 20, 2012.
 - o Drawings and specifications delivered to City of Winnipeg Planning, Property and Development Department (Michelle Ho).
 - o Receipt received (Caspian Projects).
- Structural Permit - May 2, 2012
 - o 100% completed drawings (plans only) for Architectural, 100% completed drawings for Structural, full code analysis for the building.
 - o Mechanical or Electrical drawings will be partially completed, but will not be included with this application, unless the City of Winnipeg wished to have these drawings for information only.
 - o **Drawings and specifications delivered to the City of Winnipeg, Property and Development Department (Michelle Ho) on May 2, 2012.**
 - o **Receipt received.**
- Building Permit - June 5, 2012
 - o 100% design complete and fully coordinated Architectural, Structural, Mechanical and Electrical drawings and specifications.
- Wyper Road Building Permit
 - o CP to provide a certified sketch from their Civil Engineer for the minor change in the proposed site drainage. Once this has been issued, the City of Winnipeg will issue a Building Permit for Wyper Road.

5368-00 WPSHQ - HQ Building RFI Log

RFI #	Date of Issue	Subject	Date Required	Assigned To	Action Required	Date of Response	Response	Date Closed
00	28-Feb-12	RFIC's 1-16 Issued to Aecom Prior February 15, 2012	N/A	AAR	Provide concurrence to consider this RFI to be closed.	28-Feb-12	As discussed, from the point of view of the AAR design team, the noted RFIs have been addressed by Aecom and are either on the drawings or resolved. Therefore, we concur, they can be put to history, but we should keep track of them in case we ever need to back track as to why/how a decision was reached.	28-Feb-12
1	23-Feb-12	Approval Required for Isolation Valves on Chilled Water Piping in Mechanical Room	1-Mar-12	Nova3	Review and respond to AAR.	14-Mar-12	Nova3 accepted. Caspian advised to proceed as noted in response from Nova3 (attached).	14-Mar-12
2	28-Feb-12	Generator Load Bank	6-Mar-12	AAR / WPSHQ	Review and respond.			
3	28-Feb-12	Exterior Signage Requirements	6-Mar-12	WPSHQ	Require input.			
4	28-Feb-12	Proposed Changes to Curtainwall System	N/A	AAR	Issue CCN.	28-Feb-12	A CCN was issued on the proposed changes to the south wall. Caspian to provide cost breakdown.	28-Feb-12
5	28-Feb-12	Copper vs Aluminum Buss And Feeders	N/A	Nova3 / AAR	Issue SI.	28-Feb-12	Was discussed during meeting with Caspian and McCaine. Nova3 has agreed that aluminum can be used and meets both POR and Building Code. SI issued March 9, 2012.	9-Mar-12
6	28-Feb-12	Survey Existing P2 Slab on Grade	N/A	AAR	N/A	28-Feb-12	Change Directive (CD) issued to proceed with work, subject to further review for cost savings.	28-Feb-12
7	28-Feb-12	New Main Power In-Service Date and Subsequent Refeeding of Existing Tower Distributions	6-Mar-12	Nova3	Review and respond to AAR.			
8	28-Feb-12	Additional Existing High Voltage Transformer to Remain	6-Mar-12	Nova3	Review and respond to AAR.			
9	28-Feb-12	15 KV Service into Building	6-Mar-12	Nova3	Review and respond to AAR.			
10	28-Feb-12	MTS Services Entrance	6-Mar-12	Nova3	Review and respond to AAR.			
11	28-Feb-12	UPS Equipment & Battery Room Space and Structural Requirements	6-Mar-12	grc / Wolfram	Review room size requirements and Wolfram will check the existing slab accordingly.	23-May-12	Battery Rack 1, based on 3925 lbs per rack can be safely supported by the slab-on-grade floor at the P2 level. 2. Battery Racks 3 & 4, based on 85,000 lbs per rack, will cause settlement and cracking of the slab-on-grade floor at the PS level. This loading will be required to be distributed over a grater area, or additional foundations provided. Details of the racks have not been provided, but if these racks are point loaded on the floor slab, the maximum permitted leg load shall be 10,000 lbs. 3. All of the UPS and the UPS input isolation transformers as specified can safely be supported on the slab-on-grade floor at the P2 level.	23-May-12
12	28-Feb-12	Electrical Room P2015 Space Structural Requirements	6-Mar-12	grc / Wolfram	Review room size requirements and Wolfram will check the existing slab accordingly.	23-May-12	These loads can be safely supported on the slab-on-grade floor at the P2 level.	23-May-12

5368-00 WPSHQ - HQ Building RFI Log

RFI #	Date of Issue	Subject	Date Required	Assigned To	Action Required	Date of Response	Response	Date Closed
13	28-Feb-12	Generator 4 and 5 Structural Requirements	6-Mar-12	grc / Wolfrom	Review room size requirements and Wolfram will check the existing slab accordingly.			
14	28-Feb-12	Roof and Sanitary Drainage	13-Mar-12	Nova3	Review the proposal PVC XFR piping for roof drainage and respond to AAR.	14-Mar-12	The use of PVC XFR piping is acceptable, as is the proposal to consolidate rain water leaders in 4 existing locations. Site conditions may have impact on final routing and will be shown on Mechanical drawings.	14-Mar-12
15	28-Feb-12	Copper and SS Water Piping Domestic Water Lines	13-Mar-12	Nova3	Review and respond to AAR.	11-Apr-12	The use of copper and stainless steel water pipes for all domestic water lines has been approved.	11-Apr-12
16	28-Feb-12	Confirm Water Meters for Tower and WPS Bldg.	13-Mar-12	Nova3	Review the acceptance of a single water meter for the HQ building.	11-Apr-12	No. We require additional meters, as they (City of Winnipeg) needs to breakout the tenant's actual costs for energy/utility consumption.	11-Apr-12
17	28-Feb-12	Confirm New Roof Drain Piping	13-Mar-12	Nova3	Review the roof drainage down to Level P1 and respond to AAR.			
18	28-Feb-12	Review Required Regarding P-1 and P-2 Drainage	29-Feb-12	Nova3	Arrange a site review of the levels P1 and P2 drainage on site.	11-Apr-12	<p>Mechanical:</p> <ol style="list-style-type: none"> 1. Mechanical Contractor shall install seventeen (17) parking lot drains in the locations indicated on architectural drawing WPS-AE-1-0-01, and as indicated on the corresponding mechanical drawing.RFI-M6-PM6.1 (attached). 2. The below grade sanitary waste piping from the floor drains shall connect to the existing west sand/grit interceptor located at Gridlines H-2. 3. A new oil interceptor OI-2 shall be installed prior to the connection to the sand interceptor at Grid H-2. The interceptor shall be a: MIFAB (or equal), model MI-O-HU-3, 165 US gal./21.0 cu.ft. holding capacity, rated at 50 USGPM. 4. The floor drains shall be JRSmith (or equal), heavy duty traffic drains w/ 4" outlet, hinged grate and sediment bucket. 5. The east pit at Grid G-9 shall be abandoned in place and all services capped. 	11-Apr-12
19	28-Feb-12	Existing Fire Alarm System	6-Mar-12	Nova3	Review fire alarm requirements and respond accordingly.			
20	29-Feb-12	New Address for WPS Headquarters Building	29-Feb-12	N/A	No action required.	1-Mar-12	N/A	1-Mar-12
20 R-1	29-Feb-12	New Address for WPS Headquarters Building	29-Feb-12	N/A	No action required.	1-Mar-12	N/A	1-Mar-12
21	1-Mar-12	Final Floor Drain Design for P2	1-Mar-12	grc	Work on P2 layout and meet with Caspian and Wes-man.			
22	7-Mar-12	ISD and Electrical Load Requirements	12-Mar-12	Nova3	Respond and address Manitoba Hydro's concerns.	7-Mar-12	<p>1.) Yesterday (within reason given the circumstances).</p> <p>2.) Please provide the return comments from the utility and we will respond appropriately to their comments.</p> <p>If the electrical contractor has any money saving better ideas - please advise as well.</p>	

5368-00 WPSHQ - HQ Building RFI Log

RFI #	Date of Issue	Subject	Date Required	Assigned To	Action Required	Date of Response	Response	Date Closed
23	7-Mar-12	Wes-Man's Priority List of Mechanical Items	13-Mar-12	Nova3	Continue working on the mechanical design with the priority list provided.		For info only.	7-Mar-12
24	7-Mar-12	Pile Cap Base Plate Treatment at P2 Level	13-Mar-12	Caspian / AAR	Include in price breakdown for the level P2 slab replacement when quote is resubmitted, as discussed during Owner's Meeting No. 01.	7-Mar-12	It is AAR's opinion that a protective covering should be provided, perhaps the most economical way would be a brushed on mastic or tar type membrane.	7-Mar-12
25	7-Mar-12	Existing Fire Pump	16-Mar-12	grc	Review and respond.	8-Mar-12	Assuming the tower is a separate building from the WPSHQ, it would be logical that the existing fire pump(s) remain on the existing electrical service as is. However, due to the separate address of the WPSHQ, and the occupancy change associated with the conversion of the old mail processing area to the WPSHQ, the City of Winnipeg fire department may need the sprinkler contractor to install a code compliant water supply with its own fire pump fed from the WPSHQ essential distribution to serve the fire protection system of the WPSHQ. We require the architect to confirm the separation between the building known to be the tower and the building which is the WPSHQ. Once the separation between the buildings is determined, it is anticipated that the tower occupancy is not changed and as such grandfathered with respect to existing life safety systems. All of this needs to be confirmed between GRC and the City of Winnipeg fire protection engineer.	
26	7-Mar-12	Fire Fighter Elevator	16-Mar-12	grc	Review and provide response to AAR for the designation of the fire fighter elevators.	12-Apr-12	Freight elevator SE01 and passenger elevator PE01 should be designated as Fire Fighters Elevator.	12-Apr-12
27	7-Mar-12	McCaine Priority List of Electrical Items	16-Mar-12	Nova3	Structure the electrical design to suit this list.	9-Mar-12	For info only.	9-Mar-12
28	7-Mar-12	Slab Topping Thickness at Level 3 & 5	13-Mar-12	AAR	Give information to design team.	9-Mar-12	For info only.	9-Mar-12
29	7-Mar-12	Maximum Floor Load Capacity	12-Mar-12	Wolfrom	Review proposed forklift loads on the existing floor slab and provide an answer to AAR.			
30	9-Mar-12	East & West "Eyebrow" Windows Vision Glass or Spandrel	13-Mar-12	grc	Review and issue response to AAR.			
31	9-Mar-12	Door # M205 Swing	14-Mar-12	grc	Review and respond to AAR.	27-Mar-12	See sketch provided.	28-Mar-12
32	9-Mar-12	Existing Fiber Optic Cable Entry Relocation	9-Mar-12	grc / Nova3	Review and respond to AAR.			
33	9-Mar-12	Location of Floor Drains on P-1	9-Mar-12	grc / Nova3	Review and respond to AAR.			
34	9-Mar-12	Fork Lift Loads - Slab Capacity Review	9-Mar-12	Wolfrom	Review and respond to AAR.			
35	13-Mar-12	Excavated Floor Elevations at P2 Level	19-Mar-12	grc / Nova3	Design info for AAR for P2 slab.	14-Mar-12	For info only.	14-Mar-12

5368-00 WPSHQ - HQ Building RFI Log

RFI #	Date of Issue	Subject	Date Required	Assigned To	Action Required	Date of Response	Response	Date Closed
36	13-Mar-12	P2 Level Wall Demolition	15-Mar-12	grc / Wolfrom	GRC and Wolfrom to review and confirm and respond to AAR.	16-Mar-12	Architecturally, the wall along grid line M should be deleted up to and flush with the exterior face of the existing concrete curb close to grid line 2.5 and 8.5, all as discussed with Rob Murray on site. The portion of walls along grid line M between grid lines 2/2.5 and 8.5/9 are to remain as they act as a retaining wall for the soil beyond.	16-Mar-12
37	14-Mar-12	30kPa or psf (Curtain Wall)	14-Mar-12	Wolfrom	Wolfrom to check design wind loads.	14-Mar-12	<p>The design wind load should be in psf. Wolfrom will confirm magnitude.</p> <p>In response to RFI HQ 37 we produced a response based on our interpretation of the NBC for the worst case wind loads at or near the roof level for both corner and general area conditions. These numbers vary significantly from the 30 psf that the original specifications were interpreted to read by the curtain wall supplier. The original quotation for the supply of the curtain wall was apparently based on these lower wind loads, which may or may not have included the post disaster importance factor.</p> <p>In order to mitigate the impact of this change, we are working closely with the engineers for the curtain wall supplier to identify the actual wind loads at varying heights and locations, allowing them to design the curtain wall and the associated connections accordingly. The curtain wall engineer will be submitting for review a tabulation of all wind loads for all areas to be used in the design.</p>	26-Mar-12
38	14-Mar-12	Computer, Server and IT Room Electrical Requirements	19-Mar-12	Nova3	Nova 3 will review and respond to AAR, with electrical load requirements.			
39	14-Mar-12	Detailed Electrical Load Summary	15-Mar-12	Nova3	Nova 3 will review and respond to AAR.			
40	14-Mar-12	Point of Presence (POP) Rooms P1025 & P1045	23-Mar-12	Ossama	Ossama to advise.	16-Mar-12	The existing location for the POP (Point of Entry) room presently located on the P1 level west of the staircase at grid lines 4.7/5 & Pa/Pb cannot remain. The layout for this area is crucial and we cannot lose that space. The POP room would need to be relocated, a proposed location would be to take over the east portion of the new Electrical room located at grid lines 4/R. This location was discussed with Ron Nault of McCain and appears to be possible but will represent interruption of services to the Tower. As this affects power shutdown to tower tenants, Ossama will have to review.	
41	14-Mar-12	Antenna Farm Location	23-Mar-12	grc / Nova3	GRC and Nova3 will review and respond to AAR. We have also attached an email that WPS received in response to RFI 055 which was for Roof Top Antennas in general. Please make sure that this is captured in our design when responding to RFI HQ #41.			

5368-00 WPSHQ - HQ Building RFI Log

RFI #	Date of Issue	Subject	Date Required	Assigned To	Action Required	Date of Response	Response	Date Closed
42	21-Mar-12	Duct Modifications for Return Air for Tower	21-Mar-12	Nova3	Confrim from Canada Post if these offices are occupied, or part of the renovation being done by others.	22-Mar-12	The following is our response to RFI HQ-42: • As discussed, the 2-3 day disruption caused by removal and re-routing of ducts (and 4 supply feeds to the 2 AHU's) is acceptable. Please advise AAR/WPS as to when the work will commence, so that we can plan accordingly.	26-Mar-12
43	27-Mar-12	Sludge in Existing Tower Chilled Water Piping	30-Mar-12	Ossama	Ossama to review with landlord.	10-Apr-12	It is recommended that the system be thoroughly flushed with the appropriate chemicals. This work should have been done as part regular maintenance for the Tower, by SNC, the building manager. If not, then this would require a Change Order as this is additional work not covered by the GMP. Ossama, please review and advise.	
44	28-Mar-12	Existing Pneumatic Air System	4-Apr-12	Nova3	Respond to AAR.	19-Apr-12	The mechanical contractor indicated that his control subtrade stated that to maintain/utilize the existing process compressors for HVAC control would be grossly oversized and inefficient to operate. The control subtrade indicated that for size requirement purposes the existing HVAC control compressor located in the boiler room. Served the tower pneumatic control system requirements w/o assistance from the process compressors for a supervised period of time w/o any short comings. His subtrade further recommended a second control compressor for the purpose of redundancy. He indicated that a survey of the pneumatic control demand in the Tower is required prior to selection of the compressor. Trust access will be made available tot he control subtrade and execute this work. Should access be un-available please have the SNC Lavlin building tech. Provide this task according to the control subtrade, requirements. New work can commence in this area, once the new compressor is made operational, and the process compressor. Are made redundant.	19-Apr-12
45	5-Apr-12	5th Floor Mezzanine Demolition	11-Apr-12	grc / Wolfrom	Review the demolition requirements for the 5th floor and respond to AAR.			
46	9-Apr-12	Concrete Specification for Level P2	9-Apr-12	Wolfrom	Provide specification.	9-Apr-12	Concrete specifications for the Level P2 slab has been provided.	9-Apr-12
47	10-Apr-12	Existing Fire Alarm Batteries	13-Apr-12	Nova3	Review and comment if the temporary batteries (it should be noted that we do have emergency generators as weel) are sufficient or if a permanent battery system is required.			
48	12-Apr-12	Clarification on Existing AHU in Penthouse Mechanical Room	19-Apr-12	Nova3	Review and respond to AAR.	19-Apr-12	The airhandling unit c/w associated ductwork and controls can be removed soon as the process compressors are made redundant.	19-Apr-12

5368-00 WPSHQ - HQ Building RFI Log

RFI #	Date of Issue	Subject	Date Required	Assigned To	Action Required	Date of Response	Response	Date Closed
49	12-Apr-12	Steam Condensate Return Line	19-Apr-12	Nova3	Respond to AAR.	19-Apr-12	<p>The reply is yes.</p> <p>Please provide the following: Supply and install complete sterling (or equal) duplex condensate pump unit. Model #44124-GD, Receiver capacity of 15 US gallons, Pump discharge capacity 6.0 USGPM at 20 PSI discharge pressure, Two 1/3 HP motors at 3450 RPM, 115/1/60. Unit shall be furnished with: - motor starters mounted and sized. - mechanical alternator with high water alarm switch. - brass strainers at each pump suction. - isolation valve at each pump section. Remove existing 1 1/2" condensate drain pipe from the steam traps to ceiling below and cap (balance of existing condensate piping system to be removed under Project Demolition Phase). Provide new 1 1/2" condensate drain pipe (schedule 80 black steel ASTM 53 grade B) between existing steam traps and new duplex condensate return pump unit. Location to be determined by the mechanical trade on site. Location to be clear of any obstructions to demolition or new work in this area. Provide complete 1 1/4" pump discharge pipe (Schedule 80 black steel) to existing surge tank complete with check valve, Isolation valve, and union at each pump. Discharge line shall be at elevation equal to the existing pumped condensate lines prior to tank connection.</p>	19-Apr-12
50	12-Apr-12	Fire Fighter Entrance	18-Apr-12	grc / Nova3 / WPS	Respond to AAR.			
51	18-Apr-12	Security System Point of Contact & Request for Design Meetings	20-Apr-12	WPS	Henry Hagenars will confirm and reply to AAR. Once we get this confirmed, we will forward to Caspian Projects.	18-Apr-12	<p>We agree with the weekly meetings to review Security. This was discussed at yesterday's Owner's meeting and it was agreed that the appropriate time would be Tuesday's at 10:30am. It was also agreed that Andrew would take minutes as well he will send out the meeting requests.</p> <p>Henry has confirmed that he will be the SPOC for WPS.</p>	18-Apr-12
52	18-Apr-12	I.T. Point of Contact & Request for Design Meetings	20-Apr-12	WPS	Henry Hagenars will review and provide AAR with the point of contact for IT issues.	25-Apr-12	The WPS contact for IT will be Mr. Dennis Dane (ddane@winnipeg.ca).	25-Apr-12
53	24-Apr-12	Proposed Generator Equipment and Layout	30-Apr-12	Nova3 / Wolfrom	Nova3 to review the proposed genset layout and respond to AAR. Wolfrom to design the support structure for the gensets and have it included for the structural permit set next week (May 2nd).			
53 R-1	3-May-12	Proposed Generator Equipment and Layout	10-May-12	grc / Nova3 / Wolfrom	Wolfrom to provide revised genset support and submit to AAR.			

5368-00 WPSHQ - HQ Building RFI Log

RFI #	Date of Issue	Subject	Date Required	Assigned To	Action Required	Date of Response	Response	Date Closed
54	24-Apr-12	Wall on Gridline F 3 to 7	24-Apr-12	grc	grc will review and advise if the wall on GL F3 to 7 needs to be removed.			
55	25-Apr-12	Modular Furniture Specifications	2-May-12	WPS	Henry Hagenaaars will review and provide the modular furniture specification to AAR.			
56	26-Apr-12	Curtainwall Connection at Bottom of Frame	27-Apr-12	Wolfrom	Review and respond to AAR.	26-Apr-12	Option 1: The channel at level 2 is structurally adequate to support the dead load of the curtain wall from level 3 to the bottom of the curtain wall. Option 2: The connections at level 3 are structurally adequate to support the weight of the curtain wall from level 5 to the bottom of the curtain wall.	26-Apr-12
57	27-Apr-12	WPS Provided Docs for Security and PA Systems	2-May-12	WPS	Henry Hagenaaars/Ari Berdesis will download the noted files and confirm that the attached documents for security and PA systems meet the program requirements for WPS.			
58	30-Apr-12	Clarification of Return Air Duct Removal for Tower	4-May-12	Nova3	Nova3 will review and clarify the requirements for the return air duct removal for the tower and respond to AAR.	7-May-12	Proposed return duct system shown on plans, reflect the floors and ceiling areas presently served by the existing return duct system as reviewed on site with the mechanical trade. The routing of the proposed ductwork will require on site review by the mechanical trade for acceptance of location and size of ductwork in the tower and WPS area. Further adjustment to location and configuration of ductwork may be required prior to commencement of work. Existing return ductwork will remain in place until new ductwork is complete except for final connection of existing 96 x 42 duct, generally as shown on plans. Final drawings will be issued upon acceptance of the proposed duct layout. Please see attached Mechanical Drawings: Drawing #M4.5 Main Floor Plan Ventilation Drawing #M4.7 1st Floor Plan Ventilation Drawing #M4.9 2nd Floor Plan Ventilation Drawing #M4.11 3rd Floor Plan Ventilation Drawing #M4.13 4th Floor Plan Ventilation Drawing #M4.15 5th Floor Plan Ventilation	7-May-12
59	1-May-12	Access Control System Comparison	8-May-12	WPS	HH & AB to review with their user group and provide their choice of preferred supplier.	9-May-12	We wish to confirm that WPS will be going with Software House as their Access Control System supplier. Also, it was decided, tentatively, that both Bosch and Axis cameras will be used on the project. McCaine is to set up a "Mock Up" for WPS to review and approve.	
60	1-May-12	Suggested Back Flow/Water Meter Locations	2-May-12	Nova3 / grc	Review the proposed water meter locations and respond to AAR.			

5368-00 WPSHQ - HQ Building RFI Log

RFI #	Date of Issue	Subject	Date Required	Assigned To	Action Required	Date of Response	Response	Date Closed
61	3-May-12	Demolition of Existing 5th Floor Offices	4-May-12	grc	Review the demolition requirements foteh noted offices on the 5th floor and respond to AAR.	17-May-12	The south wall between grid lines 1 & 2 and gridlines 9 & 10 could remain, but would require re-finishing. The North walls between grid lines 1 & 2 and gridlines 9 & 10 are to be removed. Refer to the demolition plan and new work plan.	17-May-12
62	3-May-12	Existing 15 KV High Voltage Switchgear	11-May-12	WPS / OA	Review with the tower operators.			
63	15-May-12	Door Reference Numbers for Access Control	15-May-12	grc	Review and provide door reference numbers for access controls.			
64	18-May-12	Reference Point to Lay Out Horizontal Framing Members in Relation to Benchmarks/Floor Elevations	22-May-12	Wolfrom / grc	Wolfrom Engineering and GRC will review and provide revised drawings/details to suit existing site conditions.			

5368-00 WPSHQ - Wyper Road RFI Log

RFI #	Date of Issue	Subject	Date Required	Assigned To	Action Required	Date of Response	Response	Date Closed
0	28-Feb-12	RFIC W 1-13 Issued to Aecom Prior February 15, 2012	N/A	AAR	Provide concurrence to consider this RFI to be closed.	28-Feb-12	AAR concurs, the previous RFI's to Aecom which have been addressed or incorporated into the Wyper Road drains should be closed, but kept for reference.	28-Feb-12
1	28-Feb-12	Revised Ditch Grading to Suite MIT	6-Mar-12	AAR / WPSHQ	Review and have Caspian prepare a cost breakdown for this potential claim.			
2	28-Feb-12	Typical Single Door Electrical Rough-In Detail Clarification	6-Mar-12	grc / Nova3	Review and coordinated with WPSHQ team and respond to AAR.	10-Apr-12	Revised as noted on the 95% set of drawings.	
3	28-Feb-12	Masonry Dowel Installation Detail	6-Mar-12	AAR	N/A	28-Feb-12	This RFI appears to be for a remedial details for dowels for exterior block walls for Wyper. As the structure is completed, this RFI should be closed, unless I'm missing something.	28-Feb-12
4	28-Feb-12	Window Types	6-Mar-12	WPSHQ	Review in conjunction with the POR.	21-Mar-12	<ul style="list-style-type: none"> • The use of PVC vinyl windows is acceptable. As discussed, we will move forward with aluminum clad PVC. The colour of the aluminum clad PVC windows should be "Black" for the exterior aluminum portion. • Shop drawings to be provided for review, prior to fabrication, as per contract. • No site instruction will be issued as this request is NOT a change in the POR of record for Wyper Road and Caspian Projects has noted that the use of PVC was agreed to as per their memo of July. Memo to be provided to AAR, once confirmed by Ossama, for record. • This RFI will remain opened until confirmation by Ossama. 	22-Mar-12
5	12-Mar-12	Alternate Lighting for Firing Range	16-Mar-12	WPS/Ossama/Nova3	We will review this with Ossama and WPS to confirm if this work is above and beyond POR. Nova 3 to review pricing and respond to AAR.	10-Apr-12	Please review the revised lighting for the firing range that is shown on the 95% set of drawings (will be distributed to all by the end of today). It has been agreed by Ossama that the range lighting is not included in the May 31 POR for Wyper Road, as such we will close RFI W 5 and issue a CCN for this work (5368 – CCN003) based on the 95% drawings for Wyper Road.	10-Apr-12
6	25-Apr-12	MTS Service Location	2-May-12	Nova3	Nova3 will review the location of the MTS service and respond to AAR.			



Winnipeg Police Headquarters Owner's Meeting No. 07



Date of Meeting: May 29, 2012

Meeting Location: Caspian Boardroom, 5th Floor, 266 Graham

Name	Initials	Company	Initials	Present	Copied
Peter Chang	PC	Adjeleian Allen Rubeli Ltd.	AAR	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Patrick Dubuc	PD	GRC Architects	GRC	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Peter Rankin	PR	GRC Architects	GRC	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Ossama AbouZeid	OA	Dunmore Corporation	DC	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Randy Benoit	RB	Winnipeg Police Service	WPS	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Henry Hagenaaars	HH	Winnipeg Police Service	WPS	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Ari Berdesis	AB	Winnipeg Police Service	WPS	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Armik Babakhanians	Aba	Caspian Projects	CP	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Shaun Babakhanians	SB	Caspian Projects	CP	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Peter Giannuzzi	PG	Caspian Projects	CP	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Pam Anderson	PA	Caspian Projects	CP	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Andrew Edge	AE	Caspian Projects	CP	<input type="checkbox"/>	<input checked="" type="checkbox"/>
John Guenther	JG	Nova3	N3	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Vic Thielman	VT	Nova3	N3	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Tony Mitousis	TM	Nova3	N3	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Dan Wolfrom	DW	Wolfrom Engineering	WE	<input type="checkbox"/>	<input checked="" type="checkbox"/>

Meeting Minutes

1.6 WYPER ROAD GUN RANGE SCHEDULE

- HH/AB expressed concern with unknown completion date of gun range.
- CP to review.
- Design meeting held on Wednesday, March 14 with trades & design team.
- Nova3 is proceeding with completion of design and is working with Wes-man to maintain schedule.
- CP to provide updated schedule on March 26th.
- Genivar retained to review site drainage and provide certification of design.

- PC requested status of design, CP advised that proposed re-design of site drainage may still require 1 lift station.
- Completion still targeted to mid-end of July.
- HH asked when re-design will be presented to City Water Waste Dept.
- Site security still maintained, routine patrols.
- CP presented new schedule (September 11 noted completion date). CP will work with OA to accelerate schedule to July 31.
- 95% design drawings to be submitted to CP & WPS April 9.
- Mechanical given go ahead to proceed based on N3 drawings issued March 30. PC informed CP that 95% set of mechanical will be same as what was issued last week.
- PD confirmed detail issued for review is what will be shown on 95% drawings (walls to be R-30, Roof R-40).
- Colour samples of cladding to be reviewed after meeting.
- CP to provide signed and sealed civil drawings to City of Winnipeg in two weeks.
- OA instructed CP to proceed with completion of construction immediately.
- CCN's to be based on 95% drawing (May 31 POR).
- Extra gun range station and shot gun range. See Item 4.2.
- CP and WPS to confirm that 95% drawings are acceptable.
- CP committed July 31, 2012 completion date.
- Range lighting addition to POR - AAR to issue CCN.
- Road widening addition to POR - AAR to issue CCN.
- Building complete for July 31, 2012.
- CP expressed concern with steepness of side berm
 - Currently shown 3:2 slope, AMEC/Genivar provided memo recommending 4:1 (PG to forward to AAR for review).
- AB to review RCMP standards to confirm if 3:2 is gun range requirement.
- AMEC provided remedial details for berm deficiencies (report to be forwarded to AAR).
- IFC drawings for Wyper Road issued May 2, 2012.
- CCN issued for Range Lighting. CP has priced, AAR reviewed. OA/RB to review. CD#002 issued May 16, 2012 for Infrastructure Work.
- Road widening - AAR to Issue CCN.
- Colour board required for interior. Use existing colour board in WPS office. GRC to review.
- Target system - Action System (US Based)
 - Shop drawings - received in 2 weeks.
 - 8-10 weeks delivery.
 - 2 to 3 week installation / 1 week commissioning.
 - July 31, 2012 is achievable if Action can supply as per **requested** agreement.
- Berm
 - Manitoba Standards recommend 4:1 slope.
 - 3:2 slope meets RCMP Standards.
 - AMEC (CP) advises there may be occasions of wash-outs of the slopes.
 - WPS provided RCMP Standards. grc to review.
- **Report from AMEC as yet to be provided to AAR/WPS. Some areas require additional compaction (87% to 92% compaction) where 95% compaction required.**
- **Slope of berm to remain at 3:2 slope.**
- **Report to be submitted this week, AAR/grc to review and provide comments**

Action: AAR / CP / grc / WPS

2.5

POWER DISRUPTION TO TOWER

- RFI HQ # 40 notes that demolition/relocation of point of presence rooms P1012 & P1045 will disrupt power and I.T. to tower (minimum 2 days).
- OA/RB to review as leaving existing rooms will have major impact on architectural design as well as WPS program space.
- Re-location/demolition of HVAC ducts will have impact on tower as well.
- CP awaiting direction from OA/RB as this has major impact on construction schedule.
- OA requires schedule/duration of disruptions.
- GRC reiterated that POP rooms must be moved as it affects WPS program.
- OA/RB met with landlord - as long as CP gives notice and action plan.
- CP to provide action plan and cost by April 23, 2012.
- Still awaiting information.
- See Item 6.2.
- **Still awaiting action plan and cost from CP.**

Action: OA / RB / CP

3.3

WYPER ROAD - TARGET SYSTEM

- Difference of \$35k between Action (higher quote) and Savage.
- WPS prefers Action, but Action shows additional \$35K for paging system.
- WPS (AB) to review.
- Wireless paging required, wireless headsets not required.
- CP to review Action proposal and resubmit to WPS/AAR for review.
- Will try to stick with Action proposal as this is WPS's preferred system.
- Action has been contracted.
- AB (Range Master) to review with PG and Action to confirm specifications. Modify as required.
- Range Master to have conference call to review.
- Action System has been chosen.
- **CP maintaining contact with Action target regarding schedule. CP to review by next week.**

Action: CP / AB

4.1

CIVIL DRAWINGS

- Genivar finishing design - to be submitted to AAR for review.
- Number of lift stations to be confirmed - affects additional road for access to service lift stations (if required).
- Hard landscaping to be reviewed by Genivar.
- GRC to review with AB the existing design.
- Genivar issued preliminary drawings.
- AB and GRC to review.
- Genivar to stamp and seal.
- **Stamped drawings were handed over to grc for review. Once reviewed and accepted, CP to apply for permit.**

Action: AB / GRC / CP

4.3 **WYPER ROAD GUN RANGE - STORAGE SHED**

- CP to provide 250ft² adjacent to targets.
- WPS to provide confirmation and location.
- No room within side of gun range to fit 250ft² shed.
- grc to review with WPS proposed 150ft² shed and trailer. (Accepted)
- AAR to issue SI.
- **grc to issue SI.**

Action: AAR / grc

4.8 **EXISTING TOWER TENANTS**

- CP expressed concern with timing of relocation of tenants.
- Storage space at P1 needs to be cleared out. SB stated this will affect schedule.
- SB to review and provide report. (Include cost and schedule implications)
- RB indicated there is confusion as to when space has to be vacated.
- May 31, 2012 is agreed upon date.
- **CP agreed to give them until June 2, 2012 to move out.**
- **Optometrist; his space must be vacated ASAP - schedule impact.**
- **WPS to review with Bob Down. CP to review if they can do his project under their building permit number.**

Action: SB

5.1 **WYPER ROAD PARKING**

- HH noted in previous meeting that area/width (20m wide?) of lot is not correct at current trailer location.
- ABa stated it will be corrected as required.

Action: CP

5.2 **WYPER ROAD CONTROL TOWER**

- Structural drawings issued for control tower.
- To be used for construction.
- **Piles are now installed. Slab to be poured this week pending weather.**

Action: Closed

5.3 **WYPER ROAD HARDWARE TO BE REVIEWED**

- 2 door frames to be reviewed.
- CP to provide shop drawings.
- Master key requirements, grc to review with WPS.
- **grc to issue keying schedule May 29, 2012.**

Action: grc / CP

6.1 **RANGE LIGHTING**

- CD#003 issued to proceed with rough-in for Musco System.
- Horns and PA to be mounted on 6 poles as if no lighting for the range.

- Caspian to use light standard infrastructure to support their poles to support horns and PA.
- AAR to issue SI based on:
 - OA does not remember seeing change directive package for this item. AAR to review and issue.
 - CD#002 resent.

Action: CP / AAR

6.2

SWITCHGEAR

- Tentative shutdown June 2, 2012.
 - Tenants need 3 weeks notice.
- CPI to revise date and SNC.
- OA/RB to meet PPD (John Zabudny) and advise.
- McCaine issued quote RFI#62. WPS requires 2 quotes. OA advised that tentative decision is to replace switch gear. OA to confirm May 17, 2012.
- **Nova3, Manitoba Hydro and McCaine all working together to prepare specifications by June 1, 2012.**
- **Unit was ordered May 23, 2012.**
- **Nova3 has switchgear info.**

Action: OA / RB / CP

6.3

CODE ISSUES WITH TOWER/HQ LINK

- Exiting and pressurization issues with stairwells.
- Additional cost, R.O.M. under \$500,000.00.
- **Send email to OA regarding AECOM code analysis.**

Action: Info

6.4

POLICE SIGNAGE

- Winnipeg Police HQ sign on pedestals and/or on building face.
- John Sellers (hired by City of Winnipeg through CP) presented options. Will be revisited.
- CP to provide proposals from John Sellers to AAR/OA/RB.
- **grc issued proposal to RB for their review.**
- **If mounted on curtain wall, CP requires input ASAP.**
- **UDAQ approval may be required.**

Action: CP

6.6

BURROUGH PITS

- Safety issue brought up.
- AAR to issue CCN.
- Reviewed on site with CP. Area needs to be fenced in.
- **AAR to issue SI for fence at north burrough pits and indicate fencing at the entire perimeter of the site.**

Action: AAR / grc

6.7 **MAGAZINE ROOM CEILING**

- grc to review and advise if steel (as designed) meets code.
- **Decision to be given by June 1, 2012.**

Action: grc

6.8 **SECURITY CAMERA LOCATIONS (WYPER ROAD)**

- To put at all 4 corners of soffit of building.
- 1 camera at observation tower. **PTZ at tower.**
- AAR to issue SI.
- **Install a conduit extension as per AB's instruction.**

Action: Info / AAR

6.9 **CEILING HEIGHTS FOR MUSTER ROOM AT WYPER ROAD**

- AAR to issue SI.
- Agreed that ceiling heights can be raised.
- **Delete acoustic ceiling in armoury workshop and other rooms. AB to review with grc.**

Action: AAR / grc

7.1 **OVERALL SCHEDULE**

- CP has concern with overall schedule in general.

Action: Info

7.2 **WYPER ROAD SIGNAGE**

- Signage at Wyper Road is located at soffit level. Okay as noted.

Action: Info

7.3 **P2 LEVEL**

- P2 level location and dimensions of walls required.

Action: grc

7.4 **FUME HOOD**

- grc to issue CCN to AB regarding the fume hood.

Action: grc

7.5 **ADDITIONAL WINDOW ON OBSERVATION TOWER**

- Additional window that showed up on the observation tower is not required.

Action: Info

7.6 WATER DAMAGE AT CADET AREA

- Water damage at the cadet area over the weekend. CP to review.

Action: CP

NEXT MEETING

- Next meeting will be on **June 5, 2012** from **9am to 10:30am**.
- **Future meetings will be from 9am to 10:30am**
 - **Tuesday, June 19, 2012**
- Owner's Meeting to be held bi-weekly until further notice.

Action: All

Supplemental

S1.1 AAR DESIGN MEETING WITH CASPIAN SUB-TRADES

- AAR/GRC/NOVA3/Wolfrom met with Caspian sub-trades on Wednesday, March 14, 2012, regarding Wyper Road Gun Ranger.
- Structural provided custom wall support details for permit.
- AAR design team committed to providing fully coordinated "Issued for Construction" drawings in 90 days (May 30, 2012 ±).

S1.2 BUILDING PERMIT STATUS

- Building Envelope Permit - March 20, 2012
 - 100% completed drawings for Architectural curtainwall, 100% completed structural support system for curtain wall and code analysis for building envelope.
 - No Mechanical or Electrical drawings.
 - 3 sets of drawings will be hand delivered to the City of Winnipeg's Office (Sara Cianflone) by 11am on March 20, 2012.
 - Drawings and specifications delivered to City of Winnipeg Planning, Property and Development Department (Michelle Ho).
 - Receipt received (Caspian Projects).
- Structural Permit - May 2, 2012
 - 100% completed drawings (plans only) for Architectural, 100% completed drawings for Structural, full code analysis for the building.
 - Mechanical or Electrical drawings will be partially completed, but will not be included with this application, unless the City of Winnipeg wished to have these drawings for information only.
 - **Drawings and specifications delivered to the City of Winnipeg, Property and Development Department (Michelle Ho) on May 2, 2012.**
 - **Receipt received.**
- Building Permit - June 5, 2012
 - 100% design complete and fully coordinated Architectural, Structural, Mechanical and Electrical drawings and specifications.
- Wyper Road Building Permit
 - CP to provide a certified sketch from their Civil Engineer for the minor change in the proposed site drainage. Once this has been issued, the City of Winnipeg will issue a Building Permit for Wyper Road.

5368-00 WPSHQ - HQ Building RFI Log

RFI #	Date of Issue	Subject	Date Required	Assigned To	Action Required	Date of Response	Response	Date Closed
00	28-Feb-12	RFIC's 1-16 Issued to Aecom Prior February 15, 2012	N/A	AAR	Provide concurrence to consider this RFI to be closed.	28-Feb-12	As discussed, from the point of view of the AAR design team, the noted RFIs have been addressed by Aecom and are either on the drawings or resolved. Therefore, we concur, they can be put to history, but we should keep track of them in case we ever need to back track as to why/how a decision was reached.	28-Feb-12
1	23-Feb-12	Approval Required for Isolation Valves on Chilled Water Piping in Mechanical Room	1-Mar-12	Nova3	Review and respond to AAR.	14-Mar-12	Nova3 accepted. Caspian advised to proceed as noted in response from Nova3 (attached).	14-Mar-12
2	28-Feb-12	Generator Load Bank	6-Mar-12	AAR / WPSHQ	Review and respond.			
3	28-Feb-12	Exterior Signage Requirements	6-Mar-12	WPSHQ	Require input.			
4	28-Feb-12	Proposed Changes to Curtainwall System	N/A	AAR	Issue CCN.	28-Feb-12	A CCN was issued on the proposed changes to the south wall. Caspian to provide cost breakdown.	28-Feb-12
5	28-Feb-12	Copper vs Aluminum Buss And Feeders	N/A	Nova3 / AAR	Issue SI.	28-Feb-12	Was discussed during meeting with Caspian and McCaine. Nova3 has agreed that aluminum can be used and meets both POR and Building Code. SI issued March 9, 2012.	9-Mar-12
6	28-Feb-12	Survey Existing P2 Slab on Grade	N/A	AAR	N/A	28-Feb-12	Change Directive (CD) issued to proceed with work, subject to further review for cost savings.	28-Feb-12
7	28-Feb-12	New Main Power In-Service Date and Subsequent Refeeding of Existing Tower Distributions	6-Mar-12	Nova3	Review and respond to AAR.	28-May-12	High voltage distribution has been designed and a PCN issued for the Tower portion. Specifications have been forwarded to our office for review and will be returned today. Supplier tender package is expected to be ready for June 01, 2012.	28-May-12
8	28-Feb-12	Additional Existing High Voltage Transformer to Remain	6-Mar-12	Nova3	Review and respond to AAR.	28-May-12	Existing High Voltage transformers to be reused or deleted have been (are being) coordinated by Vic Thielmann and McCaine electric to ensure Tower feeds are not compromised. Condition of the transformers is being taken into account as well.	28-May-12
9	28-Feb-12	15 KV Service into Building	6-Mar-12	Nova3	Review and respond to AAR.	28-May-12	15kV feeder entrance has been fully coordinated and determined between Vic Thielmann, McCaine Electric, and Manitoba Hydro. The feeders will enter to the High Voltage Switchgear located in the Main Electrical Room in the P2 Level.	28-May-12
10	28-Feb-12	MTS Services Entrance	6-Mar-12	Nova3	Review and respond to AAR.	28-May-12	Two (2) rooms are required as per MTS. McCaine has coordinated all these issues with MTS. McCaine has site coordinated the conduit locations with the utility on site.	28-May-12

5368-00 WPSHQ - HQ Building RFI Log

RFI #	Date of Issue	Subject	Date Required	Assigned To	Action Required	Date of Response	Response	Date Closed
11	28-Feb-12	UPS Equipment & Battery Room Space and Structural Requirements	6-Mar-12	grc / Wolfrom	Review room size requirements and Wolfram will check the existing slab accordingly.	23-May-12	Battery Rack 1. Based on 3925 lbs. per rack can be safely supported by the slab-on-grade floor at the P2 level. 2. Battery Racks 3 & 4, based on 85,000 lbs. per rack, will cause settlement and cracking of the slab-on-grade floor at the PS level. This loading will be required to be distributed over a greater area, or additional foundations provided. Details of the racks have not been provided, but if these racks are point loaded on the floor slab, the maximum permitted leg load shall be 10,000 lbs. 3. All of the UPS and the UPS input isolation transformers as specified can safely be supported on the slab-on-grade floor at the P2 level.	23-May-12
12	28-Feb-12	Electrical Room P2015 Space Structural Requirements	6-Mar-12	grc / Wolfrom	Review room size requirements and Wolfram will check the existing slab accordingly.	23-May-12	These loads can be safely supported on the slab-on-grade floor at the P2 level.	23-May-12
13	28-Feb-12	Generator 4 and 5 Structural Requirements	6-Mar-12	grc / Wolfrom	Review room size requirements and Wolfram will check the existing slab accordingly.			
14	28-Feb-12	Roof and Sanitary Drainage	13-Mar-12	Nova3	Review the proposal PVC XFR piping for roof drainage and respond to AAR.	14-Mar-12	The use of PVC XFR piping is acceptable, as is the proposal to consolidate rain water leaders in 4 existing locations. Site conditions may have impact on final routing and will be shown on Mechanical drawings.	14-Mar-12
15	28-Feb-12	Copper and SS Water Piping Domestic Water Lines	13-Mar-12	Nova3	Review and respond to AAR.	11-Apr-12	The use of copper and stainless steel water pipes for all domestic water lines has been approved.	11-Apr-12
16	28-Feb-12	Confirm Water Meters for Tower and WPS Bldg.	13-Mar-12	Nova3	Review the acceptance of a single water meter for the HQ building.	11-Apr-12	No. We require additional meters, as they (City of Winnipeg) needs to breakout the tenant's actual costs for energy/utility consumption.	11-Apr-12
17	28-Feb-12	Confirm New Roof Drain Piping	13-Mar-12	Nova3	Review the roof drainage down to Level P1 and respond to AAR.			
18	28-Feb-12	Review Required Regarding P-1 and P-2 Drainage	29-Feb-12	Nova3	Arrange a site review of the levels P1 and P2 drainage on site.	11-Apr-12	Mechanical: 1. Mechanical Contractor shall install seventeen (17) parking lot drains in the locations indicated on architectural drawing WPS-AE-1-0-01, and as indicated on the corresponding mechanical drawing.RFI-M6-PM6.1 (attached). 2. The below grade sanitary waste piping from the floor drains shall connect to the existing west sand/grit interceptor located at Gridlines H-2. 3. A new oil interceptor OI-2 shall be installed prior to the connection to the sand interceptor at Grid H-2. The interceptor shall be a: MIFAB (or equal), model MI-O-HU-3, 165 US gal./21.0 cu.ft. holding capacity, rated at 50 USGPM. 4. The floor drains shall be JRSmith (or equal), heavy duty traffic drains w/ 4" outlet, hinged grate and sediment bucket. 5. The east pit at Grid G-9 shall be abandoned in place and all services capped.	11-Apr-12

5368-00 WPSHQ - HQ Building RFI Log

RFI #	Date of Issue	Subject	Date Required	Assigned To	Action Required	Date of Response	Response	Date Closed
19	28-Feb-12	Existing Fire Alarm System	6-Mar-12	Nova3	Review fire alarm requirements and respond accordingly.	28-May-12	The method described in this RFI is essentially what has been determined to be the intended method for fire alarm. The existing Tower fire alarm system will remain. A new fire alarm panel will be provided at the same location of the current panel. All devices in the Tower are existing to remain. Fire alarm panel locations are as per the RFI description (ie. M106). The Headquarters will have new fire alarm system devices and panel located in Vestibule M140. System will be interconnected with the Tower fire alarm system.	28-May-12
20	29-Feb-12	New Address for WPS Headquarters Building	29-Feb-12	N/A	No action required.	1-Mar-12	N/A	1-Mar-12
20 R-1	29-Feb-12	New Address for WPS Headquarters Building	29-Feb-12	N/A	No action required.	1-Mar-12	N/A	1-Mar-12
21	1-Mar-12	Final Floor Drain Design for P2	1-Mar-12	grc	Work on P2 layout and meet with Caspian and Wes-man.	28-May-12	The P2 slab information was shown on the structural permit set. As well, the P2 slab is close to completion and has been constructed based on our instructions.	28-May-12
22	7-Mar-12	ISD and Electrical Load Requirements	12-Mar-12	Nova3	Respond and address Manitoba Hydro's concerns.	28-May-12	All electrical power requirements have been provided by the WPS. Refer to Caspian Project Bulletin HQ-06 dated "2012.05.10".	28-May-12
23	7-Mar-12	Wes-Man's Priority List of Mechanical Items	13-Mar-12	Nova3	Continue working on the mechanical design with the priority list provided.		For info only.	7-Mar-12
24	7-Mar-12	Pile Cap Base Plate Treatment at P2 Level	13-Mar-12	Caspian / AAR	Include in price breakdown for the level P2 slab replacement when quote is resubmitted, as discussed during Owner's Meeting No. 01.	7-Mar-12	It is AAR's opinion that a protective covering should be provided, perhaps the most economical way would be a brushed on mastic or tar type membrane.	7-Mar-12
25	7-Mar-12	Existing Fire Pump	16-Mar-12	grc	Review and respond.	8-Mar-12	Assuming the tower is a separate building from the WPSHQ, it would be logical that the existing fire pump(s) remain on the existing electrical service as is. However, due to the separate address of the WPSHQ, and the occupancy change associated with the conversion of the old mail processing area to the WPSHQ, the City of Winnipeg fire department may need the sprinkler contractor to install a code compliant water supply with its own fire pump fed from the WPSHQ essential distribution to serve the fire protection system of the WPSHQ. We require the architect to confirm the separation between the building known to be the tower and the building which is the WPSHQ. Once the separation between the buildings is determined, it is anticipated that the tower occupancy is not changed and as such grandfathered with respect to existing life safety systems. All of this needs to be confirmed between GRC and the City of Winnipeg fire protection engineer.	
26	7-Mar-12	Fire Fighter Elevator	16-Mar-12	grc	Review and provide response to AAR for the designation of the fire fighter elevators.	12-Apr-12	Freight elevator SE01 and passenger elevator PE01 should be designated as Fire Fighters Elevator.	12-Apr-12
27	7-Mar-12	McCaine Priority List of Electrical Items	16-Mar-12	Nova3	Structure the electrical design to suit this list.	9-Mar-12	For info only.	9-Mar-12

5368-00 WPSHQ - HQ Building RFI Log

RFI #	Date of Issue	Subject	Date Required	Assigned To	Action Required	Date of Response	Response	Date Closed
28	7-Mar-12	Slab Topping Thickness at Level 3 & 5	13-Mar-12	AAR	Give information to design team.	9-Mar-12	For info only.	9-Mar-12
29	7-Mar-12	Maximum Floor Load Capacity	12-Mar-12	Wolfrom	Review proposed forklift loads on the existing floor slab and provide an answer to AAR.	28-May-12	1. The above forklift is acceptable on all floors. 2. The maximum floor live load is 200 psf on all floors main level to top floor.	28-May-12
30	9-Mar-12	East & West "Eyebrow" Windows Vision Glass or Spandrel	13-Mar-12	grc	Review and issue response to AAR.			
31	9-Mar-12	Door # M205 Swing	14-Mar-12	grc	Review and respond to AAR.	27-Mar-12	See sketch provided.	28-Mar-12
32	9-Mar-12	Existing Fiber Optic Cable Entry Relocation	9-Mar-12	grc / Nova3	Review and respond to AAR.			
33	9-Mar-12	Location of Floor Drains on P-1	9-Mar-12	grc / Nova3	Review and respond to AAR.			
34	9-Mar-12	Fork Lift Loads - Slab Capacity Review	9-Mar-12	Wolfrom	Review and respond to AAR.	28-May-12	The referenced forklift can be operated on all floors. Refer to response of RFI HQ 29 as well.	28-May-12
35	13-Mar-12	Excavated Floor Elevations at P2 Level	19-Mar-12	grc / Nova3	Design info for AAR for P2 slab.	14-Mar-12	For info only.	14-Mar-12
36	13-Mar-12	P2 Level Wall Demolition	15-Mar-12	grc / Wolfrom	GRC and Wolfrom to review and confirm and respond to AAR.	16-Mar-12	Architecturally, the wall along grid line M should be deleted up to and flush with the exterior face of the existing concrete curb close to grid line 2.5 and 8.5, all as discussed with Rob Murray on site. The portion of walls along grid line M between grid lines 2/2.5 and 8.5/9 are to remain as they act as a retaining wall for the soil beyond.	16-Mar-12
37	14-Mar-12	30kPa or psf (Curtain Wall)	14-Mar-12	Wolfrom	Wolfrom to check design wind loads.	14-Mar-12	The design wind load should be in psf. Wolfrom will confirm magnitude. In response to RFI HQ 37 we produced a response based on our interpretation of the NBC for the worst case wind loads at or near the roof level for both corner and general area conditions. These numbers vary significantly from the 30 psf that the original specifications were interpreted to read by the curtain wall supplier. The original quotation for the supply of the curtain wall was apparently based on these lower wind loads, which may or may not have included the post disaster importance factor. In order to mitigate the impact of this change, we are working closely with the engineers for the curtain wall supplier to identify the actual wind loads at varying heights and locations, allowing them to design the curtain wall and the associated connections accordingly. The curtain wall engineer will be submitting for review a tabulation of all wind loads for all areas to be used in the design.	26-Mar-12
38	14-Mar-12	Computer, Server and IT Room Electrical Requirements	19-Mar-12	Nova3	Nova 3 will review and respond to AAR, with electrical load requirements.	29-May-12	Nova 3 Engineering is closely working with McCaine to layout and finalize the final electrical design for all the mentioned rooms. In addition, all electrical power requirements for the equipment have been provided by the WPS. Refer to Caspian Project Bulletin HQ-06 dated "2012.05.10".	29-May-12

5368-00 WPSHQ - HQ Building RFI Log

RFI #	Date of Issue	Subject	Date Required	Assigned To	Action Required	Date of Response	Response	Date Closed
39	14-Mar-12	Detailed Electrical Load Summary	15-Mar-12	Nova3	Nova 3 will review and respond to AAR.	29-May-12	Nova 3 has submitted an estimated electrical load summary to Manitoba Hydro for the High Voltage coordination. A detailed load summary will be provided upon electrical design completion.	29-May-12
40	14-Mar-12	Point of Presence (POP) Rooms P1025 & P1045	23-Mar-12	Ossama	Ossama to advise.	16-Mar-12	The existing location for the POP (Point of Entry) room presently located on the P1 level west of the staircase at grid lines 4.7/5 & Pa/Pb cannot remain. The layout for this area is crucial and we cannot lose that space. The POP room would need to be relocated, a proposed location would be to take over the east portion of the new Electrical room located at grid lines 4/R. This location was discussed with Ron Nault of McCaine and appears to be possible but will represent interruption of services to the Tower. As this affects power shutdown to tower tenants, Ossama will have to review.	
41	14-Mar-12	Antenna Farm Location	23-Mar-12	grc / Nova3	GRC and Nova3 will review and respond to AAR. We have also attached an email that WPS received in response to RFI 055 which was for Roof Top Antennas in general. Please make sure that this is captured in our design when responding to RFI HQ #41.			
42	21-Mar-12	Duct Modifications for Return Air for Tower	21-Mar-12	Nova3	Confrim from Canada Post if these offices are occupied, or part of the renovation being done by others.	22-Mar-12	The following is our response to RFI HQ-42: <ul style="list-style-type: none"> As discussed, the 2-3 day disruption caused by removal and re-routing of ducts (and 4 supply feeds to the 2 AHU's) is acceptable. Please advise AAR/WPS as to when the work will commence, so that we can plan accordingly. 	26-Mar-12
43	27-Mar-12	Sludge in Existing Tower Chilled Water Piping	30-Mar-12	Ossama	Ossama to review with landlord.	10-Apr-12	It is recommended that the system be thoroughly flushed with the appropriate chemicals. This work should have been done as part regular maintenance for the Tower, by SNC, the building manager. If not, then this would require a Change Order as this is additional work not covered by the GMP. Ossama, please review and advise.	

5368-00 WPSHQ - HQ Building RFI Log

RFI #	Date of Issue	Subject	Date Required	Assigned To	Action Required	Date of Response	Response	Date Closed
44	28-Mar-12	Existing Pneumatic Air System	4-Apr-12	Nova3	Respond to AAR.	19-Apr-12	<p>The mechanical contractor indicated that his control subtrade stated that to maintain/utilize the existing process compressors for HVAC control would be grossly oversized and inefficient to operate.</p> <p>The control subtrade indicated that for size requirement purposes the existing HVAC control compressor located in the boiler room. Served the tower pneumatic control system requirements w/o assistance from the process compressors for a supervised period of time w/o any short comings. His subtrade further recommended a second control compressor for the purpose of redundancy.</p> <p>He indicated that a survey of the pneumatic control demand in the Tower is required prior to selection of the compressor.</p> <p>Trust access will be made available tot he control subtrade and execute this work.</p> <p>Should access be un-available please have the SNC Lavlin building tech. Provide this task according to the control subtrade, requirements.</p> <p>New work can commence in this area, once the new compressor is made operational, and the process compressor. Are made redundant.</p>	19-Apr-12
45	5-Apr-12	5th Floor Mezzanine Demolition	11-Apr-12	grc / Wolfrom	Review the demolition requirements for the 5th floor and respond to AAR.			
46	9-Apr-12	Concrete Specification for Level P2	9-Apr-12	Wolfrom	Provide specification.	9-Apr-12	Concrete specifications for the Level P2 slab has been provided.	9-Apr-12
47	10-Apr-12	Existing Fire Alarm Batteries	13-Apr-12	Nova3	Review and comment if the temporary batteries (it should be noted that we do have emergency generators as weel) are sufficient or if a permanent battery system is required.	30-May-12	Nova 3 agrees that the existing faulty batteries had required immediate replacement which was performed by McCaine Electric. The fire alarm system is to be fed from the new emergency power distribution which will meet MBC 3.2.7.8. Battery back-up capacity of 24hour supervisory power followed by 30min. of full load (alarm condition) will allow the use of the much more readily 50AH batteries while still meeting and exceeding the code minimums for emergency power supply to the fire alarm system.	30-May-12
48	12-Apr-12	Clarification on Existing AHU in Penthouse Mechanical Room	19-Apr-12	Nova3	Review and respond to AAR.	19-Apr-12	The airhandling unit c/w associated ductwork and controls can be removed soon as the process compressors are made redundant.	19-Apr-12

5368-00 WPSHQ - HQ Building RFI Log

RFI #	Date of Issue	Subject	Date Required	Assigned To	Action Required	Date of Response	Response	Date Closed
49	12-Apr-12	Steam Condensate Return Line	19-Apr-12	Nova3	Respond to AAR.	19-Apr-12	<p>The reply is yes.</p> <p>Please provide the following: Supply and install complete sterling (or equal) duplex condensate pump unit. Model #44124-GD, Receiver capacity of 15 US gallons, Pump discharge capacity 6.0 USGPM at 20 PSI discharge pressure, Two 1/3 HP motors at 3450 RPM, 115/1/60. Unit shall be furnished with: - motor starters mounted and sized. - mechanical alternator with high water alarm switch. - brass strainers at each pump suction. - isolation valve at each pump section. Remove existing 1 1/2" condensate drain pipe from the steam traps to ceiling below and cap (balance of existing condensate piping system to be removed under Project Demolition Phase). Provide new 1 1/2" condensate drain pipe (schedule 80 black steel ASTM 53 grade B) between existing steam traps and new duplex condensate return pump unit. Location to be determined by the mechanical trade on site. Location to be clear of any obstructions to demolition or new work in this area. Provide complete 1 1/4" pump discharge pipe (Schedule 80 black steel) to existing surge tank complete with check valve, Isolation valve, and union at each pump. Discharge line shall be at elevation equal to the existing pumped condensate lines prior to tank connection.</p>	19-Apr-12
50	12-Apr-12	Fire Fighter Entrance	18-Apr-12	grc / Nova3 / WPS	Respond to AAR.			
51	18-Apr-12	Security System Point of Contact & Request for Design Meetings	20-Apr-12	WPS	Henry Hagenars will confirm and reply to AAR. Once we get this confirmed, we will forward to Caspian Projects.	18-Apr-12	<p>We agree with the weekly meetings to review Security. This was discussed at yesterday's Owner's meeting and it was agreed that the appropriate time would be Tuesday's at 10:30am. It was also agreed that Andrew would take minutes as well he will send out the meeting requests.</p> <p>Henry has confirmed that he will be the SPOC for WPS.</p>	18-Apr-12
52	18-Apr-12	I.T. Point of Contact & Request for Design Meetings	20-Apr-12	WPS	Henry Hagenars will review and provide AAR with the point of contact for IT issues.	25-Apr-12	The WPS contact for IT will be Mr. Dennis Dane (ddane@winnipeg.ca).	25-Apr-12
53	24-Apr-12	Proposed Generator Equipment and Layout	30-Apr-12	Nova3 / Wolfrom	Nova3 to review the proposed genset layout and respond to AAR. Wolfrom to design the support structure for the gensets and have it included for the structural permit set next week (May 2nd).	30-May-12	Superseded by RFI HQ 53 R-1.	30-May-12

5368-00 WPSHQ - HQ Building RFI Log

RFI #	Date of Issue	Subject	Date Required	Assigned To	Action Required	Date of Response	Response	Date Closed
53 R-1	3-May-12	Proposed Generator Equipment and Layout	10-May-12	grc / Nova3 / Wolfrom	Wolfrom to provide revised genset support and submit to AAR.	30-May-12	Wolfrom: Refer to structural drawings S14 for structural details. Structure height to be confirmed by mechanical contractor and architect. Nova3: We reviewed the attached and recommend acceptance of the layout and products proposed.	30-May-12
54	24-Apr-12	Wall on Gridline F 3 to 7	24-Apr-12	grc	grc will review and advise if the wall on GL F3 to 7 needs to be removed.			
55	25-Apr-12	Modular Furniture Specifications	2-May-12	WPS	Henry Hagenaaars will review and provide the modular furniture specification to AAR.			
56	26-Apr-12	Curtainwall Connection at Bottom of Frame	27-Apr-12	Wolfrom	Review and respond to AAR.	26-Apr-12	Option 1: The channel at level 2 is structurally adequate to support the dead load of the curtain wall from level 3 to the bottom of the curtain wall. Option 2: The connections at level 3 are structurally adequate to support the weight of the curtain wall from level 5 to the bottom of the curtain wall.	26-Apr-12
57	27-Apr-12	WPS Provided Docs for Security and PA Systems	2-May-12	WPS	Henry Hagenaaars/Ari Berdesis will download the noted files and confirm that the attached documents for security and PA systems meet the program requirements for WPS.			
58	30-Apr-12	Clarification of Return Air Duct Removal for Tower	4-May-12	Nova3	Nova3 will review and clarify the requirements for the return air duct removal for the tower and respond to AAR.	7-May-12	Proposed return duct system shown on plans, reflect the floors and ceiling areas presently served by the existing return duct system as reviewed on site with the mechanical trade. The routing of the proposed ductwork will require on site review by the mechanical trade for acceptance of location and size of ductwork in the tower and WPS area. Further adjustment to location and configuration of ductwork may be required prior to commencement of work. Existing return ductwork will remain in place until new ductwork is complete except for final connection of existing 96 x 42 duct, generally as shown on plans. Final drawings will be issued upon acceptance of the proposed duct layout. Please see attached Mechanical Drawings: Drawing #M4.5 Main Floor Plan Ventilation Drawing #M4.7 1st Floor Plan Ventilation Drawing #M4.9 2nd Floor Plan Ventilation Drawing #M4.11 3rd Floor Plan Ventilation Drawing #M4.13 4th Floor Plan Ventilation Drawing #M4.15 5th Floor Plan Ventilation	7-May-12

5368-00 WPSHQ - HQ Building RFI Log

RFI #	Date of Issue	Subject	Date Required	Assigned To	Action Required	Date of Response	Response	Date Closed
59	1-May-12	Access Control System Comparison	8-May-12	WPS	HH & AB to review with their user group and provide their choice of preferred supplier.	9-May-12	We wish to confirm that WPS will be going with Software House as their Access Control System supplier. Also, it was decided, tentatively, that both Bosch and Axis cameras will be used on the project. McCaine is to set up a "Mock Up" for WPS to review and approve.	
60	1-May-12	Suggested Back Flow/Water Meter Locations	2-May-12	Nova3 / grc	Review the proposed water meter locations and respond to AAR.			
61	3-May-12	Demolition of Existing 5th Floor Offices	4-May-12	grc	Review the demolition requirements foteh noted offices on the 5th floor and respond to AAR.	17-May-12	The south wall between grid lines 1 & 2 and gridlines 9 & 10 could remain, but would require re-finishing. The North walls between grid lines 1 & 2 and gridlines 9 & 10 are to be removed. Refer to the demolition plan and new work plan.	17-May-12
62	3-May-12	Existing 15 KV High Voltage Switchgear	11-May-12	WPS / OA	Review with the tower operators.	24-May-12	Shindico has provided authorization for the attached quote. So, please proceed with the work on RFI HQ62, replacement of High Voltage Switch Gear at 266 Graham Avenue with a new Eaton Cutler Hammer Equipment Switch Gear designed to perform the tasks in the manner identified by Manitoba Hydro. It is understood that the work will be done by you and McCaine Electric and the cost will be not more than \$620,307.49. This will be billed to: The City of Winnipeg C/O Shindico Realty Inc 200 – 1355 Taylor Avenue Winnipeg R3M 3Y9" The City of Winnipeg has agreed to cover the cost of replacing the existing switchgear. As this cost is beyond Caspian's Contract price and is being paid directly through the City of Winnipeg, we will not be issuing a change order for this work. We will now close RFI HQ 62.	24-May-12
63	15-May-12	Door Reference Numbers for Access Control	15-May-12	grc	Review and provide door reference numbers for access controls.			
64	18-May-12	Reference Point to Lay Out Horizontal Framing Members in Relation to Benchmarks/Floor Elevations	22-May-12	Wolfrom / grc	Wolfrom Engineering and GRC will review and provide revised drawings/details to suit existing site conditions.			

5368-00 WPSHQ - Wyper Road RFI Log

RFI #	Date of Issue	Subject	Date Required	Assigned To	Action Required	Date of Response	Response	Date Closed
0	28-Feb-12	RFIC W 1-13 Issued to Aecom Prior February 15, 2012	N/A	AAR	Provide concurrence to consider this RFI to be closed.	28-Feb-12	AAR concurs, the previous RFI's to Aecom which have been addressed or incorporated into the Wyper Road drains should be closed, but kept for reference.	28-Feb-12
1	28-Feb-12	Revised Ditch Grading to Suite MIT	6-Mar-12	AAR / WPSHQ	Review and have Caspian prepare a cost breakdown for this potential claim.			
2	28-Feb-12	Typical Single Door Electrical Rough-In Detail Clarification	6-Mar-12	grc / Nova3	Review and coordinated with WPSHQ team and respond to AAR.	10-Apr-12	Revised as noted on the 95% set of drawings.	
3	28-Feb-12	Masonry Dowel Installation Detail	6-Mar-12	AAR	N/A	28-Feb-12	This RFI appears to be for a remedial details for dowels for exterior block walls for Wyper. As the structure is completed, this RFI should be closed, unless I'm missing something.	28-Feb-12
4	28-Feb-12	Window Types	6-Mar-12	WPSHQ	Review in conjunction with the POR.	21-Mar-12	<ul style="list-style-type: none"> • The use of PVC vinyl windows is acceptable. As discussed, we will move forward with aluminum clad PVC. The colour of the aluminum clad PVC windows should be "Black" for the exterior aluminum portion. • Shop drawings to be provided for review, prior to fabrication, as per contract. • No site instruction will be issued as this request is NOT a change in the POR of record for Wyper Road and Caspian Projects has noted that the use of PVC was agreed to as per their memo of July. Memo to be provided to AAR, once confirmed by Ossama, for record. • This RFI will remain opened until confirmation by Ossama. 	22-Mar-12
5	12-Mar-12	Alternate Lighting for Firing Range	16-Mar-12	WPS/Ossama/Nova3	We will review this with Ossama and WPS to confirm if this work is above and beyond POR. Nova 3 to review pricing and respond to AAR.	10-Apr-12	Please review the revised lighting for the firing range that is shown on the 95% set of drawings (will be distributed to all by the end of today). It has been agreed by Ossama that the range lighting is not included in the May 31 POR for Wyper Road, as such we will close RFI W 5 and issue a CCN for this work (5368 – CCN003) based on the 95% drawings for Wyper Road.	10-Apr-12
6	25-Apr-12	MTS Service Location	2-May-12	Nova3	Nova3 will review the location of the MTS service and respond to AAR.			



Winnipeg Police Headquarters Owner's Meeting No. 08



Date of Meeting: May 29, 2012

Meeting Location: Caspian Boardroom, 5th Floor, 266 Graham

Name	Initials	Company	Initials	Present	Copied
Peter Chang	PC	Adjeleian Allen Rubeli Ltd.	AAR	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Patrick Dubuc	PD	GRC Architects	GRC	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Peter Rankin	PR	GRC Architects	GRC	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Ossama AbouZeid	OA	Dunmore Corporation	DC	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Randy Benoit	RB	Winnipeg Police Service	WPS	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Henry Hagenaaars	HH	Winnipeg Police Service	WPS	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Ari Berdesis	AB	Winnipeg Police Service	WPS	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Armik Babakhanians	Aba	Caspian Projects	CP	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Shaun Babakhanians	SB	Caspian Projects	CP	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Peter Giannuzzi	PG	Caspian Projects	CP	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Pam Anderson	PA	Caspian Projects	CP	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Andrew Edge	AE	Caspian Projects	CP	<input type="checkbox"/>	<input checked="" type="checkbox"/>
John Guenther	JG	Nova3	N3	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Vic Thielman	VT	Nova3	N3	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Tony Mitousis	TM	Nova3	N3	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Dan Wolfrom	DW	Wolfrom Engineering	WE	<input type="checkbox"/>	<input checked="" type="checkbox"/>

Meeting Minutes

1.6 WYPER ROAD GUN RANGE SCHEDULE

- HH/AB expressed concern with unknown completion date of gun range.
- CP to review.
- Design meeting held on Wednesday, March 14 with trades & design team.
- Nova3 is proceeding with completion of design and is working with Wes-man to maintain schedule.
- CP to provide updated schedule on March 26th.
- Genivar retained to review site drainage and provide certification of design.

- PC requested status of design, CP advised that proposed re-design of site drainage may still require 1 lift station.
- Completion still targeted to mid-end of July.
- HH asked when re-design will be presented to City Water Waste Dept.
- Site security still maintained, routine patrols.
- CP presented new schedule (September 11 noted completion date). CP will work with OA to accelerate schedule to July 31.
- 95% design drawings to be submitted to CP & WPS April 9.
- Mechanical given go ahead to proceed based on N3 drawings issued March 30. PC informed CP that 95% set of mechanical will be same as what was issued last week.
- PD confirmed detail issued for review is what will be shown on 95% drawings (walls to be R-30, Roof R-40).
- Colour samples of cladding to be reviewed after meeting.
- CP to provide signed and sealed civil drawings to City of Winnipeg in two weeks.
- OA instructed CP to proceed with completion of construction immediately.
- CCN's to be based on 95% drawing (May 31 POR).
- Extra gun range station and shot gun range. See Item 4.2.
- CP and WPS to confirm that 95% drawings are acceptable.
- CP committed July 31, 2012 completion date.
- Range lighting addition to POR - AAR to issue CCN.
- Road widening addition to POR - AAR to issue CCN.
- Building complete for July 31, 2012.
- CP expressed concern with steepness of side berm
 - Currently shown 3:2 slope, AMEC/Genivar provided memo recommending 4:1 (PG to forward to AAR for review).
- AB to review RCMP standards to confirm if 3:2 is gun range requirement.
- AMEC provided remedial details for berm deficiencies (report to be forwarded to AAR).
- IFC drawings for Wyper Road issued May 2, 2012.
- CCN issued for Range Lighting. CP has priced, AAR reviewed. OA/RB to review. CD#002 issued May 16, 2012 for Infrastructure Work.
- Road widening - AAR to Issue CCN.
- Colour board required for interior. Use existing colour board in WPS office. GRC to review.
- Target system - Action System (US Based)
 - Shop drawings - received in 2 weeks.
 - 8-10 weeks delivery.
 - 2 to 3 week installation / 1 week commissioning.
 - July 31, 2012 is achievable if Action can supply as per **requested** agreement.
- Berm
 - Manitoba Standards recommend 4:1 slope.
 - 3:2 slope meets RCMP Standards.
 - AMEC (CP) advises there may be occasions of wash-outs of the slopes.
 - WPS provided RCMP Standards. grc to review.
- Report from AMEC as yet to be provided to AAR/WPS. Some areas require additional compaction (87% to 92% compaction) where 95% compaction required.
- Slope of berm to remain at 3:2 slope.
- Report to be submitted this week, AAR/grc to review and provide comments.

- Weather conditions the past week have impacted construction of range.
- Target system - PG to follow up on delivery date with Action.
- Bayview could not mobilize due to rain.
- August 1, 2012 opening is achievable assuming Action can deliver system **AND** weather co-operates. Any further weather delays will impact construction of range and will extend opening date.

Action: AAR / CP / grc / WPS

2.5

POWER DISRUPTION TO TOWER

- RFI HQ # 40 notes that demolition/relocation of point of presence rooms P1012 & P1045 will disrupt power and I.T. to tower (minimum 2 days).
- OA/RB to review as leaving existing rooms will have major impact on architectural design as well as WPS program space.
- Re-location/demolition of HVAC ducts will have impact on tower as well.
- CP awaiting direction from OA/RB as this has major impact on construction schedule.
- OA requires schedule/duration of disruptions.
- GRC reiterated that POP rooms must be moved as it affects WPS program.
- OA/RB met with landlord - as long as CP gives notice and action plan.
- CP to provide action plan and cost by April 23, 2012.
- Still awaiting information.
- See Item 6.2.
- Still awaiting action plan and cost from CP.
- **McCaine waiting for input from Telus.**
- **Shaw and MTS are resolved and aware of issue and addressing internally.**

Action: OA / RB / CP

3.3

WYPER ROAD - TARGET SYSTEM

- Difference of \$35k between Action (higher quote) and Savage.
- WPS prefers Action, but Action shows additional \$35K for paging system.
- WPS (AB) to review.
- Wireless paging required, wireless headsets not required.
- CP to review Action proposal and resubmit to WPS/AAR for review.
- Will try to stick with Action proposal as this is WPS's preferred system.
- Action has been contracted.
- AB (Range Master) to review with PG and Action to confirm specifications. Modify as required.
- Range Master to have conference call to review.
- Action System has been chosen.
- CP maintaining contact with Action target regarding schedule. CP to review by next week.

Action: Close

4.1

CIVIL DRAWINGS

- Genivar finishing design - to be submitted to AAR for review.
- Number of lift stations to be confirmed - affects additional road for access to service lift stations (if required).
- Hard landscaping to be reviewed by Genivar.
- GRC to review with AB the existing design.
- Genivar issued preliminary drawings.
- AB and GRC to review.
- Genivar to stamp and seal.
- Stamped drawings were handed over to grc for review. Once reviewed and accepted, CP to apply for permit.
- **Genivar and City of Winnipeg in discussions.**
- **Genivar will be forwarding stamped and sealed drawings to City of Winnipeg.**
- **Genivar to indicate "range finishes" noted in SI-005.**

Action: CP

4.3

WYPER ROAD GUN RANGE - STORAGE SHED

- CP to provide 250ft² adjacent to targets.
- WPS to provide confirmation and location.
- No room within side of gun range to fit 250ft² shed.
- grc to review with WPS proposed 150ft² shed and trailer. (Accepted)
- AAR to issue SI.
- grc to issue SI.

Action: AAR / grc

4.8

EXISTING TOWER TENANTS

- CP expressed concern with timing of relocation of tenants.
- Storage space at P1 needs to be cleared out. SB stated this will affect schedule.
- SB to review and provide report. (Include cost and schedule implications)
- RB indicated there is confusion as to when space has to be vacated.
- May 31, 2012 is agreed upon date.
- CP agreed to give them until June 2, 2012 to move out.
- Optometrist; his space must be vacated ASAP - schedule impact.
- WPS to review with Bob Down. CP to review if they can do his project under their building permit number.
- **PG to provide Dr. Lecker floor plans and letter of impact on schedule.**
- **Approximate construction time is 3 months for construction of new office.**
- **Affects permit issue.**

Action: OA / WPS

5.1

WYPER ROAD PARKING

- HH noted in previous meeting that area/width (20m wide?) of lot is not correct at current trailer location.
- ABa stated it will be corrected as required.

Action: Closed

5.2 WYPER ROAD CONTROL TOWER

- Structural drawings issued for control tower.
- To be used for construction.
- Piles are now installed. Slab to be poured this week pending weather.
- **Slab pour delayed due to weather.**
- **To be poured June 6, 2012, subject to weather.**

Action: Closed

5.3 WYPER ROAD HARDWARE TO BE REVIEWED

- 2 door frames to be reviewed.
- CP to provide shop drawings.
- Master key requirements, grc to review with WPS.
- grc to issue keying schedule May 29, 2012.

Action: grc / CP

6.1 RANGE LIGHTING

- CD#003 issued to proceed with rough-in for Musco System.
- Horns and PA to be mounted on 6 poles as if no lighting for the range.
- Caspian to use light standard infrastructure to support their poles to support horns and PA.
- AAR to issue SI based on:
 - OA does not remember seeing change directive package for this item. AAR to review and issue.
 - CD#002 resent.

Action: Closed

6.2 SWITCHGEAR

- Tentative shutdown June 2, 2012.
 - Tenants need 3 weeks notice.
- CPI to revise date and SNC.
- OA/RB to meet PPD (John Zabudny) and advise.
- McCaine issued quote RFI#62. WPS requires 2 quotes. OA advised that tentative decision is to replace switch gear. OA to confirm May 17, 2012.
- Nova3, Manitoba Hydro and McCaine all working together to prepare specifications by June 1, 2012.
- Unit was ordered May 23, 2012.
- Nova3 has switchgear info.

Action: Closed

6.3 CODE ISSUES WITH TOWER/HQ LINK

- Exiting and pressurization issues with stairwells.
- Additional cost, R.O.M. under \$500,000.00.
- Send email to OA regarding AECOM code analysis.

- Meeting required with OA and CP to review additional costs of pressurizing stairwell of tower and other code related issues (smoke exhaust, dividing stairs, etc).

Action: CP / OA

6.4 POLICE SIGNAGE

- Winnipeg Police HQ sign on pedestals and/or on building face.
- John Sellers (hired by City of Winnipeg through CP) presented options. Will be revisited.
- CP to provide proposals from John Sellers to AAR/OA/RB.
- grc issued proposal to RB for their review.
- If mounted on curtain wall, CP requires input ASAP.
- UDAQ approval may be required.
- **Decision urgently required as east elevations are under construction.**
- **RB to advise.**

Action: RB

6.6 BURROUGH PITS

- Safety issue brought up.
- AAR to issue CCN.
- Reviewed on site with CP. Area needs to be fenced in.
- AAR to issue SI for fence at north burrough pits and indicate fencing at the entire perimeter of the site.

Action: AAR / grc

6.7 MAGAZINE ROOM CEILING

- grc to review and advise if steel (as designed) meets code.
- Decision to be given by June 1, 2012.
- **Steel plate to be provided as per "Explosive Storage Regulation Act Based on Information from Natural Resources Canada" (in POR).**

Action: grc

6.8 SECURITY CAMERA LOCATIONS (WYPER ROAD)

- To put at all 4 corners of soffit of building.
- 1 camera at observation tower. PTZ at tower.
- AAR to issue SI.
- Install a conduit extension as per AB's instruction.

Action: Closed

6.9 CEILING HEIGHTS FOR MUSTER ROOM AT WYPER ROAD

- AAR to issue SI.
- Agreed that ceiling heights can be raised.
- Delete acoustic ceiling in armoury workshop and other rooms. AB to review with grc.

- Revised SI-004 R1 issued June 5, 2012.

Action: AAR / grc

7.1 **OVERALL SCHEDULE**

- CP has concern with overall schedule in general.

Action: Closed

7.2 **WYPER ROAD CAMERAS**

- Signage at Wyper Road is located at soffit level. Okay as noted.

Action: Closed

7.3 **P2 LEVEL**

- P2 level location and dimensions of walls required.
- Issued June 1, 2012.

Action: Closed

7.4 **FUME HOOD**

- grc to issue CCN to AB regarding the fume hood.
- CCN 004 issued June 1, 2012.
- Outlets for washer-dryer, ultra-sonic equipment to be added.
- CCN 004 to be revised and re-issued.
- Stainless steel counters in gun cleaning and armoury rooms to be priced.

Action: grc

7.5 **ADDITIONAL WINDOW ON OBSERVATION TOWER**

- Additional window that showed up on the observation tower is not required.

Action: Closed

7.6 **WATER DAMAGE AT CADET AREA**

- Water damage at the cadet area over the weekend. CP to review.

Action: Closed

8.1 **WYPER ROAD LIBRARY ARCHIVE & AMMUNITION ROOM**

- FFE (book shelves and tables) provided by Owner.
- Stainless counter in gun cleaning room required. CP to price and provide credit for counters carried in contract. See item 7.4.
- Shelving specs in ammunition room required as it affects installation of lighting, security, etc.
 - WPS to provide.

Action: WPS

8.2 **SCHEDULE FOR HQ**

- Building permit delayed to June 15, 2012.
- CP requested time to review contract documents/drawings.
- CP to advise of potential delays as required.
- OA wants delay issues identified immediately so that WPS can address sooner rather than later.

Action: CP

8.3 **GUN LOCKER AT WYPER ROAD**

- Gun locker room moved to weapons room.
- Wire mesh required for both rooms for security purposes.
- To be added to CCN 004.

Action: AAR

NEXT MEETING

- Next meeting will be on **June 19, 2012** from **9am to 10:30am**.
- **Future meetings will be from 9am to 10:30am**
 - **Tuesday, July 3, 2012**
 - **Tuesday, July 24, 2012**
 - **Tuesday, August 7, 2012**
- Owner's Meeting to be held bi-weekly until further notice.

Action: All / AAR

Supplemental

S1.1 **AAR DESIGN MEETING WITH CASPIAN SUB-TRADES**

- AAR/GRC/NOVA3/Wolfrom met with Caspian sub-trades on Wednesday, March 14, 2012, regarding Wyper Road Gun Ranger.
- Structural provided custom wall support details for permit.
- AAR design team committed to providing fully coordinated "Issued for Construction" drawings in 90 days (May 30, 2012 ±).

S1.2 **BUILDING PERMIT STATUS**

- Building Envelope Permit - March 20, 2012
 - 100% completed drawings for Architectural curtainwall, 100% completed structural support system for curtain wall and code analysis for building envelope.
 - No Mechanical or Electrical drawings.
 - 3 sets of drawings will be hand delivered to the City of Winnipeg's Office (Sara Cianflone) by 11am on March 20, 2012.
 - Drawings and specifications delivered to City of Winnipeg Planning, Property and Development Department (Michelle Ho).
 - Receipt received (Caspian Projects).
- Structural Permit - May 2, 2012
 - 100% completed drawings (plans only) for Architectural, 100% completed drawings for Structural, full code analysis for the building.

- o Mechanical or Electrical drawings will be partially completed, but will not be included with this application, unless the City of Winnipeg wished to have these drawings for information only.
- o Drawings and specifications delivered to the City of Winnipeg, Property and Development Department (Michelle Ho) on May 2, 2012.
- o Receipt received.
- Building Permit - June 5, 2012 **(Delayed to June 15, 2012)**
 - o 100% design complete and fully coordinated Architectural, Structural, Mechanical and Electrical drawings and specifications.
- Wyper Road Building Permit
 - o CP to provide a certified sketch from their Civil Engineer for the minor change in the proposed site drainage. Once this has been issued, the City of Winnipeg will issue a Building Permit for Wyper Road.

5368-00 WPSHQ - HQ Building RFI Log

RFI #	Date of Issue	Subject	Date Required	Assigned To	Action Required	Date of Response	Response	Date Closed
00	28-Feb-12	RFIC's 1-16 Issued to Aecom Prior February 15, 2012	N/A	AAR	Provide concurrence to consider this RFI to be closed.	28-Feb-12	As discussed, from the point of view of the AAR design team, the noted RFIs have been addressed by Aecom and are either on the drawings or resolved. Therefore, we concur, they can be put to history, but we should keep track of them in case we ever need to back track as to why/how a decision was reached.	28-Feb-12
1	23-Feb-12	Approval Required for Isolation Valves on Chilled Water Piping in Mechanical Room	1-Mar-12	Nova3	Review and respond to AAR.	14-Mar-12	Nova3 accepted. Caspian advised to proceed as noted in response from Nova3 (attached).	14-Mar-12
2	28-Feb-12	Generator Load Bank	6-Mar-12	AAR / WPSHQ	Review and respond.			
3	28-Feb-12	Exterior Signage Requirements	6-Mar-12	WPSHQ	Require input.			
4	28-Feb-12	Proposed Changes to Curtainwall System	N/A	AAR	Issue CCN.	28-Feb-12	A CCN was issued on the proposed changes to the south wall. Caspian to provide cost breakdown.	28-Feb-12
5	28-Feb-12	Copper vs Aluminum Buss And Feeders	N/A	Nova3 / AAR	Issue SI.	28-Feb-12	Was discussed during meeting with Caspian and McCaine. Nova3 has agreed that aluminum can be used and meets both POR and Building Code. SI issued March 9, 2012.	9-Mar-12
6	28-Feb-12	Survey Existing P2 Slab on Grade	N/A	AAR	N/A	28-Feb-12	Change Directive (CD) issued to proceed with work, subject to further review for cost savings.	28-Feb-12
7	28-Feb-12	New Main Power In-Service Date and Subsequent Refeeding of Existing Tower Distributions	6-Mar-12	Nova3	Review and respond to AAR.	28-May-12	High voltage distribution has been designed and a PCN issued for the Tower portion. Specifications have been forwarded to our office for review and will be returned today. Supplier tender package is expected to be ready for June 01, 2012.	28-May-12
8	28-Feb-12	Additional Existing High Voltage Transformer to Remain	6-Mar-12	Nova3	Review and respond to AAR.	28-May-12	Existing High Voltage transformers to be reused or deleted have been (are being) coordinated by Vic Thielmann and McCaine electric to ensure Tower feeds are not compromised. Condition of the transformers is being taken into account as well.	28-May-12
9	28-Feb-12	15 KV Service into Building	6-Mar-12	Nova3	Review and respond to AAR.	28-May-12	15kV feeder entrance has been fully coordinated and determined between Vic Thielmann, McCaine Electric, and Manitoba Hydro. The feeders will enter to the High Voltage Switchgear located in the Main Electrical Room in the P2 Level.	28-May-12
10	28-Feb-12	MTS Services Entrance	6-Mar-12	Nova3	Review and respond to AAR.	28-May-12	Two (2) rooms are required as per MTS. McCaine has coordinated all these issues with MTS. McCaine has site coordinated the conduit locations with the utility on site.	28-May-12

5368-00 WPSHQ - HQ Building RFI Log

RFI #	Date of Issue	Subject	Date Required	Assigned To	Action Required	Date of Response	Response	Date Closed
11	28-Feb-12	UPS Equipment & Battery Room Space and Structural Requirements	6-Mar-12	grc / Wolfram	Review room size requirements and Wolfram will check the existing slab accordingly.	23-May-12	Battery Rack 1. Based on 3925 lbs. per rack can be safely supported by the slab-on-grade floor at the P2 level. 2. Battery Racks 3 & 4, based on 85,000 lbs. per rack, will cause settlement and cracking of the slab-on-grade floor at the PS level. This loading will be required to be distributed over a greater area, or additional foundations provided. Details of the racks have not been provided, but if these racks are point loaded on the floor slab, the maximum permitted leg load shall be 10,000 lbs. 3. All of the UPS and the UPS input isolation transformers as specified can safely be supported on the slab-on-grade floor at the P2 level.	23-May-12
12	28-Feb-12	Electrical Room P2015 Space Structural Requirements	6-Mar-12	grc / Wolfram	Review room size requirements and Wolfram will check the existing slab accordingly.	23-May-12	These loads can be safely supported on the slab-on-grade floor at the P2 level.	23-May-12
13	28-Feb-12	Generator 4 and 5 Structural Requirements	6-Mar-12	grc / Wolfram	Review room size requirements and Wolfram will check the existing slab accordingly.	28-May-12	No further structural response can be provided until dimensions, locations, confirmed weights and mounting details are provided.	
14	28-Feb-12	Roof and Sanitary Drainage	13-Mar-12	Nova3	Review the proposal PVC XFR piping for roof drainage and respond to AAR.	14-Mar-12	The use of PVC XFR piping is acceptable, as is the proposal to consolidate rain water leaders in 4 existing locations. Site conditions may have impact on final routing and will be shown on Mechanical drawings.	14-Mar-12
15	28-Feb-12	Copper and SS Water Piping Domestic Water Lines	13-Mar-12	Nova3	Review and respond to AAR.	11-Apr-12	The use of copper and stainless steel water pipes for all domestic water lines has been approved.	11-Apr-12
16	28-Feb-12	Confirm Water Meters for Tower and WPS Bldg.	13-Mar-12	Nova3	Review the acceptance of a single water meter for the HQ building.	11-Apr-12	No. We require additional meters, as they (City of Winnipeg) needs to breakout the tenant's actual costs for energy/utility consumption.	11-Apr-12
17	28-Feb-12	Confirm New Roof Drain Piping	13-Mar-12	Nova3	Review the roof drainage down to Level P1 and respond to AAR.			
18	28-Feb-12	Review Required Regarding P-1 and P-2 Drainage	29-Feb-12	Nova3	Arrange a site review of the levels P1 and P2 drainage on site.	11-Apr-12	Mechanical: 1. Mechanical Contractor shall install seventeen (17) parking lot drains in the locations indicated on architectural drawing WPS-AE-1-0-01, and as indicated on the corresponding mechanical drawing.RFI-M6-PM6.1 (attached). 2. The below grade sanitary waste piping from the floor drains shall connect to the existing west sand/grit interceptor located at Gridlines H-2. 3. A new oil interceptor OI-2 shall be installed prior to the connection to the sand interceptor at Grid H-2. The interceptor shall be a: MIFAB (or equal), model MI-O-HU-3, 165 US gal./21.0 cu.ft. holding capacity, rated at 50 USGPM. 4. The floor drains shall be JRSmith (or equal), heavy duty traffic drains w/ 4" outlet, hinged grate and sediment bucket. 5. The east pit at Grid G-9 shall be abandoned in place and all services capped.	11-Apr-12

5368-00 WPSHQ - HQ Building RFI Log

RFI #	Date of Issue	Subject	Date Required	Assigned To	Action Required	Date of Response	Response	Date Closed
19	28-Feb-12	Existing Fire Alarm System	6-Mar-12	Nova3	Review fire alarm requirements and respond accordingly.	28-May-12	The method described in this RFI is essentially what has been determined to be the intended method for fire alarm. The existing Tower fire alarm system will remain. A new fire alarm panel will be provided at the same location of the current panel. All devices in the Tower are existing to remain. Fire alarm panel locations are as per the RFI description (ie. M106). The Headquarters will have new fire alarm system devices and panel located in Vestibule M140. System will be interconnected with the Tower fire alarm system.	28-May-12
20	29-Feb-12	New Address for WPS Headquarters Building	29-Feb-12	N/A	No action required.	1-Mar-12	N/A	1-Mar-12
20 R-1	29-Feb-12	New Address for WPS Headquarters Building	29-Feb-12	N/A	No action required.	1-Mar-12	N/A	1-Mar-12
21	1-Mar-12	Final Floor Drain Design for P2	1-Mar-12	grc	Work on P2 layout and meet with Caspian and Wes-man.	28-May-12	The P2 slab information was shown on the structural permit set. As well, the P2 slab is close to completion and has been constructed based on our instructions.	28-May-12
22	7-Mar-12	ISD and Electrical Load Requirements	12-Mar-12	Nova3	Respond and address Manitoba Hydro's concerns.	28-May-12	All electrical power requirements have been provided by the WPS. Refer to Caspian Project Bulletin HQ-06 dated "2012.05.10".	28-May-12
23	7-Mar-12	Wes-Man's Priority List of Mechanical Items	13-Mar-12	Nova3	Continue working on the mechanical design with the priority list provided.		For info only.	7-Mar-12
24	7-Mar-12	Pile Cap Base Plate Treatment at P2 Level	13-Mar-12	Caspian / AAR	Include in price breakdown for the level P2 slab replacement when quote is resubmitted, as discussed during Owner's Meeting No. 01.	7-Mar-12	It is AAR's opinion that a protective covering should be provided, perhaps the most economical way would be a brushed on mastic or tar type membrane.	7-Mar-12
25	7-Mar-12	Existing Fire Pump	16-Mar-12	grc	Review and respond.	8-Mar-12	Assuming the tower is a separate building from the WPSHQ, it would be logical that the existing fire pump(s) remain on the existing electrical service as is. However, due to the separate address of the WPSHQ, and the occupancy change associated with the conversion of the old mail processing area to the WPSHQ, the City of Winnipeg fire department may need the sprinkler contractor to install a code compliant water supply with its own fire pump fed from the WPSHQ essential distribution to serve the fire protection system of the WPSHQ. We require the architect to confirm the separation between the building known to be the tower and the building which is the WPSHQ. Once the separation between the buildings is determined, it is anticipated that the tower occupancy is not changed and as such grandfathered with respect to existing life safety systems. All of this needs to be confirmed between GRC and the City of Winnipeg fire protection engineer.	
26	7-Mar-12	Fire Fighter Elevator	16-Mar-12	grc	Review and provide response to AAR for the designation of the fire fighter elevators.	12-Apr-12	Freight elevator SE01 and passenger elevator PE01 should be designated as Fire Fighters Elevator.	12-Apr-12
27	7-Mar-12	McCaine Priority List of Electrical Items	16-Mar-12	Nova3	Structure the electrical design to suit this list.	9-Mar-12	For info only.	9-Mar-12

5368-00 WPSHQ - HQ Building RFI Log

RFI #	Date of Issue	Subject	Date Required	Assigned To	Action Required	Date of Response	Response	Date Closed
28	7-Mar-12	Slab Topping Thickness at Level 3 & 5	13-Mar-12	AAR	Give information to design team.	9-Mar-12	For info only.	9-Mar-12
29	7-Mar-12	Maximum Floor Load Capacity	12-Mar-12	Wolfrom	Review proposed forklift loads on the existing floor slab and provide an answer to AAR.	28-May-12	1. The above forklift is acceptable on all floors. 2. The maximum floor live load is 200 psf on all floors main level to top floor.	28-May-12
30	9-Mar-12	East & West "Eyebrow" Windows Vision Glass or Spandrel	13-Mar-12	grc	Review and issue response to AAR.	8-Jun-12	The extent of exterior wall removal in regards to vision glazing and spandrel panels was reviewed on site with Rob Murray May 17th 2012. Drawings indicating the extent of removal was left on site with Rob murray.	8-Jun-12
31	9-Mar-12	Door # M205 Swing	14-Mar-12	grc	Review and respond to AAR.	27-Mar-12	See sketch provided.	28-Mar-12
32	9-Mar-12	Existing Fiber Optic Cable Entry Relocation	9-Mar-12	grc / Nova3	Review and respond to AAR.	30-May-12	The fiber optic equipment room will now be in room P1426. The existing lines will be reconnected as required. McCaine has coordinated and determined all requirements as required.	30-May-12
33	9-Mar-12	Location of Floor Drains on P-1	9-Mar-12	grc / Nova3	Review and respond to AAR.			
34	9-Mar-12	Fork Lift Loads - Slab Capacity Review	9-Mar-12	Wolfrom	Review and respond to AAR.	28-May-12	The referenced forklift can be operated on all floors. Refer to response of RFI HQ 29 as well.	28-May-12
35	13-Mar-12	Excavated Floor Elevations at P2 Level	19-Mar-12	grc / Nova3	Design info for AAR for P2 slab.	14-Mar-12	For info only.	14-Mar-12
36	13-Mar-12	P2 Level Wall Demolition	15-Mar-12	grc / Wolfrom	GRC and Wolfrom to review and confirm and respond to AAR.	16-Mar-12	Architecturally, the wall along grid line M should be deleted up to and flush with the exterior face of the existing concrete curb close to grid line 2.5 and 8.5, all as discussed with Rob Murray on site. The portion of walls along grid line M between grid lines 2/2.5 and 8.5/9 are to remain as they act as a retaining wall for the soil beyond.	16-Mar-12
37	14-Mar-12	30kPa or psf (Curtain Wall)	14-Mar-12	Wolfrom	Wolfrom to check design wind loads.	14-Mar-12	The design wind load should be in psf. Wolfrom will confirm magnitude. In response to RFI HQ 37 we produced a response based on our interpretation of the NBC for the worst case wind loads at or near the roof level for both corner and general area conditions. These numbers vary significantly from the 30 psf that the original specifications were interpreted to read by the curtain wall supplier. The original quotation for the supply of the curtain wall was apparently based on these lower wind loads, which may or may not have included the post disaster importance factor. In order to mitigate the impact of this change, we are working closely with the engineers for the curtain wall supplier to identify the actual wind loads at varying heights and locations, allowing them to design the curtain wall and the associated connections accordingly. The curtain wall engineer will be submitting for review a tabulation of all wind loads for all areas to be used in the design.	26-Mar-12

5368-00 WPSHQ - HQ Building RFI Log

RFI #	Date of Issue	Subject	Date Required	Assigned To	Action Required	Date of Response	Response	Date Closed
38	14-Mar-12	Computer, Server and IT Room Electrical Requirements	19-Mar-12	Nova3	Nova 3 will review and respond to AAR, with electrical load requirements.	29-May-12	Nova 3 Engineering is closely working with McCaine to layout and finalize the final electrical design for all the mentioned rooms. In addition, all electrical power requirements for the equipment have been provided by the WPS. Refer to Caspian Project Bulletin HQ-06 dated "2012.05.10".	29-May-12
39	14-Mar-12	Detailed Electrical Load Summary	15-Mar-12	Nova3	Nova 3 will review and respond to AAR.	29-May-12	Nova 3 has submitted an estimated electrical load summary to Manitoba Hydro for the High Voltage coordination. A detailed load summary will be provided upon electrical design completion.	29-May-12
40	14-Mar-12	Point of Presence (POP) Rooms P1025 & P1045	23-Mar-12	Ossama	Ossama to advise.	16-Mar-12	The existing location for the POP (Point of Entry) room presently located on the P1 level west of the staircase at grid lines 4.7/5 & Pa/Pb cannot remain. The layout for this area is crucial and we cannot lose that space. The POP room would need to be relocated, a proposed location would be to take over the east portion of the new Electrical room located at grid lines 4/R. This location was discussed with Ron Nault of McCaine and appears to be possible but will represent interruption of services to the Tower. As this affects power shutdown to tower tenants, Ossama will have to review.	
41	14-Mar-12	Antenna Farm Location	23-Mar-12	grc / Nova3	GRC and Nova3 will review and respond to AAR. We have also attached an email that WPS received in response to RFI 055 which was for Roof Top Antennas in general. Please make sure that this is captured in our design when responding to RFI HQ #41.			
42	21-Mar-12	Duct Modifications for Return Air for Tower	21-Mar-12	Nova3	Confrim from Canada Post if these offices are occupied, or part of the renovation being done by others.	22-Mar-12	The following is our response to RFI HQ-42: <ul style="list-style-type: none"> As discussed, the 2-3 day disruption caused by removal and re-routing of ducts (and 4 supply feeds to the 2 AHU's) is acceptable. Please advise AAR/WPS as to when the work will commence, so that we can plan accordingly. 	26-Mar-12
43	27-Mar-12	Sludge in Existing Tower Chilled Water Piping	30-Mar-12	Ossama	Ossama to review with landlord.	8-Jun-12	See CCN #006.	8-Jun-12

5368-00 WPSHQ - HQ Building RFI Log

RFI #	Date of Issue	Subject	Date Required	Assigned To	Action Required	Date of Response	Response	Date Closed
44	28-Mar-12	Existing Pneumatic Air System	4-Apr-12	Nova3	Respond to AAR.	19-Apr-12	<p>The mechanical contractor indicated that his control subtrade stated that to maintain/utilize the existing process compressors for HVAC control would be grossly oversized and inefficient to operate.</p> <p>The control subtrade indicated that for size requirement purposes the existing HVAC control compressor located in the boiler room. Served the tower pneumatic control system requirements w/o assistance from the process compressors for a supervised period of time w/o any short comings. His subtrade further recommended a second control compressor for the purpose of redundancy.</p> <p>He indicated that a survey of the pneumatic control demand in the Tower is required prior to selection of the compressor.</p> <p>Trust access will be made available tot he control subtrade and execute this work.</p> <p>Should access be un-available please have the SNC Lavlin building tech. Provide this task according to the control subtrade, requirements.</p> <p>New work can commence in this area, once the new compressor is made operational, and the process compressor. Are made redundant.</p>	19-Apr-12
45	5-Apr-12	5th Floor Mezzanine Demolition	11-Apr-12	grc / Wolfrom	Review the demolition requirements for the 5th floor and respond to AAR.			
46	9-Apr-12	Concrete Specification for Level P2	9-Apr-12	Wolfrom	Provide specification.	9-Apr-12	Concrete specifications for the Level P2 slab has been provided.	9-Apr-12
47	10-Apr-12	Existing Fire Alarm Batteries	13-Apr-12	Nova3	Review and comment if the temporary batteries (it should be noted that we do have emergency generators as weel) are sufficient or if a permanent battery system is required.	30-May-12	Nova 3 agrees that the existing faulty batteries had required immediate replacement which was performed by McCaine Electric. The fire alarm system is to be fed from the new emergency power distribution which will meet MBC 3.2.7.8. Battery back-up capacity of 24hour supervisory power followed by 30min. of full load (alarm condition) will allow the use of the much more readily 50AH batteries while still meeting and exceeding the code minimums for emergency power supply to the fire alarm system.	30-May-12
48	12-Apr-12	Clarification on Existing AHU in Penthouse Mechanical Room	19-Apr-12	Nova3	Review and respond to AAR.	19-Apr-12	The airhandling unit c/w associated ductwork and controls can be removed soon as the process compressors are made redundant.	19-Apr-12

5368-00 WPSHQ - HQ Building RFI Log

RFI #	Date of Issue	Subject	Date Required	Assigned To	Action Required	Date of Response	Response	Date Closed
49	12-Apr-12	Steam Condensate Return Line	19-Apr-12	Nova3	Respond to AAR.	19-Apr-12	<p>The reply is yes.</p> <p>Please provide the following: Supply and install complete sterling (or equal) duplex condensate pump unit. Model #44124-GD, Receiver capacity of 15 US gallons, Pump discharge capacity 6.0 USGPM at 20 PSI discharge pressure, Two 1/3 HP motors at 3450 RPM, 115/1/60. Unit shall be furnished with: - motor starters mounted and sized. - mechanical alternator with high water alarm switch. - brass strainers at each pump suction. - isolation valve at each pump section. Remove existing 1 1/2" condensate drain pipe from the steam traps to ceiling below and cap (balance of existing condensate piping system to be removed under Project Demolition Phase). Provide new 1 1/2" condensate drain pipe (schedule 80 black steel ASTM 53 grade B) between existing steam traps and new duplex condensate return pump unit. Location to be determined by the mechanical trade on site. Location to be clear of any obstructions to demolition or new work in this area. Provide complete 1 1/4" pump discharge pipe (Schedule 80 black steel) to existing surge tank complete with check valve, Isolation valve, and union at each pump. Discharge line shall be at elevation equal to the existing pumped condensate lines prior to tank connection.</p>	19-Apr-12
50	12-Apr-12	Fire Fighter Entrance	18-Apr-12	grc / Nova3 / WPS	Respond to AAR.			
51	18-Apr-12	Security System Point of Contact & Request for Design Meetings	20-Apr-12	WPS	Henry Hagenars will confirm and reply to AAR. Once we get this confirmed, we will forward to Caspian Projects.	18-Apr-12	<p>We agree with the weekly meetings to review Security. This was discussed at yesterday's Owner's meeting and it was agreed that the appropriate time would be Tuesday's at 10:30am. It was also agreed that Andrew would take minutes as well he will send out the meeting requests.</p> <p>Henry has confirmed that he will be the SPOC for WPS.</p>	18-Apr-12
52	18-Apr-12	I.T. Point of Contact & Request for Design Meetings	20-Apr-12	WPS	Henry Hagenars will review and provide AAR with the point of contact for IT issues.	25-Apr-12	The WPS contact for IT will be Mr. Dennis Dane (ddane@winnipeg.ca).	25-Apr-12
53	24-Apr-12	Proposed Generator Equipment and Layout	30-Apr-12	Nova3 / Wolfrom	Nova3 to review the proposed genset layout and respond to AAR. Wolfrom to design the support structure for the gensets and have it included for the structural permit set next week (May 2nd).	30-May-12	Superseded by RFI HQ 53 R-1.	30-May-12

5368-00 WPSHQ - HQ Building RFI Log

RFI #	Date of Issue	Subject	Date Required	Assigned To	Action Required	Date of Response	Response	Date Closed
53 R-1	3-May-12	Proposed Generator Equipment and Layout	10-May-12	grc / Nova3 / Wolfrom	Wolfrom to provide revised genset support and submit to AAR.	30-May-12	Wolfrom: Refer to structural drawings S14 for structural details. Structure height to be confirmed by mechanical contractor and architect. Nova3: We reviewed the attached and recommend acceptance of the layout and products proposed.	30-May-12
54	24-Apr-12	Wall on Gridline F 3 to 7	24-Apr-12	grc	grc will review and advise if the wall on GL F3 to 7 needs to be removed.			
55	25-Apr-12	Modular Furniture Specifications	2-May-12	WPS	Henry Hagedaars will review and provide the modular furniture specification to AAR.			
56	26-Apr-12	Curtainwall Connection at Bottom of Frame	27-Apr-12	Wolfrom	Review and respond to AAR.	26-Apr-12	Option 1: The channel at level 2 is structurally adequate to support the dead load of the curtain wall from level 3 to the bottom of the curtain wall. Option 2: The connections at level 3 are structurally adequate to support the weight of the curtain wall from level 5 to the bottom of the curtain wall.	26-Apr-12
57	27-Apr-12	WPS Provided Docs for Security and PA Systems	2-May-12	WPS	Henry Hagedaars/Ari Berdesis will download the noted files and confirm that the attached documents for security and PA systems meet the program requirements for WPS.			
58	30-Apr-12	Clarification of Return Air Duct Removal for Tower	4-May-12	Nova3	Nova3 will review and clarify the requirements for the return air duct removal for the tower and respond to AAR.	7-May-12	Proposed return duct system shown on plans, reflect the floors and ceiling areas presently served by the existing return duct system as reviewed on site with the mechanical trade. The routing of the proposed ductwork will require on site review by the mechanical trade for acceptance of location and size of ductwork in the tower and WPS area. Further adjustment to location and configuration of ductwork may be required prior to commencement of work. Existing return ductwork will remain in place until new ductwork is complete except for final connection of existing 96 x 42 duct, generally as shown on plans. Final drawings will be issued upon acceptance of the proposed duct layout. Please see attached Mechanical Drawings: Drawing #M4.5 Main Floor Plan Ventilation Drawing #M4.7 1st Floor Plan Ventilation Drawing #M4.9 2nd Floor Plan Ventilation Drawing #M4.11 3rd Floor Plan Ventilation Drawing #M4.13 4th Floor Plan Ventilation Drawing #M4.15 5th Floor Plan Ventilation	7-May-12

5368-00 WPSHQ - HQ Building RFI Log

RFI #	Date of Issue	Subject	Date Required	Assigned To	Action Required	Date of Response	Response	Date Closed
59	1-May-12	Access Control System Comparison	8-May-12	WPS	HH & AB to review with their user group and provide their choice of preferred supplier.	9-May-12	We wish to confirm that WPS will be going with Software House as their Access Control System supplier. Also, it was decided, tentatively, that both Bosch and Axis cameras will be used on the project. McCaine is to set up a "Mock Up" for WPS to review and approve.	
60	1-May-12	Suggested Back Flow/Water Meter Locations	2-May-12	Nova3 / grc	Review the proposed water meter locations and respond to AAR.			
61	3-May-12	Demolition of Existing 5th Floor Offices	4-May-12	grc	Review the demolition requirements foteh noted offices on the 5th floor and respond to AAR.	17-May-12	The south wall between grid lines 1 & 2 and gridlines 9 & 10 could remain, but would require re-finishing. The North walls between grid lines 1 & 2 and gridlines 9 & 10 are to be removed. Refer to the demolition plan and new work plan.	17-May-12
62	3-May-12	Existing 15 KV High Voltage Switchgear	11-May-12	WPS / OA	Review with the tower operators.	24-May-12	Shindico has provided authorization for the attached quote. So, please proceed with the work on RFI HQ62, replacement of High Voltage Switch Gear at 266 Graham Avenue with a new Eaton Cutler Hammer Equipment Switch Gear designed to perform the tasks in the manner identified by Manitoba Hydro. It is understood that the work will be done by you and McCaine Electric and the cost will be not more than \$620,307.49. This will be billed to: The City of Winnipeg C/O Shindico Realty Inc 200 – 1355 Taylor Avenue Winnipeg R3M 3Y9" The City of Winnipeg has agreed to cover the cost of replacing the existing switchgear. As this cost is beyond Caspian's Contract price and is being paid directly through the City of Winnipeg, we will not be issuing a change order for this work. We will now close RFI HQ 62.	24-May-12
63	15-May-12	Door Reference Numbers for Access Control	15-May-12	grc	Review and provide door reference numbers for access controls.			
64	18-May-12	Reference Point to Lay Out Horizontal Framing Members in Relation to Benchmarks/Floor Elevations	22-May-12	Wolfrom / grc	Wolfrom Engineering and GRC will review and provide revised drawings/details to suit existing site conditions.			

5368-00 WPSHQ - Wyper Road RFI Log

RFI #	Date of Issue	Subject	Date Required	Assigned To	Action Required	Date of Response	Response	Date Closed
0	28-Feb-12	RFIC W 1-13 Issued to Aecom Prior February 15, 2012	N/A	AAR	Provide concurrence to consider this RFI to be closed.	28-Feb-12	AAR concurs, the previous RFI's to Aecom which have been addressed or incorporated into the Wyper Road drains should be closed, but kept for reference.	28-Feb-12
1	28-Feb-12	Revised Ditch Grading to Suite MIT	6-Mar-12	AAR / WPSHQ	Review and have Caspian prepare a cost breakdown for this potential claim.			
2	28-Feb-12	Typical Single Door Electrical Rough-In Detail Clarification	6-Mar-12	grc / Nova3	Review and coordinated with WPSHQ team and respond to AAR.	10-Apr-12	Revised as noted on the 95% set of drawings.	
3	28-Feb-12	Masonry Dowel Installation Detail	6-Mar-12	AAR	N/A	28-Feb-12	This RFI appears to be for a remedial details for dowels for exterior block walls for Wyper. As the structure is completed, this RFI should be closed, unless I'm missing something.	28-Feb-12
4	28-Feb-12	Window Types	6-Mar-12	WPSHQ	Review in conjunction with the POR.	21-Mar-12	<ul style="list-style-type: none"> • The use of PVC vinyl windows is acceptable. As discussed, we will move forward with aluminum clad PVC. The colour of the aluminum clad PVC windows should be "Black" for the exterior aluminum portion. • Shop drawings to be provided for review, prior to fabrication, as per contract. • No site instruction will be issued as this request is NOT a change in the POR of record for Wyper Road and Caspian Projects has noted that the use of PVC was agreed to as per their memo of July. Memo to be provided to AAR, once confirmed by Ossama, for record. • This RFI will remain opened until confirmation by Ossama. 	22-Mar-12
5	12-Mar-12	Alternate Lighting for Firing Range	16-Mar-12	WPS/Ossama/Nova3	We will review this with Ossama and WPS to confirm if this work is above and beyond POR. Nova 3 to review pricing and respond to AAR.	10-Apr-12	Please review the revised lighting for the firing range that is shown on the 95% set of drawings (will be distributed to all by the end of today). It has been agreed by Ossama that the range lighting is not included in the May 31 POR for Wyper Road, as such we will close RFI W 5 and issue a CCN for this work (5368 – CCN003) based on the 95% drawings for Wyper Road.	10-Apr-12
6	25-Apr-12	MTS Service Location	2-May-12	Nova3	Nova3 will review the location of the MTS service and respond to AAR.			



Winnipeg Police Headquarters Owner's Meeting No. 09



Date of Meeting: June 19, 2012

Meeting Location: Caspian Boardroom, 5th Floor, 266 Graham

Name	Initials	Company	Initials	Present	Copied
Peter Chang	PC	Adjeleian Allen Rubeli Ltd.	AAR	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Patrick Dubuc	PD	GRC Architects	GRC	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Peter Rankin	PR	GRC Architects	GRC	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Ossama AbouZeid	OA	Dunmore Corporation	DC	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Randy Benoit	RB	Winnipeg Police Service	WPS	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Henry Hagenaaars	HH	Winnipeg Police Service	WPS	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Ari Berdesis	AB	Winnipeg Police Service	WPS	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Armik Babakhanians	Aba	Caspian Projects	CP	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Shaun Babakhanians	SB	Caspian Projects	CP	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Peter Giannuzzi	PG	Caspian Projects	CP	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Pam Anderson	PA	Caspian Projects	CP	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Andrew Edge	AE	Caspian Projects	CP	<input type="checkbox"/>	<input checked="" type="checkbox"/>
John Guenther	JG	Nova3	N3	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Vic Thielman	VT	Nova3	N3	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Tony Mitousis	TM	Nova3	N3	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Dan Wolfrom	DW	Wolfrom Engineering	WE	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Howie Laubenstein	HL	Integrated Designs	ID	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Jamie MacPherson	JM	Integrated Designs	ID	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>

Meeting Minutes

1.6 WYPER ROAD GUN RANGE SCHEDULE

- HH/AB expressed concern with unknown completion date of gun range.
- CP to review.
- Design meeting held on Wednesday, March 14 with trades & design team.

- Nova3 is proceeding with completion of design and is working with Wes-man to maintain schedule.
- CP to provide updated schedule on March 26th.
- Genivar retained to review site drainage and provide certification of design.
- PC requested status of design, CP advised that proposed re-design of site drainage may still require 1 lift station.
- Completion still targeted to mid-end of July.
- HH asked when re-design will be presented to City Water Waste Dept.
- Site security still maintained, routine patrols.
- CP presented new schedule (September 11 noted completion date). CP will work with OA to accelerate schedule to July 31.
- 95% design drawings to be submitted to CP & WPS April 9.
- Mechanical given go ahead to proceed based on N3 drawings issued March 30. PC informed CP that 95% set of mechanical will be same as what was issued last week.
- PD confirmed detail issued for review is what will be shown on 95% drawings (walls to be R-30, Roof R-40).
- Colour samples of cladding to be reviewed after meeting.
- CP to provide signed and sealed civil drawings to City of Winnipeg in two weeks.
- OA instructed CP to proceed with completion of construction immediately.
- CCN's to be based on 95% drawing (May 31 POR).
- Extra gun range station and shot gun range. See Item 4.2.
- CP and WPS to confirm that 95% drawings are acceptable.
- CP committed July 31, 2012 completion date.
- Range lighting addition to POR - AAR to issue CCN.
- Road widening addition to POR - AAR to issue CCN.
- Building complete for July 31, 2012.
- CP expressed concern with steepness of side berm
 - Currently shown 3:2 slope, AMEC/Genivar provided memo recommending 4:1 (PG to forward to AAR for review).
- AB to review RCMP standards to confirm if 3:2 is gun range requirement.
- AMEC provided remedial details for berm deficiencies (report to be forwarded to AAR).
- IFC drawings for Wyper Road issued May 2, 2012.
- CCN issued for Range Lighting. CP has priced, AAR reviewed. OA/RB to review. CD#002 issued May 16, 2012 for Infrastructure Work.
- Road widening - AAR to Issue CCN.
- Colour board required for interior. Use existing colour board in WPS office. GRC to review.
- Target system - Action System (US Based)
 - Shop drawings - received in 2 weeks.
 - 8-10 weeks delivery.
 - 2 to 3 week installation / 1 week commissioning.
 - July 31, 2012 is achievable if Action can supply as per requested agreement.
- Berm
 - Manitoba Standards recommend 4:1 slope.
 - 3:2 slope meets RCMP Standards.
 - AMEC (CP) advises there may be occasions of wash-outs of the slopes.
 - WPS provided RCMP Standards. grc to review.

- Report from AMEC as yet to be provided to AAR/WPS. Some areas require additional compaction (87% to 92% compaction) where 95% compaction required.
- Slope of berm to remain at 3:2 slope.
- Report to be submitted this week, AAR/grc to review and provide comments.
- Weather conditions the past week have impacted construction of range.
- Target system - PG to follow up on delivery date with Action.
- Bayview could not mobilize due to rain.
- August 1, 2012 opening is achievable assuming Action can deliver system AND weather co-operates. Any further weather delays will impact construction of range and will extend opening date.
- **Action Target System**
 - **Shop drawings received/reviewed and returned by WPSHQ.**
- **WPSHQ sent comments to CP, Action has responded (email of June 13, 2012). HH to confirm with Range Master.**
- **CP has issued delay notice to OA.**
- **Duration of work is 6 weeks. Require 1 week of "Drying Cut" before equipment can be mobilized.**
- **OA requested alternative ways to expedite "6 week construction period".**
- **OA will meet with CP to examine options.**

Action: OA / CP

2.5

POWER DISRUPTION TO TOWER

- RFI HQ # 40 notes that demolition/relocation of point of presence rooms P1012 & P1045 will disrupt power and I.T. to tower (minimum 2 days).
- OA/RB to review as leaving existing rooms will have major impact on architectural design as well as WPS program space.
- Re-location/demolition of HVAC ducts will have impact on tower as well.
- CP awaiting direction from OA/RB as this has major impact on construction schedule.
- OA requires schedule/duration of disruptions.
- GRC reiterated that POP rooms must be moved as it affects WPS program.
- OA/RB met with landlord - as long as CP gives notice and action plan.
- CP to provide action plan and cost by April 23, 2012.
- Still awaiting information.
- See Item 6.2.
- Still awaiting action plan and cost from CP.
- McCaine waiting for input from Telus.
- Shaw and MTS are resolved and aware of issue and addressing internally.
- **McCaine to meet with Telus this week.**

Action: OA / RB / CP

4.1

CIVIL DRAWINGS

- Genivar finishing design - to be submitted to AAR for review.
- Number of lift stations to be confirmed - affects additional road for access to service lift stations (if required).
- Hard landscaping to be reviewed by Genivar.
- GRC to review with AB the existing design.
- Genivar issued preliminary drawings.

- AB and GRC to review.
- Genivar to stamp and seal.
- Stamped drawings were handed over to grc for review. Once reviewed and accepted, CP to apply for permit.
- Genivar and City of Winnipeg in discussions.
- Genivar will be forwarding stamped and sealed drawings to City of Winnipeg.
- Genivar to indicate “range finishes” noted in SI-005.
- **Civil drawings have been sent to City of Winnipeg.**
- **PG to follow up with permit.**
- **PC/PD will confirm with Sara in meeting tomorrow.**

Action: CP / AAR / grc

4.3 WYPER ROAD GUN RANGE - STORAGE SHED

- CP to provide 250ft² adjacent to targets.
- WPS to provide confirmation and location.
- No room within side of gun range to fit 250ft² shed.
- grc to review with WPS proposed 150ft² shed and trailer. (Accepted)
- AAR to issue SI.
- grc to issue SI (**SI #010 issued June 19, 2012**).

Action: AAR / grc

4.8 EXISTING TOWER TENANTS

- CP expressed concern with timing of relocation of tenants.
- Storage space at P1 needs to be cleared out. SB stated this will affect schedule.
- SB to review and provide report. (Include cost and schedule implications)
- RB indicated there is confusion as to when space has to be vacated.
- May 31, 2012 is agreed upon date.
- CP agreed to give them until June 2, 2012 to move out.
- Optometrist; his space must be vacated ASAP - schedule impact.
- WPS to review with Bob Down. CP to review if they can do his project under their building permit number.
- PG to provide Dr. Lecker floor plans and letter of impact on schedule.
- Approximate construction time is 3 months for construction of new office.
- Affects permit issue.
- **ABa met with Bob Downs.**
- **Possibility of WPS to vacate site office. Grid move Dr. Lecker into space to be reviewed with City.**
- **OA/RB to review options with City.**

Action: OA / WPS

5.3 WYPER ROAD HARDWARE TO BE REVIEWED

- 2 door frames to be reviewed.
- CP to provide shop drawings.
- Master key requirements, grc to review with WPS.
- grc to issue keying schedule May 29, 2012 (**SI #011 issued June 19, 2012**).

Action: grc / CP

6.3 CODE ISSUES WITH TOWER/HQ LINK

- Exiting and pressurization issues with stairwells.
- Additional cost, R.O.M. under \$500,000.00.
- Send email to OA regarding AECOM code analysis.
- Meeting required with OA and CP to review additional costs of pressurizing stairwell of tower and other code related issues (smoke exhaust, dividing stairs, etc).
- **Preliminary costs provided to OA.**
- **Details to be finalized before final costs can be provided.**

Action: AAR / grc / RB

6.4 POLICE SIGNAGE

- Winnipeg Police HQ sign on pedestals and/or on building face.
- John Sellers (hired by City of Winnipeg through CP) presented options. Will be revisited.
- CP to provide proposals from John Sellers to AAR/OA/RB.
- grc issued proposal to RB for their review.
- If mounted on curtain wall, CP requires input ASAP.
- UDAQ approval may be required.
- Decision urgently required as east elevations are under construction.
- RB to advise.
- **Met with UDAC (Lee Caldwell) June 18, 2012.**
- **Pillar signage preferred, opposed by Lee Caldwell.**
- **grc to prepare presentation of pillars (reduced size).**

Action: grc / RB

6.6 BURROUGH PITS

- Safety issue brought up.
- AAR to issue CCN.
- Reviewed on site with CP. Area needs to be fenced in.
- AAR to issue SI for fence at north burrough pits and indicate fencing at the entire perimeter of the site.
- **No change order required. Additional costs to be discussed between OA and ABa.**

Action: AAR / grc

6.7 MAGAZINE ROOM CEILING

- grc to review and advise if steel (as designed) meets code.
- Decision to be given by June 1, 2012.
- Steel plate to be provided as per "Explosive Storage Regulation Act Based on Information from Natural Resources Canada" (in POR).
- **SI issued for securing of plates.**

Action: Closed

6.9 CEILING HEIGHTS FOR MUSTER ROOM AT WYPER ROAD

- AAR to issue SI.
- Agreed that ceiling heights can be raised.
- Delete acoustic ceiling in armoury workshop and other rooms. AB to review with grc.
- Revised SI-004 R1 issued June 5, 2012.
- **Site conditions could not accommodate 9'-0".**
- **Constructed to maximize to suit "existing conditions".**

Action: Closed

7.4 FUME HOOD

- grc to issue CCN to AB regarding the fume hood.
- CCN 004 issued June 1, 2012.
- Outlets for washer-dryer, ultra-sonic equipment to be added.
- CCN 004 to be revised and re-issued.
- Stainless steel counters in gun cleaning and armoury rooms to be priced.
- **Pricing for CCN 004 received. AAR/grc/Nova3 to review.**
- **PC to review OA and RB.**

Action: grc

8.1 WYPER ROAD LIBRARY ARCHIVE & AMMUNITION ROOM

- FFE (book shelves and tables) provided by Owner.
- Stainless counter in gun cleaning room required. CP to price and provide credit for counters carried in contract. See item 7.4.
- Shelving specs in ammunition room required as it affects installation of lighting, security, etc.
 - WPS to provide.
- Shelving specs in ammunition room required as it affects installation of lighting, security, etc.
- **CP to issue RFI.**

Action: WPS

8.2 SCHEDULE FOR HQ

- Building permit delayed to June 15, 2012.
- CP requested time to review contract documents/drawings.
- CP to advise of potential delays as required.
- OA wants delay issues identified immediately so that WPS can address sooner rather than later.
- **ABa to meet with OA and RB separately after meeting.**
- **To be reviewed in July, with recovery plan.**

Action: CP

8.3 GUN LOCKER AT WYPER ROAD

- Gun locker room moved to weapons room.
- Wire mesh required for both rooms for security purposes.
- To be added to CCN 004.

- CCN 007 issued.
- CP proceed with work as per OA.
- CP to provide pricing.

Action: AAR

9.1 COMMISSIONING AGENTS

- ID introduced as commissioning agents for WPSHQ project.
- Formal commissioning plan to be provided, similar to Canada Post project.
- HL to be main contact, copied to JM.

Action: Info

9.2 BUILDING PERMIT DOCUMENTS

- ABa expressed concern with design documents.
- AAR design team will be meeting with CP trades over the next 3 weeks.

Action: Info

9.3 REVISED WASHROOM ON LEVEL 5

- Existing men's washroom to be demolished to meet WPS space requirements.
- Men's washroom in tower needs to be upgraded to meet accessibility issues..
- grc to prepare sketch for OA/RB to present to tower landlord.

Action: grc

9.4 CASH FLOW

- OA would like cash flow projections from CP.

Action: CP

9.5 WYPER ROAD

- MTS services to building with City of Winnipeg legal divisions.

Action: PC / RB

9.6 SITE DEVELOPMENT PERMIT/PRIVATE APPROACH PERMIT

- grc to prepare sketches and package.
- CP to apply to City.

Action: grc / CP

NEXT MEETING

- Next meeting will be on **July 3, 2012** from **10am to 11:30am**.
- **Future meetings will be from 9am to 10:30am**
 - **Tuesday, July 24, 2012**
 - **Tuesday, August 7, 2012**
- Owner's Meeting to be held bi-weekly until further notice.

Action: All / AAR

Supplemental

S1.1 **AAR DESIGN MEETING WITH CASPIAN SUB-TRADES**

- AAR/GRC/NOVA3/Wolfrom met with Caspian sub-trades on Wednesday, March 14, 2012, regarding Wyper Road Gun Ranger.
- Structural provided custom wall support details for permit.
- AAR design team committed to providing fully coordinated “Issued for Construction” drawings in 90 days (May 30, 2012 ±).

S1.2 **BUILDING PERMIT STATUS**

- Building Envelope Permit - March 20, 2012
 - o 100% completed drawings for Architectural curtainwall, 100% completed structural support system for curtain wall and code analysis for building envelope.
 - o No Mechanical or Electrical drawings.
 - o 3 sets of drawings will be hand delivered to the City of Winnipeg’s Office (Sara Cianflone) by 11am on March 20, 2012.
 - o Drawings and specifications delivered to City of Winnipeg Planning, Property and Development Department (Michelle Ho).
 - o Receipt received (Caspian Projects).
- Structural Permit - May 2, 2012
 - o 100% completed drawings (plans only) for Architectural, 100% completed drawings for Structural, full code analysis for the building.
 - o Mechanical or Electrical drawings will be partially completed, but will not be included with this application, unless the City of Winnipeg wished to have these drawings for information only.
 - o Drawings and specifications delivered to the City of Winnipeg, Property and Development Department (Michelle Ho) on May 2, 2012.
 - o Receipt received.
- Building Permit - **submitted June 15, 2012.**
 - o 100% design complete and fully coordinated Architectural, Structural, Mechanical and Electrical drawings and specifications.
 - o **Follow-up meeting with City of Winnipeg (Sara Ciaflone) set-up for Wednesday, June 20, 2012.**
- Wyper Road Building Permit
 - o CP to provide a certified sketch from their Civil Engineer for the minor change in the proposed site drainage. Once this has been issued, the City of Winnipeg will issue a Building Permit for Wyper Road.

5368-00 WPSHQ - HQ Building RFI Log

RFI #	Date of Issue	Subject	Date Required	Assigned To	Action Required	Date of Response	Response	Date Closed
00	28-Feb-12	RFIC's 1-16 Issued to Aecom Prior February 15, 2012	N/A	AAR	Provide concurrence to consider this RFI to be closed.	28-Feb-12	As discussed, from the point of view of the AAR design team, the noted RFIs have been addressed by Aecom and are either on the drawings or resolved. Therefore, we concur, they can be put to history, but we should keep track of them in case we ever need to back track as to why/how a decision was reached.	28-Feb-12
1	23-Feb-12	Approval Required for Isolation Valves on Chilled Water Piping in Mechanical Room	1-Mar-12	Nova3	Review and respond to AAR.	14-Mar-12	Nova3 accepted. Caspian advised to proceed as noted in response from Nova3 (attached).	14-Mar-12
2	28-Feb-12	Generator Load Bank	6-Mar-12	AAR / WPSHQ	Review and respond.			
3	28-Feb-12	Exterior Signage Requirements	6-Mar-12	WPSHQ	Require input.			
4	28-Feb-12	Proposed Changes to Curtainwall System	N/A	AAR	Issue CCN.	28-Feb-12	A CCN was issued on the proposed changes to the south wall. Caspian to provide cost breakdown.	28-Feb-12
5	28-Feb-12	Copper vs Aluminum Buss And Feeders	N/A	Nova3 / AAR	Issue SI.	28-Feb-12	Was discussed during meeting with Caspian and McCaine. Nova3 has agreed that aluminum can be used and meets both POR and Building Code. SI issued March 9, 2012.	9-Mar-12
6	28-Feb-12	Survey Existing P2 Slab on Grade	N/A	AAR	N/A	28-Feb-12	Change Directive (CD) issued to proceed with work, subject to further review for cost savings.	28-Feb-12
7	28-Feb-12	New Main Power In-Service Date and Subsequent Refeeding of Existing Tower Distributions	6-Mar-12	Nova3	Review and respond to AAR.	28-May-12	High voltage distribution has been designed and a PCN issued for the Tower portion. Specifications have been forwarded to our office for review and will be returned today. Supplier tender package is expected to be ready for June 01, 2012.	28-May-12
8	28-Feb-12	Additional Existing High Voltage Transformer to Remain	6-Mar-12	Nova3	Review and respond to AAR.	28-May-12	Existing High Voltage transformers to be reused or deleted have been (are being) coordinated by Vic Thielmann and McCaine electric to ensure Tower feeds are not compromised. Condition of the transformers is being taken into account as well.	28-May-12
9	28-Feb-12	15 KV Service into Building	6-Mar-12	Nova3	Review and respond to AAR.	28-May-12	15kV feeder entrance has been fully coordinated and determined between Vic Thielmann, McCaine Electric, and Manitoba Hydro. The feeders will enter to the High Voltage Switchgear located in the Main Electrical Room in the P2 Level.	28-May-12
10	28-Feb-12	MTS Services Entrance	6-Mar-12	Nova3	Review and respond to AAR.	28-May-12	Two (2) rooms are required as per MTS. McCaine has coordinated all these issues with MTS. McCaine has site coordinated the conduit locations with the utility on site.	28-May-12

5368-00 WPSHQ - HQ Building RFI Log

RFI #	Date of Issue	Subject	Date Required	Assigned To	Action Required	Date of Response	Response	Date Closed
11	28-Feb-12	UPS Equipment & Battery Room Space and Structural Requirements	6-Mar-12	grc / Wolfram	Review room size requirements and Wolfram will check the existing slab accordingly.	23-May-12	Battery Rack 1. Based on 3925 lbs. per rack can be safely supported by the slab-on-grade floor at the P2 level. 2. Battery Racks 3 & 4, based on 85,000 lbs. per rack, will cause settlement and cracking of the slab-on-grade floor at the PS level. This loading will be required to be distributed over a greater area, or additional foundations provided. Details of the racks have not been provided, but if these racks are point loaded on the floor slab, the maximum permitted leg load shall be 10,000 lbs. 3. All of the UPS and the UPS input isolation transformers as specified can safely be supported on the slab-on-grade floor at the P2 level.	23-May-12
12	28-Feb-12	Electrical Room P2015 Space Structural Requirements	6-Mar-12	grc / Wolfram	Review room size requirements and Wolfram will check the existing slab accordingly.	23-May-12	These loads can be safely supported on the slab-on-grade floor at the P2 level.	23-May-12
13	28-Feb-12	Generator 4 and 5 Structural Requirements	6-Mar-12	grc / Wolfram	Review room size requirements and Wolfram will check the existing slab accordingly.	28-May-12	No further structural response can be provided until dimensions, locations, confirmed weights and mounting details are provided.	
14	28-Feb-12	Roof and Sanitary Drainage	13-Mar-12	Nova3	Review the proposal PVC XFR piping for roof drainage and respond to AAR.	14-Mar-12	The use of PVC XFR piping is acceptable, as is the proposal to consolidate rain water leaders in 4 existing locations. Site conditions may have impact on final routing and will be shown on Mechanical drawings.	14-Mar-12
15	28-Feb-12	Copper and SS Water Piping Domestic Water Lines	13-Mar-12	Nova3	Review and respond to AAR.	11-Apr-12	The use of copper and stainless steel water pipes for all domestic water lines has been approved.	11-Apr-12
16	28-Feb-12	Confirm Water Meters for Tower and WPS Bldg.	13-Mar-12	Nova3	Review the acceptance of a single water meter for the HQ building.	11-Apr-12	No. We require additional meters, as they (City of Winnipeg) needs to breakout the tenant's actual costs for energy/utility consumption.	11-Apr-12
17	28-Feb-12	Confirm New Roof Drain Piping	13-Mar-12	Nova3	Review the roof drainage down to Level P1 and respond to AAR.			
18	28-Feb-12	Review Required Regarding P-1 and P-2 Drainage	29-Feb-12	Nova3	Arrange a site review of the levels P1 and P2 drainage on site.	11-Apr-12	Mechanical: 1. Mechanical Contractor shall install seventeen (17) parking lot drains in the locations indicated on architectural drawing WPS-AE-1-0-01, and as indicated on the corresponding mechanical drawing.RFI-M6-PM6.1 (attached). 2. The below grade sanitary waste piping from the floor drains shall connect to the existing west sand/grit interceptor located at Gridlines H-2. 3. A new oil interceptor OI-2 shall be installed prior to the connection to the sand interceptor at Grid H-2. The interceptor shall be a: MIFAB (or equal), model MI-O-HU-3, 165 US gal./21.0 cu.ft. holding capacity, rated at 50 USGPM. 4. The floor drains shall be JRSmith (or equal), heavy duty traffic drains w/ 4" outlet, hinged grate and sediment bucket. 5. The east pit at Grid G-9 shall be abandoned in place and all services capped.	11-Apr-12

5368-00 WPSHQ - HQ Building RFI Log

RFI #	Date of Issue	Subject	Date Required	Assigned To	Action Required	Date of Response	Response	Date Closed
19	28-Feb-12	Existing Fire Alarm System	6-Mar-12	Nova3	Review fire alarm requirements and respond accordingly.	28-May-12	The method described in this RFI is essentially what has been determined to be the intended method for fire alarm. The existing Tower fire alarm system will remain. A new fire alarm panel will be provided at the same location of the current panel. All devices in the Tower are existing to remain. Fire alarm panel locations are as per the RFI description (ie. M106). The Headquarters will have new fire alarm system devices and panel located in Vestibule M140. System will be interconnected with the Tower fire alarm system.	28-May-12
20	29-Feb-12	New Address for WPS Headquarters Building	29-Feb-12	N/A	No action required.	1-Mar-12	N/A	1-Mar-12
20 R-1	29-Feb-12	New Address for WPS Headquarters Building	29-Feb-12	N/A	No action required.	1-Mar-12	N/A	1-Mar-12
21	1-Mar-12	Final Floor Drain Design for P2	1-Mar-12	grc	Work on P2 layout and meet with Caspian and Wes-man.	28-May-12	The P2 slab information was shown on the structurall permit set. As well, the P2 slab is close to completion and has been constructed based on our instructions.	28-May-12
22	7-Mar-12	ISD and Electrical Load Requirements	12-Mar-12	Nova3	Respond and address Manitoba Hydro's concerns.	28-May-12	All electrical power requirements have been provided by the WPS. Refer to Caspian Project Bulletin HQ-06 dated "2012.05.10".	28-May-12
23	7-Mar-12	Wes-Man's Priority List of Mechanical Items	13-Mar-12	Nova3	Continue working on the mechanical design with the priority list provided.		For info only.	7-Mar-12
24	7-Mar-12	Pile Cap Base Plate Treatment at P2 Level	13-Mar-12	Caspian / AAR	Include in price breakdown for the level P2 slab replacement when quote is resubmitted, as discussed during Owner's Meeting No. 01.	7-Mar-12	It is AAR's opinion that a protective covering should be provided, perhaps the most economical way would be a brushed on mastic or tar type membrane.	7-Mar-12
25	7-Mar-12	Existing Fire Pump	16-Mar-12	grc	Review and respond.	8-Mar-12	Assuming the tower is a separate building from the WPSHQ, it would be logical that the existing fire pump(s) remain on the existing electrical service as is. However, due to the separate address of the WPSHQ, and the occupancy change associated with the conversion of the old mail processing area to the WPSHQ, the City of Winnipeg fire department may need the sprinkler contractor to install a code compliant water supply with its own fire pump fed from the WPSHQ essential distribution to serve the fire protection system of the WPSHQ. We require the architect to confirm the separation between the building known to be the tower and the building which is the WPSHQ. Once the separation between the buildings is determined, it is anticipated that the tower occupancy is not changed and as such grandfathered with respect to existing life safety systems. All of this needs to be confirmed between GRC and the City of Winnipeg fire protection engineer.	
26	7-Mar-12	Fire Fighter Elevator	16-Mar-12	grc	Review and provide response to AAR for the designation of the fire fighter elevators.	12-Apr-12	Freight elevator SE01 and passenger elevator PE01 should be designated as Fire Fighters Elevator.	12-Apr-12
27	7-Mar-12	McCaine Priority List of Electrical Items	16-Mar-12	Nova3	Structure the electrical design to suit this list.	9-Mar-12	For info only.	9-Mar-12

5368-00 WPSHQ - HQ Building RFI Log

RFI #	Date of Issue	Subject	Date Required	Assigned To	Action Required	Date of Response	Response	Date Closed
28	7-Mar-12	Slab Topping Thickness at Level 3 & 5	13-Mar-12	AAR	Give information to design team.	9-Mar-12	For info only.	9-Mar-12
29	7-Mar-12	Maximum Floor Load Capacity	12-Mar-12	Wolfrom	Review proposed forklift loads on the existing floor slab and provide an answer to AAR.	28-May-12	1. The above forklift is acceptable on all floors. 2. The maximum floor live load is 200 psf on all floors main level to top floor.	28-May-12
30	9-Mar-12	East & West "Eyebrow" Windows Vision Glass or Spandrel	13-Mar-12	grc	Review and issue response to AAR.	8-Jun-12	The extent of exterior wall removal in regards to vision glazing and spandrel panels was reviewed on site with Rob Murray May 17th 2012. Drawings indicating the extent of removal was left on site with Rob murray.	8-Jun-12
31	9-Mar-12	Door # M205 Swing	14-Mar-12	grc	Review and respond to AAR.	27-Mar-12	See sketch provided.	28-Mar-12
32	9-Mar-12	Existing Fiber Optic Cable Entry Relocation	9-Mar-12	grc / Nova3	Review and respond to AAR.	30-May-12	The fiber optic equipment room will now be in room P1426. The existing lines will be reconnected as required. McCaine has coordinated and determined all requirements as required.	30-May-12
33	9-Mar-12	Location of Floor Drains on P-1	9-Mar-12	grc / Nova3	Review and respond to AAR.			
34	9-Mar-12	Fork Lift Loads - Slab Capacity Review	9-Mar-12	Wolfrom	Review and respond to AAR.	28-May-12	The referenced forklift can be operated on all floors. Refer to response of RFI HQ 29 as well.	28-May-12
35	13-Mar-12	Excavated Floor Elevations at P2 Level	19-Mar-12	grc / Nova3	Design info for AAR for P2 slab.	14-Mar-12	For info only.	14-Mar-12
36	13-Mar-12	P2 Level Wall Demolition	15-Mar-12	grc / Wolfrom	GRC and Wolfrom to review and confirm and respond to AAR.	16-Mar-12	Architecturally, the wall along grid line M should be deleted up to and flush with the exterior face of the existing concrete curb close to grid line 2.5 and 8.5, all as discussed with Rob Murray on site. The portion of walls along grid line M between grid lines 2/2.5 and 8.5/9 are to remain as they act as a retaining wall for the soil beyond.	16-Mar-12
37	14-Mar-12	30kPa or psf (Curtain Wall)	14-Mar-12	Wolfrom	Wolfrom to check design wind loads.	14-Mar-12	The design wind load should be in psf. Wolfrom will confirm magnitude. In response to RFI HQ 37 we produced a response based on our interpretation of the NBC for the worst case wind loads at or near the roof level for both corner and general area conditions. These numbers vary significantly from the 30 psf that the original specifications were interpreted to read by the curtain wall supplier. The original quotation for the supply of the curtain wall was apparently based on these lower wind loads, which may or may not have included the post disaster importance factor. In order to mitigate the impact of this change, we are working closely with the engineers for the curtain wall supplier to identify the actual wind loads at varying heights and locations, allowing them to design the curtain wall and the associated connections accordingly. The curtain wall engineer will be submitting for review a tabulation of all wind loads for all areas to be used in the design.	26-Mar-12

5368-00 WPSHQ - HQ Building RFI Log

RFI #	Date of Issue	Subject	Date Required	Assigned To	Action Required	Date of Response	Response	Date Closed
38	14-Mar-12	Computer, Server and IT Room Electrical Requirements	19-Mar-12	Nova3	Nova 3 will review and respond to AAR, with electrical load requirements.	29-May-12	Nova 3 Engineering is closely working with McCaine to layout and finalize the final electrical design for all the mentioned rooms. In addition, all electrical power requirements for the equipment have been provided by the WPS. Refer to Caspian Project Bulletin HQ-06 dated "2012.05.10".	29-May-12
39	14-Mar-12	Detailed Electrical Load Summary	15-Mar-12	Nova3	Nova 3 will review and respond to AAR.	29-May-12	Nova 3 has submitted an estimated electrical load summary to Manitoba Hydro for the High Voltage coordination. A detailed load summary will be provided upon electrical design completion.	29-May-12
40	14-Mar-12	Point of Presence (POP) Rooms P1025 & P1045	23-Mar-12	Ossama	Ossama to advise.	16-Mar-12	The existing location for the POP (Point of Entry) room presently located on the P1 level west of the staircase at grid lines 4.7/5 & Pa/Pb cannot remain. The layout for this area is crucial and we cannot lose that space. The POP room would need to be relocated, a proposed location would be to take over the east portion of the new Electrical room located at grid lines 4/R. This location was discussed with Ron Nault of McCaine and appears to be possible but will represent interruption of services to the Tower. As this affects power shutdown to tower tenants, Ossama will have to review.	
41	14-Mar-12	Antenna Farm Location	23-Mar-12	grc / Nova3	GRC and Nova3 will review and respond to AAR. We have also attached an email that WPS received in response to RFI 055 which was for Roof Top Antennas in general. Please make sure that this is captured in our design when responding to RFI HQ #41.			
42	21-Mar-12	Duct Modifications for Return Air for Tower	21-Mar-12	Nova3	Confrim from Canada Post if these offices are occupied, or part of the renovation being done by others.	22-Mar-12	The following is our response to RFI HQ-42: <ul style="list-style-type: none"> As discussed, the 2-3 day disruption caused by removal and re-routing of ducts (and 4 supply feeds to the 2 AHU's) is acceptable. Please advise AAR/WPS as to when the work will commence, so that we can plan accordingly. 	26-Mar-12
43	27-Mar-12	Sludge in Existing Tower Chilled Water Piping	30-Mar-12	Ossama	Ossama to review with landlord.	8-Jun-12	See CCN #006.	8-Jun-12

5368-00 WPSHQ - HQ Building RFI Log

RFI #	Date of Issue	Subject	Date Required	Assigned To	Action Required	Date of Response	Response	Date Closed
44	28-Mar-12	Existing Pneumatic Air System	4-Apr-12	Nova3	Respond to AAR.	19-Apr-12	<p>The mechanical contractor indicated that his control subtrade stated that to maintain/utilize the existing process compressors for HVAC control would be grossly oversized and inefficient to operate.</p> <p>The control subtrade indicated that for size requirement purposes the existing HVAC control compressor located in the boiler room. Served the tower pneumatic control system requirements w/o assistance from the process compressors for a supervised period of time w/o any short comings. His subtrade further recommended a second control compressor for the purpose of redundancy.</p> <p>He indicated that a survey of the pneumatic control demand in the Tower is required prior to selection of the compressor.</p> <p>Trust access will be made available tot he control subtrade and execute this work.</p> <p>Should access be un-available please have the SNC Lavlin building tech. Provide this task according to the control subtrade, requirements.</p> <p>New work can commence in this area, once the new compressor is made operational, and the process compressor. Are made redundant.</p>	19-Apr-12
45	5-Apr-12	5th Floor Mezzanine Demolition	11-Apr-12	grc / Wolfrom	Review the demolition requirements for the 5th floor and respond to AAR.			
46	9-Apr-12	Concrete Specification for Level P2	9-Apr-12	Wolfrom	Provide specification.	9-Apr-12	Concrete specifications for the Level P2 slab has been provided.	9-Apr-12
47	10-Apr-12	Existing Fire Alarm Batteries	13-Apr-12	Nova3	Review and comment if the temporary batteries (it should be noted that we do have emergency generators as weel) are sufficient or if a permanent battery system is required.	30-May-12	Nova 3 agrees that the existing faulty batteries had required immediate replacement which was performed by McCaine Electric. The fire alarm system is to be fed from the new emergency power distribution which will meet MBC 3.2.7.8. Battery back-up capacity of 24hour supervisory power followed by 30min. of full load (alarm condition) will allow the use of the much more readily 50AH batteries while still meeting and exceeding the code minimums for emergency power supply to the fire alarm system.	30-May-12
48	12-Apr-12	Clarification on Existing AHU in Penthouse Mechanical Room	19-Apr-12	Nova3	Review and respond to AAR.	19-Apr-12	The airhandling unit c/w associated ductwork and controls can be removed soon as the process compressors are made redundant.	19-Apr-12

5368-00 WPSHQ - HQ Building RFI Log

RFI #	Date of Issue	Subject	Date Required	Assigned To	Action Required	Date of Response	Response	Date Closed
49	12-Apr-12	Steam Condensate Return Line	19-Apr-12	Nova3	Respond to AAR.	19-Apr-12	<p>The reply is yes.</p> <p>Please provide the following: Supply and install complete sterling (or equal) duplex condensate pump unit. Model #44124-GD, Receiver capacity of 15 US gallons, Pump discharge capacity 6.0 USGPM at 20 PSI discharge pressure, Two 1/3 HP motors at 3450 RPM, 115/1/60. Unit shall be furnished with: - motor starters mounted and sized. - mechanical alternator with high water alarm switch. - brass strainers at each pump suction. - isolation valve at each pump section.</p> <p>Remove existing 1 1/2" condensate drain pipe from the steam traps to ceiling below and cap (balance of existing condensate piping system to be removed under Project Demolition Phase). Provide new 1 1/2" condensate drain pipe (schedule 80 black steel ASTM 53 grade B) between existing steam traps and new duplex condensate return pump unit. Location to be determined by the mechanical trade on site. Location to be clear of any obstructions to demolition or new work in this area. Provide complete 1 1/4" pump discharge pipe (Schedule 80 black steel) to existing surge tank complete with check valve, Isolation valve, and union at each pump. Discharge line shall be at elevation equal to the existing pumped condensate lines prior to tank connection.</p>	19-Apr-12
50	12-Apr-12	Fire Fighter Entrance	18-Apr-12	grc / Nova3 / WPS	Respond to AAR.			
51	18-Apr-12	Security System Point of Contact & Request for Design Meetings	20-Apr-12	WPS	Henry Hagenars will confirm and reply to AAR. Once we get this confirmed, we will forward to Caspian Projects.	18-Apr-12	<p>We agree with the weekly meetings to review Security. This was discussed at yesterday's Owner's meeting and it was agreed that the appropriate time would be Tuesday's at 10:30am. It was also agreed that Andrew would take minutes as well he will send out the meeting requests.</p> <p>Henry has confirmed that he will be the SPOC for WPS.</p>	18-Apr-12
52	18-Apr-12	I.T. Point of Contact & Request for Design Meetings	20-Apr-12	WPS	Henry Hagenars will review and provide AAR with the point of contact for IT issues.	25-Apr-12	The WPS contact for IT will be Mr. Dennis Dane (ddane@winnipeg.ca).	25-Apr-12
53	24-Apr-12	Proposed Generator Equipment and Layout	30-Apr-12	Nova3 / Wolfrom	Nova3 to review the proposed genset layout and respond to AAR. Wolfrom to design the support structure for the gensets and have it included for the structural permit set next week (May 2nd).	30-May-12	Superseded by RFI HQ 53 R-1.	30-May-12

5368-00 WPSHQ - HQ Building RFI Log

RFI #	Date of Issue	Subject	Date Required	Assigned To	Action Required	Date of Response	Response	Date Closed
53 R-1	3-May-12	Proposed Generator Equipment and Layout	10-May-12	grc / Nova3 / Wolfrom	Wolfrom to provide revised genset support and submit to AAR.	30-May-12	Wolfrom: Refer to structural drawings S14 for structural details. Structure height to be confirmed by mechanical contractor and architect. Nova3: We reviewed the attached and recommend acceptance of the layout and products proposed.	30-May-12
54	24-Apr-12	Wall on Gridline F 3 to 7	24-Apr-12	grc	grc will review and advise if the wall on GL F3 to 7 needs to be removed.			
55	25-Apr-12	Modular Furniture Specifications	2-May-12	WPS	Henry Hagenaaars will review and provide the modular furniture specification to AAR.			
56	26-Apr-12	Curtainwall Connection at Bottom of Frame	27-Apr-12	Wolfrom	Review and respond to AAR.	26-Apr-12	Option 1: The channel at level 2 is structurally adequate to support the dead load of the curtain wall from level 3 to the bottom of the curtain wall. Option 2: The connections at level 3 are structurally adequate to support the weight of the curtain wall from level 5 to the bottom of the curtain wall.	26-Apr-12
57	27-Apr-12	WPS Provided Docs for Security and PA Systems	2-May-12	WPS	Henry Hagenaaars/Ari Berdesis will download the noted files and confirm that the attached documents for security and PA systems meet the program requirements for WPS.			
58	30-Apr-12	Clarification of Return Air Duct Removal for Tower	4-May-12	Nova3	Nova3 will review and clarify the requirements for the return air duct removal for the tower and respond to AAR.	7-May-12	Proposed return duct system shown on plans, reflect the floors and ceiling areas presently served by the existing return duct system as reviewed on site with the mechanical trade. The routing of the proposed ductwork will require on site review by the mechanical trade for acceptance of location and size of ductwork in the tower and WPS area. Further adjustment to location and configuration of ductwork may be required prior to commencement of work. Existing return ductwork will remain in place until new ductwork is complete except for final connection of existing 96 x 42 duct, generally as shown on plans. Final drawings will be issued upon acceptance of the proposed duct layout. Please see attached Mechanical Drawings: Drawing #M4.5 Main Floor Plan Ventilation Drawing #M4.7 1st Floor Plan Ventilation Drawing #M4.9 2nd Floor Plan Ventilation Drawing #M4.11 3rd Floor Plan Ventilation Drawing #M4.13 4th Floor Plan Ventilation Drawing #M4.15 5th Floor Plan Ventilation	7-May-12

5368-00 WPSHQ - HQ Building RFI Log

RFI #	Date of Issue	Subject	Date Required	Assigned To	Action Required	Date of Response	Response	Date Closed
59	1-May-12	Access Control System Comparison	8-May-12	WPS	HH & AB to review with their user group and provide their choice of preferred supplier.	9-May-12	We wish to confirm that WPS will be going with Software House as their Access Control System supplier. Also, it was decided, tentatively, that both Bosch and Axis cameras will be used on the project. McCaine is to set up a "Mock Up" for WPS to review and approve.	
60	1-May-12	Suggested Back Flow/Water Meter Locations	2-May-12	Nova3 / grc	Review the proposed water meter locations and respond to AAR.			
61	3-May-12	Demolition of Existing 5th Floor Offices	4-May-12	grc	Review the demolition requirements foteh noted offices on the 5th floor and respond to AAR.	17-May-12	The south wall between grid lines 1 & 2 and gridlines 9 & 10 could remain, but would require re-finishing. The North walls between grid lines 1 & 2 and gridlines 9 & 10 are to be removed. Refer to the demolition plan and new work plan.	17-May-12
62	3-May-12	Existing 15 KV High Voltage Switchgear	11-May-12	WPS / OA	Review with the tower operators.	24-May-12	Shindico has provided authorization for the attached quote. So, please proceed with the work on RFI HQ62, replacement of High Voltage Switch Gear at 266 Graham Avenue with a new Eaton Cutler Hammer Equipment Switch Gear designed to perform the tasks in the manner identified by Manitoba Hydro. It is understood that the work will be done by you and McCaine Electric and the cost will be not more than \$620,307.49. This will be billed to: The City of Winnipeg C/O Shindico Realty Inc 200 – 1355 Taylor Avenue Winnipeg R3M 3Y9" The City of Winnipeg has agreed to cover the cost of replacing the existing switchgear. As this cost is beyond Caspian's Contract price and is being paid directly through the City of Winnipeg, we will not be issuing a change order for this work. We will now close RFI HQ 62.	24-May-12
63	15-May-12	Door Reference Numbers for Access Control	15-May-12	grc	Review and provide door reference numbers for access controls.			
64	18-May-12	Reference Point to Lay Out Horizontal Framing Members in Relation to Benchmarks/Floor Elevations	22-May-12	Wolf from / grc	Wolf from Engineering and GRC will review and provide revised drawings/details to suit existing site conditions.			
65								
66	20-Jun-12	McCaine Electric Security Integrator Qualifications	22-Jun-12	WPS	Henry Hagenars will review McCaine's qualifications and respond to AAR			

5368-00 WPSHQ - Wyper Road RFI Log

RFI #	Date of Issue	Subject	Date Required	Assigned To	Action Required	Date of Response	Response	Date Closed
0	28-Feb-12	RFIC W 1-13 Issued to Aecom Prior February 15, 2012	N/A	AAR	Provide concurrence to consider this RFI to be closed.	28-Feb-12	AAR concurs, the previous RFI's to Aecom which have been addressed or incorporated into the Wyper Road drains should be closed, but kept for reference.	28-Feb-12
1	28-Feb-12	Revised Ditch Grading to Suite MIT	6-Mar-12	AAR / WPSHQ	Review and have Caspian prepare a cost breakdown for this potential claim.			
2	28-Feb-12	Typical Single Door Electrical Rough-In Detail Clarification	6-Mar-12	grc / Nova3	Review and coordinated with WPSHQ team and respond to AAR.	10-Apr-12	Revised as noted on the 95% set of drawings.	
3	28-Feb-12	Masonry Dowel Installation Detail	6-Mar-12	AAR	N/A	28-Feb-12	This RFI appears to be for a remedial details for dowels for exterior block walls for Wyper. As the structure is completed, this RFI should be closed, unless I'm missing something.	28-Feb-12
4	28-Feb-12	Window Types	6-Mar-12	WPSHQ	Review in conjunction with the POR.	21-Mar-12	<ul style="list-style-type: none"> • The use of PVC vinyl windows is acceptable. As discussed, we will move forward with aluminum clad PVC. The colour of the aluminum clad PVC windows should be "Black" for the exterior aluminum portion. • Shop drawings to be provided for review, prior to fabrication, as per contract. • No site instruction will be issued as this request is NOT a change in the POR of record for Wyper Road and Caspian Projects has noted that the use of PVC was agreed to as per their memo of July. Memo to be provided to AAR, once confirmed by Ossama, for record. • This RFI will remain opened until confirmation by Ossama. 	22-Mar-12
5	12-Mar-12	Alternate Lighting for Firing Range	16-Mar-12	WPS/Ossama/Nova3	We will review this with Ossama and WPS to confirm if this work is above and beyond POR. Nova 3 to review pricing and respond to AAR.	10-Apr-12	Please review the revised lighting for the firing range that is shown on the 95% set of drawings (will be distributed to all by the end of today). It has been agreed by Ossama that the range lighting is not included in the May 31 POR for Wyper Road, as such we will close RFI W 5 and issue a CCN for this work (5368 – CCN003) based on the 95% drawings for Wyper Road.	10-Apr-12
6	25-Apr-12	MTS Service Location	2-May-12	Nova3	Nova3 will review the location of the MTS service and respond to AAR.			



Winnipeg Police Headquarters Owner's Meeting No. 10



Date of Meeting: July 3, 2012

Meeting Location: Caspian Boardroom, 5th Floor, 266 Graham

Name	Initials	Company	Initials	Present	Copied
Peter Chang	PC	Adjeleian Allen Rubeli Ltd.	AAR	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Patrick Dubuc	PD	GRC Architects	GRC	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Peter Rankin	PR	GRC Architects	GRC	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Ossama AbouZeid	OA	Dunmore Corporation	DC	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Randy Benoit	RB	Winnipeg Police Service	WPS	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Henry Hagenaaars	HH	Winnipeg Police Service	WPS	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Ari Berdesis	AB	Winnipeg Police Service	WPS	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Armik Babakhanians	Aba	Caspian Projects	CP	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Shaun Babakhanians	SB	Caspian Projects	CP	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Peter Giannuzzi	PG	Caspian Projects	CP	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Pam Anderson	PA	Caspian Projects	CP	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Andrew Edge	AE	Caspian Projects	CP	<input type="checkbox"/>	<input checked="" type="checkbox"/>
John Guenther	JG	Nova3	N3	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Vic Thielman	VT	Nova3	N3	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Tony Mitousis	TM	Nova3	N3	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Dan Wolfrom	DW	Wolfrom Engineering	WE	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Howie Laubenstein	HL	Integrated Designs	ID	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Jamie MacPherson	JM	Integrated Designs	ID	<input type="checkbox"/>	<input checked="" type="checkbox"/>

Meeting Minutes

1.6 WYPER ROAD GUN RANGE SCHEDULE

- HH/AB expressed concern with unknown completion date of gun range.
- CP to review.
- Design meeting held on Wednesday, March 14 with trades & design team.

- Nova3 is proceeding with completion of design and is working with Wes-man to maintain schedule.
- CP to provide updated schedule on March 26th.
- Genivar retained to review site drainage and provide certification of design.
- PC requested status of design, CP advised that proposed re-design of site drainage may still require 1 lift station.
- Completion still targeted to mid-end of July.
- HH asked when re-design will be presented to City Water Waste Dept.
- Site security still maintained, routine patrols.
- CP presented new schedule (September 11 noted completion date). CP will work with OA to accelerate schedule to July 31.
- 95% design drawings to be submitted to CP & WPS April 9.
- Mechanical given go ahead to proceed based on N3 drawings issued March 30. PC informed CP that 95% set of mechanical will be same as what was issued last week.
- PD confirmed detail issued for review is what will be shown on 95% drawings (walls to be R-30, Roof R-40).
- Colour samples of cladding to be reviewed after meeting.
- CP to provide signed and sealed civil drawings to City of Winnipeg in two weeks.
- OA instructed CP to proceed with completion of construction immediately.
- CCN's to be based on 95% drawing (May 31 POR).
- Extra gun range station and shot gun range. See Item 4.2.
- CP and WPS to confirm that 95% drawings are acceptable.
- CP committed July 31, 2012 completion date.
- Range lighting addition to POR - AAR to issue CCN.
- Road widening addition to POR - AAR to issue CCN.
- Building complete for July 31, 2012.
- CP expressed concern with steepness of side berm
 - Currently shown 3:2 slope, AMEC/Genivar provided memo recommending 4:1 (PG to forward to AAR for review).
- AB to review RCMP standards to confirm if 3:2 is gun range requirement.
- AMEC provided remedial details for berm deficiencies (report to be forwarded to AAR).
- IFC drawings for Wyper Road issued May 2, 2012.
- CCN issued for Range Lighting. CP has priced, AAR reviewed. OA/RB to review. CD#002 issued May 16, 2012 for Infrastructure Work.
- Road widening - AAR to Issue CCN.
- Colour board required for interior. Use existing colour board in WPS office. GRC to review.
- Target system - Action System (US Based)
 - Shop drawings - received in 2 weeks.
 - 8-10 weeks delivery.
 - 2 to 3 week installation / 1 week commissioning.
 - July 31, 2012 is achievable if Action can supply as per requested agreement.
- Berm
 - Manitoba Standards recommend 4:1 slope.
 - 3:2 slope meets RCMP Standards.
 - AMEC (CP) advises there may be occasions of wash-outs of the slopes.
 - WPS provided RCMP Standards. grc to review.

- Report from AMEC as yet to be provided to AAR/WPS. Some areas require additional compaction (87% to 92% compaction) where 95% compaction required.
- Slope of berm to remain at 3:2 slope.
- Report to be submitted this week, AAR/grc to review and provide comments.
- Weather conditions the past week have impacted construction of range.
- Target system - PG to follow up on delivery date with Action.
- Bayview could not mobilize due to rain.
- August 1, 2012 opening is achievable assuming Action can deliver system AND weather co-operates. Any further weather delays will impact construction of range and will extend opening date.
- Action Target System
 - Shop drawings received/reviewed and returned by WPSHQ.
- WPSHQ sent comments to CP, Action has responded (email of June 13, 2012). HH to confirm with Range Master.
- CP has issued delay notice to OA.
- Duration of work is 6 weeks. Require 1 week of "Drying Cut" before equipment can be mobilized.
- OA requested alternative ways to expedite "6 week construction period".
- OA will meet with CP to examine options.
- **August 23, 2012 scheduled for gun range.**
- **Action target system in hand. Revised layout to be received today. PG to forward to WPS for review.**

Action: OA / PG

2.5

POWER DISRUPTION TO TOWER

- RFI HQ # 40 notes that demolition/relocation of point of presence rooms P1012 & P1045 will disrupt power and I.T. to tower (minimum 2 days).
- OA/RB to review as leaving existing rooms will have major impact on architectural design as well as WPS program space.
- Re-location/demolition of HVAC ducts will have impact on tower as well.
- CP awaiting direction from OA/RB as this has major impact on construction schedule.
- OA requires schedule/duration of disruptions.
- GRC reiterated that POP rooms must be moved as it affects WPS program.
- OA/RB met with landlord - as long as CP gives notice and action plan.
- CP to provide action plan and cost by April 23, 2012.
- Still awaiting information.
- See Item 6.2.
- Still awaiting action plan and cost from CP.
- McCaine waiting for input from Telus.
- Shaw and MTS are resolved and aware of issue and addressing internally.
- McCaine to meet with Telus this week.

Action: OA / RB / CP

4.1

CIVIL DRAWINGS

- Genivar finishing design - to be submitted to AAR for review.
- Number of lift stations to be confirmed - affects additional road for access to service lift stations (if required).
- Hard landscaping to be reviewed by Genivar.

- GRC to review with AB the existing design.
- Genivar issued preliminary drawings.
- AB and GRC to review.
- Genivar to stamp and seal.
- Stamped drawings were handed over to grc for review. Once reviewed and accepted, CP to apply for permit.
- Genivar and City of Winnipeg in discussions.
- Genivar will be forwarding stamped and sealed drawings to City of Winnipeg.
- Genivar to indicate "range finishes" noted in SI-005.
- Civil drawings have been sent to City of Winnipeg.
- PG to follow up with permit.
- PC/PD will confirm with Sara in meeting tomorrow.
- **City has reviewed preliminary submission.**
- **PG to provide stamped and sealed drawings to AAR/grc.**

Action: PG / AAR / grc

4.3

WYPER ROAD GUN RANGE - STORAGE SHED

- CP to provide 250ft² adjacent to targets.
- WPS to provide confirmation and location.
- No room within side of gun range to fit 250ft² shed.
- grc to review with WPS proposed 150ft² shed and trailer. (Accepted)
- AAR to issue SI.
- grc to issue SI (SI #010 issued June 19, 2012).
- **grc to review with Range Master and re-issue SI.**
- **Delete bleachers, move storage shed to west of control tower.**

Action: AAR / grc

4.8

EXISTING TOWER TENANTS

- CP expressed concern with timing of relocation of tenants.
- Storage space at P1 needs to be cleared out. SB stated this will affect schedule.
- SB to review and provide report. (Include cost and schedule implications)
- RB indicated there is confusion as to when space has to be vacated.
- May 31, 2012 is agreed upon date.
- CP agreed to give them until June 2, 2012 to move out.
- Optometrist; his space must be vacated ASAP - schedule impact.
- WPS to review with Bob Down. CP to review if they can do his project under their building permit number.
- PG to provide Dr. Lecker floor plans and letter of impact on schedule.
- Approximate construction time is 3 months for construction of new office.
- Affects permit issue.
- ABa met with Bob Downs.
- Possibility of WPS to vacate site office. Grid move Dr. Lecker into space to be reviewed with City.
- OA/RB to review options with City.

Action: OA / WPS

5.3 WYPER ROAD HARDWARE TO BE REVIEWED

- 2 door frames to be reviewed.
- CP to provide shop drawings.
- Master key requirements, grc to review with WPS.
- grc to issue keying schedule May 29, 2012 (SI #011 issued June 19, 2012).
- **grc to review with WPS and issue revised SI summarizing changes.**
- **PG and HH have discussed and agreed to changes.**
- **Ammo vault doors – option to steel plate interior door – WPS to review and advise (AB).**

Action: grc / WPS /AB

6.3 CODE ISSUES WITH TOWER/HQ LINK

- Exiting and pressurization issues with stairwells.
- Additional cost, R.O.M. under \$500,000.00.
- Send email to OA regarding AECOM code analysis.
- Meeting required with OA and CP to review additional costs of pressurizing stairwell of tower and other code related issues (smoke exhaust, dividing stairs, etc).
- Preliminary costs provided to OA.
- Details to be finalized before final costs can be provided.

Action: Closed

6.4 POLICE SIGNAGE

- Winnipeg Police HQ sign on pedestals and/or on building face.
- John Sellers (hired by City of Winnipeg through CP) presented options. Will be revisited.
- CP to provide proposals from John Sellers to AAR/OA/RB.
- grc issued proposal to RB for their review.
- If mounted on curtain wall, CP requires input ASAP.
- UDAQ approval may be required.
- Decision urgently required as east elevations are under construction.
- RB to advise.
- Met with UDAC (Lee Caldwell) June 18, 2012.
- Pillar signage preferred, opposed by Lee Caldwell.
- grc to prepare presentation of pillars (reduced size).

Action: grc / RB

6.6 BURROUGH PITS

- Safety issue brought up.
- AAR to issue CCN.
- Reviewed on site with CP. Area needs to be fenced in.
- AAR to issue SI for fence at north burrough pits and indicate fencing at the entire perimeter of the site.
- No change order required. Additional costs to be discussed between OA and ABa.
- **grc to issue SI.**

Action: AAR / grc

7.4

FUME HOOD

- grc to issue CCN to AB regarding the fume hood.
- CCN 004 issued June 1, 2012.
- Outlets for washer-dryer, ultra-sonic equipment to be added.
- CCN 004 to be revised and re-issued.
- Stainless steel counters in gun cleaning and armoury rooms to be priced.
- Pricing for CCN 004 received. AAR/grc/Nova3 to review.
- PC to review OA and RB.
- **CO#4 issued approving cost for fume hood.**
- **CP proceeding with work for wire mesh and stainless steel counters being done under protest.**

Action: Info

8.1

WYPER ROAD LIBRARY ARCHIVE & AMMUNITION ROOM

- FFE (book shelves and tables) provided by Owner.
- Stainless counter in gun cleaning room required. CP to price and provide credit for counters carried in contract. See item 7.4.
- Shelving specs in ammunition room required as it affects installation of lighting, security, etc.
 - WPS to provide.
- Shelving specs in ammunition room required as it affects installation of lighting, security, etc.
- CP to issue RFI.
- **Caspian to complete work as per contract.**
- **WPS will provide furniture as per contract.**

Action: Closed

8.2

SCHEDULE FOR HQ

- Building permit delayed to June 15, 2012.
- CP requested time to review contract documents/drawings.
- CP to advise of potential delays as required.
- OA wants delay issues identified immediately so that WPS can address sooner rather than later.
- ABa to meet with OA and RB separately after meeting.
- To be reviewed in July, with recovery plan.
- **OA wishes to re-visit in September after building is enclosed.**

Action: CP / OA

8.3

GUN LOCKER AT WYPER ROAD

- Gun locker room moved to weapons room.
- Wire mesh required for both rooms for security purposes.
- To be added to CCN 004.
- CCN 007 issued.
- CP proceed with work as per OA.
- **CP to provide pricing.**
- **AAR to review pricing.**

Action: AAR

9.1 **COMMISSIONING AGENTS**

- ID introduced as commissioning agents for WPSHQ project.
- Formal commissioning plan to be provided, similar to Canada Post project.
- HL to be main contact, copied to JM.

Action: Info

9.2 **BUILDING PERMIT DOCUMENTS**

- ABa expressed concern with design documents.
- AAR design team will be meeting with CP trades over the next 3 weeks.

Action: Info

9.3 **REVISED WASHROOM ON LEVEL 5**

- Existing men's washroom to be demolished to meet WPS space requirements.
- Men's washroom in tower needs to be upgraded to meet accessibility issues.
- grc to prepare sketch for OA/RB to present to tower landlord.
- **CCN 008 issued, to be reviewed with City of Winnipeg.**
- **PC & RB met with City of Winnipeg (John Zabutney) to review 5th floor washroom revisions.**
- **CP to pursue CO with City of Winnipeg (John Zabutney).**

Action: CP

9.4 **CASH FLOW**

- OA would like cash flow projections from CP.

Action: Closed

9.5 **WYPER ROAD**

- MTS services to building with City of Winnipeg legal divisions.
- **RB met with MTS.**
- **August 9, 2012 tentative date for service to new HQ.**
- **Manitoba Hydro confirmed for mid-July.**

Action: Info

9.6 **SITE DEVELOPMENT PERMIT/PRIVATE APPROACH PERMIT**

- grc to prepare sketches and package.
- CP to apply to City.

Action: grc / CP

10.1 **H.Q. ELEVATORS**

- CPU elevators.
- Require pit depth less than 300mm otherwise WPS loses space in Level P1.
- "CCN" was issued by Aecom and priced by CP. OA to review history of documentation.
- **grc/AAR working with WPS to review layout of forensic lab storage space to suit elevator pit.**

Action: OA / grc / AAR

NEXT MEETING

- Next meeting will be on **July 24, 2012** from **9am to 10:30am**.
- **All meetings will be from 9am to 10:30am**
 - **Tuesday, August 7, 2012**
 - **Tuesday, August 21, 2012**
 - **Wednesday, September 5, 2012**
- Owner's Meeting to be held bi-weekly until further notice.

Action: All / AAR

Supplemental

S1.1 AAR DESIGN MEETING WITH CASPIAN SUB-TRADES

- AAR/GRC/NOVA3/Wolfrom met with Caspian sub-trades on Wednesday, March 14, 2012, regarding Wyper Road Gun Ranger.
- Structural provided custom wall support details for permit.
- AAR design team committed to providing fully coordinated "Issued for Construction" drawings in 90 days (May 30, 2012 ±).

S1.2 BUILDING PERMIT STATUS

- Building Envelope Permit - March 20, 2012
 - 100% completed drawings for Architectural curtainwall, 100% completed structural support system for curtain wall and code analysis for building envelope.
 - No Mechanical or Electrical drawings.
 - 3 sets of drawings will be hand delivered to the City of Winnipeg's Office (Sara Cianflone) by 11am on March 20, 2012.
 - Drawings and specifications delivered to City of Winnipeg Planning, Property and Development Department (Michelle Ho).
 - Receipt received (Caspian Projects).
- Structural Permit - May 2, 2012
 - 100% completed drawings (plans only) for Architectural, 100% completed drawings for Structural, full code analysis for the building.
 - Mechanical or Electrical drawings will be partially completed, but will not be included with this application, unless the City of Winnipeg wished to have these drawings for information only.
 - Drawings and specifications delivered to the City of Winnipeg, Property and Development Department (Michelle Ho) on May 2, 2012.
 - Receipt received.
- Building Permit - submitted June 15, 2012.
 - 100% design complete and fully coordinated Architectural, Structural, Mechanical and Electrical drawings and specifications.
 - Follow-up meeting with City of Winnipeg (Sara Ciaflone) set-up for Wednesday, June 20, 2012.
- Wyper Road Building Permit
 - CP to provide a certified sketch from their Civil Engineer for the minor change in the proposed site drainage. Once this has been issued, the City of Winnipeg will issue a Building Permit for Wyper Road.



Winnipeg Police Headquarters Owner's Meeting No. 11



Date of Meeting: July 24, 2012

Meeting Location: Caspian Boardroom, 5th Floor, 266 Graham

Name	Initials	Company	Initials	Present	Copied
Peter Chang	PC	Adjeleian Allen Rubeli Ltd.	AAR	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Patrick Dubuc	PD	GRC Architects	GRC	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Peter Rankin	PR	GRC Architects	GRC	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Ossama AbouZeid	OA	Dunmore Corporation	DC	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Randy Benoit	RB	Winnipeg Police Service	WPS	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Henry Hagenaaars	HH	Winnipeg Police Service	WPS	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Ari Berdesis	AB	Winnipeg Police Service	WPS	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Armik Babakhanians	Aba	Caspian Projects	CP	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Shaun Babakhanians	SB	Caspian Projects	CP	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Peter Giannuzzi	PG	Caspian Projects	CP	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Pam Anderson	PA	Caspian Projects	CP	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Andrew Edge	AE	Caspian Projects	CP	<input type="checkbox"/>	<input checked="" type="checkbox"/>
John Guenther	JG	Nova3	N3	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Vic Thielman	VT	Nova3	N3	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Tony Mitousis	TM	Nova3	N3	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Dan Wolfrom	DW	Wolfrom Engineering	WE	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Howie Laubenstein	HL	Integrated Designs	ID	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Jamie MacPherson	JM	Integrated Designs	ID	<input type="checkbox"/>	<input checked="" type="checkbox"/>

Meeting Minutes

1.6 WYPER ROAD GUN RANGE SCHEDULE

- HH/AB expressed concern with unknown completion date of gun range.
- CP to review.
- Design meeting held on Wednesday, March 14 with trades & design team.

- Nova3 is proceeding with completion of design and is working with Wes-man to maintain schedule.
- CP to provide updated schedule on March 26th.
- Genivar retained to review site drainage and provide certification of design.
- PC requested status of design, CP advised that proposed re-design of site drainage may still require 1 lift station.
- Completion still targeted to mid-end of July.
- HH asked when re-design will be presented to City Water Waste Dept.
- Site security still maintained, routine patrols.
- CP presented new schedule (September 11 noted completion date). CP will work with OA to accelerate schedule to July 31.
- 95% design drawings to be submitted to CP & WPS April 9.
- Mechanical given go ahead to proceed based on N3 drawings issued March 30. PC informed CP that 95% set of mechanical will be same as what was issued last week.
- PD confirmed detail issued for review is what will be shown on 95% drawings (walls to be R-30, Roof R-40).
- Colour samples of cladding to be reviewed after meeting.
- CP to provide signed and sealed civil drawings to City of Winnipeg in two weeks.
- OA instructed CP to proceed with completion of construction immediately.
- CCN's to be based on 95% drawing (May 31 POR).
- Extra gun range station and shot gun range. See Item 4.2.
- CP and WPS to confirm that 95% drawings are acceptable.
- CP committed July 31, 2012 completion date.
- Range lighting addition to POR - AAR to issue CCN.
- Road widening addition to POR - AAR to issue CCN.
- Building complete for July 31, 2012.
- CP expressed concern with steepness of side berm
 - Currently shown 3:2 slope, AMEC/Genivar provided memo recommending 4:1 (PG to forward to AAR for review).
- AB to review RCMP standards to confirm if 3:2 is gun range requirement.
- AMEC provided remedial details for berm deficiencies (report to be forwarded to AAR).
- IFC drawings for Wyper Road issued May 2, 2012.
- CCN issued for Range Lighting. CP has priced, AAR reviewed. OA/RB to review. CD#002 issued May 16, 2012 for Infrastructure Work.
- Road widening - AAR to Issue CCN.
- Colour board required for interior. Use existing colour board in WPS office. GRC to review.
- Target system - Action System (US Based)
 - Shop drawings - received in 2 weeks.
 - 8-10 weeks delivery.
 - 2 to 3 week installation / 1 week commissioning.
 - July 31, 2012 is achievable if Action can supply as per requested agreement.
- Berm
 - Manitoba Standards recommend 4:1 slope.
 - 3:2 slope meets RCMP Standards.
 - AMEC (CP) advises there may be occasions of wash-outs of the slopes.
 - WPS provided RCMP Standards. grc to review.

- Report from AMEC as yet to be provided to AAR/WPS. Some areas require additional compaction (87% to 92% compaction) where 95% compaction required.
- Slope of berm to remain at 3:2 slope.
- Report to be submitted this week, AAR/grc to review and provide comments.
- Weather conditions the past week have impacted construction of range.
- Target system - PG to follow up on delivery date with Action.
- Bayview could not mobilize due to rain.
- August 1, 2012 opening is achievable assuming Action can deliver system AND weather co-operates. Any further weather delays will impact construction of range and will extend opening date.
- Action Target System
 - Shop drawings received/reviewed and returned by WPSHQ.
- WPSHQ sent comments to CP, Action has responded (email of June 13, 2012). HH to confirm with Range Master.
- CP has issued delay notice to OA.
- Duration of work is 6 weeks. Require 1 week of "Drying Cut" before equipment can be mobilized.
- OA requested alternative ways to expedite "6 week construction period".
- OA will meet with CP to examine options.
- August 23, 2012 scheduled for gun range (**on schedule**) for both range and building.
- Action target system in hand. Revised layout to be received today. PG to forward to WPS for review.

Action: OA / PG

2.5

POWER DISRUPTION TO TOWER

- RFI HQ # 40 notes that demolition/relocation of point of presence rooms P1012 & P1045 will disrupt power and I.T. to tower (minimum 2 days).
- OA/RB to review as leaving existing rooms will have major impact on architectural design as well as WPS program space.
- Re-location/demolition of HVAC ducts will have impact on tower as well.
- CP awaiting direction from OA/RB as this has major impact on construction schedule.
- OA requires schedule/duration of disruptions.
- GRC reiterated that POP rooms must be moved as it affects WPS program.
- OA/RB met with landlord - as long as CP gives notice and action plan.
- CP to provide action plan and cost by April 23, 2012.
- Still awaiting information.
- See Item 6.2.
- Still awaiting action plan and cost from CP.
- McCaine waiting for input from Telus.
- Shaw and MTS are resolved and aware of issue and addressing internally.
- McCaine to meet with Telus this week.

Action: OA / RB / CP

4.1

CIVIL DRAWINGS

- Genivar finishing design - to be submitted to AAR for review.
- Number of lift stations to be confirmed - affects additional road for access to service lift stations (if required).
- Hard landscaping to be reviewed by Genivar.

- GRC to review with AB the existing design.
- Genivar issued preliminary drawings.
- AB and GRC to review.
- Genivar to stamp and seal.
- Stamped drawings were handed over to grc for review. Once reviewed and accepted, CP to apply for permit.
- Genivar and City of Winnipeg in discussions.
- Genivar will be forwarding stamped and sealed drawings to City of Winnipeg.
- Genivar to indicate "range finishes" noted in SI-005.
- Civil drawings have been sent to City of Winnipeg.
- PG to follow up with permit.
- PC/PD will confirm with Sara in meeting tomorrow.
- City has reviewed preliminary submission.
- PG to provide stamped and sealed drawings to AAR/grc.
- **Received and will be re-submitted today (July 24th) for full building permit both HQ and Wyper.**

Action: PG / AAR / grc

4.3 WYPER ROAD GUN RANGE - STORAGE SHED

- CP to provide 250ft² adjacent to targets.
- WPS to provide confirmation and location.
- No room within side of gun range to fit 250ft² shed.
- grc to review with WPS proposed 150ft² shed and trailer. (Accepted)
- AAR to issue SI.
- grc to issue SI (SI #010 issued June 19, 2012).
- grc to review with Range Master and re-issue SI.
- Delete bleachers, move storage shed to west of control tower.
- **Revise SI to provide OH door + 1 man door swing outward.**
- **Double door facing targets, man door on side.**
- **Double axle trailer preferred.**

Action: AAR / grc

4.8 EXISTING TOWER TENANTS

- CP expressed concern with timing of relocation of tenants.
- Storage space at P1 needs to be cleared out. SB stated this will affect schedule.
- SB to review and provide report. (Include cost and schedule implications)
- RB indicated there is confusion as to when space has to be vacated.
- May 31, 2012 is agreed upon date.
- CP agreed to give them until June 2, 2012 to move out.
- Optometrist; his space must be vacated ASAP - schedule impact.
- WPS to review with Bob Down. CP to review if they can do his project under their building permit number.
- PG to provide Dr. Lecker floor plans and letter of impact on schedule.
- Approximate construction time is 3 months for construction of new office.
- Affects permit issue.
- ABa met with Bob Downs.
- Possibility of WPS to vacate site office. Grid move Dr. Lecker into space to be reviewed with City.
- OA/RB to review options with City.

- CP issued delay notice to OA.
- Dr. Lecker office proposed to move into cadet space.
- Police cadets meeting with Winnipeg PP & D.

Action: OA / WPS

5.3 WYPER ROAD HARDWARE TO BE REVIEWED

- 2 door frames to be reviewed.
- CP to provide shop drawings.
- Master key requirements, grc to review with WPS.
- grc to issue keying schedule May 29, 2012 (SI #011 issued June 19, 2012).
- grc to review with WPS and issue revised SI summarizing changes.
- PG and HH have discussed and agreed to changes.
- Ammo vault doors – option to steel plate interior door – WPS to review and advise (AB).
- **Ammo vault door to be steel plated.**
- **Interior door, electrical strike to be outside (mag lock?). To be reviewed on site and revised SI to be issued.**

Action: grc / WPS / AB

6.4 POLICE SIGNAGE

- Winnipeg Police HQ sign on pedestals and/or on building face.
- John Sellers (hired by City of Winnipeg through CP) presented options. Will be revisited.
- CP to provide proposals from John Sellers to AAR/OA/RB.
- grc issued proposal to RB for their review.
- If mounted on curtain wall, CP requires input ASAP.
- UDAQ approval may be required.
- Decision urgently required as east elevations are under construction.
- RB to advise.
- Met with UDAC (Lee Caldwell) June 18, 2012.
- Piller signage preferred, opposed by Lee Caldwell.
- grc to prepare presentation of pillars (reduced size).
- **grc presented pillar signage to RB.**
- **RB presented to City.**
- **Exterior signage on building not an option.**
- **CP to proceed with buildings cladding with no signage.**

Action: grc / RB

6.6 BURROUGH PITS

- Safety issue brought up.
- AAR to issue CCN.
- Reviewed on site with CP. Area needs to be fenced in.
- AAR to issue SI for fence at north burrough pits and indicate fencing at the entire perimeter of the site.
- No change order required. Additional costs to be discussed between OA and ABa.
- grc to issue SI.

Action: Closed

8.2

SCHEDULE FOR HQ

- Building permit delayed to June 15, 2012.
- CP requested time to review contract documents/drawings.
- CP to advise of potential delays as required.
- OA wants delay issues identified immediately so that WPS can address sooner rather than later.
- ABa to meet with OA and RB separately after meeting.
- To be reviewed in July, with recovery plan.
- OA wishes to re-visit in September after building is enclosed.
- **CP to provide revised schedule after review of IFC drawings.**

Action: CP / OA

8.3

GUN LOCKER AT WYPER ROAD

- Gun locker room moved to weapons room.
- Wire mesh required for both rooms for security purposes.
- To be added to CCN 004.
- CCN 007 issued.
- CP to proceed with work as per OA.
- **CP provided pricing.**
- **AAR reviewed and forwarded to OA for review/approval.**

Action: OA

9.2

BUILDING PERMIT DOCUMENTS

- ABa expressed concern with design documents.
- AAR design team will be meeting with CP trades over the next 3 weeks.
- **Building permit application with IFC drawings today, July 24, 2012.**

Action: Info

9.3

REVISED WASHROOM ON LEVEL 5

- Existing men's washroom to be demolished to meet WPS space requirements.
- Men's washroom in tower needs to be upgraded to meet accessibility issues.
- grc to prepare sketch for OA/RB to present to tower landlord.
- CCN 008 issued, to be reviewed with City of Winnipeg.
- PC & RB met with City of Winnipeg (John Zabutney) to review 5th floor washroom revisions.
- CP to pursue **PO** with City of Winnipeg (John Zabutney).
- **This work is not part of GMP.**

Action: CP

9.5

WYPER ROAD

- MTS services to building with City of Winnipeg legal divisions.
- RB met with MTS.
- August 9, 2012 tentative date for service to new HQ.
- Manitoba Hydro confirmed for mid-July.
- **Hydro has provided feed.**
- **CP to hook up.**
- **MTS approvals complete, install date to be August 18, 2012.**

Action: Info

9.6

SITE DEVELOPMENT PERMIT/PRIVATE APPROACH PERMIT

- grc to prepare sketches and package.
- CP to apply to City.

Action: grc / CP

10.1

H.Q. ELEVATORS

- CPU elevators.
- Require pit depth less than 300mm otherwise WPS loses space in Level P1.
- "CCN" was issued by Aecom and priced by CP. OA to review history of documentation.
- grc/AAR working with WPS to review layout of forensic lab storage space to suit elevator pit.
- **Layout has been resolved with WPS and is on IFC drawings.**
- **WPS required 2nd elevator.**
- **AAR to issue CCN.**

Action: grc / AAR

11.1

FLUSHING OF CHILLER PIPES

- OA to follow up with John Zabutney.
- Needs to be done before mid-September.

Action: OA

11.2

WYPER ROAD – RANGE LAMP POST

- CCN required to wrap 1st lamp post base on shotgun side to prevent ricochets of bullets.
- Full concrete pillar to be wrapped.

Action: grc / AAR

11.3

WYPER ROAD SIDEWALKS

- CP to review POR regarding sidewalks.
- On civil drawing and will be built as per drawing.

Action: Info

11.4 **WYPER ROAD – CONTROL TOWER**

- VICT to be used on second floor.
- SI to be issued.

Action: AAR

11.5 **WYPER COMMISSIONING REPORT**

- To be reviewed on site today (1:30pm).

Action: Info

11.6 **WYPER ROAD – SECURITY/CCVE**

- McCain submitted extras.
- CP to re-submit to AAR.
- AAR to review with OA and WPS.

Action: CP / AAR

11.7 **WYPER ROAD – TARGETING SYSTEM**

- Extra submitted.
- Items 3 and 4 are part of POR, in OA's opinion.
- CP to issue formally and AAR will issue SI response.
- Conduits at knee walls are a must.
- Items 1 and 2 relative target system, not approved, do proceed.

Action: CP / AAR

11.8 **WYPER ROAD – SECURITY**

- WPS expressed concern with site access.
- CP has 24 hour security camera service.
- This is acceptable to WPS.

Action: Info

NEXT MEETING

- Next meeting will be on **August 7, 2012** from **9am to 10:30am**.
- **All meetings will be from 9am to 10:30am**
 - **Tuesday, August 21, 2012**
 - **Tuesday, August 28, 2012**
 - **Tuesday, September 11, 2012**
 - **Tuesday, September 25, 2012**
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Action: All / AAR

Supplemental

S1.1

AAR DESIGN MEETING WITH CASPIAN SUB-TRADES

- AAR/GRC/NOVA3/Wolfrom met with Caspian sub-trades on Wednesday, March 14, 2012, regarding Wyper Road Gun Ranger.
- Structural provided custom wall support details for permit.
- AAR design team committed to providing fully coordinated “Issued for Construction” drawings in 90 days (May 30, 2012 ±).

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5368-00 WPSHQ - HQ Building RFI Log

RFI #	Date of Issue	Subject	Date Required	Assigned To	Action Required	Date of Response	Response	Date Closed
00	28-Feb-12	RFIC's 1-16 Issued to Aecom Prior February 15, 2012	N/A	AAR	Provide concurrence to consider this RFI to be closed.	28-Feb-12	As discussed, from the point of view of the AAR design team, the noted RFIs have been addressed by Aecom and are either on the drawings or resolved. Therefore, we concur, they can be put to history, but we should keep track of them in case we ever need to back track as to why/how a decision was reached.	28-Feb-12
1	23-Feb-12	Approval Required for Isolation Valves on Chilled Water Piping in Mechanical Room	1-Mar-12	Nova3	Review and respond to AAR.	14-Mar-12	Nova3 accepted. Caspian advised to proceed as noted in response from Nova3 (attached).	14-Mar-12
2	28-Feb-12	Generator Load Bank	6-Mar-12	AAR / WPSHQ	Review and respond.			
3	28-Feb-12	Exterior Signage Requirements	6-Mar-12	WPSHQ	Require input.			
4	28-Feb-12	Proposed Changes to Curtainwall System	N/A	AAR	Issue CCN.	28-Feb-12	A CCN was issued on the proposed changes to the south wall. Caspian to provide cost breakdown.	28-Feb-12
5	28-Feb-12	Copper vs Aluminum Buss And Feeders	N/A	Nova3 / AAR	Issue SI.	28-Feb-12	Was discussed during meeting with Caspian and McCaine. Nova3 has agreed that aluminum can be used and meets both POR and Building Code. SI issued March 9, 2012.	9-Mar-12
6	28-Feb-12	Survey Existing P2 Slab on Grade	N/A	AAR	N/A	28-Feb-12	Change Directive (CD) issued to proceed with work, subject to further review for cost savings.	28-Feb-12
7	28-Feb-12	New Main Power In-Service Date and Subsequent Re-feeding of Existing Tower Distributions	6-Mar-12	Nova3	Review and respond to AAR.	28-May-12	High voltage distribution has been designed and a PCN issued for the Tower portion. Specifications have been forwarded to our office for review and will be returned today. Supplier tender package is expected to be ready for June 01, 2012.	28-May-12
8	28-Feb-12	Additional Existing High Voltage Transformer to Remain	6-Mar-12	Nova3	Review and respond to AAR.	28-May-12	Existing High Voltage transformers to be reused or deleted have been (are being) coordinated by Vic Thielmann and McCaine electric to ensure Tower feeds are not compromised. Condition of the transformers is being taken into account as well.	28-May-12
9	28-Feb-12	15 KV Service into Building	6-Mar-12	Nova3	Review and respond to AAR.	28-May-12	15kV feeder entrance has been fully coordinated and determined between Vic Thielmann, McCaine Electric, and Manitoba Hydro. The feeders will enter to the High Voltage Switchgear located in the Main Electrical Room in the P2 Level.	28-May-12
10	28-Feb-12	MTS Services Entrance	6-Mar-12	Nova3	Review and respond to AAR.	28-May-12	Two (2) rooms are required as per MTS. McCaine has coordinated all these issues with MTS. McCaine has site coordinated the conduit locations with the utility on site.	28-May-12
11	28-Feb-12	UPS Equipment & Battery Room Space and Structural Requirements	6-Mar-12	grc / Wolfrom	Review room size requirements and Wolfrom will check the existing slab accordingly.	23-May-12	Battery Rack 1. Based on 3925 lbs. per rack can be safely supported by the slab-on-grade floor at the P2 level. 2. Battery Racks 3 & 4, based on 85,000 lbs. per rack, will cause settlement and cracking of the slab-on-grade floor at the PS level. This loading will be required to be distributed over a greater area, or additional foundations provided. Details of the racks have not been provided, but if these racks are point loaded on the floor slab, the maximum permitted leg load shall be 10,000 lbs. 3. All of the UPS and the UPS input isolation transformers as specified can safely be supported on the slab-on-grade floor at the P2 level.	23-May-12

5368-00 WPSHQ - HQ Building RFI Log

RFI #	Date of Issue	Subject	Date Required	Assigned To	Action Required	Date of Response	Response	Date Closed
12	28-Feb-12	Electrical Room P2015 Space Structural Requirements	6-Mar-12	grc / Wolfram	Review room size requirements and Wolfram will check the existing slab accordingly.	23-May-12	These loads can be safely supported on the slab-on-grade floor at the P2 level.	23-May-12
13	28-Feb-12	Generator 4 and 5 Structural Requirements	6-Mar-12	grc / Wolfram	Review room size requirements and Wolfram will check the existing slab accordingly.	12-Jul-12	No further structural response can be provided until dimensions, locations, confirmed weights and mounting details are provided. The structural support details for the noted generators have been designed and were on the "Issued for Building Permit" set of drawings issued on June 15, 2012.	12-Jul-12
14	28-Feb-12	Roof and Sanitary Drainage	13-Mar-12	Nova3	Review the proposal PVC XF3 piping for roof drainage and respond to AAR.	14-Mar-12	The use of PVC XFR piping is acceptable, as is the proposal to consolidate rain water leaders in 4 existing locations. Site conditions may have impact on final routing and will be shown on Mechanical drawings.	14-Mar-12
15	28-Feb-12	Copper and SS Water Piping Domestic Water Lines	13-Mar-12	Nova3	Review and respond to AAR.	11-Apr-12	The use of copper and stainless steel water pipes for all domestic water lines has been approved.	11-Apr-12
16	28-Feb-12	Confirm Water Meters for Tower and WPS Bldg.	13-Mar-12	Nova3	Review the acceptance of a single water meter for the HQ building.	11-Apr-12	No. We require additional meters, as they (City of Winnipeg) needs to breakout the tenant's actual costs for energy/utility consumption.	11-Apr-12
17	28-Feb-12	Confirm New Roof Drain Piping	13-Mar-12	Nova3	Review the roof drainage down to Level P1 and respond to AAR.	12-Jul-12	The roof drain locations and design are noted on the "Issued for Building Permit" drawings issued on June 15, 2012.	12-Jul-12
18	28-Feb-12	Review Required Regarding P-1 and P-2 Drainage	29-Feb-12	Nova3	Arrange a site review of the levels P1 and P2 drainage on site.	11-Apr-12	Mechanical: 1. Mechanical Contractor shall install seventeen (17) parking lot drains in the locations indicated on architectural drawing WPS-AE-1-0-01, and as indicated on the corresponding mechanical drawing.RFI-M6-PM6.1 (attached). 2. The below grade sanitary waste piping from the floor drains shall connect to the existing west sand/grit interceptor located at Gridlines H-2. 3. A new oil interceptor OI-2 shall be installed prior to the connection to the sand interceptor at Grid H-2. The interceptor shall be a: MIFAB (or equal), model MI-O-HU-3, 165 US gal./21.0 cu.ft. holding capacity, rated at 50 USGPM. 4. The floor drains shall be JRSmith (or equal), heavy duty traffic drains w/ 4" outlet, hinged grate and sediment bucket. 5. The east pit at Grid G-9 shall be abandoned in place and all services capped.	11-Apr-12

5368-00 WPSHQ - HQ Building RFI Log

RFI #	Date of Issue	Subject	Date Required	Assigned To	Action Required	Date of Response	Response	Date Closed
19	28-Feb-12	Existing Fire Alarm System	6-Mar-12	Nova3	Review fire alarm requirements and respond accordingly.	28-May-12	The method described in this RFI is essentially what has been determined to be the intended method for fire alarm. The existing Tower fire alarm system will remain. A new fire alarm panel will be provided at the same location of the current panel. All devices in the Tower are existing to remain. Fire alarm panel locations are as per the RFI description (ie. M106). The Headquarters will have new fire alarm system devices and panel located in Vestibule M140. System will be interconnected with the Tower fire alarm system.	28-May-12
20	29-Feb-12	New Address for WPS Headquarters Building	29-Feb-12	N/A	No action required.	1-Mar-12	N/A	1-Mar-12
20 R-1	29-Feb-12	New Address for WPS Headquarters Building	29-Feb-12	N/A	No action required.	1-Mar-12	N/A	1-Mar-12
21	1-Mar-12	Final Floor Drain Design for P2	1-Mar-12	grc	Work on P2 layout and meet with Caspian and Wes-man.	28-May-12	The P2 slab information was shown on the structural permit set. As well, the P2 slab is close to completion and has been constructed based on our instructions.	28-May-12
22	7-Mar-12	ISD and Electrical Load Requirements	12-Mar-12	Nova3	Respond and address Manitoba Hydro's concerns.	28-May-12	All electrical power requirements have been provided by the WPS. Refer to Caspian Project Bulletin HQ-06 dated "2012.05.10".	28-May-12
23	7-Mar-12	Wes-Man's Priority List of Mechanical Items	13-Mar-12	Nova3	Continue working on the mechanical design with the priority list provided.		For info only.	7-Mar-12
24	7-Mar-12	Pile Cap Base Plate Treatment at P2 Level	13-Mar-12	Caspian / AAR	Include in price breakdown for the level P2 slab replacement when quote is resubmitted, as discussed during Owner's Meeting No. 01.	7-Mar-12	It is AAR's opinion that a protective covering should be provided, perhaps the most economical way would be a brushed on mastic or tar type membrane.	7-Mar-12

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RFI #	Date of Issue	Subject	Date Required	Assigned To	Action Required	Date of Response	Response	Date Closed
25	7-Mar-12	Existing Fire Pump	16-Mar-12	grc	Review and respond.	8-Mar-12	Assuming the tower is a separate building from the WPSHQ, it would be logical that the existing fire pump(s) remain on the existing electrical service as is. However, due to the separate address of the WPSHQ, and the occupancy change associated with the conversion of the old mail processing area to the WPSHQ, the City of Winnipeg fire department may need the sprinkler contractor to install a code compliant water supply with its own fire pump fed from the WPSHQ essential distribution to serve the fire protection system of the WPSHQ. We require the architect to confirm the separation between the building known to be the tower and the building which is the WPSHQ. Once the separation between the buildings is determined, it is anticipated that the tower occupancy is not changed and as such grandfathered with respect to existing life safety systems. All of this needs to be confirmed between GRC and the City of Winnipeg fire protection engineer. In regards to the response previously given, the separation information requested between the Tower and the WPS building was given as part of Judy Jeske's Code report submitted as a draft May 2012 and as a final report as part of the latest building permit application. The Tower and the WPS building are classified as one building. No further architectural response required, refer to Code report for additional information.	29-Jun-12
26	7-Mar-12	Fire Fighter Elevator	16-Mar-12	grc	Review and provide response to AAR for the designation of the fire fighter elevators.	12-Apr-12	Freight elevator SE01 and passenger elevator PE01 should be designated as Fire Fighters Elevator.	12-Apr-12
27	7-Mar-12	McCaine Priority List of Electrical Items	16-Mar-12	Nova3	Structure the electrical design to suit this list.	9-Mar-12	For info only.	9-Mar-12
28	7-Mar-12	Slab Topping Thickness at Level 3 & 5	13-Mar-12	AAR	Give information to design team.	9-Mar-12	For info only.	9-Mar-12
29	7-Mar-12	Maximum Floor Load Capacity	12-Mar-12	Wolfrom	Review proposed forklift loads on the existing floor slab and provide an answer to AAR.	28-May-12	1. The above forklift is acceptable on all floors. 2. The maximum floor live load is 200 psf on all floors main level to top floor.	28-May-12
30	9-Mar-12	East & West "Eyebrow" Windows Vision Glass or Spandrel	13-Mar-12	grc	Review and issue response to AAR.	8-Jun-12	The extent of exterior wall removal in regards to vision glazing and spandrel panels was reviewed on site with Rob Murray May 17th 2012. Drawings indicating the extent of removal was left on site with Rob murray.	8-Jun-12
31	9-Mar-12	Door # M205 Swing	14-Mar-12	grc	Review and respond to AAR.	27-Mar-12	See sketch provided.	28-Mar-12
32	9-Mar-12	Existing Fiber Optic Cable Entry Relocation	9-Mar-12	grc / Nova3	Review and respond to AAR.	30-May-12	The fiber optic equipment room will now be in room P1426. The existing lines will be reconnected as required. McCaine has coordinated and determined all requirements as required.	30-May-12
33	9-Mar-12	Location of Floor Drains on P-1	9-Mar-12	grc / Nova3	Review and respond to AAR.	12-Jul-12	The location of the Floor Drains on Level P1 are located on the "Issued for Building Permit" drawings, June 15, 2012.	12-Jul-12
34	9-Mar-12	Fork Lift Loads - Slab Capacity Review	9-Mar-12	Wolfrom	Review and respond to AAR.	28-May-12	The referenced forklift can be operated on all floors. Refer to response of RFI HQ 29 as well.	28-May-12
35	13-Mar-12	Excavated Floor Elevations at P2 Level	19-Mar-12	grc / Nova3	Design info for AAR for P2 slab.	14-Mar-12	For info only.	14-Mar-12

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RFI #	Date of Issue	Subject	Date Required	Assigned To	Action Required	Date of Response	Response	Date Closed
36	13-Mar-12	P2 Level Wall Demolition	15-Mar-12	grc / Wolfrom	GRC and Wolfrom to review and confirm and respond to AAR.	16-Mar-12	Architecturally, the wall along grid line M should be deleted up to and flush with the exterior face of the existing concrete curb close to grid line 2.5 and 8.5, all as discussed with Rob Murray on site. The portion of walls along grid line M between grid lines 2/2.5 and 8.5/9 are to remain as they act as a retaining wall for the soil beyond.	16-Mar-12
37	14-Mar-12	30kPa or psf (Curtain Wall)	14-Mar-12	Wolfrom	Wolfrom to check design wind loads.	14-Mar-12	<p>The design wind load should be in psf. Wolfrom will confirm magnitude.</p> <p>In response to RFI HQ 37 we produced a response based on our interpretation of the NBC for the worst case wind loads at or near the roof level for both corner and general area conditions. These numbers vary significantly from the 30 psf that the original specifications were interpreted to read by the curtain wall supplier. The original quotation for the supply of the curtain wall was apparently based on these lower wind loads, which may or may not have included the post disaster importance factor.</p> <p>In order to mitigate the impact of this change, we are working closely with the engineers for the curtain wall supplier to identify the actual wind loads at varying heights and locations, allowing them to design the curtain wall and the associated connections accordingly. The curtain wall engineer will be submitting for review a tabulation of all wind loads for all areas to be used in the design.</p>	26-Mar-12
38	14-Mar-12	Computer, Server and IT Room Electrical Requirements	19-Mar-12	Nova3	Nova 3 will review and respond to AAR, with electrical load requirements.	29-May-12	Nova 3 Engineering is closely working with McCaine to layout and finalize the final electrical design for all the mentioned rooms. In addition, all electrical power requirements for the equipment have been provided by the WPS. Refer to Caspian Project Bulletin HQ-06 dated "2012.05.10".	29-May-12
39	14-Mar-12	Detailed Electrical Load Summary	15-Mar-12	Nova3	Nova 3 will review and respond to AAR.	29-May-12	Nova 3 has submitted an estimated electrical load summary to Manitoba Hydro for the High Voltage coordination. A detailed load summary will be provided upon electrical design completion.	29-May-12

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RFI #	Date of Issue	Subject	Date Required	Assigned To	Action Required	Date of Response	Response	Date Closed
40	14-Mar-12	Point of Presence (POP) Rooms P1025 & P1045	23-Mar-12	Ossama	Ossama to advise.	24-Jul-12	<p>The existing location for the POP (Point of Entry) room presently located on the P1 level west of the staircase at grid lines 4.7/5 & Pa/Pb cannot remain. The layout for this area is crucial and we cannot lose that space. The POP room would need to be relocated, a proposed location would be to take over the east portion of the new Electrical room located at grid lines 4/R. This location was discussed with Ron Nault of McCain and appears to be possible but will represent interruption of services to the Tower. As this affects power shutdown to tower tenants, Ossama will have to review.</p> <p>The existing POP rooms P1025 & P 1045 are to be removed as they are within WPS space. Disruption to tower tenants has been discussed at length at the Owner's meeting, please see item 2.5 of the minutes from those meetings.</p> <p>POP rooms P1025 (west side of building) and P1045 (east side of building) are new rooms that have been created on level P1. It is our understanding and per the Program of Requirements (room data sheet), these are the only two rooms where MTS fibre optic entry into the building is permitted and being called for.</p>	24-Jul-12
41	14-Mar-12	Antenna Farm Location	23-Mar-12	grc / Nova3	GRC and Nova3 will review and respond to AAR. We have also attached an email that WPS received in response to RFI 055 which was for Roof Top Antennas in general. Please make sure that this is captured in our design when responding to RFI HQ #41.	29-May-12	The location of the antenna farm should be located where the antenna supplier/representative (or associated designer/engineer) would recommend it to be placed for functionality, code implications, and physical constraints. I would expect above the Penthouse would be the best location as it is highest. Some items to consider are structural implications, aeronautical height restrictions (considering if a future helipad is expected), and workspace/maintenance clearance around.	29-May-12
42	21-Mar-12	Duct Modifications for Return Air for Tower	21-Mar-12	Nova3	Confrim from Canada Post if these offices are occupied, or part of the renovation being done by others.	22-Mar-12	<p>The following is our response to RFI HQ-42:</p> <ul style="list-style-type: none"> As discussed, the 2-3 day disruption caused by removal and re-routing of ducts (and 4 supply feeds to the 2 AHU's) is acceptable. Please advise AAR/WPS as to when the work will commence, so that we can plan accordingly. 	26-Mar-12
43	27-Mar-12	Sludge in Existing Tower Chilled Water Piping	30-Mar-12	Ossama	Ossama to review with landlord.	8-Jun-12	See CCN #006.	8-Jun-12

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RFI #	Date of Issue	Subject	Date Required	Assigned To	Action Required	Date of Response	Response	Date Closed
44	28-Mar-12	Existing Pneumatic Air System	4-Apr-12	Nova3	Respond to AAR.	19-Apr-12	The mechanical contractor indicated that his control subtrade stated that to maintain/utilize the existing process compressors for HVAC control would be grossly oversized and inefficient to operate. The control subtrade indicated that for size requirement purposes the existing HVAC control compressor located in the boiler room. Served the tower pneumatic control system requirements w/o assistance from the process compressors for a supervised period of time w/o any short comings. His subtrade further recommended a second control compressor for the purpose of redundancy. He indicated that a survey of the pneumatic control demand in the Tower is required prior to selection of the compressor. Trust access will be made available tot he control subtrade and execute this work. Should access be un-available please have the SNC Lavlin building tech. Provide this task according to the control subtrade, requirements. New work can commence in this area, once the new compressor is made operational, and the process compressor. Are made redundant.	19-Apr-12
45	5-Apr-12	5th Floor Mezzanine Demolition	11-Apr-12	grc / Wolfrom	Review the demolition requirements for the 5th floor and respond to AAR.	29-Jun-12	The demolition extent was indicated on the demolition drawings, and further confirm on site during walk through with Rob Murray and Armik. Marked up Mezzanine plans were prepared and given to Caspian Construction June 20th 2012 to illustrate the extent of existing and new mezzanines on all floors. Nova3 & WesMan to review and confirm extent.	29-Jun-12
46	9-Apr-12	Concrete Specification for Level P2	9-Apr-12	Wolfrom	Provide specification.	9-Apr-12	Concrete specifications for the Level P2 slab has been provided.	9-Apr-12
47	10-Apr-12	Existing Fire Alarm Batteries	13-Apr-12	Nova3	Review and comment if the temporary batteries (it should be noted that we do have emergency generators as weel) are sufficient or if a permanent battery system is required.	30-May-12	Nova 3 agrees that the existing faulty batteries had required immediate replacement which was performed by McCaine Electric. The fire alarm system is to be fed from the new emergency power distribution which will meet MBC 3.2.7.8. Battery back-up capacity of 24hour supervisory power followed by 30min. of full load (alarm condition) will allow the use of the much more readily 50AH batteries while still meeting and exceeding the code minimums for emergency power supply to the fire alarm system.	30-May-12
48	12-Apr-12	Clarification on Existing AHU in Penthouse Mechanical Room	19-Apr-12	Nova3	Review and respond to AAR.	19-Apr-12	The airhandling unit c/w associated ductwork and controls can be removed soon as the process compressors are made redundant.	19-Apr-12

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RFI #	Date of Issue	Subject	Date Required	Assigned To	Action Required	Date of Response	Response	Date Closed
49	12-Apr-12	Steam Condensate Return Line	19-Apr-12	Nova3	Respond to AAR.	19-Apr-12	<p>The reply is yes.</p> <p>Please provide the following: Supply and install complete sterling (or equal) duplex condensate pump unit. Model #44124-GD, Receiver capacity of 15 US gallons, Pump discharge capacity 6.0 USGPM at 20 PSI discharge pressure, Two 1/3 HP motors at 3450 RPM, 115/1/60. Unit shall be furnished with: - motor starters mounted and sized. - mechanical alternator with high water alarm switch. - brass strainers at each pump suction. - isolation valve at each pump section.</p> <p>Remove existing 1 1/2" condensate drain pipe from the steam traps to ceiling below and cap (balance of existing condensate piping system to be removed under Project Demolition Phase). Provide new 1 1/2" condensate drain pipe (schedule 80 black steel ASTM 53 grade B) between existing steam traps and new duplex condensate return pump unit. Location to be determined by the mechanical trade on site. Location to be clear of any obstructions to demolition or new work in this area. Provide complete 1 1/4" pump discharge pipe (Schedule 80 black steel) to existing surge tank complete with check valve, Isolation valve, and union at each pump. Discharge line shall be at elevation equal to the existing pumped condensate lines prior to tank connection.</p>	19-Apr-12
50	12-Apr-12	Fire Fighter Entrance	18-Apr-12	grc / Nova3 / WPS	Respond to AAR.	29-Jun-12	This RFI was previously answered during the Owner's meeting and meeting with Consultants, the firefighter entrance will be of Smith Street.	29-Jun-12
51	18-Apr-12	Security System Point of Contact & Request for Design Meetings	20-Apr-12	WPS	Henry Hagenars will confirm and reply to AAR. Once we get this confirmed, we will forward to Caspian Projects.	18-Apr-12	<p>We agree with the weekly meetings to review Security. This was discussed at yesterday's Owner's meeting and it was agreed that the appropriate time would be Tuesday's at 10:30am. It was also agreed that Andrew would take minutes as well he will send out the meeting requests.</p> <p>Henry has confirmed that he will be the SPOC for WPS.</p>	18-Apr-12
52	18-Apr-12	I.T. Point of Contact & Request for Design Meetings	20-Apr-12	WPS	Henry Hagenars will review and provide AAR with the point of contact for IT issues.	25-Apr-12	The WPS contact for IT will be Mr. Dennis Dane (ddane@winnipeg.ca).	25-Apr-12
53	24-Apr-12	Proposed Generator Equipment and Layout	30-Apr-12	Nova3 / Wolfrom	Nova3 to review the proposed genset layout and respond to AAR. Wolfrom to design the support structure for the gensets and have it included for the structural permit set next week (May 2nd).	30-May-12	Superseded by RFI HQ 53 R-1.	30-May-12

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RFI #	Date of Issue	Subject	Date Required	Assigned To	Action Required	Date of Response	Response	Date Closed
53 R-1	3-May-12	Proposed Generator Equipment and Layout	10-May-12	grc / Nova3 / Wolfrom	Wolfrom to provide revised genset support and submit to AAR.	30-May-12	Wolfrom: Refer to structural drawings S14 for structural details. Structure height to be confirmed by mechanical contractor and architect. Nova3: We reviewed the attached and recommend acceptance of the layout and products proposed.	30-May-12
54	24-Apr-12	Wall on Gridline F 3 to 7	24-Apr-12	grc	grc will review and advise if the wall on GL F3 to 7 needs to be removed.	29-Jun-12	The wall on Grid Line F between 3 & 7 is to be removed if it contains asbestos.	29-Jun-12
55	25-Apr-12	Modular Furniture Specifications	2-May-12	WPS	Henry Hagenaaars will review and provide the modular furniture specification to AAR.			
56	26-Apr-12	Curtainwall Connection at Bottom of Frame	27-Apr-12	Wolfrom	Review and respond to AAR.	26-Apr-12	Option 1: The channel at level 2 is structurally adequate to support the dead load of the curtain wall from level 3 to the bottom of the curtain wall. Option 2: The connections at level 3 are structurally adequate to support the weight of the curtain wall from level 5 to the bottom of the curtain wall.	26-Apr-12
57	27-Apr-12	WPS Provided Docs for Security and PA Systems	2-May-12	WPS	Henry Hagenaaars/Ari Berdesis will download the noted files and confirm that the attached documents for security and PA systems meet the program requirements for WPS.	11-Jul-12	The attached documents are an accurate however early reflection of the requirements for security and P/A systems. The requirements have been refined throughout various security meetings held since this RFI was first received. During those meetings updated information was shared with and reviewed by the various team members including those from Nova 3, GRC, McCaine Electric, Caspian Projects and the WPS. To the best of my knowledge all information has subsequently been captured on the design drawings therefore from a WPS perspective this RFI can be considered closed.	11-Jul-12
58	30-Apr-12	Clarification of Return Air Duct Removal for Tower	4-May-12	Nova3	Nova3 will review and clarify the requirements for the return air duct removal for the tower and respond to AAR.	7-May-12	Proposed return duct system shown on plans, reflect the floors and ceiling areas presently served by the existing return duct system as reviewed on site with the mechanical trade. The routing of the proposed ductwork will require on site review by the mechanical trade for acceptance of location and size of ductwork in the tower and WPS area. Further adjustment to location and configuration of ductwork may be required prior to commencement of work. Existing return ductwork will remain in place until new ductwork is complete except for final connection of existing 96 x 42 duct, generally as shown on plans. Final drawings will be issued upon acceptance of the proposed duct layout. Please see attached Mechanical Drawings: Drawing #M4.5 Main Floor Plan Ventilation Drawing #M4.7 1st Floor Plan Ventilation Drawing #M4.9 2nd Floor Plan Ventilation Drawing #M4.11 3rd Floor Plan Ventilation Drawing #M4.13 4th Floor Plan Ventilation Drawing #M4.15 5th Floor Plan Ventilation	7-May-12

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RFI #	Date of Issue	Subject	Date Required	Assigned To	Action Required	Date of Response	Response	Date Closed
59	1-May-12	Access Control System Comparison	8-May-12	WPS	HH & AB to review with their user group and provide their choice of preferred supplier.	9-May-12	We wish to confirm that WPS will be going with Software House as their Access Control System supplier. Also, it was decided, tentatively, that both Bosch and Axis cameras will be used on the project. McCaine is to set up a "Mock Up" for WPS to review and approve.	
60	1-May-12	Suggested Back Flow/Water Meter Locations	2-May-12	Nova3 / grc	Review the proposed water meter locations and respond to AAR.	11-Jul-12	The proposed location identified by the photos along the wall at grid 6 is acceptable.	11-Jul-12
61	3-May-12	Demolition of Existing 5th Floor Offices	4-May-12	grc	Review the demolition requirements noted on the 5th floor and respond to AAR.	17-May-12	The south wall between grid lines 1 & 2 and gridlines 9 & 10 could remain, but would require re-finishing. The North walls between grid lines 1 & 2 and gridlines 9 & 10 are to be removed. Refer to the demolition plan and new work plan.	17-May-12
62	3-May-12	Existing 15 KV High Voltage Switchgear	11-May-12	WPS / OA	Review with the tower operators.	24-May-12	Shindico has provided authorization for the attached quote. So, please proceed with the work on RFI HQ62, replacement of High Voltage Switch Gear at 266 Graham Avenue with a new Eaton Cutler Hammer Equipment Switch Gear designed to perform the tasks in the manner identified by Manitoba Hydro. It is understood that the work will be done by you and McCaine Electric and the cost will be not more than \$620,307.49. This will be billed to: The City of Winnipeg C/O Shindico Realty Inc 200 – 1355 Taylor Avenue Winnipeg R3M 3Y9" The City of Winnipeg has agreed to cover the cost of replacing the existing switchgear. As this cost is beyond Caspian's Contract price and is being paid directly through the City of Winnipeg, we will not be issuing a change order for this work. We will now close RFI HQ 62.	24-May-12
63	15-May-12	Door Reference Numbers for Access Control	15-May-12	grc	Review and provide door reference numbers for access controls.	29-Jun-12	The drawings issued for Permit Application indicate door numbers.	29-Jun-12
64	18-May-12	Reference Point to Lay Out Horizontal Framing Members in Relation to Benchmarks/Floor Elevations	22-May-12	Wolfrom / grc	Wolfrom Engineering and GRC will review and provide revised drawings/details to suit existing site conditions.	5-Jun-12	Wolfrom Engineering has been on site to review with Caspian Projects. Wolfrom Engineering and grc provided revised drawings/details to suit existing site conditions.	5-Jun-12
65	11-Jun-12	Access Controlled Door Summary	15-Jun-12	grc / Nova3	Review the access controlled door summary provided by McCaine and respond to AAR.	24-Jul-12	Dan Zilinski, P.Eng. of our office had met with WPS and McCaine in various meetings. Based on these meetings and the discussions held within it is our understanding that doors with maglocks do not require electric strikes. WPS should be consulted and should advise if this is the case. Nova3's response has been reviewed by WPS and is acceptable. As, well, access control doors, as required are indicated on the "Issued For Construction" drawings, dated July 24, 2012.	24-Jul-12

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RFI #	Date of Issue	Subject	Date Required	Assigned To	Action Required	Date of Response	Response	Date Closed
66	20-Jun-12	McCaine Electric Security Integrator Qualifications	22-Jun-12	WPS	Henry Hagenaaars will review McCaine's qualifications and respond to AAR.	25-Jun-12	WPS project team has reviewed McCaine submission. We have had a discussion with an independent party about their qualifications, plan and ability to deliver on WPS expectations. We accept them as the integrator.	25-Jun-12
67	26-Jun-12	Emergency Power Priority Sequence	29-Jun-12	Nova3 / WPS	Review the emergency power priority sequence noted and respond to AAR.	12-Jul-12	Please see SI #22 which addresses Caspian Project RFI HQ 67.	12-Jul-12
68	9-Jul-12	Pylon Signs	13-Jul-12	Nova3 / CP / McCaine / WPS	Review and respond to AAR.	10-Jul-12	The location of the proposed pylon signs were discussed during our design meeting this morning with Nova3, Caspian, McCaine and Henry Hagenaaars. It was agreed that the location of the pylon signage will be at least 10 feet away from the face of the building, as such the pylon signs will not have any significant impact on the performance of the required security cameras. McCaine has been advised that electrical feeds will be required for the pylon signs. Also, it should be noted that exact size and location of the proposed pylon signs will require approval from UDAC and grc is working on a signage package for submission to UDAC.	10-Jul-12
69	10-Jul-12	Building Signs	13-Jul-12	grc	Review and respond to AAR.			
70	13-Jul-12	Minimum Height Requirement P2 Level	13-Jul-12	AAR	Provide minimum height requirement for level P2.	16-Jul-12	The minimum height requirement for Level P2 is 2490mm (8'-2") clear. We have confirmed with WPS that for Level P2, a minimum height clearance of 7'-0" (2150mm) will be acceptable in areas where we have services like plumbing and cable trays. However, Caspian Projects will be required to coordinate these areas and locate plumbing and cable trays to achieve maximum height clearances. It would be ideal to run these services that reduce the clear height to 7'-0" in areas such as where we have back to back parking (between grids 4 & 5, 6 & 7, or along walls between grids 2 & 3, 8 & 9, as examples).	16-Jul-12
71	18-Jul-12	Motorized Blinds	20-Jul-12	WPS / Nova3	WPS (Henry Hagenaaars) is reviewing this with the user group. Both WPS and Nova3 will respond to AAR.			
72	23-Jul-12	Open Office Modular Work Stations	27-Jul-12	WPS	WPS (Randy Benoit/Henry Hagenaaars) will address the wiring issues of the open office modular work stations. Please be advised that the furniture layout is still being worked on, starting from the 5th floor downwards.			

5368-00 WPSHQ - Wyper Road RFI Log

RFI #	Date of Issue	Subject	Date Required	Assigned To	Action Required	Date of Response	Response	Date Closed
0	28-Feb-12	RFIC W 1-13 Issued to Aecom Prior February 15, 2012	N/A	AAR	Provide concurrence to consider this RFI to be closed.	28-Feb-12	AAR concurs, the previous RFI's to Aecom which have been addressed or incorporated into the Wyper Road drains should be closed, but kept for reference.	28-Feb-12
1	28-Feb-12	Revised Ditch Grading to Suite MIT	6-Mar-12	AAR / WPSHQ	Review and have Caspian prepare a cost breakdown for this potential claim.			
2	28-Feb-12	Typical Single Door Electrical Rough-In Detail Clarification	6-Mar-12	grc / Nova3	Review and coordinated with WPSHQ team and respond to AAR.	10-Apr-12	Revised as noted on the 95% set of drawings.	10-Apr-12
3	28-Feb-12	Masonry Dowel Installation Detail	6-Mar-12	AAR	N/A	28-Feb-12	This RFI appears to be for a remedial details for dowels for exterior block walls for Wyper. As the structure is completed, this RFI should be closed, unless I'm missing something.	28-Feb-12
4	28-Feb-12	Window Types	6-Mar-12	WPSHQ	Review in conjunction with the POR.	21-Mar-12	<ul style="list-style-type: none"> • The use of PVC vinyl windows is acceptable. As discussed, we will move forward with aluminum clad PVC. The colour of the aluminum clad PVC windows should be "Black" for the exterior aluminum portion. • Shop drawings to be provided for review, prior to fabrication, as per contract. • No site instruction will be issued as this request is NOT a change in the POR of record for Wyper Road and Caspian Projects has noted that the use of PVC was agreed to as per their memo of July. Memo to be provided to AAR, once confirmed by Ossama, for record. • This RFI will remain opened until confirmation by Ossama. 	22-Mar-12
5	12-Mar-12	Alternate Lighting for Firing Range	16-Mar-12	WPS/Ossama/Nova3	We will review this with Ossama and WPS to confirm if this work is above and beyond POR. Nova 3 to review pricing and respond to AAR.	10-Apr-12	Please review the revised lighting for the firing range that is shown on the 95% set of drawings (will be distributed to all by the end of today). It has been agreed by Ossama that the range lighting is not included in the May 31 POR for Wyper Road, as such we will close RFI W 5 and issue a CCN for this work (5368 – CCN003) based on the 95% drawings for Wyper Road.	10-Apr-12
6	25-Apr-12	MTS Service Location	2-May-12	Nova3	Nova3 will review the location of the MTS service and respond to AAR.			
7	27-Jun-12	Range Lighting Bases	3-Jul-12	Wolfrom	Provide Caspian with the concrete base details for the range lights.	29-Jun-12	Sketches of the concrete base details provided to CP on June 29, 2012.	29-Jun-12
8	27-Jun-12	Gate Access Control	30-Jul-12	grc / Nova3	Review and locate the location of the gate access control and respond to AAR	12-Jul-12	Please refer to Nova3 drawing E2 (IFC on May 4, 2012) for location of gate access control.	12-Jul-12
9	27-Jun-12	Parking Fence	3-Jul-12	grc / Nova3	Review and provide locations for the parking fence.	12-Jul-12	As discussed with Peter Gianuzzi, the attached detail for the parking fence/receptacle support is acceptable.	12-Jul-12
10	27-Jun-12	Range Equipment	3-Jul-12	Nova3	Meet with Caspian Site Superintendent to provide locations.	28-Jun-12	<p>Met with Caspian Site Superintendent on Thursday, June 28, 2012 at 11am and provided locations.</p> <p>Please refer to Nova3 drawing E2 (IFC on May 4, 2012) for location of conduit for targeting system.</p>	28-Jun-12

5368-00 WPSHQ - Wyper Road RFI Log

RFI #	Date of Issue	Subject	Date Required	Assigned To	Action Required	Date of Response	Response	Date Closed
11	27-Jun-12	Alternate Lamp Standard Bases	3-Jul-12	Nova3 / Wolfrom	Nova3 to meet with Caspian Site Superintendent to provide locations. Wolfrom to provide lamp post details directly to Caspian with copy to AAR.	12-Jul-12	As discussed with Peter Gianuzzi, the noted screw base detail is acceptable. Please note that a concrete filled "culvert" (corrugated metal ring) is required at the base of all of these light poles to prevent damage to the fixture.	12-Jul-12
12	27-Jun-12	Lift Pumps	3-Jul-12	Nova3	Meet with Caspian Site Superintendent to provide locations.	28-Jun-12	Met with Caspian Site Superintendent on Thursday, June 28, 2012 at 11am and provided locations.	28-Jun-12
13	27-Jun-12	Site Lighting	3-Jul-12	Nova3	Meet with Caspian Site Superintendent to provide locations.	28-Jun-12	Met with Caspian Site Superintendent on Thursday, June 28, 2012 at 11am and provided locations. Please refer to Nova3 drawing E2 (IFC on May 4, 2012) for location of lift pumps.	28-Jun-12
14	4-Jul-12	Finish Schedule Clarifications - Rooms 106 and 109	6-Jul-12	grc	Review and respond to AAR.			
15	16-Jul-12	Epoxy Floor Colour	20-Jul-12	grc / CP	Discuss and agree upon a colour and shade and respond to AAR.	19-Jul-12	The color for the epoxy floor coating at Wyper Road is to be the color Grey. This choice of color and shade was discussed and agreed upon between grc (Patrick Dubuc) and Caspian (Peter Gianuzzi) last week and re-confirmed with Caspian yesterday (July 18) by grc.	19-Jul-12
16	19-Jul-12	Operator Work Station, Humidistat, SS Sinks	19-Jul-12	WPS / grc	Review and respond to AAR.	19-Jul-12	Mechanical Response 1a. OWS located on N. wall of mech. Room is acceptable. 1b. Humidistat to be located in open office area, adjacent thermostat, east wall of instructor area (see sketch). 2. No.2 side by side sinks in the gun cleaning room is acceptable. Please note that the 2 stainless steel sink option is preferred by WPS and the distance between the 2 sinks is to be 600mm. We understand that the double sink option may still be used if it is a delivery issue that would affect completion date of the Wyper Road facility as schedule is paramount.	19-Jul-12
17	25-Jul-12	Cargo Trailer Alternate Dimension	27-Jul-12	WPS	Review and respond to AAR.	25-Jul-12	WPS has reviewed the optional sized cargo trailer and wishes to remain with the 7' x 12' trailer, double axel as specified in S #10, rev1.	25-Jul-12
18	25-Jul-12	Relocate Access Hatch	27-Jul-12	WPS	Review and respond to AAR.	25-Jul-12	The re-location of the access hatch to room 117, Target Prep Room was reviewed on site and by WPS and is acceptable.	25-Jul-12

5368-00 WPSHQ - SI Log

SI #	Date of Issue	Title	Reason	Initiate By	Issued By
001	9-Mar-12	Response to HQ RFI 5	Clarification	Nova3	AAR
002	9-Mar-12	UPS Run Time	Clarification	Client (WPS)	AAR
03	4-May-12	Target Systems - Action Target Option	Category 6 - Co-ordination Items	Client (WPS)	AAR
04	26-May-12	Wyper Road Exterior Shooting Range - Ceiling Height Modifications	Category 6 - Co-ordination Items	Client (WPS)	AAR
05	26-May-12	Wyper Road Exterior Shooting Range - Finish Material Clarification	Category 6 - Co-ordination Items	Client (WPS)	AAR
06	4-Jun-12	Wyper Road Exterior Shooting Range - Data Drop Clarification	Category 6 - Co-ordination Items	Client (WPS)	AAR
07	8-Jun-12	Wyper Road Exterior Shooting Range - Ammo Vault Ceiling Clarification	Category 6 - Co-ordination Items	Client (WPS)	AAR
08	17-Jun-12	HQ - P2 Level - Modifications to Washroom Layout - Relocated Plans Room	Category 6 - Co-ordination Items	Client (WPS)	AAR
09	19-Jun-12	Wyper Road – Observation Tower Size	Category 6 - Co-ordination Items	Client (WPS)	AAR
10	19-Jun-12	Wyper Road – Exterior Storage Shed	Category 6 - Co-ordination Items	Client (WPS)	AAR
10 R-1	19-Jul-12	Wyper Road – Exterior Storage Shed	Category 6 - Co-ordination Items	Client (WPS)	AAR
11	19-Jun-12	Wyper Road – Keying Schedule	Category 6 - Co-ordination Items	Client (WPS)	AAR
12	20-Mar-12	HQ - Exterior Alteration Permit	Category 6 - Co-ordination Items	Client (WPS)	AAR
13	2-May-12	HQ - Interior Alteration Permit	Category 6 - Co-ordination Items	Client (WPS)	AAR
14	4-May-12	W - Issued for Construction	Category 6 - Co-ordination Items	Client (WPS)	AAR
15	16-May-12	W - Walltypes / Ceiling Updates	Category 6 - Co-ordination Items	Client (WPS)	AAR
16	31-May-12	HQ - Level P2 Dimensioning	Category 6 - Co-ordination Items	Client (WPS)	AAR
17	15-Jun-12	HQ - Issued for Building Permit	Category 6 - Co-ordination Items	Client (WPS)	AAR
18	28-Jun-12	HQ - South Elevation Louvers	Category 6 - Co-ordination Items	Client (WPS)	AAR
21	8-Jul-12	Wyper Road - Extent of Fence at Borough Pit	Category 6 - Co-ordination Items	Client (WPS)	AAR
22	12-Jul-12	HQ – Emergency Power Priority Sequence	Category 6 - Co-ordination Items	Client (WPS)	AAR
23	20-Jul-12	HQ – Video and Audio Conferencing Requirements	Category 6 - Co-ordination Items	Client (WPS)	AAR
24	20-Jul-12	HQ – Central Equipment Issue - BCGA32	Category 6 - Co-ordination Items	Client (WPS)	AAR
25	20-Jul-12	HQ – Media Room Connections	Category 6 - Co-ordination Items	Client (WPS)	AAR
26	20-Jul-12	Wyper Road – Shooting Post Design	Category 6 - Co-ordination Items	Client (WPS)	AAR
27	23-Jul-12	HQ – Data & Power Requirements	Category 6 - Co-ordination Items	Client (WPS)	AAR
28	24-Jul-12	HQ - Issued for Construction	Category 6 - Co-ordination Items & Category 7 - Code & Authorities	Consultants	AAR
29	24-Jul-12	W - Issued for Building Permit	Category 7 - Code & Authorities	Authorities	AAR



Winnipeg Police Headquarters Owner's Meeting No. 12



Date of Meeting: August 7, 2012

Meeting Location: Caspian Boardroom, 5th Floor, 266 Graham

Name	Initials	Company	Initials	Present	Copied
Peter Chang	PC	Adjeleian Allen Rubeli Ltd.	AAR	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Patrick Dubuc	PD	GRC Architects	GRC	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Peter Rankin	PR	GRC Architects	GRC	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Ossama AbouZeid	OA	Dunmore Corporation	DC	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Randy Benoit	RB	Winnipeg Police Service	WPS	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Henry Hagenaaars	HH	Winnipeg Police Service	WPS	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Ari Berdesis	AB	Winnipeg Police Service	WPS	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Armik Babakhanians	Aba	Caspian Projects	CP	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Shaun Babakhanians	SB	Caspian Projects	CP	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Peter Giannuzzi	PG	Caspian Projects	CP	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Pam Anderson	PA	Caspian Projects	CP	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Andrew Edge	AE	Caspian Projects	CP	<input type="checkbox"/>	<input checked="" type="checkbox"/>
John Guenther	JG	Nova3	N3	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Vic Thielman	VT	Nova3	N3	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Tony Mitousis	TM	Nova3	N3	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Dan Wolfrom	DW	Wolfrom Engineering	WE	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Howie Laubenstein	HL	Integrated Designs	ID	<input type="checkbox"/>	<input type="checkbox"/>
Jamie MacPherson	JM	Integrated Designs	ID	<input type="checkbox"/>	<input type="checkbox"/>

Meeting Minutes

1.6 WYPER ROAD GUN RANGE SCHEDULE

- HH/AB expressed concern with unknown completion date of gun range.
- CP to review.
- Design meeting held on Wednesday, March 14 with trades & design team.

- Nova3 is proceeding with completion of design and is working with Wes-man to maintain schedule.
- CP to provide updated schedule on March 26th.
- Genivar retained to review site drainage and provide certification of design.
- PC requested status of design, CP advised that proposed re-design of site drainage may still require 1 lift station.
- Completion still targeted to mid-end of July.
- HH asked when re-design will be presented to City Water Waste Dept.
- Site security still maintained, routine patrols.
- CP presented new schedule (September 11 noted completion date). CP will work with OA to accelerate schedule to July 31.
- 95% design drawings to be submitted to CP & WPS April 9.
- Mechanical given go ahead to proceed based on N3 drawings issued March 30. PC informed CP that 95% set of mechanical will be same as what was issued last week.
- PD confirmed detail issued for review is what will be shown on 95% drawings (walls to be R-30, Roof R-40).
- Colour samples of cladding to be reviewed after meeting.
- CP to provide signed and sealed civil drawings to City of Winnipeg in two weeks.
- OA instructed CP to proceed with completion of construction immediately.
- CCN's to be based on 95% drawing (May 31 POR).
- Extra gun range station and shot gun range. See Item 4.2.
- CP and WPS to confirm that 95% drawings are acceptable.
- CP committed July 31, 2012 completion date.
- Range lighting addition to POR - AAR to issue CCN.
- Road widening addition to POR - AAR to issue CCN.
- Building complete for July 31, 2012.
- CP expressed concern with steepness of side berm
 - Currently shown 3:2 slope, AMEC/Genivar provided memo recommending 4:1 (PG to forward to AAR for review).
- AB to review RCMP standards to confirm if 3:2 is gun range requirement.
- AMEC provided remedial details for berm deficiencies (report to be forwarded to AAR).
- IFC drawings for Wyper Road issued May 2, 2012.
- CCN issued for Range Lighting. CP has priced, AAR reviewed. OA/RB to review. CD#002 issued May 16, 2012 for Infrastructure Work.
- Road widening - AAR to Issue CCN.
- Colour board required for interior. Use existing colour board in WPS office. GRC to review.
- Target system - Action System (US Based)
 - Shop drawings - received in 2 weeks.
 - 8-10 weeks delivery.
 - 2 to 3 week installation / 1 week commissioning.
 - July 31, 2012 is achievable if Action can supply as per requested agreement.
- Berm
 - Manitoba Standards recommend 4:1 slope.
 - 3:2 slope meets RCMP Standards.
 - AMEC (CP) advises there may be occasions of wash-outs of the slopes.
 - WPS provided RCMP Standards. grc to review.

- Report from AMEC as yet to be provided to AAR/WPS. Some areas require additional compaction (87% to 92% compaction) where 95% compaction required.
- Slope of berm to remain at 3:2 slope.
- Report to be submitted this week, AAR/grc to review and provide comments.
- Weather conditions the past week have impacted construction of range.
- Target system - PG to follow up on delivery date with Action.
- Bayview could not mobilize due to rain.
- August 1, 2012 opening is achievable assuming Action can deliver system AND weather co-operates. Any further weather delays will impact construction of range and will extend opening date.
- Action Target System
 - Shop drawings received/reviewed and returned by WPSHQ.
- WPSHQ sent comments to CP, Action has responded (email of June 13, 2012). HH to confirm with Range Master.
- CP has issued delay notice to OA.
- Duration of work is 6 weeks. Require 1 week of "Drying Cut" before equipment can be mobilized.
- OA requested alternative ways to expedite "6 week construction period".
- OA will meet with CP to examine options.
- August 23, 2012 scheduled for gun range (on schedule) for both range and building.
- Action target system in hand. Revised layout to be received today. PG to forward to WPS for review.

Action: Info

2.5

POWER DISRUPTION TO TOWER

- RFI HQ # 40 notes that demolition/relocation of point of presence rooms P1012 & P1045 will disrupt power and I.T. to tower (minimum 2 days).
- OA/RB to review as leaving existing rooms will have major impact on architectural design as well as WPS program space.
- Re-location/demolition of HVAC ducts will have impact on tower as well.
- CP awaiting direction from OA/RB as this has major impact on construction schedule.
- OA requires schedule/duration of disruptions.
- GRC reiterated that POP rooms must be moved as it affects WPS program.
- OA/RB met with landlord - as long as CP gives notice and action plan.
- CP to provide action plan and cost by April 23, 2012.
- Still awaiting information.
- See Item 6.2.
- Still awaiting action plan and cost from CP.
- McCaine waiting for input from Telus.
- Shaw and MTS are resolved and aware of issue and addressing internally.
- McCaine to meet with Telus this week.

Action: Info

4.1

CIVIL DRAWINGS

- Genivar finishing design - to be submitted to AAR for review.
- Number of lift stations to be confirmed - affects additional road for access to service lift stations (if required).
- Hard landscaping to be reviewed by Genivar.

- GRC to review with AB the existing design.
- Genivar issued preliminary drawings.
- AB and GRC to review.
- Genivar to stamp and seal.
- Stamped drawings were handed over to grc for review. Once reviewed and accepted, CP to apply for permit.
- Genivar and City of Winnipeg in discussions.
- Genivar will be forwarding stamped and sealed drawings to City of Winnipeg.
- Genivar to indicate "range finishes" noted in SI-005.
- Civil drawings have been sent to City of Winnipeg.
- PG to follow up with permit.
- PC/PD will confirm with Sara in meeting tomorrow.
- City has reviewed preliminary submission.
- PG to provide stamped and sealed drawings to AAR/grc.
- Received and will be re-submitted today (July 24th) for full building permit both HQ and Wyper.
- **BDS forms to be issued to the City of Winnipeg August 7, 2012.**

Action: AAR

4.3 WYPER ROAD GUN RANGE - STORAGE SHED

- CP to provide 250ft² adjacent to targets.
- WPS to provide confirmation and location.
- No room within side of gun range to fit 250ft² shed.
- grc to review with WPS proposed 150ft² shed and trailer. (Accepted)
- AAR to issue SI.
- grc to issue SI (SI #010 issued June 19, 2012).
- grc to review with Range Master and re-issue SI.
- Delete bleachers, move storage shed to west of control tower.
- Revise SI to provide OH door + 1 man door swing outward.
- Double door facing targets, man door on side.
- Double axle trailer preferred.
- **CP to provide most economical design for WPS/AAR review (AAR hand delivered on August 7, 2012. Confirmation received from City of Winnipeg, Michelle Ho).**

Action: CP

4.8 EXISTING TOWER TENANTS

- CP expressed concern with timing of relocation of tenants.
- Storage space at P1 needs to be cleared out. SB stated this will affect schedule.
- SB to review and provide report. (Include cost and schedule implications)
- RB indicated there is confusion as to when space has to be vacated.
- May 31, 2012 is agreed upon date.
- CP agreed to give them until June 2, 2012 to move out.
- Optometrist; his space must be vacated ASAP - schedule impact.
- WPS to review with Bob Down. CP to review if they can do his project under their building permit number.
- PG to provide Dr. Lecker floor plans and letter of impact on schedule.
- Approximate construction time is 3 months for construction of new office.
- Affects permit issue.
- ABa met with Bob Downs.

- Possibility of WPS to vacate site office. Grid move Dr. Lecker into space to be reviewed with City.
- OA/RB to review options with City.
- CP issued delay notice to OA.
- Dr. Lecker office proposed to move into cadet space.
- Police cadets meeting with Winnipeg PP & D.
- **CP to deal directly with the City of Winnipeg to resolve (PP&D).**
- **CP to renovate space to suit Dr. Lecker.**
- **CP to notify WPS for commencement date and duration.**

Action: CP

5.3 WYPER ROAD HARDWARE TO BE REVIEWED

- 2 door frames to be reviewed.
- CP to provide shop drawings.
- Master key requirements, grc to review with WPS.
- grc to issue keying schedule May 29, 2012 (SI #011 issued June 19, 2012).
- grc to review with WPS and issue revised SI summarizing changes.
- PG and HH have discussed and agreed to changes.
- Ammo vault doors – option to steel plate interior door – WPS to review and advise (AB).
- Ammo vault door to be steel plated.
- Interior door, electrical strike to be outside (mag lock?). To be reviewed on site and revised SI to be issued.
- **grc to review with IDI and issue SI.**
- **Panic bar required for exterior doors and “security” chain for blast purposes.**
- **SI #35 issued for door plating (August 8, 2012).**

Action: grc

6.4 POLICE SIGNAGE

- Winnipeg Police HQ sign on pedestals and/or on building face.
- John Sellers (hired by City of Winnipeg through CP) presented options. Will be revisited.
- CP to provide proposals from John Sellers to AAR/OA/RB.
- grc issued proposal to RB for their review.
- If mounted on curtain wall, CP requires input ASAP.
- UDAQ approval may be required.
- Decision urgently required as east elevations are under construction.
- RB to advise.
- Met with UDAC (Lee Caldwell) June 18, 2012.
- Piller signage preferred, opposed by Lee Caldwell.
- grc to prepare presentation of pillars (reduced size).
- grc presented pillar signage to RB.
- RB presented to City.
- Exterior signage on building not an option.
- CP to proceed with buildings cladding with no signage.
- **RB provided design to UDAC.**
- **UDAC approved 14'-0" high signage as presented by grc.**

- **Way finding signs to be English, Braille included.**

Action: grc / RB

8.2 **SCHEDULE FOR HQ**

- Building permit delayed to June 15, 2012.
- CP requested time to review contract documents/drawings.
- CP to advise of potential delays as required.
- OA wants delay issues identified immediately so that WPS can address sooner rather than later.
- ABa to meet with OA and RB separately after meeting.
- To be reviewed in July, with recovery plan.
- OA wishes to re-visit in September after building is enclosed.
- CP to provide revised schedule after review of IFC drawings.
- **In progress, CP to provide update next meeting.**
- **AAR/grc to meet with CP sub-trades to review.**

Action: CP / OA

8.3 **GUN LOCKER AT WYPER ROAD**

- Gun locker room moved to weapons room.
- Wire mesh required for both rooms for security purposes.
- To be added to CCN 004.
- CCN 007 issued.
- CP to proceed with work as per OA.
- CP provided pricing.
- AAR reviewed and forwarded to OA for review/approval.

Action: OA

9.2 **BUILDING PERMIT DOCUMENTS**

- ABa expressed concern with design documents.
- AAR design team will be meeting with CP trades over the next 3 weeks.
- Building permit application with IFC drawings today, July 24, 2012.
- **City of Winnipeg informed AAR that review process will be minimum 6 weeks.**
- **Building permit issuance September (???)**.
- **RN to review with Sara Ciaflone.**

Action: RB

9.3 **REVISED WASHROOM ON LEVEL 5**

- Existing men's washroom to be demolished to meet WPS space requirements.
- Men's washroom in tower needs to be upgraded to meet accessibility issues.
- grc to prepare sketch for OA/RB to present to tower landlord.
- CCN 008 issued, to be reviewed with City of Winnipeg.
- PC & RB met with City of Winnipeg (John Zabutney) to review 5th floor washroom revisions.
- CP to pursue PO with City of Winnipeg (John Zabutney).
- This work is not part of GMP.

Action: Closed

9.5

WYPER ROAD

- MTS services to building with City of Winnipeg legal divisions.
- RB met with MTS.
- August 9, 2012 tentative date for service to new HQ.
- Manitoba Hydro confirmed for mid-July.
- Hydro has provided feed.
- CP to hook up.
- MTS approvals complete, install date to be August 18, 2012.
- **Power is on.**

Action: Closed

9.6

SITE DEVELOPMENT PERMIT/PRIVATE APPROACH PERMIT

- grc to prepare sketches and package.
- CP to apply to City.
- **With approved signage, grc to proceed with finalizing package.**

Action: grc / CP

10.1

H.Q. ELEVATORS

- CPU elevators.
- Require pit depth less than 300mm otherwise WPS loses space in Level P1.
- "CCN" was issued by Aecom and priced by CP. OA to review history of documentation.
- grc/AAR working with WPS to review layout of forensic lab storage space to suit elevator pit.
- Layout has been resolved with WPS and is on IFC drawings.
- WPS required 2nd elevator.
- AAR to issue CCN (**issued August 1, 2012**).
- **CP to price.**

Action: CP

11.1

FLUSHING OF CHILLER PIPES

- OA to follow up with John Zabutney.
- Needs to be **completed** before mid-September (**Note: this will require 10 days to complete**).

Action: OA

11.2

WYPER ROAD – RANGE LAMP POST

- CCN required to wrap 1st lamp post base on shotgun side to prevent ricochets of bullets.
- Full concrete pillar to be wrapped.
- **CCN issued on August 1, 2012.**
- **Pricing received on August 3, 2012.**
- **AAR to review with OA.**
- **AAR to issue CO (CO #09 issued August 8, 2012).**

Action: AAR / OA

11.3 **WYPER ROAD SIDEWALKS**

- CP to review POR regarding sidewalks.
- On civil drawing and will be built as per drawing.

Action: Closed

11.4 **WYPER ROAD – CONTROL TOWER**

- VCT (Vinyl Composite Tile) to be used on second floor.
- SI to be issued (**issued August 1, 2012**).

Action: Closed

11.5 **WYPER COMMISSIONING REPORT**

- To be reviewed on site today (1:30pm).
- **Report and remedial issued.**
- **No issues.**

Action: Closed

11.6 **WYPER ROAD – SECURITY/CCVE**

- McCaine submitted extras.
- CP to re-submit to AAR.
- CP advised of minimum 3-4 week delivery
- AAR to review with OA and WPS.
- **To be reviewed after meeting.**
- **CCN #11 issued August 8, 2012.**
- **CP advised that security/CCVE portion of CCN #11 to be put on hold.**
- **CP advised to proceed with data drop portion of CCN #11.**

Action: CP / AAR

11.7 **WYPER ROAD – TARGETING SYSTEM**

- Extra submitted.
- Items 3 and 4 are part of POR, in OA's opinion.
- CP to issue formally and AAR will issue SI response.
- Conduits at knee walls are a must. CP claims that this is an extra and requires CO. OA disagrees and will review with AAR and WPS.
- Items 1 and 2 relative target system, not approved, do not proceed.
- **SI issued August 1, 2012.**
- **Items under review by OA.**

Action: OA

11.8 **WYPER ROAD – SECURITY**

- WPS expressed concern with site access.
- CP has 24 hour security camera service.
- This is acceptable to WPS.
- **Doors installed and looks completed.**

Action: Closed

12.1 **WYPER ROAD RECONCILIATION OF “ADDITIONAL” WORK**

- CP requests a meeting with OA after completion of Wyper Road.
- OA to set up and determine invitees (WPS, grc, AAR ???).

Action: OA / CP

12.2 **WYPER ROAD – WOMEN’S SHOWER VANITY**

- Only vanity counter required.
- Colour to match.
- SI to be issued by AAR (SI #34 issued August 8, 2012).

Action: grc / AAR

12.3 **WYPER ROAD - FURNITURE**

- CP Tender to close August 17, 2012.
- OA to review with WPS temporary furniture options. To be done with chosen bidder.

Action: OA

12.4 **HW – 4TH FLOOR FIRE ISSUE**

- Smoke was from smoldering dust in duct work being cut. Not an issue. False alarm.
- WPS requires notification/reports from CP for all events.

Action: CP

12.5 **WYPER ROAD – DATA DROPS**

- Data has been roughed in.
- PG and AB to review on site with McCaine.
- See comments in item 11.6/CCN #11.

Action: Info

12.6 **WYPER ROAD - OCCUPANCY**

- September 4, 2012 required by WPS.
- Classes/training will start.
- Mobilization by WPS August 27, 2012.

Action: Info

NEXT MEETING

- Next meeting will be on **August 21, 2012** from **9am to 10:30am**.
- **All meetings will be from 9am to 10:30am**
 - **Tuesday, August 28, 2012**
 - **Tuesday, September 11, 2012**
 - **Tuesday, September 25, 2012**
 - **Wednesday, October 10, 2012**
- Owner’s Meeting to be held bi-weekly until further notice.

Action: All / AAR

Supplemental

S1.1

AAR DESIGN MEETING WITH CASPIAN SUB-TRADES

- AAR/GRC/NOVA3/Wolfrom met with Caspian sub-trades on Wednesday, March 14, 2012, regarding Wyper Road Gun Ranger.
- Structural provided custom wall support details for permit.
- AAR design team committed to providing fully coordinated “Issued for Construction” drawings in 90 days (May 30, 2012 ±).
- IFC drawings issued July 24, 2012

S1.2

BUILDING PERMIT STATUS

- Building Envelope Permit - March 20, 2012
 - o 100% completed drawings for Architectural curtainwall, 100% completed structural support system for curtain wall and code analysis for building envelope.
 - o No Mechanical or Electrical drawings.
 - o 3 sets of drawings will be hand delivered to the City of Winnipeg’s Office (Sara Cianflone) by 11am on March 20, 2012.
 - o Drawings and specifications delivered to City of Winnipeg Planning, Property and Development Department (Michelle Ho).
 - o Receipt received (Caspian Projects).
- Structural Permit - May 2, 2012
 - o 100% completed drawings (plans only) for Architectural, 100% completed drawings for Structural, full code analysis for the building.
 - o Mechanical or Electrical drawings will be partially completed, but will not be included with this application, unless the City of Winnipeg wished to have these drawings for information only.
 - o Drawings and specifications delivered to the City of Winnipeg, Property and Development Department (Michelle Ho) on May 2, 2012.
 - o Receipt received.
- Building Permit - submitted June 15, 2012.
 - o 100% design complete and fully coordinated Architectural, Structural, Mechanical and Electrical drawings and specifications.
 - o Follow-up meeting with City of Winnipeg (Sara Ciaflone) set-up for Wednesday, June 20, 2012.
 - o Drawings re-submitted for Building Permit on July 24, 2012
- Wyper Road Building Permit
 - o CP to provide a certified sketch from their Civil Engineer for the minor change in the proposed site drainage. Once this has been issued, the City of Winnipeg will issue a Building Permit for Wyper Road.
 - o Drawings signed and sealed by AAR consultant team (including Civil drawings from Genivar) and submitted for building permit as requested by the City of Winnipeg

5368-00 WPSHQ - HQ Building RFI Log

RFI #	Date of Issue	Subject	Date Required	Assigned To	Action Required	Date of Response	Response	Date Closed
00	28-Feb-12	RFIC's 1-16 Issued to Aecom Prior February 15, 2012	N/A	AAR	Provide concurrence to consider this RFI to be closed.	28-Feb-12	As discussed, from the point of view of the AAR design team, the noted RFIs have been addressed by Aecom and are either on the drawings or resolved. Therefore, we concur, they can be put to history, but we should keep track of them in case we ever need to back track as to why/how a decision was reached.	28-Feb-12
1	23-Feb-12	Approval Required for Isolation Valves on Chilled Water Piping in Mechanical Room	1-Mar-12	Nova3	Review and respond to AAR.	14-Mar-12	Nova3 accepted. Caspian advised to proceed as noted in response from Nova3 (attached).	14-Mar-12
2	28-Feb-12	Generator Load Bank	6-Mar-12	AAR / WPSHQ	Review and respond.			
3	28-Feb-12	Exterior Signage Requirements	6-Mar-12	WPSHQ	Require input.			
4	28-Feb-12	Proposed Changes to Curtainwall System	N/A	AAR	Issue CCN.	28-Feb-12	A CCN was issued on the proposed changes to the south wall. Caspian to provide cost breakdown.	28-Feb-12
5	28-Feb-12	Copper vs Aluminum Buss And Feeders	N/A	Nova3 / AAR	Issue SI.	28-Feb-12	Was discussed during meeting with Caspian and McCaine. Nova3 has agreed that aluminum can be used and meets both POR and Building Code. SI issued March 9, 2012.	9-Mar-12
6	28-Feb-12	Survey Existing P2 Slab on Grade	N/A	AAR	N/A	28-Feb-12	Change Directive (CD) issued to proceed with work, subject to further review for cost savings.	28-Feb-12
7	28-Feb-12	New Main Power In-Service Date and Subsequent Refeeding of Existing Tower Distributions	6-Mar-12	Nova3	Review and respond to AAR.	1-Aug-12	High voltage distribution has been designed and a PCN issued for the Tower portion. Specifications have been forwarded to our office for review and will be returned today. Supplier tender package is expected to be ready for June 01, 2012. The design of the 15 kV service into the new HQ is shown on the IFC set of drawings issued on July 24, 2012. The cost of the new switchgear addressed in our response to Caspian RFI HQ 62.	1-Aug-12
8	28-Feb-12	Additional Existing High Voltage Transformer to Remain	6-Mar-12	Nova3	Review and respond to AAR.	28-May-12	Existing High Voltage transformers to be reused or deleted have been (are being) coordinated by Vic Thielmann and McCaine electric to ensure Tower feeds are not compromised. Condition of the transformers is being taken into account as well.	28-May-12
9	28-Feb-12	15 KV Service into Building	6-Mar-12	Nova3	Review and respond to AAR.	28-May-12	15kV feeder entrance has been fully coordinated and determined between Vic Thielmann, McCaine Electric, and Manitoba Hydro. The feeders will enter to the High Voltage Switchgear located in the Main Electrical Room in the P2 Level.	28-May-12
10	28-Feb-12	MTS Services Entrance	6-Mar-12	Nova3	Review and respond to AAR.	28-May-12	Two (2) rooms are required as per MTS. McCaine has coordinated all these issues with MTS. McCaine has site coordinated the conduit locations with the utility on site.	28-May-12

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RFI #	Date of Issue	Subject	Date Required	Assigned To	Action Required	Date of Response	Response	Date Closed
11	28-Feb-12	UPS Equipment & Battery Room Space and Structural Requirements	6-Mar-12	grc / Wolfram	Review room size requirements and Wolfram will check the existing slab accordingly.	23-May-12	Battery Rack 1. Based on 3925 lbs. per rack can be safely supported by the slab-on-grade floor at the P2 level. 2. Battery Racks 3 & 4, based on 85,000 lbs. per rack, will cause settlement and cracking of the slab-on-grade floor at the PS level. This loading will be required to be distributed over a greater area, or additional foundations provided. Details of the racks have not been provided, but if these racks are point loaded on the floor slab, the maximum permitted leg load shall be 10,000 lbs. 3. All of the UPS and the UPS input isolation transformers as specified can safely be supported on the slab-on-grade floor at the P2 level.	23-May-12
12	28-Feb-12	Electrical Room P2015 Space Structural Requirements	6-Mar-12	grc / Wolfram	Review room size requirements and Wolfram will check the existing slab accordingly.	23-May-12	These loads can be safely supported on the slab-on-grade floor at the P2 level.	23-May-12
13	28-Feb-12	Generator 4 and 5 Structural Requirements	6-Mar-12	grc / Wolfram	Review room size requirements and Wolfram will check the existing slab accordingly.	12-Jul-12	No further structural response can be provided until dimensions, locations, confirmed weights and mounting details are provided. The structural support details for the noted generators have been designed and were on the "Issued for Building Permit" set of drawings issued on June 15, 2012.	12-Jul-12
14	28-Feb-12	Roof and Sanitary Drainage	13-Mar-12	Nova3	Review the proposal PVC XFR piping for roof drainage and respond to AAR.	14-Mar-12	The use of PVC XFR piping is acceptable, as is the proposal to consolidate rain water leaders in 4 existing locations. Site conditions may have impact on final routing and will be shown on Mechanical drawings.	14-Mar-12
15	28-Feb-12	Copper and SS Water Piping Domestic Water Lines	13-Mar-12	Nova3	Review and respond to AAR.	11-Apr-12	The use of copper and stainless steel water pipes for all domestic water lines has been approved.	11-Apr-12
16	28-Feb-12	Confirm Water Meters for Tower and WPS Bldg.	13-Mar-12	Nova3	Review the acceptance of a single water meter for the HQ building.	11-Apr-12	No. We require additional meters, as they (City of Winnipeg) needs to breakout the tenant's actual costs for energy/utility consumption.	11-Apr-12
17	28-Feb-12	Confirm New Roof Drain Piping	13-Mar-12	Nova3	Review the roof drainage down to Level P1 and respond to AAR.	12-Jul-12	The roof drain locations and design are noted on the "Issued for Building Permit" drawings issued on June 15, 2012.	12-Jul-12

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RFI #	Date of Issue	Subject	Date Required	Assigned To	Action Required	Date of Response	Response	Date Closed
18	28-Feb-12	Review Required Regarding P-1 and P-2 Drainage	29-Feb-12	Nova3	Arrange a site review of the levels P1 and P2 drainage on site.	11-Apr-12	<p>Mechanical:</p> <ol style="list-style-type: none"> 1. Mechanical Contractor shall install seventeen (17) parking lot drains in the locations indicated on architectural drawing WPS-AE-1-0-01, and as indicated on the corresponding mechanical drawing.RFI-M6-PM6.1 (attached). 2. The below grade sanitary waste piping from the floor drains shall connect to the existing west sand/grit interceptor located at Gridlines H-2. 3. A new oil interceptor OI-2 shall be installed prior to the connection to the sand interceptor at Grid H-2. The interceptor shall be a: MIFAB (or equal), model MI-O-HU-3, 165 US gal./21.0 cu.ft. holding capacity, rated at 50 USGPM. 4. The floor drains shall be JRSmith (or equal), heavy duty traffic drains w/ 4" outlet, hinged grate and sediment bucket. 5. The east pit at Grid G-9 shall be abandoned in place and all services capped. 	11-Apr-12
19	28-Feb-12	Existing Fire Alarm System	6-Mar-12	Nova3	Review fire alarm requirements and respond accordingly.	28-May-12	<p>The method described in this RFI is essentially what has been determined to be the intended method for fire alarm.</p> <p>The existing Tower fire alarm system will remain. A new fire alarm panel will be provided at the same location of the current panel. All devices in the Tower are existing to remain. Fire alarm panel locations are as per the RFI description (ie. M106).</p> <p>The Headquarters will have new fire alarm system devices and panel located in Vestibule M140. System will be interconnected with the Tower fire alarm system.</p>	28-May-12
20	29-Feb-12	New Address for WPS Headquarters Building	29-Feb-12	N/A	No action required.	1-Mar-12	N/A	1-Mar-12
20 R-1	29-Feb-12	New Address for WPS Headquarters Building	29-Feb-12	N/A	No action required.	1-Mar-12	N/A	1-Mar-12
21	1-Mar-12	Final Floor Drain Design for P2	1-Mar-12	grc	Work on P2 layout and meet with Caspian and Wes-man.	28-May-12	The P2 slab information was shown on the structurall permit set. As well, the P2 slab is close to completion and has been constructed based on our instructions.	28-May-12
22	7-Mar-12	ISD and Electrical Load Requirements	12-Mar-12	Nova3	Respond and address Manitoba Hydro's concerns.	28-May-12	All electrical power requirements have been provided by the WPS. Refer to Caspian Project Bulletin HQ-06 dated "2012.05.10".	28-May-12
23	7-Mar-12	Wes-Man's Priority List of Mechanical Items	13-Mar-12	Nova3	Continue working on the mechanical design with the priority list provided.		For info only.	7-Mar-12
24	7-Mar-12	Pile Cap Base Plate Treatment at P2 Level	13-Mar-12	Caspian / AAR	Include in price breakdown for the level P2 slab replacement when quote is resubmitted, as discussed during Owner's Meeting No. 01.	7-Mar-12	It is AAR's opinion that a protective covering should be provided, perhaps the most economical way would be a brushed on mastic or tar type membrane.	7-Mar-12

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RFI #	Date of Issue	Subject	Date Required	Assigned To	Action Required	Date of Response	Response	Date Closed
25	7-Mar-12	Existing Fire Pump	16-Mar-12	grc	Review and respond.	8-Mar-12	Assuming the tower is a separate building from the WPSHQ, it would be logical that the existing fire pump(s) remain on the existing electrical service as is. However, due to the separate address of the WPSHQ, and the occupancy change associated with the conversion of the old mail processing area to the WPSHQ, the City of Winnipeg fire department may need the sprinkler contractor to install a code compliant water supply with its own fire pump fed from the WPSHQ essential distribution to serve the fire protection system of the WPSHQ. We require the architect to confirm the separation between the building known to be the tower and the building which is the WPSHQ. Once the separation between the buildings is determined, it is anticipated that the tower occupancy is not changed and as such grandfathered with respect to existing life safety systems. All of this needs to be confirmed between GRC and the City of Winnipeg fire protection engineer. In regards to the response previously given, the separation information requested between the Tower and the WPS building was given as part of Judy Jeske's Code report submitted as a draft May 2012 and as a final report as part of the latest building permit application. The Tower and the WPS building are classified as one building. No further architectural response required, refer to Code report for additional information.	29-Jun-12
26	7-Mar-12	Fire Fighter Elevator	16-Mar-12	grc	Review and provide response to AAR for the designation of the fire fighter elevators.	12-Apr-12	Freight elevator SE01 and passenger elevator PE01 should be designated as Fire Fighters Elevator.	12-Apr-12
27	7-Mar-12	McCaine Priority List of Electrical Items	16-Mar-12	Nova3	Structure the electrical design to suit this list.	9-Mar-12	For info only.	9-Mar-12
28	7-Mar-12	Slab Topping Thickness at Level 3 & 5	13-Mar-12	AAR	Give information to design team.	9-Mar-12	For info only.	9-Mar-12
29	7-Mar-12	Maximum Floor Load Capacity	12-Mar-12	Wolfrom	Review proposed forklift loads on the existing floor slab and provide an answer to AAR.	28-May-12	1. The above forklift is acceptable on all floors. 2. The maximum floor live load is 200 psf on all floors main level to top floor.	28-May-12
30	9-Mar-12	East & West "Eyebrow" Windows Vision Glass or Spandrel	13-Mar-12	grc	Review and issue response to AAR.	8-Jun-12	The extent of exterior wall removal in regards to vision glazing and spandrel panels was reviewed on site with Rob Murray May 17th 2012. Drawings indicating the extent of removal was left on site with Rob murray.	8-Jun-12
31	9-Mar-12	Door # M205 Swing	14-Mar-12	grc	Review and respond to AAR.	27-Mar-12	See sketch provided.	28-Mar-12
32	9-Mar-12	Existing Fiber Optic Cable Entry Relocation	9-Mar-12	grc / Nova3	Review and respond to AAR.	30-May-12	The fiber optic equipment room will now be in room P1426. The existing lines will be reconnected as required. McCaine has coordinated and determined all requirements as required.	30-May-12
33	9-Mar-12	Location of Floor Drains on P-1	9-Mar-12	grc / Nova3	Review and respond to AAR.	12-Jul-12	The location of the Floor Drains on Level P1 are located on the "Issued for Building Permit" drawings, June 15, 2012.	12-Jul-12
34	9-Mar-12	Fork Lift Loads - Slab Capacity Review	9-Mar-12	Wolfrom	Review and respond to AAR.	28-May-12	The referenced forklift can be operated on all floors. Refer to response of RFI HQ 29 as well.	28-May-12
35	13-Mar-12	Excavated Floor Elevations at P2 Level	19-Mar-12	grc / Nova3	Design info for AAR for P2 slab.	14-Mar-12	For info only.	14-Mar-12

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RFI #	Date of Issue	Subject	Date Required	Assigned To	Action Required	Date of Response	Response	Date Closed
36	13-Mar-12	P2 Level Wall Demolition	15-Mar-12	grc / Wolfrom	GRC and Wolfrom to review and confirm and respond to AAR.	16-Mar-12	Architecturally, the wall along grid line M should be deleted up to and flush with the exterior face of the existing concrete curb close to grid line 2.5 and 8.5, all as discussed with Rob Murray on site. The portion of walls along grid line M between grid lines 2/2.5 and 8.5/9 are to remain as they act as a retaining wall for the soil beyond.	16-Mar-12
37	14-Mar-12	30kPa or psf (Curtain Wall)	14-Mar-12	Wolfrom	Wolfrom to check design wind loads.	14-Mar-12	<p>The design wind load should be in psf. Wolfrom will confirm magnitude.</p> <p>In response to RFI HQ 37 we produced a response based on our interpretation of the NBC for the worst case wind loads at or near the roof level for both corner and general area conditions. These numbers vary significantly from the 30 psf that the original specifications were interpreted to read by the curtain wall supplier. The original quotation for the supply of the curtain wall was apparently based on these lower wind loads, which may or may not have included the post disaster importance factor.</p> <p>In order to mitigate the impact of this change, we are working closely with the engineers for the curtain wall supplier to identify the actual wind loads at varying heights and locations, allowing them to design the curtain wall and the associated connections accordingly. The curtain wall engineer will be submitting for review a tabulation of all wind loads for all areas to be used in the design.</p>	26-Mar-12
38	14-Mar-12	Computer, Server and IT Room Electrical Requirements	19-Mar-12	Nova3	Nova 3 will review and respond to AAR, with electrical load requirements.	29-May-12	Nova 3 Engineering is closely working with McCaine to layout and finalize the final electrical design for all the mentioned rooms. In addition, all electrical power requirements for the equipment have been provided by the WPS. Refer to Caspian Project Bulletin HQ-06 dated "2012.05.10".	29-May-12
39	14-Mar-12	Detailed Electrical Load Summary	15-Mar-12	Nova3	Nova 3 will review and respond to AAR.	1-Aug-12	<p>Nova 3 has submitted an estimated electrical load summary to Manitoba Hydro for the High Voltage coordination. A detailed load summary will be provided upon electrical design completion.</p> <p>A detailed electrical load summary is provided in both the Building Permit drawings (June 15, 2012) and the Issued For Construction drawings (July 24, 2012).</p>	1-Aug-12

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RFI #	Date of Issue	Subject	Date Required	Assigned To	Action Required	Date of Response	Response	Date Closed
40	14-Mar-12	Point of Presence (POP) Rooms P1025 & P1045	23-Mar-12	Ossama	Ossama to advise.	24-Jul-12	<p>The existing location for the POP (Point of Entry) room presently located on the P1 level west of the staircase at grid lines 4.7/5 & Pa/Pb cannot remain. The layout for this area is crucial and we cannot lose that space. The POP room would need to be relocated, a proposed location would be to take over the east portion of the new Electrical room located at grid lines 4/R. This location was discussed with Ron Nault of McCain and appears to be possible but will represent interruption of services to the Tower. As this affects power shutdown to tower tenants, Ossama will have to review.</p> <p>The existing POP rooms P1025 & P 1045 are to be removed as they are within WPS space. Disruption to tower tenants has been discussed at length at the Owner's meeting, please see item 2.5 of the minutes from those meetings.</p> <p>POP rooms P1025 (west side of building) and P1045 (east side of building) are new rooms that have been created on level P1. It is our understanding and per the Program of Requirements (room data sheet), these are the only two rooms where MTS fibre optic entry into the building is permitted and being called for.</p>	24-Jul-12
41	14-Mar-12	Antenna Farm Location	23-Mar-12	grc / Nova3	GRC and Nova3 will review and respond to AAR. We have also attached an email that WPS received in response to RFI 055 which was for Roof Top Antennas in general. Please make sure that this is captured in our design when responding to RFI HQ #41.	29-May-12	The location of the antenna farm should be located where the antenna supplier/representative (or associated designer/engineer) would recommend it to be placed for functionality, code implications, and physical constraints. I would expect above the Penthouse would be the best location as it is highest. Some items to consider are structural implications, aeronautical height restrictions (considering if a future helipad is expected), and workspace/maintenance clearance around.	29-May-12
42	21-Mar-12	Duct Modifications for Return Air for Tower	21-Mar-12	Nova3	Confrim from Canada Post if these offices are occupied, or part of the renovation being done by others.	22-Mar-12	<p>The following is our response to RFI HQ-42:</p> <ul style="list-style-type: none"> As discussed, the 2-3 day disruption caused by removal and re-routing of ducts (and 4 supply feeds to the 2 AHU's) is acceptable. Please advise AAR/WPS as to when the work will commence, so that we can plan accordingly. 	26-Mar-12
43	27-Mar-12	Sludge in Existing Tower Chilled Water Piping	30-Mar-12	Ossama	Ossama to review with landlord.	8-Jun-12	See CCN #006.	8-Jun-12

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RFI #	Date of Issue	Subject	Date Required	Assigned To	Action Required	Date of Response	Response	Date Closed
44	28-Mar-12	Existing Pneumatic Air System	4-Apr-12	Nova3	Respond to AAR.	19-Apr-12	The mechanical contractor indicated that his control subtrade stated that to maintain/utilize the existing process compressors for HVAC control would be grossly oversized and inefficient to operate. The control subtrade indicated that for size requirement purposes the existing HVAC control compressor located in the boiler room. Served the tower pneumatic control system requirements w/o assistance from the process compressors for a supervised period of time w/o any short comings. His subtrade further recommended a second control compressor for the purpose of redundancy. He indicated that a survey of the pneumatic control demand in the Tower is required prior to selection of the compressor. Trust access will be made available tot he control subtrade and execute this work. Should access be un-available please have the SNC Lavlin building tech. Provide this task according to the control subtrade, requirements. New work can commence in this area, once the new compressor is made operational, and the process compressor. Are made redundant.	19-Apr-12
45	5-Apr-12	5th Floor Mezzanine Demolition	11-Apr-12	grc / Wolfrom	Review the demolition requirements for the 5th floor and respond to AAR.	29-Jun-12	The demolition extent was indicated on the demolition drawings, and further confirm on site during walk through with Rob Murray and Armik. Marked up Mezzanine plans were prepared and given to Caspian Construction June 20th 2012 to illustrate the extent of existing and new mezzanines on all floors. Nova3 & WesMan to review and confirm extent.	29-Jun-12
46	9-Apr-12	Concrete Specification for Level P2	9-Apr-12	Wolfrom	Provide specification.	9-Apr-12	Concrete specifications for the Level P2 slab has been provided.	9-Apr-12
47	10-Apr-12	Existing Fire Alarm Batteries	13-Apr-12	Nova3	Review and comment if the temporary batteries (it should be noted that we do have emergency generators as weel) are sufficient or if a permanent battery system is required.	30-May-12	Nova 3 agrees that the existing faulty batteries had required immediate replacement which was performed by McCaine Electric. The fire alarm system is to be fed from the new emergency power distribution which will meet MBC 3.2.7.8. Battery back-up capacity of 24hour supervisory power followed by 30min. of full load (alarm condition) will allow the use of the much more readily 50AH batteries while still meeting and exceeding the code minimums for emergency power supply to the fire alarm system.	30-May-12
48	12-Apr-12	Clarification on Existing AHU in Penthouse Mechanical Room	19-Apr-12	Nova3	Review and respond to AAR.	19-Apr-12	The airhandling unit c/w associated ductwork and controls can be removed soon as the process compressors are made redundant.	19-Apr-12

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RFI #	Date of Issue	Subject	Date Required	Assigned To	Action Required	Date of Response	Response	Date Closed
49	12-Apr-12	Steam Condensate Return Line	19-Apr-12	Nova3	Respond to AAR.	19-Apr-12	<p>The reply is yes.</p> <p>Please provide the following: Supply and install complete sterling (or equal) duplex condensate pump unit. Model #44124-GD, Receiver capacity of 15 US gallons, Pump discharge capacity 6.0 USGPM at 20 PSI discharge pressure, Two 1/3 HP motors at 3450 RPM, 115/1/60. Unit shall be furnished with: - motor starters mounted and sized. - mechanical alternator with high water alarm switch. - brass strainers at each pump suction. - isolation valve at each pump section.</p> <p>Remove existing 1 1/2" condensate drain pipe from the steam traps to ceiling below and cap (balance of existing condensate piping system to be removed under Project Demolition Phase). Provide new 1 1/2" condensate drain pipe (schedule 80 black steel ASTM 53 grade B) between existing steam traps and new duplex condensate return pump unit. Location to be determined by the mechanical trade on site. Location to be clear of any obstructions to demolition or new work in this area. Provide complete 1 1/4" pump discharge pipe (Schedule 80 black steel) to existing surge tank complete with check valve, Isolation valve, and union at each pump. Discharge line shall be at elevation equal to the existing pumped condensate lines prior to tank connection.</p>	19-Apr-12
50	12-Apr-12	Fire Fighter Entrance	18-Apr-12	grc / Nova3 / WPS	Respond to AAR.	29-Jun-12	This RFI was previously answered during the Owner's meeting and meeting with Consultants, the firefighter entrance will be of Smith Street.	29-Jun-12
51	18-Apr-12	Security System Point of Contact & Request for Design Meetings	20-Apr-12	WPS	Henry Hagenars will confirm and reply to AAR. Once we get this confirmed, we will forward to Caspian Projects.	18-Apr-12	<p>We agree with the weekly meetings to review Security. This was discussed at yesterday's Owner's meeting and it was agreed that the appropriate time would be Tuesday's at 10:30am. It was also agreed that Andrew would take minutes as well he will send out the meeting requests.</p> <p>Henry has confirmed that he will be the SPOC for WPS.</p>	18-Apr-12
52	18-Apr-12	I.T. Point of Contact & Request for Design Meetings	20-Apr-12	WPS	Henry Hagenars will review and provide AAR with the point of contact for IT issues.	25-Apr-12	The WPS contact for IT will be Mr. Dennis Dane (ddane@winnipeg.ca).	25-Apr-12
53	24-Apr-12	Proposed Generator Equipment and Layout	30-Apr-12	Nova3 / Wolfrom	Nova3 to review the proposed genset layout and respond to AAR. Wolfrom to design the support structure for the gensets and have it included for the structural permit set next week (May 2nd).	30-May-12	Superseded by RFI HQ 53 R-1.	30-May-12

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RFI #	Date of Issue	Subject	Date Required	Assigned To	Action Required	Date of Response	Response	Date Closed
53 R-1	3-May-12	Proposed Generator Equipment and Layout	10-May-12	grc / Nova3 / Wolfrom	Wolfrom to provide revised genset support and submit to AAR.	30-May-12	Wolfrom: Refer to structural drawings S14 for structural details. Structure height to be confirmed by mechanical contractor and architect. Nova3: We reviewed the attached and recommend acceptance of the layout and products proposed.	30-May-12
54	24-Apr-12	Wall on Gridline F 3 to 7	24-Apr-12	grc	grc will review and advise if the wall on GL F3 to 7 needs to be removed.	29-Jun-12	The wall on Grid Line F between 3 & 7 is to be removed if it contains asbestos.	29-Jun-12
55	25-Apr-12	Modular Furniture Specifications	2-May-12	WPS	Henry Hagenaaers will review and provide the modular furniture specification to AAR.	1-Aug-12	See RFI HQ 72.	1-Aug-12
56	26-Apr-12	Curtainwall Connection at Bottom of Frame	27-Apr-12	Wolfrom	Review and respond to AAR.	26-Apr-12	Option 1: The channel at level 2 is structurally adequate to support the dead load of the curtain wall from level 3 to the bottom of the curtain wall. Option 2: The connections at level 3 are structurally adequate to support the weight of the curtain wall from level 5 to the bottom of the curtain wall.	26-Apr-12
57	27-Apr-12	WPS Provided Docs for Security and PA Systems	2-May-12	WPS	Henry Hagenaaers/Ari Berdesis will download the noted files and confirm that the attached documents for security and PA systems meet the program requirements for WPS.	11-Jul-12	The attached documents are an accurate however early reflection of the requirements for security and P/A systems. The requirements have been refined throughout various security meetings held since this RFI was first received. During those meetings updated information was shared with and reviewed by the various team members including those from Nova 3, GRC, McCaine Electric, Caspian Projects and the WPS. To the best of my knowledge all information has subsequently been captured on the design drawings therefore from a WPS perspective this RFI can be considered closed.	11-Jul-12
58	30-Apr-12	Clarification of Return Air Duct Removal for Tower	4-May-12	Nova3	Nova3 will review and clarify the requirements for the return air duct removal for the tower and respond to AAR.	7-May-12	Proposed return duct system shown on plans, reflect the floors and ceiling areas presently served by the existing return duct system as reviewed on site with the mechanical trade. The routing of the proposed ductwork will require on site review by the mechanical trade for acceptance of location and size of ductwork in the tower and WPS area. Further adjustment to location and configuration of ductwork may be required prior to commencement of work. Existing return ductwork will remain in place until new ductwork is complete except for final connection of existing 96 x 42 duct, generally as shown on plans. Final drawings will be issued upon acceptance of the proposed duct layout. Please see attached Mechanical Drawings: Drawing #M4.5 Main Floor Plan Ventilation Drawing #M4.7 1st Floor Plan Ventilation Drawing #M4.9 2nd Floor Plan Ventilation Drawing #M4.11 3rd Floor Plan Ventilation Drawing #M4.13 4th Floor Plan Ventilation Drawing #M4.15 5th Floor Plan Ventilation	7-May-12

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RFI #	Date of Issue	Subject	Date Required	Assigned To	Action Required	Date of Response	Response	Date Closed
59	1-May-12	Access Control System Comparison	8-May-12	WPS	HH & AB to review with their user group and provide their choice of preferred supplier.	9-May-12	We wish to confirm that WPS will be going with Software House as their Access Control System supplier. Also, it was decided, tentatively, that both Bosch and Axis cameras will be used on the project. McCaine is to set up a "Mock Up" for WPS to review and approve.	
60	1-May-12	Suggested Back Flow/Water Meter Locations	2-May-12	Nova3 / grc	Review the proposed water meter locations and respond to AAR.	11-Jul-12	The proposed location identified by the photos along the wall at grid 6 is acceptable.	11-Jul-12
61	3-May-12	Demolition of Existing 5th Floor Offices	4-May-12	grc	Review the demolition requirements noted on the 5th floor and respond to AAR.	17-May-12	The south wall between grid lines 1 & 2 and gridlines 9 & 10 could remain, but would require re-finishing. The North walls between grid lines 1 & 2 and gridlines 9 & 10 are to be removed. Refer to the demolition plan and new work plan.	17-May-12
62	3-May-12	Existing 15 KV High Voltage Switchgear	11-May-12	WPS / OA	Review with the tower operators.	24-May-12	Shindico has provided authorization for the attached quote. So, please proceed with the work on RFI HQ62, replacement of High Voltage Switch Gear at 266 Graham Avenue with a new Eaton Cutler Hammer Equipment Switch Gear designed to perform the tasks in the manner identified by Manitoba Hydro. It is understood that the work will be done by you and McCaine Electric and the cost will be not more than \$620,307.49. This will be billed to: The City of Winnipeg C/O Shindico Realty Inc 200 – 1355 Taylor Avenue Winnipeg R3M 3Y9" The City of Winnipeg has agreed to cover the cost of replacing the existing switchgear. As this cost is beyond Caspian's Contract price and is being paid directly through the City of Winnipeg, we will not be issuing a change order for this work. We will now close RFI HQ 62.	24-May-12
63	15-May-12	Door Reference Numbers for Access Control	15-May-12	grc	Review and provide door reference numbers for access controls.	29-Jun-12	The drawings issued for Permit Application indicate door numbers.	29-Jun-12
64	18-May-12	Reference Point to Lay Out Horizontal Framing Members in Relation to Benchmarks/Floor Elevations	22-May-12	Wolfrom / grc	Wolfrom Engineering and GRC will review and provide revised drawings/details to suit existing site conditions.	5-Jun-12	Wolfrom Engineering has been on site to review with Caspian Projects. Wolfrom Engineering and grc provided revised drawings/details to suit existing site conditions.	5-Jun-12
65	11-Jun-12	Access Controlled Door Summary	15-Jun-12	grc / Nova3	Review the access controlled door summary provided by McCaine and respond to AAR.	24-Jul-12	Dan Zilinski, P.Eng. of our office had met with WPS and McCaine in various meetings. Based on these meetings and the discussions held within it is our understanding that doors with maglocks do not require electric strikes. WPS should be consulted and should advise if this is the case. Nova3's response has been reviewed by WPS and is acceptable. As, well, access control doors, as required are indicated on the "Issued For Construction" drawings, dated July 24, 2012.	24-Jul-12

5368-00 WPSHQ - HQ Building RFI Log

RFI #	Date of Issue	Subject	Date Required	Assigned To	Action Required	Date of Response	Response	Date Closed
66	20-Jun-12	McCaine Electric Security Integrator Qualifications	22-Jun-12	WPS	Henry Hagenars will review McCaine's qualifications and respond to AAR.	25-Jun-12	WPS project team has reviewed McCaine submission. We have had a discussion with an independent party about their qualifications, plan and ability to deliver on WPS expectations. We accept them as the integrator.	25-Jun-12
67	26-Jun-12	Emergency Power Priority Sequence	29-Jun-12	Nova3 / WPS	Review the emergency power priority sequence noted and respond to AAR.	12-Jul-12	Please see SI #22 which addresses Caspian Project RFI HQ 67.	12-Jul-12
68	9-Jul-12	Pylon Signs	13-Jul-12	Nova3 / CP / McCaine / WPS	Review and respond to AAR.	10-Jul-12	The location of the proposed pylon signs were discussed during our design meeting this morning with Nova3, Caspian, McCaine and Henry Hagenars. It was agreed that the location of the pylon signage will be at least 10 feet away from the face of the building, as such the pylon signs will not have any significant impact on the performance of the required security cameras. McCaine has been advised that electrical feeds will be required for the pylon signs. Also, it should be noted that exact size and location of the proposed pylon signs will require approval from UDAC and grc is working on a signage package for submission to UDAC.	10-Jul-12
69	10-Jul-12	Building Signs	13-Jul-12	grc	Review and respond to AAR.			
70	13-Jul-12	Minimum Height Requirement P2 Level	13-Jul-12	AAR	Provide minimum height requirement for level P2.	16-Jul-12	The minimum height requirement for Level P2 is 2490mm (8'-2") clear. We have confirmed with WPS that for Level P2, a minimum height clearance of 7'-0" (2150mm) will be acceptable in areas where we have services like plumbing and cable trays. However, Caspian Projects will be required to coordinate these areas and locate plumbing and cable trays to achieve maximum height clearances. It would be ideal to run these services that reduce the clear height to 7'-0" in areas such as where we have back to back parking (between grids 4 & 5, 6 & 7, or along walls between grids 2 & 3, 8 & 9, as examples).	16-Jul-12
71	18-Jul-12	Motorized Blinds	20-Jul-12	WPS / Nova3	WPS (Henry Hagenars) is reviewing this with the user group. Both WPS and Nova3 will respond to AAR.			
72	23-Jul-12	Open Office Modular Work Stations	27-Jul-12	WPS	WPS (Randy Benoit/Henry Hagenars) will address the wiring issues of the open office modular work stations. Please be advised that the furniture layout is still being worked on, starting from the 5th floor downwards.			
73	27-Jul-12	Corroded Gas Service Pipe Line	31-Jul-12	Nova3 / Wolfrom / WPS / AAR	Nova3 and Wolfrom will review and provide remedial work, as required to suit Manitoba Hydro and the support for the gas line. All remedial work will be submitted to AAR for review with WPS and The Project Director and AAR will issue a CCN as required.			

5368-00 WPSHQ - Wyper Road RFI Log

RFI #	Date of Issue	Subject	Date Required	Assigned To	Action Required	Date of Response	Response	Date Closed
0	28-Feb-12	RFIC W 1-13 Issued to Aecom Prior February 15, 2012	N/A	AAR	Provide concurrence to consider this RFI to be closed.	28-Feb-12	AAR concurs, the previous RFI's to Aecom which have been addressed or incorporated into the Wyper Road drains should be closed, but kept for reference.	28-Feb-12
1	28-Feb-12	Revised Ditch Grading to Suite MIT	6-Mar-12	AAR / WPSHQ	Review and have Caspian prepare a cost breakdown for this potential claim.			
2	28-Feb-12	Typical Single Door Electrical Rough-In Detail Clarification	6-Mar-12	grc / Nova3	Review and coordinated with WPSHQ team and respond to AAR.	10-Apr-12	Revised as noted on the 95% set of drawings.	10-Apr-12
3	28-Feb-12	Masonry Dowel Installation Detail	6-Mar-12	AAR	N/A	28-Feb-12	This RFI appears to be for a remedial details for dowels for exterior block walls for Wyper. As the structure is completed, this RFI should be closed, unless I'm missing something.	28-Feb-12
4	28-Feb-12	Window Types	6-Mar-12	WPSHQ	Review in conjunction with the POR.	21-Mar-12	<ul style="list-style-type: none"> • The use of PVC vinyl windows is acceptable. As discussed, we will move forward with aluminum clad PVC. The colour of the aluminum clad PVC windows should be "Black" for the exterior aluminum portion. • Shop drawings to be provided for review, prior to fabrication, as per contract. • No site instruction will be issued as this request is NOT a change in the POR of record for Wyper Road and Caspian Projects has noted that the use of PVC was agreed to as per their memo of July. Memo to be provided to AAR, once confirmed by Ossama, for record. • This RFI will remain opened until confirmation by Ossama. 	22-Mar-12
5	12-Mar-12	Alternate Lighting for Firing Range	16-Mar-12	WPS/Ossama/Nova3	We will review this with Ossama and WPS to confirm if this work is above and beyond POR. Nova 3 to review pricing and respond to AAR.	10-Apr-12	Please review the revised lighting for the firing range that is shown on the 95% set of drawings (will be distributed to all by the end of today). It has been agreed by Ossama that the range lighting is not included in the May 31 POR for Wyper Road, as such we will close RFI W 5 and issue a CCN for this work (5368 – CCN003) based on the 95% drawings for Wyper Road.	10-Apr-12
6	25-Apr-12	MTS Service Location	2-May-12	Nova3	Nova3 will review the location of the MTS service and respond to AAR.			
7	27-Jun-12	Range Lighting Bases	3-Jul-12	Wolfrom	Provide Caspian with the concrete base details for the range lights.	29-Jun-12	Sketches of the concrete base details provided to CP on June 29, 2012.	29-Jun-12
8	27-Jun-12	Gate Access Control	30-Jul-12	grc / Nova3	Review and locate the location of the gate access control and respond to AAR	12-Jul-12	Please refer to Nova3 drawing E2 (IFC on May 4, 2012) for location of gate access control.	12-Jul-12
9	27-Jun-12	Parking Fence	3-Jul-12	grc / Nova3	Review and provide locations for the parking fence.	12-Jul-12	As discussed with Peter Gianuzzi, the attached detail for the parking fence/receptacle support is acceptable.	12-Jul-12
10	27-Jun-12	Range Equipment	3-Jul-12	Nova3	Meet with Caspian Site Superintendent to provide locations.	28-Jun-12	<p>Met with Caspian Site Superintendent on Thursday, June 28, 2012 at 11am and provided locations.</p> <p>Please refer to Nova3 drawing E2 (IFC on May 4, 2012) for location of conduit for targeting system.</p>	28-Jun-12

5368-00 WPSHQ - Wyper Road RFI Log

RFI #	Date of Issue	Subject	Date Required	Assigned To	Action Required	Date of Response	Response	Date Closed
11	27-Jun-12	Alternate Lamp Standard Bases	3-Jul-12	Nova3 / Wolfrom	Nova3 to meet with Caspian Site Superintendent to provide locations. Wolfrom to provide lamp post details directly to Caspian with copy to AAR.	12-Jul-12	As discussed with Peter Gianuzzi, the noted screw base detail is acceptable. Please note that a concrete filled "culvert" (corrugated metal ring) is required at the base of all of these light poles to prevent damage to the fixture.	12-Jul-12
12	27-Jun-12	Lift Pumps	3-Jul-12	Nova3	Meet with Caspian Site Superintendent to provide locations.	28-Jun-12	Met with Caspian Site Superintendent on Thursday, June 28, 2012 at 11am and provided locations.	28-Jun-12
13	27-Jun-12	Site Lighting	3-Jul-12	Nova3	Meet with Caspian Site Superintendent to provide locations.	28-Jun-12	Met with Caspian Site Superintendent on Thursday, June 28, 2012 at 11am and provided locations. Please refer to Nova3 drawing E2 (IFC on May 4, 2012) for location of lift pumps.	28-Jun-12
14	4-Jul-12	Finish Schedule Clarifications - Rooms 106 and 109	6-Jul-12	grc	Review and respond to AAR.			
15	16-Jul-12	Epoxy Floor Colour	20-Jul-12	grc / CP	Discuss and agree upon a colour and shade and respond to AAR.	19-Jul-12	The color for the epoxy floor coating at Wyper Road is to be the color Grey. This choice of color and shade was discussed and agreed upon between grc (Patrick Dubuc) and Caspian (Peter Gianuzzi) last week and re-confirmed with Caspian yesterday (July 18) by grc.	19-Jul-12
16	19-Jul-12	Operator Work Station, Humidistat, SS Sinks	19-Jul-12	WPS / grc	Review and respond to AAR.	19-Jul-12	Mechanical Response 1a. OWS located on N. wall of mech. Room is acceptable. 1b. Humidistat to be located in open office area, adjacent thermostat, east wall of instructor area (see sketch). 2. No.2 side by side sinks in the gun cleaning room is acceptable. Please note that the 2 stainless steel sink option is preferred by WPS and the distance between the 2 sinks is to be 600mm. We understand that the double sink option may still be used if it is a delivery issue that would affect completion date of the Wyper Road facility as schedule is paramount.	19-Jul-12
17	25-Jul-12	Cargo Trailer Alternate Dimension	27-Jul-12	WPS	Review and respond to AAR.	25-Jul-12	WPS has reviewed the optional sized cargo trailer and wishes to remain with the 7' x 12' trailer, double axel as specified in S #10, rev1.	25-Jul-12
18	25-Jul-12	Relocate Access Hatch	27-Jul-12	WPS	Review and respond to AAR.	25-Jul-12	The re-location of the access hatch to room 117, Target Prep Room was reviewed on site and by WPS and is acceptable.	25-Jul-12

5368-00 WPSHQ - SI Log

SI #	Date of Issue	Title	Reason	Initiate By	Issued By
001	9-Mar-12	Response to HQ RFI 5	Clarification	Nova3	AAR
002	9-Mar-12	UPS Run Time	Clarification	Client (WPS)	AAR
03	4-May-12	Target Systems - Action Target Option	Category 6 - Co-ordination Items	Client (WPS)	AAR
04	26-May-12	Wyper Road Exterior Shooting Range - Ceiling Height Modifications	Category 6 - Co-ordination Items	Client (WPS)	AAR
05	26-May-12	Wyper Road Exterior Shooting Range - Finish Material Clarification	Category 6 - Co-ordination Items	Client (WPS)	AAR
06	4-Jun-12	Wyper Road Exterior Shooting Range - Data Drop Clarification	Category 6 - Co-ordination Items	Client (WPS)	AAR
07	8-Jun-12	Wyper Road Exterior Shooting Range - Ammo Vault Ceiling Clarification	Category 6 - Co-ordination Items	Client (WPS)	AAR
08	17-Jun-12	HQ - P2 Level - Modifications to Washroom Layout - Relocated Plans Room	Category 6 - Co-ordination Items	Client (WPS)	AAR
09	19-Jun-12	Wyper Road – Observation Tower Size	Category 6 - Co-ordination Items	Client (WPS)	AAR
10	19-Jun-12	Wyper Road – Exterior Storage Shed	Category 6 - Co-ordination Items	Client (WPS)	AAR
10 R-1	19-Jul-12	Wyper Road – Exterior Storage Shed	Category 6 - Co-ordination Items	Client (WPS)	AAR
11	19-Jun-12	Wyper Road – Keying Schedule	Category 6 - Co-ordination Items	Client (WPS)	AAR
12	20-Mar-12	HQ - Exterior Alteration Permit	Category 6 - Co-ordination Items	Client (WPS)	AAR
13	2-May-12	HQ - Interior Alteration Permit	Category 6 - Co-ordination Items	Client (WPS)	AAR
14	4-May-12	W - Issued for Construction	Category 6 - Co-ordination Items	Client (WPS)	AAR
15	16-May-12	W - Walltypes / Ceiling Updates	Category 6 - Co-ordination Items	Client (WPS)	AAR
16	31-May-12	HQ - Level P2 Dimensioning	Category 6 - Co-ordination Items	Client (WPS)	AAR
17	15-Jun-12	HQ - Issued for Building Permit	Category 6 - Co-ordination Items	Client (WPS)	AAR
18	28-Jun-12	HQ - South Elevation Louvers	Category 6 - Co-ordination Items	Client (WPS)	AAR
21	8-Jul-12	Wyper Road - Extent of Fence at Borough Pit	Category 6 - Co-ordination Items	Client (WPS)	AAR
22	12-Jul-12	HQ – Emergency Power Priority Sequence	Category 6 - Co-ordination Items	Client (WPS)	AAR
23	20-Jul-12	HQ – Video and Audio Conferencing Requirements	Category 6 - Co-ordination Items	Client (WPS)	AAR
24	20-Jul-12	HQ – Central Equipment Issue - BCGA32	Category 6 - Co-ordination Items	Client (WPS)	AAR
25	20-Jul-12	HQ – Media Room Connections	Category 6 - Co-ordination Items	Client (WPS)	AAR
26	20-Jul-12	Wyper Road – Shooting Post Design	Category 6 - Co-ordination Items	Client (WPS)	AAR
27	23-Jul-12	HQ – Data & Power Requirements	Category 6 - Co-ordination Items	Client (WPS)	AAR
28	24-Jul-12	HQ - Issued for Construction	Category 6 - Co-ordination Items & Category 7 - Code & Authorities	Consultants	AAR
29	24-Jul-12	W - Issued for Building Permit	Category 7 - Code & Authorities	Authorities	AAR
30	25-Jul-12	Wyper Road – Mechanical Commissioning Summary	Category 6 - Co-ordination Items	Client (WPS)	AAR
31	31-Jul-12	Wyper Road – Control Room No.128 – Flooring Finish	Category 6 - Co-ordination Items	Client (WPS)	AAR
32	31-Jul-12	Wyper Road –Target System Additional Requirement	Category 6 - Co-ordination Items	Client (WPS)	AAR
33	31-Jul-12	Wyper Road – Furniture Requirement	Category 6 - Co-ordination Items	Client (WPS)	AAR
34	8-Aug-12	Wyper Road – Women’s Washroom Vanity Counter	Category 6 - Co-ordination Items	Client (WPS)	AAR
35	8-Aug-12	Wyper Road – Ammunition Storage Door Plating	Category 6 - Co-ordination Items	Client (WPS)	AAR
36	8-Aug-12	Wyper Road – Stainless Steel Corner Guards	Category 6 - Co-ordination Items	Client (WPS)	AAR



Winnipeg Police Headquarters Owner's Meeting No. 13



Date of Meeting: August 21, 2012

Meeting Location: Caspian Boardroom, 5th Floor, 266 Graham

Name	Initials	Company	Initials	Present	Copied
Peter Chang	PC	Adjeleian Allen Rubeli Ltd.	AAR	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Patrick Dubuc	PD	GRC Architects	GRC	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Peter Rankin	PR	GRC Architects	GRC	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Ossama AbouZeid	OA	Dunmore Corporation	DC	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Randy Benoit	RB	Winnipeg Police Service	WPS	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Henry Hagenars	HH	Winnipeg Police Service	WPS	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Ari Berdesis	AB	Winnipeg Police Service	WPS	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Armik Babakhanians	Aba	Caspian Projects	CP	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Shaun Babakhanians	SB	Caspian Projects	CP	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Peter Giannuzzi	PG	Caspian Projects	CP	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Pam Anderson	PA	Caspian Projects	CP	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Andrew Edge	AE	Caspian Projects	CP	<input type="checkbox"/>	<input checked="" type="checkbox"/>
John Guenther	JG	Nova3	N3	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Vic Thielman	VT	Nova3	N3	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Tony Mitousis	TM	Nova3	N3	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Dan Wolfrom	DW	Wolfrom Engineering	WE	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Howie Laubenstein	HL	Integrated Designs	ID	<input type="checkbox"/>	<input type="checkbox"/>
Jamie MacPherson	JM	Integrated Designs	ID	<input type="checkbox"/>	<input type="checkbox"/>

Meeting Minutes

1.6 WYPER ROAD GUN RANGE SCHEDULE

- HH/AB expressed concern with unknown completion date of gun range.
- CP to review.
- Design meeting held on Wednesday, March 14 with trades & design team.

- Nova3 is proceeding with completion of design and is working with Wes-man to maintain schedule.
- CP to provide updated schedule on March 26th.
- Genivar retained to review site drainage and provide certification of design.
- PC requested status of design, CP advised that proposed re-design of site drainage may still require 1 lift station.
- Completion still targeted to mid-end of July.
- HH asked when re-design will be presented to City Water Waste Dept.
- Site security still maintained, routine patrols.
- CP presented new schedule (September 11 noted completion date). CP will work with OA to accelerate schedule to July 31.
- 95% design drawings to be submitted to CP & WPS April 9.
- Mechanical given go ahead to proceed based on N3 drawings issued March 30. PC informed CP that 95% set of mechanical will be same as what was issued last week.
- PD confirmed detail issued for review is what will be shown on 95% drawings (walls to be R-30, Roof R-40).
- Colour samples of cladding to be reviewed after meeting.
- CP to provide signed and sealed civil drawings to City of Winnipeg in two weeks.
- OA instructed CP to proceed with completion of construction immediately.
- CCN's to be based on 95% drawing (May 31 POR).
- Extra gun range station and shot gun range. See Item 4.2.
- CP and WPS to confirm that 95% drawings are acceptable.
- CP committed July 31, 2012 completion date.
- Range lighting addition to POR - AAR to issue CCN.
- Road widening addition to POR - AAR to issue CCN.
- Building complete for July 31, 2012.
- CP expressed concern with steepness of side berm
 - Currently shown 3:2 slope, AMEC/Genivar provided memo recommending 4:1 (PG to forward to AAR for review).
- AB to review RCMP standards to confirm if 3:2 is gun range requirement.
- AMEC provided remedial details for berm deficiencies (report to be forwarded to AAR).
- IFC drawings for Wyper Road issued May 2, 2012.
- CCN issued for Range Lighting. CP has priced, AAR reviewed. OA/RB to review. CD#002 issued May 16, 2012 for Infrastructure Work.
- Road widening - AAR to Issue CCN.
- Colour board required for interior. Use existing colour board in WPS office. GRC to review.
- Target system - Action System (US Based)
 - Shop drawings - received in 2 weeks.
 - 8-10 weeks delivery.
 - 2 to 3 week installation / 1 week commissioning.
 - July 31, 2012 is achievable if Action can supply as per requested agreement.
- Berm
 - Manitoba Standards recommend 4:1 slope.
 - 3:2 slope meets RCMP Standards.
 - AMEC (CP) advises there may be occasions of wash-outs of the slopes.
 - WPS provides RCMP Standards. grc to review.
- Report from AMEC as yet to be provided to AAR/WPS. Some areas require additional compaction (87% to 92% compaction) where 95% compaction required.
- Slope of berm to remain at 3:2 slope.

- Report to be submitted this week, AAR/grc to review and provide comments.
- Weather conditions the past week have impacted construction of range.
- Target system - PG to follow up on delivery date with Action.
- Bayview could not mobilize due to rain.
- August 1, 2012 opening is achievable assuming Action can deliver system AND weather co-operates. Any further weather delays will impact construction of range and will extend opening date.
- Action Target System
 - Shop drawings received/reviewed and returned by WPSHQ.
- WPSHQ sent comments to CP, Action has responded (email of June 13, 2012). HH to confirm with Range Master.
- CP has issued delay notice to OA.
- Duration of work is 6 weeks. Require 1 week of "Drying Cut" before equipment can be mobilized.
- OA requested alternative ways to expedite "6 week construction period".
- OA will meet with CP to examine options.
- August 23, 2012 scheduled for gun range (on schedule) for both range and building.
- Action target system in hand. Revised layout to be received today. PG to forward to WPS for review.
- **Department of Labour to be on site tomorrow August 22nd to review the target system installation.**

Action: Info

2.5

POWER DISRUPTION TO TOWER

- RFI HQ # 40 notes that demolition/relocation of point of presence rooms P1012 & P1045 will disrupt power and I.T. to tower (minimum 2 days).
- OA/RB to review as leaving existing rooms will have major impact on architectural design as well as WPS program space.
- Re-location/demolition of HVAC ducts will have impact on tower as well.
- CP awaiting direction from OA/RB as this has major impact on construction schedule.
- OA requires schedule/duration of disruptions.
- GRC reiterated that POP rooms must be moved as it affects WPS program.
- OA/RB met with landlord - as long as CP gives notice and action plan.
- CP to provide action plan and cost by April 23, 2012.
- Still awaiting information.
- See Item 6.2.
- Still awaiting action plan and cost from CP.
- McCaine waiting for input from Telus.
- Shaw and MTS are resolved and aware of issue and addressing internally.
- McCaine to meet with Telus this week.
- **Verify with McCaine if there are any issues in regards to Telus.**

Action: Info

4.1

CIVIL DRAWINGS

- Genivar finishing design - to be submitted to AAR for review.
- Number of lift stations to be confirmed - affects additional road for access to service lift stations (if required).
- Hard landscaping to be reviewed by Genivar.
- GRC to review with AB the existing design.

- Genivar issued preliminary drawings.
- AB and GRC to review.
- Genivar to stamp and seal.
- Stamped drawings were handed over to grc for review. Once reviewed and accepted, CP to apply for permit.
- Genivar and City of Winnipeg in discussions.
- Genivar will be forwarding stamped and sealed drawings to City of Winnipeg.
- Genivar to indicate “range finishes” noted in SI-005.
- Civil drawings have been sent to City of Winnipeg.
- PG to follow up with permit.
- PC/PD will confirm with Sara in meeting tomorrow.
- City has reviewed preliminary submission.
- PG to provide stamped and sealed drawings to AAR/grc.
- Received and will be re-submitted today (July 24th) for full building permit both HQ and Wyper.
- BDS forms to be issued to the City of Winnipeg August 7, 2012 – Done.
- **City of Winnipeg and MoT are having discussion in regards to the ditch design which was constructed on both side of the New Wyper Road. The ditches were built as per MoT’s requirements not as per City’s requirements, City are now looking into this matter.**

Action: Info

4.3 WYPER ROAD GUN RANGE - STORAGE SHED

- CP to provide 250ft² adjacent to targets.
- WPS to provide confirmation and location.
- No room within side of gun range to fit 250ft² shed.
- grc to review with WPS proposed 150ft² shed and trailer. (Accepted)
- AAR to issue SI.
- grc to issue SI (SI #010 issued June 19, 2012).
- grc to review with Range Master and re-issue SI.
- Delete bleachers, move storage shed to west of control tower.
- Revise SI to provide OH door + 1 man door swing outward.
- Double door facing targets, man door on side.
- Double axle trailer preferred.
- **CP to provide most economical design for WPS/AAR review (AAR hand delivered on August 7, 2012. Confirmation received from City of Winnipeg, Michelle Ho).**
- **Trailer will be on site Friday August 24th. Shed package should be delivered August 24th, ready for installation.**

Action: CP

4.8 EXISTING TOWER TENANTS

- CP expressed concern with timing of relocation of tenants.
- Storage space at P1 needs to be cleared out. SB stated this will affect schedule.
- SB to review and provide report. (Include cost and schedule implications)
- RB indicated there is confusion as to when space has to be vacated.
- May 31, 2012 is agreed upon date.
- CP agreed to give them until June 2, 2012 to move out.
- Optometrist; his space must be vacated ASAP - schedule impact.

- WPS to review with Bob Down. CP to review if they can do his project under their building permit number.
- PG to provide Dr. Lecker floor plans and letter of impact on schedule.
- Approximate construction time is 3 months for construction of new office.
- Affects permit issue.
- ABa met with Bob Downs.
- Possibility of WPS to vacate site office. Grid move Dr. Lecker into space to be reviewed with City.
- OA/RB to review options with City.
- CP issued delay notice to OA.
- Dr. Lecker office proposed to move into cadet space.
- Police cadets meeting with Winnipeg PP & D.
- **CP to deal directly with the City of Winnipeg to resolve (PP&D).**
- **CP to renovate space to suit Dr. Lecker.**
- **CP to notify WPS for commencement date and duration.**
- **Caspian received plans to modify space adjacent to WPS on 2nd Floor in order to receive the Cadets. Caspian nor the City have yet to receive plans to modify the present space occupied by the Cadets into Dr. Lecker's new office.**

Action: CP

5.3

WYPER ROAD HARDWARE TO BE REVIEWED

- 2 door frames to be reviewed.
- CP to provide shop drawings.
- Master key requirements, grc to review with WPS.
- grc to issue keying schedule May 29, 2012 (SI #011 issued June 19, 2012).
- grc to review with WPS and issue revised SI summarizing changes.
- PG and HH have discussed and agreed to changes.
- Ammo vault doors – option to steel plate interior door – WPS to review and advise (AB).
- Ammo vault door to be steel plated.
- Interior door, electrical strike to be outside (mag lock?). To be reviewed on site and revised SI to be issued.
- **grc to review with IDI and issue SI.**
- **Panic bar required for exterior doors and “security” chain for blast purposes – work should be completed today (August 21st 2012).**
- **SI #35 issued for door plating (August 8, 2012) – Work completed.**
- **Mag lock not yet installed, CCN was issued two days ago.**

Action: CP

6.4

POLICE SIGNAGE

- Winnipeg Police HQ sign on pedestals and/or on building face.
- John Sellers (hired by City of Winnipeg through CP) presented options. Will be revisited.
- CP to provide proposals from John Sellers to AAR/OA/RB.
- grc issued proposal to RB for their review.
- If mounted on curtain wall, CP requires input ASAP.
- UDAQ approval may be required.
- Decision urgently required as east elevations are under construction.
- RB to advise.

- Met with UDAC (Lee Caldwell) June 18, 2012.
- Piller signage preferred, opposed by Lee Caldwell.
- grc to prepare presentation of pillars (reduced size).
- grc presented pillar signage to RB.
- RB presented to City.
- Exterior signage on building not an option.
- CP to proceed with buildings cladding with no signage.
- RB provided design to UDAC.
- UDAC approved 14'-0" high signage as presented by grc.
- Way finding signs to be English, Braille included.
- **grc to prepare sign design package.**

Action: grc / RB

8.2

SCHEDULE FOR HQ

- Building permit delayed to June 15, 2012.
- CP requested time to review contract documents/drawings.
- CP to advise of potential delays as required.
- OA wants delay issues identified immediately so that WPS can address sooner rather than later.
- ABa to meet with OA and RB separately after meeting.
- To be reviewed in July, with recovery plan.
- OA wishes to re-visit in September after building is enclosed.
- CP to provide revised schedule after review of IFC drawings.
- In progress, CP to provide update next meeting.
- AAR/grc to meet with CP sub-trades to review.
- **Electrical drawings (power) not yet delivered, expected by end of the day.**

Action: Nova3

8.3

GUN LOCKER AT WYPER ROAD

- Gun locker room moved to weapons room.
- Wire mesh required for both rooms for security purposes.
- To be added to CCN 004.
- CCN 007 issued.
- CP to proceed with work as per OA.
- CP provided pricing.
- AAR reviewed and forwarded to OA for review/approval.
- **CCN 007 approved by OA.**

Action: Info

9.2

BUILDING PERMIT DOCUMENTS

- ABa expressed concern with design documents.
- AAR design team will be meeting with CP trades over the next 3 weeks.
- Building permit application with IFC drawings today, July 24, 2012.
- City of Winnipeg informed AAR that review process will be minimum 6 weeks.
- Building permit issuance September (???).
- RN to review with Sara Ciaflone.
- **Caspian requested copy of latest correspondence issued to the City, AAR to forward.**

Action: AAR

9.6 **SITE DEVELOPMENT PERMIT/PRIVATE APPROACH PERMIT**

- grc to prepare sketches and package.
- CP to apply to City.
- **With approved signage, grc to proceed with finalizing package.**

Action: grc / CP

10.1 **H.Q. ELEVATORS**

- CPU elevators.
- Require pit depth less than 300mm otherwise WPS loses space in Level P1.
- "CCN" was issued by Aecom and priced by CP. OA to review history of documentation.
- grc/AAR working with WPS to review layout of forensic lab storage space to suit elevator pit.
- Layout has been resolved with WPS and is on IFC drawings.
- WPS required 2nd elevator.
- AAR to issue CCN (**issued August 1, 2012**).
- **CP to price. Still awaiting quote as of August 21st 2012**

Action: CP

11.1 **FLUSHING OF CHILLER PIPES**

- OA to follow up with John Zabutney.
- Needs to be **completed** before mid-September (**Note: this will require 10 days to complete**).
- **John Zabutney is pursuing another quote. OA to touch base with John Zabutney and advise.**

Action: OA

11.6 **WYPER ROAD – SECURITY/CCVE**

- McCaine submitted extras.
- CP to re-submit to AAR.
- CP advised of minimum 3-4 week delivery
- AAR to review with OA and WPS.
- **To be reviewed after meeting.**
- **CCN #11 issued August 8, 2012.**
- **CP advised that security/CCVE portion of CCN #11 to be put on hold.**
- **CP advised to proceed with data drop portion of CCN #11.**

Action: CP / AAR

11.7 **WYPER ROAD – TARGETING SYSTEM**

- Extra submitted.
- Items 3 and 4 are part of POR, in OA's opinion.
- CP to issue formally and AAR will issue SI response.
- Conduits at knee walls are a must. CP claims that this is an extra and requires CO. OA disagrees and will review with AAR and WPS.
- Items 1 and 2 relative targeting system, not approved, do not proceed.
- **SI issued August 1, 2012.**
- **Items under review by OA.**

- **Item carried – still disputed.**

Action: OA

12.1 **WYPER ROAD RECONCILIATION OF “ADDITIONAL” WORK**

- CP requests a meeting with OA after completion of Wyper Road.
- OA to set up and determine invitees (WPS, grc, AAR ???).

Action: OA / CP

12.2 **WYPER ROAD – WOMEN’S SHOWER VANITY**

- Only vanity counter required.
- Colour to match.
- SI to be issued by AAR (SI #34 issued August 8, 2012).
- **Work is done.**

Action: Done

12.3 **WYPER ROAD - FURNITURE**

- CP Tender to close August 17, 2012.
- OA to review with WPS temporary furniture options. To be done with chosen bidder.
- **Three bids were received today (August 21st 2012), WPS to review and advise.**

Action: OA/WPS

12.4 **HW – 4TH FLOOR FIRE ISSUE**

- Smoke was from smoldering dust in duct work being cut. Not an issue. False alarm.
- WPS requires notification/reports from CP for all events.
- **Caspian issued report to WPS**

Action: Closed

12.6 **WYPER ROAD - OCCUPANCY**

- September 4, 2012 required by WPS.
- Classes/training will start.
- Mobilization by WPS August 27, 2012.
- **Occupancy Inspection on hold pending issuance of Building Permit.**

Action: Info

13.1 **DEFICIENCY REPORT**

- A deficiency report is required by all disciplines prior to occupancy by WPS.

Action: Info

13.2 **ACCESS TO SITE ONCE HANDED OVER TO WPS**

- Once the shooting range is handed over to WPS, Caspian will have to arrange access through WPS (probably Shaun – Range Master) and will have to work around WPS' schedule – possibly after hours.

Action: Info

13.3 TRAINING

- Training is being planned for end of the week, Friday August 24th or the following Monday.
- O & M manuals will not be ready for the training exercise.
- Trades and Commissioning Agent as well as WPS representatives should all be present.

Action: Info

13.4 KNEE WALL

- The present design (as built on site) is not exactly as detailed by AECOM and their Specialty Consultant – Clark Vargus. Recommended to Caspian that they complete the knee wall construction as per the detailed prepared by AECOM to avoid any possible future issues with the knee wall.

Action: Info

13.5 COMMUNICATION

- OA is to review communication process/setup with WPS to define roles of all participants by September 1st 2012, and to put in place conditions to ensure that the roles define for all participants are respected and maintained.
- Once OA is satisfied and roles are defined, this information will be shared with Caspian.

Action: Info

13.6 M & E DRAWINGS

- Once the M&E drawings are completed, WPS will require three (3) full size sets.

Action: Info

13.7 WYPER ROAD

- Public Works will be on site to inspect the construction of the new Wyper road Thursday August 23rd 2012. The attendance of the Consultant was requested.
- WPS requested confirmation that the water supply at Wyper Road is potable, without the requirement of any treatment system. Caspian to advise.
- Stainless steel guards will be installed at Wyper Road as per OA's approval.
- Signage; all exterior signage is presently on hold due to issues with signage to be installed in close proximity with the Perimeter Road which falls under Provincial guidelines and standards. All interior signage is proceeding. WPS asked if the target system signage was proceeding as it is not linked to any street signage and is to be installed within the fenced shooting range area.

Action: Info

NEXT MEETING

- Next meeting will be on **August 28, 2012** from **9am to 10:30am**.
- **All meetings will be from 9am to 10:30am**
 - **Tuesday, September 11, 2012**
 - **Tuesday, September 25, 2012**
 - **Wednesday, October 10, 2012**
- Owner's Meeting to be held bi-weekly until further notice.

Action: All / AAR

Supplemental

S1.1 AAR DESIGN MEETING WITH CASPIAN SUB-TRADES

- AAR/GRC/NOVA3/Wolfrom met with Caspian sub-trades on Wednesday, March 14, 2012, regarding Wyper Road Gun Ranger.
- Structural provided custom wall support details for permit.
- AAR design team committed to providing fully coordinated “Issued for Construction” drawings in 90 days (May 30, 2012 ±).
- IFC drawings issued July 24, 2012

S1.2 BUILDING PERMIT STATUS

- Building Envelope Permit - March 20, 2012
 - o 100% completed drawings for Architectural curtainwall, 100% completed structural support system for curtain wall and code analysis for building envelope.
 - o No Mechanical or Electrical drawings.
 - o 3 sets of drawings will be hand delivered to the City of Winnipeg’s Office (Sara Cianflone) by 11am on March 20, 2012.
 - o Drawings and specifications delivered to City of Winnipeg Planning, Property and Development Department (Michelle Ho).
 - o Receipt received (Caspian Projects).
- Structural Permit - May 2, 2012
 - o 100% completed drawings (plans only) for Architectural, 100% completed drawings for Structural, full code analysis for the building.
 - o Mechanical or Electrical drawings will be partially completed, but will not be included with this application, unless the City of Winnipeg wished to have these drawings for information only.
 - o Drawings and specifications delivered to the City of Winnipeg, Property and Development Department (Michelle Ho) on May 2, 2012.
 - o Receipt received.
- Building Permit - submitted June 15, 2012.
 - o 100% design complete and fully coordinated Architectural, Structural, Mechanical and Electrical drawings and specifications.
 - o Follow-up meeting with City of Winnipeg (Sara Ciaflone) set-up for Wednesday, June 20, 2012.
 - o Drawings re-submitted for Building Permit on July 24, 2012
- Wyper Road Building Permit
 - o CP to provide a certified sketch from their Civil Engineer for the minor change in the proposed site drainage. Once this has been issued, the City of Winnipeg will issue a Building Permit for Wyper Road.
 - o Drawings signed and sealed by AAR consultant team (including Civil drawings from Genivar) and submitted for building permit as requested by the City of Winnipeg.

5368-00 WPSHQ - HQ Building RFI Log

RFI #	Date of Issue	Subject	Date Required	Assigned To	Action Required	Date of Response	Response	Date Closed
00	28-Feb-12	RFIC's 1-16 Issued to Aecom Prior February 15, 2012	N/A	AAR	Provide concurrence to consider this RFI to be closed.	28-Feb-12	As discussed, from the point of view of the AAR design team, the noted RFIs have been addressed by Aecom and are either on the drawings or resolved. Therefore, we concur, they can be put to history, but we should keep track of them in case we ever need to back track as to why/how a decision was reached.	28-Feb-12
1	23-Feb-12	Approval Required for Isolation Valves on Chilled Water Piping in Mechanical Room	1-Mar-12	Nova3	Review and respond to AAR.	14-Mar-12	Nova3 accepted. Caspian advised to proceed as noted in response from Nova3 (attached).	14-Mar-12
2	28-Feb-12	Generator Load Bank	6-Mar-12	AAR / WPSHQ	Review and respond.			
3	28-Feb-12	Exterior Signage Requirements	6-Mar-12	WPSHQ	Require input.			
4	28-Feb-12	Proposed Changes to Curtainwall System	N/A	AAR	Issue CCN.	28-Feb-12	A CCN was issued on the proposed changes to the south wall. Caspian to provide cost breakdown.	28-Feb-12
5	28-Feb-12	Copper vs Aluminum Buss And Feeders	N/A	Nova3 / AAR	Issue SI.	28-Feb-12	Was discussed during meeting with Caspian and McCaine. Nova3 has agreed that aluminum can be used and meets both POR and Building Code. SI issued March 9, 2012.	9-Mar-12
6	28-Feb-12	Survey Existing P2 Slab on Grade	N/A	AAR	N/A	28-Feb-12	Change Directive (CD) issued to proceed with work, subject to further review for cost savings.	28-Feb-12
7	28-Feb-12	New Main Power In-Service Date and Subsequent Refeeding of Existing Tower Distributions	6-Mar-12	Nova3	Review and respond to AAR.	1-Aug-12	High voltage distribution has been designed and a PCN issued for the Tower portion. Specifications have been forwarded to our office for review and will be returned today. Supplier tender package is expected to be ready for June 01, 2012. The design of the 15 kV service into the new HQ is shown on the IFC set of drawings issued on July 24, 2012. The cost of the new switchgear addressed in our response to Caspian RFI HQ 62.	1-Aug-12
8	28-Feb-12	Additional Existing High Voltage Transformer to Remain	6-Mar-12	Nova3	Review and respond to AAR.	28-May-12	Existing High Voltage transformers to be reused or deleted have been (are being) coordinated by Vic Thielmann and McCaine electric to ensure Tower feeds are not compromised. Condition of the transformers is being taken into account as well.	28-May-12
9	28-Feb-12	15 KV Service into Building	6-Mar-12	Nova3	Review and respond to AAR.	28-May-12	15kV feeder entrance has been fully coordinated and determined between Vic Thielmann, McCaine Electric, and Manitoba Hydro. The feeders will enter to the High Voltage Switchgear located in the Main Electrical Room in the P2 Level.	28-May-12
10	28-Feb-12	MTS Services Entrance	6-Mar-12	Nova3	Review and respond to AAR.	28-May-12	Two (2) rooms are required as per MTS. McCaine has coordinated all these issues with MTS. McCaine has site coordinated the conduit locations with the utility on site.	28-May-12

5368-00 WPSHQ - HQ Building RFI Log

RFI #	Date of Issue	Subject	Date Required	Assigned To	Action Required	Date of Response	Response	Date Closed
11	28-Feb-12	UPS Equipment & Battery Room Space and Structural Requirements	6-Mar-12	grc / Wolfram	Review room size requirements and Wolfram will check the existing slab accordingly.	23-May-12	Battery Rack 1. Based on 3925 lbs. per rack can be safely supported by the slab-on-grade floor at the P2 level. 2. Battery Racks 3 & 4, based on 85,000 lbs. per rack, will cause settlement and cracking of the slab-on-grade floor at the PS level. This loading will be required to be distributed over a greater area, or additional foundations provided. Details of the racks have not been provided, but if these racks are point loaded on the floor slab, the maximum permitted leg load shall be 10,000 lbs. 3. All of the UPS and the UPS input isolation transformers as specified can safely be supported on the slab-on-grade floor at the P2 level.	23-May-12
12	28-Feb-12	Electrical Room P2015 Space Structural Requirements	6-Mar-12	grc / Wolfram	Review room size requirements and Wolfram will check the existing slab accordingly.	23-May-12	These loads can be safely supported on the slab-on-grade floor at the P2 level.	23-May-12
13	28-Feb-12	Generator 4 and 5 Structural Requirements	6-Mar-12	grc / Wolfram	Review room size requirements and Wolfram will check the existing slab accordingly.	12-Jul-12	No further structural response can be provided until dimensions, locations, confirmed weights and mounting details are provided. The structural support details for the noted generators have been designed and were on the "Issued for Building Permit" set of drawings issued on June 15, 2012.	12-Jul-12
14	28-Feb-12	Roof and Sanitary Drainage	13-Mar-12	Nova3	Review the proposal PVC XF3 piping for roof drainage and respond to AAR.	14-Mar-12	The use of PVC XFR piping is acceptable, as is the proposal to consolidate rain water leaders in 4 existing locations. Site conditions may have impact on final routing and will be shown on Mechanical drawings.	14-Mar-12
15	28-Feb-12	Copper and SS Water Piping Domestic Water Lines	13-Mar-12	Nova3	Review and respond to AAR.	11-Apr-12	The use of copper and stainless steel water pipes for all domestic water lines has been approved.	11-Apr-12
16	28-Feb-12	Confirm Water Meters for Tower and WPS Bldg.	13-Mar-12	Nova3	Review the acceptance of a single water meter for the HQ building.	11-Apr-12	No. We require additional meters, as they (City of Winnipeg) needs to breakout the tenant's actual costs for energy/utility consumption.	11-Apr-12
17	28-Feb-12	Confirm New Roof Drain Piping	13-Mar-12	Nova3	Review the roof drainage down to Level P1 and respond to AAR.	12-Jul-12	The roof drain locations and design are noted on the "Issued for Building Permit" drawings issued on June 15, 2012.	12-Jul-12

5368-00 WPSHQ - HQ Building RFI Log

RFI #	Date of Issue	Subject	Date Required	Assigned To	Action Required	Date of Response	Response	Date Closed
18	28-Feb-12	Review Required Regarding P-1 and P-2 Drainage	29-Feb-12	Nova3	Arrange a site review of the levels P1 and P2 drainage on site.	11-Apr-12	<p>Mechanical:</p> <ol style="list-style-type: none"> 1. Mechanical Contractor shall install seventeen (17) parking lot drains in the locations indicated on architectural drawing WPS-AE-1-0-01, and as indicated on the corresponding mechanical drawing.RFI-M6-PM6.1 (attached). 2. The below grade sanitary waste piping from the floor drains shall connect to the existing west sand/grit interceptor located at Gridlines H-2. 3. A new oil interceptor OI-2 shall be installed prior to the connection to the sand interceptor at Grid H-2. The interceptor shall be a: MIFAB (or equal), model MI-O-HU-3, 165 US gal./21.0 cu.ft. holding capacity, rated at 50 USGPM. 4. The floor drains shall be JRSmith (or equal), heavy duty traffic drains w/ 4" outlet, hinged grate and sediment bucket. 5. The east pit at Grid G-9 shall be abandoned in place and all services capped. 	11-Apr-12
19	28-Feb-12	Existing Fire Alarm System	6-Mar-12	Nova3	Review fire alarm requirements and respond accordingly.	28-May-12	<p>The method described in this RFI is essentially what has been determined to be the intended method for fire alarm.</p> <p>The existing Tower fire alarm system will remain. A new fire alarm panel will be provided at the same location of the current panel. All devices in the Tower are existing to remain. Fire alarm panel locations are as per the RFI description (ie. M106).</p> <p>The Headquarters will have new fire alarm system devices and panel located in Vestibule M140. System will be interconnected with the Tower fire alarm system.</p>	28-May-12
20	29-Feb-12	New Address for WPS Headquarters Building	29-Feb-12	N/A	No action required.	1-Mar-12	N/A	1-Mar-12
20 R-1	29-Feb-12	New Address for WPS Headquarters Building	29-Feb-12	N/A	No action required.	1-Mar-12	N/A	1-Mar-12
21	1-Mar-12	Final Floor Drain Design for P2	1-Mar-12	grc	Work on P2 layout and meet with Caspian and Wes-man.	28-May-12	The P2 slab information was shown on the structural permit set. As well, the P2 slab is close to completion and has been constructed based on our instructions.	28-May-12
22	7-Mar-12	ISD and Electrical Load Requirements	12-Mar-12	Nova3	Respond and address Manitoba Hydro's concerns.	28-May-12	All electrical power requirements have been provided by the WPS. Refer to Caspian Project Bulletin HQ-06 dated "2012.05.10".	28-May-12
23	7-Mar-12	Wes-Man's Priority List of Mechanical Items	13-Mar-12	Nova3	Continue working on the mechanical design with the priority list provided.		For info only.	7-Mar-12
24	7-Mar-12	Pile Cap Base Plate Treatment at P2 Level	13-Mar-12	Caspian / AAR	Include in price breakdown for the level P2 slab replacement when quote is resubmitted, as discussed during Owner's Meeting No. 01.	7-Mar-12	It is AAR's opinion that a protective covering should be provided, perhaps the most economical way would be a brushed on mastic or tar type membrane.	7-Mar-12

5368-00 WPSHQ - HQ Building RFI Log

RFI #	Date of Issue	Subject	Date Required	Assigned To	Action Required	Date of Response	Response	Date Closed
25	7-Mar-12	Existing Fire Pump	16-Mar-12	grc	Review and respond.	8-Mar-12	Assuming the tower is a separate building from the WPSHQ, it would be logical that the existing fire pump(s) remain on the existing electrical service as is. However, due to the separate address of the WPSHQ, and the occupancy change associated with the conversion of the old mail processing area to the WPSHQ, the City of Winnipeg fire department may need the sprinkler contractor to install a code compliant water supply with its own fire pump fed from the WPSHQ essential distribution to serve the fire protection system of the WPSHQ. We require the architect to confirm the separation between the building known to be the tower and the building which is the WPSHQ. Once the separation between the buildings is determined, it is anticipated that the tower occupancy is not changed and as such grandfathered with respect to existing life safety systems. All of this needs to be confirmed between GRC and the City of Winnipeg fire protection engineer. In regards to the response previously given, the separation information requested between the Tower and the WPS building was given as part of Judy Jeske's Code report submitted as a draft May 2012 and as a final report as part of the latest building permit application. The Tower and the WPS building are classified as one building. No further architectural response required, refer to Code report for additional information.	29-Jun-12
26	7-Mar-12	Fire Fighter Elevator	16-Mar-12	grc	Review and provide response to AAR for the designation of the fire fighter elevators.	12-Apr-12	Freight elevator SE01 and passenger elevator PE01 should be designated as Fire Fighters Elevator.	12-Apr-12
27	7-Mar-12	McCaine Priority List of Electrical Items	16-Mar-12	Nova3	Structure the electrical design to suit this list.	9-Mar-12	For info only.	9-Mar-12
28	7-Mar-12	Slab Topping Thickness at Level 3 & 5	13-Mar-12	AAR	Give information to design team.	9-Mar-12	For info only.	9-Mar-12
29	7-Mar-12	Maximum Floor Load Capacity	12-Mar-12	Wolfrom	Review proposed forklift loads on the existing floor slab and provide an answer to AAR.	28-May-12	1. The above forklift is acceptable on all floors. 2. The maximum floor live load is 200 psf on all floors main level to top floor.	28-May-12
30	9-Mar-12	East & West "Eyebrow" Windows Vision Glass or Spandrel	13-Mar-12	grc	Review and issue response to AAR.	8-Jun-12	The extent of exterior wall removal in regards to vision glazing and spandrel panels was reviewed on site with Rob Murray May 17th 2012. Drawings indicating the extent of removal was left on site with Rob Murray.	8-Jun-12
31	9-Mar-12	Door # M205 Swing	14-Mar-12	grc	Review and respond to AAR.	27-Mar-12	See sketch provided.	28-Mar-12
32	9-Mar-12	Existing Fiber Optic Cable Entry Relocation	9-Mar-12	grc / Nova3	Review and respond to AAR.	30-May-12	The fiber optic equipment room will now be in room P1426. The existing lines will be reconnected as required. McCaine has coordinated and determined all requirements as required.	30-May-12
33	9-Mar-12	Location of Floor Drains on P-1	9-Mar-12	grc / Nova3	Review and respond to AAR.	12-Jul-12	The location of the Floor Drains on Level P1 are located on the "Issued for Building Permit" drawings, June 15, 2012.	12-Jul-12
34	9-Mar-12	Fork Lift Loads - Slab Capacity Review	9-Mar-12	Wolfrom	Review and respond to AAR.	28-May-12	The referenced forklift can be operated on all floors. Refer to response of RFI HQ 29 as well.	28-May-12
35	13-Mar-12	Excavated Floor Elevations at P2 Level	19-Mar-12	grc / Nova3	Design info for AAR for P2 slab.	14-Mar-12	For info only.	14-Mar-12

5368-00 WPSHQ - HQ Building RFI Log

RFI #	Date of Issue	Subject	Date Required	Assigned To	Action Required	Date of Response	Response	Date Closed
36	13-Mar-12	P2 Level Wall Demolition	15-Mar-12	grc / Wolfrom	GRC and Wolfrom to review and confirm and respond to AAR.	16-Mar-12	Architecturally, the wall along grid line M should be deleted up to and flush with the exterior face of the existing concrete curb close to grid line 2.5 and 8.5, all as discussed with Rob Murray on site. The portion of walls along grid line M between grid lines 2/2.5 and 8.5/9 are to remain as they act as a retaining wall for the soil beyond.	16-Mar-12
37	14-Mar-12	30kPa or psf (Curtain Wall)	14-Mar-12	Wolfrom	Wolfrom to check design wind loads.	14-Mar-12	<p>The design wind load should be in psf. Wolfrom will confirm magnitude.</p> <p>In response to RFI HQ 37 we produced a response based on our interpretation of the NBC for the worst case wind loads at or near the roof level for both corner and general area conditions. These numbers vary significantly from the 30 psf that the original specifications were interpreted to read by the curtain wall supplier. The original quotation for the supply of the curtain wall was apparently based on these lower wind loads, which may or may not have included the post disaster importance factor.</p> <p>In order to mitigate the impact of this change, we are working closely with the engineers for the curtain wall supplier to identify the actual wind loads at varying heights and locations, allowing them to design the curtain wall and the associated connections accordingly. The curtain wall engineer will be submitting for review a tabulation of all wind loads for all areas to be used in the design.</p>	26-Mar-12
38	14-Mar-12	Computer, Server and IT Room Electrical Requirements	19-Mar-12	Nova3	Nova 3 will review and respond to AAR, with electrical load requirements.	29-May-12	Nova 3 Engineering is closely working with McCaine to layout and finalize the final electrical design for all the mentioned rooms. In addition, all electrical power requirements for the equipment have been provided by the WPS. Refer to Caspian Project Bulletin HQ-06 dated "2012.05.10".	29-May-12
39	14-Mar-12	Detailed Electrical Load Summary	15-Mar-12	Nova3	Nova 3 will review and respond to AAR.	1-Aug-12	<p>Nova 3 has submitted an estimated electrical load summary to Manitoba Hydro for the High Voltage coordination. A detailed load summary will be provided upon electrical design completion.</p> <p>A detailed electrical load summary is provided in both the Building Permit drawings (June 15, 2012) and the Issued For Construction drawings (July 24, 2012).</p>	1-Aug-12

5368-00 WPSHQ - HQ Building RFI Log

RFI #	Date of Issue	Subject	Date Required	Assigned To	Action Required	Date of Response	Response	Date Closed
40	14-Mar-12	Point of Presence (POP) Rooms P1025 & P1045	23-Mar-12	Ossama	Ossama to advise.	24-Jul-12	<p>The existing location for the POP (Point of Entry) room presently located on the P1 level west of the staircase at grid lines 4.7/5 & Pa/Pb cannot remain. The layout for this area is crucial and we cannot lose that space. The POP room would need to be relocated, a proposed location would be to take over the east portion of the new Electrical room located at grid lines 4/R. This location was discussed with Ron Nault of McCain and appears to be possible but will represent interruption of services to the Tower. As this affects power shutdown to tower tenants, Ossama will have to review.</p> <p>The existing POP rooms P1025 & P 1045 are to be removed as they are within WPS space. Disruption to tower tenants has been discussed at length at the Owner's meeting, please see item 2.5 of the minutes from those meetings.</p> <p>POP rooms P1025 (west side of building) and P1045 (east side of building) are new rooms that have been created on level P1. It is our understanding and per the Program of Requirements (room data sheet), these are the only two rooms where MTS fiber optic entry into the building is permitted and being called for.</p>	24-Jul-12
41	14-Mar-12	Antenna Farm Location	23-Mar-12	grc / Nova3	GRC and Nova3 will review and respond to AAR. We have also attached an email that WPS received in response to RFI 055 which was for Roof Top Antennas in general. Please make sure that this is captured in our design when responding to RFI HQ #41.	29-May-12	The location of the antenna farm should be located where the antenna supplier/representative (or associated designer/engineer) would recommend it to be placed for functionality, code implications, and physical constraints. I would expect above the Penthouse would be the best location as it is highest. Some items to consider are structural implications, aeronautical height restrictions (considering if a future helipad is expected), and workspace/maintenance clearance around.	29-May-12
42	21-Mar-12	Duct Modifications for Return Air for Tower	21-Mar-12	Nova3	Confirm from Canada Post if these offices are occupied, or part of the renovation being done by others.	22-Mar-12	<p>The following is our response to RFI HQ-42:</p> <ul style="list-style-type: none"> As discussed, the 2-3 day disruption caused by removal and re-routing of ducts (and 4 supply feeds to the 2 AHU's) is acceptable. Please advise AAR/WPS as to when the work will commence, so that we can plan accordingly. 	26-Mar-12
43	27-Mar-12	Sludge in Existing Tower Chilled Water Piping	30-Mar-12	Ossama	Ossama to review with landlord.	8-Jun-12	See CCN #006.	8-Jun-12

5368-00 WPSHQ - HQ Building RFI Log

RFI #	Date of Issue	Subject	Date Required	Assigned To	Action Required	Date of Response	Response	Date Closed
44	28-Mar-12	Existing Pneumatic Air System	4-Apr-12	Nova3	Respond to AAR.	19-Apr-12	<p>The mechanical contractor indicated that his control subtrade stated that to maintain/utilize the existing process compressors for HVAC control would be grossly oversized and inefficient to operate.</p> <p>The control subtrade indicated that for size requirement purposes the existing HVAC control compressor located in the boiler room. Served the tower pneumatic control system requirements w/o assistance from the process compressors for a supervised period of time w/o any short comings. His subtrade further recommended a second control compressor for the purpose of redundancy.</p> <p>He indicated that a survey of the pneumatic control demand in the Tower is required prior to selection of the compressor.</p> <p>Trust access will be made available to the control subtrade and execute this work.</p> <p>Should access be un-available please have the SNC Lavalin building tech. Provide this task according to the control subtrade, requirements.</p> <p>New work can commence in this area, once the new compressor is made operational, and the process compressor. Are made redundant.</p>	19-Apr-12
45	5-Apr-12	5th Floor Mezzanine Demolition	11-Apr-12	grc / Wolfrom	Review the demolition requirements for the 5th floor and respond to AAR.	29-Jun-12	<p>The demolition extent was indicated on the demolition drawings, and further confirm on site during walk through with Rob Murray and Armik. Marked up Mezzanine plans were prepared and given to Caspian Construction June 20th 2012 to illustrate the extent of existing and new mezzanines on all floors. Nova3 & Wes Man to review and confirm extent.</p>	29-Jun-12
46	9-Apr-12	Concrete Specification for Level P2	9-Apr-12	Wolfrom	Provide specification.	9-Apr-12	Concrete specifications for the Level P2 slab has been provided.	9-Apr-12
47	10-Apr-12	Existing Fire Alarm Batteries	13-Apr-12	Nova3	Review and comment if the temporary batteries (it should be noted that we do have emergency generators as well) are sufficient or if a permanent battery system is required.	30-May-12	<p>Nova 3 agrees that the existing faulty batteries had required immediate replacement which was performed by McCaine Electric. The fire alarm system is to be fed from the new emergency power distribution which will meet MBC 3.2.7.8. Battery back-up capacity of 24hour supervisory power followed by 30min. of full load (alarm condition) will allow the use of the much more readily 50AH batteries while still meeting and exceeding the code minimums for emergency power supply to the fire alarm system.</p>	30-May-12
48	12-Apr-12	Clarification on Existing AHU in Penthouse Mechanical Room	19-Apr-12	Nova3	Review and respond to AAR.	19-Apr-12	<p>The air handling unit c/w associated ductwork and controls can be removed soon as the process compressors are made redundant.</p>	19-Apr-12

5368-00 WPSHQ - HQ Building RFI Log

RFI #	Date of Issue	Subject	Date Required	Assigned To	Action Required	Date of Response	Response	Date Closed
49	12-Apr-12	Steam Condensate Return Line	19-Apr-12	Nova3	Respond to AAR.	19-Apr-12	<p>The reply is yes.</p> <p>Please provide the following: Supply and install complete sterling (or equal) duplex condensate pump unit. Model #44124-GD, Receiver capacity of 15 US gallons, Pump discharge capacity 6.0 USGPM at 20 PSI discharge pressure, Two 1/3 HP motors at 3450 RPM, 115/1/60. Unit shall be furnished with: - motor starters mounted and sized. - mechanical alternator with high water alarm switch. - brass strainers at each pump suction. - isolation valve at each pump section. Remove existing 1 1/2" condensate drain pipe from the steam traps to ceiling below and cap (balance of existing condensate piping system to be removed under Project Demolition Phase). Provide new 1 1/2" condensate drain pipe (schedule 80 black steel ASTM 53 grade B) between existing steam traps and new duplex condensate return pump unit. Location to be determined by the mechanical trade on site. Location to be clear of any obstructions to demolition or new work in this area. Provide complete 1 1/4" pump discharge pipe (Schedule 80 black steel) to existing surge tank complete with check valve, Isolation valve, and union at each pump. Discharge line shall be at elevation equal to the existing pumped condensate lines prior to tank connection.</p>	19-Apr-12
50	12-Apr-12	Fire Fighter Entrance	18-Apr-12	grc / Nova3 / WPS	Respond to AAR.	29-Jun-12	This RFI was previously answered during the Owner's meeting and meeting with Consultants, the firefighter entrance will be of Smith Street.	29-Jun-12
51	18-Apr-12	Security System Point of Contact & Request for Design Meetings	20-Apr-12	WPS	Henry Hagenars will confirm and reply to AAR. Once we get this confirmed, we will forward to Caspian Projects.	18-Apr-12	<p>We agree with the weekly meetings to review Security. This was discussed at yesterday's Owner's meeting and it was agreed that the appropriate time would be Tuesday's at 10:30am. It was also agreed that Andrew would take minutes as well he will send out the meeting requests.</p> <p>Henry has confirmed that he will be the SPOC for WPS.</p>	18-Apr-12
52	18-Apr-12	I.T. Point of Contact & Request for Design Meetings	20-Apr-12	WPS	Henry Hagenars will review and provide AAR with the point of contact for IT issues.	25-Apr-12	The WPS contact for IT will be Mr. Dennis Dane (ddane@winnipeg.ca).	25-Apr-12
53	24-Apr-12	Proposed Generator Equipment and Layout	30-Apr-12	Nova3 / Wolfrom	Nova3 to review the proposed genset layout and respond to AAR. Wolfrom to design the support structure for the gensets and have it included for the structural permit set next week (May 2nd).	30-May-12	Superseded by RFI HQ 53 R-1.	30-May-12

5368-00 WPSHQ - HQ Building RFI Log

RFI #	Date of Issue	Subject	Date Required	Assigned To	Action Required	Date of Response	Response	Date Closed
53 R-1	3-May-12	Proposed Generator Equipment and Layout	10-May-12	grc / Nova3 / Wolfrom	Wolfrom to provide revised genset support and submit to AAR.	30-May-12	Wolfrom: Refer to structural drawings S14 for structural details. Structure height to be confirmed by mechanical contractor and architect. Nova3: We reviewed the attached and recommend acceptance of the layout and products proposed.	30-May-12
54	24-Apr-12	Wall on Gridline F 3 to 7	24-Apr-12	grc	grc will review and advise if the wall on GL F3 to 7 needs to be removed.	29-Jun-12	The wall on Grid Line F between 3 & 7 is to be removed if it contains asbestos.	29-Jun-12
55	25-Apr-12	Modular Furniture Specifications	2-May-12	WPS	Henry Hagedaars will review and provide the modular furniture specification to AAR.	1-Aug-12	See RFI HQ 72.	1-Aug-12
56	26-Apr-12	Curtainwall Connection at Bottom of Frame	27-Apr-12	Wolfrom	Review and respond to AAR.	26-Apr-12	Option 1: The channel at level 2 is structurally adequate to support the dead load of the curtain wall from level 3 to the bottom of the curtain wall. Option 2: The connections at level 3 are structurally adequate to support the weight of the curtain wall from level 5 to the bottom of the curtain wall.	26-Apr-12
57	27-Apr-12	WPS Provided Docs for Security and PA Systems	2-May-12	WPS	Henry Hagedaars/Ari Berdesis will download the noted files and confirm that the attached documents for security and PA systems meet the program requirements for WPS.	11-Jul-12	The attached documents are an accurate however early reflection of the requirements for security and P/A systems. The requirements have been refined throughout various security meetings held since this RFI was first received. During those meetings updated information was shared with and reviewed by the various team members including those from Nova 3, GRC McCaine Electric, Caspian Projects and the WPS. To the best of my knowledge all information has subsequently been captured on the design drawings therefore from a WPS perspective this RFI can be considered closed.	11-Jul-12
58	30-Apr-12	Clarification of Return Air Duct Removal for Tower	4-May-12	Nova3	Nova3 will review and clarify the requirements for the return air duct removal for the tower and respond to AAR.	7-May-12	Proposed return duct system shown on plans, reflect the floors and ceiling areas presently served by the existing return duct system as reviewed on site with the mechanical trade. The routing of the proposed ductwork will require on site review by the mechanical trade for acceptance of location and size of ductwork in the tower and WPS area. Further adjustment to location and configuration of ductwork may be required prior to commencement of work. Existing return ductwork will remain in place until new ductwork is complete except for final connection of existing 96 x 42 duct, generally as shown on plans. Final drawings will be issued upon acceptance of the proposed duct layout. Please see attached Mechanical Drawings: Drawing #M4.5 Main Floor Plan Ventilation Drawing #M4.7 1st Floor Plan Ventilation Drawing #M4.9 2nd Floor Plan Ventilation Drawing #M4.11 3rd Floor Plan Ventilation Drawing #M4.13 4th Floor Plan Ventilation Drawing #M4.15 5th Floor Plan Ventilation	7-May-12

5368-00 WPSHQ - HQ Building RFI Log

RFI #	Date of Issue	Subject	Date Required	Assigned To	Action Required	Date of Response	Response	Date Closed
59	1-May-12	Access Control System Comparison	8-May-12	WPS	HH & AB to review with their user group and provide their choice of preferred supplier.	9-May-12	We wish to confirm that WPS will be going with Software House as their Access Control System supplier. Also, it was decided, tentatively, that both Bosch and Axis cameras will be used on the project. McCaine is to set up a "Mock Up" for WPS to review and approve.	
60	1-May-12	Suggested Back Flow/Water Meter Locations	2-May-12	Nova3 / grc	Review the proposed water meter locations and respond to AAR.	11-Jul-12	The proposed location identified by the photos along the wall at grid 6 is acceptable.	11-Jul-12
61	3-May-12	Demolition of Existing 5th Floor Offices	4-May-12	grc	Review the demolition requirements noted on the 5th floor and respond to AAR.	17-May-12	The south wall between grid lines 1 & 2 and gridlines 9 & 10 could remain but would require re-finishing. The North walls between grid lines 1 & 2 and gridlines 9 & 10 are to be removed. Refer to the demolition plan and new work plan.	17-May-12
62	3-May-12	Existing 15 KV High Voltage Switchgear	11-May-12	WPS / OA	Review with the tower operators.	24-May-12	Shindico has provided authorization for the attached quote. So, please proceed with the work on RFI HQ62, replacement of High Voltage Switch Gear at 266 Graham Avenue with a new Eaton Cutler Hammer Equipment Switch Gear designed to perform the tasks in the manner identified by Manitoba Hydro. It is understood that the work will be done by you and McCaine Electric and the cost will be not more than \$620,307.49. This will be billed to: The City of Winnipeg C/O Shindico Realty Inc 200 – 1355 Taylor Avenue Winnipeg R3M 3Y9" The City of Winnipeg has agreed to cover the cost of replacing the existing switchgear. As this cost is beyond Caspian's Contract price and is being paid directly through the City of Winnipeg, we will not be issuing a change order for this work. We will now close RFI HQ 62.	24-May-12
63	15-May-12	Door Reference Numbers for Access Control	15-May-12	grc	Review and provide door reference numbers for access controls.	29-Jun-12	The drawings issued for Permit Application indicate door numbers.	29-Jun-12
64	18-May-12	Reference Point to Lay Out Horizontal Framing Members in Relation to Benchmarks/Floor Elevations	22-May-12	Wolfrom / grc	Wolfrom Engineering and GRC will review and provide revised drawings/details to suit existing site conditions.	5-Jun-12	Wolfrom Engineering has been on site to review with Caspian Projects. Wolfrom Engineering and grc provided revised drawings/details to suit existing site conditions.	5-Jun-12
65	11-Jun-12	Access Controlled Door Summary	15-Jun-12	grc / Nova3	Review the access controlled door summary provided by McCaine and respond to AAR.	24-Jul-12	Dan Zilinski, P.Eng. of our office had met with WPS and McCaine in various meetings. Based on these meetings and the discussions held within it is our understanding that doors with maglocks do not require electric strikes. WPS should be consulted and should advise if this is the case. Nova3's response has been reviewed by WPS and is acceptable. As well access control doors, as required are indicated on the "Issued For Construction" drawings, dated July 24, 2012.	24-Jul-12

5368-00 WPSHQ - HQ Building RFI Log

RFI #	Date of Issue	Subject	Date Required	Assigned To	Action Required	Date of Response	Response	Date Closed
66	20-Jun-12	McCaine Electric Security Integrator Qualifications	22-Jun-12	WPS	Henry Hagenars will review McCaine's qualifications and respond to AAR.	25-Jun-12	WPS project team has reviewed McCaine submission. We have had a discussion with an independent party about their qualifications, plan and ability to deliver on WPS expectations. We accept them as the integrator.	25-Jun-12
67	26-Jun-12	Emergency Power Priority Sequence	29-Jun-12	Nova3 / WPS	Review the emergency power priority sequence noted and respond to AAR.	12-Jul-12	Please see SI #22 which addresses Caspian Project RFI HQ 67.	12-Jul-12
68	9-Jul-12	Pylon Signs	13-Jul-12	Nova3 / CP / McCaine / WPS	Review and respond to AAR.	10-Jul-12	The location of the proposed pylon signs were discussed during our design meeting this morning with Nova3, Caspian, McCaine and Henry Hagenars. It was agreed that the location of the pylon signage will be at least 10 feet away from the face of the building, as such the pylon signs will not have any significant impact on the performance of the required security cameras. McCaine has been advised that electrical feeds will be required for the pylon signs. Also, it should be noted that exact size and location of the proposed pylon signs will require approval from UDAC and grc is working on a signage package for submission to UDAC.	10-Jul-12
69	10-Jul-12	Building Signs	13-Jul-12	grc	Review and respond to AAR.			
70	13-Jul-12	Minimum Height Requirement P2 Level	13-Jul-12	AAR	Provide minimum height requirement for level P2.	16-Jul-12	The minimum height requirement for Level P2 is 2490mm (8'-2") clear. We have confirmed with WPS that for Level P2, a minimum height clearance of 7'-0" (2150mm) will be acceptable in areas where we have services like plumbing and cable trays. However, Caspian Projects will be required to coordinate these areas and locate plumbing and cable trays to achieve maximum height clearances. It would be ideal to run these services that reduce the clear height to 7'-0" in areas such as where we have back to back parking (between grids 4 & 5, 6 & 7, or along walls between grids 2 & 3, 8 & 9, as examples).	16-Jul-12
71	18-Jul-12	Motorized Blinds	20-Jul-12	WPS / Nova3	WPS (Henry Hagenars) is reviewing this with the user group. Both WPS and Nova3 will respond to AAR.			
72	23-Jul-12	Open Office Modular Work Stations	27-Jul-12	WPS	WPS (Randy Benoit/Henry Hagenars) will address the wiring issues of the open office modular work stations. Please be advised that the furniture layout is still being worked on, starting from the 5th floor downwards.			
73	27-Jul-12	Corroded Gas Service Pipe Line	31-Jul-12	Nova3 / Wolfrom / WPS / AAR	Nova3 and Wolfrom will review and provide remedial work, as required to suit Manitoba Hydro and the support for the gas line. All remedial work will be submitted to AAR for review with WPS and The Project Director and AAR will issue a CCN as required.			

5368-00 WPSHQ - Wyper Road RFI Log

RFI #	Date of Issue	Subject	Date Required	Assigned To	Action Required	Date of Response	Response	Date Closed
0	28-Feb-12	RFIC W 1-13 Issued to Aecom Prior February 15, 2012	N/A	AAR	Provide concurrence to consider this RFI to be closed.	28-Feb-12	AAR concurs, the previous RFI's to Aecom which have been addressed or incorporated into the Wyper Road drains should be closed, but kept for reference.	28-Feb-12
1	28-Feb-12	Revised Ditch Grading to Suite MIT	6-Mar-12	AAR / WPSHQ	Review and have Caspian prepare a cost breakdown for this potential claim.			
2	28-Feb-12	Typical Single Door Electrical Rough-In Detail Clarification	6-Mar-12	grc / Nova3	Review and coordinated with WPSHQ team and respond to AAR.	10-Apr-12	Revised as noted on the 95% set of drawings.	10-Apr-12
3	28-Feb-12	Masonry Dowel Installation Detail	6-Mar-12	AAR	N/A	28-Feb-12	This RFI appears to be for a remedial detail for dowels for exterior block walls for Wyper. As the structure is completed, this RFI should be closed, unless I'm missing something.	28-Feb-12
4	28-Feb-12	Window Types	6-Mar-12	WPSHQ	Review in conjunction with the POR.	21-Mar-12	<ul style="list-style-type: none"> • The use of PVC vinyl windows is acceptable. As discussed, we will move forward with aluminum clad PVC. The colour of the aluminum clad PVC windows should be "Black" for the exterior aluminum portion. • Shop drawings to be provided for review, prior to fabrication, as per contract. • No site instruction will be issued as this request is NOT a change in the POR of record for Wyper Road and Caspian Projects has noted that the use of PVC was agreed to as per their memo of July. Memo to be provided to AAR, once confirmed by Ossama, for record. • This RFI will remain opened until confirmation by Ossama. 	22-Mar-12
5	12-Mar-12	Alternate Lighting for Firing Range	16-Mar-12	WPS/Ossama/Nova3	We will review this with Ossama and WPS to confirm if this work is above and beyond POR. Nova 3 to review pricing and respond to AAR.	10-Apr-12	Please review the revised lighting for the firing range that is shown on the 95% set of drawings (will be distributed to all by the end of today). It has been agreed by Ossama that the range lighting is not included in the May 31 POR for Wyper Road, as such we will close RFI W 5 and issue a CCN for this work (5368 – CCN003) based on the 95% drawings for Wyper Road.	10-Apr-12
6	25-Apr-12	MTS Service Location	2-May-12	Nova3	Nova3 will review the location of the MTS service and respond to AAR.			
7	27-Jun-12	Range Lighting Bases	3-Jul-12	Wolfrom	Provide Caspian with the concrete base details for the range lights.	29-Jun-12	Sketches of the concrete base details provided to CP on June 29, 2012.	29-Jun-12
8	27-Jun-12	Gate Access Control	30-Jul-12	grc / Nova3	Review and locate the location of the gate access control and respond to AAR	12-Jul-12	Please refer to Nova3 drawing E2 (IFC on May 4, 2012) for location of gate access control.	12-Jul-12
9	27-Jun-12	Parking Fence	3-Jul-12	grc / Nova3	Review and provide locations for the parking fence.	12-Jul-12	As discussed with Peter Giannuzzi, the attached detail for the parking fence/receptacle support is acceptable.	12-Jul-12
10	27-Jun-12	Range Equipment	3-Jul-12	Nova3	Meet with Caspian Site Superintendent to provide locations.	28-Jun-12	<p>Met with Caspian Site Superintendent on Thursday, June 28, 2012 at 11am and provided locations.</p> <p>Please refer to Nova3 drawing E2 (IFC on May 4, 2012) for location of conduit for targeting system.</p>	28-Jun-12

5368-00 WPSHQ - Wyper Road RFI Log

RFI #	Date of Issue	Subject	Date Required	Assigned To	Action Required	Date of Response	Response	Date Closed
11	27-Jun-12	Alternate Lamp Standard Bases	3-Jul-12	Nova3 / Wolfrom	Nova3 to meet with Caspian Site Superintendent to provide locations. Wolfrom to provide lamp post details directly to Caspian with copy to AAR.	12-Jul-12	As discussed with Peter Giannuzzi, the noted screw base detail is acceptable. Please note that a concrete filled "culvert" (corrugated metal ring) is required at the base of all of these light poles to prevent damage to the fixture.	12-Jul-12
12	27-Jun-12	Lift Pumps	3-Jul-12	Nova3	Meet with Caspian Site Superintendent to provide locations.	28-Jun-12	Met with Caspian Site Superintendent on Thursday, June 28, 2012 at 11am and provided locations.	28-Jun-12
13	27-Jun-12	Site Lighting	3-Jul-12	Nova3	Meet with Caspian Site Superintendent to provide locations.	28-Jun-12	Met with Caspian Site Superintendent on Thursday, June 28, 2012 at 11am and provided locations. Please refer to Nova3 drawing E2 (IFC on May 4, 2012) for location of lift pumps.	28-Jun-12
14	4-Jul-12	Finish Schedule Clarifications - Rooms 106 and 109	6-Jul-12	grc	Review and respond to AAR.			
15	16-Jul-12	Epoxy Floor Colour	20-Jul-12	grc / CP	Discuss and agree upon a colour and shade and respond to AAR.	19-Jul-12	The color for the epoxy floor coating at Wyper Road is to be the color Grey. This choice of color and shade was discussed and agreed upon between grc (Patrick Dubuc) and Caspian (Peter Gianuzzi) last week and re-confirmed with Caspian yesterday (July 18) by grc.	19-Jul-12
16	19-Jul-12	Operator Work Station, Humidistat, SS Sinks	19-Jul-12	WPS / grc	Review and respond to AAR.	19-Jul-12	Mechanical Response 1a. OWS located on N. wall of mech. Room is acceptable. 1b. Humidistat to be located in open office area, adjacent thermostat, east wall of instructor area (see sketch). 2. No.2 side by side sinks in the gun cleaning room is acceptable. Please note that the 2 stainless steel sink option is preferred by WPS and the distance between the 2 sinks is to be 600mm. We understand that the double sink option may still be used if it is a delivery issue that would affect completion date of the Wyper Road facility as schedule is paramount.	19-Jul-12
17	25-Jul-12	Cargo Trailer Alternate Dimension	27-Jul-12	WPS	Review and respond to AAR.	25-Jul-12	WPS has reviewed the optional sized cargo trailer and wishes to remain with the 7' x 12' trailer, double axel as specified in S #10, rev1.	25-Jul-12
18	25-Jul-12	Relocate Access Hatch	27-Jul-12	WPS	Review and respond to AAR.	25-Jul-12	The re-location of the access hatch to room 117, Target Prep Room was reviewed on site and by WPS and is acceptable.	25-Jul-12

5368-00 WPSHQ - SI Log

SI #	Date of Issue	Title	Reason	Initiate By	Issued By
001	9-Mar-12	Response to HQ RFI 5	Clarification	Nova3	AAR
002	9-Mar-12	UPS Run Time	Clarification	Client (WPS)	AAR
03	4-May-12	Target Systems - Action Target Option	Category 6 - Co-ordination Items	Client (WPS)	AAR
04	26-May-12	Wyper Road Exterior Shooting Range - Ceiling Height Modifications	Category 6 - Co-ordination Items	Client (WPS)	AAR
05	26-May-12	Wyper Road Exterior Shooting Range - Finish Material Clarification	Category 6 - Co-ordination Items	Client (WPS)	AAR
06	4-Jun-12	Wyper Road Exterior Shooting Range - Data Drop Clarification	Category 6 - Co-ordination Items	Client (WPS)	AAR
07	8-Jun-12	Wyper Road Exterior Shooting Range - Ammo Vault Ceiling Clarification	Category 6 - Co-ordination Items	Client (WPS)	AAR
08	17-Jun-12	HQ - P2 Level - Modifications to Washroom Layout - Relocated Plans Room	Category 6 - Co-ordination Items	Client (WPS)	AAR
09	19-Jun-12	Wyper Road – Observation Tower Size	Category 6 - Co-ordination Items	Client (WPS)	AAR
10	19-Jun-12	Wyper Road – Exterior Storage Shed	Category 6 - Co-ordination Items	Client (WPS)	AAR
10 R-1	19-Jul-12	Wyper Road – Exterior Storage Shed	Category 6 - Co-ordination Items	Client (WPS)	AAR
11	19-Jun-12	Wyper Road – Keying Schedule	Category 6 - Co-ordination Items	Client (WPS)	AAR
12	20-Mar-12	HQ - Exterior Alteration Permit	Category 6 - Co-ordination Items	Client (WPS)	AAR
13	2-May-12	HQ - Interior Alteration Permit	Category 6 - Co-ordination Items	Client (WPS)	AAR
14	4-May-12	W - Issued for Construction	Category 6 - Co-ordination Items	Client (WPS)	AAR
15	16-May-12	W - Wall Types / Ceiling Updates	Category 6 - Co-ordination Items	Client (WPS)	AAR
16	31-May-12	HQ - Level P2 Dimensioning	Category 6 - Co-ordination Items	Client (WPS)	AAR
17	15-Jun-12	HQ - Issued for Building Permit	Category 6 - Co-ordination Items	Client (WPS)	AAR
18	28-Jun-12	HQ - South Elevation Louvers	Category 6 - Co-ordination Items	Client (WPS)	AAR
21	8-Jul-12	Wyper Road - Extent of Fence at Borough Pit	Category 6 - Co-ordination Items	Client (WPS)	AAR
22	12-Jul-12	HQ – Emergency Power Priority Sequence	Category 6 - Co-ordination Items	Client (WPS)	AAR
23	20-Jul-12	HQ – Video and Audio Conferencing Requirements	Category 6 - Co-ordination Items	Client (WPS)	AAR
24	20-Jul-12	HQ – Central Equipment Issue - BCGA32	Category 6 - Co-ordination Items	Client (WPS)	AAR
25	20-Jul-12	HQ – Media Room Connections	Category 6 - Co-ordination Items	Client (WPS)	AAR
26	20-Jul-12	Wyper Road – Shooting Post Design	Category 6 - Co-ordination Items	Client (WPS)	AAR
27	23-Jul-12	HQ – Data & Power Requirements	Category 6 - Co-ordination Items	Client (WPS)	AAR
28	24-Jul-12	HQ - Issued for Construction	Category 6 - Co-ordination Items & Category 7 - Code & Authorities	Consultants	AAR
29	24-Jul-12	W - Issued for Building Permit	Category 7 - Code & Authorities	Authorities	AAR
30	25-Jul-12	Wyper Road – Mechanical Commissioning Summary	Category 6 - Co-ordination Items	Client (WPS)	AAR
31	31-Jul-12	Wyper Road – Control Room No.128 – Flooring Finish	Category 6 - Co-ordination Items	Client (WPS)	AAR
32	31-Jul-12	Wyper Road –Target System Additional Requirement	Category 6 - Co-ordination Items	Client (WPS)	AAR
33	31-Jul-12	Wyper Road – Furniture Requirement	Category 6 - Co-ordination Items	Client (WPS)	AAR
34	8-Aug-12	Wyper Road – Women’s Washroom Vanity Counter	Category 6 - Co-ordination Items	Client (WPS)	AAR
35	8-Aug-12	Wyper Road – Ammunition Storage Door Plating	Category 6 - Co-ordination Items	Client (WPS)	AAR
36	8-Aug-12	Wyper Road – Stainless Steel Corner Guards	Category 6 - Co-ordination Items	Client (WPS)	AAR



Winnipeg Police Headquarters Owner's Meeting No. 14



Date of Meeting: August 28, 2012

Meeting Location: Caspian Boardroom, 5th Floor, 266 Graham

Name	Initials	Company	Initials	Present	Copied
Peter Chang	PC	Adjeleian Allen Rubeli Ltd.	AAR	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Patrick Dubuc	PD	GRC Architects	GRC	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Peter Rankin	PR	GRC Architects	GRC	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Ossama AbouZeid	OA	Dunmore Corporation	DC	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Randy Benoit	RB	Winnipeg Police Service	WPS	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Henry Hagenars	HH	Winnipeg Police Service	WPS	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Ari Berdesis	AB	Winnipeg Police Service	WPS	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Armik Babakhanians	Aba	Caspian Projects	CP	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Shaun Babakhanians	SB	Caspian Projects	CP	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Peter Giannuzzi	PG	Caspian Projects	CP	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Pam Anderson	PA	Caspian Projects	CP	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Andrew Edge	AE	Caspian Projects	CP	<input type="checkbox"/>	<input checked="" type="checkbox"/>
John Guenther	JG	Nova3	N3	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Vic Thielman	VT	Nova3	N3	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Tony Mitousis	TM	Nova3	N3	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Dan Wolfrom	DW	Wolfrom Engineering	WE	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Howie Laubenstein	HL	Integrated Designs	ID	<input type="checkbox"/>	<input type="checkbox"/>
Jamie MacPherson	JM	Integrated Designs	ID	<input type="checkbox"/>	<input type="checkbox"/>

Meeting Minutes

1.6 WYPER ROAD GUN RANGE SCHEDULE

- HH/AB expressed concern with unknown completion date of gun range.
- CP to review.
- Design meeting held on Wednesday, March 14 with trades & design team.

- Nova3 is proceeding with completion of design and is working with Wes-man to maintain schedule.
- CP to provide updated schedule on March 26th.
- Genivar retained to review site drainage and provide certification of design.
- PC requested status of design, CP advised that proposed re-design of site drainage may still require 1 lift station.
- Completion still targeted to mid-end of July.
- HH asked when re-design will be presented to City Water Waste Dept.
- Site security still maintained, routine patrols.
- CP presented new schedule (September 11 noted completion date). CP will work with OA to accelerate schedule to July 31.
- 95% design drawings to be submitted to CP & WPS April 9.
- Mechanical given go ahead to proceed based on N3 drawings issued March 30. PC informed CP that 95% set of mechanical will be same as what was issued last week.
- PD confirmed detail issued for review is what will be shown on 95% drawings (walls to be R-30, Roof R-40).
- Colour samples of cladding to be reviewed after meeting.
- CP to provide signed and sealed civil drawings to City of Winnipeg in two weeks.
- OA instructed CP to proceed with completion of construction immediately.
- CCN's to be based on 95% drawing (May 31 POR).
- Extra gun range station and shot gun range. See Item 4.2.
- CP and WPS to confirm that 95% drawings are acceptable.
- CP committed July 31, 2012 completion date.
- Range lighting addition to POR - AAR to issue CCN.
- Road widening addition to POR - AAR to issue CCN.
- Building complete for July 31, 2012.
- CP expressed concern with steepness of side berm
 - Currently shown 3:2 slope, AMEC/Genivar provided memo recommending 4:1 (PG to forward to AAR for review).
- AB to review RCMP standards to confirm if 3:2 is gun range requirement.
- AMEC provided remedial details for berm deficiencies (report to be forwarded to AAR).
- IFC drawings for Wyper Road issued May 2, 2012.
- CCN issued for Range Lighting. CP has priced, AAR reviewed. OA/RB to review. CD#002 issued May 16, 2012 for Infrastructure Work.
- Road widening - AAR to Issue CCN.
- Colour board required for interior. Use existing colour board in WPS office. GRC to review.
- Target system - Action System (US Based)
 - Shop drawings - received in 2 weeks.
 - 8-10 weeks delivery.
 - 2 to 3 week installation / 1 week commissioning.
 - July 31, 2012 is achievable if Action can supply as per requested agreement.
- Berm
 - Manitoba Standards recommend 4:1 slope.
 - 3:2 slope meets RCMP Standards.
 - AMEC (CP) advises there may be occasions of wash-outs of the slopes.
 - WPS provides RCMP Standards. grc to review.
- Report from AMEC as yet to be provided to AAR/WPS. Some areas require additional compaction (87% to 92% compaction) where 95% compaction required.
- Slope of berm to remain at 3:2 slope.

- Report to be submitted this week, AAR/grc to review and provide comments.
- Weather conditions the past week have impacted construction of range.
- Target system - PG to follow up on delivery date with Action.
- Bayview could not mobilize due to rain.
- August 1, 2012 opening is achievable assuming Action can deliver system AND weather co-operates. Any further weather delays will impact construction of range and will extend opening date.
- Action Target System
 - Shop drawings received/reviewed and returned by WPSHQ.
- WPSHQ sent comments to CP, Action has responded (email of June 13, 2012). HH to confirm with Range Master.
- CP has issued delay notice to OA.
- Duration of work is 6 weeks. Require 1 week of "Drying Cut" before equipment can be mobilized.
- OA requested alternative ways to expedite "6 week construction period".
- OA will meet with CP to examine options.
- August 23, 2012 scheduled for gun range (on schedule) for both range and building.
- Action target system in hand. Revised layout to be received today. PG to forward to WPS for review.
- Department of Labour to be on site tomorrow August 22nd to review the target system installation.
- **All Action Target equipment was reviewed and accepted; target system is good to go.**
- **Training session occurred yesterday; some work is currently being performed on the "Running Man" system. Action Target personnel will be on site until Thursday to review and trouble shoot any issues that may come up.**
- **1" x 2" wood framing for targets were delivered to the site.**

Action: Info

2.5

POWER DISRUPTION TO TOWER

- RFI HQ # 40 notes that demolition/relocation of point of presence rooms P1012 & P1045 will disrupt power and I.T. to tower (minimum 2 days).
- OA/RB to review as leaving existing rooms will have major impact on architectural design as well as WPS program space.
- Re-location/demolition of HVAC ducts will have impact on tower as well.
- CP awaiting direction from OA/RB as this has major impact on construction schedule.
- OA requires schedule/duration of disruptions.
- GRC reiterated that POP rooms must be moved as it affects WPS program.
- OA/RB met with landlord - as long as CP gives notice and action plan.
- CP to provide action plan and cost by April 23, 2012.
- Still awaiting information.
- See Item 6.2.
- Still awaiting action plan and cost from CP.
- McCaine waiting for input from Telus.
- Shaw and MTS are resolved and aware of issue and addressing internally.
- McCaine to meet with Telus this week.
- **Verify with McCaine if there are any issues in regards to Telus.**
- **Carried from last meeting, no update.**

Action: Info

4.1

CIVIL DRAWINGS

- Genivar finishing design - to be submitted to AAR for review.
- Number of lift stations to be confirmed - affects additional road for access to service lift stations (if required).
- Hard landscaping to be reviewed by Genivar.
- GRC to review with AB the existing design.
- Genivar issued preliminary drawings.
- AB and GRC to review.
- Genivar to stamp and seal.
- Stamped drawings were handed over to grc for review. Once reviewed and accepted, CP to apply for permit.
- Genivar and City of Winnipeg in discussions.
- Genivar will be forwarding stamped and sealed drawings to City of Winnipeg.
- Genivar to indicate "range finishes" noted in SI-005.
- Civil drawings have been sent to City of Winnipeg.
- PG to follow up with permit.
- PC/PD will confirm with Sara in meeting tomorrow.
- City has reviewed preliminary submission.
- PG to provide stamped and sealed drawings to AAR/grc.
- Received and will be re-submitted today (July 24th) for full building permit both HQ and Wyper.
- BDS forms to be issued to the City of Winnipeg August 7, 2012 – Done.
- City of Winnipeg and MoT are having discussion in regards to the ditch design which was constructed on both side of the New Wyper Road. The ditches were built as per MoT's requirements not as per City's requirements, City are now looking into this matter.
- **Meeting held with City if Winnipeg personnel (Colin?), only issue noted was requirement of dust control. City of Winnipeg will deal with dust control in the future but expects that the initial dust control treatment be provided prior to their takeover of Wyper Road. CP stated that dust control treatment did not form part of their mandate, extra to the Contract. Issue to be reviewed and discussed with OA.**

Action: OA / CP

4.3

WYPER ROAD GUN RANGE - STORAGE SHED

- CP to provide 250ft² adjacent to targets.
- WPS to provide confirmation and location.
- No room within side of gun range to fit 250ft² shed.
- grc to review with WPS proposed 150ft² shed and trailer. (Accepted)
- AAR to issue SI.
- grc to issue SI (SI #010 issued June 19, 2012).
- grc to review with Range Master and re-issue SI.
- Delete bleachers, move storage shed to west of control tower.
- Revise SI to provide OH door + 1 man door swing outward.
- Double door facing targets, man door on side.
- Double axle trailer preferred.
- CP to provide most economical design for WPS/AAR review (AAR hand delivered on August 7, 2012. Confirmation received from City of Winnipeg, Michelle Ho).
- Trailer will be on site Friday August 24th. Shed package should be delivered August 24th, ready for installation.

- **Trailer was delivered last week; storage shed is yet to be delivered to the site. Registration papers for the trailer are to be forwarded to OA for hand over to the City.**

Action: CP

4.8

EXISTING TOWER TENANTS

- CP expressed concern with timing of relocation of tenants.
- Storage space at P1 needs to be cleared out. SB stated this will affect schedule.
- SB to review and provide report. (Include cost and schedule implications)
- RB indicated there is confusion as to when space has to be vacated.
- May 31, 2012 is agreed upon date.
- CP agreed to give them until June 2, 2012 to move out.
- Optometrist; his space must be vacated ASAP - schedule impact.
- WPS to review with Bob Down. CP to review if they can do his project under their building permit number.
- PG to provide Dr. Lecker floor plans and letter of impact on schedule.
- Approximate construction time is 3 months for construction of new office.
- Affects permit issue.
- ABA met with Bob Downs.
- Possibility of WPS to vacate site office. Grid move Dr. Lecker into space to be reviewed with City.
- OA/RB to review options with City.
- CP issued delay notice to OA.
- Dr. Lecker office proposed to move into cadet space.
- Police cadets meeting with Winnipeg PP & D.
- CP to deal directly with the City of Winnipeg to resolve (PP&D).
- CP to renovate space to suit Dr. Lecker.
- CP to notify WPS for commencement date and duration.
- Caspian received plans to modify space adjacent to WPS on 2nd Floor in order to receive the Cadets. Caspian nor the City have yet to receive plans to modify the present space occupied by the Cadets into Dr. Lecker's new office.
- **CP began work in the future Cadet space and will advise WPS when this space will be ready for takeover.**

Action: CP

5.3

WYPER ROAD HARDWARE TO BE REVIEWED

- 2 door frames to be reviewed.
- CP to provide shop drawings.
- Master key requirements, grc to review with WPS.
- grc to issue keying schedule May 29, 2012 (SI #011 issued June 19, 2012).
- grc to review with WPS and issue revised SI summarizing changes.
- PG and HH have discussed and agreed to changes.
- Ammo vault doors – option to steel plate interior door – WPS to review and advise (AB).
- Ammo vault door to be steel plated.
- Interior door, electrical strike to be outside (mag lock?). To be reviewed on site and revised SI to be issued.
- grc to review with IDI and issue SI.
- Panic bar required for exterior doors and “security” chain for blast purposes – work should be completed today (August 21st 2012).

- SI #35 issued for door plating (August 8, 2012) – Work completed.
- Mag lock not yet installed, CCN was issued two days ago.
- **The mag lock, security chains and astragal plate are installed; awaiting delivery of the panic set.**
- **WPS stated that the present site condition in regards to the four electric strikes at the four exterior doors may be prone to vandalism; it was suggested that a steel plate be added to the doors to cover the strike. Plates would need to be through bolted to the doors; CP to review and advise.**

Action: CP

6.4

POLICE SIGNAGE

- Winnipeg Police HQ sign on pedestals and/or on building face.
- John Sellers (hired by City of Winnipeg through CP) presented options. Will be revisited.
- CP to provide proposals from John Sellers to AAR/OA/RB.
- grc issued proposal to RB for their review.
- If mounted on curtain wall, CP requires input ASAP.
- UDAQ approval may be required.
- Decision urgently required as east elevations are under construction.
- RB to advise.
- Met with UDAC (Lee Caldwell) June 18, 2012.
- Pillar signage preferred, opposed by Lee Caldwell.
- grc to prepare presentation of pillars (reduced size).
- grc presented pillar signage to RB.
- RB presented to City.
- Exterior signage on building not an option.
- CP to proceed with buildings cladding with no signage.
- RB provided design to UDAC.
- UDAC approved 14'-0" high signage as presented by grc.
- Way finding signs to be English, Braille included.
- grc to prepare sign design package.
- **grc is working on this package, item carried.**

Action: grc

8.2

SCHEDULE FOR HQ

- Building permit delayed to June 15, 2012.
- CP requested time to review contract documents/drawings.
- CP to advise of potential delays as required.
- OA wants delay issues identified immediately so that WPS can address sooner rather than later.
- ABA to meet with OA and RB separately after meeting.
- To be reviewed in July, with recovery plan.
- OA wishes to re-visit in September after building is enclosed.
- CP to provide revised schedule after review of IFC drawings.
- In progress, CP to provide update next meeting.
- AAR/grc to meet with CP sub-trades to review.
- Electrical drawings (power) not yet delivered, expected by end of the day.

- **Electrical drawings not yet ready, expected by September 14, 2012; preliminary copy may be ready prior to this date for WPS review. Copy of WPS marked up drawings were returned to WPS as requested.**

Action: Nova3

8.3 GUN LOCKER AT WYPER ROAD

- Gun locker room moved to weapons room.
- Wire mesh required for both rooms for security purposes.
- To be added to CCN 004.
- CCN 007 issued.
- CP to proceed with work as per OA.
- CP provided pricing.
- AAR reviewed and forwarded to OA for review/approval.
- CCN 007 approved by OA.
- **AAR to issue paperwork for change order.**

Action: AAR

9.2 BUILDING PERMIT DOCUMENTS

- ABa expressed concern with design documents.
- AAR design team will be meeting with CP trades over the next 3 weeks.
- Building permit application with IFC drawings today, July 24, 2012.
- City of Winnipeg informed AAR that review process will be minimum 6 weeks.
- Building permit issuance September (???)
- RN to review with Sara Ciaflone.
- Caspian requested copy of latest correspondence issued to the City, AAR to forward.

Action: AAR

9.6 SITE DEVELOPMENT PERMIT/PRIVATE APPROACH PERMIT

- grc to prepare sketches and package.
- CP to apply to City.
- With approved signage, grc to proceed with finalizing package.

Action: grc

10.1 H.O. ELEVATORS

- CPU elevators.
- Require pit depth less than 300mm otherwise WPS loses space in Level P1.
- "CCN" was issued by Aecom and priced by CP. OA to review history of documentation.
- grc/AAR working with WPS to review layout of forensic lab storage space to suit elevator pit.
- Layout has been resolved with WPS and is on IFC drawings.
- WPS required 2nd elevator.
- AAR to issue CCN (issued August 1, 2012).
- CP to price. Still awaiting quote as of August 21st 2012.
- **CP to submit complete quote. Aba stated that price for the elevator only is approximately \$22,000; CP awaiting quotes from other trades to finalize their submission.**

Action: CP

11.1

FLUSHING OF CHILLER PIPES

- OA to follow up with John Zabutney.
- Needs to be **completed** before mid-September (Note: this will require 10 days to complete).
- John Zabutney is pursuing another quote. OA to touch base with John Zabutney and advise.
- **In the absence of OA, grc reminded RB of the urgency surrounding this issue. Answer required by first week of September 2012.**

Action: OA

11.6

WYPER ROAD – SECURITY/CCVE

- McCain submitted extras.
- CP to re-submit to AAR.
- CP advised of minimum 3-4 week delivery
- AAR to review with OA and WPS.
- To be reviewed after meeting.
- CCN #11 issued August 8, 2012.
- CP advised that security/CCVE portion of CCN #11 to be put on hold.
- CP advised to proceed with data drop portion of CCN #11.
- **Change Order required; AAR to issue. The wires are presently pulled; termination to be completed by end of day. A rack will be provided in the Data Room.**

Action: CP / AAR

11.7

WYPER ROAD – TARGETING SYSTEM

- Extra submitted.
- Items 3 and 4 are part of POR, in OA's opinion.
- CP to issue formally and AAR will issue SI response.
- Conduits at knee walls are a must. CP claims that this is an extra and requires CO. OA disagrees and will review with AAR and WPS.
- Items 1 and 2 relative target system, not approved, do not proceed.
- SI issued August 1, 2012.
- **Items under review by OA.**
- **Item carried – still disputed.**

Action: OA

12.1

WYPER ROAD RECONCILIATION OF "ADDITIONAL" WORK

- CP requests a meeting with OA after completion of Wyper Road.
- OA to set up and determine invitees (WPS, grc, AAR ???).

Action: OA / CP

12.3

WYPER ROAD - FURNITURE

- CP Tender to close August 17, 2012.
- OA to review with WPS temporary furniture options. To be done with chosen bidder.
- Three bids were received today (August 21st 2012), WPS to review and advise.

- OA issued instructions to proceed with part of the furniture package only. Selected supplier; “Accent”. CP to meet with Accent tomorrow to review work/delivery. WPS requires furniture ASAP for classrooms for training purposes; CP to review with Accent in regards to provision of temporary furniture.

Action: OA/WPS

12.6 WYPER ROAD - OCCUPANCY

- September 4, 2012 required by WPS.
- Classes/training will start.
- Mobilization by WPS August 27, 2012.
- Occupancy Inspection on hold pending issuance of Building Permit.
- **Building Permit received Friday, August 24, 2012.**
- **Occupancy Permit yet to be released; held up due to lack of special fire hydrant at the retaining pond. Fire hydrant delivery is expected within 2 weeks; will require 1 to 2 days to install. CP to review with Fire Department in regards to other options to expedite Occupancy Permit or possibility of temporary occupancy permit.**

Action: CP

13.1 DEFICIENCY REPORT

- A deficiency report is required by all disciplines prior to occupancy by WPS.
- **Deficiency lists were prepared; CP advised that 90% of noted deficiencies are rectified.**

Action: Info

13.2 ACCESS TO SITE ONCE HANDED OVER TO WPS

- Once the shooting range is handed over to WPS, Caspian will have to arrange access through WPS (probably Shaun – Range Master) and will have to work around WPS’ schedule – possibly after hours.

Action: Info

13.3 TRAINING

- Training is being planned for end of the week, Friday August 24th or the following Monday.
- O & M manuals will not be ready for the training exercise.
- Trades and Commissioning Agent as well as WPS representatives should all be present.

Action: Info

13.4 KNEE WALL

- The present design (as built on site) is not exactly as detailed by AECOM and their Specialty Consultant – Clark Vargus. Recommended to Caspian that they complete the knee wall construction as per the detailed prepared by AECOM to avoid any possible future issues with the knee wall.
- **CP modified the knee wall design to match the IFC documents.**

Action: Info

13.5 COMMUNICATION

- OA is to review communication process/setup with WPS to define roles of all participants by September 1st 2012, and to put in place conditions to ensure that the roles define for all participants are respected and maintained.
- Once OA is satisfied and roles are defined, this information will be shared with Caspian.

Action: Info

13.6 M & E DRAWINGS

- Once the M&E drawings are completed, WPS will require three (3) full size sets.

Action: Info

13.7 WYPER ROAD

- Public Works will be on site to inspect the construction of the new Wyper road Thursday August 23rd 2012. The attendance of the Consultant was requested.
- WPS requested confirmation that the water supply at Wyper Road is potable, without the requirement of any treatment system. Caspian to advise.
- Stainless steel guards will be installed at Wyper Road as per OA's approval.
- Signage; all exterior signage is presently on hold due to issues with signage to be installed in close proximity with the Perimeter Road which falls under Provincial guidelines and standards. All interior signage is proceeding. WPS asked if the target system signage was proceeding as it is not linked to any street signage and is to be installed within the fenced shooting range area.

Action: Info

14.1 WYPER ROAD AMMO VAULT

- The gap between the double set of door at the Ammo Vault is too wide; daylight can be seen through the gap. Gap is to be adjusted and weather stripped.

Action: CP

14.2 WYPER ROAD LANDSCAPING

- Drawings call for trees and shrubs which have yet to be installed. CP noted that this work may represent a "Value Engineering" amount; to be discussed with OA.

Action: OA / CP

14.3 M & E TRAINING AT BUILDING

- CP recommended having the training completed this week. WPS to review availability with their staff.

Action: WPS

NEXT MEETING

- Next meeting will be on **September 11, 2012** from **9am to 10:30am**.
- **All meetings will be from 9am to 10:30am**
 - **Tuesday, September 25, 2012**
 - **Wednesday, October 10, 2012**
- Owner's Meeting to be held bi-weekly until further notice.

Action: All / AAR

Supplemental

S1.1

AAR DESIGN MEETING WITH CASPIAN SUB-TRADES

- AAR/GRC/NOVA3/Wolfrom met with Caspian sub-trades on Wednesday, March 14, 2012, regarding Wyper Road Gun Ranger.
- Structural provided custom wall support details for permit.
- AAR design team committed to providing fully coordinated “Issued for Construction” drawings in 90 days (May 30, 2012 ±).
- IFC drawings issued July 24, 2012

S1.2

BUILDING PERMIT STATUS

- Building Envelope Permit - March 20, 2012
 - o 100% completed drawings for Architectural curtainwall, 100% completed structural support system for curtain wall and code analysis for building envelope.
 - o No Mechanical or Electrical drawings.
 - o 3 sets of drawings will be hand delivered to the City of Winnipeg’s Office (Sara Cianflone) by 11am on March 20, 2012.
 - o Drawings and specifications delivered to City of Winnipeg Planning, Property and Development Department (Michelle Ho).
 - o Receipt received (Caspian Projects).
- Structural Permit - May 2, 2012
 - o 100% completed drawings (plans only) for Architectural, 100% completed drawings for Structural, full code analysis for the building.
 - o Mechanical or Electrical drawings will be partially completed, but will not be included with this application, unless the City of Winnipeg wished to have these drawings for information only.
 - o Drawings and specifications delivered to the City of Winnipeg, Property and Development Department (Michelle Ho) on May 2, 2012.
 - o Receipt received.
- Building Permit - submitted June 15, 2012.
 - o 100% design complete and fully coordinated Architectural, Structural, Mechanical and Electrical drawings and specifications.
 - o Follow-up meeting with City of Winnipeg (Sara Ciaflone) set-up for Wednesday, June 20, 2012.
 - o Drawings re-submitted for Building Permit on July 24, 2012
- Wyper Road Building Permit
 - o CP to provide a certified sketch from their Civil Engineer for the minor change in the proposed site drainage. Once this has been issued, the City of Winnipeg will issue a Building Permit for Wyper Road.
 - o Drawings signed and sealed by AAR consultant team (including Civil drawings from Genivar) and submitted for building permit as requested by the City of Winnipeg.

5368-00 WPSHQ - HQ Building RFI Log

RFI #	Date of Issue	Subject	Date Required	Assigned To	Action Required	Date of Response	Response	Date Closed
00	28-Feb-12	RFIC's 1-16 Issued to Aecom Prior February 15, 2012	N/A	AAR	Provide concurrence to consider this RFI to be closed.	28-Feb-12	As discussed, from the point of view of the AAR design team, the noted RFIs have been addressed by Aecom and are either on the drawings or resolved. Therefore, we concur, they can be put to history, but we should keep track of them in case we ever need to back track as to why/how a decision was reached.	28-Feb-12
1	23-Feb-12	Approval Required for Isolation Valves on Chilled Water Piping in Mechanical Room	1-Mar-12	Nova3	Review and respond to AAR.	14-Mar-12	Nova3 accepted. Caspian advised to proceed as noted in response from Nova3 (attached).	14-Mar-12
2	28-Feb-12	Generator Load Bank	6-Mar-12	AAR / WPSHQ	Review and respond.			
3	28-Feb-12	Exterior Signage Requirements	6-Mar-12	WPSHQ	Require input.			
4	28-Feb-12	Proposed Changes to Curtainwall System	N/A	AAR	Issue CCN.	28-Feb-12	A CCN was issued on the proposed changes to the south wall. Caspian to provide cost breakdown.	28-Feb-12
5	28-Feb-12	Copper vs Aluminum Buss And Feeders	N/A	Nova3 / AAR	Issue SI.	28-Feb-12	Was discussed during meeting with Caspian and McCaine. Nova3 has agreed that aluminum can be used and meets both POR and Building Code. SI issued March 9, 2012.	9-Mar-12
6	28-Feb-12	Survey Existing P2 Slab on Grade	N/A	AAR	N/A	28-Feb-12	Change Directive (CD) issued to proceed with work, subject to further review for cost savings.	28-Feb-12
7	28-Feb-12	New Main Power In-Service Date and Subsequent Refeeding of Existing Tower Distributions	6-Mar-12	Nova3	Review and respond to AAR.	1-Aug-12	High voltage distribution has been designed and a PCN issued for the Tower portion. Specifications have been forwarded to our office for review and will be returned today. Supplier tender package is expected to be ready for June 01, 2012. The design of the 15 kV service into the new HQ is shown on the IFC set of drawings issued on July 24, 2012. The cost of the new switchgear addressed in our response to Caspian RFI HQ 62.	1-Aug-12
8	28-Feb-12	Additional Existing High Voltage Transformer to Remain	6-Mar-12	Nova3	Review and respond to AAR.	28-May-12	Existing High Voltage transformers to be reused or deleted have been (are being) coordinated by Vic Thielmann and McCaine electric to ensure Tower feeds are not compromised. Condition of the transformers is being taken into account as well.	28-May-12
9	28-Feb-12	15 KV Service into Building	6-Mar-12	Nova3	Review and respond to AAR.	28-May-12	15kV feeder entrance has been fully coordinated and determined between Vic Thielmann, McCaine Electric, and Manitoba Hydro. The feeders will enter to the High Voltage Switchgear located in the Main Electrical Room in the P2 Level.	28-May-12
10	28-Feb-12	MTS Services Entrance	6-Mar-12	Nova3	Review and respond to AAR.	28-May-12	Two (2) rooms are required as per MTS. McCaine has coordinated all these issues with MTS. McCaine has site coordinated the conduit locations with the utility on site.	28-May-12

5368-00 WPSHQ - HQ Building RFI Log

RFI #	Date of Issue	Subject	Date Required	Assigned To	Action Required	Date of Response	Response	Date Closed
11	28-Feb-12	UPS Equipment & Battery Room Space and Structural Requirements	6-Mar-12	grc / Wolfram	Review room size requirements and Wolfram will check the existing slab accordingly.	23-May-12	Battery Rack 1. Based on 3925 lbs. per rack can be safely supported by the slab-on-grade floor at the P2 level. 2. Battery Racks 3 & 4, based on 85,000 lbs. per rack, will cause settlement and cracking of the slab-on-grade floor at the PS level. This loading will be required to be distributed over a greater area, or additional foundations provided. Details of the racks have not been provided, but if these racks are point loaded on the floor slab, the maximum permitted leg load shall be 10,000 lbs. 3. All of the UPS and the UPS input isolation transformers as specified can safely be supported on the slab-on-grade floor at the P2 level.	23-May-12
12	28-Feb-12	Electrical Room P2015 Space Structural Requirements	6-Mar-12	grc / Wolfram	Review room size requirements and Wolfram will check the existing slab accordingly.	23-May-12	These loads can be safely supported on the slab-on-grade floor at the P2 level.	23-May-12
13	28-Feb-12	Generator 4 and 5 Structural Requirements	6-Mar-12	grc / Wolfram	Review room size requirements and Wolfram will check the existing slab accordingly.	12-Jul-12	No further structural response can be provided until dimensions, locations, confirmed weights and mounting details are provided. The structural support details for the noted generators have been designed and were on the "Issued for Building Permit" set of drawings issued on June 15, 2012.	12-Jul-12
14	28-Feb-12	Roof and Sanitary Drainage	13-Mar-12	Nova3	Review the proposal PVC XFR piping for roof drainage and respond to AAR.	14-Mar-12	The use of PVC XFR piping is acceptable, as is the proposal to consolidate rain water leaders in 4 existing locations. Site conditions may have impact on final routing and will be shown on Mechanical drawings.	14-Mar-12
15	28-Feb-12	Copper and SS Water Piping Domestic Water Lines	13-Mar-12	Nova3	Review and respond to AAR.	11-Apr-12	The use of copper and stainless steel water pipes for all domestic water lines has been approved.	11-Apr-12
16	28-Feb-12	Confirm Water Meters for Tower and WPS Bldg.	13-Mar-12	Nova3	Review the acceptance of a single water meter for the HQ building.	11-Apr-12	No. We require additional meters, as they (City of Winnipeg) needs to breakout the tenant's actual costs for energy/utility consumption.	11-Apr-12
17	28-Feb-12	Confirm New Roof Drain Piping	13-Mar-12	Nova3	Review the roof drainage down to Level P1 and respond to AAR.	12-Jul-12	The roof drain locations and design are noted on the "Issued for Building Permit" drawings issued on June 15, 2012.	12-Jul-12

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RFI #	Date of Issue	Subject	Date Required	Assigned To	Action Required	Date of Response	Response	Date Closed
18	28-Feb-12	Review Required Regarding P-1 and P-2 Drainage	29-Feb-12	Nova3	Arrange a site review of the levels P1 and P2 drainage on site.	11-Apr-12	<p>Mechanical:</p> <ol style="list-style-type: none"> 1. Mechanical Contractor shall install seventeen (17) parking lot drains in the locations indicated on architectural drawing WPS-AE-1-0-01, and as indicated on the corresponding mechanical drawing.RFI-M6-PM6.1 (attached). 2. The below grade sanitary waste piping from the floor drains shall connect to the existing west sand/grit interceptor located at Gridlines H-2. 3. A new oil interceptor OI-2 shall be installed prior to the connection to the sand interceptor at Grid H-2. The interceptor shall be a: MIFAB (or equal), model MI-O-HU-3, 165 US gal./21.0 cu.ft. holding capacity, rated at 50 USGPM. 4. The floor drains shall be JRSmith (or equal), heavy duty traffic drains w/ 4" outlet, hinged grate and sediment bucket. 5. The east pit at Grid G-9 shall be abandoned in place and all services capped. 	11-Apr-12
19	28-Feb-12	Existing Fire Alarm System	6-Mar-12	Nova3	Review fire alarm requirements and respond accordingly.	28-May-12	<p>The method described in this RFI is essentially what has been determined to be the intended method for fire alarm.</p> <p>The existing Tower fire alarm system will remain. A new fire alarm panel will be provided at the same location of the current panel. All devices in the Tower are existing to remain. Fire alarm panel locations are as per the RFI description (ie. M106).</p> <p>The Headquarters will have new fire alarm system devices and panel located in Vestibule M140. System will be interconnected with the Tower fire alarm system.</p>	28-May-12
20	29-Feb-12	New Address for WPS Headquarters Building	29-Feb-12	N/A	No action required.	1-Mar-12	N/A	1-Mar-12
20 R-1	29-Feb-12	New Address for WPS Headquarters Building	29-Feb-12	N/A	No action required.	1-Mar-12	N/A	1-Mar-12
21	1-Mar-12	Final Floor Drain Design for P2	1-Mar-12	grc	Work on P2 layout and meet with Caspian and Wes-man.	28-May-12	The P2 slab information was shown on the structural permit set. As well, the P2 slab is close to completion and has been constructed based on our instructions.	28-May-12
22	7-Mar-12	ISD and Electrical Load Requirements	12-Mar-12	Nova3	Respond and address Manitoba Hydro's concerns.	28-May-12	All electrical power requirements have been provided by the WPS. Refer to Caspian Project Bulletin HQ-06 dated "2012.05.10".	28-May-12
23	7-Mar-12	Wes-Man's Priority List of Mechanical Items	13-Mar-12	Nova3	Continue working on the mechanical design with the priority list provided.		For info only.	7-Mar-12
24	7-Mar-12	Pile Cap Base Plate Treatment at P2 Level	13-Mar-12	Caspian / AAR	Include in price breakdown for the level P2 slab replacement when quote is resubmitted, as discussed during Owner's Meeting No. 01.	7-Mar-12	It is AAR's opinion that a protective covering should be provided, perhaps the most economical way would be a brushed on mastic or tar type membrane.	7-Mar-12

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RFI #	Date of Issue	Subject	Date Required	Assigned To	Action Required	Date of Response	Response	Date Closed
25	7-Mar-12	Existing Fire Pump	16-Mar-12	grc	Review and respond.	8-Mar-12	Assuming the tower is a separate building from the WPSHQ, it would be logical that the existing fire pump(s) remain on the existing electrical service as is. However, due to the separate address of the WPSHQ, and the occupancy change associated with the conversion of the old mail processing area to the WPSHQ, the City of Winnipeg fire department may need the sprinkler contractor to install a code compliant water supply with its own fire pump fed from the WPSHQ essential distribution to serve the fire protection system of the WPSHQ. We require the architect to confirm the separation between the building known to be the tower and the building which is the WPSHQ. Once the separation between the buildings is determined, it is anticipated that the tower occupancy is not changed and as such grandfathered with respect to existing life safety systems. All of this needs to be confirmed between GRC and the City of Winnipeg fire protection engineer. In regards to the response previously given, the separation information requested between the Tower and the WPS building was given as part of Judy Jeske's Code report submitted as a draft May 2012 and as a final report as part of the latest building permit application. The Tower and the WPS building are classified as one building. No further architectural response required, refer to Code report for additional information.	29-Jun-12
26	7-Mar-12	Fire Fighter Elevator	16-Mar-12	grc	Review and provide response to AAR for the designation of the fire fighter elevators.	12-Apr-12	Freight elevator SE01 and passenger elevator PE01 should be designated as Fire Fighters Elevator.	12-Apr-12
27	7-Mar-12	McCaine Priority List of Electrical Items	16-Mar-12	Nova3	Structure the electrical design to suit this list.	9-Mar-12	For info only.	9-Mar-12
28	7-Mar-12	Slab Topping Thickness at Level 3 & 5	13-Mar-12	AAR	Give information to design team.	9-Mar-12	For info only.	9-Mar-12
29	7-Mar-12	Maximum Floor Load Capacity	12-Mar-12	Wolfrom	Review proposed forklift loads on the existing floor slab and provide an answer to AAR.	28-May-12	1. The above forklift is acceptable on all floors. 2. The maximum floor live load is 200 psf on all floors main level to top floor.	28-May-12
30	9-Mar-12	East & West "Eyebrow" Windows Vision Glass or Spandrel	13-Mar-12	grc	Review and issue response to AAR.	8-Jun-12	The extent of exterior wall removal in regards to vision glazing and spandrel panels was reviewed on site with Rob Murray May 17th 2012. Drawings indicating the extent of removal was left on site with Rob murray.	8-Jun-12
31	9-Mar-12	Door # M205 Swing	14-Mar-12	grc	Review and respond to AAR.	27-Mar-12	See sketch provided.	28-Mar-12
32	9-Mar-12	Existing Fiber Optic Cable Entry Relocation	9-Mar-12	grc / Nova3	Review and respond to AAR.	30-May-12	The fiber optic equipment room will now be in room P1426. The existing lines will be reconnected as required. McCaine has coordinated and determined all requirements as required.	30-May-12
33	9-Mar-12	Location of Floor Drains on P-1	9-Mar-12	grc / Nova3	Review and respond to AAR.	12-Jul-12	The location of the Floor Drains on Level P1 are located on the "Issued for Building Permit" drawings, June 15, 2012.	12-Jul-12
34	9-Mar-12	Fork Lift Loads - Slab Capacity Review	9-Mar-12	Wolfrom	Review and respond to AAR.	28-May-12	The referenced forklift can be operated on all floors. Refer to response of RFI HQ 29 as well.	28-May-12
35	13-Mar-12	Excavated Floor Elevations at P2 Level	19-Mar-12	grc / Nova3	Design info for AAR for P2 slab.	14-Mar-12	For info only.	14-Mar-12

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RFI #	Date of Issue	Subject	Date Required	Assigned To	Action Required	Date of Response	Response	Date Closed
36	13-Mar-12	P2 Level Wall Demolition	15-Mar-12	grc / Wolfrom	GRC and Wolfrom to review and confirm and respond to AAR.	16-Mar-12	Architecturally, the wall along grid line M should be deleted up to and flush with the exterior face of the existing concrete curb close to grid line 2.5 and 8.5, all as discussed with Rob Murray on site. The portion of walls along grid line M between grid lines 2/2.5 and 8.5/9 are to remain as they act as a retaining wall for the soil beyond.	16-Mar-12
37	14-Mar-12	30kPa or psf (Curtain Wall)	14-Mar-12	Wolfrom	Wolfrom to check design wind loads.	14-Mar-12	<p>The design wind load should be in psf. Wolfrom will confirm magnitude.</p> <p>In response to RFI HQ 37 we produced a response based on our interpretation of the NBC for the worst case wind loads at or near the roof level for both corner and general area conditions. These numbers vary significantly from the 30 psf that the original specifications were interpreted to read by the curtain wall supplier. The original quotation for the supply of the curtain wall was apparently based on these lower wind loads, which may or may not have included the post disaster importance factor.</p> <p>In order to mitigate the impact of this change, we are working closely with the engineers for the curtain wall supplier to identify the actual wind loads at varying heights and locations, allowing them to design the curtain wall and the associated connections accordingly. The curtain wall engineer will be submitting for review a tabulation of all wind loads for all areas to be used in the design.</p>	26-Mar-12
38	14-Mar-12	Computer, Server and IT Room Electrical Requirements	19-Mar-12	Nova3	Nova 3 will review and respond to AAR, with electrical load requirements.	29-May-12	Nova 3 Engineering is closely working with McCaine to layout and finalize the final electrical design for all the mentioned rooms. In addition, all electrical power requirements for the equipment have been provided by the WPS. Refer to Caspian Project Bulletin HQ-06 dated "2012.05.10".	29-May-12
39	14-Mar-12	Detailed Electrical Load Summary	15-Mar-12	Nova3	Nova 3 will review and respond to AAR.	1-Aug-12	<p>Nova 3 has submitted an estimated electrical load summary to Manitoba Hydro for the High Voltage coordination. A detailed load summary will be provided upon electrical design completion.</p> <p>A detailed electrical load summary is provided in both the Building Permit drawings (June 15, 2012) and the Issued For Construction drawings (July 24, 2012).</p>	

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RFI #	Date of Issue	Subject	Date Required	Assigned To	Action Required	Date of Response	Response	Date Closed
40	14-Mar-12	Point of Presence (POP) Rooms P1025 & P1045	23-Mar-12	Ossama	Ossama to advise.	24-Jul-12	<p>The existing location for the POP (Point of Entry) room presently located on the P1 level west of the staircase at grid lines 4.7/5 & Pa/Pb cannot remain. The layout for this area is crucial and we cannot lose that space. The POP room would need to be relocated, a proposed location would be to take over the east portion of the new Electrical room located at grid lines 4/R. This location was discussed with Ron Nault of McCain and appears to be possible but will represent interruption of services to the Tower. As this affects power shutdown to tower tenants, Ossama will have to review.</p> <p>The existing POP rooms P1025 & P 1045 are to be removed as they are within WPS space. Disruption to tower tenants has been discussed at length at the Owner's meeting, please see item 2.5 of the minutes from those meetings.</p> <p>POP rooms P1025 (west side of building) and P1045 (east side of building) are new rooms that have been created on level P1. It is our understanding and per the Program of Requirements (room data sheet), these are the only two rooms where MTS fibre optic entry into the building is permitted and being called for.</p>	24-Jul-12
41	14-Mar-12	Antenna Farm Location	23-Mar-12	grc / Nova3	GRC and Nova3 will review and respond to AAR. We have also attached an email that WPS received in response to RFI 055 which was for Roof Top Antennas in general. Please make sure that this is captured in our design when responding to RFI HQ #41.	29-May-12	The location of the antenna farm should be located where the antenna supplier/representative (or associated designer/engineer) would recommend it to be placed for functionality, code implications, and physical constraints. I would expect above the Penthouse would be the best location as it is highest. Some items to consider are structural implications, aeronautical height restrictions (considering if a future helipad is expected), and workspace/maintenance clearance around.	29-May-12
42	21-Mar-12	Duct Modifications for Return Air for Tower	21-Mar-12	Nova3	Confrim from Canada Post if these offices are occupied, or part of the renovation being done by others.	22-Mar-12	<p>The following is our response to RFI HQ-42:</p> <ul style="list-style-type: none"> As discussed, the 2-3 day disruption caused by removal and re-routing of ducts (and 4 supply feeds to the 2 AHU's) is acceptable. Please advise AAR/WPS as to when the work will commence, so that we can plan accordingly. 	26-Mar-12
43	27-Mar-12	Sludge in Existing Tower Chilled Water Piping	30-Mar-12	Ossama	Ossama to review with landlord.	8-Jun-12	See CCN #006.	8-Jun-12

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RFI #	Date of Issue	Subject	Date Required	Assigned To	Action Required	Date of Response	Response	Date Closed
44	28-Mar-12	Existing Pneumatic Air System	4-Apr-12	Nova3	Respond to AAR.	19-Apr-12	<p>The mechanical contractor indicated that his control subtrade stated that to maintain/utilize the existing process compressors for HVAC control would be grossly oversized and inefficient to operate.</p> <p>The control subtrade indicated that for size requirement purposes the existing HVAC control compressor located in the boiler room. Served the tower pneumatic control system requirements w/o assistance from the process compressors for a supervised period of time w/o any short comings. His subtrade further recommended a second control compressor for the purpose of redundancy.</p> <p>He indicated that a survey of the pneumatic control demand in the Tower is required prior to selection of the compressor.</p> <p>Trust access will be made available tot he control subtrade and execute this work.</p> <p>Should access be un-available please have the SNC Lavlin building tech. Provide this task according to the control subtrade, requirements.</p> <p>New work can commence in this area, once the new compressor is made operational, and the process compressor. Are made redundant.</p>	19-Apr-12
45	5-Apr-12	5th Floor Mezzanine Demolition	11-Apr-12	grc / Wolfrom	Review the demolition requirements for the 5th floor and respond to AAR.	29-Jun-12	<p>The demolition extent was indicated on the demolition drawings, and further confirm on site during walk through with Rob Murray and Armik. Marked up Mezzanine plans were prepared and given to Caspian Construction June 20th 2012 to illustrate the extent of existing and new mezzanines on all floors. Nova3 & WesMan to review and confirm extent.</p>	29-Jun-12
46	9-Apr-12	Concrete Specification for Level P2	9-Apr-12	Wolfrom	Provide specification.	9-Apr-12	Concrete specifications for the Level P2 slab has been provided.	9-Apr-12
47	10-Apr-12	Existing Fire Alarm Batteries	13-Apr-12	Nova3	Review and comment if the temporary batteries (it should be noted that we do have emergency generators as weel) are sufficient or if a permanent battery system is required.	30-May-12	<p>Nova 3 agrees that the existing faulty batteries had required immediate replacement which was performed by McCaine Electric. The fire alarm system is to be fed from the new emergency power distribution which will meet MBC 3.2.7.8. Battery back-up capacity of 24hour supervisory power followed by 30min. of full load (alarm condition) will allow the use of the much more readily 50AH batteries while still meeting and exceeding the code minimums for emergency power supply to the fire alarm system.</p>	30-May-12
48	12-Apr-12	Clarification on Existing AHU in Penthouse Mechanical Room	19-Apr-12	Nova3	Review and respond to AAR.	19-Apr-12	The airhandling unit c/w associated ductwork and controls can be removed soon as the process compressors are made redundant.	19-Apr-12

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RFI #	Date of Issue	Subject	Date Required	Assigned To	Action Required	Date of Response	Response	Date Closed
49	12-Apr-12	Steam Condensate Return Line	19-Apr-12	Nova3	Respond to AAR.	19-Apr-12	<p>The reply is yes.</p> <p>Please provide the following: Supply and install complete sterling (or equal) duplex condensate pump unit. Model #44124-GD, Receiver capacity of 15 US gallons, Pump discharge capacity 6.0 USGPM at 20 PSI discharge pressure, Two 1/3 HP motors at 3450 RPM, 115/1/60. Unit shall be furnished with: - motor starters mounted and sized. - mechanical alternator with high water alarm switch. - brass strainers at each pump suction. - isolation valve at each pump section.</p> <p>Remove existing 1 1/2" condensate drain pipe from the steam traps to ceiling below and cap (balance of existing condensate piping system to be removed under Project Demolition Phase). Provide new 1 1/2" condensate drain pipe (schedule 80 black steel ASTM 53 grade B) between existing steam traps and new duplex condensate return pump unit. Location to be determined by the mechanical trade on site. Location to be clear of any obstructions to demolition or new work in this area. Provide complete 1 1/4" pump discharge pipe (Schedule 80 black steel) to existing surge tank complete with check valve, Isolation valve, and union at each pump. Discharge line shall be at elevation equal to the existing pumped condensate lines prior to tank connection.</p>	19-Apr-12
50	12-Apr-12	Fire Fighter Entrance	18-Apr-12	grc / Nova3 / WPS	Respond to AAR.	29-Jun-12	This RFI was previously answered during the Owner's meeting and meeting with Consultants, the firefighter entrance will be of Smith Street.	29-Jun-12
51	18-Apr-12	Security System Point of Contact & Request for Design Meetings	20-Apr-12	WPS	Henry Hagenars will confirm and reply to AAR. Once we get this confirmed, we will forward to Caspian Projects.	18-Apr-12	<p>We agree with the weekly meetings to review Security. This was discussed at yesterday's Owner's meeting and it was agreed that the appropriate time would be Tuesday's at 10:30am. It was also agreed that Andrew would take minutes as well he will send out the meeting requests.</p> <p>Henry has confirmed that he will be the SPOC for WPS.</p>	18-Apr-12
52	18-Apr-12	I.T. Point of Contact & Request for Design Meetings	20-Apr-12	WPS	Henry Hagenars will review and provide AAR with the point of contact for IT issues.	25-Apr-12	The WPS contact for IT will be Mr. Dennis Dane (ddane@winnipeg.ca).	25-Apr-12
53	24-Apr-12	Proposed Generator Equipment and Layout	30-Apr-12	Nova3 / Wolfrom	Nova3 to review the proposed genset layout and respond to AAR. Wolfrom to design the support structure for the gensets and have it included for the structural permit set next week (May 2nd).	30-May-12	Superseded by RFI HQ 53 R-1.	30-May-12

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RFI #	Date of Issue	Subject	Date Required	Assigned To	Action Required	Date of Response	Response	Date Closed
53 R-1	3-May-12	Proposed Generator Equipment and Layout	10-May-12	grc / Nova3 / Wolfrom	Wolfrom to provide revised genset support and submit to AAR.	30-May-12	Wolfrom: Refer to structural drawings S14 for structural details. Structure height to be confirmed by mechanical contractor and architect. Nova3: We reviewed the attached and recommend acceptance of the layout and products proposed.	30-May-12
54	24-Apr-12	Wall on Gridline F 3 to 7	24-Apr-12	grc	grc will review and advise if the wall on GL F3 to 7 needs to be removed.	29-Jun-12	The wall on Grid Line F between 3 & 7 is to be removed if it contains asbestos.	29-Jun-12
55	25-Apr-12	Modular Furniture Specifications	2-May-12	WPS	Henry Hagenaaers will review and provide the modular furniture specification to AAR.	1-Aug-12	See RFI HQ 72.	1-Aug-12
56	26-Apr-12	Curtainwall Connection at Bottom of Frame	27-Apr-12	Wolfrom	Review and respond to AAR.	26-Apr-12	Option 1: The channel at level 2 is structurally adequate to support the dead load of the curtain wall from level 3 to the bottom of the curtain wall. Option 2: The connections at level 3 are structurally adequate to support the weight of the curtain wall from level 5 to the bottom of the curtain wall.	26-Apr-12
57	27-Apr-12	WPS Provided Docs for Security and PA Systems	2-May-12	WPS	Henry Hagenaaers/Ari Berdesis will download the noted files and confirm that the attached documents for security and PA systems meet the program requirements for WPS.	11-Jul-12	The attached documents are an accurate however early reflection of the requirements for security and P/A systems. The requirements have been refined throughout various security meetings held since this RFI was first received. During those meetings updated information was shared with and reviewed by the various team members including those from Nova 3, GRC, McCaine Electric, Caspian Projects and the WPS. To the best of my knowledge all information has subsequently been captured on the design drawings therefore from a WPS perspective this RFI can be considered closed.	11-Jul-12
58	30-Apr-12	Clarification of Return Air Duct Removal for Tower	4-May-12	Nova3	Nova3 will review and clarify the requirements for the return air duct removal for the tower and respond to AAR.	7-May-12	Proposed return duct system shown on plans, reflect the floors and ceiling areas presently served by the existing return duct system as reviewed on site with the mechanical trade. The routing of the proposed ductwork will require on site review by the mechanical trade for acceptance of location and size of ductwork in the tower and WPS area. Further adjustment to location and configuration of ductwork may be required prior to commencement of work. Existing return ductwork will remain in place until new ductwork is complete except for final connection of existing 96 x 42 duct, generally as shown on plans. Final drawings will be issued upon acceptance of the proposed duct layout. Please see attached Mechanical Drawings: Drawing #M4.5 Main Floor Plan Ventilation Drawing #M4.7 1st Floor Plan Ventilation Drawing #M4.9 2nd Floor Plan Ventilation Drawing #M4.11 3rd Floor Plan Ventilation Drawing #M4.13 4th Floor Plan Ventilation Drawing #M4.15 5th Floor Plan Ventilation	7-May-12

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RFI #	Date of Issue	Subject	Date Required	Assigned To	Action Required	Date of Response	Response	Date Closed
59	1-May-12	Access Control System Comparison	8-May-12	WPS	HH & AB to review with their user group and provide their choice of preferred supplier.	9-May-12	We wish to confirm that WPS will be going with Software House as their Access Control System supplier. Also, it was decided, tentatively, that both Bosch and Axis cameras will be used on the project. McCaine is to set up a "Mock Up" for WPS to review and approve.	
60	1-May-12	Suggested Back Flow/Water Meter Locations	2-May-12	Nova3 / grc	Review the proposed water meter locations and respond to AAR.	11-Jul-12	The proposed location identified by the photos along the wall at grid 6 is acceptable.	11-Jul-12
61	3-May-12	Demolition of Existing 5th Floor Offices	4-May-12	grc	Review the demolition requirements noted on the 5th floor and respond to AAR.	17-May-12	The south wall between grid lines 1 & 2 and gridlines 9 & 10 could remain, but would require re-finishing. The North walls between grid lines 1 & 2 and gridlines 9 & 10 are to be removed. Refer to the demolition plan and new work plan.	17-May-12
62	3-May-12	Existing 15 KV High Voltage Switchgear	11-May-12	WPS / OA	Review with the tower operators.	24-May-12	Shindico has provided authorization for the attached quote. So, please proceed with the work on RFI HQ62, replacement of High Voltage Switch Gear at 266 Graham Avenue with a new Eaton Cutler Hammer Equipment Switch Gear designed to perform the tasks in the manner identified by Manitoba Hydro. It is understood that the work will be done by you and McCaine Electric and the cost will be not more than \$620,307.49. This will be billed to: The City of Winnipeg C/O Shindico Realty Inc 200 – 1355 Taylor Avenue Winnipeg R3M 3Y9" The City of Winnipeg has agreed to cover the cost of replacing the existing switchgear. As this cost is beyond Caspian's Contract price and is being paid directly through the City of Winnipeg, we will not be issuing a change order for this work. We will now close RFI HQ 62.	24-May-12
63	15-May-12	Door Reference Numbers for Access Control	15-May-12	grc	Review and provide door reference numbers for access controls.	29-Jun-12	The drawings issued for Permit Application indicate door numbers.	29-Jun-12
64	18-May-12	Reference Point to Lay Out Horizontal Framing Members in Relation to Benchmarks/Floor Elevations	22-May-12	Wolfrom / grc	Wolfrom Engineering and GRC will review and provide revised drawings/details to suit existing site conditions.	5-Jun-12	Wolfrom Engineering has been on site to review with Caspian Projects. Wolfrom Engineering and grc provided revised drawings/details to suit existing site conditions.	5-Jun-12
65	11-Jun-12	Access Controlled Door Summary	15-Jun-12	grc / Nova3	Review the access controlled door summary provided by McCaine and respond to AAR.	24-Jul-12	Dan Zilinski, P.Eng. of our office had met with WPS and McCaine in various meetings. Based on these meetings and the discussions held within it is our understanding that doors with maglocks do not require electric strikes. WPS should be consulted and should advise if this is the case. Nova3's response has been reviewed by WPS and is acceptable. As, well, access control doors, as required are indicated on the "Issued For Construction" drawings, dated July 24, 2012.	24-Jul-12

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RFI #	Date of Issue	Subject	Date Required	Assigned To	Action Required	Date of Response	Response	Date Closed
66	20-Jun-12	McCaine Electric Security Integrator Qualifications	22-Jun-12	WPS	Henry Hagenars will review McCaine's qualifications and respond to AAR.	25-Jun-12	WPS project team has reviewed McCaine submission. We have had a discussion with an independent party about their qualifications, plan and ability to deliver on WPS expectations. We accept them as the integrator.	25-Jun-12
67	26-Jun-12	Emergency Power Priority Sequence	29-Jun-12	Nova3 / WPS	Review the emergency power priority sequence noted and respond to AAR.	12-Jul-12	Please see SI #22 which addresses Caspian Project RFI HQ 67.	12-Jul-12
68	9-Jul-12	Pylon Signs	13-Jul-12	Nova3 / CP / McCaine / WPS	Review and respond to AAR.	10-Jul-12	The location of the proposed pylon signs were discussed during our design meeting this morning with Nova3, Caspian, McCaine and Henry Hagenars. It was agreed that the location of the pylon signage will be at least 10 feet away from the face of the building, as such the pylon signs will not have any significant impact on the performance of the required security cameras. McCaine has been advised that electrical feeds will be required for the pylon signs. Also, it should be noted that exact size and location of the proposed pylon signs will require approval from UDAC and grc is working on a signage package for submission to UDAC.	10-Jul-12
69	10-Jul-12	Building Signs	13-Jul-12	grc	Review and respond to AAR.			
70	13-Jul-12	Minimum Height Requirement P2 Level	13-Jul-12	AAR	Provide minimum height requirement for level P2.	16-Jul-12	The minimum height requirement for Level P2 is 2490mm (8'-2") clear. We have confirmed with WPS that for Level P2, a minimum height clearance of 7'-0" (2150mm) will be acceptable in areas where we have services like plumbing and cable trays. However, Caspian Projects will be required to coordinate these areas and locate plumbing and cable trays to achieve maximum height clearances. It would be ideal to run these services that reduce the clear height to 7'-0" in areas such as where we have back to back parking (between grids 4 & 5, 6 & 7, or along walls between grids 2 & 3, 8 & 9, as examples).	16-Jul-12
71	18-Jul-12	Motorized Blinds	20-Jul-12	WPS / Nova3	WPS (Henry Hagenars) is reviewing this with the user group. Both WPS and Nova3 will respond to AAR.			
72	23-Jul-12	Open Office Modular Work Stations	27-Jul-12	WPS	WPS (Randy Benoit/Henry Hagenars) will address the wiring issues of the open office modular work stations. Please be advised that the furniture layout is still being worked on, starting from the 5th floor downwards.			
73	27-Jul-12	Corroded Gas Service Pipe Line	31-Jul-12	Nova3 / Wolfrom / WPS / AAR	Nova3 and Wolfrom will review and provide remedial work, as required to suit Manitoba Hydro and the support for the gas line. All remedial work will be submitted to AAR for review with WPS and The Project Director and AAR will issue a CCN as required.			
74	4-Sep-12	Door Schedule Information Required	7-Sep-12	grc	grc will review and provide a revised door schedule for the 5th floor.			

5368-00 WPSHQ - HQ Building RFI Log

RFI #	Date of Issue	Subject	Date Required	Assigned To	Action Required	Date of Response	Response	Date Closed
75	20-Aug-12	IFC Drawings in CAD Format	24-Aug-12	grc	grc will provide Caspian with link to get access to the ACAD files for Wyper and HQ.			
76	20-Aug-12	Mechanical Louvre Locations at Columns	22-Aug-12	grc / Nova3	grc will review the noted louvre with Nova3 and will respond to RFI HQ 76.			
77	27-Aug-12	Typical Wall Assembly at Exterior Walls	28-Aug-12	grc	grc will review the wall assemblies in question and will respond to AAR.			
78	27-Aug-12	Tower Occupancy at Third Level	28-Aug-12	WPS	WPS (Randy Benoit) and the Project Director(Ossama) will address the CPC tenant issue on the third floor with the landlord and respond to AAR.			

5368-00 WPSHQ - Wyper Road RFI Log

RFI #	Date of Issue	Subject	Date Required	Assigned To	Action Required	Date of Response	Response	Date Closed
0	28-Feb-12	RFIC W 1-13 Issued to Aecom Prior February 15, 2012	N/A	AAR	Provide concurrence to consider this RFI to be closed.	28-Feb-12	AAR concurs, the previous RFI's to Aecom which have been addressed or incorporated into the Wyper Road drains should be closed, but kept for reference.	28-Feb-12
1	28-Feb-12	Revised Ditch Grading to Suite MIT	6-Mar-12	AAR / WPSHQ	Review and have Caspian prepare a cost breakdown for this potential claim.			
2	28-Feb-12	Typical Single Door Electrical Rough-In Detail Clarification	6-Mar-12	grc / Nova3	Review and coordinated with WPSHQ team and respond to AAR.	10-Apr-12	Revised as noted on the 95% set of drawings.	10-Apr-12
3	28-Feb-12	Masonry Dowel Installation Detail	6-Mar-12	AAR	N/A	28-Feb-12	This RFI appears to be for a remedial details for dowels for exterior block walls for Wyper. As the structure is completed, this RFI should be closed, unless I'm missing something.	28-Feb-12
4	28-Feb-12	Window Types	6-Mar-12	WPSHQ	Review in conjunction with the POR.	21-Mar-12	<ul style="list-style-type: none"> • The use of PVC vinyl windows is acceptable. As discussed, we will move forward with aluminum clad PVC. The colour of the aluminum clad PVC windows should be "Black" for the exterior aluminum portion. • Shop drawings to be provided for review, prior to fabrication, as per contract. • No site instruction will be issued as this request is NOT a change in the POR of record for Wyper Road and Caspian Projects has noted that the use of PVC was agreed to as per their memo of July. Memo to be provided to AAR, once confirmed by Ossama, for record. • This RFI will remain opened until confirmation by Ossama. 	22-Mar-12
5	12-Mar-12	Alternate Lighting for Firing Range	16-Mar-12	WPS/Ossama/Nova3	We will review this with Ossama and WPS to confirm if this work is above and beyond POR. Nova 3 to review pricing and respond to AAR.	10-Apr-12	Please review the revised lighting for the firing range that is shown on the 95% set of drawings (will be distributed to all by the end of today). It has been agreed by Ossama that the range lighting is not included in the May 31 POR for Wyper Road, as such we will close RFI W 5 and issue a CCN for this work (5368 – CCN003) based on the 95% drawings for Wyper Road.	10-Apr-12
6	25-Apr-12	MTS Service Location	2-May-12	Nova3	Nova3 will review the location of the MTS service and respond to AAR.			
7	27-Jun-12	Range Lighting Bases	3-Jul-12	Wolfrom	Provide Caspian with the concrete base details for the range lights.	29-Jun-12	Sketches of the concrete base details provided to CP on June 29, 2012.	29-Jun-12
8	27-Jun-12	Gate Access Control	30-Jul-12	grc / Nova3	Review and locate the location of the gate access control and respond to AAR	12-Jul-12	Please refer to Nova3 drawing E2 (IFC on May 4, 2012) for location of gate access control.	12-Jul-12
9	27-Jun-12	Parking Fence	3-Jul-12	grc / Nova3	Review and provide locations for the parking fence.	12-Jul-12	As discussed with Peter Gianuzzi, the attached detail for the parking fence/receptacle support is acceptable.	12-Jul-12
10	27-Jun-12	Range Equipment	3-Jul-12	Nova3	Meet with Caspian Site Superintendent to provide locations.	28-Jun-12	<p>Met with Caspian Site Superintendent on Thursday, June 28, 2012 at 11am and provided locations.</p> <p>Please refer to Nova3 drawing E2 (IFC on May 4, 2012) for location of conduit for targeting system.</p>	28-Jun-12

5368-00 WPSHQ - Wyper Road RFI Log

RFI #	Date of Issue	Subject	Date Required	Assigned To	Action Required	Date of Response	Response	Date Closed
11	27-Jun-12	Alternate Lamp Standard Bases	3-Jul-12	Nova3 / Wolfrom	Nova3 to meet with Caspian Site Superintendent to provide locations. Wolfrom to provide lamp post details directly to Caspian with copy to AAR.	12-Jul-12	As discussed with Peter Gianuzzi, the noted screw base detail is acceptable. Please note that a concrete filled "culvert" (corrugated metal ring) is required at the base of all of these light poles to prevent damage to the fixture.	12-Jul-12
12	27-Jun-12	Lift Pumps	3-Jul-12	Nova3	Meet with Caspian Site Superintendent to provide locations.	28-Jun-12	Met with Caspian Site Superintendent on Thursday, June 28, 2012 at 11am and provided locations.	28-Jun-12
13	27-Jun-12	Site Lighting	3-Jul-12	Nova3	Meet with Caspian Site Superintendent to provide locations.	28-Jun-12	Met with Caspian Site Superintendent on Thursday, June 28, 2012 at 11am and provided locations. Please refer to Nova3 drawing E2 (IFC on May 4, 2012) for location of lift pumps.	28-Jun-12
14	4-Jul-12	Finish Schedule Clarifications - Rooms 106 and 109	6-Jul-12	grc	Review and respond to AAR.			
15	16-Jul-12	Epoxy Floor Colour	20-Jul-12	grc / CP	Discuss and agree upon a colour and shade and respond to AAR.	19-Jul-12	The color for the epoxy floor coating at Wyper Road is to be the color Grey. This choice of color and shade was discussed and agreed upon between grc (Patrick Dubuc) and Caspian (Peter Gianuzzi) last week and re-confirmed with Caspian yesterday (July 18) by grc.	19-Jul-12
16	19-Jul-12	Operator Work Station, Humidistat, SS Sinks	19-Jul-12	WPS / grc	Review and respond to AAR.	19-Jul-12	Mechanical Response 1a. OWS located on N. wall of mech. Room is acceptable. 1b. Humidistat to be located in open office area, adjacent thermostat, east wall of instructor area (see sketch). 2. No.2 side by side sinks in the gun cleaning room is acceptable. Please note that the 2 stainless steel sink option is preferred by WPS and the distance between the 2 sinks is to be 600mm. We understand that the double sink option may still be used if it is a delivery issue that would affect completion date of the Wyper Road facility as schedule is paramount.	19-Jul-12
17	25-Jul-12	Cargo Trailer Alternate Dimension	27-Jul-12	WPS	Review and respond to AAR.	25-Jul-12	WPS has reviewed the optional sized cargo trailer and wishes to remain with the 7' x 12' trailer, double axel as specified in S #10, rev1.	25-Jul-12
18	25-Jul-12	Relocate Access Hatch	27-Jul-12	WPS	Review and respond to AAR.	25-Jul-12	The re-location of the access hatch to room 117, Target Prep Room was reviewed on site and by WPS and is acceptable.	25-Jul-12
19	31-Jul-12	Relocation of Exterior Lighting	1-Aug-12	Nova3	Review and respond to AAR.	31-Jul-12	Reviewed the attached RFI and the relocation of the post mounted luminaires appears acceptable. Please advise McCaine to proceed with locating the luminaires at the new locations indicated on their sketch.	31-Jul-12
20	17-Aug-12	Exterior Signage	17-Jul-12	grc / WPS	The locations for the exterior signage will have to be reviewed by Patrick Dubuc with WPS.			
21	23-Aug-12	Miscellaneous Range Questions	23-Aug-12	grc / WPS	grc (Patrick) will coordinate with WPS the attendees for the training session.	23-Aug-12		

5368-00 WPSHQ - Wyper Road RFI Log

RFI #	Date of Issue	Subject	Date Required	Assigned To	Action Required	Date of Response	Response	Date Closed
22	23-Aug-12	Target Equipment Training	24-Aug-12	WPS	WPS will review and provide you with a list of attendees for the Target Equipment Training. We understand that this has been delayed until the week of September 4 due to the lack of an occupancy permit.	4-Sep-12	This has been completed already, see attached.	4-Sep-12
23	31-Aug-12	Mechanical and Electrical Systems Training	31-Aug-12	WPS	WPS will review and coordinate with Peter Gianuzzi as to who will be attending the M & E systems training session on September 4.	1-Sep-12	It is our understanding that this has been coordinated with Peter G, based on the emails received on August 31.	1-Sep-12
24	4-Sep-12	Furniture Colour Selection	5-Sep-12	WPS	WPS will review and respond to AAR.	4-Sep-12	Please see attached and close formally, thanks.	4-Sep-12

5368-00 WPSHQ - SI Log

SI #	Date of Issue	Title	Reason	Initiate By	Issued By
001	9-Mar-12	Response to HQ RFI 5	Clarification	Nova3	AAR
002	9-Mar-12	UPS Run Time	Clarification	Client (WPS)	AAR
03	4-May-12	Target Systems - Action Target Option	Category 6 - Co-ordination Items	Client (WPS)	AAR
04	26-May-12	Wyper Road Exterior Shooting Range - Ceiling Height Modifications	Category 6 - Co-ordination Items	Client (WPS)	AAR
05	26-May-12	Wyper Road Exterior Shooting Range - Finish Material Clarification	Category 6 - Co-ordination Items	Client (WPS)	AAR
06	4-Jun-12	Wyper Road Exterior Shooting Range - Data Drop Clarification	Category 6 - Co-ordination Items	Client (WPS)	AAR
07	8-Jun-12	Wyper Road Exterior Shooting Range - Ammo Vault Ceiling Clarification	Category 6 - Co-ordination Items	Client (WPS)	AAR
08	17-Jun-12	HQ - P2 Level - Modifications to Washroom Layout - Relocated Plans Room	Category 6 - Co-ordination Items	Client (WPS)	AAR
09	19-Jun-12	Wyper Road – Observation Tower Size	Category 6 - Co-ordination Items	Client (WPS)	AAR
10	19-Jun-12	Wyper Road – Exterior Storage Shed	Category 6 - Co-ordination Items	Client (WPS)	AAR
10 R-1	19-Jul-12	Wyper Road – Exterior Storage Shed	Category 6 - Co-ordination Items	Client (WPS)	AAR
11	19-Jun-12	Wyper Road – Keying Schedule	Category 6 - Co-ordination Items	Client (WPS)	AAR
12	20-Mar-12	HQ - Exterior Alteration Permit	Category 6 - Co-ordination Items	Client (WPS)	AAR
13	2-May-12	HQ - Interior Alteration Permit	Category 6 - Co-ordination Items	Client (WPS)	AAR
14	4-May-12	W - Issued for Construction	Category 6 - Co-ordination Items	Client (WPS)	AAR
15	16-May-12	W - Walltypes / Ceiling Updates	Category 6 - Co-ordination Items	Client (WPS)	AAR
16	31-May-12	HQ - Level P2 Dimensioning	Category 6 - Co-ordination Items	Client (WPS)	AAR
17	15-Jun-12	HQ - Issued for Building Permit	Category 6 - Co-ordination Items	Client (WPS)	AAR
18	28-Jun-12	HQ - South Elevation Louvers	Category 6 - Co-ordination Items	Client (WPS)	AAR
19	6-Jul-12	HQ - East / South Elevations	Category 6 - Co-ordination Items	Client (WPS)	AAR
20	7-Jul-12	HQ – Raised Flooring	Category 6 - Co-ordination Items	Client (WPS)	AAR
21	8-Jul-12	Wyper Road - Extent of Fence at Borough Pit	Category 6 - Co-ordination Items	Client (WPS)	AAR
22	12-Jul-12	HQ – Emergency Power Priority Sequence	Category 6 - Co-ordination Items	Client (WPS)	AAR
23	20-Jul-12	HQ – Video and Audio Conferencing Requirements	Category 6 - Co-ordination Items	Client (WPS)	AAR
24	20-Jul-12	HQ – Central Equipment Issue - BCGA32	Category 6 - Co-ordination Items	Client (WPS)	AAR
25	20-Jul-12	HQ – Media Room Connections	Category 6 - Co-ordination Items	Client (WPS)	AAR
26	20-Jul-12	Wyper Road – Shooting Post Design	Category 6 - Co-ordination Items	Client (WPS)	AAR
27	23-Jul-12	HQ – Data & Power Requirements	Category 6 - Co-ordination Items	Client (WPS)	AAR
28	24-Jul-12	HQ - Issued for Construction	Category 6 - Co-ordination Items & Category 7 - Code & Authorities	Consultants	AAR
29	24-Jul-12	W - Issued for Building Permit	Category 7 - Code & Authorities	Authorities	AAR
30	25-Jul-12	Wyper Road – Mechanical Commissioning Summary	Category 6 - Co-ordination Items	Client (WPS)	AAR
31	31-Jul-12	Wyper Road – Control Room No.128 – Flooring Finish	Category 6 - Co-ordination Items	Client (WPS)	AAR
32	31-Jul-12	Wyper Road –Target System Additional Requirement	Category 6 - Co-ordination Items	Client (WPS)	AAR
33	31-Jul-12	Wyper Road – Furniture Requirement	Category 6 - Co-ordination Items	Client (WPS)	AAR
34	2-Aug-12	HQ – Structural Revisions Main, Level 2 & 4	Category 6 - Co-ordination Items	Consultants	AAR
35	8-Aug-12	Wyper Road – Ammunition Storage Door Plating	Category 6 - Co-ordination Items	Client (WPS)	AAR
36	8-Aug-12	Wyper Road – Stainless Steel Corner Guards	Category 6 - Co-ordination Items	Client (WPS)	AAR

5368-00 WPSHQ - SI Log

SI #	Date of Issue	Title	Reason	Initiate By	Issued By
37	8-Aug-12	Wyper Road – Women’s Washroom Vanity Counter	Category 6 - Co-ordination Items	Client (WPS)	AAR
38	20-Aug-12	Wyper Road – Emergency Lighting & Armory Receptacle Revisions	Category 6 - Co-ordination Items	Client (WPS)	AAR



Winnipeg Police Headquarters Owner's Meeting No. 15



Date of Meeting: September 11, 2012

Meeting Location: Caspian Boardroom, 5th Floor, 266 Graham

Name	Initials	Company	Initials	Present	Copied
Peter Chang	PC	Adjeleian Allen Rubeli Ltd.	AAR	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Patrick Dubuc	PD	GRC Architects	GRC	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Peter Rankin	PR	GRC Architects	GRC	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Ossama AbouZeid	OA	Dunmore Corporation	DC	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Randy Benoit	RB	Winnipeg Police Service	WPS	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Henry Hagenars	HH	Winnipeg Police Service	WPS	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Ari Berdesis	AB	Winnipeg Police Service	WPS	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Armik Babakhanians	Aba	Caspian Projects	CP	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Shaun Babakhanians	SB	Caspian Projects	CP	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Peter Giannuzzi	PG	Caspian Projects	CP	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Pam Anderson	PA	Caspian Projects	CP	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Andrew Edge	AE	Caspian Projects	CP	<input type="checkbox"/>	<input checked="" type="checkbox"/>
John Guenther	JG	Nova3	N3	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Vic Thielman	VT	Nova3	N3	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Tony Mitousis	TM	Nova3	N3	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Dan Wolfrom	DW	Wolfrom Engineering	WE	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Howie Laubenstein	HL	Integrated Designs	ID	<input type="checkbox"/>	<input type="checkbox"/>
Jamie MacPherson	JM	Integrated Designs	ID	<input type="checkbox"/>	<input type="checkbox"/>

Meeting Minutes

1.6 WYPER ROAD GUN RANGE SCHEDULE

- HH/AB expressed concern with unknown completion date of gun range.
- CP to review.
- Design meeting held on Wednesday, March 14 with trades & design team.

- Nova3 is proceeding with completion of design and is working with Wes-man to maintain schedule.
- CP to provide updated schedule on March 26th.
- Genivar retained to review site drainage and provide certification of design.
- PC requested status of design, CP advised that proposed re-design of site drainage may still require 1 lift station.
- Completion still targeted to mid-end of July.
- HH asked when re-design will be presented to City Water Waste Dept.
- Site security still maintained, routine patrols.
- CP presented new schedule (September 11 noted completion date). CP will work with OA to accelerate schedule to July 31.
- 95% design drawings to be submitted to CP & WPS April 9.
- Mechanical given go ahead to proceed based on N3 drawings issued March 30. PC informed CP that 95% set of mechanical will be same as what was issued last week.
- PD confirmed detail issued for review is what will be shown on 95% drawings (walls to be R-30, Roof R-40).
- Colour samples of cladding to be reviewed after meeting.
- CP to provide signed and sealed civil drawings to City of Winnipeg in two weeks.
- OA instructed CP to proceed with completion of construction immediately.
- CCN's to be based on 95% drawing (May 31 POR).
- Extra gun range station and shot gun range. See Item 4.2.
- CP and WPS to confirm that 95% drawings are acceptable.
- CP committed July 31, 2012 completion date.
- Range lighting addition to POR - AAR to issue CCN.
- Road widening addition to POR - AAR to issue CCN.
- Building complete for July 31, 2012.
- CP expressed concern with steepness of side berm
 - Currently shown 3:2 slope, AMEC/Genivar provided memo recommending 4:1 (PG to forward to AAR for review).
- AB to review RCMP standards to confirm if 3:2 is gun range requirement.
- AMEC provided remedial details for berm deficiencies (report to be forwarded to AAR).
- IFC drawings for Wyper Road issued May 2, 2012.
- CCN issued for Range Lighting. CP has priced, AAR reviewed. OA/RB to review. CD#002 issued May 16, 2012 for Infrastructure Work.
- Road widening - AAR to Issue CCN.
- Colour board required for interior. Use existing colour board in WPS office. GRC to review.
- Target system - Action System (US Based)
 - Shop drawings - received in 2 weeks.
 - 8-10 weeks delivery.
 - 2 to 3 week installation / 1 week commissioning.
 - July 31, 2012 is achievable if Action can supply as per requested agreement.
- Berm
 - Manitoba Standards recommend 4:1 slope.
 - 3:2 slope meets RCMP Standards.
 - AMEC (CP) advises there may be occasions of wash-outs of the slopes.
 - WPS provides RCMP Standards. grc to review.
- Report from AMEC as yet to be provided to AAR/WPS. Some areas require additional compaction (87% to 92% compaction) where 95% compaction required.

- Slope of berm to remain at 3:2 slope.
- Report to be submitted this week, AAR/grc to review and provide comments.
- Weather conditions the past week have impacted construction of range.
- Target system - PG to follow up on delivery date with Action.
- Bayview could not mobilize due to rain.
- August 1, 2012 opening is achievable assuming Action can deliver system AND weather co-operates. Any further weather delays will impact construction of range and will extend opening date.
- Action Target System
 - Shop drawings received/reviewed and returned by WPSHQ.
- WPSHQ sent comments to CP, Action has responded (email of June 13, 2012). HH to confirm with Range Master.
- CP has issued delay notice to OA.
- Duration of work is 6 weeks. Require 1 week of "Drying Cut" before equipment can be mobilized.
- OA requested alternative ways to expedite "6 week construction period".
- OA will meet with CP to examine options.
- August 23, 2012 scheduled for gun range (on schedule) for both range and building.
- Action target system in hand. Revised layout to be received today. PG to forward to WPS for review.
- Department of Labour to be on site tomorrow August 22nd to review the target system installation.
- All Action Target equipment was reviewed and accepted; target system is good to go.
- Training session occurred yesterday; some work is currently being performed on the "Running Man" system. Action Target personnel will be on site until Thursday to review and trouble shoot any issues that may come up.
- 1" x 2" wood framing for targets were delivered to the site.
- **See 12.6.**

Action: Closed

4.1

CIVIL DRAWINGS

- Genivar finishing design - to be submitted to AAR for review.
- Number of lift stations to be confirmed - affects additional road for access to service lift stations (if required).
- Hard landscaping to be reviewed by Genivar.
- GRC to review with AB the existing design.
- Genivar issued preliminary drawings.
- AB and GRC to review.
- Genivar to stamp and seal.
- Stamped drawings were handed over to grc for review. Once reviewed and accepted, CP to apply for permit.
- Genivar and City of Winnipeg in discussions.
- Genivar will be forwarding stamped and sealed drawings to City of Winnipeg.
- Genivar to indicate "range finishes" noted in SI-005.
- Civil drawings have been sent to City of Winnipeg.
- PG to follow up with permit.
- PC/PD will confirm with Sara in meeting tomorrow.
- City has reviewed preliminary submission.
- PG to provide stamped and sealed drawings to AAR/grc.

- Received and will be re-submitted today (July 24th) for full building permit both HQ and Wyper.
- BDS forms to be issued to the City of Winnipeg August 7, 2012 – Done.
- City of Winnipeg and MoT are having discussion in regards to the ditch design which was constructed on both side of the New Wyper Road. The ditches were built as per MoT's requirements not as per City's requirements, City are now looking into this matter.
- Meeting held with City if Winnipeg personnel (Colin?), only issue noted was requirement of dust control. City of Winnipeg will deal with dust control in the future but expects that the initial dust control treatment be provided prior to their takeover of Wyper Road. CP stated that dust control treatment did not form part of their mandate, extra to the Contract. Issue to be reviewed and discussed with OA.
- **City of Winnipeg to maintain – wet down as required.**
- **To be reviewed with Ian Day (PP&D).**

Action: OA / CP

4.3 WYPER ROAD GUN RANGE - STORAGE SHED

- CP to provide 250ft² adjacent to targets.
- WPS to provide confirmation and location.
- No room within side of gun range to fit 250ft² shed.
- grc to review with WPS proposed 150ft² shed and trailer. (Accepted)
- AAR to issue SI.
- grc to issue SI (SI #010 issued June 19, 2012).
- grc to review with Range Master and re-issue SI.
- Delete bleachers, move storage shed to west of control tower.
- Revise SI to provide OH door + 1 man door swing outward.
- Double door facing targets, man door on side.
- Double axle trailer preferred.
- CP to provide most economical design for WPS/AAR review (AAR hand delivered on August 7, 2012. Confirmation received from City of Winnipeg, Michelle Ho).
- Trailer will be on site Friday August 24th. Shed package should be delivered August 24th, ready for installation.
- Trailer was delivered last week; storage shed is yet to be delivered to the site. Registration papers for the trailer are to be forwarded to OA for hand over to the City.
- **OA received registration papers for trailer. OA to forward to Ian Day.**
- **Storage shed being put up Tuesday, September 11, 2012; expected to be turned over to WPS.**
- **Range master can store equipment starting Friday, September 14, 2012 at 12 noon; keys to shed to be turned over to WPS, AB on Friday morning.**

Action: CP

4.8 EXISTING TOWER TENANTS

- CP expressed concern with timing of relocation of tenants.
- Storage space at P1 needs to be cleared out. SB stated this will affect schedule.
- SB to review and provide report. (Include cost and schedule implications)
- RB indicated there is confusion as to when space has to be vacated.

- May 31, 2012 is agreed upon date.
- CP agreed to give them until June 2, 2012 to move out.
- Optometrist; his space must be vacated ASAP - schedule impact.
- WPS to review with Bob Down. CP to review if they can do his project under their building permit number.
- PG to provide Dr. Lecker floor plans and letter of impact on schedule.
- Approximate construction time is 3 months for construction of new office.
- Affects permit issue.
- ABa met with Bob Downs.
- Possibility of WPS to vacate site office. Grid move Dr. Lecker into space to be reviewed with City.
- OA/RB to review options with City.
- CP issued delay notice to OA.
- Dr. Lecker office proposed to move into cadet space.
- Police cadets meeting with Winnipeg PP & D.
- CP to deal directly with the City of Winnipeg to resolve (PP&D).
- CP to renovate space to suit Dr. Lecker.
- CP to notify WPS for commencement date and duration.
- Caspian received plans to modify space adjacent to WPS on 2nd Floor in order to receive the Cadets. Caspian nor the City have yet to receive plans to modify the present space occupied by the Cadets into Dr. Lecker's new office.
- CP began work in the future Cadet space and will advise WPS when this space will be ready for takeover.
- **Phase I estimated Monday, September 17, 2012 for cadets to start moving in. pG to confirm with Rob Murray.**
- **Phase II to start other half.**

Action: CP

5.3

WYPER ROAD HARDWARE TO BE REVIEWED

- 2 door frames to be reviewed.
- CP to provide shop drawings.
- Master key requirements, grc to review with WPS.
- grc to issue keying schedule May 29, 2012 (SI #011 issued June 19, 2012).
- grc to review with WPS and issue revised SI summarizing changes.
- PG and HH have discussed and agreed to changes.
- Ammo vault doors – option to steel plate interior door – WPS to review and advise (AB).
- Ammo vault door to be steel plated.
- Interior door, electrical strike to be outside (mag lock?). To be reviewed on site and revised SI to be issued.
- grc to review with IDI and issue SI.
- Panic bar required for exterior doors and “security” chain for blast purposes – work should be completed today (August 21st 2012).
- SI #35 issued for door plating (August 8, 2012) – Work completed.
- Mag lock not yet installed, CCN was issued two days ago.
- The mag lock, security chains and astragal plate are installed; awaiting delivery of the panic set.

- WPS stated that the present site condition in regards to the four electric strikes at the four exterior doors may be prone to vandalism; it was suggested that a steel plate be added to the doors to cover the strike. Plates would need to be through bolted to the doors; CP to review and advise.
- **Work has been done. To be priced under CCN #12.**
- **AAR to review and issue CO.**

Action: CP

6.4

POLICE SIGNAGE

- Winnipeg Police HQ sign on pedestals and/or on building face.
- John Sellers (hired by City of Winnipeg through CP) presented options. Will be revisited.
- CP to provide proposals from John Sellers to AAR/OA/RB.
- grc issued proposal to RB for their review.
- If mounted on curtain wall, CP requires input ASAP.
- UDAQ approval may be required.
- Decision urgently required as east elevations are under construction.
- RB to advise.
- Met with UDAC (Lee Caldwell) June 18, 2012.
- Piller signage preferred, opposed by Lee Caldwell.
- grc to prepare presentation of pillars (reduced size).
- grc presented pillar signage to RB.
- RB presented to City.
- Exterior signage on building not an option.
- CP to proceed with buildings cladding with no signage.
- RB provided design to UDAC.
- UDAC approved 14'-0" high signage as presented by grc.
- Way finding signs to be English, Braille included.
- grc to prepare sign design package.
- grc is working on this package, item carried.
- **CP to review and price electrical requirement. To be reviewed under cash allowance.**

Action: grc / CP

8.2

SCHEDULE FOR HQ

- Building permit delayed to June 15, 2012.
- CP requested time to review contract documents/drawings.
- CP to advise of potential delays as required.
- OA wants delay issues identified immediately so that WPS can address sooner rather than later.
- ABa to meet with OA and RB separately after meeting.
- To be reviewed in July, with recovery plan.
- OA wishes to re-visit in September after building is enclosed.
- CP to provide revised schedule after review of IFC drawings.
- In progress, CP to provide update next meeting.
- AAR/grc to meet with CP sub-trades to review.
- Electrical drawings (power) not yet delivered, expected by end of the day.

- Electrical drawings not yet ready, expected by September 14, 2012; preliminary copy may be ready prior to this date for WPS review. Copy of WPS marked up drawings were returned to WPS as requested.
- **On target for September 14, 2012.**

Action: Nova3

8.3

GUN LOCKER AT WYPER ROAD

- Gun locker room moved to weapons room.
- Wire mesh required for both rooms for security purposes.
- To be added to CCN 004.
- CCN 007 issued.
- CP to proceed with work as per OA.
- CP provided pricing.
- AAR reviewed and forwarded to OA for review/approval.
- CCN 007 approved by OA.
- AAR to issue paperwork for change order.
- **OA signed and issued.**

Action: Closed

9.2

BUILDING PERMIT DOCUMENTS

- ABa expressed concern with design documents.
- AAR design team will be meeting with CP trades over the next 3 weeks.
- Building permit application with IFC drawings today, July 24, 2012.
- City of Winnipeg informed AAR that review process will be minimum 6 weeks.
- Building permit issuance September (???).
- RN to review with Sara Ciaflone.
- Caspian requested copy of latest correspondence issued to the City, AAR to forward.
- **CP has all correspondence.**

Action: Info

9.6

SITE DEVELOPMENT PERMIT/PRIVATE APPROACH PERMIT

- grc to prepare sketches and package.
- CP to apply to City.
- With approved signage, grc to proceed with finalizing package.
- **Decision to be made on canopies. Meeting with WPS/grc required.**

Action: grc / WPS

10.1

H.Q. ELEVATORS

- CPU elevators.
- Require pit depth less than 300mm otherwise WPS loses space in Level P1.
- "CCN" was issued by Aecom and priced by CP. OA to review history of documentation.
- grc/AAR working with WPS to review layout of forensic lab storage space to suit elevator pit.
- Layout has been resolved with WPS and is on IFC drawings.
- WPS required 2nd elevator.
- AAR to issue CCN (issued August 1, 2012).

- CP to price. Still awaiting quote as of August 21st 2012.
- CP to submit complete quote. Aba stated that price for the elevator only is approximately **\$220,000**; CP awaiting quotes from other trades to finalize their submission.

Action: CP

11.1 **FLUSHING OF CHILLER PIPES**

- OA to follow up with John Zabutney.
- Needs to be completed before mid-September (Note: this will require 10 days to complete).
- John Zabutney is pursuing another quote. OA to touch base with John Zabutney and advise.
- In the absence of OA, grc reminded RB of the urgency surrounding this issue. Answer required by first week of September 2012.
- **Contract awarded by Shindico (City of Winnipeg) to independent contractor.**
- **CP to test quality.**

Action: Info

11.6 **WYPER ROAD – SECURITY/CCVE**

- McCaine submitted extras.
- CP to re-submit to AAR.
- CP advised of minimum 3-4 week delivery
- AAR to review with OA and WPS.
- To be reviewed after meeting.
- CCN #11 issued August 8, 2012.
- CP advised that security/CCVE portion of CCN #11 to be put on hold.
- CP advised to proceed with data drop portion of CCN #11.
- Change Order required; AAR to issue. The wires are presently pulled; termination to be completed by end of day. A rack will be provided in the Data Room.
- **OA to review with Aba.**

Action: OA / CP

11.7 **WYPER ROAD – TARGETING SYSTEM**

- Extra submitted.
- Items 3 and 4 are part of POR, in OA's opinion.
- CP to issue formally and AAR will issue SI response.
- Conduits at knee walls are a must. CP claims that this is an extra and requires CO. OA disagrees and will review with AAR and WPS.
- Items 1 and 2 relative targeting system, not approved, do not proceed.
- SI issued August 1, 2012.
- **Items under review by OA.**
- **Item carried – still disputed.**

Action: OA

12.1 **WYPER ROAD RECONCILIATION OF “ADDITIONAL” WORK**

- CP requests a meeting with OA after completion of Wyper Road.
- OA to set up and determine invitees (WPS, grc, AAR ???).

- **OA and Aba to meet this week.**

Action: OA / CP

12.3

WYPER ROAD - FURNITURE

- CP Tender to close August 17, 2012.
- OA to review with WPS temporary furniture options. To be done with chosen bidder.
- Three bids were received today (August 21st 2012), WPS to review and advise.
- OA issued instructions to proceed with part of the furniture package only. Selected supplier; "Accent". CP to meet with Accent tomorrow to review work/delivery. WPS requires furniture ASAP for classrooms for training purposes; CP to review with Accent in regards to provision of temporary furniture.
- **Temporary furniture in place.**
- **Permanent furniture to be in and completed October 19, 2012.**

Action: OA/WPS

12.6

WYPER ROAD - OCCUPANCY

- September 4, 2012 required by WPS.
- Classes/training will start.
- Mobilization by WPS August 27, 2012.
- Occupancy Inspection on hold pending issuance of Building Permit.
- Building Permit received Friday, August 24, 2012.
- Occupancy Permit yet to be released; held up due to lack of special fire hydrant at the retaining pond. Fire hydrant delivery is expected within 2 weeks; will require 1 to 2 days to install. CP to review with Fire Department in regards to other options to expedite Occupancy Permit or possibility of temporary occupancy permit.
- **Interim occupancy received Friday from City of Winnipeg.**
- **Dry hydrant to be completed before issuing of full occupancy; to be done by end of week.**
- **New door required for ammo vault. Part of CCN #12.**
 - **CP will issue a quote; AAR to review and issued CO.**
- **Training session occurred the last week of August.**
 - **August 31, 2012 sign off received from range master.**
- **Keys turned over to OA. CP to confirm official number of keys delivered and an itemized list.**

Action: CP

13.1

DEFICIENCY REPORT

- A deficiency report is required by all disciplines prior to occupancy by WPS.
- Deficiency lists were prepared; CP advised that 90% of noted deficiencies are rectified.
- **To be reviewed by grc and walkthrough on Wednesday, September 12, 2012.**

Action: Info

13.2 **ACCESS TO SITE ONCE HANDED OVER TO WPS**

- Once the shooting range is handed over to WPS, Caspian will have to arrange access through WPS (probably Shaun – Range Master) and will have to work around WPS' schedule – possibly after hours.
- **Access through WPS (AB).**

Action: Info

13.3 **TRAINING**

- Training is being planned for end of the week, Friday August 24th or the following Monday.
- O & M manuals will not be ready for the training exercise.
- Trades and Commissioning Agent as well as WPS representatives should all be present.
- **WPS (RB) to arrange with PP&D (Ian Day) and advise.**

Action: RB

13.4 **KNEE WALL**

- The present design (as built on site) is not exactly as detailed by AECOM and their Specialty Consultant – Clark Vargus. Recommended to Caspian that they complete the knee wall construction as per the detailed prepared by AECOM to avoid any possible future issues with the knee wall.
- CP modified the knee wall design to match the IFC documents.
- **Has been corrected and accepted by AAR.**

Action: Closed

13.5 **COMMUNICATION**

- OA is to review communication process/setup with WPS to define roles of all participants by September 1st 2012, and to put in place conditions to ensure that the roles define for all participants are respected and maintained.
- Once OA is satisfied and roles are defined, this information will be shared with Caspian.

Action: Info

13.6 **M & E DRAWINGS**

- Once the M&E drawings are completed, WPS will require three (3) full size sets.

Action: Info

13.7 **WYPER ROAD**

- Public Works will be on site to inspect the construction of the new Wyper road Thursday August 23rd 2012. The attendance of the Consultant was requested.
- WPS requested confirmation that the water supply at Wyper Road is potable, without the requirement of any treatment system. Caspian to advise.
- Stainless steel guards will be installed at Wyper Road as per OA's approval.

- Signage; all exterior signage is presently on hold due to issues with signage to be installed in close proximity with the Perimeter Road which falls under Provincial guidelines and standards. All interior signage is proceeding. WPS asked if the target system signage was proceeding as it is not linked to any street signage and is to be installed within the fenced shooting range area.

Action: Closed

14.1 **WYPER ROAD AMMO VAULT**

- The gap between the double set of door at the Ammo Vault is too wide; daylight can be seen through the gap. Gap is to be adjusted and weather stripped.
- **To be resolved with new door under CCN #12.**

Action: CP

14.2 **WYPER ROAD LANDSCAPING**

- Drawings call for trees and shrubs which have yet to be installed. CP noted that this work may represent a “Value Engineering” amount; to be discussed with OA.
- **CP to issue quote.**
- **grc/AAR to review with OA.**

Action: OA / CP / grc / AAR

15.1 **WYPER ROAD – FIRE HYDRANT AND RETENTION POND**

- Genivar (Ian McKinnon) reviewed function of retention ponds.
- Retention pond must be monitored and maintained (as required during droughts) as pond is used for fire hydrant.
- Genivar to provide design summary and maintenance program to be included in O & M manuals.

Action: CP

15.2 **WYPER ROAD – CONDITION #9 – CITY OF WINNIPEG**

- Requires emergency signage and exit plan.
- To be reviewed with WPS and grc.
- Fire extinguishers required.
- Signage required for ammo vault.

Action: WPS / grc

15.3 **WYPER ROAD - CARD ACCESS TO MAIN GATE**

- CP to provide key to pad lock until WPS provides own chain and pad lock.

Action: WPS (AB)

15.4 **HQ – FUEL STORAGE AT PC**

- All tanks to be supplied from exterior.
- Enclosed in 2 separate rooms (2 hour fire rating).
- 84,000 litres required (74,000 in PC tanks).

- First 10 hours, genset has own supply (10,000 litres +/-).

Action: Info

15.5 GENSET LOAD BANK

- WPS to review with OA on “additional cost” load bank (Not part of POR).

Action: WPS / OA

15.6 DESIGN DOCUMENTS

- Aba expressed concern with delivery of 100% design documents.
- M & E in relatively good shape, pending delivery on September 14, 2012.
- Architectural is lagging and affecting construction. AAR advised that changes are beyond design team control and affect all disciplines.
- Meeting to be held with OA/WPS/AAR/grc to review.

Action: AAR / OA / WPS / grc

NEXT MEETING

- Next meeting will be on **Tuesday, September 25, 2012** from **9am to 10:30am**.
- **All meetings will be from 9am to 10:30am**
 - **Wednesday, October 10, 2012**
 - **Tuesday, October 23, 2012**
 - **Tuesday, November 6, 2012**
 - **Tuesday, November 20, 2012**
- Owner’s Meeting to be held bi-weekly until further notice.

Action: All / AAR

Supplemental

S1.1 AAR DESIGN MEETING WITH CASPIAN SUB-TRADES

- AAR/GRC/NOVA3/Wolfrom met with Caspian sub-trades on Wednesday, March 14, 2012, regarding Wyper Road Gun Ranger.
- Structural provided custom wall support details for permit.
- AAR design team committed to providing fully coordinated “Issued for Construction” drawings in 90 days (May 30, 2012 ±).
- IFC drawings issued July 24, 2012

S1.2 BUILDING PERMIT STATUS

- Building Envelope Permit - March 20, 2012
 - 100% completed drawings for Architectural curtainwall, 100% completed structural support system for curtain wall and code analysis for building envelope.
 - No Mechanical or Electrical drawings.
 - 3 sets of drawings will be hand delivered to the City of Winnipeg’s Office (Sara Cianflone) by 11am on March 20, 2012.
 - Drawings and specifications delivered to City of Winnipeg Planning, Property and Development Department (Michelle Ho).
 - Receipt received (Caspian Projects).
- Structural Permit - May 2, 2012
 - 100% completed drawings (plans only) for Architectural, 100% completed drawings for Structural, full code analysis for the building.

- o Mechanical or Electrical drawings will be partially completed, but will not be included with this application, unless the City of Winnipeg wished to have these drawings for information only.
 - o Drawings and specifications delivered to the City of Winnipeg, Property and Development Department (Michelle Ho) on May 2, 2012.
 - o Receipt received.
- Building Permit - submitted June 15, 2012.
 - o 100% design complete and fully coordinated Architectural, Structural, Mechanical and Electrical drawings and specifications.
 - o Follow-up meeting with City of Winnipeg (Sara Ciaflone) set-up for Wednesday, June 20, 2012.
 - o Drawings re-submitted for Building Permit on July 24, 2012
- Wyper Road Building Permit
 - o CP to provide a certified sketch from their Civil Engineer for the minor change in the proposed site drainage. Once this has been issued, the City of Winnipeg will issue a Building Permit for Wyper Road.
 - o Drawings signed and sealed by AAR consultant team (including Civil drawings from Genivar) and submitted for building permit as requested by the City of Winnipeg.

5368-00 WPSHQ - HQ Building RFI Log

RFI #	Date of Issue	Subject	Date Required	Assigned To	Action Required	Date of Response	Response	Date Closed
00	28-Feb-12	RFIC's 1-16 Issued to Aecom Prior February 15, 2012	N/A	AAR	Provide concurrence to consider this RFI to be closed.	28-Feb-12	As discussed, from the point of view of the AAR design team, the noted RFIs have been addressed by Aecom and are either on the drawings or resolved. Therefore, we concur, they can be put to history, but we should keep track of them in case we ever need to back track as to why/how a decision was reached.	28-Feb-12
1	23-Feb-12	Approval Required for Isolation Valves on Chilled Water Piping in Mechanical Room	1-Mar-12	Nova3	Review and respond to AAR.	14-Mar-12	Nova3 accepted. Caspian advised to proceed as noted in response from Nova3 (attached).	14-Mar-12
2	28-Feb-12	Generator Load Bank	6-Mar-12	AAR / WPSHQ	Review and respond.			
3	28-Feb-12	Exterior Signage Requirements	6-Mar-12	WPSHQ	Require input.			
4	28-Feb-12	Proposed Changes to Curtainwall System	N/A	AAR	Issue CCN.	28-Feb-12	A CCN was issued on the proposed changes to the south wall. Caspian to provide cost breakdown.	28-Feb-12
5	28-Feb-12	Copper vs Aluminum Buss And Feeders	N/A	Nova3 / AAR	Issue SI.	28-Feb-12	Was discussed during meeting with Caspian and McCaine. Nova3 has agreed that aluminum can be used and meets both POR and Building Code. SI issued March 9, 2012.	9-Mar-12
6	28-Feb-12	Survey Existing P2 Slab on Grade	N/A	AAR	N/A	28-Feb-12	Change Directive (CD) issued to proceed with work, subject to further review for cost savings.	28-Feb-12
7	28-Feb-12	New Main Power In-Service Date and Subsequent Refeeding of Existing Tower Distributions	6-Mar-12	Nova3	Review and respond to AAR.	1-Aug-12	High voltage distribution has been designed and a PCN issued for the Tower portion. Specifications have been forwarded to our office for review and will be returned today. Supplier tender package is expected to be ready for June 01, 2012. The design of the 15 kV service into the new HQ is shown on the IFC set of drawings issued on July 24, 2012. The cost of the new switchgear addressed in our response to Caspian RFI HQ 62.	1-Aug-12
8	28-Feb-12	Additional Existing High Voltage Transformer to Remain	6-Mar-12	Nova3	Review and respond to AAR.	28-May-12	Existing High Voltage transformers to be reused or deleted have been (are being) coordinated by Vic Thielmann and McCaine electric to ensure Tower feeds are not compromised. Condition of the transformers is being taken into account as well.	28-May-12
9	28-Feb-12	15 KV Service into Building	6-Mar-12	Nova3	Review and respond to AAR.	28-May-12	15kV feeder entrance has been fully coordinated and determined between Vic Thielmann, McCaine Electric, and Manitoba Hydro. The feeders will enter to the High Voltage Switchgear located in the Main Electrical Room in the P2 Level.	28-May-12
10	28-Feb-12	MTS Services Entrance	6-Mar-12	Nova3	Review and respond to AAR.	28-May-12	Two (2) rooms are required as per MTS. McCaine has coordinated all these issues with MTS. McCaine has site coordinated the conduit locations with the utility on site.	28-May-12

5368-00 WPSHQ - HQ Building RFI Log

RFI #	Date of Issue	Subject	Date Required	Assigned To	Action Required	Date of Response	Response	Date Closed
11	28-Feb-12	UPS Equipment & Battery Room Space and Structural Requirements	6-Mar-12	grc / Wolfram	Review room size requirements and Wolfram will check the existing slab accordingly.	23-May-12	Battery Rack 1. Based on 3925 lbs. per rack can be safely supported by the slab-on-grade floor at the P2 level. 2. Battery Racks 3 & 4, based on 85,000 lbs. per rack, will cause settlement and cracking of the slab-on-grade floor at the PS level. This loading will be required to be distributed over a greater area, or additional foundations provided. Details of the racks have not been provided, but if these racks are point loaded on the floor slab, the maximum permitted leg load shall be 10,000 lbs. 3. All of the UPS and the UPS input isolation transformers as specified can safely be supported on the slab-on-grade floor at the P2 level.	23-May-12
12	28-Feb-12	Electrical Room P2015 Space Structural Requirements	6-Mar-12	grc / Wolfram	Review room size requirements and Wolfram will check the existing slab accordingly.	23-May-12	These loads can be safely supported on the slab-on-grade floor at the P2 level.	23-May-12
13	28-Feb-12	Generator 4 and 5 Structural Requirements	6-Mar-12	grc / Wolfram	Review room size requirements and Wolfram will check the existing slab accordingly.	12-Jul-12	No further structural response can be provided until dimensions, locations, confirmed weights and mounting details are provided. The structural support details for the noted generators have been designed and were on the "Issued for Building Permit" set of drawings issued on June 15, 2012.	12-Jul-12
14	28-Feb-12	Roof and Sanitary Drainage	13-Mar-12	Nova3	Review the proposal PVC XFR piping for roof drainage and respond to AAR.	14-Mar-12	The use of PVC XFR piping is acceptable, as is the proposal to consolidate rain water leaders in 4 existing locations. Site conditions may have impact on final routing and will be shown on Mechanical drawings.	14-Mar-12
15	28-Feb-12	Copper and SS Water Piping Domestic Water Lines	13-Mar-12	Nova3	Review and respond to AAR.	11-Apr-12	The use of copper and stainless steel water pipes for all domestic water lines has been approved.	11-Apr-12
16	28-Feb-12	Confirm Water Meters for Tower and WPS Bldg.	13-Mar-12	Nova3	Review the acceptance of a single water meter for the HQ building.	11-Apr-12	No. We require additional meters, as they (City of Winnipeg) needs to breakout the tenant's actual costs for energy/utility consumption.	11-Apr-12
17	28-Feb-12	Confirm New Roof Drain Piping	13-Mar-12	Nova3	Review the roof drainage down to Level P1 and respond to AAR.	12-Jul-12	The roof drain locations and design are noted on the "Issued for Building Permit" drawings issued on June 15, 2012.	12-Jul-12

5368-00 WPSHQ - HQ Building RFI Log

RFI #	Date of Issue	Subject	Date Required	Assigned To	Action Required	Date of Response	Response	Date Closed
18	28-Feb-12	Review Required Regarding P-1 and P-2 Drainage	29-Feb-12	Nova3	Arrange a site review of the levels P1 and P2 drainage on site.	11-Apr-12	<p>Mechanical:</p> <ol style="list-style-type: none"> 1. Mechanical Contractor shall install seventeen (17) parking lot drains in the locations indicated on architectural drawing WPS-AE-1-0-01, and as indicated on the corresponding mechanical drawing.RFI-M6-PM6.1 (attached). 2. The below grade sanitary waste piping from the floor drains shall connect to the existing west sand/grit interceptor located at Gridlines H-2. 3. A new oil interceptor OI-2 shall be installed prior to the connection to the sand interceptor at Grid H-2. The interceptor shall be a: MIFAB (or equal), model MI-O-HU-3, 165 US gal./21.0 cu.ft. holding capacity, rated at 50 USGPM. 4. The floor drains shall be JRSmith (or equal), heavy duty traffic drains w/ 4" outlet, hinged grate and sediment bucket. 5. The east pit at Grid G-9 shall be abandoned in place and all services capped. 	11-Apr-12
19	28-Feb-12	Existing Fire Alarm System	6-Mar-12	Nova3	Review fire alarm requirements and respond accordingly.	28-May-12	<p>The method described in this RFI is essentially what has been determined to be the intended method for fire alarm.</p> <p>The existing Tower fire alarm system will remain. A new fire alarm panel will be provided at the same location of the current panel. All devices in the Tower are existing to remain. Fire alarm panel locations are as per the RFI description (ie. M106).</p> <p>The Headquarters will have new fire alarm system devices and panel located in Vestibule M140. System will be interconnected with the Tower fire alarm system.</p>	28-May-12
20	29-Feb-12	New Address for WPS Headquarters Building	29-Feb-12	N/A	No action required.	1-Mar-12	N/A	1-Mar-12
20 R-1	29-Feb-12	New Address for WPS Headquarters Building	29-Feb-12	N/A	No action required.	1-Mar-12	N/A	1-Mar-12
21	1-Mar-12	Final Floor Drain Design for P2	1-Mar-12	grc	Work on P2 layout and meet with Caspian and Wes-man.	28-May-12	The P2 slab information was shown on the structural permit set. As well, the P2 slab is close to completion and has been constructed based on our instructions.	28-May-12
22	7-Mar-12	ISD and Electrical Load Requirements	12-Mar-12	Nova3	Respond and address Manitoba Hydro's concerns.	28-May-12	All electrical power requirements have been provided by the WPS. Refer to Caspian Project Bulletin HQ-06 dated "2012.05.10".	28-May-12
23	7-Mar-12	Wes-Man's Priority List of Mechanical Items	13-Mar-12	Nova3	Continue working on the mechanical design with the priority list provided.		For info only.	7-Mar-12
24	7-Mar-12	Pile Cap Base Plate Treatment at P2 Level	13-Mar-12	Caspian / AAR	Include in price breakdown for the level P2 slab replacement when quote is resubmitted, as discussed during Owner's Meeting No. 01.	7-Mar-12	It is AAR's opinion that a protective covering should be provided, perhaps the most economical way would be a brushed on mastic or tar type membrane.	7-Mar-12

5368-00 WPSHQ - HQ Building RFI Log

RFI #	Date of Issue	Subject	Date Required	Assigned To	Action Required	Date of Response	Response	Date Closed
25	7-Mar-12	Existing Fire Pump	16-Mar-12	grc	Review and respond.	8-Mar-12	Assuming the tower is a separate building from the WPSHQ, it would be logical that the existing fire pump(s) remain on the existing electrical service as is. However, due to the separate address of the WPSHQ, and the occupancy change associated with the conversion of the old mail processing area to the WPSHQ, the City of Winnipeg fire department may need the sprinkler contractor to install a code compliant water supply with its own fire pump fed from the WPSHQ essential distribution to serve the fire protection system of the WPSHQ. We require the architect to confirm the separation between the building known to be the tower and the building which is the WPSHQ. Once the separation between the buildings is determined, it is anticipated that the tower occupancy is not changed and as such grandfathered with respect to existing life safety systems. All of this needs to be confirmed between GRC and the City of Winnipeg fire protection engineer. In regards to the response previously given, the separation information requested between the Tower and the WPS building was given as part of Judy Jeske's Code report submitted as a draft May 2012 and as a final report as part of the latest building permit application. The Tower and the WPS building are classified as one building. No further architectural response required, refer to Code report for additional information.	29-Jun-12
26	7-Mar-12	Fire Fighter Elevator	16-Mar-12	grc	Review and provide response to AAR for the designation of the fire fighter elevators.	12-Apr-12	Freight elevator SE01 and passenger elevator PE01 should be designated as Fire Fighters Elevator.	12-Apr-12
27	7-Mar-12	McCaine Priority List of Electrical Items	16-Mar-12	Nova3	Structure the electrical design to suit this list.	9-Mar-12	For info only.	9-Mar-12
28	7-Mar-12	Slab Topping Thickness at Level 3 & 5	13-Mar-12	AAR	Give information to design team.	9-Mar-12	For info only.	9-Mar-12
29	7-Mar-12	Maximum Floor Load Capacity	12-Mar-12	Wolfrom	Review proposed forklift loads on the existing floor slab and provide an answer to AAR.	28-May-12	1. The above forklift is acceptable on all floors. 2. The maximum floor live load is 200 psf on all floors main level to top floor.	28-May-12
30	9-Mar-12	East & West "Eyebrow" Windows Vision Glass or Spandrel	13-Mar-12	grc	Review and issue response to AAR.	8-Jun-12	The extent of exterior wall removal in regards to vision glazing and spandrel panels was reviewed on site with Rob Murray May 17th 2012. Drawings indicating the extent of removal was left on site with Rob murray.	8-Jun-12
31	9-Mar-12	Door # M205 Swing	14-Mar-12	grc	Review and respond to AAR.	27-Mar-12	See sketch provided.	28-Mar-12
32	9-Mar-12	Existing Fiber Optic Cable Entry Relocation	9-Mar-12	grc / Nova3	Review and respond to AAR.	30-May-12	The fiber optic equipment room will now be in room P1426. The existing lines will be reconnected as required. McCaine has coordinated and determined all requirements as required.	30-May-12
33	9-Mar-12	Location of Floor Drains on P-1	9-Mar-12	grc / Nova3	Review and respond to AAR.	12-Jul-12	The location of the Floor Drains on Level P1 are located on the "Issued for Building Permit" drawings, June 15, 2012.	12-Jul-12
34	9-Mar-12	Fork Lift Loads - Slab Capacity Review	9-Mar-12	Wolfrom	Review and respond to AAR.	28-May-12	The referenced forklift can be operated on all floors. Refer to response of RFI HQ 29 as well.	28-May-12
35	13-Mar-12	Excavated Floor Elevations at P2 Level	19-Mar-12	grc / Nova3	Design info for AAR for P2 slab.	14-Mar-12	For info only.	14-Mar-12

5368-00 WPSHQ - HQ Building RFI Log

RFI #	Date of Issue	Subject	Date Required	Assigned To	Action Required	Date of Response	Response	Date Closed
36	13-Mar-12	P2 Level Wall Demolition	15-Mar-12	grc / Wolfrom	GRC and Wolfrom to review and confirm and respond to AAR.	16-Mar-12	Architecturally, the wall along grid line M should be deleted up to and flush with the exterior face of the existing concrete curb close to grid line 2.5 and 8.5, all as discussed with Rob Murray on site. The portion of walls along grid line M between grid lines 2/2.5 and 8.5/9 are to remain as they act as a retaining wall for the soil beyond.	16-Mar-12
37	14-Mar-12	30kPa or psf (Curtain Wall)	14-Mar-12	Wolfrom	Wolfrom to check design wind loads.	14-Mar-12	<p>The design wind load should be in psf. Wolfrom will confirm magnitude.</p> <p>In response to RFI HQ 37 we produced a response based on our interpretation of the NBC for the worst case wind loads at or near the roof level for both corner and general area conditions. These numbers vary significantly from the 30 psf that the original specifications were interpreted to read by the curtain wall supplier. The original quotation for the supply of the curtain wall was apparently based on these lower wind loads, which may or may not have included the post disaster importance factor.</p> <p>In order to mitigate the impact of this change, we are working closely with the engineers for the curtain wall supplier to identify the actual wind loads at varying heights and locations, allowing them to design the curtain wall and the associated connections accordingly. The curtain wall engineer will be submitting for review a tabulation of all wind loads for all areas to be used in the design.</p>	26-Mar-12
38	14-Mar-12	Computer, Server and IT Room Electrical Requirements	19-Mar-12	Nova3	Nova 3 will review and respond to AAR, with electrical load requirements.	29-May-12	Nova 3 Engineering is closely working with McCaine to layout and finalize the final electrical design for all the mentioned rooms. In addition, all electrical power requirements for the equipment have been provided by the WPS. Refer to Caspian Project Bulletin HQ-06 dated "2012.05.10".	29-May-12
39	14-Mar-12	Detailed Electrical Load Summary	15-Mar-12	Nova3	Nova 3 will review and respond to AAR.	1-Aug-12	<p>Nova 3 has submitted an estimated electrical load summary to Manitoba Hydro for the High Voltage coordination. A detailed load summary will be provided upon electrical design completion.</p> <p>A detailed electrical load summary is provided in both the Building Permit drawings (June 15, 2012) and the Issued For Construction drawings (July 24, 2012).</p>	

5368-00 WPSHQ - HQ Building RFI Log

RFI #	Date of Issue	Subject	Date Required	Assigned To	Action Required	Date of Response	Response	Date Closed
40	14-Mar-12	Point of Presence (POP) Rooms P1025 & P1045	23-Mar-12	Ossama	Ossama to advise.	24-Jul-12	<p>The existing location for the POP (Point of Entry) room presently located on the P1 level west of the staircase at grid lines 4.7/5 & Pa/Pb cannot remain. The layout for this area is crucial and we cannot lose that space. The POP room would need to be relocated, a proposed location would be to take over the east portion of the new Electrical room located at grid lines 4/R. This location was discussed with Ron Nault of McCain and appears to be possible but will represent interruption of services to the Tower. As this affects power shutdown to tower tenants, Ossama will have to review.</p> <p>The existing POP rooms P1025 & P 1045 are to be removed as they are within WPS space. Disruption to tower tenants has been discussed at length at the Owner's meeting, please see item 2.5 of the minutes from those meetings.</p> <p>POP rooms P1025 (west side of building) and P1045 (east side of building) are new rooms that have been created on level P1. It is our understanding and per the Program of Requirements (room data sheet), these are the only two rooms where MTS fibre optic entry into the building is permitted and being called for.</p>	24-Jul-12
41	14-Mar-12	Antenna Farm Location	23-Mar-12	grc / Nova3	GRC and Nova3 will review and respond to AAR. We have also attached an email that WPS received in response to RFI 055 which was for Roof Top Antennas in general. Please make sure that this is captured in our design when responding to RFI HQ #41.	29-May-12	The location of the antenna farm should be located where the antenna supplier/representative (or associated designer/engineer) would recommend it to be placed for functionality, code implications, and physical constraints. I would expect above the Penthouse would be the best location as it is highest. Some items to consider are structural implications, aeronautical height restrictions (considering if a future helipad is expected), and workspace/maintenance clearance around.	29-May-12
42	21-Mar-12	Duct Modifications for Return Air for Tower	21-Mar-12	Nova3	Confrim from Canada Post if these offices are occupied, or part of the renovation being done by others.	22-Mar-12	<p>The following is our response to RFI HQ-42:</p> <ul style="list-style-type: none"> As discussed, the 2-3 day disruption caused by removal and re-routing of ducts (and 4 supply feeds to the 2 AHU's) is acceptable. Please advise AAR/WPS as to when the work will commence, so that we can plan accordingly. 	26-Mar-12
43	27-Mar-12	Sludge in Existing Tower Chilled Water Piping	30-Mar-12	Ossama	Ossama to review with landlord.	8-Jun-12	See CCN #006.	8-Jun-12

5368-00 WPSHQ - HQ Building RFI Log

RFI #	Date of Issue	Subject	Date Required	Assigned To	Action Required	Date of Response	Response	Date Closed
44	28-Mar-12	Existing Pneumatic Air System	4-Apr-12	Nova3	Respond to AAR.	19-Apr-12	<p>The mechanical contractor indicated that his control subtrade stated that to maintain/utilize the existing process compressors for HVAC control would be grossly oversized and inefficient to operate.</p> <p>The control subtrade indicated that for size requirement purposes the existing HVAC control compressor located in the boiler room. Served the tower pneumatic control system requirements w/o assistance from the process compressors for a supervised period of time w/o any short comings. His subtrade further recommended a second control compressor for the purpose of redundancy.</p> <p>He indicated that a survey of the pneumatic control demand in the Tower is required prior to selection of the compressor.</p> <p>Trust access will be made available tot he control subtrade and execute this work.</p> <p>Should access be un-available please have the SNC Lavlin building tech. Provide this task according to the control subtrade, requirements.</p> <p>New work can commence in this area, once the new compressor is made operational, and the process compressor. Are made redundant.</p>	19-Apr-12
45	5-Apr-12	5th Floor Mezzanine Demolition	11-Apr-12	grc / Wolfrom	Review the demolition requirements for the 5th floor and respond to AAR.	29-Jun-12	<p>The demolition extent was indicated on the demolition drawings, and further confirm on site during walk through with Rob Murray and Armik. Marked up Mezzanine plans were prepared and given to Caspian Construction June 20th 2012 to illustrate the extent of existing and new mezzanines on all floors. Nova3 & WesMan to review and confirm extent.</p>	29-Jun-12
46	9-Apr-12	Concrete Specification for Level P2	9-Apr-12	Wolfrom	Provide specification.	9-Apr-12	Concrete specifications for the Level P2 slab has been provided.	9-Apr-12
47	10-Apr-12	Existing Fire Alarm Batteries	13-Apr-12	Nova3	Review and comment if the temporary batteries (it should be noted that we do have emergency generators as weel) are sufficient or if a permanent battery system is required.	30-May-12	<p>Nova 3 agrees that the existing faulty batteries had required immediate replacement which was performed by McCaine Electric. The fire alarm system is to be fed from the new emergency power distribution which will meet MBC 3.2.7.8. Battery back-up capacity of 24hour supervisory power followed by 30min. of full load (alarm condition) will allow the use of the much more readily 50AH batteries while still meeting and exceeding the code minimums for emergency power supply to the fire alarm system.</p>	30-May-12
48	12-Apr-12	Clarification on Existing AHU in Penthouse Mechanical Room	19-Apr-12	Nova3	Review and respond to AAR.	19-Apr-12	The airhandling unit c/w associated ductwork and controls can be removed soon as the process compressors are made redundant.	19-Apr-12

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RFI #	Date of Issue	Subject	Date Required	Assigned To	Action Required	Date of Response	Response	Date Closed
49	12-Apr-12	Steam Condensate Return Line	19-Apr-12	Nova3	Respond to AAR.	19-Apr-12	<p>The reply is yes.</p> <p>Please provide the following: Supply and install complete sterling (or equal) duplex condensate pump unit. Model #44124-GD, Receiver capacity of 15 US gallons, Pump discharge capacity 6.0 USGPM at 20 PSI discharge pressure, Two 1/3 HP motors at 3450 RPM, 115/1/60. Unit shall be furnished with: - motor starters mounted and sized. - mechanical alternator with high water alarm switch. - brass strainers at each pump suction. - isolation valve at each pump section.</p> <p>Remove existing 1 1/2" condensate drain pipe from the steam traps to ceiling below and cap (balance of existing condensate piping system to be removed under Project Demolition Phase). Provide new 1 1/2" condensate drain pipe (schedule 80 black steel ASTM 53 grade B) between existing steam traps and new duplex condensate return pump unit. Location to be determined by the mechanical trade on site. Location to be clear of any obstructions to demolition or new work in this area. Provide complete 1 1/4" pump discharge pipe (Schedule 80 black steel) to existing surge tank complete with check valve, Isolation valve, and union at each pump. Discharge line shall be at elevation equal to the existing pumped condensate lines prior to tank connection.</p>	19-Apr-12
50	12-Apr-12	Fire Fighter Entrance	18-Apr-12	grc / Nova3 / WPS	Respond to AAR.	29-Jun-12	This RFI was previously answered during the Owner's meeting and meeting with Consultants, the firefighter entrance will be of Smith Street.	29-Jun-12
51	18-Apr-12	Security System Point of Contact & Request for Design Meetings	20-Apr-12	WPS	Henry Hagenars will confirm and reply to AAR. Once we get this confirmed, we will forward to Caspian Projects.	18-Apr-12	<p>We agree with the weekly meetings to review Security. This was discussed at yesterday's Owner's meeting and it was agreed that the appropriate time would be Tuesday's at 10:30am. It was also agreed that Andrew would take minutes as well he will send out the meeting requests.</p> <p>Henry has confirmed that he will be the SPOC for WPS.</p>	18-Apr-12
52	18-Apr-12	I.T. Point of Contact & Request for Design Meetings	20-Apr-12	WPS	Henry Hagenars will review and provide AAR with the point of contact for IT issues.	25-Apr-12	The WPS contact for IT will be Mr. Dennis Dane (ddane@winnipeg.ca).	25-Apr-12
53	24-Apr-12	Proposed Generator Equipment and Layout	30-Apr-12	Nova3 / Wolfrom	Nova3 to review the proposed genset layout and respond to AAR. Wolfrom to design the support structure for the gensets and have it included for the structural permit set next week (May 2nd).	30-May-12	Superseded by RFI HQ 53 R-1.	30-May-12

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RFI #	Date of Issue	Subject	Date Required	Assigned To	Action Required	Date of Response	Response	Date Closed
53 R-1	3-May-12	Proposed Generator Equipment and Layout	10-May-12	grc / Nova3 / Wolfrom	Wolfrom to provide revised genset support and submit to AAR.	30-May-12	Wolfrom: Refer to structural drawings S14 for structural details. Structure height to be confirmed by mechanical contractor and architect. Nova3: We reviewed the attached and recommend acceptance of the layout and products proposed.	30-May-12
54	24-Apr-12	Wall on Gridline F 3 to 7	24-Apr-12	grc	grc will review and advise if the wall on GL F3 to 7 needs to be removed.	29-Jun-12	The wall on Grid Line F between 3 & 7 is to be removed if it contains asbestos.	29-Jun-12
55	25-Apr-12	Modular Furniture Specifications	2-May-12	WPS	Henry Hagenaaers will review and provide the modular furniture specification to AAR.	1-Aug-12	See RFI HQ 72.	1-Aug-12
56	26-Apr-12	Curtainwall Connection at Bottom of Frame	27-Apr-12	Wolfrom	Review and respond to AAR.	26-Apr-12	Option 1: The channel at level 2 is structurally adequate to support the dead load of the curtain wall from level 3 to the bottom of the curtain wall. Option 2: The connections at level 3 are structurally adequate to support the weight of the curtain wall from level 5 to the bottom of the curtain wall.	26-Apr-12
57	27-Apr-12	WPS Provided Docs for Security and PA Systems	2-May-12	WPS	Henry Hagenaaers/Ari Berdesis will download the noted files and confirm that the attached documents for security and PA systems meet the program requirements for WPS.	11-Jul-12	The attached documents are an accurate however early reflection of the requirements for security and P/A systems. The requirements have been refined throughout various security meetings held since this RFI was first received. During those meetings updated information was shared with and reviewed by the various team members including those from Nova 3, GRC, McCaine Electric, Caspian Projects and the WPS. To the best of my knowledge all information has subsequently been captured on the design drawings therefore from a WPS perspective this RFI can be considered closed.	11-Jul-12
58	30-Apr-12	Clarification of Return Air Duct Removal for Tower	4-May-12	Nova3	Nova3 will review and clarify the requirements for the return air duct removal for the tower and respond to AAR.	7-May-12	Proposed return duct system shown on plans, reflect the floors and ceiling areas presently served by the existing return duct system as reviewed on site with the mechanical trade. The routing of the proposed ductwork will require on site review by the mechanical trade for acceptance of location and size of ductwork in the tower and WPS area. Further adjustment to location and configuration of ductwork may be required prior to commencement of work. Existing return ductwork will remain in place until new ductwork is complete except for final connection of existing 96 x 42 duct, generally as shown on plans. Final drawings will be issued upon acceptance of the proposed duct layout. Please see attached Mechanical Drawings: Drawing #M4.5 Main Floor Plan Ventilation Drawing #M4.7 1st Floor Plan Ventilation Drawing #M4.9 2nd Floor Plan Ventilation Drawing #M4.11 3rd Floor Plan Ventilation Drawing #M4.13 4th Floor Plan Ventilation Drawing #M4.15 5th Floor Plan Ventilation	7-May-12

5368-00 WPSHQ - HQ Building RFI Log

RFI #	Date of Issue	Subject	Date Required	Assigned To	Action Required	Date of Response	Response	Date Closed
59	1-May-12	Access Control System Comparison	8-May-12	WPS	HH & AB to review with their user group and provide their choice of preferred supplier.	9-May-12	We wish to confirm that WPS will be going with Software House as their Access Control System supplier. Also, it was decided, tentatively, that both Bosch and Axis cameras will be used on the project. McCaine is to set up a "Mock Up" for WPS to review and approve.	
60	1-May-12	Suggested Back Flow/Water Meter Locations	2-May-12	Nova3 / grc	Review the proposed water meter locations and respond to AAR.	11-Jul-12	The proposed location identified by the photos along the wall at grid 6 is acceptable.	11-Jul-12
61	3-May-12	Demolition of Existing 5th Floor Offices	4-May-12	grc	Review the demolition requirements noted on the 5th floor and respond to AAR.	17-May-12	The south wall between grid lines 1 & 2 and gridlines 9 & 10 could remain, but would require re-finishing. The North walls between grid lines 1 & 2 and gridlines 9 & 10 are to be removed. Refer to the demolition plan and new work plan.	17-May-12
62	3-May-12	Existing 15 KV High Voltage Switchgear	11-May-12	WPS / OA	Review with the tower operators.	24-May-12	Shindico has provided authorization for the attached quote. So, please proceed with the work on RFI HQ62, replacement of High Voltage Switch Gear at 266 Graham Avenue with a new Eaton Cutler Hammer Equipment Switch Gear designed to perform the tasks in the manner identified by Manitoba Hydro. It is understood that the work will be done by you and McCaine Electric and the cost will be not more than \$620,307.49. This will be billed to: The City of Winnipeg C/O Shindico Realty Inc 200 – 1355 Taylor Avenue Winnipeg R3M 3Y9" The City of Winnipeg has agreed to cover the cost of replacing the existing switchgear. As this cost is beyond Caspian's Contract price and is being paid directly through the City of Winnipeg, we will not be issuing a change order for this work. We will now close RFI HQ 62.	24-May-12
63	15-May-12	Door Reference Numbers for Access Control	15-May-12	grc	Review and provide door reference numbers for access controls.	29-Jun-12	The drawings issued for Permit Application indicate door numbers.	29-Jun-12
64	18-May-12	Reference Point to Lay Out Horizontal Framing Members in Relation to Benchmarks/Floor Elevations	22-May-12	Wolfrom / grc	Wolfrom Engineering and GRC will review and provide revised drawings/details to suit existing site conditions.	5-Jun-12	Wolfrom Engineering has been on site to review with Caspian Projects. Wolfrom Engineering and grc provided revised drawings/details to suit existing site conditions.	5-Jun-12
65	11-Jun-12	Access Controlled Door Summary	15-Jun-12	grc / Nova3	Review the access controlled door summary provided by McCaine and respond to AAR.	24-Jul-12	Dan Zilinski, P.Eng. of our office had met with WPS and McCaine in various meetings. Based on these meetings and the discussions held within it is our understanding that doors with maglocks do not require electric strikes. WPS should be consulted and should advise if this is the case. Nova3's response has been reviewed by WPS and is acceptable. As, well, access control doors, as required are indicated on the "Issued For Construction" drawings, dated July 24, 2012.	24-Jul-12

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RFI #	Date of Issue	Subject	Date Required	Assigned To	Action Required	Date of Response	Response	Date Closed
66	20-Jun-12	McCaine Electric Security Integrator Qualifications	22-Jun-12	WPS	Henry Hagenaaars will review McCaine's qualifications and respond to AAR.	25-Jun-12	WPS project team has reviewed McCaine submission. We have had a discussion with an independent party about their qualifications, plan and ability to deliver on WPS expectations. We accept them as the integrator.	25-Jun-12
67	26-Jun-12	Emergency Power Priority Sequence	29-Jun-12	Nova3 / WPS	Review the emergency power priority sequence noted and respond to AAR.	12-Jul-12	Please see SI #22 which addresses Caspian Project RFI HQ 67.	12-Jul-12
68	9-Jul-12	Pylon Signs	13-Jul-12	Nova3 / CP / McCaine / WPS	Review and respond to AAR.	10-Jul-12	The location of the proposed pylon signs were discussed during our design meeting this morning with Nova3, Caspian, McCaine and Henry Hagenaaars. It was agreed that the location of the pylon signage will be at least 10 feet away from the face of the building, as such the pylon signs will not have any significant impact on the performance of the required security cameras. McCaine has been advised that electrical feeds will be required for the pylon signs. Also, it should be noted that exact size and location of the proposed pylon signs will require approval from UDAC and grc is working on a signage package for submission to UDAC.	10-Jul-12
69	10-Jul-12	Building Signs	13-Jul-12	grc	Review and respond to AAR.			
70	13-Jul-12	Minimum Height Requirement P2 Level	13-Jul-12	AAR	Provide minimum height requirement for level P2.	16-Jul-12	The minimum height requirement for Level P2 is 2490mm (8'-2") clear. We have confirmed with WPS that for Level P2, a minimum height clearance of 7'-0" (2150mm) will be acceptable in areas where we have services like plumbing and cable trays. However, Caspian Projects will be required to coordinate these areas and locate plumbing and cable trays to achieve maximum height clearances. It would be ideal to run these services that reduce the clear height to 7'-0" in areas such as where we have back to back parking (between grids 4 & 5, 6 & 7, or along walls between grids 2 & 3, 8 & 9, as examples).	16-Jul-12
71	18-Jul-12	Motorized Blinds	20-Jul-12	WPS / Nova3	WPS (Henry Hagenaaars) is reviewing this with the user group. Both WPS and Nova3 will respond to AAR.			
72	23-Jul-12	Open Office Modular Work Stations	27-Jul-12	WPS	WPS (Randy Benoit/Henry Hagenaaars) will address the wiring issues of the open office modular work stations. Please be advised that the furniture layout is still being worked on, starting from the 5th floor downwards.			
73	27-Jul-12	Corroded Gas Service Pipe Line	31-Jul-12	Nova3 / Wolfrom / WPS / AAR	Nova3 and Wolfrom will review and provide remedial work, as required to suit Manitoba Hydro and the support for the gas line. All remedial work will be submitted to AAR for review with WPS and The Project Director and AAR will issue a CCN as required.			
74	4-Sep-12	Door Schedule Information Required	7-Sep-12	grc	grc will review and provide a revised door schedule for the 5th floor.	10-Sep-12	Do not proceed with ordering of any door frames until wall types, frame types, door types and hardware groups are agreed to.	

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RFI #	Date of Issue	Subject	Date Required	Assigned To	Action Required	Date of Response	Response	Date Closed
75	20-Aug-12	IFC Drawings in CAD Format	24-Aug-12	grc	grc will provide Caspian with link to get access to the ACAD files for Wyper and HQ.			
76	20-Aug-12	Mechanical Louvre Locations at Columns	22-Aug-12	grc / Nova3	grc will review the noted louvre with Nova3 and will respond to RFI HQ 76.			
77	27-Aug-12	Typical Wall Assembly at Exterior Walls	28-Aug-12	grc	grc will review the wall assemblies in question and will respond to AAR.	10-Sep-12	grc has confirmed the typical exterior wall assembly.	10-Sep-12
78	27-Aug-12	Tower Occupancy at Third Level	28-Aug-12	WPS	WPS (Randy Benoit) and the Project Director(Ossama) will address the CPC tenant issue on the third floor with the landlord and respond to AAR.			
79	28-Sep-12	Dust Control for Ductwork	31-Aug-12	AAR	Review and respond.	13-Sep-12	The proposed procedure for dust control appears to be acceptable.	13-Sep-12
80	12-Sep-12	Soffit Light Mounting Detail	13-Sep-12	grc / Nova3	grc and Nova3 will review the proposed soffit light mounting detail and respond to AAR.	14-Sep-12	Both grc and Nova3 have no issues with the proposed soffit light mounting detail. However, Caspian Projects is to confirm that the noted 3 ½" recess for the connection is available.	14-Sep-12

5368-00 WPSHQ - Wyper Road RFI Log

RFI #	Date of Issue	Subject	Date Required	Assigned To	Action Required	Date of Response	Response	Date Closed
0	28-Feb-12	RFIC W 1-13 Issued to Aecom Prior February 15, 2012	N/A	AAR	Provide concurrence to consider this RFI to be closed.	28-Feb-12	AAR concurs, the previous RFI's to Aecom which have been addressed or incorporated into the Wyper Road drains should be closed, but kept for reference.	28-Feb-12
1	28-Feb-12	Revised Ditch Grading to Suite MIT	6-Mar-12	AAR / WPSHQ	Review and have Caspian prepare a cost breakdown for this potential claim.			
2	28-Feb-12	Typical Single Door Electrical Rough-In Detail Clarification	6-Mar-12	grc / Nova3	Review and coordinated with WPSHQ team and respond to AAR.	10-Apr-12	Revised as noted on the 95% set of drawings.	10-Apr-12
3	28-Feb-12	Masonry Dowel Installation Detail	6-Mar-12	AAR	N/A	28-Feb-12	This RFI appears to be for a remedial details for dowels for exterior block walls for Wyper. As the structure is completed, this RFI should be closed, unless I'm missing something.	28-Feb-12
4	28-Feb-12	Window Types	6-Mar-12	WPSHQ	Review in conjunction with the POR.	21-Mar-12	<ul style="list-style-type: none"> • The use of PVC vinyl windows is acceptable. As discussed, we will move forward with aluminum clad PVC. The colour of the aluminum clad PVC windows should be "Black" for the exterior aluminum portion. • Shop drawings to be provided for review, prior to fabrication, as per contract. • No site instruction will be issued as this request is NOT a change in the POR of record for Wyper Road and Caspian Projects has noted that the use of PVC was agreed to as per their memo of July. Memo to be provided to AAR, once confirmed by Ossama, for record. • This RFI will remain opened until confirmation by Ossama. 	22-Mar-12
5	12-Mar-12	Alternate Lighting for Firing Range	16-Mar-12	WPS/Ossama/Nova3	We will review this with Ossama and WPS to confirm if this work is above and beyond POR. Nova 3 to review pricing and respond to AAR.	10-Apr-12	Please review the revised lighting for the firing range that is shown on the 95% set of drawings (will be distributed to all by the end of today). It has been agreed by Ossama that the range lighting is not included in the May 31 POR for Wyper Road, as such we will close RFI W 5 and issue a CCN for this work (5368 – CCN003) based on the 95% drawings for Wyper Road.	10-Apr-12
6	25-Apr-12	MTS Service Location	2-May-12	Nova3	Nova3 will review the location of the MTS service and respond to AAR.			
7	27-Jun-12	Range Lighting Bases	3-Jul-12	Wolfrom	Provide Caspian with the concrete base details for the range lights.	29-Jun-12	Sketches of the concrete base details provided to CP on June 29, 2012.	29-Jun-12
8	27-Jun-12	Gate Access Control	30-Jul-12	grc / Nova3	Review and locate the location of the gate access control and respond to AAR	12-Jul-12	Please refer to Nova3 drawing E2 (IFC on May 4, 2012) for location of gate access control.	12-Jul-12
9	27-Jun-12	Parking Fence	3-Jul-12	grc / Nova3	Review and provide locations for the parking fence.	12-Jul-12	As discussed with Peter Gianuzzi, the attached detail for the parking fence/receptacle support is acceptable.	12-Jul-12
10	27-Jun-12	Range Equipment	3-Jul-12	Nova3	Meet with Caspian Site Superintendent to provide locations.	28-Jun-12	<p>Met with Caspian Site Superintendent on Thursday, June 28, 2012 at 11am and provided locations.</p> <p>Please refer to Nova3 drawing E2 (IFC on May 4, 2012) for location of conduit for targeting system.</p>	28-Jun-12

5368-00 WPSHQ - Wyper Road RFI Log

RFI #	Date of Issue	Subject	Date Required	Assigned To	Action Required	Date of Response	Response	Date Closed
11	27-Jun-12	Alternate Lamp Standard Bases	3-Jul-12	Nova3 / Wolfrom	Nova3 to meet with Caspian Site Superintendent to provide locations. Wolfrom to provide lamp post details directly to Caspian with copy to AAR.	12-Jul-12	As discussed with Peter Gianuzzi, the noted screw base detail is acceptable. Please note that a concrete filled "culvert" (corrugated metal ring) is required at the base of all of these light poles to prevent damage to the fixture.	12-Jul-12
12	27-Jun-12	Lift Pumps	3-Jul-12	Nova3	Meet with Caspian Site Superintendent to provide locations.	28-Jun-12	Met with Caspian Site Superintendent on Thursday, June 28, 2012 at 11am and provided locations.	28-Jun-12
13	27-Jun-12	Site Lighting	3-Jul-12	Nova3	Meet with Caspian Site Superintendent to provide locations.	28-Jun-12	Met with Caspian Site Superintendent on Thursday, June 28, 2012 at 11am and provided locations. Please refer to Nova3 drawing E2 (IFC on May 4, 2012) for location of lift pumps.	28-Jun-12
14	4-Jul-12	Finish Schedule Clarifications - Rooms 106 and 109	6-Jul-12	grc	Review and respond to AAR.			
15	16-Jul-12	Epoxy Floor Colour	20-Jul-12	grc / CP	Discuss and agree upon a colour and shade and respond to AAR.	19-Jul-12	The color for the epoxy floor coating at Wyper Road is to be the color Grey. This choice of color and shade was discussed and agreed upon between grc (Patrick Dubuc) and Caspian (Peter Gianuzzi) last week and re-confirmed with Caspian yesterday (July 18) by grc.	19-Jul-12
16	19-Jul-12	Operator Work Station, Humidistat, SS Sinks	19-Jul-12	WPS / grc	Review and respond to AAR.	19-Jul-12	Mechanical Response 1a. OWS located on N. wall of mech. Room is acceptable. 1b. Humidistat to be located in open office area, adjacent thermostat, east wall of instructor area (see sketch). 2. No.2 side by side sinks in the gun cleaning room is acceptable. Please note that the 2 stainless steel sink option is preferred by WPS and the distance between the 2 sinks is to be 600mm. We understand that the double sink option may still be used if it is a delivery issue that would affect completion date of the Wyper Road facility as schedule is paramount.	19-Jul-12
17	25-Jul-12	Cargo Trailer Alternate Dimension	27-Jul-12	WPS	Review and respond to AAR.	25-Jul-12	WPS has reviewed the optional sized cargo trailer and wishes to remain with the 7' x 12' trailer, double axel as specified in S #10, rev1.	25-Jul-12
18	25-Jul-12	Relocate Access Hatch	27-Jul-12	WPS	Review and respond to AAR.	25-Jul-12	The re-location of the access hatch to room 117, Target Prep Room was reviewed on site and by WPS and is acceptable.	25-Jul-12
19	31-Jul-12	Relocation of Exterior Lighting	1-Aug-12	Nova3	Review and respond to AAR.	31-Jul-12	Reviewed the attached RFI and the relocation of the post mounted luminaires appears acceptable. Please advise McCaine to proceed with locating the luminaires at the new locations indicated on their sketch.	31-Jul-12
20	17-Aug-12	Exterior Signage	17-Jul-12	grc / WPS	The locations for the exterior signage will have to be reviewed by Patrick Dubuc with WPS.			
21	23-Aug-12	Miscellaneous Range Questions	23-Aug-12	grc / WPS	grc (Patrick) will coordinate with WPS the attendees for the training session.	23-Aug-12		

5368-00 WPSHQ - Wyper Road RFI Log

RFI #	Date of Issue	Subject	Date Required	Assigned To	Action Required	Date of Response	Response	Date Closed
22	23-Aug-12	Target Equipment Training	24-Aug-12	WPS	WPS will review and provide you with a list of attendees for the Target Equipment Training. We understand that this has been delayed until the week of September 4 due to the lack of an occupancy permit.	4-Sep-12	This has been completed already, see attached.	4-Sep-12
23	31-Aug-12	Mechanical and Electrical Systems Training	31-Aug-12	WPS	WPS will review and coordinate with Peter Gianuzzi as to who will be attending the M & E systems training session on September 4.	1-Sep-12	It is our understanding that this has been coordinated with Peter G, based on the emails received on August 31.	1-Sep-12
24	4-Sep-12	Furniture Colour Selection	5-Sep-12	WPS	WPS will review and respond to AAR.	4-Sep-12	Please see attached and close formally, thanks.	4-Sep-12
25	13-Sep-12	Locker Quantity and Numbering Sequence	14-Sep-12	grc / WPS	grc will review with WPS and confirm the quantity of lockers and numbering sequence.			
26	14-Sep-12	IP Address for Building Controller	21-Sep-12	WPS	WPS will review with their IT personnel and provide the IP address for the building controller.			

5368-00 WPSHQ - SI Log

SI #	Date of Issue	Title	Reason	Initiate By	Issued By
001	9-Mar-12	Response to HQ RFI 5	Clarification	Nova3	AAR
002	9-Mar-12	UPS Run Time	Clarification	Client (WPS)	AAR
03	4-May-12	Target Systems - Action Target Option	Category 6 - Co-ordination Items	Client (WPS)	AAR
04	26-May-12	Wyper Road Exterior Shooting Range - Ceiling Height Modifications	Category 6 - Co-ordination Items	Client (WPS)	AAR
05	26-May-12	Wyper Road Exterior Shooting Range - Finish Material Clarification	Category 6 - Co-ordination Items	Client (WPS)	AAR
06	4-Jun-12	Wyper Road Exterior Shooting Range - Data Drop Clarification	Category 6 - Co-ordination Items	Client (WPS)	AAR
07	8-Jun-12	Wyper Road Exterior Shooting Range - Ammo Vault Ceiling Clarification	Category 6 - Co-ordination Items	Client (WPS)	AAR
08	17-Jun-12	HQ - P2 Level - Modifications to Washroom Layout - Relocated Plans Room	Category 6 - Co-ordination Items	Client (WPS)	AAR
09	19-Jun-12	Wyper Road – Observation Tower Size	Category 6 - Co-ordination Items	Client (WPS)	AAR
10	19-Jun-12	Wyper Road – Exterior Storage Shed	Category 6 - Co-ordination Items	Client (WPS)	AAR
10 R-1	19-Jul-12	Wyper Road – Exterior Storage Shed	Category 6 - Co-ordination Items	Client (WPS)	AAR
11	19-Jun-12	Wyper Road – Keying Schedule	Category 6 - Co-ordination Items	Client (WPS)	AAR
12	20-Mar-12	HQ - Exterior Alteration Permit	Category 6 - Co-ordination Items	Client (WPS)	AAR
13	2-May-12	HQ - Interior Alteration Permit	Category 6 - Co-ordination Items	Client (WPS)	AAR
14	4-May-12	W - Issued for Construction	Category 6 - Co-ordination Items	Client (WPS)	AAR
15	16-May-12	W - Walltypes / Ceiling Updates	Category 6 - Co-ordination Items	Client (WPS)	AAR
16	31-May-12	HQ - Level P2 Dimensioning	Category 6 - Co-ordination Items	Client (WPS)	AAR
17	15-Jun-12	HQ - Issued for Building Permit	Category 6 - Co-ordination Items	Client (WPS)	AAR
18	28-Jun-12	HQ - South Elevation Louvers	Category 6 - Co-ordination Items	Client (WPS)	AAR
19	6-Jul-12	HQ - East / South Elevations	Category 6 - Co-ordination Items	Client (WPS)	AAR
20	7-Jul-12	HQ – Raised Flooring	Category 6 - Co-ordination Items	Client (WPS)	AAR
21	8-Jul-12	Wyper Road - Extent of Fence at Borough Pit	Category 6 - Co-ordination Items	Client (WPS)	AAR
22	12-Jul-12	HQ – Emergency Power Priority Sequence	Category 6 - Co-ordination Items	Client (WPS)	AAR
23	20-Jul-12	HQ – Video and Audio Conferencing Requirements	Category 6 - Co-ordination Items	Client (WPS)	AAR
24	20-Jul-12	HQ – Central Equipment Issue - BCGA32	Category 6 - Co-ordination Items	Client (WPS)	AAR
25	20-Jul-12	HQ – Media Room Connections	Category 6 - Co-ordination Items	Client (WPS)	AAR
26	20-Jul-12	Wyper Road – Shooting Post Design	Category 6 - Co-ordination Items	Client (WPS)	AAR
27	23-Jul-12	HQ – Data & Power Requirements	Category 6 - Co-ordination Items	Client (WPS)	AAR
28	24-Jul-12	HQ - Issued for Construction	Category 6 - Co-ordination Items & Category 7 - Code & Authorities	Consultants	AAR
29	24-Jul-12	W - Issued for Building Permit	Category 7 - Code & Authorities	Authorities	AAR
30	25-Jul-12	Wyper Road – Mechanical Commissioning Summary	Category 6 - Co-ordination Items	Client (WPS)	AAR
31	31-Jul-12	Wyper Road – Control Room No.128 – Flooring Finish	Category 6 - Co-ordination Items	Client (WPS)	AAR
32	31-Jul-12	Wyper Road –Target System Additional Requirement	Category 6 - Co-ordination Items	Client (WPS)	AAR
33	31-Jul-12	Wyper Road – Furniture Requirement	Category 6 - Co-ordination Items	Client (WPS)	AAR
34	2-Aug-12	HQ – Structural Revisions Main, Level 2 & 4	Category 6 - Co-ordination Items	Consultants	AAR
35	8-Aug-12	Wyper Road – Ammunition Storage Door Plating	Category 6 - Co-ordination Items	Client (WPS)	AAR
36	8-Aug-12	Wyper Road – Stainless Steel Corner Guards	Category 6 - Co-ordination Items	Client (WPS)	AAR

5368-00 WPSHQ - SI Log

SI #	Date of Issue	Title	Reason	Initiate By	Issued By
37	8-Aug-12	Wyper Road – Women’s Washroom Vanity Counter	Category 6 - Co-ordination Items	Client (WPS)	AAR
38	20-Aug-12	Wyper Road – Emergency Lighting & Armory Receptacle Revisions	Category 6 - Co-ordination Items	Client (WPS)	AAR



Winnipeg Police Headquarters Owner's Meeting No. 16



Date of Meeting: September 25, 2012

Meeting Location: Caspian Boardroom, 5th Floor, 266 Graham

Name	Initials	Company	Initials	Present	Copied
Peter Chang	PC	Adjeleian Allen Rubeli Ltd.	AAR	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Patrick Dubuc	PD	GRC Architects	GRC	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Peter Rankin	PR	GRC Architects	GRC	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Ossama AbouZeid	OA	Dunmore Corporation	DC	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Randy Benoit	RB	Winnipeg Police Service	WPS	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Henry Hagenars	HH	Winnipeg Police Service	WPS	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Ari Berdesis	AB	Winnipeg Police Service	WPS	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Armik Babakhanians	ABa	Caspian Projects	CP	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Shaun Babakhanians	SB	Caspian Projects	CP	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Peter Giannuzzi	PG	Caspian Projects	CP	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Pam Anderson	PA	Caspian Projects	CP	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Andrew Edge	AE	Caspian Projects	CP	<input type="checkbox"/>	<input checked="" type="checkbox"/>
John Guenther	JG	Nova3	N3	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Vic Thielman	VT	Nova3	N3	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Tony Mitousis	TM	Nova3	N3	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Dan Wolfrom	DW	Wolfrom Engineering	WE	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Howie Laubenstein	HL	Integrated Designs	ID	<input type="checkbox"/>	<input type="checkbox"/>
Jamie MacPherson	JM	Integrated Designs	ID	<input type="checkbox"/>	<input type="checkbox"/>

Meeting Minutes

4.1 CIVIL DRAWINGS

- Genivar finishing design - to be submitted to AAR for review.
- Number of lift stations to be confirmed - affects additional road for access to service lift stations (if required).

- Hard landscaping to be reviewed by Genivar.
- GRC to review with AB the existing design.
- Genivar issued preliminary drawings.
- AB and GRC to review.
- Genivar to stamp and seal.
- Stamped drawings were handed over to GRC for review. Once reviewed and accepted, CP to apply for permit.
- Genivar and City of Winnipeg in discussions.
- Genivar will be forwarding stamped and sealed drawings to City of Winnipeg.
- Genivar to indicate “range finishes” noted in SI-005.
- Civil drawings have been sent to City of Winnipeg.
- PG to follow up with permit.
- PC/PD will confirm with Sara in meeting tomorrow.
- City has reviewed preliminary submission.
- PG to provide stamped and sealed drawings to AAR/GRC.
- Received and will be re-submitted today (July 24th) for full building permit both HQ and Wyper.
- BDS forms to be issued to the City of Winnipeg August 7, 2012 – Done.
- City of Winnipeg and MoT are having discussion in regards to the ditch design which was constructed on both side of the New Wyper Road. The ditches were built as per MoT’s requirements not as per City’s requirements, City are now looking into this matter.
- Meeting held with City of Winnipeg personnel (Colin?), only issue noted was requirement of dust control. City of Winnipeg will deal with dust control in the future but expects that the initial dust control treatment be provided prior to their takeover of Wyper Road. CP stated that dust control treatment did not form part of their mandate, extra to the Contract. Issue to be reviewed and discussed with OA.
- City of Winnipeg to maintain – wet down as required.
- To be reviewed with Ian Day (PP&D).
- [Type a quote from the document or the summary of an interesting point. You can position the text box anywhere in the document. Use the Drawing Tools tab to change the formatting of the pull quote text box.]

4.1.16 • **RB contacted Ian Day (PP&D).**

4.1.16 • **City of Winnipeg confirmed they will maintain road including dust control.**

Action: Closed

4.3

WYPER ROAD GUN RANGE - STORAGE SHED

- CP to provide 250ft² adjacent to targets.
- WPS to provide confirmation and location.
- No room within side of gun range to fit 250ft² shed.
- GRC to review with WPS proposed 150ft² shed and trailer. (Accepted)
- AAR to issue SI.
- GRC to issue SI (SI #010 issued June 19, 2012).
- GRC to review with Range Master and re-issue SI.
- Delete bleachers, move storage shed to west of control tower.
- Revise SI to provide OH door + 1 man door swinging outward.
- Double door facing targets, man door on side.

- Double axle trailer preferred.
 - CP to provide most economical design for WPS/AAR review (AAR hand delivered on August 7, 2012. Confirmation received from City of Winnipeg, Michelle Ho).
 - Trailer will be on site Friday August 24th. Shed package should be delivered August 24th, ready for installation.
 - Trailer was delivered last week; storage shed is yet to be delivered to the site. Registration papers for the trailer are to be forwarded to OA for hand over to the City.
 - OA received registration papers for trailer. OA to forward to Ian Day.
 - Storage shed being put up Tuesday, September 11, 2012; expected to be turned over to WPS.
 - Range master can store equipment starting Friday, September 14, 2012 at 12 noon; keys to shed to be turned over to WPS, AB on Friday morning.
- 4.3.16 • **Storage shed turned over, however, deficiencies (loose shingles) to be dealt with under Deficiency List.**

Action: Closed

4.8

EXISTING TOWER TENANTS

- CP expressed concern with timing of relocation of tenants.
 - Storage space at P1 needs to be cleared out. SB stated this will affect schedule.
 - SB to review and provide report. (Include cost and schedule implications)
 - RB indicated there is confusion as to when space has to be vacated.
 - May 31, 2012 is agreed upon date.
 - CP agreed to give them until June 2, 2012 to move out.
 - Optometrist; his space must be vacated ASAP - schedule impact.
 - WPS to review with Bob Down. CP to review if they can do this project under their building permit number.
 - PG to provide Dr. Lecker floor plans and letter of impact on schedule.
 - Approximate construction time is 3 months for construction of new office.
 - Affects permit issue.
 - ABa met with Bob Downs.
 - Possibility of WPS to vacate site office. Grid move Dr. Lecker into space to be reviewed with City.
 - OA/RB to review options with City.
 - CP issued delay notice to OA.
 - Dr. Lecker office proposed to move into cadet space.
 - Police cadets meeting with Winnipeg PP & D.
 - CP to deal directly with the City of Winnipeg to resolve (PP&D).
 - CP to renovate space to suit Dr. Lecker.
 - CP to notify WPS for commencement date and duration.
 - CP received plans to modify space adjacent to WPS on 2nd Floor in order to receive the Cadets. CP nor the City have yet to receive plans to modify the present space occupied by the Cadets into Dr. Lecker's new office.
 - CP began work in the future Cadet space and will advise WPS when this space will be ready for takeover.
 - Phase I estimated Monday, September 17, 2012 for cadets to start moving in. PG to confirm with Rob Murray.
 - Phase II to start other half.
- 4.8.16 • **PG contacted John Zabudney regarding locker re-location. RB confirmed that it was done September 24, 2012.**

- 4.8.16 • **Cadets to move into vacated “locker” area.**
- 4.8.16 • **RB to contact John Zabudney regarding progress of Dr. Lecker relocation.**

Action: RB

5.3 **WYPER ROAD HARDWARE TO BE REVIEWED**

- 2 door frames to be reviewed.
 - CP to provide shop drawings.
 - Master key requirements, GRC to review with WPS.
 - GRC to issue keying schedule May 29, 2012 (SI #011 issued June 19, 2012).
 - GRC to review with WPS and issue revised SI summarizing changes.
 - PG and HH have discussed and agreed to changes.
 - Ammo vault doors – option to steel plate interior door – WPS to review and advise (AB).
 - Ammo vault door to be steel plated.
 - Interior door, electrical strike to be outside (mag lock?). To be reviewed on site and revised SI to be issued.
 - GRC to review with IDI and issue SI.
 - Panic bar required for exterior doors and “security” chain for blast purposes – work should be completed today (August 21st 2012).
 - SI #35 issued for door plating (August 8, 2012) – Work completed.
 - Mag lock not yet installed, CCN was issued two days ago.
 - The mag lock, security chains and astragal plate are installed; awaiting delivery of the panic set.
 - WPS stated that the present site condition in regards to the four electric strikes at the four exterior doors may be prone to vandalism; it was suggested that a steel plate be added to the doors to cover the strike. Plates would need to be through bolted to the doors; CP to review and advise.
 - Work has been done. To be priced under CCN #12.
- 5.3.16 • **AAR to review and issue CO. (to be issued)**

Action: GRC / AAR

6.4 **POLICE SIGNAGE**

- Winnipeg Police HQ sign on pedestals and/or on building face.
- John Sellers (hired by City of Winnipeg through CP) presented options. Will be revisited.
- CP to provide proposals from John Sellers to AAR/OA/RB.
- GRC issued proposal to RB for their review.
- If mounted on curtain wall, CP requires input ASAP.
- UDAQ approval may be required.
- Decision urgently required as east elevations are under construction.
- RB to advise.
- Met with UDAC (Lee Caldwell) June 18, 2012.
- Pillar signage preferred, opposed by Lee Caldwell.
- GRC to prepare presentation of pillars (reduced size).
- GRC presented pillar signage to RB.
- RB presented to City.
- Exterior signage on building not an option.
- CP to proceed with buildings cladding with no signage.

- RB provided design to UDAC.
 - UDAC approved 14'-0" high signage as presented by GRC.
 - Way finding signs to be English, Braille included.
 - GRC to prepare sign design package.
 - GRC is working on this package, item carried.
 - CP to review and price electrical requirement. To be reviewed under cash allowance.
- 6.4.16 • **GRC will have plans/scheme for WPS review by Friday.**
- 6.4.16 • **CP to confirm that rough-ins and feeds are included in electrical price.**

Action: GRC / CP

8.2

SCHEDULE FOR HQ

- Building permit delayed to June 15, 2012.
 - CP requested time to review contract documents/drawings.
 - CP to advise of potential delays as required.
 - OA wants delay issues identified immediately so that WPS can address sooner rather than later.
 - ABa to meet with OA and RB separately after meeting.
 - To be reviewed in July, with recovery plan.
 - OA wishes to re-visit in September after building is enclosed.
 - CP to provide revised schedule after review of IFC drawings.
 - In progress, CP to provide update next meeting.
 - AAR/GRC to meet with CP sub-trades to review.
 - Electrical drawings (power) not yet delivered, expected by end of the day.
 - Electrical drawings not yet ready, expected by September 14, 2012; preliminary copy may be ready prior to this date for WPS review. Copy of WPS marked up drawings were returned to WPS as requested.
 - On target for September 14, 2012.
- 8.2.16 • **Drawings issued on September 18, 2012 and distributed.**
- 8.2.16 • **Specs being reviewed by Wes-Man and McCaine. Printing/distribution to proceed after approval.**

Action: CP

9.6

SITE DEVELOPMENT PERMIT/PRIVATE APPROACH PERMIT

- GRC to prepare sketches and package.
 - CP to apply to City.
 - With approved signage, GRC to proceed with finalizing package.
 - Decision to be made on canopies. Meeting with WPS/GRC required.
- 9.6.16 • **Package being prepared by GRC, ready for Friday, September 28, 2012.**
- 9.6.16 • **GRC to review with WPS (RB).**

Action: GRC / WPS

10.1

H.Q. ELEVATORS

- CPU elevators.
- Require pit depth less than 300mm otherwise WPS loses space in Level P1.
- "CCN" was issued by Aecom and priced by CP. OA to review history of documentation.

- GRC /AAR working with WPS to review layout of forensic lab storage space to suit elevator pit.
- Layout has been resolved with WPS and is on IFC drawings.
- WPS required 2nd elevator.
- AAR to issue CCN (issued August 1, 2012).
- CP to price. Still awaiting quote as of August 21st 2012.
- CP to submit complete quote. ABa stated that price for the elevator only is approximately \$220,000; CP awaiting quotes from other trades to finalize their submission.

10.1.16 • **Awaiting quote from CP.**

Action: CP

11.1 FLUSHING OF CHILLER PIPES

- OA to follow up with John Zabudney.
- Needs to be completed before mid-September (Note: this will require 10 days to complete).
- John Zabudney is pursuing another quote. OA to touch base with John Zabudney and advise.
- In the absence of OA, GRC reminded RB of the urgency surrounding this issue. Answer required by first week of September 2012.
- Contract awarded by Shindico (City of Winnipeg) to independent contractor.
- CP to test quality.

11.1.16 • **Report required from City of Winnipeg to confirm work has been done.**

11.1.16 • **RB to follow-up with John Zabudney.**

Action: RB

11.6 WYPER ROAD – SECURITY/CCVE

- McCaine submitted extras.
- CP to re-submit to AAR.
- CP advised of minimum 3-4 week delivery
- AAR to review with OA and WPS.
- To be reviewed after meeting.
- CCN #11 issued August 8, 2012.
- CP advised that security/CCVE portion of CCN #11 to be put on hold.
- CP advised to proceed with data drop portion of CCN #11.
- Change Order required; AAR to issue. The wires are presently pulled; termination to be completed by end of day. A rack will be provided in the Data Room.
- OA to review with Aba.

11.6.16 • **See Item 12.1.**

Action: Closed

11.7 WYPER ROAD – TARGETING SYSTEM

- Extra submitted.
- Items 3 and 4 are part of POR, in OA's opinion.
- CP to issue formally and AAR will issue SI response.
- Conduits at knee walls are a must. CP claims that this is an extra and requires CO. OA disagrees and will review with AAR and WPS.
- Items 1 and 2 relative target system, not approved, do not proceed.

- SI issued August 1, 2012.
 - Items under review by OA.
 - Item carried – still disputed.
- 11.7.16 • **See Item 12.1.**

Action: Closed

12.1 WYPER ROAD RECONCILIATION OF “ADDITIONAL” WORK

- CP requests a meeting with OA after completion of Wyper Road.
- OA to set up and determine invitees (WPS, GRC, AAR ???).
- OA and Aba to meet this week.

Action: OA / CP

12.3 WYPER ROAD - FURNITURE

- CP Tender to close August 17, 2012.
 - OA to review with WPS temporary furniture options. To be done with chosen bidder.
 - Three bids were received today (August 21st 2012), WPS to review and advise.
 - OA issued instructions to proceed with part of the furniture package only. Selected supplier; “Accent”. CP to meet with Accent tomorrow to review work/delivery. WPS requires furniture ASAP for classrooms for training purposes; CP to review with Accent in regards to provision of temporary furniture.
 - Temporary furniture in place.
 - Permanent furniture to be in and completed October 19, 2012.
- 12.3.16 • **CP to address disposal of loose packaging.**

Action: OA / WPS / CP

12.6 WYPER ROAD - OCCUPANCY

- September 4, 2012 required by WPS.
 - Classes/training will start.
 - Mobilization by WPS August 27, 2012.
 - Occupancy Inspection on hold pending issuance of Building Permit.
 - Building Permit received Friday, August 24, 2012.
 - Occupancy Permit yet to be released; held up due to lack of special fire hydrant at the retaining pond. Fire hydrant delivery is expected within 2 weeks; will require 1 to 2 days to install. CP to review with Fire Department in regards to other options to expedite Occupancy Permit or possibility of temporary occupancy permit.
 - Interim occupancy received Friday from City of Winnipeg.
 - Dry hydrant to be completed before issuing of full occupancy; to be done by end of week.
 - New door required for ammo vault. Part of CCN #12.
 - CP will issue a quote; AAR to review and issued CO.
 - Training session occurred the last week of August.
 - August 31, 2012 sign off received from range master.
 - Keys turned over to OA. CP to confirm official number of keys delivered and an itemized list.
- 12.6.16 • **Dry hydrant parts are in. CP to confirm and install. PG to send email confirmation today.**
- 12.6.16 • **Ammo vault door to be installed tomorrow and deficiency note will be addressed.**

- 12.6.16 • **Key for women's shower missing; PG to review.**

Action: CP

13.1 **DEFICIENCY REPORT**

- A deficiency report is required by all disciplines prior to occupancy by WPS.
- Deficiency lists were prepared; CP advised that 90% of noted deficiencies are rectified.
- To be reviewed by GRC and walkthrough on Wednesday, September 12, 2012.
- 13.1.16 • **Revised deficiency List issued on September 24, 2012.**

- 13.1.16 • **CP to review**

Action: CP

13.3 **TRAINING**

- Training is being planned for end of the week, Friday August 24th or the following Monday.
- O & M manuals will not be ready for the training exercise.
- Trades and Commissioning Agent as well as WPS representatives should all be present.
- WPS (RB) to arrange with PP&D (Ian Day) and advise.
- 13.3.16 • **Training for M & E; CP awaiting confirmation of date from Ian Day.**

Action: Info / CP

14.1 **WYPER ROAD AMMO VAULT**

- The gap between the double set of door at the Ammo Vault is too wide; daylight can be seen through the gap. Gap is to be adjusted and weather stripped.
- To be resolved with new door under CCN #12.
- 14.1.16 • **See Item 13.1.**

Action: Closed

14.2 **WYPER ROAD LANDSCAPING**

- Drawings call for trees and shrubs which have yet to be installed. CP noted that this work may represent a "Value Engineering" amount; to be discussed with OA.
- CP to issue quote.
- GRC /AAR to review with OA.
- 14.2.16 • **CP to provide cost breakdown for AAR review/recommendations.**

Action: OA / CP / GRC / AAR

15.1 **WYPER ROAD – FIRE HYDRANT AND RETENTION POND**

- Genivar (Ian McKinnon) reviewed function of retention ponds.
- Retention pond must be monitored and maintained (as required during droughts) as pond is used for fire hydrant.
- Genivar to provide design summary and maintenance program to be included in O & M manuals.
- 15.1.16 • **O & M manuals to be delivered before the end of the week.**

Action: CP

15.2 **WYPER ROAD – CONDITION #9 – CITY OF WINNIPEG**

- Requires emergency signage and exit plan.
- To be reviewed with WPS and GRC.
- Fire extinguishers required. **(3 provided)**
- Signage required for ammo vault.
- 15.2.16 • **Evacuation plan required; GRC to provide.**
- 15.2.16 • **AB to follow up with Winnipeg Fire Department and City of Winnipeg regarding ammo vault signage.**

Action: WPS / GRC

15.3 **WYPER ROAD - CARD ACCESS TO MAIN GATE**

- CP to provide key to pad lock until WPS provides own chain and pad lock.

Action: Closed

15.4 **HQ – FUEL STORAGE AT P2**

- All tanks to be supplied from exterior.
- Enclosed in 2 separate rooms (2 hour fire rating).
- 84,000 litres required (74,000 in P2 tanks).
- First 10 hours, genset has own supply (10,000 litres +/-).

Action: Closed

15.5 **GENSET LOAD BANK**

- WPS to review with OA on “additional cost” load bank (Not part of POR).

Action: WPS / OA

15.6 **DESIGN DOCUMENTS**

- Aba expressed concern with delivery of 100% design documents.
- M & E in relatively good shape, pending delivery on September 14, 2012.
- Architectural is lagging and affecting construction. AAR advised that changes are beyond design team control and affect all disciplines.
- Meeting to be held with OA/WPS/AAR/GRC to review.

Action: AAR / OA / WPS / GRC

16.1 **ARCHITECTURAL DRAWING STATUS**

- Aba requested status of architectural drawings.
- 5th floor plans required ASAP. To be issued before the end of the week.
- Aba requested that drawings be “frozen” so that work can proceed and impact on costs and schedule be minimized.
- AAR/GRC trying to fix blocking schemes and room sizes. CP requires this info to order and install doors.
- Furniture/WPS requirements affecting completion of architectural drawings being reviewed and expedited by OA and RB.

Action: GRC / AAR

16.2 **DEFICIENCIES AT WYPER ROAD**

- AB and PG to review and resolve.
- PA to start database for warranty issues.

Action: WPS / CP

16.3 **RFI PROCESS FOR HQ**

- CP subs are not to approach City of Winnipeg directly.
- All requests must be made through CP via the RFI process.

Action: Info

16.4 **HQ WALLS**

- All walls to be constructed and raised floor to be constructed around walls.

Action: Info

NEXT MEETING

- Next meeting will be on **Wednesday, October 10, 2012** from **9am to 10:30am**.
- **All meetings will be from 9am to 10:30am**
 - **Tuesday, October 23, 2012**
 - **Tuesday, November 6, 2012**
 - **Tuesday, November 20, 2012**
- Owner's Meeting to be held bi-weekly until further notice.

Action: All / AAR

Supplemental

S1.1 **AAR DESIGN MEETING WITH CASPIAN SUB-TRADES**

- AAR/GRC/NOVA3/Wolfrom met with Caspian sub-trades on Wednesday, March 14, 2012, regarding Wyper Road Gun Ranger.
- Structural provided custom wall support details for permit.
- AAR design team committed to providing fully coordinated "Issued for Construction" drawings in 90 days (May 30, 2012 ±).
- IFC drawings issued July 24, 2012

S1.2 **BUILDING PERMIT STATUS**

- Building Envelope Permit - March 20, 2012
 - 100% completed drawings for Architectural curtainwall, 100% completed structural support system for curtain wall and code analysis for building envelope.
 - No Mechanical or Electrical drawings.
 - 3 sets of drawings will be hand delivered to the City of Winnipeg's Office (Sara Cianflone) by 11am on March 20, 2012.
 - Drawings and specifications delivered to City of Winnipeg Planning, Property and Development Department (Michelle Ho).
 - Receipt received (Caspian Projects).
- Structural Permit - May 2, 2012
 - 100% completed drawings (plans only) for Architectural, 100% completed drawings for Structural, full code analysis for the building.

- o Mechanical or Electrical drawings will be partially completed, but will not be included with this application, unless the City of Winnipeg wished to have these drawings for information only.
- o Drawings and specifications delivered to the City of Winnipeg, Property and Development Department (Michelle Ho) on May 2, 2012.
- o Receipt received.
- Building Permit - submitted June 15, 2012.
 - o 100% design complete and fully coordinated Architectural, Structural, Mechanical and Electrical drawings and specifications.
 - o Follow-up meeting with City of Winnipeg (Sara Ciaflone) set-up for Wednesday, June 20, 2012.
 - o Drawings re-submitted for Building Permit on July 24, 2012
- Wyper Road Building Permit
 - o CP to provide a certified sketch from their Civil Engineer for the minor change in the proposed site drainage. Once this has been issued, the City of Winnipeg will issue a Building Permit for Wyper Road.
 - o Drawings signed and sealed by AAR consultant team (including Civil drawings from Genivar) and submitted for building permit as requested by the City of Winnipeg.

5368-00 WPSHQ - HQ Building RFI Log

RFI #	Date of Issue	Subject	Date Required	Assigned To	Action Required	Date of Response	Response	Date Closed
00	28-Feb-12	RFIC's 1-16 Issued to Aecom Prior February 15, 2012	N/A	AAR	Provide concurrence to consider this RFI to be closed.	28-Feb-12	As discussed, from the point of view of the AAR design team, the noted RFIs have been addressed by Aecom and are either on the drawings or resolved. Therefore, we concur, they can be put to history, but we should keep track of them in case we ever need to back track as to why/how a decision was reached.	28-Feb-12
1	23-Feb-12	Approval Required for Isolation Valves on Chilled Water Piping in Mechanical Room	1-Mar-12	Nova3	Review and respond to AAR.	14-Mar-12	Nova3 accepted. Caspian advised to proceed as noted in response from Nova3 (attached).	14-Mar-12
2	28-Feb-12	Generator Load Bank	6-Mar-12	AAR / WPSHQ	Review and respond.			
3	28-Feb-12	Exterior Signage Requirements	6-Mar-12	WPSHQ	Require input.			
4	28-Feb-12	Proposed Changes to Curtainwall System	N/A	AAR	Issue CCN.	28-Feb-12	A CCN was issued on the proposed changes to the south wall. Caspian to provide cost breakdown.	28-Feb-12
5	28-Feb-12	Copper vs Aluminum Buss And Feeders	N/A	Nova3 / AAR	Issue SI.	28-Feb-12	Was discussed during meeting with Caspian and McCaine. Nova3 has agreed that aluminum can be used and meets both POR and Building Code. SI issued March 9, 2012.	9-Mar-12
6	28-Feb-12	Survey Existing P2 Slab on Grade	N/A	AAR	N/A	28-Feb-12	Change Directive (CD) issued to proceed with work, subject to further review for cost savings.	28-Feb-12
7	28-Feb-12	New Main Power In-Service Date and Subsequent Refeeding of Existing Tower Distributions	6-Mar-12	Nova3	Review and respond to AAR.	1-Aug-12	High voltage distribution has been designed and a PCN issued for the Tower portion. Specifications have been forwarded to our office for review and will be returned today. Supplier tender package is expected to be ready for June 01, 2012. The design of the 15 kV service into the new HQ is shown on the IFC set of drawings issued on July 24, 2012. The cost of the new switchgear addressed in our response to Caspian RFI HQ 62.	1-Aug-12
8	28-Feb-12	Additional Existing High Voltage Transformer to Remain	6-Mar-12	Nova3	Review and respond to AAR.	28-May-12	Existing High Voltage transformers to be reused or deleted have been (are being) coordinated by Vic Thielmann and McCaine electric to ensure Tower feeds are not compromised. Condition of the transformers is being taken into account as well.	28-May-12
9	28-Feb-12	15 KV Service into Building	6-Mar-12	Nova3	Review and respond to AAR.	28-May-12	15kV feeder entrance has been fully coordinated and determined between Vic Thielmann, McCaine Electric, and Manitoba Hydro. The feeders will enter to the High Voltage Switchgear located in the Main Electrical Room in the P2 Level.	28-May-12
10	28-Feb-12	MTS Services Entrance	6-Mar-12	Nova3	Review and respond to AAR.	28-May-12	Two (2) rooms are required as per MTS. McCaine has coordinated all these issues with MTS. McCaine has site coordinated the conduit locations with the utility on site.	28-May-12

5368-00 WPSHQ - HQ Building RFI Log

RFI #	Date of Issue	Subject	Date Required	Assigned To	Action Required	Date of Response	Response	Date Closed
11	28-Feb-12	UPS Equipment & Battery Room Space and Structural Requirements	6-Mar-12	grc / Wolfram	Review room size requirements and Wolfram will check the existing slab accordingly.	23-May-12	Battery Rack 1. Based on 3925 lbs. per rack can be safely supported by the slab-on-grade floor at the P2 level. 2. Battery Racks 3 & 4, based on 85,000 lbs. per rack, will cause settlement and cracking of the slab-on-grade floor at the PS level. This loading will be required to be distributed over a greater area, or additional foundations provided. Details of the racks have not been provided, but if these racks are point loaded on the floor slab, the maximum permitted leg load shall be 10,000 lbs. 3. All of the UPS and the UPS input isolation transformers as specified can safely be supported on the slab-on-grade floor at the P2 level.	23-May-12
12	28-Feb-12	Electrical Room P2015 Space Structural Requirements	6-Mar-12	grc / Wolfram	Review room size requirements and Wolfram will check the existing slab accordingly.	23-May-12	These loads can be safely supported on the slab-on-grade floor at the P2 level.	23-May-12
13	28-Feb-12	Generator 4 and 5 Structural Requirements	6-Mar-12	grc / Wolfram	Review room size requirements and Wolfram will check the existing slab accordingly.	12-Jul-12	No further structural response can be provided until dimensions, locations, confirmed weights and mounting details are provided. The structural support details for the noted generators have been designed and were on the "Issued for Building Permit" set of drawings issued on June 15, 2012.	12-Jul-12
14	28-Feb-12	Roof and Sanitary Drainage	13-Mar-12	Nova3	Review the proposal PVC XF3 piping for roof drainage and respond to AAR.	14-Mar-12	The use of PVC XFR piping is acceptable, as is the proposal to consolidate rain water leaders in 4 existing locations. Site conditions may have impact on final routing and will be shown on Mechanical drawings.	14-Mar-12
15	28-Feb-12	Copper and SS Water Piping Domestic Water Lines	13-Mar-12	Nova3	Review and respond to AAR.	11-Apr-12	The use of copper and stainless steel water pipes for all domestic water lines has been approved.	11-Apr-12
16	28-Feb-12	Confirm Water Meters for Tower and WPS Bldg.	13-Mar-12	Nova3	Review the acceptance of a single water meter for the HQ building.	11-Apr-12	No. We require additional meters, as they (City of Winnipeg) needs to breakout the tenant's actual costs for energy/utility consumption.	11-Apr-12
17	28-Feb-12	Confirm New Roof Drain Piping	13-Mar-12	Nova3	Review the roof drainage down to Level P1 and respond to AAR.	12-Jul-12	The roof drain locations and design are noted on the "Issued for Building Permit" drawings issued on June 15, 2012.	12-Jul-12

5368-00 WPSHQ - HQ Building RFI Log

RFI #	Date of Issue	Subject	Date Required	Assigned To	Action Required	Date of Response	Response	Date Closed
18	28-Feb-12	Review Required Regarding P-1 and P-2 Drainage	29-Feb-12	Nova3	Arrange a site review of the levels P1 and P2 drainage on site.	11-Apr-12	<p>Mechanical:</p> <ol style="list-style-type: none"> 1. Mechanical Contractor shall install seventeen (17) parking lot drains in the locations indicated on architectural drawing WPS-AE-1-0-01, and as indicated on the corresponding mechanical drawing.RFI-M6-PM6.1 (attached). 2. The below grade sanitary waste piping from the floor drains shall connect to the existing west sand/grit interceptor located at Gridlines H-2. 3. A new oil interceptor OI-2 shall be installed prior to the connection to the sand interceptor at Grid H-2. The interceptor shall be a: MIFAB (or equal), model MI-O-HU-3, 165 US gal./21.0 cu.ft. holding capacity, rated at 50 USGPM. 4. The floor drains shall be JRSmith (or equal), heavy duty traffic drains w/ 4" outlet, hinged grate and sediment bucket. 5. The east pit at Grid G-9 shall be abandoned in place and all services capped. 	11-Apr-12
19	28-Feb-12	Existing Fire Alarm System	6-Mar-12	Nova3	Review fire alarm requirements and respond accordingly.	28-May-12	<p>The method described in this RFI is essentially what has been determined to be the intended method for fire alarm.</p> <p>The existing Tower fire alarm system will remain. A new fire alarm panel will be provided at the same location of the current panel. All devices in the Tower are existing to remain. Fire alarm panel locations are as per the RFI description (ie. M106).</p> <p>The Headquarters will have new fire alarm system devices and panel located in Vestibule M140. System will be interconnected with the Tower fire alarm system.</p>	28-May-12
20	29-Feb-12	New Address for WPS Headquarters Building	29-Feb-12	N/A	No action required.	1-Mar-12	N/A	1-Mar-12
20 R-1	29-Feb-12	New Address for WPS Headquarters Building	29-Feb-12	N/A	No action required.	1-Mar-12	N/A	1-Mar-12
21	1-Mar-12	Final Floor Drain Design for P2	1-Mar-12	grc	Work on P2 layout and meet with Caspian and Wes-man.	28-May-12	The P2 slab information was shown on the structural permit set. As well, the P2 slab is close to completion and has been constructed based on our instructions.	28-May-12
22	7-Mar-12	ISD and Electrical Load Requirements	12-Mar-12	Nova3	Respond and address Manitoba Hydro's concerns.	28-May-12	All electrical power requirements have been provided by the WPS. Refer to Caspian Project Bulletin HQ-06 dated "2012.05.10".	28-May-12
23	7-Mar-12	Wes-Man's Priority List of Mechanical Items	13-Mar-12	Nova3	Continue working on the mechanical design with the priority list provided.		For info only.	7-Mar-12
24	7-Mar-12	Pile Cap Base Plate Treatment at P2 Level	13-Mar-12	Caspian / AAR	Include in price breakdown for the level P2 slab replacement when quote is resubmitted, as discussed during Owner's Meeting No. 01.	7-Mar-12	It is AAR's opinion that a protective covering should be provided, perhaps the most economical way would be a brushed on mastic or tar type membrane.	7-Mar-12

5368-00 WPSHQ - HQ Building RFI Log

RFI #	Date of Issue	Subject	Date Required	Assigned To	Action Required	Date of Response	Response	Date Closed
25	7-Mar-12	Existing Fire Pump	16-Mar-12	grc	Review and respond.	8-Mar-12	Assuming the tower is a separate building from the WPSHQ, it would be logical that the existing fire pump(s) remain on the existing electrical service as is. However, due to the separate address of the WPSHQ, and the occupancy change associated with the conversion of the old mail processing area to the WPSHQ, the City of Winnipeg fire department may need the sprinkler contractor to install a code compliant water supply with its own fire pump fed from the WPSHQ essential distribution to serve the fire protection system of the WPSHQ. We require the architect to confirm the separation between the building known to be the tower and the building which is the WPSHQ. Once the separation between the buildings is determined, it is anticipated that the tower occupancy is not changed and as such grandfathered with respect to existing life safety systems. All of this needs to be confirmed between GRC and the City of Winnipeg fire protection engineer. In regards to the response previously given, the separation information requested between the Tower and the WPS building was given as part of Judy Jeske's Code report submitted as a draft May 2012 and as a final report as part of the latest building permit application. The Tower and the WPS building are classified as one building. No further architectural response required, refer to Code report for additional information.	29-Jun-12
26	7-Mar-12	Fire Fighter Elevator	16-Mar-12	grc	Review and provide response to AAR for the designation of the fire fighter elevators.	12-Apr-12	Freight elevator SE01 and passenger elevator PE01 should be designated as Fire Fighters Elevator.	12-Apr-12
27	7-Mar-12	McCaine Priority List of Electrical Items	16-Mar-12	Nova3	Structure the electrical design to suit this list.	9-Mar-12	For info only.	9-Mar-12
28	7-Mar-12	Slab Topping Thickness at Level 3 & 5	13-Mar-12	AAR	Give information to design team.	9-Mar-12	For info only.	9-Mar-12
29	7-Mar-12	Maximum Floor Load Capacity	12-Mar-12	Wolfrom	Review proposed forklift loads on the existing floor slab and provide an answer to AAR.	28-May-12	1. The above forklift is acceptable on all floors. 2. The maximum floor live load is 200 psf on all floors main level to top floor.	28-May-12
30	9-Mar-12	East & West "Eyebrow" Windows Vision Glass or Spandrel	13-Mar-12	grc	Review and issue response to AAR.	8-Jun-12	The extent of exterior wall removal in regards to vision glazing and spandrel panels was reviewed on site with Rob Murray May 17th 2012. Drawings indicating the extent of removal was left on site with Rob murray.	8-Jun-12
31	9-Mar-12	Door # M205 Swing	14-Mar-12	grc	Review and respond to AAR.	27-Mar-12	See sketch provided.	28-Mar-12
32	9-Mar-12	Existing Fiber Optic Cable Entry Relocation	9-Mar-12	grc / Nova3	Review and respond to AAR.	30-May-12	The fiber optic equipment room will now be in room P1426. The existing lines will be reconnected as required. McCaine has coordinated and determined all requirements as required.	30-May-12
33	9-Mar-12	Location of Floor Drains on P-1	9-Mar-12	grc / Nova3	Review and respond to AAR.	12-Jul-12	The location of the Floor Drains on Level P1 are located on the "Issued for Building Permit" drawings, June 15, 2012.	12-Jul-12
34	9-Mar-12	Fork Lift Loads - Slab Capacity Review	9-Mar-12	Wolfrom	Review and respond to AAR.	28-May-12	The referenced forklift can be operated on all floors. Refer to response of RFI HQ 29 as well.	28-May-12
35	13-Mar-12	Excavated Floor Elevations at P2 Level	19-Mar-12	grc / Nova3	Design info for AAR for P2 slab.	14-Mar-12	For info only.	14-Mar-12

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RFI #	Date of Issue	Subject	Date Required	Assigned To	Action Required	Date of Response	Response	Date Closed
36	13-Mar-12	P2 Level Wall Demolition	15-Mar-12	grc / Wolfrom	GRC and Wolfrom to review and confirm and respond to AAR.	16-Mar-12	Architecturally, the wall along grid line M should be deleted up to and flush with the exterior face of the existing concrete curb close to grid line 2.5 and 8.5, all as discussed with Rob Murray on site. The portion of walls along grid line M between grid lines 2/2.5 and 8.5/9 are to remain as they act as a retaining wall for the soil beyond.	16-Mar-12
37	14-Mar-12	30kPa or psf (Curtain Wall)	14-Mar-12	Wolfrom	Wolfrom to check design wind loads.	14-Mar-12	<p>The design wind load should be in psf. Wolfrom will confirm magnitude.</p> <p>In response to RFI HQ 37 we produced a response based on our interpretation of the NBC for the worst case wind loads at or near the roof level for both corner and general area conditions. These numbers vary significantly from the 30 psf that the original specifications were interpreted to read by the curtain wall supplier. The original quotation for the supply of the curtain wall was apparently based on these lower wind loads, which may or may not have included the post disaster importance factor.</p> <p>In order to mitigate the impact of this change, we are working closely with the engineers for the curtain wall supplier to identify the actual wind loads at varying heights and locations, allowing them to design the curtain wall and the associated connections accordingly. The curtain wall engineer will be submitting for review a tabulation of all wind loads for all areas to be used in the design.</p>	26-Mar-12
38	14-Mar-12	Computer, Server and IT Room Electrical Requirements	19-Mar-12	Nova3	Nova 3 will review and respond to AAR, with electrical load requirements.	29-May-12	Nova 3 Engineering is closely working with McCaine to layout and finalize the final electrical design for all the mentioned rooms. In addition, all electrical power requirements for the equipment have been provided by the WPS. Refer to Caspian Project Bulletin HQ-06 dated "2012.05.10".	29-May-12
39	14-Mar-12	Detailed Electrical Load Summary	15-Mar-12	Nova3	Nova 3 will review and respond to AAR.	1-Aug-12	<p>Nova 3 has submitted an estimated electrical load summary to Manitoba Hydro for the High Voltage coordination. A detailed load summary will be provided upon electrical design completion.</p> <p>A detailed electrical load summary is provided in both the Building Permit drawings (June 15, 2012) and the Issued For Construction drawings (July 24, 2012).</p>	

5368-00 WPSHQ - HQ Building RFI Log

RFI #	Date of Issue	Subject	Date Required	Assigned To	Action Required	Date of Response	Response	Date Closed
40	14-Mar-12	Point of Presence (POP) Rooms P1025 & P1045	23-Mar-12	Ossama	Ossama to advise.	24-Jul-12	<p>The existing location for the POP (Point of Entry) room presently located on the P1 level west of the staircase at grid lines 4.7/5 & Pa/Pb cannot remain. The layout for this area is crucial and we cannot lose that space. The POP room would need to be relocated, a proposed location would be to take over the east portion of the new Electrical room located at grid lines 4/R. This location was discussed with Ron Nault of McCain and appears to be possible but will represent interruption of services to the Tower. As this affects power shutdown to tower tenants, Ossama will have to review.</p> <p>The existing POP rooms P1025 & P 1045 are to be removed as they are within WPS space. Disruption to tower tenants has been discussed at length at the Owner's meeting, please see item 2.5 of the minutes from those meetings.</p> <p>POP rooms P1025 (west side of building) and P1045 (east side of building) are new rooms that have been created on level P1. It is our understanding and per the Program of Requirements (room data sheet), these are the only two rooms where MTS fibre optic entry into the building is permitted and being called for.</p>	24-Jul-12
41	14-Mar-12	Antenna Farm Location	23-Mar-12	grc / Nova3	GRC and Nova3 will review and respond to AAR. We have also attached an email that WPS received in response to RFI 055 which was for Roof Top Antennas in general. Please make sure that this is captured in our design when responding to RFI HQ #41.	29-May-12	The location of the antenna farm should be located where the antenna supplier/representative (or associated designer/engineer) would recommend it to be placed for functionality, code implications, and physical constraints. I would expect above the Penthouse would be the best location as it is highest. Some items to consider are structural implications, aeronautical height restrictions (considering if a future helipad is expected), and workspace/maintenance clearance around.	29-May-12
42	21-Mar-12	Duct Modifications for Return Air for Tower	21-Mar-12	Nova3	Confrim from Canada Post if these offices are occupied, or part of the renovation being done by others.	22-Mar-12	<p>The following is our response to RFI HQ-42:</p> <ul style="list-style-type: none"> As discussed, the 2-3 day disruption caused by removal and re-routing of ducts (and 4 supply feeds to the 2 AHU's) is acceptable. Please advise AAR/WPS as to when the work will commence, so that we can plan accordingly. 	26-Mar-12
43	27-Mar-12	Sludge in Existing Tower Chilled Water Piping	30-Mar-12	Ossama	Ossama to review with landlord.	8-Jun-12	See CCN #006.	8-Jun-12

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RFI #	Date of Issue	Subject	Date Required	Assigned To	Action Required	Date of Response	Response	Date Closed
44	28-Mar-12	Existing Pneumatic Air System	4-Apr-12	Nova3	Respond to AAR.	19-Apr-12	<p>The mechanical contractor indicated that his control subtrade stated that to maintain/utilize the existing process compressors for HVAC control would be grossly oversized and inefficient to operate.</p> <p>The control subtrade indicated that for size requirement purposes the existing HVAC control compressor located in the boiler room. Served the tower pneumatic control system requirements w/o assistance from the process compressors for a supervised period of time w/o any short comings. His subtrade further recommended a second control compressor for the purpose of redundancy.</p> <p>He indicated that a survey of the pneumatic control demand in the Tower is required prior to selection of the compressor.</p> <p>Trust access will be made available tot he control subtrade and execute this work.</p> <p>Should access be un-available please have the SNC Lavlin building tech. Provide this task according to the control subtrade, requirements.</p> <p>New work can commence in this area, once the new compressor is made operational, and the process compressor. Are made redundant.</p>	19-Apr-12
45	5-Apr-12	5th Floor Mezzanine Demolition	11-Apr-12	grc / Wolfrom	Review the demolition requirements for the 5th floor and respond to AAR.	29-Jun-12	<p>The demolition extent was indicated on the demolition drawings, and further confirm on site during walk through with Rob Murray and Armik. Marked up Mezzanine plans were prepared and given to Caspian Construction June 20th 2012 to illustrate the extent of existing and new mezzanines on all floors. Nova3 & WesMan to review and confirm extent.</p>	29-Jun-12
46	9-Apr-12	Concrete Specification for Level P2	9-Apr-12	Wolfrom	Provide specification.	9-Apr-12	Concrete specifications for the Level P2 slab has been provided.	9-Apr-12
47	10-Apr-12	Existing Fire Alarm Batteries	13-Apr-12	Nova3	Review and comment if the temporary batteries (it should be noted that we do have emergency generators as weel) are sufficient or if a permanent battery system is required.	30-May-12	<p>Nova 3 agrees that the existing faulty batteries had required immediate replacement which was performed by McCaine Electric. The fire alarm system is to be fed from the new emergency power distribution which will meet MBC 3.2.7.8. Battery back-up capacity of 24hour supervisory power followed by 30min. of full load (alarm condition) will allow the use of the much more readily 50AH batteries while still meeting and exceeding the code minimums for emergency power supply to the fire alarm system.</p>	30-May-12
48	12-Apr-12	Clarification on Existing AHU in Penthouse Mechanical Room	19-Apr-12	Nova3	Review and respond to AAR.	19-Apr-12	The airhandling unit c/w associated ductwork and controls can be removed soon as the process compressors are made redundant.	19-Apr-12

5368-00 WPSHQ - HQ Building RFI Log

RFI #	Date of Issue	Subject	Date Required	Assigned To	Action Required	Date of Response	Response	Date Closed
49	12-Apr-12	Steam Condensate Return Line	19-Apr-12	Nova3	Respond to AAR.	19-Apr-12	<p>The reply is yes.</p> <p>Please provide the following: Supply and install complete sterling (or equal) duplex condensate pump unit. Model #44124-GD, Receiver capacity of 15 US gallons, Pump discharge capacity 6.0 USGPM at 20 PSI discharge pressure, Two 1/3 HP motors at 3450 RPM, 115/1/60. Unit shall be furnished with: - motor starters mounted and sized. - mechanical alternator with high water alarm switch. - brass strainers at each pump suction. - isolation valve at each pump section. Remove existing 1 1/2" condensate drain pipe from the steam traps to ceiling below and cap (balance of existing condensate piping system to be removed under Project Demolition Phase). Provide new 1 1/2" condensate drain pipe (schedule 80 black steel ASTM 53 grade B) between existing steam traps and new duplex condensate return pump unit. Location to be determined by the mechanical trade on site. Location to be clear of any obstructions to demolition or new work in this area. Provide complete 1 1/4" pump discharge pipe (Schedule 80 black steel) to existing surge tank complete with check valve, Isolation valve, and union at each pump. Discharge line shall be at elevation equal to the existing pumped condensate lines prior to tank connection.</p>	19-Apr-12
50	12-Apr-12	Fire Fighter Entrance	18-Apr-12	grc / Nova3 / WPS	Respond to AAR.	29-Jun-12	This RFI was previously answered during the Owner's meeting and meeting with Consultants, the firefighter entrance will be of Smith Street.	29-Jun-12
51	18-Apr-12	Security System Point of Contact & Request for Design Meetings	20-Apr-12	WPS	Henry Hagenaaars will confirm and reply to AAR. Once we get this confirmed, we will forward to Caspian Projects.	18-Apr-12	<p>We agree with the weekly meetings to review Security. This was discussed at yesterday's Owner's meeting and it was agreed that the appropriate time would be Tuesday's at 10:30am. It was also agreed that Andrew would take minutes as well he will send out the meeting requests.</p> <p>Henry has confirmed that he will be the SPOC for WPS.</p>	18-Apr-12
52	18-Apr-12	I.T. Point of Contact & Request for Design Meetings	20-Apr-12	WPS	Henry Hagenaaars will review and provide AAR with the point of contact for IT issues.	25-Apr-12	The WPS contact for IT will be Mr. Dennis Dane (ddane@winnipeg.ca).	25-Apr-12
53	24-Apr-12	Proposed Generator Equipment and Layout	30-Apr-12	Nova3 / Wolfrom	Nova3 to review the proposed genset layout and respond to AAR. Wolfrom to design the support structure for the gensets and have it included for the structural permit set next week (May 2nd).	30-May-12	Superseded by RFI HQ 53 R-1.	30-May-12

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RFI #	Date of Issue	Subject	Date Required	Assigned To	Action Required	Date of Response	Response	Date Closed
53 R-1	3-May-12	Proposed Generator Equipment and Layout	10-May-12	grc / Nova3 / Wolfrom	Wolfrom to provide revised genset support and submit to AAR.	30-May-12	Wolfrom: Refer to structural drawings S14 for structural details. Structure height to be confirmed by mechanical contractor and architect. Nova3: We reviewed the attached and recommend acceptance of the layout and products proposed.	30-May-12
54	24-Apr-12	Wall on Gridline F 3 to 7	24-Apr-12	grc	grc will review and advise if the wall on GL F3 to 7 needs to be removed.	29-Jun-12	The wall on Grid Line F between 3 & 7 is to be removed if it contains asbestos.	29-Jun-12
55	25-Apr-12	Modular Furniture Specifications	2-May-12	WPS	Henry Hagenaaers will review and provide the modular furniture specification to AAR.	1-Aug-12	See RFI HQ 72.	1-Aug-12
56	26-Apr-12	Curtainwall Connection at Bottom of Frame	27-Apr-12	Wolfrom	Review and respond to AAR.	26-Apr-12	Option 1: The channel at level 2 is structurally adequate to support the dead load of the curtain wall from level 3 to the bottom of the curtain wall. Option 2: The connections at level 3 are structurally adequate to support the weight of the curtain wall from level 5 to the bottom of the curtain wall.	26-Apr-12
57	27-Apr-12	WPS Provided Docs for Security and PA Systems	2-May-12	WPS	Henry Hagenaaers/Ari Berdesis will download the noted files and confirm that the attached documents for security and PA systems meet the program requirements for WPS.	11-Jul-12	The attached documents are an accurate however early reflection of the requirements for security and P/A systems. The requirements have been refined throughout various security meetings held since this RFI was first received. During those meetings updated information was shared with and reviewed by the various team members including those from Nova 3, GRC, McCaine Electric, Caspian Projects and the WPS. To the best of my knowledge all information has subsequently been captured on the design drawings therefore from a WPS perspective this RFI can be considered closed.	11-Jul-12
58	30-Apr-12	Clarification of Return Air Duct Removal for Tower	4-May-12	Nova3	Nova3 will review and clarify the requirements for the return air duct removal for the tower and respond to AAR.	7-May-12	Proposed return duct system shown on plans, reflect the floors and ceiling areas presently served by the existing return duct system as reviewed on site with the mechanical trade. The routing of the proposed ductwork will require on site review by the mechanical trade for acceptance of location and size of ductwork in the tower and WPS area. Further adjustment to location and configuration of ductwork may be required prior to commencement of work. Existing return ductwork will remain in place until new ductwork is complete except for final connection of existing 96 x 42 duct, generally as shown on plans. Final drawings will be issued upon acceptance of the proposed duct layout. Please see attached Mechanical Drawings: Drawing #M4.5 Main Floor Plan Ventilation Drawing #M4.7 1st Floor Plan Ventilation Drawing #M4.9 2nd Floor Plan Ventilation Drawing #M4.11 3rd Floor Plan Ventilation Drawing #M4.13 4th Floor Plan Ventilation Drawing #M4.15 5th Floor Plan Ventilation	7-May-12

5368-00 WPSHQ - HQ Building RFI Log

RFI #	Date of Issue	Subject	Date Required	Assigned To	Action Required	Date of Response	Response	Date Closed
59	1-May-12	Access Control System Comparison	8-May-12	WPS	HH & AB to review with their user group and provide their choice of preferred supplier.	9-May-12	We wish to confirm that WPS will be going with Software House as their Access Control System supplier. Also, it was decided, tentatively, that both Bosch and Axis cameras will be used on the project. McCaine is to set up a "Mock Up" for WPS to review and approve.	
60	1-May-12	Suggested Back Flow/Water Meter Locations	2-May-12	Nova3 / grc	Review the proposed water meter locations and respond to AAR.	11-Jul-12	The proposed location identified by the photos along the wall at grid 6 is acceptable.	11-Jul-12
61	3-May-12	Demolition of Existing 5th Floor Offices	4-May-12	grc	Review the demolition requirements noted on the 5th floor and respond to AAR.	17-May-12	The south wall between grid lines 1 & 2 and gridlines 9 & 10 could remain, but would require re-finishing. The North walls between grid lines 1 & 2 and gridlines 9 & 10 are to be removed. Refer to the demolition plan and new work plan.	17-May-12
62	3-May-12	Existing 15 KV High Voltage Switchgear	11-May-12	WPS / OA	Review with the tower operators.	24-May-12	Shindico has provided authorization for the attached quote. So, please proceed with the work on RFI HQ62, replacement of High Voltage Switch Gear at 266 Graham Avenue with a new Eaton Cutler Hammer Equipment Switch Gear designed to perform the tasks in the manner identified by Manitoba Hydro. It is understood that the work will be done by you and McCaine Electric and the cost will be not more than \$620,307.49. This will be billed to: The City of Winnipeg C/O Shindico Realty Inc 200 – 1355 Taylor Avenue Winnipeg R3M 3Y9" The City of Winnipeg has agreed to cover the cost of replacing the existing switchgear. As this cost is beyond Caspian's Contract price and is being paid directly through the City of Winnipeg, we will not be issuing a change order for this work. We will now close RFI HQ 62.	24-May-12
63	15-May-12	Door Reference Numbers for Access Control	15-May-12	grc	Review and provide door reference numbers for access controls.	29-Jun-12	The drawings issued for Permit Application indicate door numbers.	29-Jun-12
64	18-May-12	Reference Point to Lay Out Horizontal Framing Members in Relation to Benchmarks/Floor Elevations	22-May-12	Wolfrom / grc	Wolfrom Engineering and GRC will review and provide revised drawings/details to suit existing site conditions.	5-Jun-12	Wolfrom Engineering has been on site to review with Caspian Projects. Wolfrom Engineering and grc provided revised drawings/details to suit existing site conditions.	5-Jun-12
65	11-Jun-12	Access Controlled Door Summary	15-Jun-12	grc / Nova3	Review the access controlled door summary provided by McCaine and respond to AAR.	24-Jul-12	Dan Zilinski, P.Eng. of our office had met with WPS and McCaine in various meetings. Based on these meetings and the discussions held within it is our understanding that doors with maglocks do not require electric strikes. WPS should be consulted and should advise if this is the case. Nova3's response has been reviewed by WPS and is acceptable. As, well, access control doors, as required are indicated on the "Issued For Construction" drawings, dated July 24, 2012.	24-Jul-12

5368-00 WPSHQ - HQ Building RFI Log

RFI #	Date of Issue	Subject	Date Required	Assigned To	Action Required	Date of Response	Response	Date Closed
66	20-Jun-12	McCaine Electric Security Integrator Qualifications	22-Jun-12	WPS	Henry Hagenaaars will review McCaine's qualifications and respond to AAR.	25-Jun-12	WPS project team has reviewed McCaine submission. We have had a discussion with an independent party about their qualifications, plan and ability to deliver on WPS expectations. We accept them as the integrator.	25-Jun-12
67	26-Jun-12	Emergency Power Priority Sequence	29-Jun-12	Nova3 / WPS	Review the emergency power priority sequence noted and respond to AAR.	12-Jul-12	Please see SI #22 which addresses Caspian Project RFI HQ 67.	12-Jul-12
68	9-Jul-12	Pylon Signs	13-Jul-12	Nova3 / CP / McCaine / WPS	Review and respond to AAR.	10-Jul-12	The location of the proposed pylon signs were discussed during our design meeting this morning with Nova3, Caspian, McCaine and Henry Hagenaaars. It was agreed that the location of the pylon signage will be at least 10 feet away from the face of the building, as such the pylon signs will not have any significant impact on the performance of the required security cameras. McCaine has been advised that electrical feeds will be required for the pylon signs. Also, it should be noted that exact size and location of the proposed pylon signs will require approval from UDAC and grc is working on a signage package for submission to UDAC.	10-Jul-12
69	10-Jul-12	Building Signs	13-Jul-12	grc	Review and respond to AAR.			
70	13-Jul-12	Minimum Height Requirement P2 Level	13-Jul-12	AAR	Provide minimum height requirement for level P2.	16-Jul-12	The minimum height requirement for Level P2 is 2490mm (8'-2") clear. We have confirmed with WPS that for Level P2, a minimum height clearance of 7'-0" (2150mm) will be acceptable in areas where we have services like plumbing and cable trays. However, Caspian Projects will be required to coordinate these areas and locate plumbing and cable trays to achieve maximum height clearances. It would be ideal to run these services that reduce the clear height to 7'-0" in areas such as where we have back to back parking (between grids 4 & 5, 6 & 7, or along walls between grids 2 & 3, 8 & 9, as examples).	16-Jul-12
71	18-Jul-12	Motorized Blinds	20-Jul-12	WPS / Nova3	WPS (Henry Hagenaaars) is reviewing this with the user group. Both WPS and Nova3 will respond to AAR.			
72	23-Jul-12	Open Office Modular Work Stations	27-Jul-12	WPS	WPS (Randy Benoit/Henry Hagenaaars) will address the wiring issues of the open office modular work stations. Please be advised that the furniture layout is still being worked on, starting from the 5th floor downwards.			
73	27-Jul-12	Corroded Gas Service Pipe Line	31-Jul-12	Nova3 / Wolfrom / WPS / AAR	Nova3 and Wolfrom will review and provide remedial work, as required to suit Manitoba Hydro and the support for the gas line. All remedial work will be submitted to AAR for review with WPS and The Project Director and AAR will issue a CCN as required.			
74	4-Sep-12	Door Schedule Information Required	7-Sep-12	grc	grc will review and provide a revised door schedule for the 5th floor.	10-Sep-12	Do not proceed with ordering of any door frames until wall types, frame types, door types and hardware groups are agreed to.	

5368-00 WPSHQ - HQ Building RFI Log

RFI #	Date of Issue	Subject	Date Required	Assigned To	Action Required	Date of Response	Response	Date Closed
75	20-Aug-12	IFC Drawings in CAD Format	24-Aug-12	grc	grc will provide Caspian with link to get access to the ACAD files for Wyper and HQ.			
76	20-Aug-12	Mechanical Louvre Locations at Columns	22-Aug-12	grc / Nova3	grc will review the noted louvre with Nova3 and will respond to RFI HQ 76.			
77	27-Aug-12	Typical Wall Assembly at Exterior Walls	28-Aug-12	grc	grc will review the wall assemblies in question and will respond to AAR.	10-Sep-12	grc has confirmed the typical exterior wall assembly.	10-Sep-12
78	27-Aug-12	Tower Occupancy at Third Level	28-Aug-12	WPS	WPS (Randy Benoit) and the Project Director(Ossama) will address the CPC tenant issue on the third floor with the landlord and respond to AAR.			
79	28-Sep-12	Dust Control for Ductwork	31-Aug-12	AAR	Review and respond.	13-Sep-12	The proposed procedure for dust control appears to be acceptable.	13-Sep-12
80	12-Sep-12	Soffit Light Mounting Detail	13-Sep-12	grc / Nova3	grc and Nova3 will review the proposed soffit light mounting detail and respond to AAR.	14-Sep-12	Both grc and Nova3 have no issues with the proposed soffit light mounting detail. However, Caspian Projects is to confirm that the noted 3 ½" recess for the connection is available.	14-Sep-12
81	17-Sep-12	Fuel Storage Tank	17-Sep-12	Nova3	Nova3 will review the pump and sleeving requirements for the fuel storage tank and respond to AAR.	27-Sep-12	The design will be finalized within the next few days, however, sleeving and duct opening requirements as requested in RFI HQ 81 have been addressed	27-Sep-12
82	25-Sep-12	Required Demo in Occupied Areas	1-Oct-12	WPS	The demo work in the occupied areas that Caspian has identified will have to be coordinated through the City. WPS (Randy Benoit) and Ossama will contact the City and they will have to inform us when the services can be capped.			

5368-00 WPSHQ - Wyper Road RFI Log

RFI #	Date of Issue	Subject	Date Required	Assigned To	Action Required	Date of Response	Response	Date Closed
0	28-Feb-12	RFIC W 1-13 Issued to Aecom Prior February 15, 2012	N/A	AAR	Provide concurrence to consider this RFI to be closed.	28-Feb-12	AAR concurs, the previous RFI's to Aecom which have been addressed or incorporated into the Wyper Road drains should be closed, but kept for reference.	28-Feb-12
1	28-Feb-12	Revised Ditch Grading to Suite MIT	6-Mar-12	AAR / WPSHQ	Review and have Caspian prepare a cost breakdown for this potential claim.			
2	28-Feb-12	Typical Single Door Electrical Rough-In Detail Clarification	6-Mar-12	grc / Nova3	Review and coordinated with WPSHQ team and respond to AAR.	10-Apr-12	Revised as noted on the 95% set of drawings.	10-Apr-12
3	28-Feb-12	Masonry Dowel Installation Detail	6-Mar-12	AAR	N/A	28-Feb-12	This RFI appears to be for a remedial details for dowels for exterior block walls for Wyper. As the structure is completed, this RFI should be closed, unless I'm missing something.	28-Feb-12
4	28-Feb-12	Window Types	6-Mar-12	WPSHQ	Review in conjunction with the POR.	21-Mar-12	<ul style="list-style-type: none"> • The use of PVC vinyl windows is acceptable. As discussed, we will move forward with aluminum clad PVC. The colour of the aluminum clad PVC windows should be "Black" for the exterior aluminum portion. • Shop drawings to be provided for review, prior to fabrication, as per contract. • No site instruction will be issued as this request is NOT a change in the POR of record for Wyper Road and Caspian Projects has noted that the use of PVC was agreed to as per their memo of July. Memo to be provided to AAR, once confirmed by Ossama, for record. • This RFI will remain opened until confirmation by Ossama. 	22-Mar-12
5	12-Mar-12	Alternate Lighting for Firing Range	16-Mar-12	WPS/Ossama/Nova3	We will review this with Ossama and WPS to confirm if this work is above and beyond POR. Nova 3 to review pricing and respond to AAR.	10-Apr-12	Please review the revised lighting for the firing range that is shown on the 95% set of drawings (will be distributed to all by the end of today). It has been agreed by Ossama that the range lighting is not included in the May 31 POR for Wyper Road, as such we will close RFI W 5 and issue a CCN for this work (5368 – CCN003) based on the 95% drawings for Wyper Road.	10-Apr-12
6	25-Apr-12	MTS Service Location	2-May-12	Nova3	Nova3 will review the location of the MTS service and respond to AAR.			
7	27-Jun-12	Range Lighting Bases	3-Jul-12	Wolfrom	Provide Caspian with the concrete base details for the range lights.	29-Jun-12	Sketches of the concrete base details provided to CP on June 29, 2012.	29-Jun-12
8	27-Jun-12	Gate Access Control	30-Jul-12	grc / Nova3	Review and locate the location of the gate access control and respond to AAR	12-Jul-12	Please refer to Nova3 drawing E2 (IFC on May 4, 2012) for location of gate access control.	12-Jul-12
9	27-Jun-12	Parking Fence	3-Jul-12	grc / Nova3	Review and provide locations for the parking fence.	12-Jul-12	As discussed with Peter Gianuzzi, the attached detail for the parking fence/receptacle support is acceptable.	12-Jul-12
10	27-Jun-12	Range Equipment	3-Jul-12	Nova3	Meet with Caspian Site Superintendent to provide locations.	28-Jun-12	<p>Met with Caspian Site Superintendent on Thursday, June 28, 2012 at 11am and provided locations.</p> <p>Please refer to Nova3 drawing E2 (IFC on May 4, 2012) for location of conduit for targeting system.</p>	28-Jun-12

5368-00 WPSHQ - Wyper Road RFI Log

RFI #	Date of Issue	Subject	Date Required	Assigned To	Action Required	Date of Response	Response	Date Closed
11	27-Jun-12	Alternate Lamp Standard Bases	3-Jul-12	Nova3 / Wolfrom	Nova3 to meet with Caspian Site Superintendent to provide locations. Wolfrom to provide lamp post details directly to Caspian with copy to AAR.	12-Jul-12	As discussed with Peter Gianuzzi, the noted screw base detail is acceptable. Please note that a concrete filled "culvert" (corrugated metal ring) is required at the base of all of these light poles to prevent damage to the fixture.	12-Jul-12
12	27-Jun-12	Lift Pumps	3-Jul-12	Nova3	Meet with Caspian Site Superintendent to provide locations.	28-Jun-12	Met with Caspian Site Superintendent on Thursday, June 28, 2012 at 11am and provided locations.	28-Jun-12
13	27-Jun-12	Site Lighting	3-Jul-12	Nova3	Meet with Caspian Site Superintendent to provide locations.	28-Jun-12	Met with Caspian Site Superintendent on Thursday, June 28, 2012 at 11am and provided locations. Please refer to Nova3 drawing E2 (IFC on May 4, 2012) for location of lift pumps.	28-Jun-12
14	4-Jul-12	Finish Schedule Clarifications - Rooms 106 and 109	6-Jul-12	grc	Review and respond to AAR.			
15	16-Jul-12	Epoxy Floor Colour	20-Jul-12	grc / CP	Discuss and agree upon a colour and shade and respond to AAR.	19-Jul-12	The color for the epoxy floor coating at Wyper Road is to be the color Grey. This choice of color and shade was discussed and agreed upon between grc (Patrick Dubuc) and Caspian (Peter Gianuzzi) last week and re-confirmed with Caspian yesterday (July 18) by grc.	19-Jul-12
16	19-Jul-12	Operator Work Station, Humidistat, SS Sinks	19-Jul-12	WPS / grc	Review and respond to AAR.	19-Jul-12	Mechanical Response 1a. OWS located on N. wall of mech. Room is acceptable. 1b. Humidistat to be located in open office area, adjacent thermostat, east wall of instructor area (see sketch). 2. No.2 side by side sinks in the gun cleaning room is acceptable. Please note that the 2 stainless steel sink option is preferred by WPS and the distance between the 2 sinks is to be 600mm. We understand that the double sink option may still be used if it is a delivery issue that would affect completion date of the Wyper Road facility as schedule is paramount.	19-Jul-12
17	25-Jul-12	Cargo Trailer Alternate Dimension	27-Jul-12	WPS	Review and respond to AAR.	25-Jul-12	WPS has reviewed the optional sized cargo trailer and wishes to remain with the 7' x 12' trailer, double axel as specified in S #10, rev1.	25-Jul-12
18	25-Jul-12	Relocate Access Hatch	27-Jul-12	WPS	Review and respond to AAR.	25-Jul-12	The re-location of the access hatch to room 117, Target Prep Room was reviewed on site and by WPS and is acceptable.	25-Jul-12
19	31-Jul-12	Relocation of Exterior Lighting	1-Aug-12	Nova3	Review and respond to AAR.	31-Jul-12	Reviewed the attached RFI and the relocation of the post mounted luminaires appears acceptable. Please advise McCaine to proceed with locating the luminaires at the new locations indicated on their sketch.	31-Jul-12
20	17-Aug-12	Exterior Signage	17-Jul-12	grc / WPS	The locations for the exterior signage will have to be reviewed by Patrick Dubuc with WPS.			
21	23-Aug-12	Miscellaneous Range Questions	23-Aug-12	grc / WPS	grc (Patrick) will coordinate with WPS the attendees for the training session.	23-Aug-12		

5368-00 WPSHQ - Wyper Road RFI Log

RFI #	Date of Issue	Subject	Date Required	Assigned To	Action Required	Date of Response	Response	Date Closed
22	23-Aug-12	Target Equipment Training	24-Aug-12	WPS	WPS will review and provide you with a list of attendees for the Target Equipment Training. We understand that this has been delayed until the week of September 4 due to the lack of an occupancy permit.	4-Sep-12	This has been completed already, see attached.	4-Sep-12
23	31-Aug-12	Mechanical and Electrical Systems Training	31-Aug-12	WPS	WPS will review and coordinate with Peter Gianuzzi as to who will be attending the M & E systems training session on September 4.	1-Sep-12	It is our understanding that this has been coordinated with Peter G, based on the emails received on August 31.	1-Sep-12
24	4-Sep-12	Furniture Colour Selection	5-Sep-12	WPS	WPS will review and respond to AAR.	4-Sep-12	Please see attached and close formally, thanks.	4-Sep-12
25	13-Sep-12	Locker Quantity and Numbering Sequence	14-Sep-12	grc / WPS	grc will review with WPS and confirm the quantity of lockers and numbering sequence.	24-Sep-12	The number of lockers required are 8 for the men and 2 for the women's locker rooms. Lockers to be numbered sequentially from 1 to 10	24-Sep-12
26	14-Sep-12	IP Address for Building Controller	21-Sep-12	WPS	WPS will review with their IT personnel and provide the IP address for the building controller.			

5368-00 WPSHQ - SI Log

SI #	Date of Issue	Title	Reason	Initiate By	Issued By
001	9-Mar-12	Response to HQ RFI 5	Clarification	Nova3	AAR
002	9-Mar-12	UPS Run Time	Clarification	Client (WPS)	AAR
03	4-May-12	Target Systems - Action Target Option	Category 6 - Co-ordination Items	Client (WPS)	AAR
04	26-May-12	Wyper Road Exterior Shooting Range - Ceiling Height Modifications	Category 6 - Co-ordination Items	Client (WPS)	AAR
05	26-May-12	Wyper Road Exterior Shooting Range - Finish Material Clarification	Category 6 - Co-ordination Items	Client (WPS)	AAR
06	4-Jun-12	Wyper Road Exterior Shooting Range - Data Drop Clarification	Category 6 - Co-ordination Items	Client (WPS)	AAR
07	8-Jun-12	Wyper Road Exterior Shooting Range - Ammo Vault Ceiling Clarification	Category 6 - Co-ordination Items	Client (WPS)	AAR
08	17-Jun-12	HQ - P2 Level - Modifications to Washroom Layout - Relocated Plans Room	Category 6 - Co-ordination Items	Client (WPS)	AAR
09	19-Jun-12	Wyper Road – Observation Tower Size	Category 6 - Co-ordination Items	Client (WPS)	AAR
10	19-Jun-12	Wyper Road – Exterior Storage Shed	Category 6 - Co-ordination Items	Client (WPS)	AAR
10 R-1	19-Jul-12	Wyper Road – Exterior Storage Shed	Category 6 - Co-ordination Items	Client (WPS)	AAR
11	19-Jun-12	Wyper Road – Keying Schedule	Category 6 - Co-ordination Items	Client (WPS)	AAR
12	20-Mar-12	HQ - Exterior Alteration Permit	Category 6 - Co-ordination Items	Client (WPS)	AAR
13	2-May-12	HQ - Interior Alteration Permit	Category 6 - Co-ordination Items	Client (WPS)	AAR
14	4-May-12	W - Issued for Construction	Category 6 - Co-ordination Items	Client (WPS)	AAR
15	16-May-12	W - Walltypes / Ceiling Updates	Category 6 - Co-ordination Items	Client (WPS)	AAR
16	31-May-12	HQ - Level P2 Dimensioning	Category 6 - Co-ordination Items	Client (WPS)	AAR
17	15-Jun-12	HQ - Issued for Building Permit	Category 6 - Co-ordination Items	Client (WPS)	AAR
18	28-Jun-12	HQ - South Elevation Louvers	Category 6 - Co-ordination Items	Client (WPS)	AAR
19	6-Jul-12	HQ - East / South Elevations	Category 6 - Co-ordination Items	Client (WPS)	AAR
20	7-Jul-12	HQ – Raised Flooring	Category 6 - Co-ordination Items	Client (WPS)	AAR
21	8-Jul-12	Wyper Road - Extent of Fence at Borough Pit	Category 6 - Co-ordination Items	Client (WPS)	AAR
22	12-Jul-12	HQ – Emergency Power Priority Sequence	Category 6 - Co-ordination Items	Client (WPS)	AAR
23	20-Jul-12	HQ – Video and Audio Conferencing Requirements	Category 6 - Co-ordination Items	Client (WPS)	AAR
24	20-Jul-12	HQ – Central Equipment Issue - BCGA32	Category 6 - Co-ordination Items	Client (WPS)	AAR
25	20-Jul-12	HQ – Media Room Connections	Category 6 - Co-ordination Items	Client (WPS)	AAR
26	20-Jul-12	Wyper Road – Shooting Post Design	Category 6 - Co-ordination Items	Client (WPS)	AAR
27	23-Jul-12	HQ – Data & Power Requirements	Category 6 - Co-ordination Items	Client (WPS)	AAR
28	24-Jul-12	HQ - Issued for Construction	Category 6 - Co-ordination Items & Category 7 - Code & Authorities	Consultants	AAR
29	24-Jul-12	W - Issued for Building Permit	Category 7 - Code & Authorities	Authorities	AAR
30	25-Jul-12	Wyper Road – Mechanical Commissioning Summary	Category 6 - Co-ordination Items	Client (WPS)	AAR
31	31-Jul-12	Wyper Road – Control Room No.128 – Flooring Finish	Category 6 - Co-ordination Items	Client (WPS)	AAR
32	31-Jul-12	Wyper Road –Target System Additional Requirement	Category 6 - Co-ordination Items	Client (WPS)	AAR
33	31-Jul-12	Wyper Road – Furniture Requirement	Category 6 - Co-ordination Items	Client (WPS)	AAR
34	2-Aug-12	HQ – Structural Revisions Main, Level 2 & 4	Category 6 - Co-ordination Items	Consultants	AAR
35	8-Aug-12	Wyper Road – Ammunition Storage Door Plating	Category 6 - Co-ordination Items	Client (WPS)	AAR
36	8-Aug-12	Wyper Road – Stainless Steel Corner Guards	Category 6 - Co-ordination Items	Client (WPS)	AAR

5368-00 WPSHQ - SI Log

SI #	Date of Issue	Title	Reason	Initiate By	Issued By
37	8-Aug-12	Wyper Road – Women’s Washroom Vanity Counter	Category 6 - Co-ordination Items	Client (WPS)	AAR
38	20-Aug-12	Wyper Road – Emergency Lighting & Armory Receptacle Revisions	Category 6 - Co-ordination Items	Client (WPS)	AAR
39	27-Sep-12	HQ Building – P2 level – Demolition Modifications	Category 6 - Co-ordination Items	Client (WPS)	AAR



Winnipeg Police Headquarters Owner's Meeting No. 17



Date of Meeting: October 10, 2012

Meeting Location: Caspian Boardroom, 5th Floor, 266 Graham

Name	Initials	Company	Initials	Present	Copied
Peter Chang	PC	Adjeleian Allen Rubeli Ltd.	AAR	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Patrick Dubuc	PD	GRC Architects	GRC	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Peter Rankin	PR	GRC Architects	GRC	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Ossama AbouZeid	OA	Dunmore Corporation	DC	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Randy Benoit	RB	Winnipeg Police Service	WPS	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Henry Hagenars	HH	Winnipeg Police Service	WPS	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Ari Berdesis	AB	Winnipeg Police Service	WPS	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Armik Babakhanians	ABa	Caspian Projects	CP	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Shaun Babakhanians	SB	Caspian Projects	CP	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Peter Giannuzzi	PG	Caspian Projects	CP	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Pam Anderson	PA	Caspian Projects	CP	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Andrew Edge	AE	Caspian Projects	CP	<input type="checkbox"/>	<input checked="" type="checkbox"/>
John Guenther	JG	Nova3	N3	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Vic Thielman	VT	Nova3	N3	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Tony Mitousis	TM	Nova3	N3	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Dan Wolfrom	DW	Wolfrom Engineering	WE	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Howie Laubenstein	HL	Integrated Designs	ID	<input type="checkbox"/>	<input type="checkbox"/>
Jamie MacPherson	JM	Integrated Designs	ID	<input type="checkbox"/>	<input type="checkbox"/>

Meeting Minutes

4.8 EXISTING TOWER TENANTS

- CP expressed concern with timing of relocation of tenants.
- Storage space at P1 needs to be cleared out. SB stated this will affect schedule.
- SB to review and provide report. (Include cost and schedule implications)

- RB indicated there is confusion as to when space has to be vacated.
 - May 31, 2012 is agreed upon date.
 - CP agreed to give them until June 2, 2012 to move out.
 - Optometrist; his space must be vacated ASAP - schedule impact.
 - WPS to review with Bob Down. CP to review if they can do this project under their building permit number.
 - PG to provide Dr. Lecker floor plans and letter of impact on schedule.
 - Approximate construction time is 3 months for construction of new office.
 - Affects permit issue.
 - ABa met with Bob Downs.
 - Possibility of WPS to vacate site office. Grid move Dr. Lecker into space to be reviewed with City.
 - OA/RB to review options with City.
 - CP issued delay notice to OA.
 - Dr. Lecker office proposed to move into cadet space.
 - Police cadets meeting with Winnipeg PP & D.
 - CP to deal directly with the City of Winnipeg to resolve (PP&D).
 - CP to renovate space to suit Dr. Lecker.
 - CP to notify WPS for commencement date and duration.
 - CP received plans to modify space adjacent to WPS on 2nd Floor in order to receive the Cadets. CP nor the City have yet to receive plans to modify the present space occupied by the Cadets into Dr. Lecker's new office.
 - CP began work in the future Cadet space and will advise WPS when this space will be ready for takeover.
 - Phase I estimated Monday, September 17, 2012 for cadets to start moving in. PG to confirm with Rob Murray.
 - Phase II to start other half.
- 4.8.16 • PG contacted John Zabudney regarding locker re-location. RB confirmed that it was done September 24, 2012.
- 4.8.16 • Cadets to move into vacated "locker" area.
- 4.8.16 • RB to contact John Zabudney regarding progress of Dr. Lecker relocation.
- 4.8.17 • **Aba called Bob Downs; issue with permit drawings from Dr. Lecker's architect.**
- 4.8.17 • **CP confirmed that permit received for renovation of new space.**
- 4.8.17 • **Cooper Architects were to provide drawings for Dr. Lecker's new space to CP for construction.**
- 4.8.17 • **CP awaiting drawings for pricing.**

Action: RB

5.3

WYPER ROAD HARDWARE TO BE REVIEWED

- 2 door frames to be reviewed.
- CP to provide shop drawings.
- Master key requirements, GRC to review with WPS.
- GRC to issue keying schedule May 29, 2012 (SI #011 issued June 19, 2012).
- GRC to review with WPS and issue revised SI summarizing changes.
- PG and HH have discussed and agreed to changes.
- Ammo vault doors – option to steel plate interior door – WPS to review and advise (AB).
- Ammo vault door to be steel plated.
- Interior door, electrical strike to be outside (mag lock?). To be reviewed on site and revised SI to be issued.

- GRC to review with IDI and issue SI.
- Panic bar required for exterior doors and “security” chain for blast purposes – work should be completed today (August 21st 2012).
- SI #35 issued for door plating (August 8, 2012) – Work completed.
- Mag lock not yet installed, CCN was issued two days ago.
- The mag lock, security chains and astragal plate are installed; awaiting delivery of the panic set.
- WPS stated that the present site condition in regards to the four electric strikes at the four exterior doors may be prone to vandalism; it was suggested that a steel plate be added to the doors to cover the strike. Plates would need to be through bolted to the doors; CP to review and advise.
- Work has been done. To be priced under CCN #12.
- 5.3.16 • AAR to review and issue CO. (to be issued)
- 5.3.17 • **CO #12 issued October 5, 2012.**

Action: Closed

6.4

POLICE SIGNAGE

- Winnipeg Police HQ sign on pedestals and/or on building face.
- John Sellers (hired by City of Winnipeg through CP) presented options. Will be revisited.
- CP to provide proposals from John Sellers to AAR/OA/RB.
- GRC issued proposal to RB for their review.
- If mounted on curtain wall, CP requires input ASAP.
- UDAQ approval may be required.
- Decision urgently required as east elevations are under construction.
- RB to advise.
- Met with UDAC (Lee Caldwell) June 18, 2012.
- Pillar signage preferred, opposed by Lee Caldwell.
- GRC to prepare presentation of pillars (reduced size).
- GRC presented pillar signage to RB.
- RB presented to City.
- Exterior signage on building not an option.
- CP to proceed with buildings cladding with no signage.
- RB provided design to UDAC.
- UDAC approved 14'-0" high signage as presented by GRC.
- Way finding signs to be English, Braille included.
- GRC to prepare sign design package.
- GRC is working on this package, item carried.
- CP to review and price electrical requirement. To be reviewed under cash allowance.
- 6.4.16 • GRC will have plans/scheme for WPS review by Friday.
- 6.4.16 • CP to confirm that rough-ins and feeds are included in electrical price.
- 6.4.17 • **GRC issued October 4, 2012.**
- 6.4.17 • **WPS to review internally.**
- 6.4.17 • **GRC needs comments back by October 16, 2012 at the latest.**
- 6.4.17 • **AAR to apply for permits week of October 22, 2012.**

Action: GRC / CP

8.2

SCHEDULE FOR HQ

- Building permit delayed to June 15, 2012.
- CP requested time to review contract documents/drawings.
- CP to advise of potential delays as required.
- OA wants delay issues identified immediately so that WPS can address sooner rather than later.
- ABA to meet with OA and RB separately after meeting.
- To be reviewed in July, with recovery plan.
- OA wishes to re-visit in September after building is enclosed.
- CP to provide revised schedule after review of IFC drawings.
- In progress, CP to provide update next meeting.
- AAR/GRC to meet with CP sub-trades to review.
- Electrical drawings (power) not yet delivered, expected by end of the day.
- Electrical drawings not yet ready, expected by September 14, 2012; preliminary copy may be ready prior to this date for WPS review. Copy of WPS marked up drawings were returned to WPS as requested.
- On target for September 14, 2012.
- 8.2.16 • Drawings issued on September 18, 2012 and distributed.
- 8.2.16 • Specs being reviewed by Wes-Man and McCaine. Printing/distribution to proceed after approval.
- 8.2.17 • **CP trades still working with Nova3 for review.**

Action: CP / AAR

9.6

SITE DEVELOPMENT PERMIT/PRIVATE APPROACH PERMIT

- GRC to prepare sketches and package.
- CP to apply to City.
- With approved signage, GRC to proceed with finalizing package.
- Decision to be made on canopies. Meeting with WPS/GRC required.
- 9.6.16 • Package being prepared by GRC, ready for Friday, September 28, 2012.
- 9.6.16 • GRC to review with WPS (RB).
- 9.6.17 • **GRC issued October 4, 2012.**
- 9.6.17 • **WPS to review internally.**
- 9.6.17 • **GRC needs comments back by October 16, 2012 at the latest.**
- 9.6.17 • **AAR to apply for permits week of October 22, 2012.**

Action: GRC / WPS

10.1

H.Q. ELEVATORS

- CPU elevators.
- Require pit depth less than 300mm otherwise WPS loses space in Level P1.
- "CCN" was issued by Aecom and priced by CP. OA to review history of documentation.
- GRC /AAR working with WPS to review layout of forensic lab storage space to suit elevator pit.
- Layout has been resolved with WPS and is on IFC drawings.
- WPS required 2nd elevator.
- AAR to issue CCN (issued August 1, 2012).
- CP to price. Still awaiting quote as of August 21st 2012.

- CP to submit complete quote. ABa stated that price for the elevator only is approximately \$220,000; CP awaiting quotes from other trades to finalize their submission.
- 10.1.16 • Awaiting quote from CP.
- 10.1.17 • **Quote from Kone received; \$214,000.00**
- 10.1.17 • **CP to provide final cost; AAR to review.**

Action: CP

11.1 FLUSHING OF CHILLER PIPES

- OA to follow up with John Zabudney.
- Needs to be completed before mid-September (Note: this will require 10 days to complete).
- John Zabudney is pursuing another quote. OA to touch base with John Zabudney and advise.
- In the absence of OA, GRC reminded RB of the urgency surrounding this issue. Answer required by first week of September 2012.
- Contract awarded by Shindico (City of Winnipeg) to independent contractor.
- CP to test quality.
- 11.1.16 • Report required from City of Winnipeg to confirm work has been done.
- 11.1.16 • RB to follow-up with John Zabudney.
- 11.1.17 • **Report required from Bob Downs to confirm work has been done.**
- 11.1.17 • **CP states work is still being done by outside contractor and won't be done until November 2012.**
- 11.1.17 • **RB to follow-up at afternoon meeting with City of Winnipeg (John Zabudney & Bob Downs).**

Action: RB

12.1 WYPER ROAD RECONCILIATION OF "ADDITIONAL" WORK

- CP requests a meeting with OA after completion of Wyper Road.
- OA to set up and determine invitees (WPS, GRC, AAR ???).
- OA and Aba to meet this week.

Action: OA / CP

12.3 WYPER ROAD - FURNITURE

- CP Tender to close August 17, 2012.
- OA to review with WPS temporary furniture options. To be done with chosen bidder.
- Three bids were received today (August 21st 2012), WPS to review and advise.
- OA issued instructions to proceed with part of the furniture package only. Selected supplier; "Accent". CP to meet with Accent tomorrow to review work/delivery. WPS requires furniture ASAP for classrooms for training purposes; CP to review with Accent in regards to provision of temporary furniture.
- Temporary furniture in place.
- Permanent furniture to be in and completed October 19, 2012.
- 12.3.16 • CP to address disposal of loose packaging.
- 12.3.17 • **Furniture to be delivered October 19, 2012.**

Action: OA / WPS / CP

12.6

WYPER ROAD - OCCUPANCY

- September 4, 2012 required by WPS.
 - Classes/training will start.
 - Mobilization by WPS August 27, 2012.
 - Occupancy Inspection on hold pending issuance of Building Permit.
 - Building Permit received Friday, August 24, 2012.
 - Occupancy Permit yet to be released; held up due to lack of special fire hydrant at the retaining pond. Fire hydrant delivery is expected within 2 weeks; will require 1 to 2 days to install. CP to review with Fire Department in regards to other options to expedite Occupancy Permit or possibility of temporary occupancy permit.
 - Interim occupancy received Friday from City of Winnipeg.
 - Dry hydrant to be completed before issuing of full occupancy; to be done by end of week.
 - New door required for ammo vault. Part of CCN #12.
 - CP will issue a quote; AAR to review and issued CO.
 - Training session occurred the last week of August.
 - August 31, 2012 sign off received from range master.
 - Keys turned over to OA. CP to confirm official number of keys delivered and an itemized list.
- 12.6.16 • Dry hydrant parts are in. CP to confirm and install. PG to send email confirmation today.
- 12.6.16 • Ammo vault door to be installed tomorrow and deficiency note will be addressed.
- 12.6.16 • Key for women's shower missing; PG to review.
- 12.6.17 • **Waiting for Winnipeg Fire Department to test dry hydrant; October 10th or 11th?**
- 12.6.17 • **Ammo door deficiency completed; AB is satisfied.**
- 12.6.17 • **Key for women's shower turned over to WPS; transmittal to be updated.**

Action: CP

13.1

DEFICIENCY REPORT

- A deficiency report is required by all disciplines prior to occupancy by WPS.
 - Deficiency lists were prepared; CP advised that 90% of noted deficiencies are rectified.
 - To be reviewed by GRC and walkthrough on Wednesday, September 12, 2012.
- 13.1.16 • Revised deficiency List issued on September 24, 2012.
- 13.1.16 • CP to review
- 13.1.17 • **Moved to Item 16.2.**

Action: Closed

13.3

TRAINING

- Training is being planned for end of the week, Friday August 24th or the following Monday.
 - O & M manuals will not be ready for the training exercise.
 - Trades and Commissioning Agent as well as WPS representatives should all be present.
 - WPS (RB) to arrange with PP&D (Ian Day) and advise.
- 13.3.16 • Training for M & E; CP awaiting confirmation of date from Ian Day.
- 13.3.17 • **Training has been completed and sign-off received.**

Action: Closed

14.2 WYPER ROAD LANDSCAPING

- Drawings call for trees and shrubs which have yet to be installed. CP noted that this work may represent a “Value Engineering” amount; to be discussed with OA.
 - CP to issue quote.
 - GRC /AAR to review with OA.
- 14.2.16 • CP to provide cost breakdown for AAR review/recommendations.

Action: OA / CP / GRC / AAR

15.1 WYPER ROAD – FIRE HYDRANT AND RETENTION POND

- Genivar (Ian McKinnon) reviewed function of retention ponds.
 - Retention pond must be monitored and maintained (as required during droughts) as pond is used for fire hydrant.
 - Genivar to provide design summary and maintenance program to be included in O & M manuals.
- 15.1.16 • O & M manuals to be delivered before the end of the week.
- 15.1.17 • **Waiting for as-builts/record drawings from AAR design team.**
- 15.1.17 • **To be on SharePoint site and reviewed by AAR team.**

Action: CP / AAR

15.2 WYPER ROAD – CONDITION #9 – CITY OF WINNIPEG

- Requires emergency signage and exit plan.
 - To be reviewed with WPS and GRC.
 - Fire extinguishers required. **(3 provided)**
 - Signage required for ammo vault.
- 15.2.16/17 • Evacuation plan required; GRC to provide. **(GRC to provide this week)**
- 15.2.16/17 • AB to follow up with Winnipeg Fire Department and City of Winnipeg regarding ammo vault signage. **(AB confirms that sign is not required)**

Action: GRC

15.5 GENSET LOAD BANK

- WPS to review with OA on “additional cost” load bank (Not part of POR).
- 15.5.17 • **McCaine quoted cost of ± \$180,000.00.**

Action: WPS / OA

15.6 DESIGN DOCUMENTS

- Aba expressed concern with delivery of 100% design documents.
 - M & E in relatively good shape, pending delivery on September 14, 2012.
 - Architectural is lagging and affecting construction. AAR advised that changes are beyond design team control and affect all disciplines.
 - Meeting to be held with OA/WPS/AAR/GRC to review.
- 15.5.17 • **All drawings to be frozen as of Friday, October 19, 2012. Include fourth floor changes from WPS.**
- 15.5.17 • **WPS to provide final fourth floor drawings.**
- 15.5.17 • **Furniture layout required by McCaine. RFI HQ 72 to be responded to by October 19, 2012.**

Action: AAR / OA / WPS / GRC

16.1 **ARCHITECTURAL DRAWING STATUS**

- ABA requested status of architectural drawings.
- 5th floor plans required ASAP. To be issued before the end of the week.
- ABA requested that drawings be “frozen” so that work can proceed and impact on costs and schedule be minimized.
- AAR/GRC trying to fix blocking schemes and room sizes. CP requires this info to order and install doors.
- Furniture/WPS requirements affecting completion of architectural drawings being reviewed and expedited by OA and RB.

Action: GRC / AAR

16.2 **DEFICIENCIES AT WYPER ROAD**

- AB and PG to review and resolve.
- PA to start database for warranty issues.
- 16.2.17 • **Roof shingles on shed to be changed to metal lining.**
- 16.2.17 • **GRC to provide shower curtain spec.**
- 16.2.17 • **Hydro seeding may proceed depending on weather.**
- 16.2.17 • **Target system deficiencies to be addressed by CP**
 - **OA requested that CP notify Action Target officially.**
 - **Action providing remedial details.**
 - **WPS and GRC will review and provide deficiency list.**

Action: WPS / CP

17.1 **MUSEUM LAYOUT**

- Under review with GRC.
- GRC to meet with WPS to review.

Action: GRC / WPS

17.2 **PROJECT SHUT DOWN FOR CHRISTMAS**

- To be reviewed.

Action: Info

NEXT MEETING

- Next meeting will be on **Tuesday, October 23, 2012** from **9am to 10:30am**.
- **All meetings will be from 9am to 10:30am**
 - **Tuesday, November 6, 2012**
 - **Tuesday, November 20, 2012**
- Owner’s Meeting to be held bi-weekly until further notice.

Action: All / AAR

Supplemental

16.1 **AAR DESIGN MEETING WITH CASPIAN SUB-TRADES**

- AAR/GRC/NOVA3/Wolfrom met with Caspian sub-trades on Wednesday, March 14, 2012, regarding Wyper Road Gun Ranger.
- Structural provided custom wall support details for permit.
- AAR design team committed to providing fully coordinated “Issued for Construction” drawings in 90 days (May 30, 2012 ±).

- IFC drawings issued July 24, 2012

S1.2

BUILDING PERMIT STATUS

- Building Envelope Permit - March 20, 2012
 - o 100% completed drawings for Architectural curtainwall, 100% completed structural support system for curtain wall and code analysis for building envelope.
 - o No Mechanical or Electrical drawings.
 - o 3 sets of drawings will be hand delivered to the City of Winnipeg's Office (Sara Cianflone) by 11am on March 20, 2012.
 - o Drawings and specifications delivered to City of Winnipeg Planning, Property and Development Department (Michelle Ho).
 - o Receipt received (Caspian Projects).
- Structural Permit - May 2, 2012
 - o 100% completed drawings (plans only) for Architectural, 100% completed drawings for Structural, full code analysis for the building.
 - o Mechanical or Electrical drawings will be partially completed, but will not be included with this application, unless the City of Winnipeg wished to have these drawings for information only.
 - o Drawings and specifications delivered to the City of Winnipeg, Property and Development Department (Michelle Ho) on May 2, 2012.
 - o Receipt received.
- Building Permit - submitted June 15, 2012.
 - o 100% design complete and fully coordinated Architectural, Structural, Mechanical and Electrical drawings and specifications.
 - o Follow-up meeting with City of Winnipeg (Sara Ciaflone) set-up for Wednesday, June 20, 2012.
 - o Drawings re-submitted for Building Permit on July 24, 2012
- Wyper Road Building Permit
 - o CP to provide a certified sketch from their Civil Engineer for the minor change in the proposed site drainage. Once this has been issued, the City of Winnipeg will issue a Building Permit for Wyper Road.
 - o Drawings signed and sealed by AAR consultant team (including Civil drawings from Genivar) and submitted for building permit as requested by the City of Winnipeg.



Winnipeg Police Headquarters Owner's Meeting No. 20



Date of Meeting: November 20, 2012

Meeting Location: Caspian Boardroom, 5th Floor, 266 Graham

Name	Initials	Company	Initials	Present	Copied
Peter Chang	PC	Adjeleian Allen Rubeli Ltd.	AAR	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Patrick Dubuc	PD	GRC Architects	GRC	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Peter Rankin	PR	GRC Architects	GRC	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Ossama AbouZeid	OA	Dunmore Corporation	DC	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Randy Benoit	RB	Winnipeg Police Service	WPS	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Henry Hagenars	HH	Winnipeg Police Service	WPS	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Ari Berdesis	AB	Winnipeg Police Service	WPS	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Armik Babakhanians	ABa	Caspian Projects	CP	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Shaun Babakhanians	SB	Caspian Projects	CP	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Peter Giannuzzi	PG	Caspian Projects	CP	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Pam Anderson	PA	Caspian Projects	CP	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Andrew Edge	AE	Caspian Projects	CP	<input type="checkbox"/>	<input checked="" type="checkbox"/>
John Guenther	JG	Nova3	N3	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Vic Thielman	VT	Nova3	N3	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Tony Mitousis	TM	Nova3	N3	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Dan Wolfrom	DW	Wolfrom Engineering	WE	<input type="checkbox"/>	<input checked="" type="checkbox"/>

Meeting Minutes

4.8 EXISTING TOWER TENANTS

- CP expressed concern with timing of relocation of tenants.
- Storage space at P1 needs to be cleared out. SB stated this will affect schedule.
- SB to review and provide report. (Include cost and schedule implications)
- RB indicated there is confusion as to when space has to be vacated.
- May 31, 2012 is agreed upon date.
- CP agreed to give them until June 2, 2012 to move out.

- Optometrist; his space must be vacated ASAP - schedule impact.
- WPS to review with Bob Down. CP to review if they can do this project under their building permit number.
- PG to provide Dr. Lecker floor plans and letter of impact on schedule.
- Approximate construction time is 3 months for construction of new office.
- Affects permit issue.
- ABa met with Bob Downs.
- Possibility of WPS to vacate site office. Grid move Dr. Lecker into space to be reviewed with City.
- OA/RB to review options with City.
- CP issued delay notice to OA.
- Dr. Lecker office proposed to move into cadet space.
- Police cadets meeting with Winnipeg PP & D.
- CP to deal directly with the City of Winnipeg to resolve (PP&D).
- CP to renovate space to suit Dr. Lecker.
- CP to notify WPS for commencement date and duration.
- CP received plans to modify space adjacent to WPS on 2nd Floor in order to receive the Cadets. CP nor the City have yet to receive plans to modify the present space occupied by the Cadets into Dr. Lecker's new office.
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- Phase II to start other half.
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- 4.8.16 • Cadets to move into vacated "locker" area.
- 4.8.16 • RB to contact John Zabudney regarding progress of Dr. Lecker relocation.
- 4.8.17 • ABa called Bob Downs; issue with permit drawings from Dr. Lecker's architect.
- 4.8.17 • CP confirmed that permit received for renovation of new space.
- 4.8.17 • Cooper Architects were to provide drawings for Dr. Lecker's new space to CP for construction.
- 4.8.17 • CP awaiting drawings for pricing.
- 4.8.18 • CP received drawings. Modifications required to suit exiting.
- 4.8.18 • Permit received, subject to revised exiting.
- 4.8.18 • Asbestos removal in progress.
- 4.8.18 • ABa anticipates no progress until early 2013.
- 4.8.19 • Permit issued by City subject to resolution of fire exiting.
- 4.8.19 • Dr. Lecker reviewing new layout drawings.
- 4.8.20 • **Exiting still needs to be addressed.**

Action: Info

6.4

POLICE SIGNAGE

- Winnipeg Police HQ sign on pedestals and/or on building face.
- John Sellers (hired by City of Winnipeg through CP) presented options. Will be revisited.
- CP to provide proposals from John Sellers to AAR/OA/RB.
- GRC issued proposal to RB for their review.
- If mounted on curtain wall, CP requires input ASAP.
- UDAQ approval may be required.

- Decision urgently required as east elevations are under construction.
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- Met with UDAC (Lee Caldwell) June 18, 2012.
- Pillar signage preferred, opposed by Lee Caldwell.
- GRC to prepare presentation of pillars (reduced size).
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- 6.4.16 • CP to confirm that rough-ins and feeds are included in electrical price.
- 6.4.17 • GRC issued October 4, 2012.
- 6.4.17 • WPS to review internally.
- 6.4.17 • GRC needs comments back by October 16, 2012 at the latest.
- 6.4.17 • AAR to apply for permits week of October 22, 2012.
- 6.4.18 • Permit application made on October 22, 2012 for encroachment and UDAC.
- 6.4.19 • GRC provided supplementary info week of October 29, 2012.

Action: Closed

8.2

SCHEDULE FOR HQ

- Building permit delayed to June 15, 2012.
- CP requested time to review contract documents/drawings.
- CP to advise of potential delays as required.
- OA wants delay issues identified immediately so that WPS can address sooner rather than later.
- ABa to meet with OA and RB separately after meeting.
- To be reviewed in July, with recovery plan.
- OA wishes to re-visit in September after building is enclosed.
- CP to provide revised schedule after review of IFC drawings.
- In progress, CP to provide update next meeting.
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- On target for September 14, 2012.
- 8.2.16 • Drawings issued on September 18, 2012 and distributed.
- 8.2.16 • Specs being reviewed by Wes-Man and McCaine. Printing/distribution to proceed after approval.
- 8.2.17 • CP trades still working with Nova3 for review.
- 8.2.18 • AAR to review with Nova3.
- 8.2.19 • Meeting to be held with Nova3 and McCaine on November 6, 2012.
- 8.2.19 • Layout of server room to be addressed.

- 8.2.20 • **Layout of server room received November 19, 2012.**
- 8.2.20 • **WPS to review with Nova3.**

Action: AAR / WPS

9.6 SITE DEVELOPMENT PERMIT/PRIVATE APPROACH PERMIT

- GRC to prepare sketches and package.
- CP to apply to City.
- With approved signage, GRC to proceed with finalizing package.
- Decision to be made on canopies. Meeting with WPS/GRC required.
- 9.6.16 • Package being prepared by GRC, ready for Friday, September 28, 2012.
- 9.6.16 • GRC to review with WPS (RB).
- 9.6.17 • GRC issued October 4, 2012.
- 9.6.17 • WPS to review internally.
- 9.6.17 • GRC needs comments back by October 16, 2012 at the latest.
- 9.6.17 • AAR to apply for permits week of October 22, 2012.
- 9.6.18 • Permits applied for on October 22, 2012.
- 9.6.18 • SI #49 Encroachment Permit Drawings issued October 23, 2012.

Action: Closed

10.1 H.Q. ELEVATORS

- CPU elevators.
- Require pit depth less than 300mm otherwise WPS loses space in Level P1.
- "CCN" was issued by Aecom and priced by CP. OA to review history of documentation.
- GRC /AAR working with WPS to review layout of forensic lab storage space to suit elevator pit.
- Layout has been resolved with WPS and is on IFC drawings.
- WPS required 2nd elevator.
- AAR to issue CCN (issued August 1, 2012).
- CP to price. Still awaiting quote as of August 21st 2012.
- CP to submit complete quote. ABa stated that price for the elevator only is approximately \$220,000; CP awaiting quotes from other trades to finalize their submission.
- 10.1.16 • Awaiting quote from CP.
- 10.1.17/18 • Quote from Kone received; \$214,000.00. Electrical pricing required.
- 10.1.17/18 • CP to provide final cost; AAR to review.
- 10.1.18 • Elevator to be similar to specified CPU elevator.
- 10.1.18 • CCN #10 received on October 24, 2012.
- 10.1.18 • AAR/GRC to review.
- 10.1.19 • AAR/GRC reviewed and provided recommendations to OA.
- 10.1.19 • OA to review.
- 10.1.19/20 • CP requires answer by **November 30, 2012** to avoid delays.

Action: OA / WPS

11.1 FLUSHING OF CHILLER PIPES

- OA to follow up with John Zabudney.
- Needs to be completed before mid-September (Note: this will require 10 days to complete).

- John Zabudney is pursuing another quote. OA to touch base with John Zabudney and advise.
- In the absence of OA, GRC reminded RB of the urgency surrounding this issue. Answer required by first week of September 2012.
- Contract awarded by Shindico (City of Winnipeg) to independent contractor.
- CP to test quality.
- 11.1.16 • Report required from City of Winnipeg to confirm work has been done.
- 11.1.16 • RB to follow-up with John Zabudney.
- 11.1.17 • Report required from Bob Downs to confirm work has been done.
- 11.1.17 • CP states work is still being done by outside contractor and won't be done until November 2012.
- 11.1.17 • RB to follow-up at afternoon meeting with City of Winnipeg (John Zabudney & Bob Downs).
- 11.1.18 • Official documentation/confirmation to be provided by PP&D as discussed in meeting with Bob Downs.
- 11.1.20 • **Report received from Bob Downs on November 15, 2012.**
- 11.1.20 • **Wes-Man to review and sign-off.**

Action: CP

12.1 WYPER ROAD RECONCILIATION OF "ADDITIONAL" WORK

- CP requests a meeting with OA after completion of Wyper Road.
- OA to set up and determine invitees (WPS, GRC, AAR ???).
- OA and Aba to meet this week.

Action: OA / CP

12.3 WYPER ROAD - FURNITURE

- CP Tender to close August 17, 2012.
- OA to review with WPS temporary furniture options. To be done with chosen bidder.
- Three bids were received today (August 21st 2012), WPS to review and advise.
- OA issued instructions to proceed with part of the furniture package only. Selected supplier; "Accent". CP to meet with Accent tomorrow to review work/delivery. WPS requires furniture ASAP for classrooms for training purposes; CP to review with Accent in regards to provision of temporary furniture.
- Temporary furniture in place.
- Permanent furniture to be in and completed October 19, 2012.
- 12.3.16 • CP to address disposal of loose packaging.
- 12.3.17 • Furniture to be delivered October 19, 2012.
- 12.3.18 • WPS rescheduled delivery to October 24 or 25, 2012 due to training activities.
- 12.3.18/19 • Locker delivery (Accent) tentative for week of November 26, 2012.
- 12.3.19 • Furniture delivered and installed.

Action: Closed

12.6 WYPER ROAD - OCCUPANCY

- September 4, 2012 required by WPS.
- Classes/training will start.
- Mobilization by WPS August 27, 2012.
- Occupancy Inspection on hold pending issuance of Building Permit.

- Building Permit received Friday, August 24, 2012.
 - Occupancy Permit yet to be released; held up due to lack of special fire hydrant at the retaining pond. Fire hydrant delivery is expected within 2 weeks; will require 1 to 2 days to install. CP to review with Fire Department in regards to other options to expedite Occupancy Permit or possibility of temporary occupancy permit.
 - Interim occupancy received Friday from City of Winnipeg.
 - Dry hydrant to be completed before issuing of full occupancy; to be done by end of week.
 - New door required for ammo vault. Part of CCN #12.
 - CP will issue a quote; AAR to review and issued CO.
 - Training session occurred the last week of August.
 - August 31, 2012 sign off received from range master.
 - Keys turned over to OA. CP to confirm official number of keys delivered and an itemized list.
- 12.6.16 • Dry hydrant parts are in. CP to confirm and install. PG to send email confirmation today.
- 12.6.16 • Ammo vault door to be installed tomorrow and deficiency note will be addressed.
- 12.6.16 • Key for women's shower missing; PG to review.
- 12.6.17 • Waiting for Winnipeg Fire Department to test dry hydrant; October 10th or 11th?
- 12.6.17 • Ammo door deficiency completed; AB is satisfied.
- 12.6.17 • Turned over to WPS; transmittal to be updated.
- 12.6.18 • Interim occupancy extended for 30 days.
- 12.6.18 • Awaiting final sign-off from City of Winnipeg electrical inspector.
- 12.6.19 • Full occupancy permit received.

Action: Closed

14.2 WYPER ROAD LANDSCAPING

- Drawings call for trees and shrubs which have yet to be installed. CP noted that this work may represent a "Value Engineering" amount; to be discussed with OA.
 - CP to issue quote.
 - GRC /AAR to review with OA.
- 14.2.16 • CP to provide cost breakdown for AAR review/recommendations.
- 14.2.18/19 • WPS requested trees to remain. (planting/decision delayed to spring 2012)
- 14.2.18 • SOD required for shot gun range.
- 14.2.18 • OA looking for ± \$20,000.00 savings.
- 14.2.18 • \$255,000.00 budget.
- 14.2.18 • AMEC preliminary report (April 20, 2012) received from CP.
- 14.2.18 • Final AMEC report and recommendations required.
- 14.2.19 • OA authorized CP to proceed with Jeo-Gute, subject to AMEC report.
- 14.2.19 • Hydro seeding to proceed once weather cooperates.
- 14.2.20 • **Hydro seeding for berms completed.**
- 14.2.20 • **Jeo-Gute to be installed in spring.**

Action: Info

15.1 WYPER ROAD – FIRE HYDRANT AND RETENTION POND

- Genivar (Ian McKinnon) reviewed function of retention ponds.
- Retention pond must be monitored and maintained (as required during droughts) as pond is used for fire hydrant.

- Genivar to provide design summary and maintenance program to be included in O & M manuals.
- 15.1.16 • O & M manuals to be delivered before the end of the week.
- 15.1.17 • Waiting for as-builts/record drawings from AAR design team.
- 15.1.17 • To be on SharePoint site and reviewed by AAR team.
- 15.1.18 • GRC/AAR to put "As-Builts" on CD and forward to RB.
- 15.1.19 • Record drawings to be completed.
- 15.1.20 • **Conduit for future use in target range to be noted.**

Action: CP

15.5 GENSET LOAD BANK

- WPS to review with OA on "additional cost" load bank (Not part of POR).
- 15.5.17 • McCaine quoted cost of ± \$180,000.00.
- 15.5.18 • Vic Thielman to review with CP.
- 15.5.19 • Nova3 to provide report.

Action: CP / AAR / Nova3

15.6 DESIGN DOCUMENTS

- Aba expressed concern with delivery of 100% design documents.
- M & E in relatively good shape, pending delivery on September 14, 2012.
- Architectural is lagging and affecting construction. AAR advised that changes are beyond design team control and affect all disciplines.
- Meeting to be held with OA/WPS/AAR/GRC to review.
- 15.6.17 • All drawings to be frozen as of Friday, October 19, 2012. Include fourth floor changes from WPS.
- 15.6.17 • WPS to provide final fourth floor drawings.
- 15.6.17 • Furniture layout required by McCaine. RFI HQ 72 to be responded to by October 19, 2012.
- 15.6.18 • Fourth floor drawings to be issued October 26, 2012.
- 15.6.18 • CP stated third floor required in conjunction with fourth floor.
- 15.6.18 • Windows required for Division 31 space on fourth floor. GRC to issue SI after review with WPS.
- 15.6.18 • GRC to review furniture deadline with CGB (November 5, 2012 tentative date).
- 15.6.19 • ACAD drawings for 5th floor to be issued November 13, 2012.
- 15.6.19 • AAR to advise GRC/CGB to proceed with work on rest of building.
- 15.6.20 • **Authorization to proceed with levels 3 and 4.**
- 15.6.20 • **Delivery of levels 3 and 4 December 10, 2012.**

Action: GRC / WPS

16.2 DEFICIENCIES AT WYPER ROAD

- AB and PG to review and resolve.
- PA to start database for warranty issues.
- 16.2.17 • Roof shingles on shed to be changed to metal lining.
- 16.2.17 • GRC to provide shower curtain spec.
- 16.2.17 • Hydro seeding may proceed depending on weather.
- 16.2.17/18 • Target system deficiencies to be addressed by CP
 - OA requested that CP notify Action Target officially.
 - Action providing remedial details.

- WPS and GRC will review and provide deficiency list.
- 16.2.18 ● Target deficiencies to be reviewed.
- 16.2.18 ● GRC sent revised “Deficiency” report October 23, 2012.
- 16.2.19 ● OA agreed to Action Target proposal to replace 18 targets and fix the remaining 18 as long as warranty is maintained.
- 16.2.20 ● **Action Target to replace all 36 targets.**
- 16.2.20 ● **To be installed early January 2012.**

Action: WPS / CP

17.1 **MUSEUM LAYOUT**

- Under review with GRC.
- GRC to meet with WPS to review.
- 17.1.19 ● HH met with WPS.
- 17.1.19/20 ● **GRC to meet with WPS.**
- **GRC requires confirmation from CP that enunciator room is relocated.**

Action: GRC / WPS / CP

17.2 **PROJECT SHUT DOWN FOR CHRISTMAS**

- To be reviewed.
- 17.2.20 ● **December 21, 2012 to January 2, 2013.**
- 17.2.20 ● **CP will have site presence during this period.**

Action: Info

19.1 **ELECTRICAL CODE ISSUES TOWER**

- ULC wiring “grandfathered” if fabricated before September 2012 (confirmed by CP that wiring purchased by McCaine is prior to September 2012).
- Letter required from MH (Morrison Hershfield).
 - McCaine confirmed with City of Winnipeg; CP to provide City of Winnipeg with memo.
- Nova3 to provide stamped and sealed letter for acceptance of wiring.
- AAR to issue SI.
- 19.1.20 ● **City of Winnipeg accepts use of ULC wiring for all projects submitted for permit prior to October 1, 2012 (see memo from City of Winnipeg, November 19, 2012).**

Action: Closed

19.2 **ELECTRICAL OUTLETS**

- Wall plugs to be installed on walls.
- Floor mounts only for modular office.
- **SI #54 issued November 8, 2012.**

Action: Closed

19.3 **FFE UPDATE**

- WPS to review logistics of moving existing furniture into new WPSHQ.
- George Labossiere working with WPS on coordination and action plan.

- 19.3.20 • **George Labossiere/WPS to go through GRC/CJB Patrick Dubuc/Charmaine Bergen only.**

Action: Info

19.4 **LEVEL 3**

- WPS to review “minor” changes with GRC.
- 19.4.20 • **Final/approved drawings for level 3 and 4 received on November 16, 2012.**
- 19.4.20 • **Architectural drawings to be issued to CJB.**
- 19.4.20 • **Masonry layouts issued to CP the week of November 12, 2012.**

Action: WPS / GRC

19.5 **HOLDING CELL DOORS**

- Electric doors not required.
- ± \$1,500.00 to \$1,600/door extra.
- Electrical rough-in for future (ROM = \$82,000.00)
- Manual doors as per POR.
- Subsequent to meeting, WPS requested AAR/GRC issue CCN for pricing.
- 19.5.20 • **CCN received from CP, \$179,694.90 (November 9, 2012).**
- 19.5.20 • **OA provided direction to CP to not proceed with ordering frames only (± \$42,000).**
- 19.5.20 • **AAR to issue CCN for electric holding cell doors.**

Action: AAR

19.6 **IT DRAWINGS**

- Final reviewed drawings from WPS.
- CP requested copies.
- Based on feedback from WPS, OA questioned quality of M & E/IT drawings from Nova3.
- To be reviewed on November 8, 2012 meeting with Nova3/WPS/IT.
- 19.6.20 • **WPS is satisfied, redundancy issue to be incorporated into design.**
- 19.6.20 • **Nova3 to design and AAR to issue SI.**

Action: Nova3 / AAR

19.8 **EXISTING EQUIPMENT**

- Power requirements to be reviewed.
- ABa has concerns with existing equipment (ex: existing freezers).
- GRC/WPS to review.

Action: GRC / WPS

19.9 **NEWS LABS**

- ABa requires clarification as to which ones require “explosion proofing”.
- GRC to review with WPS.
- 19.9.20 • **CP proceeding with “non-explosion” proof design unless otherwise directed.**

Action: GRC / WPS

19.10

WARRANTY PROTOCOL

- CP willing to review process with WPS.
- CP issued warranty form to WPS for use.

Action: Info

20.1

IT/Security

- OA stated WPS has budget in FFE.
- Racks, cabling, equipment not in CP POR.
- All power and IT cabling is not CP contract; ABa stated that CP contract has qualified this in their submission to City of Winnipeg.
- CP to provide breakdown of that is included in their contract.
- OA to review with CP.

Action: CP / OA

20.2

REDUNDANCY FOR UPS/COMM CENTRE

- Nova3 to review with WPS
- SI to be issued as required.

Action: AAR / WPS

20.3

MOCK-UP – INTERVIEW ROOM

- WPS to submit requirements to CP (Andrew Edge) for coordination.

Action: CP / WPS

20.4

BULLETPROOF GLASS – 4TH FLOOR

- GRC working on details/options with WPS.
- Bulletproof type 4 glazing required.

Action: GRC

20.5

RAISED FLOOR

- GRC requires sample of flooring.

Action: CP

20.6

PUMP STATION - WYPER

- No special requirements to prevent freeze-up.

Action: Info

20.7

LIGHT POLE TOLERANCES - WYPER

- Certification required from CP (McCaine).

Action: CP

NEXT MEETING

- Next meeting will be on **Tuesday, December 4, 2012** from **9am to 10:30am**.
- **All meetings will be from 9am to 10:30am**
 - **Tuesday, December 18, 2012**
 - **Tuesday, January 8, 2013**
 - **Tuesday, January 22, 2013**
- Owner's Meeting to be held bi-weekly until further notice.

Action: All / AAR

Supplemental

S1.2

BUILDING PERMIT STATUS

- Structural Permit - May 2, 2012
 - Receipt received.
- S1.2.18 ○ Structural Permit to be approved by October 26, 2012.
- S1.2.18 ○ CP to Pick-up.
- Building Permit - submitted June 15, 2012
 - 100% design complete and fully coordinated Architectural, Structural, Mechanical and Electrical drawings and specifications.
 - Follow-up meeting with City of Winnipeg (Sara Ciaflone) set-up for Wednesday, June 20, 2012.
 - Drawings re-submitted for Building Permit on July 24, 2012.
- S1.2.18 ○ Email confirmation received from City of Winnipeg (Sara Ciaflone) stating acceptance in principal with Morrison Hershfield Code Report.

5368-00 WPSHQ - HQ Building RFI Log

RFI #	Date of Issue	Subject	Date Required	Assigned To	Action Required	Date of Response	Response	Date Closed
00	28-Feb-12	RFIC's 1-16 Issued to Aecom Prior February 15, 2012	N/A	AAR	Provide concurrence to consider this RFI to be closed.	28-Feb-12	As discussed, from the point of view of the AAR design team, the noted RFIs have been addressed by Aecom and are either on the drawings or resolved. Therefore, we concur, they can be put to history, but we should keep track of them in case we ever need to back track as to why/how a decision was reached.	28-Feb-12
1	23-Feb-12	Approval Required for Isolation Valves on Chilled Water Piping in Mechanical Room	1-Mar-12	Nova3	Review and respond to AAR.	14-Mar-12	Nova3 accepted. Caspian advised to proceed as noted in response from Nova3 (attached).	14-Mar-12
2	28-Feb-12	Generator Load Bank	6-Mar-12	AAR / WPSHQ	Review and respond.			
3	28-Feb-12	Exterior Signage Requirements	6-Mar-12	WPSHQ	Require input.			
4	28-Feb-12	Proposed Changes to Curtainwall System	N/A	AAR	Issue CCN.	28-Feb-12	A CCN was issued on the proposed changes to the south wall. Caspian to provide cost breakdown.	28-Feb-12
5	28-Feb-12	Copper vs Aluminum Buss And Feeders	N/A	Nova3 / AAR	Issue SI.	28-Feb-12	Was discussed during meeting with Caspian and McCaine. Nova3 has agreed that aluminum can be used and meets both POR and Building Code. SI issued March 9, 2012.	9-Mar-12
6	28-Feb-12	Survey Existing P2 Slab on Grade	N/A	AAR	N/A	28-Feb-12	Change Directive (CD) issued to proceed with work, subject to further review for cost savings.	28-Feb-12
7	28-Feb-12	New Main Power In-Service Date and Subsequent Refeeding of Existing Tower Distributions	6-Mar-12	Nova3	Review and respond to AAR.	1-Aug-12	High voltage distribution has been designed and a PCN issued for the Tower portion. Specifications have been forwarded to our office for review and will be returned today. Supplier tender package is expected to be ready for June 01, 2012. The design of the 15 kV service into the new HQ is shown on the IFC set of drawings issued on July 24, 2012. The cost of the new switchgear addressed in our response to Caspian RFI HQ 62.	1-Aug-12
8	28-Feb-12	Additional Existing High Voltage Transformer to Remain	6-Mar-12	Nova3	Review and respond to AAR.	28-May-12	Existing High Voltage transformers to be reused or deleted have been (are being) coordinated by Vic Thielmann and McCaine electric to ensure Tower feeds are not compromised. Condition of the transformers is being taken into account as well.	28-May-12
9	28-Feb-12	15 KV Service into Building	6-Mar-12	Nova3	Review and respond to AAR.	28-May-12	15kV feeder entrance has been fully coordinated and determined between Vic Thielmann, McCaine Electric, and Manitoba Hydro. The feeders will enter to the High Voltage Switchgear located in the Main Electrical Room in the P2 Level.	28-May-12
10	28-Feb-12	MTS Services Entrance	6-Mar-12	Nova3	Review and respond to AAR.	28-May-12	Two (2) rooms are required as per MTS. McCaine has coordinated all these issues with MTS. McCaine has site coordinated the conduit locations with the utility on site.	28-May-12

5368-00 WPSHQ - HQ Building RFI Log

RFI #	Date of Issue	Subject	Date Required	Assigned To	Action Required	Date of Response	Response	Date Closed
11	28-Feb-12	UPS Equipment & Battery Room Space and Structural Requirements	6-Mar-12	grc / Wolfram	Review room size requirements and Wolfram will check the existing slab accordingly.	23-May-12	Battery Rack 1. Based on 3925 lbs. per rack can be safely supported by the slab-on-grade floor at the P2 level. 2. Battery Racks 3 & 4, based on 85,000 lbs. per rack, will cause settlement and cracking of the slab-on-grade floor at the PS level. This loading will be required to be distributed over a greater area, or additional foundations provided. Details of the racks have not been provided, but if these racks are point loaded on the floor slab, the maximum permitted leg load shall be 10,000 lbs. 3. All of the UPS and the UPS input isolation transformers as specified can safely be supported on the slab-on-grade floor at the P2 level.	23-May-12
12	28-Feb-12	Electrical Room P2015 Space Structural Requirements	6-Mar-12	grc / Wolfram	Review room size requirements and Wolfram will check the existing slab accordingly.	23-May-12	These loads can be safely supported on the slab-on-grade floor at the P2 level.	23-May-12
13	28-Feb-12	Generator 4 and 5 Structural Requirements	6-Mar-12	grc / Wolfram	Review room size requirements and Wolfram will check the existing slab accordingly.	12-Jul-12	No further structural response can be provided until dimensions, locations, confirmed weights and mounting details are provided. The structural support details for the noted generators have been designed and were on the "Issued for Building Permit" set of drawings issued on June 15, 2012.	12-Jul-12
14	28-Feb-12	Roof and Sanitary Drainage	13-Mar-12	Nova3	Review the proposal PVC XFR piping for roof drainage and respond to AAR.	14-Mar-12	The use of PVC XFR piping is acceptable, as is the proposal to consolidate rain water leaders in 4 existing locations. Site conditions may have impact on final routing and will be shown on Mechanical drawings.	14-Mar-12
15	28-Feb-12	Copper and SS Water Piping Domestic Water Lines	13-Mar-12	Nova3	Review and respond to AAR.	11-Apr-12	The use of copper and stainless steel water pipes for all domestic water lines has been approved.	11-Apr-12
16	28-Feb-12	Confirm Water Meters for Tower and WPS Bldg.	13-Mar-12	Nova3	Review the acceptance of a single water meter for the HQ building.	11-Apr-12	No. We require additional meters, as they (City of Winnipeg) needs to breakout the tenant's actual costs for energy/utility consumption.	11-Apr-12
17	28-Feb-12	Confirm New Roof Drain Piping	13-Mar-12	Nova3	Review the roof drainage down to Level P1 and respond to AAR.	12-Jul-12	The roof drain locations and design are noted on the "Issued for Building Permit" drawings issued on June 15, 2012.	12-Jul-12

5368-00 WPSHQ - HQ Building RFI Log

RFI #	Date of Issue	Subject	Date Required	Assigned To	Action Required	Date of Response	Response	Date Closed
18	28-Feb-12	Review Required Regarding P-1 and P-2 Drainage	29-Feb-12	Nova3	Arrange a site review of the levels P1 and P2 drainage on site.	11-Apr-12	<p>Mechanical:</p> <ol style="list-style-type: none"> 1. Mechanical Contractor shall install seventeen (17) parking lot drains in the locations indicated on architectural drawing WPS-AE-1-0-01, and as indicated on the corresponding mechanical drawing.RFI-M6-PM6.1 (attached). 2. The below grade sanitary waste piping from the floor drains shall connect to the existing west sand/grit interceptor located at Gridlines H-2. 3. A new oil interceptor OI-2 shall be installed prior to the connection to the sand interceptor at Grid H-2. The interceptor shall be a: MIFAB (or equal), model MI-O-HU-3, 165 US gal./21.0 cu.ft. holding capacity, rated at 50 USGPM. 4. The floor drains shall be JRSmith (or equal), heavy duty traffic drains w/ 4" outlet, hinged grate and sediment bucket. 5. The east pit at Grid G-9 shall be abandoned in place and all services capped. 	11-Apr-12
19	28-Feb-12	Existing Fire Alarm System	6-Mar-12	Nova3	Review fire alarm requirements and respond accordingly.	28-May-12	<p>The method described in this RFI is essentially what has been determined to be the intended method for fire alarm.</p> <p>The existing Tower fire alarm system will remain. A new fire alarm panel will be provided at the same location of the current panel. All devices in the Tower are existing to remain. Fire alarm panel locations are as per the RFI description (ie. M106).</p> <p>The Headquarters will have new fire alarm system devices and panel located in Vestibule M140. System will be interconnected with the Tower fire alarm system.</p>	28-May-12
20	29-Feb-12	New Address for WPS Headquarters Building	29-Feb-12	N/A	No action required.	1-Mar-12	N/A	1-Mar-12
20 R-1	29-Feb-12	New Address for WPS Headquarters Building	29-Feb-12	N/A	No action required.	1-Mar-12	N/A	1-Mar-12
21	1-Mar-12	Final Floor Drain Design for P2	1-Mar-12	grc	Work on P2 layout and meet with Caspian and Wes-man.	28-May-12	The P2 slab information was shown on the structural permit set. As well, the P2 slab is close to completion and has been constructed based on our instructions.	28-May-12
22	7-Mar-12	ISD and Electrical Load Requirements	12-Mar-12	Nova3	Respond and address Manitoba Hydro's concerns.	28-May-12	All electrical power requirements have been provided by the WPS. Refer to Caspian Project Bulletin HQ-06 dated "2012.05.10".	28-May-12
23	7-Mar-12	Wes-Man's Priority List of Mechanical Items	13-Mar-12	Nova3	Continue working on the mechanical design with the priority list provided.		For info only.	7-Mar-12
24	7-Mar-12	Pile Cap Base Plate Treatment at P2 Level	13-Mar-12	Caspian / AAR	Include in price breakdown for the level P2 slab replacement when quote is resubmitted, as discussed during Owner's Meeting No. 01.	7-Mar-12	It is AAR's opinion that a protective covering should be provided, perhaps the most economical way would be a brushed on mastic or tar type membrane.	7-Mar-12

5368-00 WPSHQ - HQ Building RFI Log

RFI #	Date of Issue	Subject	Date Required	Assigned To	Action Required	Date of Response	Response	Date Closed
25	7-Mar-12	Existing Fire Pump	16-Mar-12	grc	Review and respond.	8-Mar-12	Assuming the tower is a separate building from the WPSHQ, it would be logical that the existing fire pump(s) remain on the existing electrical service as is. However, due to the separate address of the WPSHQ, and the occupancy change associated with the conversion of the old mail processing area to the WPSHQ, the City of Winnipeg fire department may need the sprinkler contractor to install a code compliant water supply with its own fire pump fed from the WPSHQ essential distribution to serve the fire protection system of the WPSHQ. We require the architect to confirm the separation between the building known to be the tower and the building which is the WPSHQ. Once the separation between the buildings is determined, it is anticipated that the tower occupancy is not changed and as such grandfathered with respect to existing life safety systems. All of this needs to be confirmed between GRC and the City of Winnipeg fire protection engineer. In regards to the response previously given, the separation information requested between the Tower and the WPS building was given as part of Judy Jeske's Code report submitted as a draft May 2012 and as a final report as part of the latest building permit application. The Tower and the WPS building are classified as one building. No further architectural response required, refer to Code report for additional information.	29-Jun-12
26	7-Mar-12	Fire Fighter Elevator	16-Mar-12	grc	Review and provide response to AAR for the designation of the fire fighter elevators.	12-Apr-12	Freight elevator SE01 and passenger elevator PE01 should be designated as Fire Fighters Elevator.	12-Apr-12
27	7-Mar-12	McCaine Priority List of Electrical Items	16-Mar-12	Nova3	Structure the electrical design to suit this list.	9-Mar-12	For info only.	9-Mar-12
28	7-Mar-12	Slab Topping Thickness at Level 3 & 5	13-Mar-12	AAR	Give information to design team.	9-Mar-12	For info only.	9-Mar-12
29	7-Mar-12	Maximum Floor Load Capacity	12-Mar-12	Wolfrom	Review proposed forklift loads on the existing floor slab and provide an answer to AAR.	28-May-12	1. The above forklift is acceptable on all floors. 2. The maximum floor live load is 200 psf on all floors main level to top floor.	28-May-12
30	9-Mar-12	East & West "Eyebrow" Windows Vision Glass or Spandrel	13-Mar-12	grc	Review and issue response to AAR.	8-Jun-12	The extent of exterior wall removal in regards to vision glazing and spandrel panels was reviewed on site with Rob Murray May 17th 2012. Drawings indicating the extent of removal was left on site with Rob murray.	8-Jun-12
31	9-Mar-12	Door # M205 Swing	14-Mar-12	grc	Review and respond to AAR.	27-Mar-12	See sketch provided.	28-Mar-12
32	9-Mar-12	Existing Fiber Optic Cable Entry Relocation	9-Mar-12	grc / Nova3	Review and respond to AAR.	30-May-12	The fiber optic equipment room will now be in room P1426. The existing lines will be reconnected as required. McCaine has coordinated and determined all requirements as required.	30-May-12
33	9-Mar-12	Location of Floor Drains on P-1	9-Mar-12	grc / Nova3	Review and respond to AAR.	12-Jul-12	The location of the Floor Drains on Level P1 are located on the "Issued for Building Permit" drawings, June 15, 2012.	12-Jul-12
34	9-Mar-12	Fork Lift Loads - Slab Capacity Review	9-Mar-12	Wolfrom	Review and respond to AAR.	28-May-12	The referenced forklift can be operated on all floors. Refer to response of RFI HQ 29 as well.	28-May-12
35	13-Mar-12	Excavated Floor Elevations at P2 Level	19-Mar-12	grc / Nova3	Design info for AAR for P2 slab.	14-Mar-12	For info only.	14-Mar-12

5368-00 WPSHQ - HQ Building RFI Log

RFI #	Date of Issue	Subject	Date Required	Assigned To	Action Required	Date of Response	Response	Date Closed
36	13-Mar-12	P2 Level Wall Demolition	15-Mar-12	grc / Wolfrom	GRC and Wolfrom to review and confirm and respond to AAR.	16-Mar-12	Architecturally, the wall along grid line M should be deleted up to and flush with the exterior face of the existing concrete curb close to grid line 2.5 and 8.5, all as discussed with Rob Murray on site. The portion of walls along grid line M between grid lines 2/2.5 and 8.5/9 are to remain as they act as a retaining wall for the soil beyond.	16-Mar-12
37	14-Mar-12	30kPa or psf (Curtain Wall)	14-Mar-12	Wolfrom	Wolfrom to check design wind loads.	14-Mar-12	<p>The design wind load should be in psf. Wolfrom will confirm magnitude.</p> <p>In response to RFI HQ 37 we produced a response based on our interpretation of the NBC for the worst case wind loads at or near the roof level for both corner and general area conditions. These numbers vary significantly from the 30 psf that the original specifications were interpreted to read by the curtain wall supplier. The original quotation for the supply of the curtain wall was apparently based on these lower wind loads, which may or may not have included the post disaster importance factor.</p> <p>In order to mitigate the impact of this change, we are working closely with the engineers for the curtain wall supplier to identify the actual wind loads at varying heights and locations, allowing them to design the curtain wall and the associated connections accordingly. The curtain wall engineer will be submitting for review a tabulation of all wind loads for all areas to be used in the design.</p>	26-Mar-12
38	14-Mar-12	Computer, Server and IT Room Electrical Requirements	19-Mar-12	Nova3	Nova 3 will review and respond to AAR, with electrical load requirements.	29-May-12	Nova 3 Engineering is closely working with McCaine to layout and finalize the final electrical design for all the mentioned rooms. In addition, all electrical power requirements for the equipment have been provided by the WPS. Refer to Caspian Project Bulletin HQ-06 dated "2012.05.10".	29-May-12
39	14-Mar-12	Detailed Electrical Load Summary	15-Mar-12	Nova3	Nova 3 will review and respond to AAR.	1-Aug-12	<p>Nova 3 has submitted an estimated electrical load summary to Manitoba Hydro for the High Voltage coordination. A detailed load summary will be provided upon electrical design completion.</p> <p>A detailed electrical load summary is provided in both the Building Permit drawings (June 15, 2012) and the Issued For Construction drawings (July 24, 2012).</p>	19-Oct-12

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RFI #	Date of Issue	Subject	Date Required	Assigned To	Action Required	Date of Response	Response	Date Closed
40	14-Mar-12	Point of Presence (POP) Rooms P1025 & P1045	23-Mar-12	Ossama	Ossama to advise.	24-Jul-12	<p>The existing location for the POP (Point of Entry) room presently located on the P1 level west of the staircase at grid lines 4.7/5 & Pa/Pb cannot remain. The layout for this area is crucial and we cannot lose that space. The POP room would need to be relocated, a proposed location would be to take over the east portion of the new Electrical room located at grid lines 4/R. This location was discussed with Ron Nault of McCain and appears to be possible but will represent interruption of services to the Tower. As this affects power shutdown to tower tenants, Ossama will have to review.</p> <p>The existing POP rooms P1025 & P 1045 are to be removed as they are within WPS space. Disruption to tower tenants has been discussed at length at the Owner's meeting, please see item 2.5 of the minutes from those meetings.</p> <p>POP rooms P1025 (west side of building) and P1045 (east side of building) are new rooms that have been created on level P1. It is our understanding and per the Program of Requirements (room data sheet), these are the only two rooms where MTS fibre optic entry into the building is permitted and being called for.</p>	24-Jul-12
41	14-Mar-12	Antenna Farm Location	23-Mar-12	grc / Nova3	GRC and Nova3 will review and respond to AAR. We have also attached an email that WPS received in response to RFI 055 which was for Roof Top Antennas in general. Please make sure that this is captured in our design when responding to RFI HQ #41.	29-May-12	The location of the antenna farm should be located where the antenna supplier/representative (or associated designer/engineer) would recommend it to be placed for functionality, code implications, and physical constraints. I would expect above the Penthouse would be the best location as it is highest. Some items to consider are structural implications, aeronautical height restrictions (considering if a future helipad is expected), and workspace/maintenance clearance around.	29-May-12
42	21-Mar-12	Duct Modifications for Return Air for Tower	21-Mar-12	Nova3	Confrim from Canada Post if these offices are occupied, or part of the renovation being done by others.	22-Mar-12	<p>The following is our response to RFI HQ-42:</p> <ul style="list-style-type: none"> As discussed, the 2-3 day disruption caused by removal and re-routing of ducts (and 4 supply feeds to the 2 AHU's) is acceptable. Please advise AAR/WPS as to when the work will commence, so that we can plan accordingly. 	26-Mar-12
43	27-Mar-12	Sludge in Existing Tower Chilled Water Piping	30-Mar-12	Ossama	Ossama to review with landlord.	8-Jun-12	See CCN #006.	8-Jun-12

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RFI #	Date of Issue	Subject	Date Required	Assigned To	Action Required	Date of Response	Response	Date Closed
44	28-Mar-12	Existing Pneumatic Air System	4-Apr-12	Nova3	Respond to AAR.	19-Apr-12	<p>The mechanical contractor indicated that his control subtrade stated that to maintain/utilize the existing process compressors for HVAC control would be grossly oversized and inefficient to operate.</p> <p>The control subtrade indicated that for size requirement purposes the existing HVAC control compressor located in the boiler room. Served the tower pneumatic control system requirements w/o assistance from the process compressors for a supervised period of time w/o any short comings. His subtrade further recommended a second control compressor for the purpose of redundancy.</p> <p>He indicated that a survey of the pneumatic control demand in the Tower is required prior to selection of the compressor.</p> <p>Trust access will be made available tot he control subtrade and execute this work.</p> <p>Should access be un-available please have the SNC Lavlin building tech. Provide this task according to the control subtrade, requirements.</p> <p>New work can commence in this area, once the new compressor is made operational, and the process compressor. Are made redundant.</p>	19-Apr-12
45	5-Apr-12	5th Floor Mezzanine Demolition	11-Apr-12	grc / Wolfrom	Review the demolition requirements for the 5th floor and respond to AAR.	29-Jun-12	<p>The demolition extent was indicated on the demolition drawings, and further confirm on site during walk through with Rob Murray and Armik. Marked up Mezzanine plans were prepared and given to Caspian Construction June 20th 2012 to illustrate the extent of existing and new mezzanines on all floors. Nova3 & WesMan to review and confirm extent.</p>	29-Jun-12
46	9-Apr-12	Concrete Specification for Level P2	9-Apr-12	Wolfrom	Provide specification.	9-Apr-12	Concrete specifications for the Level P2 slab has been provided.	9-Apr-12
47	10-Apr-12	Existing Fire Alarm Batteries	13-Apr-12	Nova3	Review and comment if the temporary batteries (it should be noted that we do have emergency generators as weel) are sufficient or if a permanent battery system is required.	30-May-12	<p>Nova 3 agrees that the existing faulty batteries had required immediate replacement which was performed by McCaine Electric. The fire alarm system is to be fed from the new emergency power distribution which will meet MBC 3.2.7.8. Battery back-up capacity of 24hour supervisory power followed by 30min. of full load (alarm condition) will allow the use of the much more readily 50AH batteries while still meeting and exceeding the code minimums for emergency power supply to the fire alarm system.</p>	30-May-12
48	12-Apr-12	Clarification on Existing AHU in Penthouse Mechanical Room	19-Apr-12	Nova3	Review and respond to AAR.	19-Apr-12	The airhandling unit c/w associated ductwork and controls can be removed soon as the process compressors are made redundant.	19-Apr-12

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RFI #	Date of Issue	Subject	Date Required	Assigned To	Action Required	Date of Response	Response	Date Closed
49	12-Apr-12	Steam Condensate Return Line	19-Apr-12	Nova3	Respond to AAR.	19-Apr-12	<p>The reply is yes.</p> <p>Please provide the following: Supply and install complete sterling (or equal) duplex condensate pump unit. Model #44124-GD, Receiver capacity of 15 US gallons, Pump discharge capacity 6.0 USGPM at 20 PSI discharge pressure, Two 1/3 HP motors at 3450 RPM, 115/1/60. Unit shall be furnished with: - motor starters mounted and sized. - mechanical alternator with high water alarm switch. - brass strainers at each pump suction. - isolation valve at each pump section.</p> <p>Remove existing 1 1/2" condensate drain pipe from the steam traps to ceiling below and cap (balance of existing condensate piping system to be removed under Project Demolition Phase). Provide new 1 1/2" condensate drain pipe (schedule 80 black steel ASTM 53 grade B) between existing steam traps and new duplex condensate return pump unit. Location to be determined by the mechanical trade on site. Location to be clear of any obstructions to demolition or new work in this area. Provide complete 1 1/4" pump discharge pipe (Schedule 80 black steel) to existing surge tank complete with check valve, Isolation valve, and union at each pump. Discharge line shall be at elevation equal to the existing pumped condensate lines prior to tank connection.</p>	19-Apr-12
50	12-Apr-12	Fire Fighter Entrance	18-Apr-12	grc / Nova3 / WPS	Respond to AAR.	29-Jun-12	This RFI was previously answered during the Owner's meeting and meeting with Consultants, the firefighter entrance will be of Smith Street.	29-Jun-12
51	18-Apr-12	Security System Point of Contact & Request for Design Meetings	20-Apr-12	WPS	Henry Hagenaaars will confirm and reply to AAR. Once we get this confirmed, we will forward to Caspian Projects.	18-Apr-12	<p>We agree with the weekly meetings to review Security. This was discussed at yesterday's Owner's meeting and it was agreed that the appropriate time would be Tuesday's at 10:30am. It was also agreed that Andrew would take minutes as well he will send out the meeting requests.</p> <p>Henry has confirmed that he will be the SPOC for WPS.</p>	18-Apr-12
52	18-Apr-12	I.T. Point of Contact & Request for Design Meetings	20-Apr-12	WPS	Henry Hagenaaars will review and provide AAR with the point of contact for IT issues.	25-Apr-12	The WPS contact for IT will be Mr. Dennis Dane (ddane@winnipeg.ca).	25-Apr-12
53	24-Apr-12	Proposed Generator Equipment and Layout	30-Apr-12	Nova3 / Wolfrom	Nova3 to review the proposed genset layout and respond to AAR. Wolfrom to design the support structure for the gensets and have it included for the structural permit set next week (May 2nd).	30-May-12	Superseded by RFI HQ 53 R-1.	30-May-12

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RFI #	Date of Issue	Subject	Date Required	Assigned To	Action Required	Date of Response	Response	Date Closed
53 R-1	3-May-12	Proposed Generator Equipment and Layout	10-May-12	grc / Nova3 / Wolfrom	Wolfrom to provide revised genset support and submit to AAR.	30-May-12	Wolfrom: Refer to structural drawings S14 for structural details. Structure height to be confirmed by mechanical contractor and architect. Nova3: We reviewed the attached and recommend acceptance of the layout and products proposed.	30-May-12
54	24-Apr-12	Wall on Gridline F 3 to 7	24-Apr-12	grc	grc will review and advise if the wall on GL F3 to 7 needs to be removed.	29-Jun-12	The wall on Grid Line F between 3 & 7 is to be removed if it contains asbestos.	29-Jun-12
55	25-Apr-12	Modular Furniture Specifications	2-May-12	WPS	Henry Hagenaaars will review and provide the modular furniture specification to AAR.	1-Aug-12	See RFI HQ 72.	1-Aug-12
56	26-Apr-12	Curtainwall Connection at Bottom of Frame	27-Apr-12	Wolfrom	Review and respond to AAR.	26-Apr-12	Option 1: The channel at level 2 is structurally adequate to support the dead load of the curtain wall from level 3 to the bottom of the curtain wall. Option 2: The connections at level 3 are structurally adequate to support the weight of the curtain wall from level 5 to the bottom of the curtain wall.	26-Apr-12
57	27-Apr-12	WPS Provided Docs for Security and PA Systems	2-May-12	WPS	Henry Hagenaaars/Ari Berdesis will download the noted files and confirm that the attached documents for security and PA systems meet the program requirements for WPS.	11-Jul-12	The attached documents are an accurate however early reflection of the requirements for security and P/A systems. The requirements have been refined throughout various security meetings held since this RFI was first received. During those meetings updated information was shared with and reviewed by the various team members including those from Nova 3, GRC, McCain Electric, Caspian Projects and the WPS. To the best of my knowledge all information has subsequently been captured on the design drawings therefore from a WPS perspective this RFI can be considered closed.	11-Jul-12
58	30-Apr-12	Clarification of Return Air Duct Removal for Tower	4-May-12	Nova3	Nova3 will review and clarify the requirements for the return air duct removal for the tower and respond to AAR.	7-May-12	Proposed return duct system shown on plans, reflect the floors and ceiling areas presently served by the existing return duct system as reviewed on site with the mechanical trade. The routing of the proposed ductwork will require on site review by the mechanical trade for acceptance of location and size of ductwork in the tower and WPS area. Further adjustment to location and configuration of ductwork may be required prior to commencement of work. Existing return ductwork will remain in place until new ductwork is complete except for final connection of existing 96 x 42 duct, generally as shown on plans. Final drawings will be issued upon acceptance of the proposed duct layout. Please see attached Mechanical Drawings: Drawing #M4.5 Main Floor Plan Ventilation Drawing #M4.7 1st Floor Plan Ventilation Drawing #M4.9 2nd Floor Plan Ventilation Drawing #M4.11 3rd Floor Plan Ventilation Drawing #M4.13 4th Floor Plan Ventilation Drawing #M4.15 5th Floor Plan Ventilation	7-May-12

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RFI #	Date of Issue	Subject	Date Required	Assigned To	Action Required	Date of Response	Response	Date Closed
59	1-May-12	Access Control System Comparison	8-May-12	WPS	HH & AB to review with their user group and provide their choice of preferred supplier.	9-May-12	We wish to confirm that WPS will be going with Software House as their Access Control System supplier. Also, it was decided, tentatively, that both Bosch and Axis cameras will be used on the project. McCaine is to set up a "Mock Up" for WPS to review and approve.	
60	1-May-12	Suggested Back Flow/Water Meter Locations	2-May-12	Nova3 / grc	Review the proposed water meter locations and respond to AAR.	11-Jul-12	The proposed location identified by the photos along the wall at grid 6 is acceptable.	11-Jul-12
61	3-May-12	Demolition of Existing 5th Floor Offices	4-May-12	grc	Review the demolition requirements noted on the 5th floor and respond to AAR.	17-May-12	The south wall between grid lines 1 & 2 and gridlines 9 & 10 could remain, but would require re-finishing. The North walls between grid lines 1 & 2 and gridlines 9 & 10 are to be removed. Refer to the demolition plan and new work plan.	17-May-12
62	3-May-12	Existing 15 KV High Voltage Switchgear	11-May-12	WPS / OA	Review with the tower operators.	24-May-12	Shindico has provided authorization for the attached quote. So, please proceed with the work on RFI HQ62, replacement of High Voltage Switch Gear at 266 Graham Avenue with a new Eaton Cutler Hammer Equipment Switch Gear designed to perform the tasks in the manner identified by Manitoba Hydro. It is understood that the work will be done by you and McCaine Electric and the cost will be not more than \$620,307.49. This will be billed to: The City of Winnipeg C/O Shindico Realty Inc 200 – 1355 Taylor Avenue Winnipeg R3M 3Y9" The City of Winnipeg has agreed to cover the cost of replacing the existing switchgear. As this cost is beyond Caspian's Contract price and is being paid directly through the City of Winnipeg, we will not be issuing a change order for this work. We will now close RFI HQ 62.	24-May-12
63	15-May-12	Door Reference Numbers for Access Control	15-May-12	grc	Review and provide door reference numbers for access controls.	29-Jun-12	The drawings issued for Permit Application indicate door numbers.	29-Jun-12
64	18-May-12	Reference Point to Lay Out Horizontal Framing Members in Relation to Benchmarks/Floor Elevations	22-May-12	Wolfrom / grc	Wolfrom Engineering and GRC will review and provide revised drawings/details to suit existing site conditions.	5-Jun-12	Wolfrom Engineering has been on site to review with Caspian Projects. Wolfrom Engineering and grc provided revised drawings/details to suit existing site conditions.	5-Jun-12
65	11-Jun-12	Access Controlled Door Summary	15-Jun-12	grc / Nova3	Review the access controlled door summary provided by McCaine and respond to AAR.	24-Jul-12	Dan Zilinski, P.Eng. of our office had met with WPS and McCaine in various meetings. Based on these meetings and the discussions held within it is our understanding that doors with maglocks do not require electric strikes. WPS should be consulted and should advise if this is the case. Nova3's response has been reviewed by WPS and is acceptable. As well, access control doors, as required are indicated on the "Issued For Construction" drawings, dated July 24, 2012.	24-Jul-12

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RFI #	Date of Issue	Subject	Date Required	Assigned To	Action Required	Date of Response	Response	Date Closed
66	20-Jun-12	McCaine Electric Security Integrator Qualifications	22-Jun-12	WPS	Henry Hagenaaars will review McCaine's qualifications and respond to AAR.	25-Jun-12	WPS project team has reviewed McCaine submission. We have had a discussion with an independent party about their qualifications, plan and ability to deliver on WPS expectations. We accept them as the integrator.	25-Jun-12
67	26-Jun-12	Emergency Power Priority Sequence	29-Jun-12	Nova3 / WPS	Review the emergency power priority sequence noted and respond to AAR.	12-Jul-12	Please see SI #22 which addresses Caspian Project RFI HQ 67.	12-Jul-12
68	9-Jul-12	Pylon Signs	13-Jul-12	Nova3 / CP / McCaine / WPS	Review and respond to AAR.	10-Jul-12	The location of the proposed pylon signs were discussed during our design meeting this morning with Nova3, Caspian, McCaine and Henry Hagenaaars. It was agreed that the location of the pylon signage will be at least 10 feet away from the face of the building, as such the pylon signs will not have any significant impact on the performance of the required security cameras. McCaine has been advised that electrical feeds will be required for the pylon signs. Also, it should be noted that exact size and location of the proposed pylon signs will require approval from UDAC and grc is working on a signage package for submission to UDAC.	10-Jul-12
69	10-Jul-12	Building Signs	13-Jul-12	grc	Review and respond to AAR.	19-Oct-12	Attached, please find site development and UDAC application drawings prepared by GRC for WPS review. These drawings have been approved and they have all the required building signage requested.	19-Oct-12
70	13-Jul-12	Minimum Height Requirement P2 Level	13-Jul-12	AAR	Provide minimum height requirement for level P2.	16-Jul-12	The minimum height requirement for Level P2 is 2490mm (8'-2") clear. We have confirmed with WPS that for Level P2, a minimum height clearance of 7'-0" (2150mm) will be acceptable in areas where we have services like plumbing and cable trays. However, Caspian Projects will be required to coordinate these areas and locate plumbing and cable trays to achieve maximum height clearances. It would be ideal to run these services that reduce the clear height to 7'-0" in areas such as where we have back to back parking (between grids 4 & 5, 6 & 7, or along walls between grids 2 & 3, 8 & 9, as examples).	16-Jul-12
71	18-Jul-12	Motorized Blinds	20-Jul-12	WPS / Nova3	WPS (Henry Hagenaaars) is reviewing this with the user group. Both WPS and Nova3 will respond to AAR.			
72	23-Jul-12	Open Office Modular Work Stations	27-Jul-12	WPS	WPS (Randy Benoit/Henry Hagenaaars) will address the wiring issues of the open office modular work stations. Please be advised that the furniture layout is still being worked on, starting from the 5th floor downwards.	15-Nov-12	The 5th floor furniture was issued two days ago, Tuesday, November 14. GRC and CJB are working with WPS on releasing other floors. The 3rd and 4th floor are tentatively set for December 10.	15-Nov-12
73	27-Jul-12	Corroded Gas Service Pipe Line	31-Jul-12	Nova3 / Wolfrom / WPS / AAR	Nova3 and Wolfrom will review and provide remedial work, as required to suit Manitoba Hydro and the support for the gas line. All remedial work will be submitted to AAR for review with WPS and The Project Director and AAR will issue a CCN as required.	19-Oct-12	The issue with the corroded gas service line has been resolved by re-locating the service to the south side of the building. The cost of this work is being reviewed with the City of Winnipeg (PP & D) and Caspian Projects.	19-Oct-12

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RFI #	Date of Issue	Subject	Date Required	Assigned To	Action Required	Date of Response	Response	Date Closed
74	4-Sep-12	Door Schedule Information Required	7-Sep-12	grc	grc will review and provide a revised door schedule for the 5th floor.	10-Sep-12	Do not proceed with ordering of any door frames until wall types, frame types, door types and hardware groups are agreed to. Please see WPS-SI #40 R1 HQ – Fifth Floor Door Schedule, September 30, 2012.	26-Oct-12
75	20-Aug-12	IFC Drawings in CAD Format	24-Aug-12	grc	grc will provide Caspian with link to get access to the ACAD files for Wyper and HQ.			
76	20-Aug-12	Mechanical Louvre Locations at Columns	22-Aug-12	grc / Nova3	grc will review the noted louvre with Nova3 and will respond to RFI HQ 76.			
77	27-Aug-12	Typical Wall Assembly at Exterior Walls	28-Aug-12	grc	grc will review the wall assemblies in question and will respond to AAR.	10-Sep-12	grc has confirmed the typical exterior wall assembly.	10-Sep-12
78	27-Aug-12	Tower Occupancy at Third Level	28-Aug-12	WPS	WPS (Randy Benoit) and the Project Director(Ossama) will address the CPC tenant issue on the third floor with the landlord and respond to AAR.	5-Sep-12	Canada Post has vacated the area on the third floor.	5-Sep-12
79	28-Sep-12	Dust Control for Ductwork	31-Aug-12	AAR	Review and respond.	13-Sep-12	The proposed procedure for dust control appears to be acceptable.	13-Sep-12
80	12-Sep-12	Soffit Light Mounting Detail	13-Sep-12	grc / Nova3	grc and Nova3 will review the proposed soffit light mounting detail and respond to AAR.	14-Sep-12	Both grc and Nova3 have no issues with the proposed soffit light mounting detail. However, Caspian Projects is to confirm that the noted 3 ½” recess for the connection is available.	14-Sep-12
81	17-Sep-12	Fuel Storage Tank	17-Sep-12	Nova3	Nova3 will review the pump and sleeving requirements for the fuel storage tank and respond to AAR.	3-Oct-12	The design will be finalized within the next few days, however, sleeving and duct opening requirements as requested in RFI HQ 81 have been addressed. The design has been finalized and submitted.	3-Oct-12
82	25-Sep-12	Required Demo in Occupied Areas	1-Oct-12	WPS	The demo work in the occupied areas that Caspian has identified will have to be coordinated through the City. WPS (Randy Benoit) and Ossama will contact the City and they will have to inform us when the services can be capped.	5-Oct-12	This RFI has been superseded by RFI 81 R-1.	5-Oct-12
82 R-1	5-Oct-12	Required Demo in Occupied Areas	9-Oct-12	WPS	We will review this at the Owner's meeting next week on Wednesday, October 10, 2012.	26-Oct-12	The occupied area in question is space occupied by Dr Lecker. As discussed in the Owner's Meeting and recorded in the minutes, Caspian Projects has indicated that the new space for Dr Lecker will not be available until early 2013, as such any demo work in the current occupied space may have to wait until then or be coordinated with the noted tenant.	26-Oct-12
83	5-Oct-12	Relocation of Air Handler Unit #27	9-Oct-12	grc / Nova3	Nova3 grc will review the re-location of AHU #27 to Grid Line J & K and Grid Line 8 & 9 or Grid Line G & H, Grid Line 6 & 7 and will respond to AAR.	26-Oct-12	As discussed on site with Wes Man Mechanical, either one of the 2 proposed locations, the original between grids J & K and 8 & 9 or between grids G & H and 6 & 7, is architecturally and mechanically acceptable. Once Wes Man choses the location, please provide us with this info and we will update Architectural and Mechanical drawings accordingly.	26-Oct-12
84	15-Oct-12	Spandrel Glass or Sealed Units in CW19	19-Oct-12	grc	grc will review and respond to AAR.	17-Oct-12	Yes this is correct, please proceed with spandrel glass with insulated backpans.	17-Oct-12

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85	17-Oct-12	Luminaire Schedule & Installation Elevations	23-Oct-12	grc / Nova3	grc and Nova3 will review the Luminaire schedule and advise on intall heights.	16-Nov-12	The 5th floor has been coordinated and issued as electrical SI #004 (AAR SI #055, Issued November 9, 2012). The other floors will be reviewed upon completion of floor plan and furniture changes and issued as a point item(s) in same SI. Please note that this RFI and RFI HQ 97 are essentially the same. Subsequent floors will be issued shortly, as agreed with McCaine & Caspian Projects.	16-Nov-12
86	17-Oct-12	Review of Lighting Controls	23-Oct-12	Nova3	Nova3 will review the proposed lighting controls and will respond to AAR.	16-Nov-12	The 5th floor switching has been reviewed and modified as electrical SI #004 (AAR SI #055, Issued November 9, 2012). The other floors will be revised upon completion of floor plan and furniture changes and issued as a point item(s) in same SI. Subsequent floors will be issued shortly, as agreed with McCaine & Caspian Projects.	16-Nov-12
87	17-Oct-12	Electronic Control of Holding Cell Water Valves	23-Oct-12	Nova3	Nova3 will review the electronic controls for the holding cell water valves and respond to AAR.	16-Nov-12	Upon finalization of the level 3 floor plan and furniture revisions, we will add these to the electrical plans as a point item in the SI. We are all in agreement that the holding cells are on level 3, which is scheduled to be completed by GRC/CJB Consultants by December 10, with approved furniture lay-outs from WPS. At this date, Nova3 will issue the entire revised electrical plans for level 3, including electronic control of holding cell water valves.	16-Nov-12
88	17-Oct-12	Existing Fire Alarm System	24-Oct-12	Nova3	Nova3 to confirm.	29-Oct-12	Please see Nova3's summary of Code items memo which addresses the existing fire alarm panel/node. As discussed during our site meeting on Monday, October 22, the proposed node and fire alarm panel for WPSHQ and Tower is acceptable. Morrison Herschfield will be providing a report to the City of Winnipeg this week.	29-Oct-12
89	19-Oct-12	Existing Tower Transfer Switch & Feeder	24-Oct-12	Nova3	Nova3 will review and confirm	29-Oct-12	Please see Nova3's summary of Code items memo which addresses the existing fire alarm panel/node. As discussed during our site meeting on Monday, October 22, the existing Tower Transfer Switch is to be re-located to meet code. The issue with the 2 hour ULC fire rating is something that needs to be addressed for all electrical work across Canada, not just the WPSHQ project. Morrison Herschfield will be providing a report to the City of Winnipeg this week.	24-Oct-12
90	19-Oct-12	Transformer Room/Electrical Vault P2 Level	23-Oct-12	grc / Nova3	grc and Nova3 will review the fire rating/sprinkler requirements for the Transformer Room Electrical Vault (P2013) at Level P2 and respond to AAR.	31-Oct-12	Nova3's preference is that the sprinklers within the room be deleted. However, the electrical switchgear and transformation in the electrical room is sprinkler-proof. It is ultimately the responsibility of the fire protection engineer designing the sprinkler system to determine whether they are going in or not. Nova3 is assuming that the sprinkler system designer will include whatever provisions are necessary for any pendants and piping installed in the electrical room as the electrical transformation contained within generate heat.	31-Oct-12
91	19-Oct-12	Louvre Coatings	24-Oct-12	grc	grc will review the proposed Louvre Coatings from Border Glass and respond to AAR.	24-Oct-12	Duranar XL is the appropriate finish.	24-Oct-12

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RFI #	Date of Issue	Subject	Date Required	Assigned To	Action Required	Date of Response	Response	Date Closed
92	Pending	Lab Sinks and Hoods Supplied by the City	Pending	Pending	Not yet received.			
93	26-Oct-12	Mechanical Equipment on the Roof	31-Oct-12	N/A	N/A	26-Oct-12	This is NOT an RFI, it is a shop drawing submittal. Please retract the RFI. In the interim, we have forwarded these shop drawings to Wolfrom to design the support framing, to GRC to confirm locations and to Nova3 to review technical requirements.	26-Oct-12
94	29-Oct-12	GRC Hardware Schedule for Aluminum Doors	5-Nov-12	grc	grc will review the specs and hardware schedule and will respond to AAR.			
95	6-Nov-12	Sinks for First Aid Room/Training Unit Administration - 5th Floor	12-Nov-12	grc / Nova3	grc and Nova3 will review the sink types and locations required for the noted rooms (5120 & 5541) as well as plumbing/drainage requirements and respond to AAR.			
96	13-Nov-12	Paging Microphone Locations	15-Nov-12	Nova3	Nova3 will review the paging microphone locations for security officer and shift supervisor rooms and respond to AAR.			
97	13-Nov-12	Lighting Layout	16-Nov-12	grc / Nova3	grc and Nova3 will review the reflected ceiling plans and provide direction/issue new drawings to suit.	16-Nov-12	The 5th floor has been coordinated and issued as electrical SI #004 (AAR SI #055, Issued November 9, 2012). The other floors will be reviewed upon completion of floor plan and furniture changes and issued as a point item(s) in same SI. Please note that this RFI and RFI HQ 85 are essentially the same. Subsequent floors will be issued shortly, as agreed with McCaine & Caspian Projects.	16-Nov-12
98	13-Nov-12	Thermostat Locations	16-Nov-12	Nova3	Nova3 is in the process of revising their drawing with thermostat locations and will be issuing shortly with the appropriate SI.	19-Nov-12	The thermostat locations for Level 5 have been issued in SI #062.	19-Nov-12
99	23-Nov-12	Raised Floor Elevation in 5th Floor Comm. Room	23-Nov-12	grc	grc will review and provide the elevation of the 5th floor Comm Room 5301 and respond accordingly.			

5368-00 WPSHQ - Wyper Road RFI Log

RFI #	Date of Issue	Subject	Date Required	Assigned To	Action Required	Date of Response	Response	Date Closed
0	28-Feb-12	RFIC W 1-13 Issued to Aecom Prior February 15, 2012	N/A	AAR	Provide concurrence to consider this RFI to be closed.	28-Feb-12	AAR concurs, the previous RFI's to Aecom which have been addressed or incorporated into the Wyper Road drains should be closed, but kept for reference.	28-Feb-12
1	28-Feb-12	Revised Ditch Grading to Suite MIT	6-Mar-12	AAR / WPSHQ	Review and have Caspian prepare a cost breakdown for this potential claim.	19-Oct-12	The cost for the revised ditch grading has been received by Ossama and is currently being reviewed/negotiated with Caspian Projects.	19-Oct-12
2	28-Feb-12	Typical Single Door Electrical Rough-In Detail Clarification	6-Mar-12	grc / Nova3	Review and coordinated with WPSHQ team and respond to AAR.	10-Apr-12	Revised as noted on the 95% set of drawings.	10-Apr-12
3	28-Feb-12	Masonry Dowel Installation Detail	6-Mar-12	AAR	N/A	28-Feb-12	This RFI appears to be for a remedial details for dowels for exterior block walls for Wyper. As the structure is completed, this RFI should be closed, unless I'm missing something.	28-Feb-12
4	28-Feb-12	Window Types	6-Mar-12	WPSHQ	Review in conjunction with the POR.	21-Mar-12	<ul style="list-style-type: none"> • The use of PVC vinyl windows is acceptable. As discussed, we will move forward with aluminum clad PVC. The colour of the aluminum clad PVC windows should be "Black" for the exterior aluminum portion. • Shop drawings to be provided for review, prior to fabrication, as per contract. • No site instruction will be issued as this request is NOT a change in the POR of record for Wyper Road and Caspian Projects has noted that the use of PVC was agreed to as per their memo of July. Memo to be provided to AAR, once confirmed by Ossama, for record. • This RFI will remain opened until confirmation by Ossama. 	22-Mar-12
5	12-Mar-12	Alternate Lighting for Firing Range	16-Mar-12	WPS/Ossama/Nova3	We will review this with Ossama and WPS to confirm if this work is above and beyond POR. Nova 3 to review pricing and respond to AAR.	10-Apr-12	Please review the revised lighting for the firing range that is shown on the 95% set of drawings (will be distributed to all by the end of today). It has been agreed by Ossama that the range lighting is not included in the May 31 POR for Wyper Road, as such we will close RFI W 5 and issue a CCN for this work (5368 – CCN003) based on the 95% drawings for Wyper Road.	10-Apr-12
6	25-Apr-12	MTS Service Location	2-May-12	Nova3	Nova3 will review the location of the MTS service and respond to AAR.	19-Oct-12	The MTS was shown on the Nova3 IFC drawings and the service has been installed and the building has been completed.	19-Oct-12
7	27-Jun-12	Range Lighting Bases	3-Jul-12	Wolfrom	Provide Caspian with the concrete base details for the range lights.	29-Jun-12	Sketches of the concrete base details provided to CP on June 29, 2012.	29-Jun-12
8	27-Jun-12	Gate Access Control	30-Jul-12	grc / Nova3	Review and locate the location of the gate access control and respond to AAR	12-Jul-12	Please refer to Nova3 drawing E2 (IFC on May 4, 2012) for location of gate access control.	12-Jul-12
9	27-Jun-12	Parking Fence	3-Jul-12	grc / Nova3	Review and provide locations for the parking fence.	12-Jul-12	As discussed with Peter Gianuzzi, the attached detail for the parking fence/receptacle support is acceptable.	12-Jul-12
10	27-Jun-12	Range Equipment	3-Jul-12	Nova3	Meet with Caspian Site Superintendent to provide locations.	28-Jun-12	<p>Met with Caspian Site Superintendent on Thursday, June 28, 2012 at 11am and provided locations.</p> <p>Please refer to Nova3 drawing E2 (IFC on May 4, 2012) for location of conduit for targeting system.</p>	28-Jun-12

5368-00 WPSHQ - Wyper Road RFI Log

RFI #	Date of Issue	Subject	Date Required	Assigned To	Action Required	Date of Response	Response	Date Closed
11	27-Jun-12	Alternate Lamp Standard Bases	3-Jul-12	Nova3 / Wolfrom	Nova3 to meet with Caspian Site Superintendent to provide locations. Wolfrom to provide lamp post details directly to Caspian with copy to AAR.	12-Jul-12	As discussed with Peter Gianuzzi, the noted screw base detail is acceptable. Please note that a concrete filled "culvert" (corrugated metal ring) is required at the base of all of these light poles to prevent damage to the fixture.	12-Jul-12
12	27-Jun-12	Lift Pumps	3-Jul-12	Nova3	Meet with Caspian Site Superintendent to provide locations.	28-Jun-12	Met with Caspian Site Superintendent on Thursday, June 28, 2012 at 11am and provided locations.	28-Jun-12
13	27-Jun-12	Site Lighting	3-Jul-12	Nova3	Meet with Caspian Site Superintendent to provide locations.	28-Jun-12	Met with Caspian Site Superintendent on Thursday, June 28, 2012 at 11am and provided locations. Please refer to Nova3 drawing E2 (IFC on May 4, 2012) for location of lift pumps.	28-Jun-12
14	4-Jul-12	Finish Schedule Clarifications - Rooms 106 and 109	6-Jul-12	grc	Review and respond to AAR.	19-Oct-12	The room finishes for Rooms 106 and 109 were discussed with Peter Gianuzzi on site and has been implemented into the finished building.	19-Oct-12
15	16-Jul-12	Epoxy Floor Colour	20-Jul-12	grc / CP	Discuss and agree upon a colour and shade and respond to AAR.	19-Jul-12	The color for the epoxy floor coating at Wyper Road is to be the color Grey. This choice of color and shade was discussed and agreed upon between grc (Patrick Dubuc) and Caspian (Peter Gianuzzi) last week and re-confirmed with Caspian yesterday (July 18) by grc.	19-Jul-12
16	19-Jul-12	Operator Work Station, Humidistat, SS Sinks	19-Jul-12	WPS / grc	Review and respond to AAR.	19-Jul-12	Mechanical Response 1a. OWS located on N. wall of mech. Room is acceptable. 1b. Humidistat to be located in open office area, adjacent thermostat, east wall of instructor area (see sketch). 2. No.2 side by side sinks in the gun cleaning room is acceptable. Please note that the 2 stainless steel sink option is preferred by WPS and the distance between the 2 sinks is to be 600mm. We understand that the double sink option may still be used if it is a delivery issue that would affect completion date of the Wyper Road facility as schedule is paramount.	19-Jul-12
17	25-Jul-12	Cargo Trailer Alternate Dimension	27-Jul-12	WPS	Review and respond to AAR.	25-Jul-12	WPS has reviewed the optional sized cargo trailer and wishes to remain with the 7' x 12' trailer, double axel as specified in S #10, rev1.	25-Jul-12
18	25-Jul-12	Relocate Access Hatch	27-Jul-12	WPS	Review and respond to AAR.	25-Jul-12	The re-location of the access hatch to room 117, Target Prep Room was reviewed on site and by WPS and is acceptable.	25-Jul-12
19	31-Jul-12	Relocation of Exterior Lighting	1-Aug-12	Nova3	Review and respond to AAR.	31-Jul-12	Reviewed the attached RFI and the relocation of the post mounted luminaires appears acceptable. Please advise McCaine to proceed with locating the luminaires at the new locations indicated on their sketch.	31-Jul-12
20	17-Aug-12	Exterior Signage	17-Jul-12	grc / WPS	The locations for the exterior signage will have to be reviewed by Patrick Dubuc with WPS.	19-Oct-12	The issue with the exterior signage has been resolved by WPS with Manitoba Highway signs regulations and signage has been installed as per specifications.	19-Oct-12
21	23-Aug-12	Miscellaneous Range Questions	23-Aug-12	grc / WPS	grc (Patrick) will coordinate with WPS the attendees for the training session.	15-Nov-12	Training is complete.	15-Nov-12

5368-00 WPSHQ - Wyper Road RFI Log

RFI #	Date of Issue	Subject	Date Required	Assigned To	Action Required	Date of Response	Response	Date Closed
22	23-Aug-12	Target Equipment Training	24-Aug-12	WPS	WPS will review and provide you with a list of attendees for the Target Equipment Training. We understand that this has been delayed until the week of September 4 due to the lack of an occupancy permit.	4-Sep-12	This has been completed already, see attached.	4-Sep-12
23	31-Aug-12	Mechanical and Electrical Systems Training	31-Aug-12	WPS	WPS will review and coordinate with Peter Gianuzzi as to who will be attending the M & E systems training session on September 4.	1-Sep-12	It is our understanding that this has been coordinated with Peter G, based on the emails received on August 31.	1-Sep-12
24	4-Sep-12	Furniture Colour Selection	5-Sep-12	WPS	WPS will review and respond to AAR.	4-Sep-12	Please see attached and close formally, thanks.	4-Sep-12
25	13-Sep-12	Locker Quantity and Numbering Sequence	14-Sep-12	grc / WPS	grc will review with WPS and confirm the quantity of lockers and numbering sequence.	24-Sep-12	The number of lockers required are 8 for the men and 2 for the women's locker rooms. Lockers to be numbered sequentially from 1 to 10	24-Sep-12
26	14-Sep-12	IP Address for Building Controller	21-Sep-12	WPS	WPS will review with their IT personnel and provide the IP address for the building controller.			

5368-00 WPSHQ - SI Log

SI #	Date of Issue	Title	Corresponding SI #	Reason	Initiate By	Issued By
001	9-Mar-12	Response to HQ RFI 5	HQ RFI 5	Clarification	Nova3	AAR
002	9-Mar-12	UPS Run Time	N/A	Clarification	Client (WPS)	AAR
03	4-May-12	Target Systems - Action Target Option	N/A	Category 6 - Co-ordination Items	Client (WPS)	AAR
04	26-May-12	Wyper Road Exterior Shooting Range - Ceiling Height Modifications	N/A	Category 6 - Co-ordination Items	Client (WPS)	AAR
05	26-May-12	Wyper Road Exterior Shooting Range - Finish Material Clarification	N/A	Category 6 - Co-ordination Items	Client (WPS)	AAR
06	4-Jun-12	Wyper Road Exterior Shooting Range - Data Drop Clarification	N/A	Category 6 - Co-ordination Items	Client (WPS)	AAR
07	8-Jun-12	Wyper Road Exterior Shooting Range - Ammo Vault Ceiling Clarification	N/A	Category 6 - Co-ordination Items	Client (WPS)	AAR
08	17-Jun-12	HQ - P2 Level - Modifications to Washroom Layout - Relocated Plans Room	N/A	Category 6 - Co-ordination Items	Client (WPS)	AAR
09	19-Jun-12	Wyper Road - Observation Tower Size	N/A	Category 6 - Co-ordination Items	Client (WPS)	AAR
10	19-Jun-12	Wyper Road - Exterior Storage Shed	N/A	Category 6 - Co-ordination Items	Client (WPS)	AAR
10 R-1	19-Jul-12	Wyper Road - Exterior Storage Shed	N/A	Category 6 - Co-ordination Items	Client (WPS)	AAR
11	19-Jun-12	Wyper Road - Keying Schedule	N/A	Category 6 - Co-ordination Items	Client (WPS)	AAR
12	20-Mar-12	HQ - Exterior Alteration Permit	HQ-GRC_SI-001	Category 6 - Co-ordination Items	Caspian	AAR
13	2-May-12	HQ - Interior Alteration Permit	HQ-GRC_SI-002	Category 6 - Co-ordination Items	Caspian	AAR
14	4-May-12	W - Issued for Construction	Wyper-GRC_SI-001	Category 6 - Co-ordination Items	Design Team	AAR
15	16-May-12	W - Walltypes / Ceiling Updates	Wyper-GRC_SI-002	Category 6 - Co-ordination Items	Contractor	AAR
16	31-May-12	HQ - Level P2 Dimensioning	HQ-GRC_SI-003	Category 6 - Co-ordination Items	Caspian	AAR
17	15-Jun-12	HQ - Issued for Building Permit	HQ-GRC_SI-004	Category 6 - Co-ordination Items	Consultants	AAR
18	28-Jun-12	HQ - South Elevation Louvers	HQ-GRC_SI-005	Category 6 - Co-ordination Items	Consultants	AAR
19	6-Jul-12	HQ - East / South Elevations	N/A	Category 6 - Co-ordination Items	Client (WPS)	AAR
20	7-Jul-12	HQ - Raised Flooring	N/A	Category 6 - Co-ordination Items	Client (WPS)	AAR
21	8-Jul-12	Wyper Road - Extent of Fence at Borough Pit	N/A	Category 6 - Co-ordination Items	Client (WPS)	AAR
22	12-Jul-12	HQ - Emergency Power Priority Sequence	Nova3 Engineering Memo – July 7, 2012	Category 6 - Co-ordination Items	Client (WPS)	AAR
23	20-Jul-12	HQ - Video and Audio Conferencing Requirements	N/A	Category 6 - Co-ordination Items	Client (WPS)	AAR
24	20-Jul-12	HQ - Central Equipment Issue - BCGA32	N/A	Category 6 - Co-ordination Items	Client (WPS)	AAR
25	20-Jul-12	HQ - Media Room Connections	N/A	Category 6 - Co-ordination Items	Client (WPS)	AAR
26	20-Jul-12	Wyper Road - Shooting Post Design	N/A	Category 6 - Co-ordination Items	Client (WPS)	AAR
27	23-Jul-12	HQ - Data & Power Requirements	N/A	Category 6 - Co-ordination Items	Client (WPS)	AAR
28	24-Jul-12	HQ - Issued for Construction	HQ-GRC_SI-006	Category 6 - Co-ordination Items & Category 7 - Code & Authorities	Consultants	AAR
29	24-Jul-12	W - Issued for Building Permit	Wyper-GRC_SI-003	Category 7 - Code & Authorities	Authorities	AAR
30	25-Jul-12	Wyper Road - Mechanical Commissioning Summary	Nova3 Memo – Commissioning Agent Meeting #1 Nova3 Memo - Consultant Meeting #1	Category 6 - Co-ordination Items	Client (WPS)	AAR
31	31-Jul-12	Wyper Road - Control Room No.128 - Flooring Finish	N/A	Category 6 - Co-ordination Items	Client (WPS)	AAR
32	31-Jul-12	Wyper Road -Target System Additional Requirement	N/A	Category 6 - Co-ordination Items	Client (WPS)	AAR
33	31-Jul-12	Wyper Road - Furniture Requirement	N/A	Category 6 - Co-ordination Items	Client (WPS)	AAR
34	2-Aug-12	HQ - Structural Revisions Main, Level 2 & 4	N/A	Category 6 - Co-ordination Items	Consultants	AAR
35	8-Aug-12	Wyper Road - Ammunition Storage Door Plating	N/A	Category 6 - Co-ordination Items	Client (WPS)	AAR
36	8-Aug-12	Wyper Road - Stainless Steel Corner Guards	N/A	Category 6 - Co-ordination Items	Client (WPS)	AAR
37	8-Aug-12	Wyper Road - Women's Washroom Vanity Counter	N/A	Category 6 - Co-ordination Items	Client (WPS)	AAR
38	20-Aug-12	Wyper Road - Emergency Lighting & Armory Receptacle Revisions	Nova3 – PCN 03	Category 6 - Co-ordination Items	Client (WPS)	AAR
39	27-Sep-12	HQ Building - P2 level – Demolition Modifications	N/A	Category 6 - Co-ordination Items	Client (WPS)	AAR
40	27-Sep-12	HQ Building - Fifth Floor Door Schedule	HQ-GRC_SI-007	Category 6 - Co-ordination Items	Client (WPS)	AAR
40 R-1	30-Sep-12	HQ Building - Fifth Floor Door Schedule	HQ-GRC_SI-007	Category 6 - Co-ordination Items	Client (WPS)	AAR
41	30-Sep-12	HQ Building - Granite Colour Selection	N/A	Category 6 - Co-ordination Items	Client (WPS)	AAR
42	1-Oct-12	HQ Building - Revised Door Framing Between Grid Line 7 & 7.3	N/A	Category 6 - Co-ordination Items	Client (WPS)	AAR
43	3-Oct-12	HQ - 5th Floor Plan and Reflected Ceiling Plan - Updates	HQ-GRC_SI-008	Category 6 - Co-ordination Items	Consultants	AAR
44	16-Oct-12	HQ Building - P2 Level Door Schedule	HQ-GRC_SI-009	Category 6 - Co-ordination Items	Client (WPS)	AAR

5368-00 WPSHQ - SI Log

SI #	Date of Issue	Title	Corresponding SI #	Reason	Initiate By	Issued By
45	19-Oct-12	HQ Building - Access Flooring Extent	HQ-GRC_SI-009	Category 6 - Co-ordination Items	Client (WPS)	AAR
46	19-Oct-12	HQ Building - Wood Blocking at Sun Shades	HQ-GRC_SI-010	Category 6 - Co-ordination Items	Client (WPS)	AAR
47	19-Oct-12	HQ Building - Motorized Blinds	HQ-GRC_SI-011	Category 6 - Co-ordination Items	Client (WPS)	AAR
48	22-Oct-12	HQ - Revised Single Line Diagrams	N3E - SI #002	Category 6 - Co-ordination Items	Client (WPS)	AAR
49	23-Oct-12	HQ - Encroachment Permit & UDAC Application	HQ-GRC_SI-013	Category 7 - Code & Authorities	Consultants	AAR
50	26-Oct-12	HQ - Revised 5th Floor South – Sanitary & Waste	N3M - SI #002	Category 6 - Co-ordination Items	Client (WPS)	AAR
51	29-Oct-12	HQ - General Power Revisions	N3E - SI #003	Category 6 - Co-ordination Items	Client (WPS)	AAR
52	1-Nov-12	HQ Building - 4th Floor Level Door Schedule	HQ-GRC_SI-014	Category 6 - Co-ordination Items	Client (WPS)	AAR
53	1-Nov-12	HQ - Floor Plans - Floor P2 North, Floor 5 North & South	HQ-GRC_SI-015	Category 6 - Co-ordination Items	Consultants	AAR
54	8-Nov-12	HQ Building - Height of Electrical Wall Outlets	N/A	Category 6 - Co-ordination Items	Client (WPS)	AAR
55	9-Nov-12	HQ - General Electrical Revisions	N3E - SI #004	Category 6 - Co-ordination Items	Client (WPS)	AAR
56	9-Nov-12	HQ - Revised High Voltage Single Line Risers	N3E - SI #005	Category 6 - Co-ordination Items	Client (WPS)	AAR
57	13-Nov-12	HQ - Updated Raised Floor - Levels 3 & 5	N/A	Category 6 - Co-ordination Items	Client (WPS)	AAR
58	13-Nov-12	HQ - 3rd Floor - CPU Enlarged Floor Plans	HQ-GRC_SI-016	Category 6 - Co-ordination Items	Consultants	AAR
59	13-Nov-12	HQ - 5th Floor - Furniture Plans	HQ-GRC_SI-017	Category 6 - Co-ordination Items	Consultants	AAR
60	14-Nov-12	HQ - Re-Heat Coil Pumps, RHCP-1 to RHCP-17	N3E - SI #006	Category 6 - Co-ordination Items	Client (WPS)	AAR
61	16-Nov-12	HQ - 6th Floor South - Stairs 19 & 20	HQ-GRC_SI-018	Category 6 - Co-ordination Items	Consultants	AAR
62	19-Nov-12	HQ – Revised 5th Floor HVAC – Thermostat Locations	N/A	Category 6 - Co-ordination Items	Client (WPS)	AAR
63	22-Nov-12	HQ – Mechanical & Electrical Specifications	N/A	Category 6 - Co-ordination Items	Client (WPS)	AAR



Winnipeg Police Headquarters Owner's Meeting No. 21



Date of Meeting: December 4, 2012

Meeting Location: Caspian Boardroom, 5th Floor, 266 Graham

Name	Initials	Company	Initials	Present	Copied
Peter Chang	PC	Adjeleian Allen Rubeli Ltd.	AAR	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Patrick Dubuc	PD	GRC Architects	GRC	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Peter Rankin	PR	GRC Architects	GRC	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Ossama AbouZeid	OA	Dunmore Corporation	DC	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Randy Benoit	RB	Winnipeg Police Service	WPS	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Henry Hagenars	HH	Winnipeg Police Service	WPS	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Ari Berdesis	AB	Winnipeg Police Service	WPS	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Armik Babakhanians	ABa	Caspian Projects	CP	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Shaun Babakhanians	SB	Caspian Projects	CP	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Peter Giannuzzi	PG	Caspian Projects	CP	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Pam Anderson	PA	Caspian Projects	CP	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Andrew Edge	AE	Caspian Projects	CP	<input type="checkbox"/>	<input checked="" type="checkbox"/>
John Guenther	JG	Nova3	N3	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Vic Thielman	VT	Nova3	N3	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Tony Mitousis	TM	Nova3	N3	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Dan Wolfrom	DW	Wolfrom Engineering	WE	<input type="checkbox"/>	<input checked="" type="checkbox"/>

Meeting Minutes

4.8 EXISTING TOWER TENANTS

- CP expressed concern with timing of relocation of tenants.
- Storage space at P1 needs to be cleared out. SB stated this will affect schedule.
- SB to review and provide report. (Include cost and schedule implications)
- RB indicated there is confusion as to when space has to be vacated.
- May 31, 2012 is agreed upon date.
- CP agreed to give them until June 2, 2012 to move out.

- Optometrist; his space must be vacated ASAP - schedule impact.
- WPS to review with Bob Down. CP to review if they can do this project under their building permit number.
- PG to provide Dr. Lecker floor plans and letter of impact on schedule.
- Approximate construction time is 3 months for construction of new office.
- Affects permit issue.
- ABa met with Bob Downs.
- Possibility of WPS to vacate site office. Grid move Dr. Lecker into space to be reviewed with City.
- OA/RB to review options with City.
- CP issued delay notice to OA.
- Dr. Lecker office proposed to move into cadet space.
- Police cadets meeting with Winnipeg PP & D.
- CP to deal directly with the City of Winnipeg to resolve (PP&D).
- CP to renovate space to suit Dr. Lecker.
- CP to notify WPS for commencement date and duration.
- CP received plans to modify space adjacent to WPS on 2nd Floor in order to receive the Cadets. CP nor the City have yet to receive plans to modify the present space occupied by the Cadets into Dr. Lecker's new office.
- CP began work in the future Cadet space and will advise WPS when this space will be ready for takeover.
- Phase I estimated Monday, September 17, 2012 for cadets to start moving in. PG to confirm with Rob Murray.
- Phase II to start other half.
- 4.8.16 • PG contacted John Zabudney regarding locker re-location. RB confirmed that it was done September 24, 2012.
- 4.8.16 • Cadets to move into vacated "locker" area.
- 4.8.16 • RB to contact John Zabudney regarding progress of Dr. Lecker relocation.
- 4.8.17 • ABa called Bob Downs; issue with permit drawings from Dr. Lecker's architect.
- 4.8.17 • CP confirmed that permit received for renovation of new space.
- 4.8.17 • Cooper Architects were to provide drawings for Dr. Lecker's new space to CP for construction.
- 4.8.17 • CP awaiting drawings for pricing.
- 4.8.18 • CP received drawings. Modifications required to suit exiting.
- 4.8.18 • Permit received, subject to revised exiting.
- 4.8.18 • Asbestos removal in progress.
- 4.8.18 • ABa anticipates no progress until early 2013.
- 4.8.19 • Permit issued by City subject to resolution of fire exiting.
- 4.8.19 • Dr. Lecker reviewing new layout drawings.
- 4.8.20 • Exiting still needs to be addressed.
- 4.8.21 • **CP to address with Judy Jeske.**
- 4.8.21 • **RB to contact John Zabudney regarding contracting issues.**

Action: Info

6.4

POLICE SIGNAGE

- Winnipeg Police HQ sign on pedestals and/or on building face.
- John Sellers (hired by City of Winnipeg through CP) presented options. Will be revisited.
- CP to provide proposals from John Sellers to AAR/OA/RB.
- GRC issued proposal to RB for their review.

- If mounted on curtain wall, CP requires input ASAP.
- UDAQ approval may be required.
- Decision urgently required as east elevations are under construction.
- RB to advise.
- Met with UDAC (Lee Caldwell) June 18, 2012.
- Pillar signage preferred, opposed by Lee Caldwell.
- GRC to prepare presentation of pillars (reduced size).
- GRC presented pillar signage to RB.
- RB presented to City.
- Exterior signage on building not an option.
- CP to proceed with buildings cladding with no signage.
- RB provided design to UDAC.
- UDAC approved 14'-0" high signage as presented by GRC.
- Way finding signs to be English, Braille included.
- GRC to prepare sign design package.
- GRC is working on this package, item carried.
- CP to review and price electrical requirement. To be reviewed under cash allowance.
- 6.4.16 • GRC will have plans/scheme for WPS review by Friday.
- 6.4.16 • CP to confirm that rough-ins and feeds are included in electrical price.
- 6.4.17 • GRC issued October 4, 2012.
- 6.4.17 • WPS to review internally.
- 6.4.17 • GRC needs comments back by October 16, 2012 at the latest.
- 6.4.17 • AAR to apply for permits week of October 22, 2012.
- 6.4.18 • Permit application made on October 22, 2012 for encroachment and UDAC.
- 6.4.19 • GRC provided supplementary info week of October 29, 2012.
- 6.4.21 • **CCN required for electrical/structural.**

Action: AAR / GRC

8.2

SCHEDULE FOR HQ

- Building permit delayed to June 15, 2012.
- CP requested time to review contract documents/drawings.
- CP to advise of potential delays as required.
- OA wants delay issues identified immediately so that WPS can address sooner rather than later.
- ABa to meet with OA and RB separately after meeting.
- To be reviewed in July, with recovery plan.
- OA wishes to re-visit in September after building is enclosed.
- CP to provide revised schedule after review of IFC drawings.
- In progress, CP to provide update next meeting.
- AAR/GRC to meet with CP sub-trades to review.
- Electrical drawings (power) not yet delivered, expected by end of the day.
- Electrical drawings not yet ready, expected by September 14, 2012; preliminary copy may be ready prior to this date for WPS review. Copy of WPS marked up drawings were returned to WPS as requested.
- On target for September 14, 2012.
- 8.2.16 • Drawings issued on September 18, 2012 and distributed.
- 8.2.16 • Specs being reviewed by Wes-Man and McCaine. Printing/distribution to proceed after approval.
- 8.2.17 • CP trades still working with Nova3 for review.

- 8.2.18 • AAR to review with Nova3.
- 8.2.19 • Meeting to be held with Nova3 and McCaine on November 6, 2012.
- 8.2.19 • Layout of server room to be addressed.
- 8.2.20 • Layout of server room received November 19, 2012.
- 8.2.20 • WPS to review with Nova3.
- 8.2.21 • **SI 070 was issued November 30, 2012.**
- 8.2.21 • **CP requested 12'6" ceiling; GRC to review and issue SI.**

Action: GRC / AAR

10.1

H.Q. ELEVATORS

- CPU elevators.
- Require pit depth less than 300mm otherwise WPS loses space in Level P1.
- "CCN" was issued by Aecom and priced by CP. OA to review history of documentation.
- GRC /AAR working with WPS to review layout of forensic lab storage space to suit elevator pit.
- Layout has been resolved with WPS and is on IFC drawings.
- WPS required 2nd elevator.
- AAR to issue CCN (issued August 1, 2012).
- CP to price. Still awaiting quote as of August 21st 2012.
- CP to submit complete quote. ABa stated that price for the elevator only is approximately \$220,000; CP awaiting quotes from other trades to finalize their submission.
- 10.1.16 • Awaiting quote from CP.
- 10.1.17/18 • Quote from Kone received; \$214,000.00. Electrical pricing required.
- 10.1.17/18 • CP to provide final cost; AAR to review.
- 10.1.18 • Elevator to be similar to specified CPU elevator.
- 10.1.18 • CCN #10 received on October 24, 2012.
- 10.1.18 • AAR/GRC to review.
- 10.1.19 • AAR/GRC reviewed and provided recommendations to OA.
- 10.1.19 • OA to review.
- 10.1.19/20 • CP requires answer by November 30, 2012 to avoid delays.
- 10.1.21 • **CP advised to proceed with CCN #010.**
- 10.1.21 • **AAR to issue CO.**

Action: OA / WPS

11.1

FLUSHING OF CHILLER PIPES

- OA to follow up with John Zabudney.
- Needs to be completed before mid-September (Note: this will require 10 days to complete).
- John Zabudney is pursuing another quote. OA to touch base with John Zabudney and advise.
- In the absence of OA, GRC reminded RB of the urgency surrounding this issue. Answer required by first week of September 2012.
- Contract awarded by Shindico (City of Winnipeg) to independent contractor.
- CP to test quality.
- 11.1.16 • Report required from City of Winnipeg to confirm work has been done.
- 11.1.16 • RB to follow-up with John Zabudney.
- 11.1.17 • Report required from Bob Downs to confirm work has been done.

- 11.1.17 • CP states work is still being done by outside contractor and won't be done until November 2012.
- 11.1.17 • RB to follow-up at afternoon meeting with City of Winnipeg (John Zabudney & Bob Downs).
- 11.1.18 • Official documentation/confirmation to be provided by PP&D as discussed in meeting with Bob Downs.
- 11.1.20 • Report received from Bob Downs on November 15, 2012.
- 11.1.20 • Wes-Man to review and sign-off.
- 11.1.21 • **CP confirmed everything is fine.**

Action: Closed

12.1 WYPER ROAD RECONCILIATION OF "ADDITIONAL" WORK

- CP requests a meeting with OA after completion of Wyper Road.
- OA to set up and determine invitees (WPS, GRC, AAR ???).
- OA and Aba to meet this week.

Action: OA / CP

14.2 WYPER ROAD LANDSCAPING

- Drawings call for trees and shrubs which have yet to be installed. CP noted that this work may represent a "Value Engineering" amount; to be discussed with OA.
- CP to issue quote.
- GRC /AAR to review with OA.
- 14.2.16 • CP to provide cost breakdown for AAR review/recommendations.
- 14.2.18/19 • WPS requested trees to remain. (planting/decision delayed to spring 2012)
- 14.2.18 • SOD required for shot gun range.
- 14.2.18 • OA looking for ± \$20,000.00 savings.
- 14.2.18 • \$255,000.00 budget.
- 14.2.18 • AMEC preliminary report (April 20, 2012) received from CP.
- 14.2.18 • Final AMEC report and recommendations required.
- 14.2.19 • OA authorized CP to proceed with Jeo-Gute, subject to AMEC report.
- 14.2.19 • Hydro seeding to proceed once weather cooperates.
- 14.2.20 • Hydro seeding for berms completed.
- 14.2.20 • Jeo-Gute to be installed in spring.
- 14.2.21 • **Final AMEC report still required.**

Action: CP

15.1 WYPER ROAD – FIRE HYDRANT AND RETENTION POND

- Genivar (Ian McKinnon) reviewed function of retention ponds.
- Retention pond must be monitored and maintained (as required during droughts) as pond is used for fire hydrant.
- Genivar to provide design summary and maintenance program to be included in O & M manuals.
- 15.1.16 • O & M manuals to be delivered before the end of the week.
- 15.1.17 • Waiting for as-builts/record drawings from AAR design team.
- 15.1.17 • To be on SharePoint site and reviewed by AAR team.
- 15.1.18 • GRC/AAR to put "As-Builts" on CD and forward to RB.
- 15.1.19 • Record drawings to be completed.

- 15.1.20 • Conduit for future use in target range to be noted.

Action: CP

15.5 **GENSET LOAD BANK**

- WPS to review with OA on “additional cost” load bank (Not part of POR).
- 15.5.17 • McCaine quoted cost of ± \$180,000.00.
- 15.5.18 • Vic Thielman to review with CP.
- 15.5.19 • Nova3 to provide report.

Action: CP / AAR / Nova3

15.6 **DESIGN DOCUMENTS**

- Aba expressed concern with delivery of 100% design documents.
- M & E in relatively good shape, pending delivery on September 14, 2012.
- Architectural is lagging and affecting construction. AAR advised that changes are beyond design team control and affect all disciplines.
- Meeting to be held with OA/WPS/AAR/GRC to review.
- 15.6.17 • All drawings to be frozen as of Friday, October 19, 2012. Include fourth floor changes from WPS.
- 15.6.17 • WPS to provide final fourth floor drawings.
- 15.6.17 • Furniture layout required by McCaine. RFI HQ 72 to be responded to by October 19, 2012.
- 15.6.18 • Fourth floor drawings to be issued October 26, 2012.
- 15.6.18 • CP stated third floor required in conjunction with fourth floor.
- 15.6.18 • Windows required for Division 31 space on fourth floor. GRC to issue SI after review with WPS.
- 15.6.18 • GRC to review furniture deadline with CGB (November 5, 2012 tentative date).
- 15.6.19 • ACAD drawings for 5th floor to be issued November 13, 2012.
- 15.6.19 • AAR to advise GRC/CGB to proceed with work on rest of building.
- 15.6.20 • Authorization to proceed with levels 3 and 4.
- 15.6.20 • Delivery of levels 3 and 4 December 10, 2012.
- 15.6.21 • **CJB to use existing furniture.**

Action: GRC / WPS

16.2 **DEFICIENCIES AT WYPER ROAD**

- AB and PG to review and resolve.
- PA to start database for warranty issues.
- 16.2.17 • Roof shingles on shed to be changed to metal lining.
- 16.2.17 • GRC to provide shower curtain spec.
- 16.2.17 • Hydro seeding may proceed depending on weather.
- 16.2.17/18 • Target system deficiencies to be addressed by CP
 - OA requested that CP notify Action Target officially.
 - Action providing remedial details.
 - WPS and GRC will review and provide deficiency list.
- 16.2.18 • Target deficiencies to be reviewed.
- 16.2.18 • GRC sent revised “Deficiency” report October 23, 2012.
- 16.2.19 • OA agreed to Action Target proposal to replace 18 targets and fix the remaining 18 as long as warranty is maintained.
- 16.2.20 • Action Target to replace all 36 targets.

- 16.2.20 • To be installed early January 2012.
- 16.2.21 • **To be reviewed on site once new targets are all installed.**

Action: WPS / CP

17.1 **MUSEUM LAYOUT**

- Under review with GRC.
- GRC to meet with WPS to review.
- 17.1.19 • HH met with WPS.
- 17.1.19/20 • GRC to meet with WPS.
- GRC requires confirmation from CP that enunciator room is relocated.
- 17.1.21 • **Enunciator room to be located.**

Action: GRC / WPS / CP

17.2 **PROJECT SHUT DOWN FOR CHRISTMAS**

- To be reviewed.
- 17.2.20 • December 21, 2012 to January 2, 2013.
- 17.2.20 • CP will have site presence during this period.

Action: Info

19.3 **FFE UPDATE**

- WPS to review logistics of moving existing furniture into new WPSHQ.
- George Labossiere working with WPS on coordination and action plan.
- 19.3.20 • George Labossiere/WPS to go through GRC/CJB Patrick Dubuc/Charmaine Bergen only.

Action: Info

19.4 **LEVEL 3**

- WPS to review "minor" changes with GRC.
- 19.4.20 • Final/approved drawings for level 3 and 4 received on November 16, 2012.
- 19.4.20 • Architectural drawings to be issued to CJB.
- 19.4.20 • Masonry layouts issued to CP the week of November 12, 2012.
- 19.4.21 • **GRC to review on site with CP**

Action: CP / GRC

19.5 **HOLDING CELL DOORS**

- Electric doors not required.
- ± \$1,500.00 to \$1,600/door extra.
- Electrical rough-in for future (ROM = \$82,000.00)
- Manual doors as per POR.
- Subsequent to meeting, WPS requested AAR/GRC issue CCN for pricing.
- 19.5.20 • CCN received from CP, \$179,694.90 (November 9, 2012).
- 19.5.20 • OA provided direction to CP to not proceed with ordering frames only (± \$42,000).
- 19.5.20/21 • AAR to issue CCN for electric holding cell doors. **(CCN #014 issued December 1, 2012)**
- 19.5.21 • **Nova3 to add electrical requirements to CCN for CP to price.**
- 19.5.21 • **Door frames have been ordered.**

Action: AAR

19.6 **IT DRAWINGS**

- Final reviewed drawings from WPS.
- CP requested copies.
- Based on feedback from WPS, OA questioned quality of M & E/IT drawings from Nova3.
- To be reviewed on November 8, 2012 meeting with Nova3/WPS/IT.
- 19.6.20 • WPS is satisfied, redundancy issue to be incorporated into design.
- 19.6.20/21 • Nova3 to design and AAR to issue SI. **(SI 070 issued November 30, 2012)**

Action: Closed

19.8 **EXISTING EQUIPMENT**

- Power requirements to be reviewed.
- ABa has concerns with existing equipment (ex: existing freezers).
- GRC/WPS to review.
- 19.8.21 • **On level P1 – HH to review capacities of existing freezers vs new freezers.**

Action: GRC / WPS

19.9 **NEWS LABS**

- ABa requires clarification as to which ones require “explosion proofing”.
- GRC to review with WPS.
- 19.9.20 • CP proceeding with “non-explosion” proof design unless otherwise directed.
- 19.9.21 • **Chemical lab to be explosion proof.**
- 19.9.21 • **SI required from Nova3.**

Action: Nova3 / AAR

19.10 **WARRANTY PROTOCOL**

- CP willing to review process with WPS.
- CP issued warranty form to WPS for use.

Action: Closed

20.1 **IT/Security**

- OA stated WPS has budget in FFE.
- Racks, cabling, equipment not in CP POR.
- All power and IT cabling is not CP contract; ABa stated that CP contract has qualified this in their submission to City of Winnipeg.
- CP to provide breakdown of that is included in their contract.
- OA to review with CP.

Action: Closed

20.2 **REDUNDANCY FOR UPS/COMM CENTRE**

- Nova3 to review with WPS
- SI to be issued as required.

Action: Closed

20.3 **MOCK-UP – INTERVIEW ROOM**

- WPS to submit requirements to CP (Andrew Edge) for coordination.
- 20.3.21 • **Being done today, December 4, 2012.**
- 20.3.21 • **Consultation rooms need to be reviewed as well.**

Action: CP / WPS

20.4 **BULLETPROOF GLASS – 4TH FLOOR**

- GRC working on details/options with WPS.
- Bulletproof type 4 glazing required.

Action: GRC

20.5 **RAISED FLOOR**

- GRC requires sample of flooring.

Action: CP

20.6 **PUMP STATION - WYPER**

- No special requirements to prevent freeze-up.

Action: Closed

20.7 **LIGHT POLE TOLERANCES - WYPER**

- Certification required from CP (McCaine).
- 20.7.21 • **Under warranty.**

Action: CP

21.1 **VIDEO INTERVIEW ROOMS & CONSULTATION ROOM**

- Acoustics need to be addressed (in room acoustics).
- Panels around top portion wall.
- Sound transfer between rooms (masonry walls).
- GRC to design as per POR.

Action: GRC

21.2 **POP ROOM AT LEVEL P1**

- GRC to review re-working of area to work around existing POP room.
- Alternative solutions required.

Action: GRC

21.3 **SCHEDULE**

- CP requested that floor plans be frozen.
- OA stated that all future changes be treated as PCN.

Action: GRC

NEXT MEETING

- Next meeting will be on **Tuesday, December 18, 2012** from **9am to 10:30am**.
- **All meetings will be from 9am to 10:30am**
 - **Tuesday, January 8, 2013**
 - **Tuesday, January 22, 2013**
- Owner's Meeting to be held bi-weekly until further notice.

Action: All / AAR

Supplemental

S1.2

BUILDING PERMIT STATUS

- Structural Permit - May 2, 2012
 - Receipt received.
- S1.2.18 ○ Structural Permit to be approved by October 26, 2012.
- S1.2.18 ○ CP to Pick-up.
- Building Permit - submitted June 15, 2012
 - 100% design complete and fully coordinated Architectural, Structural, Mechanical and Electrical drawings and specifications.
 - Follow-up meeting with City of Winnipeg (Sara Ciaflone) set-up for Wednesday, June 20, 2012.
 - Drawings re-submitted for Building Permit on July 24, 2012.
- S1.2.18 ○ Email confirmation received from City of Winnipeg (Sara Ciaflone) stating acceptance in principal with Morrison Hershfield Code Report.

5368-00 WPSHQ - HQ Building RFI Log

RFI #	Date of Issue	Subject	Date Required	Assigned To	Action Required	Date of Response	Response	Date Closed
00	28-Feb-12	RFIC's 1-16 Issued to Aecom Prior February 15, 2012	N/A	AAR	Provide concurrence to consider this RFI to be closed.	28-Feb-12	As discussed, from the point of view of the AAR design team, the noted RFIs have been addressed by Aecom and are either on the drawings or resolved. Therefore, we concur, they can be put to history, but we should keep track of them in case we ever need to back track as to why/how a decision was reached.	28-Feb-12
1	23-Feb-12	Approval Required for Isolation Valves on Chilled Water Piping in Mechanical Room	1-Mar-12	Nova3	Review and respond to AAR.	14-Mar-12	Nova3 accepted. Caspian advised to proceed as noted in response from Nova3 (attached).	14-Mar-12
2	28-Feb-12	Generator Load Bank	6-Mar-12	AAR / WPSHQ	Review and respond.			
3	28-Feb-12	Exterior Signage Requirements	6-Mar-12	WPSHQ	Require input.	3-Dec-12	Exterior signage requirements are noted in the UDAC application drawings submitted on October 22, 2012. There are no requirements for signage on the building face. WPS signage will required on 4 pedestals installed at each corner of the building, as noted in the UDAC application.	3-Dec-12
4	28-Feb-12	Proposed Changes to Curtainwall System	N/A	AAR	Issue CCN.	28-Feb-12	A CCN was issued on the proposed changes to the south wall. Caspian to provide cost breakdown.	28-Feb-12
5	28-Feb-12	Copper vs Aluminum Buss And Feeders	N/A	Nova3 / AAR	Issue SI.	28-Feb-12	Was discussed during meeting with Caspian and McCaine. Nova3 has agreed that aluminum can be used and meets both POR and Building Code. SI issued March 9, 2012.	9-Mar-12
6	28-Feb-12	Survey Existing P2 Slab on Grade	N/A	AAR	N/A	28-Feb-12	Change Directive (CD) issued to proceed with work, subject to further review for cost savings.	28-Feb-12
7	28-Feb-12	New Main Power In-Service Date and Subsequent Refeeding of Existing Tower Distributions	6-Mar-12	Nova3	Review and respond to AAR.	1-Aug-12	High voltage distribution has been designed and a PCN issued for the Tower portion. Specifications have been forwarded to our office for review and will be returned today. Supplier tender package is expected to be ready for June 01, 2012. The design of the 15 kV service into the new HQ is shown on the IFC set of drawings issued on July 24, 2012. The cost of the new switchgear addressed in our response to Caspian RFI HQ 62.	1-Aug-12
8	28-Feb-12	Additional Existing High Voltage Transformer to Remain	6-Mar-12	Nova3	Review and respond to AAR.	28-May-12	Existing High Voltage transformers to be reused or deleted have been (are being) coordinated by Vic Thielmann and McCaine electric to ensure Tower feeds are not compromised. Condition of the transformers is being taken into account as well.	28-May-12
9	28-Feb-12	15 KV Service into Building	6-Mar-12	Nova3	Review and respond to AAR.	28-May-12	15kV feeder entrance has been fully coordinated and determined between Vic Thielmann, McCaine Electric, and Manitoba Hydro. The feeders will enter to the High Voltage Switchgear located in the Main Electrical Room in the P2 Level.	28-May-12
10	28-Feb-12	MTS Services Entrance	6-Mar-12	Nova3	Review and respond to AAR.	28-May-12	Two (2) rooms are required as per MTS. McCaine has coordinated all these issues with MTS. McCaine has site coordinated the conduit locations with the utility on site.	28-May-12

5368-00 WPSHQ - HQ Building RFI Log

RFI #	Date of Issue	Subject	Date Required	Assigned To	Action Required	Date of Response	Response	Date Closed
11	28-Feb-12	UPS Equipment & Battery Room Space and Structural Requirements	6-Mar-12	GRC / Wolfram	Review room size requirements and Wolfram will check the existing slab accordingly.	23-May-12	Battery Rack 1. Based on 3925 lbs. per rack can be safely supported by the slab-on-grade floor at the P2 level. 2. Battery Racks 3 & 4, based on 85,000 lbs. per rack, will cause settlement and cracking of the slab-on-grade floor at the PS level. This loading will be required to be distributed over a greater area, or additional foundations provided. Details of the racks have not been provided, but if these racks are point loaded on the floor slab, the maximum permitted leg load shall be 10,000 lbs. 3. All of the UPS and the UPS input isolation transformers as specified can safely be supported on the slab-on-grade floor at the P2 level.	23-May-12
12	28-Feb-12	Electrical Room P2015 Space Structural Requirements	6-Mar-12	GRC / Wolfram	Review room size requirements and Wolfram will check the existing slab accordingly.	23-May-12	These loads can be safely supported on the slab-on-grade floor at the P2 level.	23-May-12
13	28-Feb-12	Generator 4 and 5 Structural Requirements	6-Mar-12	GRC / Wolfram	Review room size requirements and Wolfram will check the existing slab accordingly.	12-Jul-12	No further structural response can be provided until dimensions, locations, confirmed weights and mounting details are provided. The structural support details for the noted generators have been designed and were on the "Issued for Building Permit" set of drawings issued on June 15, 2012.	12-Jul-12
14	28-Feb-12	Roof and Sanitary Drainage	13-Mar-12	Nova3	Review the proposal PVC XFR piping for roof drainage and respond to AAR.	14-Mar-12	The use of PVC XFR piping is acceptable, as is the proposal to consolidate rain water leaders in 4 existing locations. Site conditions may have impact on final routing and will be shown on Mechanical drawings.	14-Mar-12
15	28-Feb-12	Copper and SS Water Piping Domestic Water Lines	13-Mar-12	Nova3	Review and respond to AAR.	11-Apr-12	The use of copper and stainless steel water pipes for all domestic water lines has been approved.	11-Apr-12
16	28-Feb-12	Confirm Water Meters for Tower and WPS Bldg.	13-Mar-12	Nova3	Review the acceptance of a single water meter for the HQ building.	11-Apr-12	No. We require additional meters, as they (City of Winnipeg) needs to breakout the tenant's actual costs for energy/utility consumption.	11-Apr-12
17	28-Feb-12	Confirm New Roof Drain Piping	13-Mar-12	Nova3	Review the roof drainage down to Level P1 and respond to AAR.	12-Jul-12	The roof drain locations and design are noted on the "Issued for Building Permit" drawings issued on June 15, 2012.	12-Jul-12

5368-00 WPSHQ - HQ Building RFI Log

RFI #	Date of Issue	Subject	Date Required	Assigned To	Action Required	Date of Response	Response	Date Closed
18	28-Feb-12	Review Required Regarding P-1 and P-2 Drainage	29-Feb-12	Nova3	Arrange a site review of the levels P1 and P2 drainage on site.	11-Apr-12	<p>Mechanical:</p> <ol style="list-style-type: none"> 1. Mechanical Contractor shall install seventeen (17) parking lot drains in the locations indicated on architectural drawing WPS-AE-1-0-01, and as indicated on the corresponding mechanical drawing.RFI-M6-PM6.1 (attached). 2. The below grade sanitary waste piping from the floor drains shall connect to the existing west sand/grit interceptor located at Gridlines H-2. 3. A new oil interceptor OI-2 shall be installed prior to the connection to the sand interceptor at Grid H-2. The interceptor shall be a: MIFAB (or equal), model MI-O-HU-3, 165 US gal./21.0 cu.ft. holding capacity, rated at 50 USGPM. 4. The floor drains shall be JRSmith (or equal), heavy duty traffic drains w/ 4" outlet, hinged grate and sediment bucket. 5. The east pit at Grid G-9 shall be abandoned in place and all services capped. 	11-Apr-12
19	28-Feb-12	Existing Fire Alarm System	6-Mar-12	Nova3	Review fire alarm requirements and respond accordingly.	28-May-12	<p>The method described in this RFI is essentially what has been determined to be the intended method for fire alarm.</p> <p>The existing Tower fire alarm system will remain. A new fire alarm panel will be provided at the same location of the current panel. All devices in the Tower are existing to remain. Fire alarm panel locations are as per the RFI description (ie. M106).</p> <p>The Headquarters will have new fire alarm system devices and panel located in Vestibule M140. System will be interconnected with the Tower fire alarm system.</p>	28-May-12
20	29-Feb-12	New Address for WPS Headquarters Building	29-Feb-12	N/A	No action required.	1-Mar-12	N/A	1-Mar-12
20 R-1	29-Feb-12	New Address for WPS Headquarters Building	29-Feb-12	N/A	No action required.	1-Mar-12	N/A	1-Mar-12
21	1-Mar-12	Final Floor Drain Design for P2	1-Mar-12	GRC	Work on P2 layout and meet with Caspian and Wes-man.	28-May-12	The P2 slab information was shown on the structural permit set. As well, the P2 slab is close to completion and has been constructed based on our instructions.	28-May-12
22	7-Mar-12	ISD and Electrical Load Requirements	12-Mar-12	Nova3	Respond and address Manitoba Hydro's concerns.	28-May-12	All electrical power requirements have been provided by the WPS. Refer to Caspian Project Bulletin HQ-06 dated "2012.05.10".	28-May-12
23	7-Mar-12	Wes-Man's Priority List of Mechanical Items	13-Mar-12	Nova3	Continue working on the mechanical design with the priority list provided.		For info only.	7-Mar-12
24	7-Mar-12	Pile Cap Base Plate Treatment at P2 Level	13-Mar-12	Caspian / AAR	Include in price breakdown for the level P2 slab replacement when quote is resubmitted, as discussed during Owner's Meeting No. 01.	7-Mar-12	It is AAR's opinion that a protective covering should be provided, perhaps the most economical way would be a brushed on mastic or tar type membrane.	7-Mar-12

5368-00 WPSHQ - HQ Building RFI Log

RFI #	Date of Issue	Subject	Date Required	Assigned To	Action Required	Date of Response	Response	Date Closed
25	7-Mar-12	Existing Fire Pump	16-Mar-12	GRC	Review and respond.	8-Mar-12	Assuming the tower is a separate building from the WPSHQ, it would be logical that the existing fire pump(s) remain on the existing electrical service as is. However, due to the separate address of the WPSHQ, and the occupancy change associated with the conversion of the old mail processing area to the WPSHQ, the City of Winnipeg fire department may need the sprinkler contractor to install a code compliant water supply with its own fire pump fed from the WPSHQ essential distribution to serve the fire protection system of the WPSHQ. We require the architect to confirm the separation between the building known to be the tower and the building which is the WPSHQ. Once the separation between the buildings is determined, it is anticipated that the tower occupancy is not changed and as such grandfathered with respect to existing life safety systems. All of this needs to be confirmed between GRC and the City of Winnipeg fire protection engineer. In regards to the response previously given, the separation information requested between the Tower and the WPS building was given as part of Judy Jeske's Code report submitted as a draft May 2012 and as a final report as part of the latest building permit application. The Tower and the WPS building are classified as one building. No further architectural response required, refer to Code report for additional information.	29-Jun-12
26	7-Mar-12	Fire Fighter Elevator	16-Mar-12	GRC	Review and provide response to AAR for the designation of the fire fighter elevators.	12-Apr-12	Freight elevator SE01 and passenger elevator PE01 should be designated as Fire Fighters Elevator.	12-Apr-12
27	7-Mar-12	McCaine Priority List of Electrical Items	16-Mar-12	Nova3	Structure the electrical design to suit this list.	9-Mar-12	For info only.	9-Mar-12
28	7-Mar-12	Slab Topping Thickness at Level 3 & 5	13-Mar-12	AAR	Give information to design team.	9-Mar-12	For info only.	9-Mar-12
29	7-Mar-12	Maximum Floor Load Capacity	12-Mar-12	Wolfrom	Review proposed forklift loads on the existing floor slab and provide an answer to AAR.	28-May-12	1. The above forklift is acceptable on all floors. 2. The maximum floor live load is 200 psf on all floors main level to top floor.	28-May-12
30	9-Mar-12	East & West "Eyebrow" Windows Vision Glass or Spandrel	13-Mar-12	GRC	Review and issue response to AAR.	8-Jun-12	The extent of exterior wall removal in regards to vision glazing and spandrel panels was reviewed on site with Rob Murray May 17th 2012. Drawings indicating the extent of removal was left on site with Rob murray.	8-Jun-12
31	9-Mar-12	Door # M205 Swing	14-Mar-12	GRC	Review and respond to AAR.	27-Mar-12	See sketch provided.	28-Mar-12
32	9-Mar-12	Existing Fiber Optic Cable Entry Relocation	9-Mar-12	GRC / Nova3	Review and respond to AAR.	30-May-12	The fiber optic equipment room will now be in room P1426. The existing lines will be reconnected as required. McCaine has coordinated and determined all requirements as required.	30-May-12
33	9-Mar-12	Location of Floor Drains on P-1	9-Mar-12	GRC / Nova3	Review and respond to AAR.	12-Jul-12	The location of the Floor Drains on Level P1 are located on the "Issued for Building Permit" drawings, June 15, 2012.	12-Jul-12
34	9-Mar-12	Fork Lift Loads - Slab Capacity Review	9-Mar-12	Wolfrom	Review and respond to AAR.	28-May-12	The referenced forklift can be operated on all floors. Refer to response of RFI HQ 29 as well.	28-May-12
35	13-Mar-12	Excavated Floor Elevations at P2 Level	19-Mar-12	GRC / Nova3	Design info for AAR for P2 slab.	14-Mar-12	For info only.	14-Mar-12

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RFI #	Date of Issue	Subject	Date Required	Assigned To	Action Required	Date of Response	Response	Date Closed
36	13-Mar-12	P2 Level Wall Demolition	15-Mar-12	GRC / Wolfrom	GRC and Wolfrom to review and confirm and respond to AAR.	16-Mar-12	Architecturally, the wall along grid line M should be deleted up to and flush with the exterior face of the existing concrete curb close to grid line 2.5 and 8.5, all as discussed with Rob Murray on site. The portion of walls along grid line M between grid lines 2/2.5 and 8.5/9 are to remain as they act as a retaining wall for the soil beyond.	16-Mar-12
37	14-Mar-12	30kPa or psf (Curtain Wall)	14-Mar-12	Wolfrom	Wolfrom to check design wind loads.	14-Mar-12	<p>The design wind load should be in psf. Wolfrom will confirm magnitude.</p> <p>In response to RFI HQ 37 we produced a response based on our interpretation of the NBC for the worst case wind loads at or near the roof level for both corner and general area conditions. These numbers vary significantly from the 30 psf that the original specifications were interpreted to read by the curtain wall supplier. The original quotation for the supply of the curtain wall was apparently based on these lower wind loads, which may or may not have included the post disaster importance factor.</p> <p>In order to mitigate the impact of this change, we are working closely with the engineers for the curtain wall supplier to identify the actual wind loads at varying heights and locations, allowing them to design the curtain wall and the associated connections accordingly. The curtain wall engineer will be submitting for review a tabulation of all wind loads for all areas to be used in the design.</p>	26-Mar-12
38	14-Mar-12	Computer, Server and IT Room Electrical Requirements	19-Mar-12	Nova3	Nova 3 will review and respond to AAR, with electrical load requirements.	29-May-12	Nova 3 Engineering is closely working with McCaine to layout and finalize the final electrical design for all the mentioned rooms. In addition, all electrical power requirements for the equipment have been provided by the WPS. Refer to Caspian Project Bulletin HQ-06 dated "2012.05.10".	29-May-12
39	14-Mar-12	Detailed Electrical Load Summary	15-Mar-12	Nova3	Nova 3 will review and respond to AAR.	1-Aug-12	<p>Nova 3 has submitted an estimated electrical load summary to Manitoba Hydro for the High Voltage coordination. A detailed load summary will be provided upon electrical design completion.</p> <p>A detailed electrical load summary is provided in both the Building Permit drawings (June 15, 2012) and the Issued For Construction drawings (July 24, 2012).</p>	19-Oct-12

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RFI #	Date of Issue	Subject	Date Required	Assigned To	Action Required	Date of Response	Response	Date Closed
40	14-Mar-12	Point of Presence (POP) Rooms P1025 & P1045	23-Mar-12	Ossama	Ossama to advise.	24-Jul-12	<p>The existing location for the POP (Point of Entry) room presently located on the P1 level west of the staircase at grid lines 4.7/5 & Pa/Pb cannot remain. The layout for this area is crucial and we cannot lose that space. The POP room would need to be relocated, a proposed location would be to take over the east portion of the new Electrical room located at grid lines 4/R. This location was discussed with Ron Nault of McCain and appears to be possible but will represent interruption of services to the Tower. As this affects power shutdown to tower tenants, Ossama will have to review.</p> <p>The existing POP rooms P1025 & P 1045 are to be removed as they are within WPS space. Disruption to tower tenants has been discussed at length at the Owner's meeting, please see item 2.5 of the minutes from those meetings.</p> <p>POP rooms P1025 (west side of building) and P1045 (east side of building) are new rooms that have been created on level P1. It is our understanding and per the Program of Requirements (room data sheet), these are the only two rooms where MTS fibre optic entry into the building is permitted and being called for.</p>	24-Jul-12
41	14-Mar-12	Antenna Farm Location	23-Mar-12	GRC / Nova3	GRC and Nova3 will review and respond to AAR. We have also attached an email that WPS received in response to RFI 055 which was for Roof Top Antennas in general. Please make sure that this is captured in our design when responding to RFI HQ #41.	29-May-12	The location of the antenna farm should be located where the antenna supplier/representative (or associated designer/engineer) would recommend it to be placed for functionality, code implications, and physical constraints. I would expect above the Penthouse would be the best location as it is highest. Some items to consider are structural implications, aeronautical height restrictions (considering if a future helipad is expected), and workspace/maintenance clearance around.	29-May-12
42	21-Mar-12	Duct Modifications for Return Air for Tower	21-Mar-12	Nova3	Confrim from Canada Post if these offices are occupied, or part of the renovation being done by others.	22-Mar-12	<p>The following is our response to RFI HQ-42:</p> <ul style="list-style-type: none"> As discussed, the 2-3 day disruption caused by removal and re-routing of ducts (and 4 supply feeds to the 2 AHU's) is acceptable. Please advise AAR/WPS as to when the work will commence, so that we can plan accordingly. 	26-Mar-12
43	27-Mar-12	Sludge in Existing Tower Chilled Water Piping	30-Mar-12	Ossama	Ossama to review with landlord.	8-Jun-12	See CCN #006.	8-Jun-12

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RFI #	Date of Issue	Subject	Date Required	Assigned To	Action Required	Date of Response	Response	Date Closed
44	28-Mar-12	Existing Pneumatic Air System	4-Apr-12	Nova3	Respond to AAR.	19-Apr-12	<p>The mechanical contractor indicated that his control subtrade stated that to maintain/utilize the existing process compressors for HVAC control would be grossly oversized and inefficient to operate.</p> <p>The control subtrade indicated that for size requirement purposes the existing HVAC control compressor located in the boiler room. Served the tower pneumatic control system requirements w/o assistance from the process compressors for a supervised period of time w/o any short comings. His subtrade further recommended a second control compressor for the purpose of redundancy.</p> <p>He indicated that a survey of the pneumatic control demand in the Tower is required prior to selection of the compressor.</p> <p>Trust access will be made available tot he control subtrade and execute this work.</p> <p>Should access be un-available please have the SNC Lavlin building tech. Provide this task according to the control subtrade, requirements.</p> <p>New work can commence in this area, once the new compressor is made operational, and the process compressor. Are made redundant.</p>	19-Apr-12
45	5-Apr-12	5th Floor Mezzanine Demolition	11-Apr-12	GRC / Wolfrom	Review the demolition requirements for the 5th floor and respond to AAR.	29-Jun-12	<p>The demolition extent was indicated on the demolition drawings, and further confirm on site during walk through with Rob Murray and Armik. Marked up Mezzanine plans were prepared and given to Caspian Construction June 20th 2012 to illustrate the extent of existing and new mezzanines on all floors. Nova3 & WesMan to review and confirm extent.</p>	29-Jun-12
46	9-Apr-12	Concrete Specification for Level P2	9-Apr-12	Wolfrom	Provide specification.	9-Apr-12	Concrete specifications for the Level P2 slab has been provided.	9-Apr-12
47	10-Apr-12	Existing Fire Alarm Batteries	13-Apr-12	Nova3	Review and comment if the temporary batteries (it should be noted that we do have emergency generators as weel) are sufficient or if a permanent battery system is required.	30-May-12	<p>Nova 3 agrees that the existing faulty batteries had required immediate replacement which was performed by McCaine Electric. The fire alarm system is to be fed from the new emergency power distribution which will meet MBC 3.2.7.8. Battery back-up capacity of 24hour supervisory power followed by 30min. of full load (alarm condition) will allow the use of the much more readily 50AH batteries while still meeting and exceeding the code minimums for emergency power supply to the fire alarm system.</p>	30-May-12
48	12-Apr-12	Clarification on Existing AHU in Penthouse Mechanical Room	19-Apr-12	Nova3	Review and respond to AAR.	19-Apr-12	The airhandling unit c/w associated ductwork and controls can be removed soon as the process compressors are made redundant.	19-Apr-12

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RFI #	Date of Issue	Subject	Date Required	Assigned To	Action Required	Date of Response	Response	Date Closed
49	12-Apr-12	Steam Condensate Return Line	19-Apr-12	Nova3	Respond to AAR.	19-Apr-12	<p>The reply is yes.</p> <p>Please provide the following: Supply and install complete sterling (or equal) duplex condensate pump unit. Model #44124-GD, Receiver capacity of 15 US gallons, Pump discharge capacity 6.0 USGPM at 20 PSI discharge pressure, Two 1/3 HP motors at 3450 RPM, 115/1/60. Unit shall be furnished with: - motor starters mounted and sized. - mechanical alternator with high water alarm switch. - brass strainers at each pump suction. - isolation valve at each pump section.</p> <p>Remove existing 1 1/2" condensate drain pipe from the steam traps to ceiling below and cap (balance of existing condensate piping system to be removed under Project Demolition Phase). Provide new 1 1/2" condensate drain pipe (schedule 80 black steel ASTM 53 grade B) between existing steam traps and new duplex condensate return pump unit. Location to be determined by the mechanical trade on site. Location to be clear of any obstructions to demolition or new work in this area. Provide complete 1 1/4" pump discharge pipe (Schedule 80 black steel) to existing surge tank complete with check valve, Isolation valve, and union at each pump. Discharge line shall be at elevation equal to the existing pumped condensate lines prior to tank connection.</p>	19-Apr-12
50	12-Apr-12	Fire Fighter Entrance	18-Apr-12	GRC / Nova3 / WPS	Respond to AAR.	29-Jun-12	This RFI was previously answered during the Owner's meeting and meeting with Consultants, the firefighter entrance will be of Smith Street.	29-Jun-12
51	18-Apr-12	Security System Point of Contact & Request for Design Meetings	20-Apr-12	WPS	Henry Hagenars will confirm and reply to AAR. Once we get this confirmed, we will forward to Caspian Projects.	18-Apr-12	<p>We agree with the weekly meetings to review Security. This was discussed at yesterday's Owner's meeting and it was agreed that the appropriate time would be Tuesday's at 10:30am. It was also agreed that Andrew would take minutes as well he will send out the meeting requests.</p> <p>Henry has confirmed that he will be the SPOC for WPS.</p>	18-Apr-12
52	18-Apr-12	I.T. Point of Contact & Request for Design Meetings	20-Apr-12	WPS	Henry Hagenars will review and provide AAR with the point of contact for IT issues.	25-Apr-12	The WPS contact for IT will be Mr. Dennis Dane (ddane@winnipeg.ca).	25-Apr-12
53	24-Apr-12	Proposed Generator Equipment and Layout	30-Apr-12	Nova3 / Wolfrom	Nova3 to review the proposed genset layout and respond to AAR. Wolfrom to design the support structure for the gensets and have it included for the structural permit set next week (May 2nd).	30-May-12	Superseded by RFI HQ 53 R-1.	30-May-12

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RFI #	Date of Issue	Subject	Date Required	Assigned To	Action Required	Date of Response	Response	Date Closed
53 R-1	3-May-12	Proposed Generator Equipment and Layout	10-May-12	GRC / Nova3 / Wolfrom	Wolfrom to provide revised genset support and submit to AAR.	30-May-12	Wolfrom: Refer to structural drawings S14 for structural details. Structure height to be confirmed by mechanical contractor and architect. Nova3: We reviewed the attached and recommend acceptance of the layout and products proposed.	30-May-12
54	24-Apr-12	Wall on Gridline F 3 to 7	24-Apr-12	GRC	GRC will review and advise if the wall on GL F3 to 7 needs to be removed.	29-Jun-12	The wall on Grid Line F between 3 & 7 is to be removed if it contains asbestos.	29-Jun-12
55	25-Apr-12	Modular Furniture Specifications	2-May-12	WPS	Henry Hagenaaars will review and provide the modular furniture specification to AAR.	1-Aug-12	See RFI HQ 72.	1-Aug-12
56	26-Apr-12	Curtainwall Connection at Bottom of Frame	27-Apr-12	Wolfrom	Review and respond to AAR.	26-Apr-12	Option 1: The channel at level 2 is structurally adequate to support the dead load of the curtain wall from level 3 to the bottom of the curtain wall. Option 2: The connections at level 3 are structurally adequate to support the weight of the curtain wall from level 5 to the bottom of the curtain wall.	26-Apr-12
57	27-Apr-12	WPS Provided Docs for Security and PA Systems	2-May-12	WPS	Henry Hagenaaars/Ari Berdesis will download the noted files and confirm that the attached documents for security and PA systems meet the program requirements for WPS.	11-Jul-12	The attached documents are an accurate however early reflection of the requirements for security and P/A systems. The requirements have been refined throughout various security meetings held since this RFI was first received. During those meetings updated information was shared with and reviewed by the various team members including those from Nova 3, GRC, McCain Electric, Caspian Projects and the WPS. To the best of my knowledge all information has subsequently been captured on the design drawings therefore from a WPS perspective this RFI can be considered closed.	11-Jul-12
58	30-Apr-12	Clarification of Return Air Duct Removal for Tower	4-May-12	Nova3	Nova3 will review and clarify the requirements for the return air duct removal for the tower and respond to AAR.	7-May-12	Proposed return duct system shown on plans, reflect the floors and ceiling areas presently served by the existing return duct system as reviewed on site with the mechanical trade. The routing of the proposed ductwork will require on site review by the mechanical trade for acceptance of location and size of ductwork in the tower and WPS area. Further adjustment to location and configuration of ductwork may be required prior to commencement of work. Existing return ductwork will remain in place until new ductwork is complete except for final connection of existing 96 x 42 duct, generally as shown on plans. Final drawings will be issued upon acceptance of the proposed duct layout. Please see attached Mechanical Drawings: Drawing #M4.5 Main Floor Plan Ventilation Drawing #M4.7 1st Floor Plan Ventilation Drawing #M4.9 2nd Floor Plan Ventilation Drawing #M4.11 3rd Floor Plan Ventilation Drawing #M4.13 4th Floor Plan Ventilation Drawing #M4.15 5th Floor Plan Ventilation	7-May-12

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RFI #	Date of Issue	Subject	Date Required	Assigned To	Action Required	Date of Response	Response	Date Closed
59	1-May-12	Access Control System Comparison	8-May-12	WPS	HH & AB to review with their user group and provide their choice of preferred supplier.	9-May-12	We wish to confirm that WPS will be going with Software House as their Access Control System supplier. Also, it was decided, tentatively, that both Bosch and Axis cameras will be used on the project. McCaine is to set up a "Mock Up" for WPS to review and approve.	
60	1-May-12	Suggested Back Flow/Water Meter Locations	2-May-12	Nova3 / GRC	Review the proposed water meter locations and respond to AAR.	11-Jul-12	The proposed location identified by the photos along the wall at grid 6 is acceptable.	11-Jul-12
61	3-May-12	Demolition of Existing 5th Floor Offices	4-May-12	GRC	Review the demolition requirements noted on the 5th floor and respond to AAR.	17-May-12	The south wall between grid lines 1 & 2 and gridlines 9 & 10 could remain, but would require re-finishing. The North walls between grid lines 1 & 2 and gridlines 9 & 10 are to be removed. Refer to the demolition plan and new work plan.	17-May-12
62	3-May-12	Existing 15 KV High Voltage Switchgear	11-May-12	WPS / OA	Review with the tower operators.	24-May-12	Shindico has provided authorization for the attached quote. So, please proceed with the work on RFI HQ62, replacement of High Voltage Switch Gear at 266 Graham Avenue with a new Eaton Cutler Hammer Equipment Switch Gear designed to perform the tasks in the manner identified by Manitoba Hydro. It is understood that the work will be done by you and McCaine Electric and the cost will be not more than \$620,307.49. This will be billed to: The City of Winnipeg C/O Shindico Realty Inc 200 – 1355 Taylor Avenue Winnipeg R3M 3Y9" The City of Winnipeg has agreed to cover the cost of replacing the existing switchgear. As this cost is beyond Caspian's Contract price and is being paid directly through the City of Winnipeg, we will not be issuing a change order for this work. We will now close RFI HQ 62.	24-May-12
63	15-May-12	Door Reference Numbers for Access Control	15-May-12	GRC	Review and provide door reference numbers for access controls.	29-Jun-12	The drawings issued for Permit Application indicate door numbers.	29-Jun-12
64	18-May-12	Reference Point to Lay Out Horizontal Framing Members in Relation to Benchmarks/Floor Elevations	22-May-12	Wolfrom / GRC	Wolfrom Engineering and GRC will review and provide revised drawings/details to suit existing site conditions.	5-Jun-12	Wolfrom Engineering has been on site to review with Caspian Projects. Wolfrom Engineering and GRC provided revised drawings/details to suit existing site conditions.	5-Jun-12
65	11-Jun-12	Access Controlled Door Summary	15-Jun-12	GRC / Nova3	Review the access controlled door summary provided by McCaine and respond to AAR.	24-Jul-12	Dan Zilinski, P.Eng. of our office had met with WPS and McCaine in various meetings. Based on these meetings and the discussions held within it is our understanding that doors with maglocks do not require electric strikes. WPS should be consulted and should advise if this is the case. Nova3's response has been reviewed by WPS and is acceptable. As well, access control doors, as required are indicated on the "Issued For Construction" drawings, dated July 24, 2012.	24-Jul-12

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RFI #	Date of Issue	Subject	Date Required	Assigned To	Action Required	Date of Response	Response	Date Closed
66	20-Jun-12	McCaine Electric Security Integrator Qualifications	22-Jun-12	WPS	Henry Hagenaaars will review McCaine's qualifications and respond to AAR.	25-Jun-12	WPS project team has reviewed McCaine submission. We have had a discussion with an independent party about their qualifications, plan and ability to deliver on WPS expectations. We accept them as the integrator.	25-Jun-12
67	26-Jun-12	Emergency Power Priority Sequence	29-Jun-12	Nova3 / WPS	Review the emergency power priority sequence noted and respond to AAR.	12-Jul-12	Please see SI #22 which addresses Caspian Project RFI HQ 67.	12-Jul-12
68	9-Jul-12	Pylon Signs	13-Jul-12	Nova3 / CP / McCaine / WPS	Review and respond to AAR.	10-Jul-12	The location of the proposed pylon signs were discussed during our design meeting this morning with Nova3, Caspian, McCaine and Henry Hagenaaars. It was agreed that the location of the pylon signage will be at least 10 feet away from the face of the building, as such the pylon signs will not have any significant impact on the performance of the required security cameras. McCaine has been advised that electrical feeds will be required for the pylon signs. Also, it should be noted that exact size and location of the proposed pylon signs will require approval from UDAC and GRC is working on a signage package for submission to UDAC.	10-Jul-12
69	10-Jul-12	Building Signs	13-Jul-12	GRC	Review and respond to AAR.	19-Oct-12	Attached, please find site development and UDAC application drawings prepared by GRC for WPS review. These drawings have been approved and they have all the required building signage requested.	19-Oct-12
70	13-Jul-12	Minimum Height Requirement P2 Level	13-Jul-12	AAR	Provide minimum height requirement for level P2.	16-Jul-12	The minimum height requirement for Level P2 is 2490mm (8'-2") clear. We have confirmed with WPS that for Level P2, a minimum height clearance of 7'-0" (2150mm) will be acceptable in areas where we have services like plumbing and cable trays. However, Caspian Projects will be required to coordinate these areas and locate plumbing and cable trays to achieve maximum height clearances. It would be ideal to run these services that reduce the clear height to 7'-0" in areas such as where we have back to back parking (between grids 4 & 5, 6 & 7, or along walls between grids 2 & 3, 8 & 9, as examples).	16-Jul-12
71	18-Jul-12	Motorized Blinds	20-Jul-12	WPS / Nova3	WPS (Henry Hagenaaars) is reviewing this with the user group. Both WPS and Nova3 will respond to AAR.			
72	23-Jul-12	Open Office Modular Work Stations	27-Jul-12	WPS	WPS (Randy Benoit/Henry Hagenaaars) will address the wiring issues of the open office modular work stations. Please be advised that the furniture layout is still being worked on, starting from the 5th floor downwards.	15-Nov-12	The 5th floor furniture was issued two days ago, Tuesday, November 14. GRC and CJB are working with WPS on releasing other floors. The 3rd and 4th floor are tentatively set for December 10.	15-Nov-12
73	27-Jul-12	Corroded Gas Service Pipe Line	31-Jul-12	Nova3 / Wolfrom / WPS / AAR	Nova3 and Wolfrom will review and provide remedial work, as required to suit Manitoba Hydro and the support for the gas line. All remedial work will be submitted to AAR for review with WPS and The Project Director and AAR will issue a CCN as required.	19-Oct-12	The issue with the corroded gas service line has been resolved by re-locating the service to the south side of the building. The cost of this work is being reviewed with the City of Winnipeg (PP & D) and Caspian Projects.	19-Oct-12

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74	4-Sep-12	Door Schedule Information Required	7-Sep-12	GRC	GRC will review and provide a revised door schedule for the 5th floor.	10-Sep-12	Do not proceed with ordering of any door frames until wall types, frame types, door types and hardware groups are agreed to. Please see WPS-SI #40 R1 HQ – Fifth Floor Door Schedule, September 30, 2012.	26-Oct-12
75	20-Aug-12	IFC Drawings in CAD Format	24-Aug-12	GRC	GRC will provide Caspian with link to get access to the ACAD files for Wyper and HQ.			
76	20-Aug-12	Mechanical Louvre Locations at Columns	22-Aug-12	GRC / Nova3	GRC will review the noted louvre with Nova3 and will respond to RFI HQ 76.			
77	27-Aug-12	Typical Wall Assembly at Exterior Walls	28-Aug-12	GRC	GRC will review the wall assemblies in question and will respond to AAR.	10-Sep-12	GRC has confirmed the typical exterior wall assembly.	10-Sep-12
78	27-Aug-12	Tower Occupancy at Third Level	28-Aug-12	WPS	WPS (Randy Benoit) and the Project Director(Ossama) will address the CPC tenant issue on the third floor with the landlord and respond to AAR.	5-Sep-12	Canada Post has vacated the area on the third floor.	5-Sep-12
79	28-Sep-12	Dust Control for Ductwork	31-Aug-12	AAR	Review and respond.	13-Sep-12	The proposed procedure for dust control appears to be acceptable.	13-Sep-12
80	12-Sep-12	Soffit Light Mounting Detail	13-Sep-12	GRC / Nova3	GRC and Nova3 will review the proposed soffit light mounting detail and respond to AAR.	14-Sep-12	Both GRC and Nova3 have no issues with the proposed soffit light mounting detail. However, Caspian Projects is to confirm that the noted 3 ½" recess for the connection is available.	14-Sep-12
81	17-Sep-12	Fuel Storage Tank	17-Sep-12	Nova3	Nova3 will review the pump and sleeving requirements for the fuel storage tank and respond to AAR.	3-Oct-12	The design will be finalized within the next few days, however, sleeving and duct opening requirements as requested in RFI HQ 81 have been addressed. The design has been finalized and submitted.	3-Oct-12
82	25-Sep-12	Required Demo in Occupied Areas	1-Oct-12	WPS	The demo work in the occupied areas that Caspian has identified will have to be coordinated through the City. WPS (Randy Benoit) and Ossama will contact the City and they will have to inform us when the services can be capped.	5-Oct-12	This RFI has been superseded by RFI 81 R-1.	5-Oct-12
82 R-1	5-Oct-12	Required Demo in Occupied Areas	9-Oct-12	WPS	We will review this at the Owner's meeting next week on Wednesday, October 10, 2012.	26-Oct-12	The occupied area in question is space occupied by Dr Lecker. As discussed in the Owner's Meeting and recorded in the minutes, Caspian Projects has indicated that the new space for Dr Lecker will not be available until early 2013, as such any demo work in the current occupied space may have to wait until then or be coordinated with the noted tenant.	26-Oct-12
83	5-Oct-12	Relocation of Air Handler Unit #27	9-Oct-12	GRC / Nova3	Nova3 GRC will review the re-location of AHU #27 to Grid Line J & K and Grid Line 8 & 9 or Grid Line G & H, Grid Line 6 & 7 and will respond to AAR.	26-Oct-12	As discussed on site with Wes Man Mechanical, either one of the 2 proposed locations, the original between grids J & K and 8 & 9 or between grids G & H and 6 & 7, is architecturally and mechanically acceptable. Once Wes Man choses the location, please provide us with this info and we will update Architectural and Mechanical drawings accordingly.	26-Oct-12
84	15-Oct-12	Spandrel Glass or Sealed Units in CW19	19-Oct-12	GRC	GRC will review and respond to AAR.	17-Oct-12	Yes this is correct, please proceed with spandrel glass with insulated backpans.	17-Oct-12

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85	17-Oct-12	Luminaire Schedule & Installation Elevations	23-Oct-12	GRC / Nova3	GRC and Nova3 will review the Luminaire schedule and advise on intall heights.	16-Nov-12	The 5th floor has been coordinated and issued as electrical SI #004 (AAR SI #055, Issued November 9, 2012). The other floors will be reviewed upon completion of floor plan and furniture changes and issued as a point item(s) in same SI. Please note that this RFI and RFI HQ 97 are essentially the same. Subsequent floors will be issued shortly, as agreed with McCaine & Caspian Projects.	16-Nov-12
86	17-Oct-12	Review of Lighting Controls	23-Oct-12	Nova3	Nova3 will review the proposed lighting controls and will respond to AAR.	16-Nov-12	The 5th floor switching has been reviewed and modified as electrical SI #004 (AAR SI #055, Issued November 9, 2012). The other floors will be revised upon completion of floor plan and furniture changes and issued as a point item(s) in same SI. Subsequent floors will be issued shortly, as agreed with McCaine & Caspian Projects.	16-Nov-12
87	17-Oct-12	Electronic Control of Holding Cell Water Valves	23-Oct-12	Nova3	Nova3 will review the electronic controls for the holding cell water valves and respond to AAR.	16-Nov-12	Upon finalization of the level 3 floor plan and furniture revisions, we will add these to the electrical plans as a point item in the SI. We are all in agreement that the holding cells are on level 3, which is scheduled to be completed by GRC/CJB Consultants by December 10, with approved furniture lay-outs from WPS. At this date, Nova3 will issue the entire revised electrical plans for level 3, including electronic control of holding cell water valves.	16-Nov-12
88	17-Oct-12	Existing Fire Alarm System	24-Oct-12	Nova3	Nova3 to confirm.	29-Oct-12	Please see Nova3's summary of Code items memo which addresses the existing fire alarm panel/node. As discussed during our site meeting on Monday, October 22, the proposed node and fire alarm panel for WPSHQ and Tower is acceptable. Morrison Herschfield will be providing a report to the City of Winnipeg this week.	29-Oct-12
89	19-Oct-12	Existing Tower Transfer Switch & Feeder	24-Oct-12	Nova3	Nova3 will review and confirm	29-Oct-12	Please see Nova3's summary of Code items memo which addresses the existing fire alarm panel/node. As discussed during our site meeting on Monday, October 22, the existing Tower Transfer Switch is to be re-located to meet code. The issue with the 2 hour ULC fire rating is something that needs to be addressed for all electrical work across Canada, not just the WPSHQ project. Morrison Herschfield will be providing a report to the City of Winnipeg this week.	24-Oct-12
90	19-Oct-12	Transformer Room/Electrical Vault P2 Level	23-Oct-12	GRC / Nova3	GRC and Nova3 will review the fire rating/sprinkler requirements for the Transformer Room Electrical Vault (P2013) at Level P2 and respond to AAR.	31-Oct-12	Nova3's preference is that the sprinklers within the room be deleted. However, the electrical switchgear and transformation in the electrical room is sprinkler-proof. It is ultimately the responsibility of the fire protection engineer designing the sprinkler system to determine whether they are going in or not. Nova3 is assuming that the sprinkler system designer will include whatever provisions are necessary for any pendants and piping installed in the electrical room as the electrical transformation contained within generate heat.	31-Oct-12
91	19-Oct-12	Louvre Coatings	24-Oct-12	GRC	GRC will review the proposed Louvre Coatings from Border Glass and respond to AAR.	24-Oct-12	Duranar XL is the appropriate finish.	24-Oct-12

5368-00 WPSHQ - HQ Building RFI Log

RFI #	Date of Issue	Subject	Date Required	Assigned To	Action Required	Date of Response	Response	Date Closed
92	Pending	Lab Sinks and Hoods Supplied by the City	Pending	Pending	Not yet received.			
93	26-Oct-12	Mechanical Equipment on the Roof	31-Oct-12	N/A	N/A	26-Oct-12	This is NOT an RFI, it is a shop drawing submittal. Please retract the RFI. In the interim, we have forwarded these shop drawings to Wolfrom to design the support framing, to GRC to confirm locations and to Nova3 to review technical requirements.	26-Oct-12
94	29-Oct-12	GRC Hardware Schedule for Aluminum Doors	5-Nov-12	GRC	GRC will review the specs and hardware schedule and will respond to AAR.			
95	6-Nov-12	Sinks for First Aid Room/Training Unit Administration - 5th Floor	12-Nov-12	GRC / Nova3	GRC and Nova3 will review the sink types and locations required for the noted rooms (5120 & 5541) as well as plumbing/drainage requirements and respond to AAR.			
96	13-Nov-12	Paging Microphone Locations	15-Nov-12	Nova3	Nova3 will review the paging microphone locations for security officer and shift supervisor rooms and respond to AAR.			
97	13-Nov-12	Lighting Layout	16-Nov-12	GRC / Nova3	GRC and Nova3 will review the reflected ceiling plans and provide direction/issue new drawings to suit.	16-Nov-12	The 5th floor has been coordinated and issued as electrical SI #004 (AAR SI #055, Issued November 9, 2012). The other floors will be reviewed upon completion of floor plan and furniture changes and issued as a point item(s) in same SI. Please note that this RFI and RFI HQ 85 are essentially the same. Subsequent floors will be issued shortly, as agreed with McCaine & Caspian Projects.	16-Nov-12
98	13-Nov-12	Thermostat Locations	16-Nov-12	Nova3	Nova3 is in the process of revising their drawing with thermostat locations and will be issuing shortly with the appropriate SI.	19-Nov-12	The thermostat locations for Level 5 have been issued in SI #062.	19-Nov-12
99	23-Nov-12	Raised Floor Elevation in 5th Floor Comm. Room	23-Nov-12	GRC	GRC will review and provide the elevation of the 5th floor Comm Room 5301 and respond accordingly.	23-Nov-12	The height of the raised floor within Room 5304 – Duty Inspector is to be 24" above the existing concrete floor which is equivalent to 12" above the main access raised floor.	23-Nov-12
100	28-Nov-12	Level 5 Server Room - Preaction System	30-Nov-12	GRC / Nova3	GRC and Nova3 will review and advise of the location of the pre-action sprinkler control cabinet and will locate and size the required hub drain.			
101	29-Nov-12	Revised Door Hardware Schedule for 5th Floor	30-Nov-12	GRC	GRC is currently working on the SI for the 5th floor hardware schedule and will issue by the end of the week.	30-Nov-12	The requested hardware modifications have been addressed in site instruction AAR SI-071.	30-Nov-12
102	30-Nov-12	Thermostat and CO2 Mounting Height	6-Dec-12	Nova3	Nova3 will review and confirm the mounting heights of thermostats and CO2 sensors and reply to AAR.	30-Nov-12	1400mm height is confirmed.	30-Nov-12
103	30-Nov-12	Thermostat Mounting on Laminated Columns	6-Nov-12	Nova3	Nova3 will review and confirm the proposed re-location of the thermostats.	30-Nov-12	Generally acceptable, however, be aware not to place thermostat on wall such that direct sunlight will touch it. Also, coordinate with furniture plan to ensure placement is not behind millwork, etc.	30-Nov-12

5368-00 WPSHQ - Wyper Road RFI Log

RFI #	Date of Issue	Subject	Date Required	Assigned To	Action Required	Date of Response	Response	Date Closed
0	28-Feb-12	RFIC W 1-13 Issued to Aecom Prior February 15, 2012	N/A	AAR	Provide concurrence to consider this RFI to be closed.	28-Feb-12	AAR concurs, the previous RFI's to Aecom which have been addressed or incorporated into the Wyper Road drains should be closed, but kept for reference.	28-Feb-12
1	28-Feb-12	Revised Ditch Grading to Suite MIT	6-Mar-12	AAR / WPSHQ	Review and have Caspian prepare a cost breakdown for this potential claim.	19-Oct-12	The cost for the revised ditch grading has been received by Ossama and is currently being reviewed/negotiated with Caspian Projects.	19-Oct-12
2	28-Feb-12	Typical Single Door Electrical Rough-In Detail Clarification	6-Mar-12	grc / Nova3	Review and coordinated with WPSHQ team and respond to AAR.	10-Apr-12	Revised as noted on the 95% set of drawings.	10-Apr-12
3	28-Feb-12	Masonry Dowel Installation Detail	6-Mar-12	AAR	N/A	28-Feb-12	This RFI appears to be for a remedial details for dowels for exterior block walls for Wyper. As the structure is completed, this RFI should be closed, unless I'm missing something.	28-Feb-12
4	28-Feb-12	Window Types	6-Mar-12	WPSHQ	Review in conjunction with the POR.	21-Mar-12	<ul style="list-style-type: none"> • The use of PVC vinyl windows is acceptable. As discussed, we will move forward with aluminum clad PVC. The colour of the aluminum clad PVC windows should be "Black" for the exterior aluminum portion. • Shop drawings to be provided for review, prior to fabrication, as per contract. • No site instruction will be issued as this request is NOT a change in the POR of record for Wyper Road and Caspian Projects has noted that the use of PVC was agreed to as per their memo of July. Memo to be provided to AAR, once confirmed by Ossama, for record. • This RFI will remain opened until confirmation by Ossama. 	22-Mar-12
5	12-Mar-12	Alternate Lighting for Firing Range	16-Mar-12	WPS/Ossama/Nova3	We will review this with Ossama and WPS to confirm if this work is above and beyond POR. Nova 3 to review pricing and respond to AAR.	10-Apr-12	Please review the revised lighting for the firing range that is shown on the 95% set of drawings (will be distributed to all by the end of today). It has been agreed by Ossama that the range lighting is not included in the May 31 POR for Wyper Road, as such we will close RFI W 5 and issue a CCN for this work (5368 – CCN003) based on the 95% drawings for Wyper Road.	10-Apr-12
6	25-Apr-12	MTS Service Location	2-May-12	Nova3	Nova3 will review the location of the MTS service and respond to AAR.	19-Oct-12	The MTS was shown on the Nova3 IFC drawings and the service has been installed and the building has been completed.	19-Oct-12
7	27-Jun-12	Range Lighting Bases	3-Jul-12	Wolfrom	Provide Caspian with the concrete base details for the range lights.	29-Jun-12	Sketches of the concrete base details provided to CP on June 29, 2012.	29-Jun-12
8	27-Jun-12	Gate Access Control	30-Jul-12	grc / Nova3	Review and locate the location of the gate access control and respond to AAR	12-Jul-12	Please refer to Nova3 drawing E2 (IFC on May 4, 2012) for location of gate access control.	12-Jul-12
9	27-Jun-12	Parking Fence	3-Jul-12	grc / Nova3	Review and provide locations for the parking fence.	12-Jul-12	As discussed with Peter Gianuzzi, the attached detail for the parking fence/receptacle support is acceptable.	12-Jul-12
10	27-Jun-12	Range Equipment	3-Jul-12	Nova3	Meet with Caspian Site Superintendent to provide locations.	28-Jun-12	<p>Met with Caspian Site Superintendent on Thursday, June 28, 2012 at 11am and provided locations.</p> <p>Please refer to Nova3 drawing E2 (IFC on May 4, 2012) for location of conduit for targeting system.</p>	28-Jun-12

5368-00 WPSHQ - Wyper Road RFI Log

RFI #	Date of Issue	Subject	Date Required	Assigned To	Action Required	Date of Response	Response	Date Closed
11	27-Jun-12	Alternate Lamp Standard Bases	3-Jul-12	Nova3 / Wolfrom	Nova3 to meet with Caspian Site Superintendent to provide locations. Wolfrom to provide lamp post details directly to Caspian with copy to AAR.	12-Jul-12	As discussed with Peter Gianuzzi, the noted screw base detail is acceptable. Please note that a concrete filled "culvert" (corrugated metal ring) is required at the base of all of these light poles to prevent damage to the fixture.	12-Jul-12
12	27-Jun-12	Lift Pumps	3-Jul-12	Nova3	Meet with Caspian Site Superintendent to provide locations.	28-Jun-12	Met with Caspian Site Superintendent on Thursday, June 28, 2012 at 11am and provided locations.	28-Jun-12
13	27-Jun-12	Site Lighting	3-Jul-12	Nova3	Meet with Caspian Site Superintendent to provide locations.	28-Jun-12	Met with Caspian Site Superintendent on Thursday, June 28, 2012 at 11am and provided locations. Please refer to Nova3 drawing E2 (IFC on May 4, 2012) for location of lift pumps.	28-Jun-12
14	4-Jul-12	Finish Schedule Clarifications - Rooms 106 and 109	6-Jul-12	grc	Review and respond to AAR.	19-Oct-12	The room finishes for Rooms 106 and 109 were discussed with Peter Gianuzzi on site and has been implemented into the finished building.	19-Oct-12
15	16-Jul-12	Epoxy Floor Colour	20-Jul-12	grc / CP	Discuss and agree upon a colour and shade and respond to AAR.	19-Jul-12	The color for the epoxy floor coating at Wyper Road is to be the color Grey. This choice of color and shade was discussed and agreed upon between grc (Patrick Dubuc) and Caspian (Peter Gianuzzi) last week and re-confirmed with Caspian yesterday (July 18) by grc.	19-Jul-12
16	19-Jul-12	Operator Work Station, Humidistat, SS Sinks	19-Jul-12	WPS / grc	Review and respond to AAR.	19-Jul-12	Mechanical Response 1a. OWS located on N. wall of mech. Room is acceptable. 1b. Humidistat to be located in open office area, adjacent thermostat, east wall of instructor area (see sketch). 2. No.2 side by side sinks in the gun cleaning room is acceptable. Please note that the 2 stainless steel sink option is preferred by WPS and the distance between the 2 sinks is to be 600mm. We understand that the double sink option may still be used if it is a delivery issue that would affect completion date of the Wyper Road facility as schedule is paramount.	19-Jul-12
17	25-Jul-12	Cargo Trailer Alternate Dimension	27-Jul-12	WPS	Review and respond to AAR.	25-Jul-12	WPS has reviewed the optional sized cargo trailer and wishes to remain with the 7' x 12' trailer, double axel as specified in S #10, rev1.	25-Jul-12
18	25-Jul-12	Relocate Access Hatch	27-Jul-12	WPS	Review and respond to AAR.	25-Jul-12	The re-location of the access hatch to room 117, Target Prep Room was reviewed on site and by WPS and is acceptable.	25-Jul-12
19	31-Jul-12	Relocation of Exterior Lighting	1-Aug-12	Nova3	Review and respond to AAR.	31-Jul-12	Reviewed the attached RFI and the relocation of the post mounted luminaires appears acceptable. Please advise McCaine to proceed with locating the luminaires at the new locations indicated on their sketch.	31-Jul-12
20	17-Aug-12	Exterior Signage	17-Jul-12	grc / WPS	The locations for the exterior signage will have to be reviewed by Patrick Dubuc with WPS.	19-Oct-12	The issue with the exterior signage has been resolved by WPS with Manitoba Highway signs regulations and signage has been installed as per specifications.	19-Oct-12
21	23-Aug-12	Miscellaneous Range Questions	23-Aug-12	grc / WPS	grc (Patrick) will coordinate with WPS the attendees for the training session.	15-Nov-12	Training is complete.	15-Nov-12

5368-00 WPSHQ - Wyper Road RFI Log

RFI #	Date of Issue	Subject	Date Required	Assigned To	Action Required	Date of Response	Response	Date Closed
22	23-Aug-12	Target Equipment Training	24-Aug-12	WPS	WPS will review and provide you with a list of attendees for the Target Equipment Training. We understand that this has been delayed until the week of September 4 due to the lack of an occupancy permit.	4-Sep-12	This has been completed already, see attached.	4-Sep-12
23	31-Aug-12	Mechanical and Electrical Systems Training	31-Aug-12	WPS	WPS will review and coordinate with Peter Gianuzzi as to who will be attending the M & E systems training session on September 4.	1-Sep-12	It is our understanding that this has been coordinated with Peter G, based on the emails received on August 31.	1-Sep-12
24	4-Sep-12	Furniture Colour Selection	5-Sep-12	WPS	WPS will review and respond to AAR.	4-Sep-12	Please see attached and close formally, thanks.	4-Sep-12
25	13-Sep-12	Locker Quantity and Numbering Sequence	14-Sep-12	grc / WPS	grc will review with WPS and confirm the quantity of lockers and numbering sequence.	24-Sep-12	The number of lockers required are 8 for the men and 2 for the women's locker rooms. Lockers to be numbered sequentially from 1 to 10	24-Sep-12
26	14-Sep-12	IP Address for Building Controller	21-Sep-12	WPS	WPS will review with their IT personnel and provide the IP address for the building controller.			

5368-00 WPSHQ - SI Log

SI #	Date of Issue	Title	Corresponding SI #	Reason	Initiate By	Issued By
001	9-Mar-12	Response to HQ RFI 5	HQ RFI 5	Clarification	Nova3	AAR
002	9-Mar-12	UPS Run Time	N/A	Clarification	Client (WPS)	AAR
03	4-May-12	Target Systems - Action Target Option	N/A	Category 6 - Co-ordination Items	Client (WPS)	AAR
04	26-May-12	Wyper Road Exterior Shooting Range - Ceiling Height Modifications	N/A	Category 6 - Co-ordination Items	Client (WPS)	AAR
05	26-May-12	Wyper Road Exterior Shooting Range - Finish Material Clarification	N/A	Category 6 - Co-ordination Items	Client (WPS)	AAR
06	4-Jun-12	Wyper Road Exterior Shooting Range - Data Drop Clarification	N/A	Category 6 - Co-ordination Items	Client (WPS)	AAR
07	8-Jun-12	Wyper Road Exterior Shooting Range - Ammo Vault Ceiling Clarification	N/A	Category 6 - Co-ordination Items	Client (WPS)	AAR
08	17-Jun-12	HQ - P2 Level - Modifications to Washroom Layout - Relocated Plans Room	N/A	Category 6 - Co-ordination Items	Client (WPS)	AAR
09	19-Jun-12	Wyper Road - Observation Tower Size	N/A	Category 6 - Co-ordination Items	Client (WPS)	AAR
10	19-Jun-12	Wyper Road - Exterior Storage Shed	N/A	Category 6 - Co-ordination Items	Client (WPS)	AAR
10 R-1	19-Jul-12	Wyper Road - Exterior Storage Shed	N/A	Category 6 - Co-ordination Items	Client (WPS)	AAR
11	19-Jun-12	Wyper Road - Keying Schedule	N/A	Category 6 - Co-ordination Items	Client (WPS)	AAR
12	20-Mar-12	HQ - Exterior Alteration Permit	HQ-GRC_SI-001	Category 6 - Co-ordination Items	Caspian	AAR
13	2-May-12	HQ - Interior Alteration Permit	HQ-GRC_SI-002	Category 6 - Co-ordination Items	Caspian	AAR
14	4-May-12	W - Issued for Construction	Wyper-GRC_SI-001	Category 6 - Co-ordination Items	Design Team	AAR
15	16-May-12	W - Walltypes / Ceiling Updates	Wyper-GRC_SI-002	Category 6 - Co-ordination Items	Contractor	AAR
16	31-May-12	HQ - Level P2 Dimensioning	HQ-GRC_SI-003	Category 6 - Co-ordination Items	Caspian	AAR
17	15-Jun-12	HQ - Issued for Building Permit	HQ-GRC_SI-004	Category 6 - Co-ordination Items	Consultants	AAR
18	28-Jun-12	HQ - South Elevation Louvers	HQ-GRC_SI-005	Category 6 - Co-ordination Items	Consultants	AAR
19	6-Jul-12	HQ - East / South Elevations	N/A	Category 6 - Co-ordination Items	Client (WPS)	AAR
20	7-Jul-12	HQ - Raised Flooring	N/A	Category 6 - Co-ordination Items	Client (WPS)	AAR
21	8-Jul-12	Wyper Road - Extent of Fence at Borough Pit	N/A	Category 6 - Co-ordination Items	Client (WPS)	AAR
22	12-Jul-12	HQ - Emergency Power Priority Sequence	Nova3 Engineering Memo – July 7, 2012	Category 6 - Co-ordination Items	Client (WPS)	AAR
23	20-Jul-12	HQ - Video and Audio Conferencing Requirements	N/A	Category 6 - Co-ordination Items	Client (WPS)	AAR
24	20-Jul-12	HQ - Central Equipment Issue - BCGA32	N/A	Category 6 - Co-ordination Items	Client (WPS)	AAR
25	20-Jul-12	HQ - Media Room Connections	N/A	Category 6 - Co-ordination Items	Client (WPS)	AAR
26	20-Jul-12	Wyper Road - Shooting Post Design	N/A	Category 6 - Co-ordination Items	Client (WPS)	AAR
27	23-Jul-12	HQ - Data & Power Requirements	N/A	Category 6 - Co-ordination Items	Client (WPS)	AAR
28	24-Jul-12	HQ - Issued for Construction	HQ-GRC_SI-006	Category 6 - Co-ordination Items & Category 7 - Code & Authorities	Consultants	AAR
29	24-Jul-12	W - Issued for Building Permit	Wyper-GRC_SI-003	Category 7 - Code & Authorities	Authorities	AAR
30	25-Jul-12	Wyper Road - Mechanical Commissioning Summary	Nova3 Memo – Commissioning Agent Meeting #1 Nova3 Memo - Consultant Meeting #1	Category 6 - Co-ordination Items	Client (WPS)	AAR
31	31-Jul-12	Wyper Road - Control Room No.128 - Flooring Finish	N/A	Category 6 - Co-ordination Items	Client (WPS)	AAR
32	31-Jul-12	Wyper Road -Target System Additional Requirement	N/A	Category 6 - Co-ordination Items	Client (WPS)	AAR
33	31-Jul-12	Wyper Road - Furniture Requirement	N/A	Category 6 - Co-ordination Items	Client (WPS)	AAR
34	2-Aug-12	HQ - Structural Revisions Main, Level 2 & 4	N/A	Category 6 - Co-ordination Items	Consultants	AAR
35	8-Aug-12	Wyper Road - Ammunition Storage Door Plating	N/A	Category 6 - Co-ordination Items	Client (WPS)	AAR
36	8-Aug-12	Wyper Road - Stainless Steel Corner Guards	N/A	Category 6 - Co-ordination Items	Client (WPS)	AAR
37	8-Aug-12	Wyper Road - Women's Washroom Vanity Counter	N/A	Category 6 - Co-ordination Items	Client (WPS)	AAR
38	20-Aug-12	Wyper Road - Emergency Lighting & Armory Receptacle Revisions	Nova3 – PCN 03	Category 6 - Co-ordination Items	Client (WPS)	AAR
39	27-Sep-12	HQ Building - P2 level – Demolition Modifications	N/A	Category 6 - Co-ordination Items	Client (WPS)	AAR
40	27-Sep-12	HQ Building - Fifth Floor Door Schedule	HQ-GRC_SI-007	Category 6 - Co-ordination Items	Client (WPS)	AAR
40 R-1	30-Sep-12	HQ Building - Fifth Floor Door Schedule	HQ-GRC_SI-007	Category 6 - Co-ordination Items	Client (WPS)	AAR
41	30-Sep-12	HQ Building - Granite Colour Selection	N/A	Category 6 - Co-ordination Items	Client (WPS)	AAR
42	1-Oct-12	HQ Building - Revised Door Framing Between Grid Line 7 & 7.3	N/A	Category 6 - Co-ordination Items	Client (WPS)	AAR
43	3-Oct-12	HQ - 5th Floor Plan and Reflected Ceiling Plan - Updates	HQ-GRC_SI-008	Category 6 - Co-ordination Items	Consultants	AAR
44	16-Oct-12	HQ Building - P2 Level Door Schedule	HQ-GRC_SI-009	Category 6 - Co-ordination Items	Client (WPS)	AAR

5368-00 WPSHQ - SI Log

SI #	Date of Issue	Title	Corresponding SI #	Reason	Initiate By	Issued By
45	19-Oct-12	HQ Building - Access Flooring Extent	HQ-GRC_SI-009	Category 6 - Co-ordination Items	Client (WPS)	AAR
46	19-Oct-12	HQ Building - Wood Blocking at Sun Shades	HQ-GRC_SI-010	Category 6 - Co-ordination Items	Client (WPS)	AAR
47	19-Oct-12	HQ Building - Motorized Blinds	HQ-GRC_SI-011	Category 6 - Co-ordination Items	Client (WPS)	AAR
48	22-Oct-12	HQ - Revised Single Line Diagrams	N3E - SI #002	Category 6 - Co-ordination Items	Client (WPS)	AAR
49	23-Oct-12	HQ - Encroachment Permit & UDAC Application	HQ-GRC_SI-013	Category 7 - Code & Authorities	Consultants	AAR
50	26-Oct-12	HQ - Revised 5th Floor South – Sanitary & Waste	N3M - SI #002	Category 6 - Co-ordination Items	Client (WPS)	AAR
51	29-Oct-12	HQ - General Power Revisions	N3E - SI #003	Category 6 - Co-ordination Items	Client (WPS)	AAR
52	1-Nov-12	HQ Building - 4th Floor Level Door Schedule	HQ-GRC_SI-014	Category 6 - Co-ordination Items	Client (WPS)	AAR
53	1-Nov-12	HQ - Floor Plans - Floor P2 North, Floor 5 North & South	HQ-GRC_SI-015	Category 6 - Co-ordination Items	Consultants	AAR
54	8-Nov-12	HQ Building - Height of Electrical Wall Outlets	N/A	Category 6 - Co-ordination Items	Client (WPS)	AAR
55	9-Nov-12	HQ - General Electrical Revisions	N3E - SI #004	Category 6 - Co-ordination Items	Client (WPS)	AAR
56	9-Nov-12	HQ - Revised High Voltage Single Line Risers	N3E - SI #005	Category 6 - Co-ordination Items	Client (WPS)	AAR
57	13-Nov-12	HQ - Updated Raised Floor - Levels 3 & 5	N/A	Category 6 - Co-ordination Items	Client (WPS)	AAR
58	13-Nov-12	HQ - 3rd Floor - CPU Enlarged Floor Plans	HQ-GRC_SI-016	Category 6 - Co-ordination Items	Consultants	AAR
59	13-Nov-12	HQ - 5th Floor - Furniture Plans	HQ-GRC_SI-017	Category 6 - Co-ordination Items	Consultants	AAR
60	14-Nov-12	HQ - Re-Heat Coil Pumps, RHCP-1 to RHCP-17	N3E - SI #006	Category 6 - Co-ordination Items	Client (WPS)	AAR
61	16-Nov-12	HQ - 6th Floor South - Stairs 19 & 20	HQ-GRC_SI-018	Category 6 - Co-ordination Items	Consultants	AAR
62	19-Nov-12	HQ – Revised 5th Floor HVAC – Thermostat Locations	N/A	Category 6 - Co-ordination Items	Client (WPS)	AAR
63	22-Nov-12	HQ – Mechanical & Electrical Specifications	N/A	Category 6 - Co-ordination Items	Client (WPS)	AAR
64	23-Nov-12	HQ - 4th Floor - Plans & Women's Washroom	HQ-GRC_SI-019	Category 5 - Design	Client (WPS)	AAR
65	23-Nov-12	HQ - 3th Floor - Plans	HQ-GRC_SI-020	Category 5 - Design	Client (WPS)	AAR
65 R-1	27-Nov-12	HQ - 3th Floor - Plans	HQ-GRC_SI-020 R1	Category 5 - Design	Client (WPS)	AAR
66	26-Nov-12	HQ Building – Modifications to CPU Detention Grade Requirements	HQ-GRC_SI-021	Category 6 - Co-ordination Items	Client (WPS)	AAR
67	26-Nov-12	HQ Building – Door Schedule – Level 2, 6, & 7th	HQ-GRC_SI-022	Category 6 - Co-ordination Items	Client (WPS)	AAR
68	26-Nov-12	HQ Building – Door Schedule – 3rd Floor Level	HQ-GRC_SI-023	Category 6 - Co-ordination Items	Client (WPS)	AAR
69	29-Nov-12	HQ – Electrical Revisions – Interview Rooms	N3E - SI #008	Category 6 - Co-ordination Items	Client (WPS)	AAR
70	30-Nov-12	HQ Building – Door #5554 – Door Location Adjustment	HQ-GRC_SI-025	Category 6 - Co-ordination Items	Client (WPS)	AAR
71	30-Nov-12	HQ – Door Hardware – Card Reader Modifications	HQ-GRC_SI-024	Category 6 - Co-ordination Items	Client (WPS)	AAR
72	4-Dec-12	5th Floor - Millwork	HQ-GRC_SI-026	Category 6 - Co-ordination Items	Client (WPS)	AAR
73	3-Dec-12	HQ – 5th Floor South Baseboard Heater and Electrical Revisions	N3E - SI #009	Category 6 - Co-ordination Items	Client (WPS)	AAR
74	3-Dec-12	HQ – Smoke Exhaust Fans	N3E - SI #010 / N3M - SI #005	Category 6 - Co-ordination Items	Client (WPS)	AAR
75	6-Dec-12	HQ Building - Interview Room & Consultation Room Microphone & Camera	HQ-GRC_SI-027	Category 6 - Co-ordination Items	Client (WPS)	AAR



Winnipeg Police Headquarters Owner's Meeting No. 22



Date of Meeting: December 18, 2012

Meeting Location: Caspian Boardroom, 5th Floor, 266 Graham

Name	Initials	Company	Initials	Present	Copied
Peter Chang	PC	Adjeleian Allen Rubeli Ltd.	AAR	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Patrick Dubuc	PD	GRC Architects	GRC	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Peter Rankin	PR	GRC Architects	GRC	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Ossama AbouZeid	OA	Dunmore Corporation	DC	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Randy Benoit	RB	Winnipeg Police Service	WPS	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Henry Hagenars	HH	Winnipeg Police Service	WPS	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Ari Berdesis	AB	Winnipeg Police Service	WPS	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Armik Babakhanians	ABa	Caspian Projects	CP	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Shaun Babakhanians	SB	Caspian Projects	CP	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Peter Giannuzzi	PG	Caspian Projects	CP	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Pam Anderson	PA	Caspian Projects	CP	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Andrew Edge	AE	Caspian Projects	CP	<input type="checkbox"/>	<input checked="" type="checkbox"/>
John Guenther	JG	Nova3	N3	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Vic Thielman	VT	Nova3	N3	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Tony Mitousis	TM	Nova3	N3	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Dan Wolfrom	DW	Wolfrom Engineering	WE	<input type="checkbox"/>	<input checked="" type="checkbox"/>

Meeting Minutes

4.8 EXISTING TOWER TENANTS

- CP expressed concern with timing of relocation of tenants.
- Storage space at P1 needs to be cleared out. SB stated this will affect schedule.
- SB to review and provide report. (Include cost and schedule implications)
- RB indicated there is confusion as to when space has to be vacated.
- May 31, 2012 is agreed upon date.
- CP agreed to give them until June 2, 2012 to move out.

- Optometrist; his space must be vacated ASAP - schedule impact.
- WPS to review with Bob Down. CP to review if they can do this project under their building permit number.
- PG to provide Dr. Lecker floor plans and letter of impact on schedule.
- Approximate construction time is 3 months for construction of new office.
- Affects permit issue.
- ABa met with Bob Downs.
- Possibility of WPS to vacate site office. Grid move Dr. Lecker into space to be reviewed with City.
- OA/RB to review options with City.
- CP issued delay notice to OA.
- Dr. Lecker office proposed to move into cadet space.
- Police cadets meeting with Winnipeg PP & D.
- CP to deal directly with the City of Winnipeg to resolve (PP&D).
- CP to renovate space to suit Dr. Lecker.
- CP to notify WPS for commencement date and duration.
- CP received plans to modify space adjacent to WPS on 2nd Floor in order to receive the Cadets. CP nor the City have yet to receive plans to modify the present space occupied by the Cadets into Dr. Lecker's new office.
- CP began work in the future Cadet space and will advise WPS when this space will be ready for takeover.
- Phase I estimated Monday, September 17, 2012 for cadets to start moving in. PG to confirm with Rob Murray.
- Phase II to start other half.
- 4.8.16 • PG contacted John Zabudney regarding locker re-location. RB confirmed that it was done September 24, 2012.
- 4.8.16 • Cadets to move into vacated "locker" area.
- 4.8.16 • RB to contact John Zabudney regarding progress of Dr. Lecker relocation.
- 4.8.17 • ABa called Bob Downs; issue with permit drawings from Dr. Lecker's architect.
- 4.8.17 • CP confirmed that permit received for renovation of new space.
- 4.8.17 • Cooper Architects were to provide drawings for Dr. Lecker's new space to CP for construction.
- 4.8.17 • CP awaiting drawings for pricing.
- 4.8.18 • CP received drawings. Modifications required to suit exiting.
- 4.8.18 • Permit received, subject to revised exiting.
- 4.8.18 • Asbestos removal in progress.
- 4.8.18 • ABa anticipates no progress until early 2013.
- 4.8.19 • Permit issued by City subject to resolution of fire exiting.
- 4.8.19 • Dr. Lecker reviewing new layout drawings.
- 4.8.20 • Exiting still needs to be addressed.
- 4.8.21 • CP to address with Judy Jeske.
- 4.8.21 • RB to contact John Zabudney regarding contracting issues.
- 4.8.22 • **OA requires 3 prices to do the work. CP has provided price.**
- 4.8.22 • **Work is charged to project, but not GMP.**
- 4.8.22 • **Schedule required.**

Action: CP

6.4

POLICE SIGNAGE

- Winnipeg Police HQ sign on pedestals and/or on building face.

- John Sellers (hired by City of Winnipeg through CP) presented options. Will be revisited.
 - CP to provide proposals from John Sellers to AAR/OA/RB.
 - GRC issued proposal to RB for their review.
 - If mounted on curtain wall, CP requires input ASAP.
 - UDAQ approval may be required.
 - Decision urgently required as east elevations are under construction.
 - RB to advise.
 - Met with UDAC (Lee Caldwell) June 18, 2012.
 - Pillar signage preferred, opposed by Lee Caldwell.
 - GRC to prepare presentation of pillars (reduced size).
 - GRC presented pillar signage to RB.
 - RB presented to City.
 - Exterior signage on building not an option.
 - CP to proceed with buildings cladding with no signage.
 - RB provided design to UDAC.
 - UDAC approved 14'-0" high signage as presented by GRC.
 - Way finding signs to be English, Braille included.
 - GRC to prepare sign design package.
 - GRC is working on this package, item carried.
 - CP to review and price electrical requirement. To be reviewed under cash allowance.
- 6.4.16 • GRC will have plans/scheme for WPS review by Friday.
- 6.4.16 • CP to confirm that rough-ins and feeds are included in electrical price.
- 6.4.17 • GRC issued October 4, 2012.
- 6.4.17 • WPS to review internally.
- 6.4.17 • GRC needs comments back by October 16, 2012 at the latest.
- 6.4.17 • AAR to apply for permits week of October 22, 2012.
- 6.4.18 • Permit application made on October 22, 2012 for encroachment and UDAC.
- 6.4.19 • GRC provided supplementary info week of October 29, 2012.
- 6.4.21 • CCN required for electrical/structural.
- 6.4.22 • **Design required from Nova3/GRC.**

Action: AAR / GRC

8.2

SCHEDULE FOR HQ

- Building permit delayed to June 15, 2012.
- CP requested time to review contract documents/drawings.
- CP to advise of potential delays as required.
- OA wants delay issues identified immediately so that WPS can address sooner rather than later.
- ABa to meet with OA and RB separately after meeting.
- To be reviewed in July, with recovery plan.
- OA wishes to re-visit in September after building is enclosed.
- CP to provide revised schedule after review of IFC drawings.
- In progress, CP to provide update next meeting.
- AAR/GRC to meet with CP sub-trades to review.
- Electrical drawings (power) not yet delivered, expected by end of the day.
- Electrical drawings not yet ready, expected by September 14, 2012; preliminary copy may be ready prior to this date for WPS review. Copy of WPS marked up drawings were returned to WPS as requested.

- On target for September 14, 2012.
- 8.2.16 • Drawings issued on September 18, 2012 and distributed.
- 8.2.16 • Specs being reviewed by Wes-Man and McCaine. Printing/distribution to proceed after approval.
- 8.2.17 • CP trades still working with Nova3 for review.
- 8.2.18 • AAR to review with Nova3.
- 8.2.19 • Meeting to be held with Nova3 and McCaine on November 6, 2012.
- 8.2.19 • Layout of server room to be addressed.
- 8.2.20 • Layout of server room received November 19, 2012.
- 8.2.20 • WPS to review with Nova3.
- 8.2.21 • SI 070 was issued November 30, 2012.
- 8.2.21 • CP requested 12'6" ceiling; GRC to review and issue SI.

Action: GRC / AAR

10.1

H.Q. ELEVATORS

- CPU elevators.
- Require pit depth less than 300mm otherwise WPS loses space in Level P1.
- "CCN" was issued by Aecom and priced by CP. OA to review history of documentation.
- GRC /AAR working with WPS to review layout of forensic lab storage space to suit elevator pit.
- Layout has been resolved with WPS and is on IFC drawings.
- WPS required 2nd elevator.
- AAR to issue CCN (issued August 1, 2012).
- CP to price. Still awaiting quote as of August 21st 2012.
- CP to submit complete quote. ABa stated that price for the elevator only is approximately \$220,000; CP awaiting quotes from other trades to finalize their submission.
- 10.1.16 • Awaiting quote from CP.
- 10.1.17/18 • Quote from Kone received; \$214,000.00. Electrical pricing required.
- 10.1.17/18 • CP to provide final cost; AAR to review.
- 10.1.18 • Elevator to be similar to specified CPU elevator.
- 10.1.18 • CCN #10 received on October 24, 2012.
- 10.1.18 • AAR/GRC to review.
- 10.1.19 • AAR/GRC reviewed and provided recommendations to OA.
- 10.1.19 • OA to review.
- 10.1.19/20 • CP requires answer by November 30, 2012 to avoid delays.
- 10.1.21 • CP advised to proceed with CCN #010.
- 10.1.21 • AAR to issue CO.

Action: OA / WPS

12.1

WYPER ROAD RECONCILIATION OF "ADDITIONAL" WORK

- CP requests a meeting with OA after completion of Wyper Road.
- OA to set up and determine invitees (WPS, GRC, AAR???)
- OA and Aba to meet this week.
- 12.1.22 • **Needs to be resolved offline.**

Action: Closed

14.2

WYPER ROAD LANDSCAPING

- Drawings call for trees and shrubs which have yet to be installed. CP noted that this work may represent a “Value Engineering” amount; to be discussed with OA.
- CP to issue quote.
- GRC /AAR to review with OA.
- 14.2.16 • CP to provide cost breakdown for AAR review/recommendations.
- 14.2.18/19 • WPS requested trees to remain. (planting/decision delayed to spring 2012)
- 14.2.18 • SOD required for shot gun range.
- 14.2.18 • OA looking for ± \$20,000.00 savings.
- 14.2.18 • \$255,000.00 budget.
- 14.2.18 • AMEC preliminary report (April 20, 2012) received from CP.
- 14.2.18 • Final AMEC report and recommendations required.
- 14.2.19 • OA authorized CP to proceed with Jeo-Gute, subject to AMEC report.
- 14.2.19 • Hydro seeding to proceed once weather cooperates.
- 14.2.20 • Hydro seeding for berms completed.
- 14.2.20 • Jeo-Gute to be installed in spring.
- 14.2.21 • Final AMEC report still required.
- 14.2.22 • **CP assures WPS that work is under warranty; report will be forwarded in the new year.**

Action: CP

15.1

WYPER ROAD – FIRE HYDRANT AND RETENTION POND

- Genivar (Ian McKinnon) reviewed function of retention ponds.
- Retention pond must be monitored and maintained (as required during droughts) as pond is used for fire hydrant.
- Genivar to provide design summary and maintenance program to be included in O & M manuals.
- 15.1.16 • O & M manuals to be delivered before the end of the week.
- 15.1.17 • Waiting for as-builts/record drawings from AAR design team.
- 15.1.17 • To be on SharePoint site and reviewed by AAR team.
- 15.1.18 • GRC/AAR to put “As-Builts” on CD and forward to RB.
- 15.1.19 • Record drawings to be completed.
- 15.1.20 • Conduit for future use in target range to be noted.
- 15.1.22 • **GRC will be providing revised drawings with all SIs for CP to mark-up with as-built conditions.**

Action: CP / GRC

15.5

GENSET LOAD BANK

- WPS to review with OA on “additional cost” load bank (Not part of POR).
- 15.5.17 • McCaine quoted cost of ± \$180,000.00.
- 15.5.18 • Vic Thielman to review with CP.
- 15.5.19/22 • Nova3 to provide report. **(Report issued)**
- 15.5.22 • **CP to provide cost of load bank and gensets for OA to review.**

Action: CP / AAR / Nova3

15.6

DESIGN DOCUMENTS

- Aba expressed concern with delivery of 100% design documents.
- M & E in relatively good shape, pending delivery on September 14, 2012.

- Architectural is lagging and affecting construction. AAR advised that changes are beyond design team control and affect all disciplines.
- Meeting to be held with OA/WPS/AAR/GRC to review.
- 15.6.17 • All drawings to be frozen as of Friday, October 19, 2012. Include fourth floor changes from WPS.
- 15.6.17 • WPS to provide final fourth floor drawings.
- 15.6.17 • Furniture layout required by McCaine. RFI HQ 72 to be responded to by October 19, 2012.
- 15.6.18 • Fourth floor drawings to be issued October 26, 2012.
- 15.6.18 • CP stated third floor required in conjunction with fourth floor.
- 15.6.18 • Windows required for Division 31 space on fourth floor. GRC to issue SI after review with WPS.
- 15.6.18 • GRC to review furniture deadline with CGB (November 5, 2012 tentative date).
- 15.6.19 • ACAD drawings for 5th floor to be issued November 13, 2012.
- 15.6.19 • AAR to advise GRC/CGB to proceed with work on rest of building.
- 15.6.20 • Authorization to proceed with levels 3 and 4.
- 15.6.20 • Delivery of levels 3 and 4 December 10, 2012.
- 15.6.21 • CJB to use existing furniture.
- 15.6.22 • **CJB proceeding with furniture layouts for levels P2 to level 2.**

Action: GRC / WPS

16.2 DEFICIENCIES AT WYPER ROAD

- AB and PG to review and resolve.
- PA to start database for warranty issues.
- 16.2.17 • Roof shingles on shed to be changed to metal lining.
- 16.2.17 • GRC to provide shower curtain spec.
- 16.2.17 • Hydro seeding may proceed depending on weather.
- 16.2.17/18 • Target system deficiencies to be addressed by CP
 - OA requested that CP notify Action Target officially.
 - Action providing remedial details.
 - WPS and GRC will review and provide deficiency list.
- 16.2.18 • Target deficiencies to be reviewed.
- 16.2.18 • GRC sent revised "Deficiency" report October 23, 2012.
- 16.2.19 • OA agreed to Action Target proposal to replace 18 targets and fix the remaining 18 as long as warranty is maintained.
- 16.2.20 • Action Target to replace all 36 targets.
- 16.2.20 • To be installed early January 2012.
- 16.2.21 • To be reviewed on site once new targets are all installed.

Action: WPS / CP

17.1 MUSEUM LAYOUT

- Under review with GRC.
- GRC to meet with WPS to review.
- 17.1.19 • HH met with WPS.
- 17.1.19/20 • GRC to meet with WPS.
- GRC requires confirmation from CP that enunciator room is relocated.
- 17.1.21/22 • **Annunciator room to be relocated.**
- 17.1.22 • **GRC to meet with WPS this week.**

Action: GRC / WPS / CP

17.2 **PROJECT SHUT DOWN FOR CHRISTMAS**

- To be reviewed.
- 17.2.20 • December 21, 2012 to January 2, 2013.
- 17.2.20 • CP will have site presence during this period.

Action: Info

19.4 **LEVEL 3**

- WPS to review “minor” changes with GRC.
- 19.4.20 • Final/approved drawings for level 3 and 4 received on November 16, 2012.
- 19.4.20 • Architectural drawings to be issued to CJB.
- 19.4.20 • Masonry layouts issued to CP the week of November 12, 2012.
- 19.4.21 • GRC to review on site with CP

Action: Closed

19.5 **HOLDING CELL DOORS**

- Electric doors not required.
- ± \$1,500.00 to \$1,600/door extra.
- Electrical rough-in for future (ROM = \$82,000.00)
- Manual doors as per POR.
- Subsequent to meeting, WPS requested AAR/GRC issue CCN for pricing.
- 19.5.20 • CCN received from CP, \$179,694.90 (November 9, 2012).
- 19.5.20 • OA provided direction to CP to not proceed with ordering frames only (± \$42,000).
- 19.5.20/21 • AAR to issue CCN for electric holding cell doors. (CCN #014 issued December 1, 2012)
- 19.5.21 • Nova3 to add electrical requirements to CCN for CP to price.
- 19.5.21 • Door frames have been ordered.

Action: AAR

19.8 **EXISTING EQUIPMENT**

- Power requirements to be reviewed.
- ABa has concerns with existing equipment (ex: existing freezers).
- GRC/WPS to review.
- 19.8.21 • On level P1 – HH to review capacities of existing freezers vs new freezers.
- 19.8.22 • **Decision to proceed with new freezers was made.**

Action: Closed

19.9 **NEWS LABS**

- ABa requires clarification as to which ones require “explosion proofing”.
- GRC to review with WPS.
- 19.9.20 • CP proceeding with “non-explosion” proof design unless otherwise directed.
- 19.9.21 • Chemical lab to be explosion proof.
- 19.9.21 • SI required from Nova3.

Action: Nova3 / AAR

19.10 **WARRANTY PROTOCOL**

- CP willing to review process with WPS.
- CP issued warranty form to WPS for use.

- 19.10.22 • **CP to provide notification once work is completed.**

Action: Closed

20.3 **MOCK-UP – INTERVIEW ROOM**

- WPS to submit requirements to CP (Andrew Edge) for coordination.
- 20.3.21 • Being done today, December 4, 2012.
- 20.3.21 • Consultation rooms need to be reviewed as well.

Action: Closed

20.4 **BULLETPROOF GLASS – 4TH FLOOR**

- GRC working on details/options with WPS.
- Bulletproof type 4 glazing required.
- 20.4.22 • **GRC provided design to CP for review and pricing.**

Action: CP

20.5 **RAISED FLOOR**

- GRC requires sample of flooring.

Action: CP

20.6 **PUMP STATION - WYPER**

- 20.6.20/22 • **CP has stated that** no special requirements to prevent freeze-up.
- 20.6.22 • **CP to contact Genivar to confirm.**

Action: CP

20.7 **LIGHT POLE TOLERANCES - WYPER**

- Certification required from CP (McCaine).
- 20.7.21 • Under warranty.
- 20.7.22 • **CP to review (in GRC deficiency report).**

Action: CP

21.1 **VIDEO INTERVIEW ROOMS & CONSULTATION ROOM**

- Acoustics need to be addressed (in room acoustics).
- Panels around top portion wall.
- Sound transfer between rooms (masonry walls).
- GRC to design as per POR.

Action: Closed

21.2 **POP ROOM AT LEVEL P1**

- GRC to review re-working of area to work around existing POP room.
- Alternative solutions required.
- 21.2.22 • **GRC provided revised design for Evidence Control Room.**
- 21.2.22 • **WPS to review.**

Action: WPS

21.3 **SCHEDULE**

- CP requested that floor plans be frozen.
- OA stated that all future changes be treated as PCN.

Action: GRC

22.1 **AIRLOCK IN BIOCHEM LAB**

- Level 3 rooms require airlocks.

Action: GRC

22.2 **FLOOR DRAINS FOR CPU**

- No floor drains in holding cells.
- Drains preferred in corridor between cells.
- WPS to review.

Action: WPS / GRC

22.3 **SECURITY INTEGRATOR**

- OA questioned who will be the security integrator now that McCain is off the project.
- CP to review (3-phase???)

Action: CP

22.4 **STREET LIGHTS**

- Relocation of light standards.
- OA was informed by the City of Winnipeg that it is under the responsibility of CP to relocate.
- CP disagrees and will respond.

Action: CP

22.5 **COLOUR BOARD**

- GRC to provide revised colour for WPS review.
- GRC to present.

Action: GRC

22.6 **MAIN LOBBY**

- GRC issued preliminary design for CP/WPS review and comments.

Action: WPS / CP

NEXT MEETING

- Next meeting will be on **Tuesday, January 8, 2013** from **9am to 10:30am**.
- **All meetings will be from 9am to 10:30am**
 - **Tuesday, January 22, 2013**
- Owner's Meeting to be held bi-weekly until further notice.

Action: All / AAR

Supplemental

S1.2

BUILDING PERMIT STATUS

- Structural Permit - May 2, 2012
 - Receipt received.
- S1.2.18 ○ Structural Permit to be approved by October 26, 2012.
- S1.2.18 ○ CP to Pick-up.
- Building Permit - submitted June 15, 2012
 - 100% design complete and fully coordinated Architectural, Structural, Mechanical and Electrical drawings and specifications.
 - Follow-up meeting with City of Winnipeg (Sara Ciaflone) set-up for Wednesday, June 20, 2012.
 - Drawings re-submitted for Building Permit on July 24, 2012.
- S1.2.18 ○ Email confirmation received from City of Winnipeg (Sara Ciaflone) stating acceptance in principal with Morrison Hershfield Code Report.

5368-00 WPSHQ - HQ Building RFI Log

RFI #	Date of Issue	Subject	Date Required	Assigned To	Action Required	Date of Response	Response	Date Closed
00	28-Feb-12	RFIC's 1-16 Issued to Aecom Prior February 15, 2012	N/A	AAR	Provide concurrence to consider this RFI to be closed.	28-Feb-12	As discussed, from the point of view of the AAR design team, the noted RFIs have been addressed by Aecom and are either on the drawings or resolved. Therefore, we concur, they can be put to history, but we should keep track of them in case we ever need to back track as to why/how a decision was reached.	28-Feb-12
1	23-Feb-12	Approval Required for Isolation Valves on Chilled Water Piping in Mechanical Room	1-Mar-12	Nova3	Review and respond to AAR.	14-Mar-12	Nova3 accepted. Caspian advised to proceed as noted in response from Nova3 (attached).	14-Mar-12
2	28-Feb-12	Generator Load Bank	6-Mar-12	AAR / WPSHQ	Review and respond.			
3	28-Feb-12	Exterior Signage Requirements	6-Mar-12	WPSHQ	Require input.	3-Dec-12	Exterior signage requirements are noted in the UDAC application drawings submitted on October 22, 2012. There are no requirements for signage on the building face. WPS signage will required on 4 pedestals installed at each corner of the building, as noted in the UDAC application.	3-Dec-12
4	28-Feb-12	Proposed Changes to Curtainwall System	N/A	AAR	Issue CCN.	28-Feb-12	A CCN was issued on the proposed changes to the south wall. Caspian to provide cost breakdown.	28-Feb-12
5	28-Feb-12	Copper vs Aluminum Buss And Feeders	N/A	Nova3 / AAR	Issue SI.	28-Feb-12	Was discussed during meeting with Caspian and McCaine. Nova3 has agreed that aluminum can be used and meets both POR and Building Code. SI issued March 9, 2012.	9-Mar-12
6	28-Feb-12	Survey Existing P2 Slab on Grade	N/A	AAR	N/A	28-Feb-12	Change Directive (CD) issued to proceed with work, subject to further review for cost savings.	28-Feb-12
7	28-Feb-12	New Main Power In-Service Date and Subsequent Refeeding of Existing Tower Distributions	6-Mar-12	Nova3	Review and respond to AAR.	1-Aug-12	High voltage distribution has been designed and a PCN issued for the Tower portion. Specifications have been forwarded to our office for review and will be returned today. Supplier tender package is expected to be ready for June 01, 2012. The design of the 15 kV service into the new HQ is shown on the IFC set of drawings issued on July 24, 2012. The cost of the new switchgear addressed in our response to Caspian RFI HQ 62.	1-Aug-12
8	28-Feb-12	Additional Existing High Voltage Transformer to Remain	6-Mar-12	Nova3	Review and respond to AAR.	28-May-12	Existing High Voltage transformers to be reused or deleted have been (are being) coordinated by Vic Thielmann and McCaine electric to ensure Tower feeds are not compromised. Condition of the transformers is being taken into account as well.	28-May-12
9	28-Feb-12	15 KV Service into Building	6-Mar-12	Nova3	Review and respond to AAR.	28-May-12	15kV feeder entrance has been fully coordinated and determined between Vic Thielmann, McCaine Electric, and Manitoba Hydro. The feeders will enter to the High Voltage Switchgear located in the Main Electrical Room in the P2 Level.	28-May-12
10	28-Feb-12	MTS Services Entrance	6-Mar-12	Nova3	Review and respond to AAR.	28-May-12	Two (2) rooms are required as per MTS. McCaine has coordinated all these issues with MTS. McCaine has site coordinated the conduit locations with the utility on site.	28-May-12

5368-00 WPSHQ - HQ Building RFI Log

RFI #	Date of Issue	Subject	Date Required	Assigned To	Action Required	Date of Response	Response	Date Closed
11	28-Feb-12	UPS Equipment & Battery Room Space and Structural Requirements	6-Mar-12	GRC / Wolfram	Review room size requirements and Wolfram will check the existing slab accordingly.	23-May-12	Battery Rack 1. Based on 3925 lbs. per rack can be safely supported by the slab-on-grade floor at the P2 level. 2. Battery Racks 3 & 4, based on 85,000 lbs. per rack, will cause settlement and cracking of the slab-on-grade floor at the PS level. This loading will be required to be distributed over a greater area, or additional foundations provided. Details of the racks have not been provided, but if these racks are point loaded on the floor slab, the maximum permitted leg load shall be 10,000 lbs. 3. All of the UPS and the UPS input isolation transformers as specified can safely be supported on the slab-on-grade floor at the P2 level.	23-May-12
12	28-Feb-12	Electrical Room P2015 Space Structural Requirements	6-Mar-12	GRC / Wolfram	Review room size requirements and Wolfram will check the existing slab accordingly.	23-May-12	These loads can be safely supported on the slab-on-grade floor at the P2 level.	23-May-12
13	28-Feb-12	Generator 4 and 5 Structural Requirements	6-Mar-12	GRC / Wolfram	Review room size requirements and Wolfram will check the existing slab accordingly.	12-Jul-12	No further structural response can be provided until dimensions, locations, confirmed weights and mounting details are provided. The structural support details for the noted generators have been designed and were on the "Issued for Building Permit" set of drawings issued on June 15, 2012.	12-Jul-12
14	28-Feb-12	Roof and Sanitary Drainage	13-Mar-12	Nova3	Review the proposal PVC XFR piping for roof drainage and respond to AAR.	14-Mar-12	The use of PVC XFR piping is acceptable, as is the proposal to consolidate rain water leaders in 4 existing locations. Site conditions may have impact on final routing and will be shown on Mechanical drawings.	14-Mar-12
15	28-Feb-12	Copper and SS Water Piping Domestic Water Lines	13-Mar-12	Nova3	Review and respond to AAR.	11-Apr-12	The use of copper and stainless steel water pipes for all domestic water lines has been approved.	11-Apr-12
16	28-Feb-12	Confirm Water Meters for Tower and WPS Bldg.	13-Mar-12	Nova3	Review the acceptance of a single water meter for the HQ building.	11-Apr-12	No. We require additional meters, as they (City of Winnipeg) needs to breakout the tenant's actual costs for energy/utility consumption.	11-Apr-12
17	28-Feb-12	Confirm New Roof Drain Piping	13-Mar-12	Nova3	Review the roof drainage down to Level P1 and respond to AAR.	12-Jul-12	The roof drain locations and design are noted on the "Issued for Building Permit" drawings issued on June 15, 2012.	12-Jul-12

5368-00 WPSHQ - HQ Building RFI Log

RFI #	Date of Issue	Subject	Date Required	Assigned To	Action Required	Date of Response	Response	Date Closed
18	28-Feb-12	Review Required Regarding P-1 and P-2 Drainage	29-Feb-12	Nova3	Arrange a site review of the levels P1 and P2 drainage on site.	11-Apr-12	<p>Mechanical:</p> <ol style="list-style-type: none"> 1. Mechanical Contractor shall install seventeen (17) parking lot drains in the locations indicated on architectural drawing WPS-AE-1-0-01, and as indicated on the corresponding mechanical drawing.RFI-M6-PM6.1 (attached). 2. The below grade sanitary waste piping from the floor drains shall connect to the existing west sand/grit interceptor located at Gridlines H-2. 3. A new oil interceptor OI-2 shall be installed prior to the connection to the sand interceptor at Grid H-2. The interceptor shall be a: MIFAB (or equal), model MI-O-HU-3, 165 US gal./21.0 cu.ft. holding capacity, rated at 50 USGPM. 4. The floor drains shall be JRSmith (or equal), heavy duty traffic drains w/ 4" outlet, hinged grate and sediment bucket. 5. The east pit at Grid G-9 shall be abandoned in place and all services capped. 	11-Apr-12
19	28-Feb-12	Existing Fire Alarm System	6-Mar-12	Nova3	Review fire alarm requirements and respond accordingly.	28-May-12	<p>The method described in this RFI is essentially what has been determined to be the intended method for fire alarm.</p> <p>The existing Tower fire alarm system will remain. A new fire alarm panel will be provided at the same location of the current panel. All devices in the Tower are existing to remain. Fire alarm panel locations are as per the RFI description (ie. M106).</p> <p>The Headquarters will have new fire alarm system devices and panel located in Vestibule M140. System will be interconnected with the Tower fire alarm system.</p>	28-May-12
20	29-Feb-12	New Address for WPS Headquarters Building	29-Feb-12	N/A	No action required.	1-Mar-12	N/A	1-Mar-12
20 R-1	29-Feb-12	New Address for WPS Headquarters Building	29-Feb-12	N/A	No action required.	1-Mar-12	N/A	1-Mar-12
21	1-Mar-12	Final Floor Drain Design for P2	1-Mar-12	GRC	Work on P2 layout and meet with Caspian and Wes-man.	28-May-12	The P2 slab information was shown on the structural permit set. As well, the P2 slab is close to completion and has been constructed based on our instructions.	28-May-12
22	7-Mar-12	ISD and Electrical Load Requirements	12-Mar-12	Nova3	Respond and address Manitoba Hydro's concerns.	28-May-12	All electrical power requirements have been provided by the WPS. Refer to Caspian Project Bulletin HQ-06 dated "2012.05.10".	28-May-12
23	7-Mar-12	Wes-Man's Priority List of Mechanical Items	13-Mar-12	Nova3	Continue working on the mechanical design with the priority list provided.		For info only.	7-Mar-12
24	7-Mar-12	Pile Cap Base Plate Treatment at P2 Level	13-Mar-12	Caspian / AAR	Include in price breakdown for the level P2 slab replacement when quote is resubmitted, as discussed during Owner's Meeting No. 01.	7-Mar-12	It is AAR's opinion that a protective covering should be provided, perhaps the most economical way would be a brushed on mastic or tar type membrane.	7-Mar-12

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RFI #	Date of Issue	Subject	Date Required	Assigned To	Action Required	Date of Response	Response	Date Closed
25	7-Mar-12	Existing Fire Pump	16-Mar-12	GRC	Review and respond.	8-Mar-12	Assuming the tower is a separate building from the WPSHQ, it would be logical that the existing fire pump(s) remain on the existing electrical service as is. However, due to the separate address of the WPSHQ, and the occupancy change associated with the conversion of the old mail processing area to the WPSHQ, the City of Winnipeg fire department may need the sprinkler contractor to install a code compliant water supply with its own fire pump fed from the WPSHQ essential distribution to serve the fire protection system of the WPSHQ. We require the architect to confirm the separation between the building known to be the tower and the building which is the WPSHQ. Once the separation between the buildings is determined, it is anticipated that the tower occupancy is not changed and as such grandfathered with respect to existing life safety systems. All of this needs to be confirmed between GRC and the City of Winnipeg fire protection engineer. In regards to the response previously given, the separation information requested between the Tower and the WPS building was given as part of Judy Jeske's Code report submitted as a draft May 2012 and as a final report as part of the latest building permit application. The Tower and the WPS building are classified as one building. No further architectural response required, refer to Code report for additional information.	29-Jun-12
26	7-Mar-12	Fire Fighter Elevator	16-Mar-12	GRC	Review and provide response to AAR for the designation of the fire fighter elevators.	12-Apr-12	Freight elevator SE01 and passenger elevator PE01 should be designated as Fire Fighters Elevator.	12-Apr-12
27	7-Mar-12	McCaine Priority List of Electrical Items	16-Mar-12	Nova3	Structure the electrical design to suit this list.	9-Mar-12	For info only.	9-Mar-12
28	7-Mar-12	Slab Topping Thickness at Level 3 & 5	13-Mar-12	AAR	Give information to design team.	9-Mar-12	For info only.	9-Mar-12
29	7-Mar-12	Maximum Floor Load Capacity	12-Mar-12	Wolfrom	Review proposed forklift loads on the existing floor slab and provide an answer to AAR.	28-May-12	1. The above forklift is acceptable on all floors. 2. The maximum floor live load is 200 psf on all floors main level to top floor.	28-May-12
30	9-Mar-12	East & West "Eyebrow" Windows Vision Glass or Spandrel	13-Mar-12	GRC	Review and issue response to AAR.	8-Jun-12	The extent of exterior wall removal in regards to vision glazing and spandrel panels was reviewed on site with Rob Murray May 17th 2012. Drawings indicating the extent of removal was left on site with Rob murray.	8-Jun-12
31	9-Mar-12	Door # M205 Swing	14-Mar-12	GRC	Review and respond to AAR.	27-Mar-12	See sketch provided.	28-Mar-12
32	9-Mar-12	Existing Fiber Optic Cable Entry Relocation	9-Mar-12	GRC / Nova3	Review and respond to AAR.	30-May-12	The fiber optic equipment room will now be in room P1426. The existing lines will be reconnected as required. McCaine has coordinated and determined all requirements as required.	30-May-12
33	9-Mar-12	Location of Floor Drains on P-1	9-Mar-12	GRC / Nova3	Review and respond to AAR.	12-Jul-12	The location of the Floor Drains on Level P1 are located on the "Issued for Building Permit" drawings, June 15, 2012.	12-Jul-12
34	9-Mar-12	Fork Lift Loads - Slab Capacity Review	9-Mar-12	Wolfrom	Review and respond to AAR.	28-May-12	The referenced forklift can be operated on all floors. Refer to response of RFI HQ 29 as well.	28-May-12
35	13-Mar-12	Excavated Floor Elevations at P2 Level	19-Mar-12	GRC / Nova3	Design info for AAR for P2 slab.	14-Mar-12	For info only.	14-Mar-12

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RFI #	Date of Issue	Subject	Date Required	Assigned To	Action Required	Date of Response	Response	Date Closed
36	13-Mar-12	P2 Level Wall Demolition	15-Mar-12	GRC / Wolfrom	GRC and Wolfrom to review and confirm and respond to AAR.	16-Mar-12	Architecturally, the wall along grid line M should be deleted up to and flush with the exterior face of the existing concrete curb close to grid line 2.5 and 8.5, all as discussed with Rob Murray on site. The portion of walls along grid line M between grid lines 2/2.5 and 8.5/9 are to remain as they act as a retaining wall for the soil beyond.	16-Mar-12
37	14-Mar-12	30kPa or psf (Curtain Wall)	14-Mar-12	Wolfrom	Wolfrom to check design wind loads.	14-Mar-12	<p>The design wind load should be in psf. Wolfrom will confirm magnitude.</p> <p>In response to RFI HQ 37 we produced a response based on our interpretation of the NBC for the worst case wind loads at or near the roof level for both corner and general area conditions. These numbers vary significantly from the 30 psf that the original specifications were interpreted to read by the curtain wall supplier. The original quotation for the supply of the curtain wall was apparently based on these lower wind loads, which may or may not have included the post disaster importance factor.</p> <p>In order to mitigate the impact of this change, we are working closely with the engineers for the curtain wall supplier to identify the actual wind loads at varying heights and locations, allowing them to design the curtain wall and the associated connections accordingly. The curtain wall engineer will be submitting for review a tabulation of all wind loads for all areas to be used in the design.</p>	26-Mar-12
38	14-Mar-12	Computer, Server and IT Room Electrical Requirements	19-Mar-12	Nova3	Nova 3 will review and respond to AAR, with electrical load requirements.	29-May-12	Nova 3 Engineering is closely working with McCaine to layout and finalize the final electrical design for all the mentioned rooms. In addition, all electrical power requirements for the equipment have been provided by the WPS. Refer to Caspian Project Bulletin HQ-06 dated "2012.05.10".	29-May-12
39	14-Mar-12	Detailed Electrical Load Summary	15-Mar-12	Nova3	Nova 3 will review and respond to AAR.	1-Aug-12	<p>Nova 3 has submitted an estimated electrical load summary to Manitoba Hydro for the High Voltage coordination. A detailed load summary will be provided upon electrical design completion.</p> <p>A detailed electrical load summary is provided in both the Building Permit drawings (June 15, 2012) and the Issued For Construction drawings (July 24, 2012).</p>	19-Oct-12

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RFI #	Date of Issue	Subject	Date Required	Assigned To	Action Required	Date of Response	Response	Date Closed
40	14-Mar-12	Point of Presence (POP) Rooms P1025 & P1045	23-Mar-12	Ossama	Ossama to advise.	24-Jul-12	<p>The existing location for the POP (Point of Entry) room presently located on the P1 level west of the staircase at grid lines 4.7/5 & Pa/Pb cannot remain. The layout for this area is crucial and we cannot lose that space. The POP room would need to be relocated, a proposed location would be to take over the east portion of the new Electrical room located at grid lines 4/R. This location was discussed with Ron Nault of McCain and appears to be possible but will represent interruption of services to the Tower. As this affects power shutdown to tower tenants, Ossama will have to review.</p> <p>The existing POP rooms P1025 & P 1045 are to be removed as they are within WPS space. Disruption to tower tenants has been discussed at length at the Owner's meeting, please see item 2.5 of the minutes from those meetings.</p> <p>POP rooms P1025 (west side of building) and P1045 (east side of building) are new rooms that have been created on level P1. It is our understanding and per the Program of Requirements (room data sheet), these are the only two rooms where MTS fibre optic entry into the building is permitted and being called for.</p>	24-Jul-12
41	14-Mar-12	Antenna Farm Location	23-Mar-12	GRC / Nova3	GRC and Nova3 will review and respond to AAR. We have also attached an email that WPS received in response to RFI 055 which was for Roof Top Antennas in general. Please make sure that this is captured in our design when responding to RFI HQ #41.	29-May-12	The location of the antenna farm should be located where the antenna supplier/representative (or associated designer/engineer) would recommend it to be placed for functionality, code implications, and physical constraints. I would expect above the Penthouse would be the best location as it is highest. Some items to consider are structural implications, aeronautical height restrictions (considering if a future helipad is expected), and workspace/maintenance clearance around.	29-May-12
42	21-Mar-12	Duct Modifications for Return Air for Tower	21-Mar-12	Nova3	Confrim from Canada Post if these offices are occupied, or part of the renovation being done by others.	22-Mar-12	<p>The following is our response to RFI HQ-42:</p> <ul style="list-style-type: none"> As discussed, the 2-3 day disruption caused by removal and re-routing of ducts (and 4 supply feeds to the 2 AHU's) is acceptable. Please advise AAR/WPS as to when the work will commence, so that we can plan accordingly. 	26-Mar-12
43	27-Mar-12	Sludge in Existing Tower Chilled Water Piping	30-Mar-12	Ossama	Ossama to review with landlord.	8-Jun-12	See CCN #006.	8-Jun-12

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RFI #	Date of Issue	Subject	Date Required	Assigned To	Action Required	Date of Response	Response	Date Closed
44	28-Mar-12	Existing Pneumatic Air System	4-Apr-12	Nova3	Respond to AAR.	19-Apr-12	The mechanical contractor indicated that his control subtrade stated that to maintain/utilize the existing process compressors for HVAC control would be grossly oversized and inefficient to operate. The control subtrade indicated that for size requirement purposes the existing HVAC control compressor located in the boiler room. Served the tower pneumatic control system requirements w/o assistance from the process compressors for a supervised period of time w/o any short comings. His subtrade further recommended a second control compressor for the purpose of redundancy. He indicated that a survey of the pneumatic control demand in the Tower is required prior to selection of the compressor. Trust access will be made available tot he control subtrade and execute this work. Should access be un-available please have the SNC Lavlin building tech. Provide this task according to the control subtrade, requirements. New work can commence in this area, once the new compressor is made operational, and the process compressor. Are made redundant.	19-Apr-12
45	5-Apr-12	5th Floor Mezzanine Demolition	11-Apr-12	GRC / Wolfrom	Review the demolition requirements for the 5th floor and respond to AAR.	29-Jun-12	The demolition extent was indicated on the demolition drawings, and further confirm on site during walk through with Rob Murray and Armik. Marked up Mezzanine plans were prepared and given to Caspian Construction June 20th 2012 to illustrate the extent of existing and new mezzanines on all floors. Nova3 & WesMan to review and confirm extent.	29-Jun-12
46	9-Apr-12	Concrete Specification for Level P2	9-Apr-12	Wolfrom	Provide specification.	9-Apr-12	Concrete specifications for the Level P2 slab has been provided.	9-Apr-12
47	10-Apr-12	Existing Fire Alarm Batteries	13-Apr-12	Nova3	Review and comment if the temporary batteries (it should be noted that we do have emergency generators as weel) are sufficient or if a permanent battery system is required.	30-May-12	Nova 3 agrees that the existing faulty batteries had required immediate replacement which was performed by McCaine Electric. The fire alarm system is to be fed from the new emergency power distribution which will meet MBC 3.2.7.8. Battery back-up capacity of 24hour supervisory power followed by 30min. of full load (alarm condition) will allow the use of the much more readily 50AH batteries while still meeting and exceeding the code minimums for emergency power supply to the fire alarm system.	30-May-12
48	12-Apr-12	Clarification on Existing AHU in Penthouse Mechanical Room	19-Apr-12	Nova3	Review and respond to AAR.	19-Apr-12	The airhandling unit c/w associated ductwork and controls can be removed soon as the process compressors are made redundant.	19-Apr-12

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RFI #	Date of Issue	Subject	Date Required	Assigned To	Action Required	Date of Response	Response	Date Closed
49	12-Apr-12	Steam Condensate Return Line	19-Apr-12	Nova3	Respond to AAR.	19-Apr-12	<p>The reply is yes.</p> <p>Please provide the following: Supply and install complete sterling (or equal) duplex condensate pump unit. Model #44124-GD, Receiver capacity of 15 US gallons, Pump discharge capacity 6.0 USGPM at 20 PSI discharge pressure, Two 1/3 HP motors at 3450 RPM, 115/1/60. Unit shall be furnished with: - motor starters mounted and sized. - mechanical alternator with high water alarm switch. - brass strainers at each pump suction. - isolation valve at each pump section.</p> <p>Remove existing 1 1/2" condensate drain pipe from the steam traps to ceiling below and cap (balance of existing condensate piping system to be removed under Project Demolition Phase). Provide new 1 1/2" condensate drain pipe (schedule 80 black steel ASTM 53 grade B) between existing steam traps and new duplex condensate return pump unit. Location to be determined by the mechanical trade on site. Location to be clear of any obstructions to demolition or new work in this area. Provide complete 1 1/4" pump discharge pipe (Schedule 80 black steel) to existing surge tank complete with check valve, Isolation valve, and union at each pump. Discharge line shall be at elevation equal to the existing pumped condensate lines prior to tank connection.</p>	19-Apr-12
50	12-Apr-12	Fire Fighter Entrance	18-Apr-12	GRC / Nova3 / WPS	Respond to AAR.	29-Jun-12	This RFI was previously answered during the Owner's meeting and meeting with Consultants, the firefighter entrance will be of Smith Street.	29-Jun-12
51	18-Apr-12	Security System Point of Contact & Request for Design Meetings	20-Apr-12	WPS	Henry Hagenars will confirm and reply to AAR. Once we get this confirmed, we will forward to Caspian Projects.	18-Apr-12	<p>We agree with the weekly meetings to review Security. This was discussed at yesterday's Owner's meeting and it was agreed that the appropriate time would be Tuesday's at 10:30am. It was also agreed that Andrew would take minutes as well he will send out the meeting requests.</p> <p>Henry has confirmed that he will be the SPOC for WPS.</p>	18-Apr-12
52	18-Apr-12	I.T. Point of Contact & Request for Design Meetings	20-Apr-12	WPS	Henry Hagenars will review and provide AAR with the point of contact for IT issues.	25-Apr-12	The WPS contact for IT will be Mr. Dennis Dane (ddane@winnipeg.ca).	25-Apr-12
53	24-Apr-12	Proposed Generator Equipment and Layout	30-Apr-12	Nova3 / Wolfrom	Nova3 to review the proposed genset layout and respond to AAR. Wolfrom to design the support structure for the gensets and have it included for the structural permit set next week (May 2nd).	30-May-12	Superseded by RFI HQ 53 R-1.	30-May-12

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RFI #	Date of Issue	Subject	Date Required	Assigned To	Action Required	Date of Response	Response	Date Closed
53 R-1	3-May-12	Proposed Generator Equipment and Layout	10-May-12	GRC / Nova3 / Wolfrom	Wolfrom to provide revised genset support and submit to AAR.	30-May-12	Wolfrom: Refer to structural drawings S14 for structural details. Structure height to be confirmed by mechanical contractor and architect. Nova3: We reviewed the attached and recommend acceptance of the layout and products proposed.	30-May-12
54	24-Apr-12	Wall on Gridline F 3 to 7	24-Apr-12	GRC	GRC will review and advise if the wall on GL F3 to 7 needs to be removed.	29-Jun-12	The wall on Grid Line F between 3 & 7 is to be removed if it contains asbestos.	29-Jun-12
55	25-Apr-12	Modular Furniture Specifications	2-May-12	WPS	Henry Hagenaaars will review and provide the modular furniture specification to AAR.	1-Aug-12	See RFI HQ 72.	1-Aug-12
56	26-Apr-12	Curtainwall Connection at Bottom of Frame	27-Apr-12	Wolfrom	Review and respond to AAR.	26-Apr-12	Option 1: The channel at level 2 is structurally adequate to support the dead load of the curtain wall from level 3 to the bottom of the curtain wall. Option 2: The connections at level 3 are structurally adequate to support the weight of the curtain wall from level 5 to the bottom of the curtain wall.	26-Apr-12
57	27-Apr-12	WPS Provided Docs for Security and PA Systems	2-May-12	WPS	Henry Hagenaaars/Ari Berdesis will download the noted files and confirm that the attached documents for security and PA systems meet the program requirements for WPS.	11-Jul-12	The attached documents are an accurate however early reflection of the requirements for security and P/A systems. The requirements have been refined throughout various security meetings held since this RFI was first received. During those meetings updated information was shared with and reviewed by the various team members including those from Nova 3, GRC, McCain Electric, Caspian Projects and the WPS. To the best of my knowledge all information has subsequently been captured on the design drawings therefore from a WPS perspective this RFI can be considered closed.	11-Jul-12
58	30-Apr-12	Clarification of Return Air Duct Removal for Tower	4-May-12	Nova3	Nova3 will review and clarify the requirements for the return air duct removal for the tower and respond to AAR.	7-May-12	Proposed return duct system shown on plans, reflect the floors and ceiling areas presently served by the existing return duct system as reviewed on site with the mechanical trade. The routing of the proposed ductwork will require on site review by the mechanical trade for acceptance of location and size of ductwork in the tower and WPS area. Further adjustment to location and configuration of ductwork may be required prior to commencement of work. Existing return ductwork will remain in place until new ductwork is complete except for final connection of existing 96 x 42 duct, generally as shown on plans. Final drawings will be issued upon acceptance of the proposed duct layout. Please see attached Mechanical Drawings: Drawing #M4.5 Main Floor Plan Ventilation Drawing #M4.7 1st Floor Plan Ventilation Drawing #M4.9 2nd Floor Plan Ventilation Drawing #M4.11 3rd Floor Plan Ventilation Drawing #M4.13 4th Floor Plan Ventilation Drawing #M4.15 5th Floor Plan Ventilation	7-May-12

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RFI #	Date of Issue	Subject	Date Required	Assigned To	Action Required	Date of Response	Response	Date Closed
59	1-May-12	Access Control System Comparison	8-May-12	WPS	HH & AB to review with their user group and provide their choice of preferred supplier.	9-May-12	<p>We wish to confirm that WPS will be going with Software House as their Access Control System supplier.</p> <p>Also, it was decided, tentatively, that both Bosch and Axis cameras will be used on the project. McCaine is to set up a "Mock Up" for WPS to review and approve.</p> <p>The mock up for the interview rooms was done on December 4 and approved camera locations were noted and recorded by McCaine and Nova3.</p>	18-Dec-12
60	1-May-12	Suggested Back Flow/Water Meter Locations	2-May-12	Nova3 / GRC	Review the proposed water meter locations and respond to AAR.	11-Jul-12	The proposed location identified by the photos along the wall at grid 6 is acceptable.	11-Jul-12
61	3-May-12	Demolition of Existing 5th Floor Offices	4-May-12	GRC	Review the demolition requirements noted on the 5th floor and respond to AAR.	17-May-12	The south wall between grid lines 1 & 2 and gridlines 9 & 10 could remain, but would require re-finishing. The North walls between grid lines 1 & 2 and gridlines 9 & 10 are to be removed. Refer to the demolition plan and new work plan.	17-May-12
62	3-May-12	Existing 15 KV High Voltage Switchgear	11-May-12	WPS / OA	Review with the tower operators.	24-May-12	<p>Shindico has provided authorization for the attached quote. So, please proceed with the work on RFI HQ62, replacement of High Voltage Switch Gear at 266 Graham Avenue with a new Eaton Cutler Hammer Equipment Switch Gear designed to perform the tasks in the manner identified by Manitoba Hydro. It is understood that the work will be done by you and McCaine Electric and the cost will be not more than \$620,307.49. This will be billed to:</p> <p>The City of Winnipeg C/O Shindico Realty Inc 200 – 1355 Taylor Avenue Winnipeg R3M 3Y9"</p> <p>The City of Winnipeg has agreed to cover the cost of replacing the existing switchgear. As this cost is beyond Caspian's Contract price and is being paid directly through the City of Winnipeg, we will not be issuing a change order for this work. We will now close RFI HQ 62.</p>	24-May-12
63	15-May-12	Door Reference Numbers for Access Control	15-May-12	GRC	Review and provide door reference numbers for access controls.	29-Jun-12	The drawings issued for Permit Application indicate door numbers.	29-Jun-12
64	18-May-12	Reference Point to Lay Out Horizontal Framing Members in Relation to Benchmarks/Floor Elevations	22-May-12	Wolfrom / GRC	Wolfrom Engineering and GRC will review and provide revised drawings/details to suit existing site conditions.	5-Jun-12	Wolfrom Engineering has been on site to review with Caspian Projects. Wolfrom Engineering and GRC provided revised drawings/details to suit existing site conditions.	5-Jun-12

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RFI #	Date of Issue	Subject	Date Required	Assigned To	Action Required	Date of Response	Response	Date Closed
65	11-Jun-12	Access Controlled Door Summary	15-Jun-12	GRC / Nova3	Review the access controlled door summary provided by McCaine and respond to AAR.	24-Jul-12	Dan Zilinski, P.Eng. of our office had met with WPS and McCaine in various meetings. Based on these meetings and the discussions held within it is our understanding that doors with maglocks do not require electric strikes. WPS should be consulted and should advise if this is the case. Nova3's response has been reviewed by WPS and is acceptable. As well, access control doors, as required are indicated on the "Issued For Construction" drawings, dated July 24, 2012.	24-Jul-12
66	20-Jun-12	McCaine Electric Security Integrator Qualifications	22-Jun-12	WPS	Henry Hagenaaars will review McCaine's qualifications and respond to AAR.	25-Jun-12	WPS project team has reviewed McCaine submission. We have had a discussion with an independent party about their qualifications, plan and ability to deliver on WPS expectations. We accept them as the integrator.	25-Jun-12
67	26-Jun-12	Emergency Power Priority Sequence	29-Jun-12	Nova3 / WPS	Review the emergency power priority sequence noted and respond to AAR.	12-Jul-12	Please see SI #22 which addresses Caspian Project RFI HQ 67.	12-Jul-12
68	9-Jul-12	Pylon Signs	13-Jul-12	Nova3 / CP / McCaine / WPS	Review and respond to AAR.	10-Jul-12	The location of the proposed pylon signs were discussed during our design meeting this morning with Nova3, Caspian, McCaine and Henry Hagenaaars. It was agreed that the location of the pylon signage will be at least 10 feet away from the face of the building, as such the pylon signs will not have any significant impact on the performance of the required security cameras. McCaine has been advised that electrical feeds will be required for the pylon signs. Also, it should be noted that exact size and location of the proposed pylon signs will require approval from UDAC and GRC is working on a signage package for submission to UDAC.	10-Jul-12
69	10-Jul-12	Building Signs	13-Jul-12	GRC	Review and respond to AAR.	19-Oct-12	Attached, please find site development and UDAC application drawings prepared by GRC for WPS review. These drawings have been approved and they have all the required building signage requested.	19-Oct-12
70	13-Jul-12	Minimum Height Requirement P2 Level	13-Jul-12	AAR	Provide minimum height requirement for level P2.	16-Jul-12	The minimum height requirement for Level P2 is 2490mm (8'-2") clear. We have confirmed with WPS that for Level P2, a minimum height clearance of 7'-0" (2150mm) will be acceptable in areas where we have services like plumbing and cable trays. However, Caspian Projects will be required to coordinate these areas and locate plumbing and cable trays to achieve maximum height clearances. It would be ideal to run these services that reduce the clear height to 7'-0" in areas such as where we have back to back parking (between grids 4 & 5, 6 & 7, or along walls between grids 2 & 3, 8 & 9, as examples).	16-Jul-12
71	18-Jul-12	Motorized Blinds	20-Jul-12	WPS / Nova3	WPS (Henry Hagenaaars) is reviewing this with the user group. Both WPS and Nova3 will respond to AAR.			
72	23-Jul-12	Open Office Modular Work Stations	27-Jul-12	WPS	WPS (Randy Benoit/Henry Hagenaaars) will address the wiring issues of the open office modular work stations. Please be advised that the furniture layout is still being worked on, starting from the 5th floor downwards.	15-Nov-12	The 5th floor furniture was issued two days ago, Tuesday, November 14. GRC and CJB are working with WPS on releasing other floors. The 3rd and 4th floor are tentatively set for December 10.	15-Nov-12

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73	27-Jul-12	Corroded Gas Service Pipe Line	31-Jul-12	Nova3 / Wolfrom / WPS / AAR	Nova3 and Wolfrom will review and provide remedial work, as required to suit Manitoba Hydro and the support for the gas line. All remedial work will be submitted to AAR for review with WPS and The Project Director and AAR will issue a CCN as required.	19-Oct-12	The issue with the corroded gas service line has been resolved by re-locating the service to the south side of the building. The cost of this work is being reviewed with the City of Winnipeg (PP & D) and Caspian Projects.	19-Oct-12
74	4-Sep-12	Door Schedule Information Required	7-Sep-12	GRC	GRC will review and provide a revised door schedule for the 5th floor.	10-Sep-12	Do not proceed with ordering of any door frames until wall types, frame types, door types and hardware groups are agreed to. Please see WPS-SI #40 R1 HQ – Fifth Floor Door Schedule, September 30, 2012.	26-Oct-12
75	20-Aug-12	IFC Drawings in CAD Format	24-Aug-12	GRC	GRC will provide Caspian with link to get access to the ACAD files for Wyper and HQ.			
76	20-Aug-12	Mechanical Louvre Locations at Columns	22-Aug-12	GRC / Nova3	GRC will review the noted louvre with Nova3 and will respond to RFI HQ 76.			
77	27-Aug-12	Typical Wall Assembly at Exterior Walls	28-Aug-12	GRC	GRC will review the wall assemblies in question and will respond to AAR.	10-Sep-12	GRC has confirmed the typical exterior wall assembly.	10-Sep-12
78	27-Aug-12	Tower Occupancy at Third Level	28-Aug-12	WPS	WPS (Randy Benoit) and the Project Director(Ossama) will address the CPC tenant issue on the third floor with the landlord and respond to AAR.	5-Sep-12	Canada Post has vacated the area on the third floor.	5-Sep-12
79	28-Sep-12	Dust Control for Ductwork	31-Aug-12	AAR	Review and respond.	13-Sep-12	The proposed procedure for dust control appears to be acceptable.	13-Sep-12
80	12-Sep-12	Soffit Light Mounting Detail	13-Sep-12	GRC / Nova3	GRC and Nova3 will review the proposed soffit light mounting detail and respond to AAR.	14-Sep-12	Both GRC and Nova3 have no issues with the proposed soffit light mounting detail. However, Caspian Projects is to confirm that the noted 3 ½" recess for the connection is available.	14-Sep-12
81	17-Sep-12	Fuel Storage Tank	17-Sep-12	Nova3	Nova3 will review the pump and sleeving requirements for the fuel storage tank and respond to AAR.	3-Oct-12	The design will be finalized within the next few days, however, sleeving and duct opening requirements as requested in RFI HQ 81 have been addressed. The design has been finalized and submitted.	3-Oct-12
82	25-Sep-12	Required Demo in Occupied Areas	1-Oct-12	WPS	The demo work in the occupied areas that Caspian has identified will have to be coordinated through the City. WPS (Randy Benoit) and Ossama will contact the City and they will have to inform us when the services can be capped.	5-Oct-12	This RFI has been superseded by RFI 81 R-1.	5-Oct-12
82 R-1	5-Oct-12	Required Demo in Occupied Areas	9-Oct-12	WPS	We will review this at the Owner's meeting next week on Wednesday, October 10, 2012.	26-Oct-12	The occupied area in question is space occupied by Dr Lecker. As discussed in the Owner's Meeting and recorded in the minutes, Caspian Projects has indicated that the new space for Dr Lecker will not be available until early 2013, as such any demo work in the current occupied space may have to wait until then or be coordinated with the noted tenant.	26-Oct-12

5368-00 WPSHQ - HQ Building RFI Log

RFI #	Date of Issue	Subject	Date Required	Assigned To	Action Required	Date of Response	Response	Date Closed
83	5-Oct-12	Relocation of Air Handler Unit #27	9-Oct-12	GRC / Nova3	Nova3 GRC will review the re-location of AHU #27 to Grid Line J & K and Grid Line 8 & 9 or Grid Line G & H, Grid Line 6 & 7 and will respond to AAR.	26-Oct-12	As discussed on site with Wes Man Mechanical, either one of the 2 proposed locations, the original between grids J & K and 8 & 9 or between grids G & H and 6 & 7, is architecturally and mechanically acceptable. Once Wes Man choses the location, please provide us with this info and we will update Architectural and Mechanical drawings accordingly.	26-Oct-12
84	15-Oct-12	Spandrel Glass or Sealed Units in CW19	19-Oct-12	GRC	GRC will review and respond to AAR.	17-Oct-12	Yes this is correct, please proceed with spandrel glass with insulated backpans.	17-Oct-12
85	17-Oct-12	Lumunaire Schedule & Installation Elevations	23-Oct-12	GRC / Nova3	GRC and Nova3 will review the Luminaire schedule and advise on intall heights.	16-Nov-12	The 5th floor has been coordinated and issued as electrical SI #004 (AAR SI #055, Issued November 9, 2012). The other floors will be reviewed upon completion of floor plan and furniture changes and issued as a point item(s) in same SI. Please note that this RFI and RFI HQ 97 are essentially the same. Subsequent floors will be issued shortly, as agreed with McCaine & Caspian Projects.	16-Nov-12
86	17-Oct-12	Review of Lighting Controls	23-Oct-12	Nova3	Nova3 will review the proposed lighting controls and will respond to AAR.	16-Nov-12	The 5th floor switching has been reviewed and modified as electrical SI #004 (AAR SI #055, Issued November 9, 2012). The other floors will be revised upon completion of floor plan and furniture changes and issued as a point item(s) in same SI. Subsequent floors will be issued shortly, as agreed with McCaine & Caspian Projects.	16-Nov-12
87	17-Oct-12	Electronic Control of Holding Cell Water Valves	23-Oct-12	Nova3	Nova3 will review the electronic controls for the holding cell water valves and respond to AAR.	16-Nov-12	Upon finalization of the level 3 floor plan and furniture revisions, we will add these to the electrical plans as a point item in the SI. We are all in agreement that the holding cells are on level 3, which is scheduled to be completed by GRC/CJB Consultants by December 10, with approved furniture lay-outs from WPS. At this date, Nova3 will issue the entire revised electrical plans for level 3, including electronic control of holding cell water valves.	16-Nov-12
88	17-Oct-12	Existing Fire Alarm System	24-Oct-12	Nova3	Nova3 to confirm.	29-Oct-12	Please see Nova3's summary of Code items memo which addresses the existing fire alarm panel/node. As discussed during our site meeting on Monday, October 22, the proposed node and fire alarm panel for WPSHQ and Tower is acceptable. Morrison Herschfield will be providing a report to the City of Winnipeg this week.	29-Oct-12
89	19-Oct-12	Existing Tower Transfer Switch & Feeder	24-Oct-12	Nova3	Nova3 will review and confirm	29-Oct-12	Please see Nova3's summary of Code items memo which addresses the existing fire alarm panel/node. As discussed during our site meeting on Monday, October 22, the existing Tower Transfer Switch is to be re-located to meet code. The issue with the 2 hour ULC fire rating is something that needs to be addressed for all electrical work across Canada, not just the WPSHQ project. Morrison Herschfield will be providing a report to the City of Winnipeg this week.	24-Oct-12

5368-00 WPSHQ - HQ Building RFI Log

RFI #	Date of Issue	Subject	Date Required	Assigned To	Action Required	Date of Response	Response	Date Closed
90	19-Oct-12	Transformer Room/Electrical Vault P2 Level	23-Oct-12	GRC / Nova3	GRC and Nova3 will review the fire rating/sprinkler requirements for the Transformer Room Electrical Vault (P2013) at Level P2 and respond to AAR.	31-Oct-12	Nova3's preference is that the sprinklers within the room be deleted. However, the electrical switchgear and transformation in the electrical room is sprinkler-proof. It is ultimately the responsibility of the fire protection engineer designing the sprinkler system to determine whether they are going in or not. Nova3 is assuming that the sprinkler system designer will include whatever provisions are necessary for any pendants and piping installed in the electrical room as the electrical transformation contained within generate heat.	31-Oct-12
91	19-Oct-12	Louvre Coatings	24-Oct-12	GRC	GRC will review the proposed Louvre Coatings from Border Glass and respond to AAR.	24-Oct-12	Duranar XL is the appropriate finish.	24-Oct-12
92	11-Dec-12	Lab Sinks and Hoods Supplied by the City	17-Dec-12	GRC / Nova3	GRC and Nova3 will meet with WPS to review all existing hoods and sinks that are scheduled to be re-located to the new WPSHQ. GRC and Nova3 will summarize and provide technical specifications and, if required, shop drawings to Caspian for distribution to their M & E trades.			
93	26-Oct-12	Mechanical Equipment on the Roof	31-Oct-12	N/A	N/A	26-Oct-12	This is NOT an RFI, it is a shop drawing submittal. Please retract the RFI. In the interim, we have forwarded these shop drawings to Wolfrom to design the support framing, to GRC to confirm locations and to Nova3 to review technical requirements.	26-Oct-12
94	29-Oct-12	GRC Hardware Schedule for Aluminum Doors	5-Nov-12	GRC	GRC will review the specs and hardware schedule and will respond to AAR.			
95	6-Nov-12	Sinks for First Aid Room/Training Unit Administration - 5th Floor	12-Nov-12	GRC / Nova3	GRC and Nova3 will review the sink types and locations required for the noted rooms (5120 & 5541) as well as plumbing/drainage requirements and respond to AAR.			
96	13-Nov-12	Paging Microphone Locations	15-Nov-12	Nova3	Nova3 will review the paging microphone locations for security officer and shift supervisor rooms and respond to AAR.			
97	13-Nov-12	Lighting Layout	16-Nov-12	GRC / Nova3	GRC and Nova3 will review the reflected ceiling plans and provide direction/issue new drawings to suit.	16-Nov-12	The 5th floor has been coordinated and issued as electrical SI #004 (AAR SI #055, Issued November 9, 2012). The other floors will be reviewed upon completion of floor plan and furniture changes and issued as a point item(s) in same SI. Please note that this RFI and RFI HQ 85 are essentially the same. Subsequent floors will be issued shortly, as agreed with McCaine & Caspian Projects.	16-Nov-12

5368-00 WPSHQ - HQ Building RFI Log

RFI #	Date of Issue	Subject	Date Required	Assigned To	Action Required	Date of Response	Response	Date Closed
98	13-Nov-12	Thermostat Locations	16-Nov-12	Nova3	Nova3 is in the process of revising their drawing with thermostat locations and will be issuing shortly with the appropriate SI.	19-Nov-12	The thermostat locations for Level 5 have been issued in SI #062.	19-Nov-12
99	23-Nov-12	Raised Floor Elevation in 5th Floor Comm. Room	23-Nov-12	GRC	GRC will review and provide the elevation of the 5th floor Comm Room 5301 and respond accordingly.	23-Nov-12	The height of the raised floor within Room 5304 – Duty Inspector is to be 24” above the existing concrete floor which is equivalent to 12” above the main access raised floor.	23-Nov-12
100	28-Nov-12	Level 5 Server Room - Preaction System	30-Nov-12	GRC / Nova3	GRC and Nova3 will review and advise of the location of the pre-action sprinkler control cabinet and will locate and size the required hub drain.	14-Dec-12	A dedicated 8" sanitary drainage system will be provided complete with 6" hub drain to receive 2" (pipe) main drain test. Exact location to be determined by sprinkler contractor. 8" sanitary drainage system will extend to level P1 with connection to existing house sewer at grd line F-10.	14-Dec-12
101	29-Nov-12	Revised Door Hardware Schedule for 5th Floor	30-Nov-12	GRC	GRC is currently working on the SI for the 5th floor hardware schedule and will issue by the end of the week.	30-Nov-12	The requested hardware modifications have been addressed in site instruction AAR SI-071.	30-Nov-12
102	30-Nov-12	Thermostat and CO2 Mounting Height	6-Dec-12	Nova3	Nova3 will review and confirm the mounting heights of thermostats and CO2 sensors and reply to AAR.	30-Nov-12	1400mm height is confirmed.	30-Nov-12
103	30-Nov-12	Thermostat Mounting on Laminated Columns	6-Nov-12	Nova3	Nova3 will review and confirm the proposed re-location of the thermostats.	30-Nov-12	Generally acceptable, however, be aware not to place thermostat on wall such that direct sunlight will touch it. Also, coordinate with furniture plan to ensure placement is not behind millwork, etc.	30-Nov-12

5368-00 WPSHQ - Wyper Road RFI Log

RFI #	Date of Issue	Subject	Date Required	Assigned To	Action Required	Date of Response	Response	Date Closed
0	28-Feb-12	RFIC W 1-13 Issued to Aecom Prior February 15, 2012	N/A	AAR	Provide concurrence to consider this RFI to be closed.	28-Feb-12	AAR concurs, the previous RFI's to Aecom which have been addressed or incorporated into the Wyper Road drains should be closed, but kept for reference.	28-Feb-12
1	28-Feb-12	Revised Ditch Grading to Suite MIT	6-Mar-12	AAR / WPSHQ	Review and have Caspian prepare a cost breakdown for this potential claim.	19-Oct-12	The cost for the revised ditch grading has been received by Ossama and is currently being reviewed/negotiated with Caspian Projects.	19-Oct-12
2	28-Feb-12	Typical Single Door Electrical Rough-In Detail Clarification	6-Mar-12	grc / Nova3	Review and coordinated with WPSHQ team and respond to AAR.	10-Apr-12	Revised as noted on the 95% set of drawings.	10-Apr-12
3	28-Feb-12	Masonry Dowel Installation Detail	6-Mar-12	AAR	N/A	28-Feb-12	This RFI appears to be for a remedial details for dowels for exterior block walls for Wyper. As the structure is completed, this RFI should be closed, unless I'm missing something.	28-Feb-12
4	28-Feb-12	Window Types	6-Mar-12	WPSHQ	Review in conjunction with the POR.	21-Mar-12	<ul style="list-style-type: none"> • The use of PVC vinyl windows is acceptable. As discussed, we will move forward with aluminum clad PVC. The colour of the aluminum clad PVC windows should be "Black" for the exterior aluminum portion. • Shop drawings to be provided for review, prior to fabrication, as per contract. • No site instruction will be issued as this request is NOT a change in the POR of record for Wyper Road and Caspian Projects has noted that the use of PVC was agreed to as per their memo of July. Memo to be provided to AAR, once confirmed by Ossama, for record. • This RFI will remain opened until confirmation by Ossama. 	22-Mar-12
5	12-Mar-12	Alternate Lighting for Firing Range	16-Mar-12	WPS/Ossama/Nova3	We will review this with Ossama and WPS to confirm if this work is above and beyond POR. Nova 3 to review pricing and respond to AAR.	10-Apr-12	Please review the revised lighting for the firing range that is shown on the 95% set of drawings (will be distributed to all by the end of today). It has been agreed by Ossama that the range lighting is not included in the May 31 POR for Wyper Road, as such we will close RFI W 5 and issue a CCN for this work (5368 – CCN003) based on the 95% drawings for Wyper Road.	10-Apr-12
6	25-Apr-12	MTS Service Location	2-May-12	Nova3	Nova3 will review the location of the MTS service and respond to AAR.	19-Oct-12	The MTS was shown on the Nova3 IFC drawings and the service has been installed and the building has been completed.	19-Oct-12
7	27-Jun-12	Range Lighting Bases	3-Jul-12	Wolfrom	Provide Caspian with the concrete base details for the range lights.	29-Jun-12	Sketches of the concrete base details provided to CP on June 29, 2012.	29-Jun-12
8	27-Jun-12	Gate Access Control	30-Jul-12	grc / Nova3	Review and locate the location of the gate access control and respond to AAR	12-Jul-12	Please refer to Nova3 drawing E2 (IFC on May 4, 2012) for location of gate access control.	12-Jul-12
9	27-Jun-12	Parking Fence	3-Jul-12	grc / Nova3	Review and provide locations for the parking fence.	12-Jul-12	As discussed with Peter Gianuzzi, the attached detail for the parking fence/receptacle support is acceptable.	12-Jul-12
10	27-Jun-12	Range Equipment	3-Jul-12	Nova3	Meet with Caspian Site Superintendent to provide locations.	28-Jun-12	<p>Met with Caspian Site Superintendent on Thursday, June 28, 2012 at 11am and provided locations.</p> <p>Please refer to Nova3 drawing E2 (IFC on May 4, 2012) for location of conduit for targeting system.</p>	28-Jun-12

5368-00 WPSHQ - Wyper Road RFI Log

RFI #	Date of Issue	Subject	Date Required	Assigned To	Action Required	Date of Response	Response	Date Closed
11	27-Jun-12	Alternate Lamp Standard Bases	3-Jul-12	Nova3 / Wolfrom	Nova3 to meet with Caspian Site Superintendent to provide locations. Wolfrom to provide lamp post details directly to Caspian with copy to AAR.	12-Jul-12	As discussed with Peter Gianuzzi, the noted screw base detail is acceptable. Please note that a concrete filled "culvert" (corrugated metal ring) is required at the base of all of these light poles to prevent damage to the fixture.	12-Jul-12
12	27-Jun-12	Lift Pumps	3-Jul-12	Nova3	Meet with Caspian Site Superintendent to provide locations.	28-Jun-12	Met with Caspian Site Superintendent on Thursday, June 28, 2012 at 11am and provided locations.	28-Jun-12
13	27-Jun-12	Site Lighting	3-Jul-12	Nova3	Meet with Caspian Site Superintendent to provide locations.	28-Jun-12	Met with Caspian Site Superintendent on Thursday, June 28, 2012 at 11am and provided locations. Please refer to Nova3 drawing E2 (IFC on May 4, 2012) for location of lift pumps.	28-Jun-12
14	4-Jul-12	Finish Schedule Clarifications - Rooms 106 and 109	6-Jul-12	grc	Review and respond to AAR.	19-Oct-12	The room finishes for Rooms 106 and 109 were discussed with Peter Gianuzzi on site and has been implemented into the finished building.	19-Oct-12
15	16-Jul-12	Epoxy Floor Colour	20-Jul-12	grc / CP	Discuss and agree upon a colour and shade and respond to AAR.	19-Jul-12	The color for the epoxy floor coating at Wyper Road is to be the color Grey. This choice of color and shade was discussed and agreed upon between grc (Patrick Dubuc) and Caspian (Peter Gianuzzi) last week and re-confirmed with Caspian yesterday (July 18) by grc.	19-Jul-12
16	19-Jul-12	Operator Work Station, Humidistat, SS Sinks	19-Jul-12	WPS / grc	Review and respond to AAR.	19-Jul-12	Mechanical Response 1a. OWS located on N. wall of mech. Room is acceptable. 1b. Humidistat to be located in open office area, adjacent thermostat, east wall of instructor area (see sketch). 2. No.2 side by side sinks in the gun cleaning room is acceptable. Please note that the 2 stainless steel sink option is preferred by WPS and the distance between the 2 sinks is to be 600mm. We understand that the double sink option may still be used if it is a delivery issue that would affect completion date of the Wyper Road facility as schedule is paramount.	19-Jul-12
17	25-Jul-12	Cargo Trailer Alternate Dimension	27-Jul-12	WPS	Review and respond to AAR.	25-Jul-12	WPS has reviewed the optional sized cargo trailer and wishes to remain with the 7' x 12' trailer, double axel as specified in S #10, rev1.	25-Jul-12
18	25-Jul-12	Relocate Access Hatch	27-Jul-12	WPS	Review and respond to AAR.	25-Jul-12	The re-location of the access hatch to room 117, Target Prep Room was reviewed on site and by WPS and is acceptable.	25-Jul-12
19	31-Jul-12	Relocation of Exterior Lighting	1-Aug-12	Nova3	Review and respond to AAR.	31-Jul-12	Reviewed the attached RFI and the relocation of the post mounted luminaires appears acceptable. Please advise McCaine to proceed with locating the luminaires at the new locations indicated on their sketch.	31-Jul-12
20	17-Aug-12	Exterior Signage	17-Jul-12	grc / WPS	The locations for the exterior signage will have to be reviewed by Patrick Dubuc with WPS.	19-Oct-12	The issue with the exterior signage has been resolved by WPS with Manitoba Highway signs regulations and signage has been installed as per specifications.	19-Oct-12
21	23-Aug-12	Miscellaneous Range Questions	23-Aug-12	grc / WPS	grc (Patrick) will coordinate with WPS the attendees for the training session.	15-Nov-12	Training is complete.	15-Nov-12

5368-00 WPSHQ - Wyper Road RFI Log

RFI #	Date of Issue	Subject	Date Required	Assigned To	Action Required	Date of Response	Response	Date Closed
22	23-Aug-12	Target Equipment Training	24-Aug-12	WPS	WPS will review and provide you with a list of attendees for the Target Equipment Training. We understand that this has been delayed until the week of September 4 due to the lack of an occupancy permit.	4-Sep-12	This has been completed already, see attached.	4-Sep-12
23	31-Aug-12	Mechanical and Electrical Systems Training	31-Aug-12	WPS	WPS will review and coordinate with Peter Gianuzzi as to who will be attending the M & E systems training session on September 4.	1-Sep-12	It is our understanding that this has been coordinated with Peter G, based on the emails received on August 31.	1-Sep-12
24	4-Sep-12	Furniture Colour Selection	5-Sep-12	WPS	WPS will review and respond to AAR.	4-Sep-12	Please see attached and close formally, thanks.	4-Sep-12
25	13-Sep-12	Locker Quantity and Numbering Sequence	14-Sep-12	grc / WPS	grc will review with WPS and confirm the quantity of lockers and numbering sequence.	24-Sep-12	The number of lockers required are 8 for the men and 2 for the women's locker rooms. Lockers to be numbered sequentially from 1 to 10	24-Sep-12
26	14-Sep-12	IP Address for Building Controller	21-Sep-12	WPS	WPS will review with their IT personnel and provide the IP address for the building controller.			

5368-00 WPSHQ - SI Log

SI #	Date of Issue	Title	Corresponding SI #	Reason	Initiate By	Issued By
001	9-Mar-12	Response to HQ RFI 5	HQ RFI 5	Clarification	Nova3	AAR
002	9-Mar-12	UPS Run Time	N/A	Clarification	Client (WPS)	AAR
03	4-May-12	Target Systems - Action Target Option	N/A	Category 6 - Co-ordination Items	Client (WPS)	AAR
04	26-May-12	Wyper Road Exterior Shooting Range - Ceiling Height Modifications	N/A	Category 6 - Co-ordination Items	Client (WPS)	AAR
05	26-May-12	Wyper Road Exterior Shooting Range - Finish Material Clarification	N/A	Category 6 - Co-ordination Items	Client (WPS)	AAR
06	4-Jun-12	Wyper Road Exterior Shooting Range - Data Drop Clarification	N/A	Category 6 - Co-ordination Items	Client (WPS)	AAR
07	8-Jun-12	Wyper Road Exterior Shooting Range - Ammo Vault Ceiling Clarification	N/A	Category 6 - Co-ordination Items	Client (WPS)	AAR
08	17-Jun-12	HQ - P2 Level - Modifications to Washroom Layout - Relocated Plans Room	N/A	Category 6 - Co-ordination Items	Client (WPS)	AAR
09	19-Jun-12	Wyper Road - Observation Tower Size	N/A	Category 6 - Co-ordination Items	Client (WPS)	AAR
10	19-Jun-12	Wyper Road - Exterior Storage Shed	N/A	Category 6 - Co-ordination Items	Client (WPS)	AAR
10 R-1	19-Jul-12	Wyper Road - Exterior Storage Shed	N/A	Category 6 - Co-ordination Items	Client (WPS)	AAR
11	19-Jun-12	Wyper Road - Keying Schedule	N/A	Category 6 - Co-ordination Items	Client (WPS)	AAR
12	20-Mar-12	HQ - Exterior Alteration Permit	HQ-GRC_SI-001	Category 6 - Co-ordination Items	Caspian	AAR
13	2-May-12	HQ - Interior Alteration Permit	HQ-GRC_SI-002	Category 6 - Co-ordination Items	Caspian	AAR
14	4-May-12	W - Issued for Construction	Wyper-GRC_SI-001	Category 6 - Co-ordination Items	Design Team	AAR
15	16-May-12	W - Walltypes / Ceiling Updates	Wyper-GRC_SI-002	Category 6 - Co-ordination Items	Contractor	AAR
16	31-May-12	HQ - Level P2 Dimensioning	HQ-GRC_SI-003	Category 6 - Co-ordination Items	Caspian	AAR
17	15-Jun-12	HQ - Issued for Building Permit	HQ-GRC_SI-004	Category 6 - Co-ordination Items	Consultants	AAR
18	28-Jun-12	HQ - South Elevation Louvers	HQ-GRC_SI-005	Category 6 - Co-ordination Items	Consultants	AAR
19	6-Jul-12	HQ - East / South Elevations	N/A	Category 6 - Co-ordination Items	Client (WPS)	AAR
20	7-Jul-12	HQ - Raised Flooring	N/A	Category 6 - Co-ordination Items	Client (WPS)	AAR
21	8-Jul-12	Wyper Road - Extent of Fence at Borough Pit	N/A	Category 6 - Co-ordination Items	Client (WPS)	AAR
22	12-Jul-12	HQ - Emergency Power Priority Sequence	Nova3 Engineering Memo – July 7, 2012	Category 6 - Co-ordination Items	Client (WPS)	AAR
23	20-Jul-12	HQ - Video and Audio Conferencing Requirements	N/A	Category 6 - Co-ordination Items	Client (WPS)	AAR
24	20-Jul-12	HQ - Central Equipment Issue - BCGA32	N/A	Category 6 - Co-ordination Items	Client (WPS)	AAR
25	20-Jul-12	HQ - Media Room Connections	N/A	Category 6 - Co-ordination Items	Client (WPS)	AAR
26	20-Jul-12	Wyper Road - Shooting Post Design	N/A	Category 6 - Co-ordination Items	Client (WPS)	AAR
27	23-Jul-12	HQ - Data & Power Requirements	N/A	Category 6 - Co-ordination Items	Client (WPS)	AAR
28	24-Jul-12	HQ - Issued for Construction	HQ-GRC_SI-006	Category 6 - Co-ordination Items & Category 7 - Code & Authorities	Consultants	AAR
29	24-Jul-12	W - Issued for Building Permit	Wyper-GRC_SI-003	Category 7 - Code & Authorities	Authorities	AAR
30	25-Jul-12	Wyper Road - Mechanical Commissioning Summary	Nova3 Memo – Commissioning Agent Meeting #1 Nova3 Memo - Consultant Meeting #1	Category 6 - Co-ordination Items	Client (WPS)	AAR
31	31-Jul-12	Wyper Road - Control Room No.128 - Flooring Finish	N/A	Category 6 - Co-ordination Items	Client (WPS)	AAR
32	31-Jul-12	Wyper Road -Target System Additional Requirement	N/A	Category 6 - Co-ordination Items	Client (WPS)	AAR
33	31-Jul-12	Wyper Road - Furniture Requirement	N/A	Category 6 - Co-ordination Items	Client (WPS)	AAR
34	2-Aug-12	HQ - Structural Revisions Main, Level 2 & 4	N/A	Category 6 - Co-ordination Items	Consultants	AAR
35	8-Aug-12	Wyper Road - Ammunition Storage Door Plating	N/A	Category 6 - Co-ordination Items	Client (WPS)	AAR
36	8-Aug-12	Wyper Road - Stainless Steel Corner Guards	N/A	Category 6 - Co-ordination Items	Client (WPS)	AAR
37	8-Aug-12	Wyper Road - Women's Washroom Vanity Counter	N/A	Category 6 - Co-ordination Items	Client (WPS)	AAR
38	20-Aug-12	Wyper Road - Emergency Lighting & Armory Receptacle Revisions	Nova3 – PCN 03	Category 6 - Co-ordination Items	Client (WPS)	AAR
39	27-Sep-12	HQ Building - P2 level – Demolition Modifications	N/A	Category 6 - Co-ordination Items	Client (WPS)	AAR
40	27-Sep-12	HQ Building - Fifth Floor Door Schedule	HQ-GRC_SI-007	Category 6 - Co-ordination Items	Client (WPS)	AAR
40 R-1	30-Sep-12	HQ Building - Fifth Floor Door Schedule	HQ-GRC_SI-007	Category 6 - Co-ordination Items	Client (WPS)	AAR
41	30-Sep-12	HQ Building - Granite Colour Selection	N/A	Category 6 - Co-ordination Items	Client (WPS)	AAR
42	1-Oct-12	HQ Building - Revised Door Framing Between Grid Line 7 & 7.3	N/A	Category 6 - Co-ordination Items	Client (WPS)	AAR
43	3-Oct-12	HQ - 5th Floor Plan and Reflected Ceiling Plan - Updates	HQ-GRC_SI-008	Category 6 - Co-ordination Items	Consultants	AAR
44	16-Oct-12	HQ Building - P2 Level Door Schedule	HQ-GRC_SI-009	Category 6 - Co-ordination Items	Client (WPS)	AAR

5368-00 WPSHQ - SI Log

SI #	Date of Issue	Title	Corresponding SI #	Reason	Initiate By	Issued By
45	19-Oct-12	HQ Building - Access Flooring Extent	HQ-GRC_SI-009	Category 6 - Co-ordination Items	Client (WPS)	AAR
46	19-Oct-12	HQ Building - Wood Blocking at Sun Shades	HQ-GRC_SI-010	Category 6 - Co-ordination Items	Client (WPS)	AAR
47	19-Oct-12	HQ Building - Motorized Blinds	HQ-GRC_SI-011	Category 6 - Co-ordination Items	Client (WPS)	AAR
48	22-Oct-12	HQ - Revised Single Line Diagrams	N3E - SI #002	Category 6 - Co-ordination Items	Client (WPS)	AAR
49	23-Oct-12	HQ - Encroachment Permit & UDAC Application	HQ-GRC_SI-013	Category 7 - Code & Authorities	Consultants	AAR
50	26-Oct-12	HQ - Revised 5th Floor South – Sanitary & Waste	N3M - SI #002	Category 6 - Co-ordination Items	Client (WPS)	AAR
51	29-Oct-12	HQ - General Power Revisions	N3E - SI #003	Category 6 - Co-ordination Items	Client (WPS)	AAR
52	1-Nov-12	HQ Building - 4th Floor Level Door Schedule	HQ-GRC_SI-014	Category 6 - Co-ordination Items	Client (WPS)	AAR
53	1-Nov-12	HQ - Floor Plans - Floor P2 North, Floor 5 North & South	HQ-GRC_SI-015	Category 6 - Co-ordination Items	Consultants	AAR
54	8-Nov-12	HQ Building - Height of Electrical Wall Outlets	N/A	Category 6 - Co-ordination Items	Client (WPS)	AAR
55	9-Nov-12	HQ - General Electrical Revisions	N3E - SI #004	Category 6 - Co-ordination Items	Client (WPS)	AAR
56	9-Nov-12	HQ - Revised High Voltage Single Line Risers	N3E - SI #005	Category 6 - Co-ordination Items	Client (WPS)	AAR
57	13-Nov-12	HQ - Updated Raised Floor - Levels 3 & 5	N/A	Category 6 - Co-ordination Items	Client (WPS)	AAR
58	13-Nov-12	HQ - 3rd Floor - CPU Enlarged Floor Plans	HQ-GRC_SI-016	Category 6 - Co-ordination Items	Consultants	AAR
59	13-Nov-12	HQ - 5th Floor - Furniture Plans	HQ-GRC_SI-017	Category 6 - Co-ordination Items	Consultants	AAR
60	14-Nov-12	HQ - Re-Heat Coil Pumps, RHCP-1 to RHCP-17	N3E - SI #006	Category 6 - Co-ordination Items	Client (WPS)	AAR
61	16-Nov-12	HQ - 6th Floor South - Stairs 19 & 20	HQ-GRC_SI-018	Category 6 - Co-ordination Items	Consultants	AAR
62	19-Nov-12	HQ – Revised 5th Floor HVAC – Thermostat Locations	N/A	Category 6 - Co-ordination Items	Client (WPS)	AAR
63	22-Nov-12	HQ – Mechanical & Electrical Specifications	N/A	Category 6 - Co-ordination Items	Client (WPS)	AAR
64	23-Nov-12	HQ - 4th Floor - Plans & Women's Washroom	HQ-GRC_SI-019	Category 5 - Design	Client (WPS)	AAR
65	23-Nov-12	HQ - 3th Floor - Plans	HQ-GRC_SI-020	Category 5 - Design	Client (WPS)	AAR
65 R-1	27-Nov-12	HQ - 3th Floor - Plans	HQ-GRC_SI-020 R1	Category 5 - Design	Client (WPS)	AAR
66	26-Nov-12	HQ Building – Modifications to CPU Detention Grade Requirements	HQ-GRC_SI-021	Category 6 - Co-ordination Items	Client (WPS)	AAR
67	26-Nov-12	HQ Building – Door Schedule – Level 2, 6, & 7th	HQ-GRC_SI-022	Category 6 - Co-ordination Items	Client (WPS)	AAR
68	26-Nov-12	HQ Building – Door Schedule – 3rd Floor Level	HQ-GRC_SI-023	Category 6 - Co-ordination Items	Client (WPS)	AAR
69	29-Nov-12	HQ – Electrical Revisions – Interview Rooms	N3E - SI #008	Category 6 - Co-ordination Items	Client (WPS)	AAR
70	30-Nov-12	HQ Building – Door #5554 – Door Location Adjustment	HQ-GRC_SI-025	Category 6 - Co-ordination Items	Client (WPS)	AAR
71	30-Nov-12	HQ – Door Hardware – Card Reader Modifications	HQ-GRC_SI-024	Category 6 - Co-ordination Items	Client (WPS)	AAR
72	4-Dec-12	5th Floor - Millwork	HQ-GRC_SI-026	Category 6 - Co-ordination Items	Client (WPS)	AAR
73	3-Dec-12	HQ – 5th Floor South Baseboard Heater and Electrical Revisions	N3E - SI #009	Category 6 - Co-ordination Items	Client (WPS)	AAR
74	3-Dec-12	HQ – Smoke Exhaust Fans	N3E - SI #010 / N3M - SI #005	Category 6 - Co-ordination Items	Client (WPS)	AAR
75	6-Dec-12	HQ Building - Interview Room & Consultation Room Microphone & Camera	HQ-GRC_SI-027	Category 6 - Co-ordination Items	Client (WPS)	AAR
76	11-Dec-12	HQ - 3rd & Fourth Floor - Furniture	HQ-GRC_SI-028	Category 6 - Co-ordination Items	Consultants	AAR
77	12-Dec-12	HQ Building - Relocation of Breathalyzer Rooms Location	HQ-GRC_SI-029	Category 6 - Co-ordination Items	Client (WPS)	AAR
78	12-Dec-12	HQ - Level P2 - Door Schedule	HQ-GRC_SI-030	Category 6 - Co-ordination Items	Consultants	AAR
78 R-1	13-Dec-12	HQ - Level P2 - Door Schedule	HQ-GRC_SI-030R1	Category 6 - Co-ordination Items	Consultants	AAR
79	14-Dec-12	HQ Building – Interview Room & Consultation Room Microphone & Camera Location	N3M - SI #006	Category 6 - Co-ordination Items	Client (WPS)	AAR
80	18-Dec-12	HQ - Main Floor - Mechanical Mezzanine	HQ-GRC_SI-031 / SSI-1R / N3M - SI #004 / N3E - SI #012	Category 6 - Co-ordination Items	Consultants	AAR



Winnipeg Police Headquarters Owner's Meeting No. 23



Date of Meeting: January 8, 2013

Meeting Location: Caspian Boardroom, 5th Floor, 266 Graham

Name	Initials	Company	Initials	Present	Copied
Peter Chang	PC	Adjeleian Allen Rubeli Ltd.	AAR	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Patrick Dubuc	PD	GRC Architects	GRC	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Peter Rankin	PR	GRC Architects	GRC	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Ossama AbouZeid	OA	Dunmore Corporation	DC	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Randy Benoit	RB	Winnipeg Police Service	WPS	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Henry Hagenars	HH	Winnipeg Police Service	WPS	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Ari Berdesis	AB	Winnipeg Police Service	WPS	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Armik Babakhanians	ABa	Caspian Projects	CP	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Shaun Babakhanians	SB	Caspian Projects	CP	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Peter Giannuzzi	PG	Caspian Projects	CP	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Pam Anderson	PA	Caspian Projects	CP	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Andrew Edge	AE	Caspian Projects	CP	<input type="checkbox"/>	<input checked="" type="checkbox"/>
John Guenther	JG	Nova3	N3	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Vic Thielman	VT	Nova3	N3	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Tony Mitousis	TM	Nova3	N3	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Dan Wolfrom	DW	Wolfrom Engineering	WE	<input type="checkbox"/>	<input checked="" type="checkbox"/>

Meeting Minutes

4.8 EXISTING TOWER TENANTS

- CP expressed concern with timing of relocation of tenants.
- Storage space at P1 needs to be cleared out. SB stated this will affect schedule.
- SB to review and provide report. (Include cost and schedule implications)
- RB indicated there is confusion as to when space has to be vacated.
- May 31, 2012 is agreed upon date.
- CP agreed to give them until June 2, 2012 to move out.

- Optometrist; his space must be vacated ASAP - schedule impact.
- WPS to review with Bob Down. CP to review if they can do this project under their building permit number.
- PG to provide Dr. Lecker floor plans and letter of impact on schedule.
- Approximate construction time is 3 months for construction of new office.
- Affects permit issue.
- ABa met with Bob Downs.
- Possibility of WPS to vacate site office. Grid move Dr. Lecker into space to be reviewed with City.
- OA/RB to review options with City.
- CP issued delay notice to OA.
- Dr. Lecker office proposed to move into cadet space.
- Police cadets meeting with Winnipeg PP & D.
- CP to deal directly with the City of Winnipeg to resolve (PP&D).
- CP to renovate space to suit Dr. Lecker.
- CP to notify WPS for commencement date and duration.
- CP received plans to modify space adjacent to WPS on 2nd Floor in order to receive the Cadets. CP nor the City have yet to receive plans to modify the present space occupied by the Cadets into Dr. Lecker's new office.
- CP began work in the future Cadet space and will advise WPS when this space will be ready for takeover.
- Phase I estimated Monday, September 17, 2012 for cadets to start moving in. PG to confirm with Rob Murray.
- Phase II to start other half.
- 4.8.16 • PG contacted John Zabudney regarding locker re-location. RB confirmed that it was done September 24, 2012.
- 4.8.16 • Cadets to move into vacated "locker" area.
- 4.8.16 • RB to contact John Zabudney regarding progress of Dr. Lecker relocation.
- 4.8.17 • ABa called Bob Downs; issue with permit drawings from Dr. Lecker's architect.
- 4.8.17 • CP confirmed that permit received for renovation of new space.
- 4.8.17 • Cooper Architects were to provide drawings for Dr. Lecker's new space to CP for construction.
- 4.8.17 • CP awaiting drawings for pricing.
- 4.8.18 • CP received drawings. Modifications required to suit exiting.
- 4.8.18 • Permit received, subject to revised exiting.
- 4.8.18 • Asbestos removal in progress.
- 4.8.18 • ABa anticipates no progress until early 2013.
- 4.8.19 • Permit issued by City subject to resolution of fire exiting.
- 4.8.19 • Dr. Lecker reviewing new layout drawings.
- 4.8.20 • Exiting still needs to be addressed.
- 4.8.21 • CP to address with Judy Jeske.
- 4.8.21 • RB to contact John Zabudney regarding contracting issues.
- 4.8.22 • OA requires 3 prices to do the work. CP has provided price.
- 4.8.22 • Work is charged to project, but not GMP.
- 4.8.22 • Schedule required.
- 4.8.23 • **Additional prices being reviewed by Bob Downs.**
- 4.8.23 • **CP awaiting instructions from City of Winnipeg.**
- 4.8.23 • **CP filing delay claim due to this issue.**
- 4.8.23 • **RB to review with City of Winnipeg (Jason Ruby).**

Action: CP / RB

6.4

POLICE SIGNAGE

- Winnipeg Police HQ sign on pedestals and/or on building face.
 - John Sellers (hired by City of Winnipeg through CP) presented options. Will be revisited.
 - CP to provide proposals from John Sellers to AAR/OA/RB.
 - GRC issued proposal to RB for their review.
 - If mounted on curtain wall, CP requires input ASAP.
 - UDAQ approval may be required.
 - Decision urgently required as east elevations are under construction.
 - RB to advise.
 - Met with UDAC (Lee Caldwell) June 18, 2012.
 - Pillar signage preferred, opposed by Lee Caldwell.
 - GRC to prepare presentation of pillars (reduced size).
 - GRC presented pillar signage to RB.
 - RB presented to City.
 - Exterior signage on building not an option.
 - CP to proceed with buildings cladding with no signage.
 - RB provided design to UDAC.
 - UDAC approved 14'-0" high signage as presented by GRC.
 - Way finding signs to be English, Braille included.
 - GRC to prepare sign design package.
 - GRC is working on this package, item carried.
 - CP to review and price electrical requirement. To be reviewed under cash allowance.
- 6.4.16 • GRC will have plans/scheme for WPS review by Friday.
- 6.4.16 • CP to confirm that rough-ins and feeds are included in electrical price.
- 6.4.17 • GRC issued October 4, 2012.
- 6.4.17 • WPS to review internally.
- 6.4.17 • GRC needs comments back by October 16, 2012 at the latest.
- 6.4.17 • AAR to apply for permits week of October 22, 2012.
- 6.4.18 • Permit application made on October 22, 2012 for encroachment and UDAC.
- 6.4.19 • GRC provided supplementary info week of October 29, 2012.
- 6.4.21 • CCN required for electrical/structural.
- 6.4.22 • Design required from Nova3/GRC.
- 6.4.23 • **GRC to coordinate with Nova3 and Wolfrom.**

Action: AAR / GRC

8.2

SCHEDULE FOR HQ

- Building permit delayed to June 15, 2012.
- CP requested time to review contract documents/drawings.
- CP to advise of potential delays as required.
- OA wants delay issues identified immediately so that WPS can address sooner rather than later.
- ABa to meet with OA and RB separately after meeting.
- To be reviewed in July, with recovery plan.
- OA wishes to re-visit in September after building is enclosed.
- CP to provide revised schedule after review of IFC drawings.
- In progress, CP to provide update next meeting.
- AAR/GRC to meet with CP sub-trades to review.
- Electrical drawings (power) not yet delivered, expected by end of the day.

- Electrical drawings not yet ready, expected by September 14, 2012; preliminary copy may be ready prior to this date for WPS review. Copy of WPS marked up drawings were returned to WPS as requested.
- On target for September 14, 2012.
- 8.2.16 • Drawings issued on September 18, 2012 and distributed.
- 8.2.16 • Specs being reviewed by Wes-Man and McCaine. Printing/distribution to proceed after approval.
- 8.2.17 • CP trades still working with Nova3 for review.
- 8.2.18 • AAR to review with Nova3.
- 8.2.19 • Meeting to be held with Nova3 and McCaine on November 6, 2012.
- 8.2.19 • Layout of server room to be addressed.
- 8.2.20 • Layout of server room received November 19, 2012.
- 8.2.20 • WPS to review with Nova3.
- 8.2.21 • SI 070 was issued November 30, 2012.
- 8.2.21 • CP requested 12'6" ceiling; GRC to review and issue SI.

Action: GRC / AAR

10.1

H.Q. ELEVATORS

- CPU elevators.
- Require pit depth less than 300mm otherwise WPS loses space in Level P1.
- "CCN" was issued by Aecom and priced by CP. OA to review history of documentation.
- GRC /AAR working with WPS to review layout of forensic lab storage space to suit elevator pit.
- Layout has been resolved with WPS and is on IFC drawings.
- WPS required 2nd elevator.
- AAR to issue CCN (issued August 1, 2012).
- CP to price. Still awaiting quote as of August 21st 2012.
- CP to submit complete quote. ABa stated that price for the elevator only is approximately \$220,000; CP awaiting quotes from other trades to finalize their submission.
- 10.1.16 • Awaiting quote from CP.
- 10.1.17/18 • Quote from Kone received; \$214,000.00. Electrical pricing required.
- 10.1.17/18 • CP to provide final cost; AAR to review.
- 10.1.18 • Elevator to be similar to specified CPU elevator.
- 10.1.18 • CCN #10 received on October 24, 2012.
- 10.1.18 • AAR/GRC to review.
- 10.1.19 • AAR/GRC reviewed and provided recommendations to OA.
- 10.1.19 • OA to review.
- 10.1.19/20 • CP requires answer by November 30, 2012 to avoid delays.
- 10.1.21 • CP advised to proceed with CCN #010.
- 10.1.21 • AAR to issue CO. **(Change order CO #10 issued January 11)**

Action: OA / WPS

14.2

WYPER ROAD LANDSCAPING

- Drawings call for trees and shrubs which have yet to be installed. CP noted that this work may represent a "Value Engineering" amount; to be discussed with OA.
- CP to issue quote.
- GRC /AAR to review with OA.

- 14.2.16 • CP to provide cost breakdown for AAR review/recommendations.
- 14.2.18/19 • WPS requested trees to remain. (planting/decision delayed to spring 2012)
- 14.2.18 • SOD required for shot gun range.
- 14.2.18 • OA looking for ± \$20,000.00 savings.
- 14.2.18 • \$255,000.00 budget.
- 14.2.18 • AMEC preliminary report (April 20, 2012) received from CP.
- 14.2.18 • Final AMEC report and recommendations required.
- 14.2.19 • OA authorized CP to proceed with Jeo-Gute, subject to AMEC report.
- 14.2.19 • Hydro seeding to proceed once weather cooperates.
- 14.2.20 • Hydro seeding for berms completed.
- 14.2.20 • Jeo-Gute to be installed in spring.
- 14.2.21 • Final AMEC report still required.
- 14.2.22 • CP assures WPS that work is under warranty; report will be forwarded in the new year.

Action: CP

15.1 WYPER ROAD – FIRE HYDRANT AND RETENTION POND

- Genivar (Ian McKinnon) reviewed function of retention ponds.
- Retention pond must be monitored and maintained (as required during droughts) as pond is used for fire hydrant.
- Genivar to provide design summary and maintenance program to be included in O & M manuals.
- 15.1.16 • O & M manuals to be delivered before the end of the week.
- 15.1.17 • Waiting for as-builts/record drawings from AAR design team.
- 15.1.17 • To be on SharePoint site and reviewed by AAR team.
- 15.1.18 • GRC/AAR to put “As-Builts” on CD and forward to RB.
- 15.1.19 • Record drawings to be completed.
- 15.1.20 • Conduit for future use in target range to be noted.
- 15.1.22 • GRC will be providing revised drawings with all SIs for CP to mark-up with as-built conditions.
- 15.1.23 • **GRC to forward to CP this week.**

Action: CP / GRC

15.5 GENSET LOAD BANK

- WPS to review with OA on “additional cost” load bank (Not part of POR).
- 15.5.17 • McCaine quoted cost of ± \$180,000.00.
- 15.5.18 • Vic Thielman to review with CP.
- 15.5.19/22 • Nova3 to provide report. (Report issued)
- 15.5.22 • CP to provide cost of load bank and gensets for OA to review.
- 15.5.23 • **CP advised that new gensets have been designed for load bank.**
- 15.5.23 • **If load bank is not provided, cost required for rewiring of gensets.**
- 15.5.23 • **CP to provide costs.**

Action: CP / AAR / Nova3

15.6 DESIGN DOCUMENTS

- Aba expressed concern with delivery of 100% design documents.
- M & E in relatively good shape, pending delivery on September 14, 2012.

- Architectural is lagging and affecting construction. AAR advised that changes are beyond design team control and affect all disciplines.
- Meeting to be held with OA/WPS/AAR/GRC to review.
- 15.6.17 • All drawings to be frozen as of Friday, October 19, 2012. Include fourth floor changes from WPS.
- 15.6.17 • WPS to provide final fourth floor drawings.
- 15.6.17 • Furniture layout required by McCaine. RFI HQ 72 to be responded to by October 19, 2012.
- 15.6.18 • Fourth floor drawings to be issued October 26, 2012.
- 15.6.18 • CP stated third floor required in conjunction with fourth floor.
- 15.6.18 • Windows required for Division 31 space on fourth floor. GRC to issue SI after review with WPS.
- 15.6.18 • GRC to review furniture deadline with CGB (November 5, 2012 tentative date).
- 15.6.19 • ACAD drawings for 5th floor to be issued November 13, 2012.
- 15.6.19 • AAR to advise GRC/CGB to proceed with work on rest of building.
- 15.6.20 • Authorization to proceed with levels 3 and 4.
- 15.6.20 • Delivery of levels 3 and 4 December 10, 2012.
- 15.6.21 • CJB to use existing furniture.
- 15.6.22 • CJB proceeding with furniture layouts for levels P2 to level 2.
- 15.6.22 • **Finalized furniture package with regard to electrical required by end of January.**

Action: GRC / WPS

16.2 DEFICIENCIES AT WYPER ROAD

- AB and PG to review and resolve.
- PA to start database for warranty issues.
- 16.2.17 • Roof shingles on shed to be changed to metal lining.
- 16.2.17 • GRC to provide shower curtain spec.
- 16.2.17 • Hydro seeding may proceed depending on weather.
- 16.2.17/18 • Target system deficiencies to be addressed by CP
 - OA requested that CP notify Action Target officially.
 - Action providing remedial details.
 - WPS and GRC will review and provide deficiency list.
- 16.2.18 • Target deficiencies to be reviewed.
- 16.2.18 • GRC sent revised "Deficiency" report October 23, 2012.
- 16.2.19 • OA agreed to Action Target proposal to replace 18 targets and fix the remaining 18 as long as warranty is maintained.
- 16.2.20 • Action Target to replace all 36 targets.
- 16.2.20 • To be installed early January 2012.
- 16.2.21 • To be reviewed on site once new targets are all installed.
- 16.2.23 • **Action Target advised CP that new targets have been shipped.**
- 16.2.23 • **CP to confirm date and advise WPS so that it can be coordinated with users.**

Action: WPS / CP

17.1 MUSEUM LAYOUT

- Under review with GRC.
- GRC to meet with WPS to review.
- 17.1.19 • HH met with WPS.
- 17.1.19/20 • GRC to meet with WPS.
- GRC requires confirmation from CP that enunciator room is relocated.

- 17.1.21/22 • Annunciator room to be relocated.
- 17.1.22 • GRC to meet with WPS this week.
- 17.1.23 • **GRC to have someone on site for 1 week to coordinate with WPS.**

Action: GRC / WPS / CP

19.5 HOLDING CELL DOORS

- Electric doors not required.
- ± \$1,500.00 to \$1,600/door extra.
- Electrical rough-in for future (ROM = \$82,000.00)
- Manual doors as per POR.
- Subsequent to meeting, WPS requested AAR/GRC issue CCN for pricing.
- 19.5.20 • CCN received from CP, \$179,694.90 (November 9, 2012).
- 19.5.20 • OA provided direction to CP to not proceed with ordering frames only (± \$42,000).
- 19.5.20/21 • AAR to issue CCN for electric holding cell doors. (CCN #014 issued December 1, 2012)
- 19.5.21 • Nova3 to add electrical requirements to CCN for CP to price.
- 19.5.21 • Door frames have been ordered.
- 19.5.23 • **Door frames are on site.**
- 19.5.23 • **Nova3 issued SI; GRC to issue revised CCN (CCN 14-R1 issued January 9, 2013)**
- 19.5.23 • **Nova3 met with McCaine January 7, 2013 to review electrical requirements.**

Action: GRC

19.9 NEWS LABS

- ABa requires clarification as to which ones require “explosion proofing”.
- GRC to review with WPS.
- 19.9.20 • CP proceeding with “non-explosion” proof design unless otherwise directed.
- 19.9.21 • Chemical lab to be explosion proof.
- 19.9.21 • SI required from Nova3.
- 19.9.23 • **To be issued January 14, 2013 at the latest.**

Action: Nova3 / AAR

20.4 BULLETPROOF GLASS – 5TH FLOOR

- GRC working on details/options with WPS.
- Bulletproof type 4 glazing required.
- 20.4.22 • GRC provided design to CP for review and pricing.

Action: Closed

20.5 RAISED FLOOR

- GRC requires sample of flooring.
- 20.5.23 • **Cut sheets to be provided with shop drawings.**
- 20.5.23 • **WPS needs to review materials available.**

Action: CP

20.6 PUMP STATION - WYPER

- 20.6.20/22 • CP has stated that no special requirements to prevent freeze-up.
- 20.6.22 • CP to contact Genivar to confirm.

Action: CP

20.7 **LIGHT POLE TOLERANCES - WYPER**

- Certification required from CP (McCaine).
- 20.7.21 • Under warranty.
- 20.7.22 • CP to review (in GRC deficiency report).
- 20.7.23 • **Contractor has proposed use of collar dampers.**

Action: CP

21.2 **POP ROOM AT LEVEL P1**

- GRC to review re-working of area to work around existing POP room.
- Alternative solutions required.
- 21.2.22 • GRC provided revised design for Evidence Control Room.
- 21.2.22 • WPS to review.
- 21.2.23 • **Redesign has been accepted by WPS.**
- 21.2.23 • **Slight modification required.**

Action: GRC

21.3 **SCHEDULE**

- CP requested that floor plans be frozen.
- OA stated that all future changes be treated as PCN.

Action: GRC

22.1 **AIRLOCK IN BIOCHEM LAB**

- Level 3 rooms require airlocks.

Action: GRC

22.2 **FLOOR DRAINS FOR CPU**

- No floor drains in holding cells.
- Drains preferred in corridor between cells.
- WPS to review.
- 22.2.23 • **WPS agreed to have drains in corners of cells away from swing of door, opposite of benches.**

Action: WPS / GRC

22.3 **SECURITY INTEGRATOR**

- OA questioned who will be the security integrator now that McCaine is off the project.
- CP to review (3-phase???).
- 22.3.23 • **McCaine has been reinstated by CP**

Action: Closed

22.4 **STREET LIGHTS**

- Relocation of light standards.
- OA was informed by the City of Winnipeg that it is under the responsibility of CP to relocate.

- CP disagrees and will respond.

Action: Closed

22.5 **COLOUR BOARD**

- GRC to provide revised colour for WPS review.
- GRC to present.
- 22.5.23 • **January 25, 2013 target date.**
- 22.5.23 • **Presentation day to be confirmed.**

Action: GRC

22.6 **MAIN LOBBY**

- GRC issued preliminary design for CP/WPS review and comments.
- 22.6.23 • **Comments to GRC to be forwarded.**
- 22.6.23 • **Concerns with ceiling appearance and dark columns.**

Action: WPS / CP

23.1 **WPS OFFICE**

- With close of exit due to removal of escalators.
- Does not meet code.

Action: GRC / WPS

23.2 **MILL WORK**

- AB reviewing mill work.
- CP requested finalized mill work ASAP

Action: WPS

23.3 **COMMISSIONING REPORT**

- AAR to forward copy to CP (copy sent on January 10, 2013)
- Revised report being prepared by I.D.I.
- Nova3 to provide comment on first report.

Action: AAR

23.4 **WYPER ROAD - WATER TANKS**

- CP to review with Wes-Man.
- Does not appear to be a leak in tanks, Wes-Man to be on site tomorrow to review.

Action: CP

NEXT MEETING

- Next meeting will be on **Tuesday, January 22, 2013** from **9am to 10:30am**.
- **All meetings will be from 9am to 10:30am**
 - **Tuesday, February 5, 2013**
 - **Tuesday, February 19, 2013**
 - **Tuesday, March 5, 2013**
 - **Tuesday, March 19, 2013**
- Owner's Meeting to be held bi-weekly until further notice.

Action: All / AAR

Supplemental

S1.2

BUILDING PERMIT STATUS

- Structural Permit - May 2, 2012
 - Receipt received.
- S1.2.18 ○ Structural Permit to be approved by October 26, 2012.
- S1.2.18 ○ CP to Pick-up.
- Building Permit - submitted June 15, 2012
 - 100% design complete and fully coordinated Architectural, Structural, Mechanical and Electrical drawings and specifications.
 - Follow-up meeting with City of Winnipeg (Sara Ciaflone) set-up for Wednesday, June 20, 2012.
 - Drawings re-submitted for Building Permit on July 24, 2012.
- S1.2.18 ○ Email confirmation received from City of Winnipeg (Sara Ciaflone) stating acceptance in principal with Morrison Hershfield Code Report.



Winnipeg Police Headquarters Owner's Meeting No. 24



Date of Meeting: January 22, 2013

Meeting Location: Caspian Boardroom, 5th Floor, 266 Graham

Name	Initials	Company	Initials	Present	Copied
Peter Chang	PC	Adjeleian Allen Rubeli Ltd.	AAR	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Patrick Dubuc	PD	GRC Architects	GRC	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Peter Rankin	PR	GRC Architects	GRC	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Ossama AbouZeid	OA	Dunmore Corporation	DC	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Randy Benoit	RB	Winnipeg Police Service	WPS	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Henry Hagenars	HH	Winnipeg Police Service	WPS	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Ari Berdesis	AB	Winnipeg Police Service	WPS	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Armik Babakhanians	ABa	Caspian Projects	CP	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Shaun Babakhanians	SB	Caspian Projects	CP	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Peter Giannuzzi	PG	Caspian Projects	CP	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Pam Anderson	PA	Caspian Projects	CP	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Andrew Edge	AE	Caspian Projects	CP	<input type="checkbox"/>	<input checked="" type="checkbox"/>
John Guenther	JG	Nova3	N3	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Vic Thielman	VT	Nova3	N3	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Tony Mitousis	TM	Nova3	N3	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Dan Wolfrom	DW	Wolfrom Engineering	WE	<input type="checkbox"/>	<input checked="" type="checkbox"/>

Meeting Minutes

4.8 EXISTING TOWER TENANTS

- CP expressed concern with timing of relocation of tenants.
- Storage space at P1 needs to be cleared out. SB stated this will affect schedule.
- SB to review and provide report. (Include cost and schedule implications)
- RB indicated there is confusion as to when space has to be vacated.
- May 31, 2012 is agreed upon date.
- CP agreed to give them until June 2, 2012 to move out.

- Optometrist; his space must be vacated ASAP - schedule impact.
- WPS to review with Bob Down. CP to review if they can do this project under their building permit number.
- PG to provide Dr. Lecker floor plans and letter of impact on schedule.
- Approximate construction time is 3 months for construction of new office.
- Affects permit issue.
- ABa met with Bob Downs.
- Possibility of WPS to vacate site office. Grid move Dr. Lecker into space to be reviewed with City.
- OA/RB to review options with City.
- CP issued delay notice to OA.
- Dr. Lecker office proposed to move into cadet space.
- Police cadets meeting with Winnipeg PP & D.
- CP to deal directly with the City of Winnipeg to resolve (PP&D).
- CP to renovate space to suit Dr. Lecker.
- CP to notify WPS for commencement date and duration.
- CP received plans to modify space adjacent to WPS on 2nd Floor in order to receive the Cadets. Neither CP nor the City has yet to receive plans to modify the present space occupied by the Cadets into Dr. Lecker's new office.
- CP began work in the future Cadet space and will advise WPS when this space will be ready for takeover.
- Phase I estimated Monday, September 17, 2012 for cadets to start moving in. PG to confirm with Rob Murray.
- Phase II to start other half.
- 4.8.16 • PG contacted John Zabudney regarding locker re-location. RB confirmed that it was done September 24, 2012.
- 4.8.16 • Cadets to move into vacated "locker" area.
- 4.8.16 • RB to contact John Zabudney regarding progress of Dr. Lecker relocation.
- 4.8.17 • ABa called Bob Downs; issue with permit drawings from Dr. Lecker's architect.
- 4.8.17 • CP confirmed that permit received for renovation of new space.
- 4.8.17 • Cooper Architects were to provide drawings for Dr. Lecker's new space to CP for construction.
- 4.8.17 • CP awaiting drawings for pricing.
- 4.8.18 • CP received drawings. Modifications required to suit exiting.
- 4.8.18 • Permit received, subject to revised exiting.
- 4.8.18 • Asbestos removal in progress.
- 4.8.18 • ABa anticipates no progress until early 2013.
- 4.8.19 • Permit issued by City subject to resolution of fire exiting.
- 4.8.19 • Dr. Lecker reviewing new layout drawings.
- 4.8.20 • Exiting still needs to be addressed.
- 4.8.21 • CP to address with Judy Jeske.
- 4.8.21 • RB to contact John Zabudney regarding contracting issues.
- 4.8.22 • OA requires 3 prices to do the work. CP has provided price.
- 4.8.22 • Work is charged to project, but not GMP.
- 4.8.22 • Schedule required.
- 4.8.23 • Additional prices being reviewed by Bob Downs.
- 4.8.23 • CP awaiting instructions from City of Winnipeg.
- 4.8.23 • CP filing delay claim due to this issue.
- 4.8.23 • RB to review with City of Winnipeg (Jason Ruby).
- 4.8.24 • **CP received notification from Bob Downs via OA to proceed.**

- 4.8.24 • **Delay notice pending from CP after review of work is done.**

Action: CP / RB

6.4 **POLICE SIGNAGE**

- Winnipeg Police HQ sign on pedestals and/or on building face.
 - John Sellers (hired by City of Winnipeg through CP) presented options. Will be revisited.
 - CP to provide proposals from John Sellers to AAR/OA/RB.
 - GRC issued proposal to RB for their review.
 - If mounted on curtain wall, CP requires input ASAP.
 - UDAQ approval may be required.
 - Decision urgently required as east elevations are under construction.
 - RB to advise.
 - Met with UDAC (Lee Caldwell) June 18, 2012.
 - Pillar signage preferred, opposed by Lee Caldwell.
 - GRC to prepare presentation of pillars (reduced size).
 - GRC presented pillar signage to RB.
 - RB presented to City.
 - Exterior signage on building not an option.
 - CP to proceed with buildings cladding with no signage.
 - RB provided design to UDAC.
 - UDAC approved 14'-0" high signage as presented by GRC.
 - Way finding signs to be English, Braille included.
 - GRC to prepare sign design package.
 - GRC is working on this package, item carried.
 - CP to review and price electrical requirement. To be reviewed under cash allowance.
- 6.4.16 • GRC will have plans/scheme for WPS review by Friday.
 - 6.4.16 • CP to confirm that rough-ins and feeds are included in electrical price.
 - 6.4.17 • GRC issued October 4, 2012.
 - 6.4.17 • WPS to review internally.
 - 6.4.17 • GRC needs comments back by October 16, 2012 at the latest.
 - 6.4.17 • AAR to apply for permits week of October 22, 2012.
 - 6.4.18 • Permit application made on October 22, 2012 for encroachment and UDAC.
 - 6.4.19 • GRC provided supplementary info week of October 29, 2012.
 - 6.4.21 • CCN required for electrical/structural.
 - 6.4.22 • Design required from Nova3/GRC.
 - 6.4.23 • GRC to coordinate with Nova3 and Wolfrom.

Action: AAR / GRC

8.2 **SCHEDULE FOR HQ**

- Building permit delayed to June 15, 2012.
- CP requested time to review contract documents/drawings.
- CP to advise of potential delays as required.
- OA wants delay issues identified immediately so that WPS can address sooner rather than later.
- ABa to meet with OA and RB separately after meeting.
- To be reviewed in July, with recovery plan.
- OA wishes to re-visit in September after building is enclosed.

- CP to provide revised schedule after review of IFC drawings.
- In progress, CP to provide update next meeting.
- AAR/GRC to meet with CP sub-trades to review.
- Electrical drawings (power) not yet delivered, expected by end of the day.
- Electrical drawings not yet ready, expected by September 14, 2012; preliminary copy may be ready prior to this date for WPS review. A copy of WPS marked up drawings was returned to WPS as requested.
- On target for September 14, 2012.
- 8.2.16 • Drawings issued on September 18, 2012 and distributed.
- 8.2.16 • Specs being reviewed by Wes-Man and McCaine. Printing/distribution to proceed after approval.
- 8.2.17 • CP trades still working with Nova3 for review.
- 8.2.18 • AAR to review with Nova3.
- 8.2.19 • Meeting to be held with Nova3 and McCaine on November 6, 2012.
- 8.2.19 • Layout of server room to be addressed.
- 8.2.20 • Layout of server room received November 19, 2012.
- 8.2.20 • WPS to review with Nova3.
- 8.2.21 • SI 070 was issued November 30, 2012.
- 8.2.21 • CP requested 12'6" ceiling; GRC to review and issue SI.

Action: Closed

10.1

H.Q. ELEVATORS

- CPU elevators.
- Require pit depth less than 300mm otherwise WPS loses space in Level P1.
- "CCN" was issued by Aecom and priced by CP. OA to review history of documentation.
- GRC /AAR working with WPS to review layout of forensic lab storage space to suit elevator pit.
- Layout has been resolved with WPS and is on IFC drawings.
- WPS required 2nd elevator.
- AAR to issue CCN (issued August 1, 2012).
- CP to price. Still awaiting quote as of August 21st 2012.
- CP to submit complete quote. ABa stated that price for the elevator only is approximately \$220,000; CP awaiting quotes from other trades to finalize their submission.
- 10.1.16 • Awaiting quote from CP.
- 10.1.17/18 • Quote from Kone received; \$214,000.00. Electrical pricing required.
- 10.1.17/18 • CP to provide final cost; AAR to review.
- 10.1.18 • Elevator to be similar to specified CPU elevator.
- 10.1.18 • CCN #10 received on October 24, 2012.
- 10.1.18 • AAR/GRC to review.
- 10.1.19 • AAR/GRC reviewed and provided recommendations to OA.
- 10.1.19 • OA to review.
- 10.1.19/20 • CP requires answer by November 30, 2012 to avoid delays.
- 10.1.21 • CP advised to proceed with CCN #010.
- 10.1.21 • AAR to issue CO. (Change order CO #10 issued January 11)

Action: Closed

14.2**WYPER ROAD LANDSCAPING**

- Drawings call for trees and shrubs which have yet to be installed. CP noted that this work may represent a “Value Engineering” amount; to be discussed with OA.
- CP to issue quote.
- GRC /AAR to review with OA.
- 14.2.16 • CP to provide cost breakdown for AAR review/recommendations.
- 14.2.18/19 • WPS requested trees to remain. (planting/decision delayed to spring 2012)
- 14.2.18 • SOD required for shot gun range.
- 14.2.18 • OA looking for ± \$20,000.00 savings.
- 14.2.18 • \$255,000.00 budget.
- 14.2.18 • AMEC preliminary report (April 20, 2012) received from CP.
- 14.2.18 • Final AMEC report and recommendations required.
- 14.2.19 • OA authorized CP to proceed with Jeo-Gute, subject to AMEC report.
- 14.2.19 • Hydro seeding to proceed once weather cooperates.
- 14.2.20 • Hydro seeding for berms completed.
- 14.2.20 • Jeo-Gute to be installed in spring.
- 14.2.21 • Final AMEC report still required.
- 14.2.22 • CP assures WPS that work is under warranty; report will be forwarded in the new year.

Action: CP**15.1****WYPER ROAD – FIRE HYDRANT AND RETENTION POND**

- Genivar (Ian McKinnon) reviewed function of retention ponds.
- Retention pond must be monitored and maintained (as required during droughts) as pond is used for fire hydrant.
- Genivar to provide design summary and maintenance program to be included in O & M manuals.
- 15.1.16 • O & M manuals to be delivered before the end of the week.
- 15.1.17 • Waiting for as-builts/record drawings from AAR design team.
- 15.1.17 • To be on SharePoint site and reviewed by AAR team.
- 15.1.18 • GRC/AAR to put “As-Builts” on CD and forward to RB.
- 15.1.19 • Record drawings to be completed.
- 15.1.20 • Conduit for future use in target range to be noted.
- 15.1.22 • GRC will be providing revised drawings with all SIs for CP to mark-up with as-built conditions.
- 15.1.23 • GRC to forward to CP this week.

Action: CP / GRC**15.5****GENSET LOAD BANK**

- WPS to review with OA on “additional cost” load bank (Not part of POR).
- 15.5.17 • McCaine quoted cost of ± \$180,000.00.
- 15.5.18 • Vic Thielman to review with CP.
- 15.5.19/22 • Nova3 to provide report. (Report issued)
- 15.5.22 • CP to provide cost of load bank and gensets for OA to review.
- 15.5.23 • CP advised that new gensets have been designed for load bank.
- 15.5.23 • If load bank is not provided, cost required for rewiring of gensets.
- 15.5.23 • CP to provide costs.

Action: CP / AAR / Nova3

15.6 DESIGN DOCUMENTS

- Aba expressed concern with delivery of 100% design documents.
- M & E in relatively good shape, pending delivery on September 14, 2012.
- Architectural is lagging and affecting construction. AAR advised that changes are beyond design team control and affect all disciplines.
- Meeting to be held with OA/WPS/AAR/GRC to review.
- 15.6.17 • All drawings to be frozen as of Friday, October 19, 2012. Include fourth floor changes from WPS.
- 15.6.17 • WPS to provide final fourth floor drawings.
- 15.6.17 • Furniture layout required by McCaine. RFI HQ 72 to be responded to by October 19, 2012.
- 15.6.18 • Fourth floor drawings to be issued October 26, 2012.
- 15.6.18 • CP stated third floor required in conjunction with fourth floor.
- 15.6.18 • Windows required for Division 31 space on fourth floor. GRC to issue SI after review with WPS.
- 15.6.18 • GRC to review furniture deadline with CGB (November 5, 2012 tentative date).
- 15.6.19 • ACAD drawings for 5th floor to be issued November 13, 2012.
- 15.6.19 • AAR to advise GRC/CGB to proceed with work on rest of building.
- 15.6.20 • Authorization to proceed with levels 3 and 4.
- 15.6.20 • Delivery of levels 3 and 4 December 10, 2012.
- 15.6.21 • CJB to use existing furniture.
- 15.6.22 • CJB proceeding with furniture layouts for levels P2 to level 2.
- 15.6.22 • Finalized furniture package with regard to electrical required by end of January.

Action: GRC / WPS

16.2 DEFICIENCIES AT WYPER ROAD

- AB and PG to review and resolve.
- PA to start database for warranty issues.
- 16.2.17 • Roof shingles on shed to be changed to metal lining.
- 16.2.17 • GRC to provide shower curtain spec.
- 16.2.17 • Hydro seeding may proceed depending on weather.
- 16.2.17/18 • Target system deficiencies to be addressed by CP
 - OA requested that CP notify Action Target officially.
 - Action providing remedial details.
 - WPS and GRC will review and provide deficiency list.
- 16.2.18 • Target deficiencies to be reviewed.
- 16.2.18 • GRC sent revised "Deficiency" report October 23, 2012.
- 16.2.19 • OA agreed to Action Target proposal to replace 18 targets and fix the remaining 18 as long as warranty is maintained.
- 16.2.20 • Action Target to replace all 36 targets.
- 16.2.20 • To be installed early January 2012.
- 16.2.21 • To be reviewed on site once new targets are all installed.
- 16.2.23 • Action Target advised CP that new targets have been shipped.
- 16.2.23 • CP to confirm date and advise WPS so that it can be coordinated with users.
- 16.2.24 • **Deficiency reports and remedial work are now on SharePoint site.**

Action: WPS / CP

17.1 MUSEUM LAYOUT

- Under review with GRC.

- GRC to meet with WPS to review.
- 17.1.19 • HH met with WPS.
- 17.1.19/20 • GRC to meet with WPS.
- GRC requires confirmation from CP that enunciator room is relocated.
- 17.1.21/22 • Annunciator room to be relocated.
- 17.1.22 • GRC to meet with WPS this week.
- 17.1.23 • GRC to have someone on site for 1 week to coordinate with WPS.

Action: GRC / WPS / CP

19.5 HOLDING CELL DOORS

- Electric doors not required.
- ± \$1,500.00 to \$1,600/door extra.
- Electrical rough-in for future (ROM = \$82,000.00)
- Manual doors as per POR.
- Subsequent to meeting, WPS requested AAR/GRC issue CCN for pricing.
- 19.5.20 • CCN received from CP, \$179,694.90 (November 9, 2012).
- 19.5.20 • OA provided direction to CP to not proceed with ordering frames only (± \$42,000).
- 19.5.20/21 • AAR to issue CCN for electric holding cell doors. (CCN #014 issued December 1, 2012)
- 19.5.21 • Nova3 to add electrical requirements to CCN for CP to price.
- 19.5.21 • Door frames have been ordered.
- 19.5.23 • Door frames are on site.
- 19.5.23 • Nova3 issued SI; GRC to issue revised CCN (CCN 14-R1 issued January 9, 2013)
- 19.5.23 • Nova3 met with McCaine January 7, 2013 to review electrical requirements.

Action: Closed

19.9 NEWS LABS

- ABa requires clarification as to which ones require “explosion proofing”.
- GRC to review with WPS.
- 19.9.20 • CP proceeding with “non-explosion” proof design unless otherwise directed.
- 19.9.21 • Chemical lab to be explosion proof.
- 19.9.21 • SI required from Nova3.
- 19.9.23 • To be issued January 14, 2013 at the latest.
- 19.9.24 • **SI 091 issued January 23, 2013.**

Action: Nova3 / AAR

20.4 BULLETPROOF GLASS – 5TH FLOOR

- GRC working on details/options with WPS.
- Bulletproof type 4 glazing required.
- 20.4.22 • GRC provided design to CP for review and pricing.

Action: CP

20.5 RAISED FLOOR

- GRC requires sample of flooring.
- 20.5.23 • Cut sheets to be provided with shop drawings.
- 20.5.23 • WPS needs to review materials available.

Action: CP

20.6 **PUMP STATION - WYPER**

- 20.6.20/22 • CP has stated that no special requirements to prevent freeze-up.
- 20.6.22 • CP to contact Genivar to confirm.
- 20.6.24 • **CP to confirm that pump is not frozen.**

Action: CP

20.7 **LIGHT POLE TOLERANCES - WYPER**

- Certification required from CP (McCaine).
- 20.7.21 • Under warranty.
- 20.7.22 • CP to review (in GRC deficiency report).
- 20.7.23 • Contractor has proposed use of collar dampers.
- 20.7.24 • **To be installed Monday, January 28, 2013. PG to coordinate with AB.**

Action: CP

21.2 **POP ROOM AT LEVEL P1**

- GRC to review re-working of area to work around existing POP room.
- Alternative solutions required.
- 21.2.22 • GRC provided revised design for Evidence Control Room.
- 21.2.22 • WPS to review.
- 21.2.23 • Redesign has been accepted by WPS.
- 21.2.23 • Slight modification required.

Action: Closed

21.3 **SCHEDULE**

- CP requested that floor plans be frozen.
- OA stated that all future changes be treated as PCN.

Action: GRC

22.1 **AIRLOCK IN BIOCHEM LAB**

- Level 3 rooms require airlocks.

Action: Closed

22.2 **FLOOR DRAINS FOR CPU**

- No floor drains in holding cells.
- Drains preferred in corridor between cells.
- WPS to review.
- 22.2.23 • WPS agreed to have drains in corners of cells away from swing of door, opposite of benches.
- 22.2.24 • **SI to be issued. (SI 093 issued January 23, 2013).**

Action: WPS / GRC

22.4 **STREET LIGHTS**

- Relocation of light standards.
- OA was informed by the City of Winnipeg that it is under the responsibility of CP to relocate.

- CP disagrees and will respond.
- 22.4.24 • **See Item 24.1.**

Action: Closed

22.5 **COLOUR BOARD**

- GRC to provide revised colour for WPS review.
 - GRC to present.
- 22.5.23 • January 25, 2013 target date.
- 22.5.23 • Presentation day to be confirmed.

Action: GRC

22.6 **MAIN LOBBY**

- GRC issued preliminary design for CP/WPS review and comments.
- 22.6.23 • Comments to GRC to be forwarded.
- 22.6.23 • Concerns with ceiling appearance and dark columns.

Action: WPS / CP

23.1 **WPS OFFICE**

- With close of exit due to removal of escalators.
- Does not meet code.

Action: GRC / WPS

23.2 **MILL WORK**

- AB reviewing mill work.
 - CP requested finalized mill work ASAP
- 23.2.24 • **SI 089 3rd and 4th Floor Millwork issued January 21, 2013.**

Action: WPS

23.3 **COMMISSIONING REPORT**

- AAR to forward copy to CP (copy sent on January 10, 2013)
- 23.3.24 • Nova3 provided comments on first report. Revised report being prepared by I.D.I.

Action: AAR

23.4 **WYPER ROAD - WATER TANKS**

- CP to review with Wes-Man.
 - Does not appear to be a leak in tanks, Wes-Man to be on site tomorrow to review.
- 23.4.24 • **CP advised that this is a humidity consumption issue.**
- 23.4.24 • **PG to advise in writing.**
- 23.4.24 • **Float has been readjusted. To be reviewed in one week.**

Action: CP

24.1 **RELOCATION OF STREET LIGHTS**

- GRC to review AECOM drawing to see if “removals” were noted.

Action: GRC

24.2 **MOTORIZED BLINDS**

- OA contends that all required access for cleaning/maintenance should be part of infrastructure costs.
- OA needs cost breakdown from CP for blinds and infrastructure costs.

Action: CP

24.3 **4TH FLOOR MEZZANINE GLAZING**

- Pricing required from CP.
- CO to be issued.

Action: CP

24.4 **SECURITY**

- FFE budget is \$1.5M.
- McCain pricing is over \$3.0M.
- OA/RB require breakdown of option costing for rough-in.

Action: CP

24.5 **RAISED FLOORING**

- Deletion of raised flooring at level 3 to be reviewed.
- RB requires pricing from CP.
- Headroom issue needs to be resolved.

Action: CP

24.6 **STAIR # 5 AT LEVEL 5**

- GRC to provide revised stair layout.
- CP to present cost savings for OA to review.

Action: GRC / CP

24.7 **ELEVATOR PE02**

- GRC to review off-center door with WPS to save existing tower emergency generator feeds.
- Cost saving to tower.

Action: GRC

24.8 **FINALIZED DRAWINGS**

- RCP and millwork 3rd and 4th floor issued (see SI 087 and SI 089).
- GRC indicates completed drawings proposed for week of February 18, 2013.

Action: GRC

NEXT MEETING

- Next meeting will be on **Tuesday, February 5, 2013** from **9am to 10:30am**.
- **All meetings will be from 9am to 10:30am**
 - **Tuesday, February 19, 2013**
 - **Tuesday, March 5, 2013**
 - **Tuesday, March 19, 2013**
- Owner's Meeting to be held bi-weekly until further notice.

Action: All / AAR

Supplemental

S1.2

BUILDING PERMIT STATUS

- Structural Permit - May 2, 2012
 - Receipt received.
- S1.2.18 ○ Structural Permit to be approved by October 26, 2012.
- S1.2.18 ○ CP to Pick-up.
- Building Permit - submitted June 15, 2012
 - 100% design complete and fully coordinated Architectural, Structural, Mechanical and Electrical drawings and specifications.
 - Follow-up meeting with City of Winnipeg (Sara Ciaflone) set-up for Wednesday, June 20, 2012.
 - Drawings re-submitted for Building Permit on July 24, 2012.
- S1.2.18 ○ Email confirmation received from City of Winnipeg (Sara Ciaflone) stating acceptance in principal with Morrison Hershfield Code Report.



Winnipeg Police Headquarters Owner's Meeting No. 25



Date of Meeting: February 5, 2013

Meeting Location: Caspian Boardroom, 5th Floor, 266 Graham

Name	Initials	Company	Initials	Present	Copied
Peter Chang	PC	Adjeleian Allen Rubeli Ltd.	AAR	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
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Meeting Minutes

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- Winnipeg Police HQ sign on pedestals and/or on building face.
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 - 6.4.25 • **FFE item.**

Action: AAR / GRC

14.2

WYPER ROAD LANDSCAPING

- Drawings call for trees and shrubs which have yet to be installed. CP noted that this work may represent a "Value Engineering" amount; to be discussed with OA.
- CP to issue quote.
- GRC /AAR to review with OA.

- 14.2.16 • CP to provide cost breakdown for AAR review/recommendations.
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- Genivar (Ian McKinnon) reviewed function of retention ponds.
- Retention pond must be monitored and maintained (as required during droughts) as pond is used for fire hydrant.
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- 15.1.25 • **McCaine revising electrical.**
- 15.1.25 • **Records ready in 2 weeks (February 19, 2013±)**

Action: CP / GRC

15.5 GENSET LOAD BANK

- WPS to review with OA on “additional cost” load bank (Not part of POR).
- 15.5.17 • McCaine quoted cost of ± \$180,000.00.
- 15.5.18 • Vic Thielman to review with CP.
- 15.5.19/22 • Nova3 to provide report. (Report issued)
- 15.5.22 • CP to provide cost of load bank and gensets for OA to review.
- 15.5.23 • CP advised that new gensets have been designed for load bank.
- 15.5.23 • If load bank is not provided, cost required for rewiring of gensets.
- 15.5.23 • CP to provide costs.

Action: CP / AAR / Nova3

15.6 DESIGN DOCUMENTS

- Aba expressed concern with delivery of 100% design documents.
- M & E in relatively good shape, pending delivery on September 14, 2012.
- Architectural is lagging and affecting construction. AAR advised that changes are beyond design team control and affect all disciplines.
- Meeting to be held with OA/WPS/AAR/GRC to review.
- 15.6.17 • All drawings to be frozen as of Friday, October 19, 2012. Include fourth floor changes from WPS.
- 15.6.17 • WPS to provide final fourth floor drawings.
- 15.6.17 • Furniture layout required by McCaine. RFI HQ 72 to be responded to by October 19, 2012.
- 15.6.18 • Fourth floor drawings to be issued October 26, 2012.
- 15.6.18 • CP stated third floor required in conjunction with fourth floor.
- 15.6.18 • Windows required for Division 31 space on fourth floor. GRC to issue SI after review with WPS.
- 15.6.18 • GRC to review furniture deadline with CGB (November 5, 2012 tentative date).
- 15.6.19 • ACAD drawings for 5th floor to be issued November 13, 2012.
- 15.6.19 • AAR to advise GRC/CGB to proceed with work on rest of building.
- 15.6.20 • Authorization to proceed with levels 3 and 4.
- 15.6.20 • Delivery of levels 3 and 4 December 10, 2012.
- 15.6.21 • CJB to use existing furniture.
- 15.6.22 • CJB proceeding with furniture layouts for levels P2 to level 2.
- 15.6.22 • Finalized furniture package with regard to electrical required by end of January.
- 15.6.25 • **See Item 25.1.**

Action: Closed

16.2 DEFICIENCIES AT WYPER ROAD

- AB and PG to review and resolve.
- PA to start database for warranty issues.
- 16.2.17 • Roof shingles on shed to be changed to metal lining.
- 16.2.17 • GRC to provide shower curtain spec.
- 16.2.17 • Hydro seeding may proceed depending on weather.
- 16.2.17/18 • Target system deficiencies to be addressed by CP
 - OA requested that CP notify Action Target officially.
 - Action providing remedial details.
 - WPS and GRC will review and provide deficiency list.
- 16.2.18 • Target deficiencies to be reviewed.
- 16.2.18 • GRC sent revised "Deficiency" report October 23, 2012.
- 16.2.19 • OA agreed to Action Target proposal to replace 18 targets and fix the remaining 18 as long as warranty is maintained.
- 16.2.20 • Action Target to replace all 36 targets.
- 16.2.20 • To be installed early January 2012.
- 16.2.21 • To be reviewed on site once new targets are all installed.
- 16.2.23 • Action Target advised CP that new targets have been shipped.
- 16.2.23 • CP to confirm date and advise WPS so that it can be coordinated with users.
- 16.2.24 • Deficiency reports and remedial work are now on SharePoint site.
- 16.2.25 • **Comments required in resolution/remark column.**

Action: WPS / CP

17.1 **MUSEUM LAYOUT**

- Under review with GRC.
- GRC to meet with WPS to review.
- 17.1.19 • HH met with WPS.
- 17.1.19/20 • GRC to meet with WPS.
- GRC requires confirmation from CP that enunciator room is relocated.
- 17.1.21/22 • Annunciator room to be relocated.
- 17.1.22 • GRC to meet with WPS this week.
- 17.1.23 • GRC to have someone on site for 1 week to coordinate with WPS.
- 17.1.25 • **GRC will be on site next week (Myriam) to meet with WPS.**

Action: GRC / WPS / CP

19.9 **NEWS LABS**

- ABa requires clarification as to which ones require “explosion proofing”.
- GRC to review with WPS.
- 19.9.20 • CP proceeding with “non-explosion” proof design unless otherwise directed.
- 19.9.21 • Chemical lab to be explosion proof.
- 19.9.21 • SI required from Nova3.
- 19.9.23 • To be issued January 14, 2013 at the latest.
- 19.9.24 • SI 091 issued January 23, 2013.

Action: Closed

20.4 **BULLETPROOF GLASS – 5TH FLOOR**

- GRC working on details/options with WPS.
- Bulletproof type 4 glazing required.
- 20.4.22 • GRC provided design to CP for review and pricing.

Action: CP

20.5 **RAISED FLOOR**

- GRC requires sample of flooring.
- 20.5.23 • Cut sheets to be provided with shop drawings.
- 20.5.23 • WPS needs to review materials available.
- 20.5.25 • **See Item 24.5.**

Action: Closed

20.6 **PUMP STATION - WYPER**

- 20.6.20/22 • CP has stated that no special requirements to prevent freeze-up.
- 20.6.22 • CP to contact Genivar to confirm.
- 20.6.24 • CP to confirm that pump is not frozen.

Action: CP

20.7 **LIGHT POLE TOLERANCES - WYPER**

- Certification required from CP (McCaine).
- 20.7.21 • Under warranty.
- 20.7.22 • CP to review (in GRC deficiency report).
- 20.7.23 • Contractor has proposed use of collar dampers.

- 20.7.24 • To be installed Monday, January 28, 2013. PG to coordinate with AB.
- 20.7.25 • **Currently being installed. CP to post on SharePoint once complete.**

Action: CP

21.3 **SCHEDULE**

- CP requested that floor plans be frozen.
- OA stated that all future changes be treated as PCN.

Action: Closed

22.2 **FLOOR DRAINS FOR CPU**

- No floor drains in holding cells.
- Drains preferred in corridor between cells.
- WPS to review.
- 22.2.23 • WPS agreed to have drains in corners of cells away from swing of door, opposite of benches.
- 22.2.24 • SI to be issued. (SI 093 issued January 23, 2013).

Action: Closed

22.5 **COLOUR BOARD**

- GRC to provide revised colour for WPS review.
- GRC to present.
- 22.5.23 • January 25, 2013 target date.
- 22.5.23 • Presentation day to be confirmed.
- 22.5.25 • **Tentatively set for February 20, 2013.**
- 22.5.25 • **RB to arrange with WPS.**

Action: GRC / RB

22.6 **MAIN LOBBY**

- GRC issued preliminary design for CP/WPS review and comments.
- 22.6.23 • Comments to GRC to be forwarded.
- 22.6.23 • Concerns with ceiling appearance and dark columns.

Action: WPS / CP

23.1 **WPS OFFICE**

- With close of exit due to removal of escalators.
- Does not meet code.

Action: GRC / WPS

23.2 **MILL WORK**

- AB reviewing mill work.
- CP requested finalized mill work ASAP
- 23.2.24 • SI 089 3rd and 4th Floor Millwork issued January 21, 2013.
- 23.2.25 • **WPS reviewing levels P2 to L2 and lobby.**

Action: WPS

23.3 **COMMISSIONING REPORT**

- AAR to forward copy to CP (copy sent on January 10, 2013)
- 23.3.24 • Nova3 provided comments on first report. Revised report being prepared by I.D.I.
- 23.3.25 • **2nd report issued.**
- 23.3.25 • **PC to forward report to Nova3 and CP.**
- 23.3.25 • **Meeting set for Monday, February 11, 2013 in the pm.**
- 23.3.25 • **CP to set meeting invite (Nova3, I.D.I., McCain, Wes-man).**

Action: AAR

23.4 **WYPER ROAD - WATER TANKS**

- CP to review with Wes-Man.
- Does not appear to be a leak in tanks, Wes-Man to be on site tomorrow to review.
- 23.4.24 • CP advised that this is a humidity consumption issue.
- 23.4.24 • PG to advise in writing.
- 23.4.24 • Float has been readjusted. To be reviewed in one week.

Action: Closed

24.1 **RELOCATION OF STREET LIGHTS**

- GRC to review AECOM drawing to see if “removals” were noted.

Action: GRC

24.2 **MOTORIZED BLINDS**

- OA contends that all required access for cleaning/maintenance should be part of infrastructure costs.
- OA needs cost breakdown from CP for blinds and infrastructure costs.

Action: CP

24.3 **4TH FLOOR MEZZANINE GLAZING**

- Pricing required from CP.
- CO to be issued.
- 24.3.25 • **Pricing expected for end of March 2013.**

Action: CP

24.4 **SECURITY**

- FFE budget is \$1.5M.
- McCain pricing is over \$3.0M.
- OA/RB require breakdown of option costing for rough-in.
- 24.4.25 • **Meeting held with WPS and McCain February 3, 2013.**

Action: CP

24.5 **RAISED FLOORING**

- Deletion of raised flooring at level 3 to be reviewed.
- RB requires pricing from CP.
- Headroom issue needs to be resolved.
- 24.5.25 • **North portion deleted as agreed with WPS.**

24.5.25 • **SI 097 HQ - Level 3 - Deletion of Raised Access Flooring issued January 24, 2013.**

24.5.25 • **Price breakdown required from CP to review.**

Action: CP

24.6 **STAIR # 5 AT LEVEL 5**

- GRC to provide revised stair layout.
- CP to present cost savings for OA to review.

Action: GRC / CP

24.7 **ELEVATOR PE02**

- GRC to review off-center door with WPS to save existing tower emergency generator feeds.
- Cost saving to tower.

Action: Closed

24.8 **FINALIZED DRAWINGS**

- RCP and millwork 3rd and 4th floor issued (see SI 087 and SI 089).
- GRC indicates completed drawings proposed for week of February 18, 2013.

Action: GRC

25.1 **DESIGN DRAWINGS IMPACT ON CONSTRUCTION**

- GRC to have finalized architectural drawings by week of March 4, 2013.

Action: GRC

25.2 **SECURITY BUDGET**

- OA requires confirmation of costs from CP.
- GRC/Nova3 and WPS (HH) to review 30% AECOM drawings and IFC security drawings from Nova3.

Action: GRC / Nova3 / WPS

25.3 **FFE DRAWINGS**

- OA requires breakdown of responsibility of FFE work between GRC and CJB.
- Project plan required for FFE.
- AAR/GRC met with CBJ Tuesday, February 5, 2013 to review project plan.

Action: GRC

NEXT MEETING

- Next meeting will be on **Tuesday, February 19, 2013** from **9am to 10:30am**.
- **All meetings will be from 9am to 10:30am**
 - **Tuesday, March 5, 2013**
 - **Tuesday, March 19, 2013**
 - **Tuesday, April 2, 1013**
 - **Tuesday, April 16, 2013**
 - **Tuesday April 30, 2013**
- Owner's Meeting to be held bi-weekly until further notice.

Action: All / AAR

Supplemental

S1.2

BUILDING PERMIT STATUS

- Structural Permit - May 2, 2012
 - Receipt received.
- S1.2.18 ○ Structural Permit to be approved by October 26, 2012.
- S1.2.18 ○ CP to Pick-up.
- Building Permit - submitted June 15, 2012
 - 100% design complete and fully coordinated Architectural, Structural, Mechanical and Electrical drawings and specifications.
 - Follow-up meeting with City of Winnipeg (Sara Ciaflone) set-up for Wednesday, June 20, 2012.
 - Drawings re-submitted for Building Permit on July 24, 2012.
- S1.2.18 ○ Email confirmation received from City of Winnipeg (Sara Ciaflone) stating acceptance in principal with Morrison Hershfield Code Report.



Winnipeg Police Headquarters Owner's Meeting No. 26



Date of Meeting: February 19, 2013

Meeting Location: Caspian Boardroom, 5th Floor, 266 Graham

Name	Initials	Company	Initials	Present	Copied
Peter Chang	PC	Adjeleian Allen Rubeli Ltd.	AAR	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Patrick Dubuc	PD	GRC Architects	GRC	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Peter Rankin	PR	GRC Architects	GRC	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Ossama AbouZeid	OA	Dunmore Corporation	DC	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Randy Benoit	RB	Winnipeg Police Service	WPS	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Henry Hagenars	HH	Winnipeg Police Service	WPS	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Ari Berdesis	AB	Winnipeg Police Service	WPS	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Armik Babakhanians	ABa	Caspian Projects	CP	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Shaun Babakhanians	SB	Caspian Projects	CP	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Peter Giannuzzi	PG	Caspian Projects	CP	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Pam Anderson	PA	Caspian Projects	CP	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Andrew Edge	AE	Caspian Projects	CP	<input type="checkbox"/>	<input checked="" type="checkbox"/>
John Guenther	JG	Nova3	N3	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Vic Thielman	VT	Nova3	N3	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Tony Mitousis	TM	Nova3	N3	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Dan Wolfrom	DW	Wolfrom Engineering	WE	<input type="checkbox"/>	<input checked="" type="checkbox"/>

Meeting Minutes

4.8 EXISTING TOWER TENANTS

- CP expressed concern with timing of relocation of tenants.
- Storage space at P1 needs to be cleared out. SB stated this will affect schedule.
- SB to review and provide report. (Include cost and schedule implications)
- RB indicated there is confusion as to when space has to be vacated.
- May 31, 2012 is agreed upon date.
- CP agreed to give them until June 2, 2012 to move out.

- Optometrist; his space must be vacated ASAP - schedule impact.
- WPS to review with Bob Down. CP to review if they can do this project under their building permit number.
- PG to provide Dr. Lecker floor plans and letter of impact on schedule.
- Approximate construction time is 3 months for construction of new office.
- Affects permit issue.
- ABa met with Bob Downs.
- Possibility of WPS to vacate site office. Grid move Dr. Lecker into space to be reviewed with City.
- OA/RB to review options with City.
- CP issued delay notice to OA.
- Dr. Lecker office proposed to move into cadet space.
- Police cadets meeting with Winnipeg PP & D.
- CP to deal directly with the City of Winnipeg to resolve (PP&D).
- CP to renovate space to suit Dr. Lecker.
- CP to notify WPS for commencement date and duration.
- CP received plans to modify space adjacent to WPS on 2nd Floor in order to receive the Cadets. Neither CP nor the City has yet to receive plans to modify the present space occupied by the Cadets into Dr. Lecker's new office.
- CP began work in the future Cadet space and will advise WPS when this space will be ready for takeover.
- Phase I estimated Monday, September 17, 2012 for cadets to start moving in. PG to confirm with Rob Murray.
- Phase II to start other half.
- 4.8.16 • PG contacted John Zabudney regarding locker re-location. RB confirmed that it was done September 24, 2012.
- 4.8.16 • Cadets to move into vacated "locker" area.
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- 15.1.25 • Records ready in 2 weeks (February 19, 2013±).
- 15.1.26 • **CP completed review.**
- 15.1.26 • **McCaine will have drawings done for Thursday.**
- 15.1.26 • **GRC to issue early next week (onto SharePoint).**

Action: CP / GRC

15.5 GENSET LOAD BANK

- WPS to review with OA on “additional cost” load bank (Not part of POR).
- 15.5.17 • McCaine quoted cost of ± \$180,000.00.
- 15.5.18 • Vic Thielman to review with CP.
- 15.5.19/22 • Nova3 to provide report. (Report issued)
- 15.5.22 • CP to provide cost of load bank and gensets for OA to review.
- 15.5.23 • CP advised that new gensets have been designed for load bank.
- 15.5.23 • If load bank is not provided, cost required for rewiring of gensets.
- 15.5.23 • CP to provide costs.

- 15.5.26 • **CP to provide full cost of gensets.**
- 15.5.26 • **Separate line for cost of load bank.**

Action: CP / AAR / Nova3

16.2 DEFICIENCIES AT WYPER ROAD

- AB and PG to review and resolve.
- PA to start database for warranty issues.
- 16.2.17 • Roof shingles on shed to be changed to metal lining.
- 16.2.17 • GRC to provide shower curtain spec.
- 16.2.17 • Hydro seeding may proceed depending on weather.
- 16.2.17/18 • Target system deficiencies to be addressed by CP
 - OA requested that CP notify Action Target officially.
 - Action providing remedial details.
 - WPS and GRC will review and provide deficiency list.
- 16.2.18 • Target deficiencies to be reviewed.
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- 16.2.19 • OA agreed to Action Target proposal to replace 18 targets and fix the remaining 18 as long as warranty is maintained.
- 16.2.20 • Action Target to replace all 36 targets.
- 16.2.20 • To be installed early January 2012.
- 16.2.21 • To be reviewed on site once new targets are all installed.
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- 16.2.23 • CP to confirm date and advise WPS so that it can be coordinated with users.
- 16.2.24 • Deficiency reports and remedial work are now on SharePoint site.
- 16.2.25 • Comments required in resolution/remark column.

Action: WPS / CP

17.1 MUSEUM LAYOUT

- Under review with GRC.
- GRC to meet with WPS to review.
- 17.1.19 • HH met with WPS.
- 17.1.19/20 • GRC to meet with WPS.
 - GRC requires confirmation from CP that enunciator room is relocated.
- 17.1.21/22 • Annunciator room to be relocated.
 - 17.1.22 • GRC to meet with WPS this week.
 - 17.1.23 • GRC to have someone on site for 1 week to coordinate with WPS.
 - 17.1.25 • GRC will be on site next week (Myriam) to meet with WPS.
 - 17.1.26 • **Layout sent to Judy Jeske.**
 - 17.1.26 • **GRC to forward to WPS for review.**
 - 17.1.26 • **Package ready next week for pricing.**
 - 17.1.26 • **CP needs completed drawings by March 15, 2013.**

Action: GRC / WPS / CP

20.4 BULLETPROOF GLASS – 5TH FLOOR

- GRC working on details/options with WPS.
- Bulletproof type 4 glazing required.
- 20.4.22 • GRC provided design to CP for review and pricing.
- 20.4.26 • **Glass is level 4 glass.**

- 20.4.26 • **Thickness of frames is thicker than “normal”.**
- 20.4.26 • **OA requires price to present entire package to WPS for review and approval.**

Action: CP

20.6 **PUMP STATION - WYPER**

- 20.6.20/22 • CP has stated that no special requirements to prevent freeze-up.
- 20.6.22 • CP to contact Genivar to confirm.
- 20.6.24 • CP to confirm that pump is not frozen.
- 20.6.26 • **CP to confirm with Bayview and McCaine in spring.**

Action: CP

20.7 **LIGHT POLE TOLERANCES - WYPER**

- Certification required from CP (McCaine).
- 20.7.21 • Under warranty.
- 20.7.22 • CP to review (in GRC deficiency report).
- 20.7.23 • Contractor has proposed use of collar dampers.
- 20.7.24 • To be installed Monday, January 28, 2013. PG to coordinate with AB.
- 20.7.25 • Currently being installed. CP to post on SharePoint once complete.
- 20.7.26 • **Collar dampers have been installed.**

Action: Info

22.5 **COLOUR BOARD**

- GRC to provide revised colour for WPS review.
- GRC to present.
- 22.5.23 • January 25, 2013 target date.
- 22.5.23 • Presentation day to be confirmed.
- 22.5.25 • Tentatively set for February 20, 2013.
- 22.5.25 • RB to arrange with WPS.
- 22.5.26 • **Presentation set for Thursday, February 21, 2013 at 1pm. Invite sent by RB.**
- 22.5.26 • **RB to sign-off ASAP.**

Action: GRC / RB

22.6 **MAIN LOBBY**

- GRC issued preliminary design for CP/WPS review and comments.
- 22.6.23 • Comments to GRC to be forwarded.
- 22.6.23 • Concerns with ceiling appearance and dark columns.
- 22.6.26 • **GRC to present on Thursday, February 21, 2013, same time as colour presentation.**

Action: WPS / CP

23.1 **WPS OFFICE**

- With close of exit due to removal of escalators.
- Does not meet code.
- 23.1.26 • **RB inquired about air quality as construction work progresses.**
- 23.1.26 • **To be reviewed after meeting with OA and RB.**

Action: GRC / WPS

23.2 MILL WORK

- AB reviewing mill work.
- CP requested finalized mill work ASAP
- 23.2.24 • SI 089 3rd and 4th Floor Millwork issued January 21, 2013.
- 23.2.25 • WPS reviewing levels P2 to L2 and lobby.
- 23.2.26 • **WPS to provide final comments today.**
- 23.2.26 • **Final Package (including lobby) to be issued March 1, 2013 assuming sign-off received by February 22, 2013.**
- 23.2.26 • **OA requires summary of additional costs (rough order of magnitude).**

Action: WPS

23.3 COMMISSIONING REPORT

- AAR to forward copy to CP (copy sent on January 10, 2013)
- 23.3.24 • Nova3 provided comments on first report. Revised report being prepared by I.D.I.
- 23.3.25 • 2nd report issued.
- 23.3.25 • PC to forward report to Nova3 and CP.
- 23.3.25 • Meeting set for Monday, February 11, 2013 in the pm.
- 23.3.25 • CP to set meeting invite (Nova3, I.D.I., McCaine, Wes-man).
- 23.3.26 • **To be rescheduled; package to set meeting (OA to be invited).**
- 23.3.26 • **Scheduled for March 5, 2013.**

Action: PG

23.4 WYPER ROAD - WATER TANKS

- CP to review with Wes-Man.
- Does not appear to be a leak in tanks, Wes-Man to be on site tomorrow to review.
- 23.4.24 • CP advised that this is a humidity consumption issue.
- 23.4.24 • PG to advise in writing.
- 23.4.24 • Float has been readjusted. To be reviewed in one week.
- 23.4.26 • **Meter was installed February 14, 2013.**
- 23.4.26 • **Tank appears to be empty again.**
- 23.4.26 • **CP to review with Wes-man and monitor.**

Action: CP

24.1 RELOCATION OF STREET LIGHTS

- GRC to review AECOM drawing to see if "removals" were noted.
- 24.1.26 • **Lights were noted as existing but not removed.**
- 24.1.26 • **Manitoba Hydro will be relocating street lights.**
- 24.1.26 • **Invoice from Manitoba Hydro to be reviewed by OA/RB with City of Winnipeg.**

Action: OA / RB

24.2 MOTORIZED BLINDS

- OA contends that all required access for cleaning/maintenance should be part of infrastructure costs.
- OA needs cost breakdown from CP for blinds and infrastructure costs.

Action: CP

24.3 **4TH FLOOR MEZZANINE GLAZING**

- Pricing required from CP.
- CO to be issued.
- 24.3.25 • Pricing expected for end of March 2013.

Action: CP

24.4 **SECURITY**

- FFE budget is \$1.5M.
- McCain pricing is over \$3.0M.
- OA/RB require breakdown of option costing for rough-in.
- 24.4.25 • Meeting held with WPS and McCain February 3, 2013.
- 24.4.26 • **See Item 25.2.**

Action: Closed

24.5 **RAISED FLOORING**

- Deletion of raised flooring at level 3 to be reviewed.
- RB requires pricing from CP.
- Headroom issue needs to be resolved.
- 24.5.25 • North portion deleted as agreed with WPS.
- 24.5.25 • SI 097 HQ - Level 3 - Deletion of Raised Access Flooring issued January 24, 2013.
- 24.5.25 • Price breakdown required from CP to review.
- 24.5.26 • **Raised flooring in on budget (\$1.2M).**

Action: CP

24.6 **STAIR # 5 AT LEVEL 5**

- GRC to provide revised stair layout.
- CP to present cost savings for OA to review.

Action: GRC / CP

24.8 **FINALIZED DRAWINGS**

- RCP and millwork 3rd and 4th floor issued (see SI 087 and SI 089).
- 24.8.26 • GRC indicates completed drawings proposed for **March 4, 2013.**

Action: GRC

25.1 **DESIGN DRAWINGS IMPACT ON CONSTRUCTION**

- GRC to have finalized architectural drawings by week of March 4, 2013.

Action: GRC

25.2 **SECURITY BUDGET**

- OA requires confirmation of costs from CP.
- GRC/Nova3 and WPS (HH) to review 30% AECOM drawings and IFC security drawings from Nova3.
- 25.2.26 • **CP received price breakdown from McCain.**
- 25.2.26 • **WPS to review number of card readers (408 vs 280 on 30% drawings).**
- 25.2.26 • **CP to forward to OA for review.**

- 25.2.26 • **CP proceeding with rough-in as per (over budget) design.**

Action: CP / OA

25.3 **FFE DRAWINGS**

- OA requires breakdown of responsibility of FFE work between GRC and CJB.
- Project plan required for FFE.
- AAR/GRC met with CBJ Tuesday, February 5, 2013 to review project plan.
- 25.3.26 • **OA received work breakdown from GRC.**
- 25.3.26 • **Nova3 to have final electrical by March 1, 2013.**

Action: GRC

26.1 **WYPER ROAD**

- WPS requested signs to be removed from the site.

Action: CP

26.2 **WYPER TARGET SYSTEM**

- Target system has to be fixed and completed by March 15, 2013.
- Hoses and target system bases are frozen within 10" - 12" of ice.

Action: CP

26.3 **CENTRAL VAC IN SERVER ROOM/COMMUNICATIONS CENTRE**

- Not in POR.
- Required to minimize noise.
- Commercial grade vacuum required.
- GRC to issue CCN.

Action: GRC

26.4 **CASPIAN SITE ISSUES**

- Rob Murray has left project.
- New site superintendent being proposed.
- OA required formal notification from CP for departure of Rob Murray and proposed replacement.

Action: CP

NEXT MEETING

- Next meeting will be on **Tuesday, March 5, 2013** from **9am to 10:30am**.
- **All meetings will be from 9am to 10:30am**
 - **Tuesday, March 19, 2013**
 - **Tuesday, April 2, 2013**
 - **Tuesday, April 16, 2013**
 - **Tuesday April 30, 2013**
- Owner's Meeting to be held bi-weekly until further notice.

Action: All / AAR

Supplemental

S1.2

BUILDING PERMIT STATUS

- Structural Permit - May 2, 2012
 - Receipt received.
- S1.2.18 ○ Structural Permit to be approved by October 26, 2012.
- S1.2.18 ○ CP to Pick-up.
- Building Permit - submitted June 15, 2012
 - 100% design complete and fully coordinated Architectural, Structural, Mechanical and Electrical drawings and specifications.
 - Follow-up meeting with City of Winnipeg (Sara Ciaflone) set-up for Wednesday, June 20, 2012.
 - Drawings re-submitted for Building Permit on July 24, 2012.
- S1.2.18 ○ Email confirmation received from City of Winnipeg (Sara Ciaflone) stating acceptance in principal with Morrison Hershfield Code Report.
- S1.2.26 • **Meeting request received from City of Winnipeg (Sara Ciaflone) to review architectural comments. Set for Wednesday, February 21, 2013 at 3pm.**



Winnipeg Police Headquarters Owner's Meeting No. 27



Date of Meeting: March 5, 2013

Meeting Location: Caspian Boardroom, 5th Floor, 266 Graham

Name	Initials	Company	Initials	Present	Copied
Peter Chang	PC	Adjeleian Allen Rubeli Ltd.	AAR	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Patrick Dubuc	PD	GRC Architects	GRC	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Peter Rankin	PR	GRC Architects	GRC	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Ossama AbouZeid	OA	Dunmore Corporation	DC	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Randy Benoit	RB	Winnipeg Police Service	WPS	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Henry Hagenars	HH	Winnipeg Police Service	WPS	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Ari Berdesis	AB	Winnipeg Police Service	WPS	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Dennis Dane	DD	Winnipeg Police Service	WPS	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Armik Babakhanians	ABa	Caspian Projects	CP	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Shaun Babakhanians	SB	Caspian Projects	CP	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Peter Giannuzzi	PG	Caspian Projects	CP	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Pam Anderson	PA	Caspian Projects	CP	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Andrew Edge	AE	Caspian Projects	CP	<input type="checkbox"/>	<input checked="" type="checkbox"/>
John Guenther	JG	Nova3	N3	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Vic Thielman	VT	Nova3	N3	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Tony Mitousis	TM	Nova3	N3	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Dan Wolfrom	DW	Wolfrom Engineering	WE	<input type="checkbox"/>	<input checked="" type="checkbox"/>

Meeting Minutes

4.8

EXISTING TOWER TENANTS

- CP expressed concern with timing of relocation of tenants.
- Storage space at P1 needs to be cleared out. SB stated this will affect schedule.
- SB to review and provide report. (Include cost and schedule implications)
- RB indicated there is confusion as to when space has to be vacated.
- May 31, 2012 is agreed upon date.

- CP agreed to give them until June 2, 2012 to move out.
- Optometrist; his space must be vacated ASAP - schedule impact.
- WPS to review with Bob Down. CP to review if they can do this project under their building permit number.
- PG to provide Dr. Lecker floor plans and letter of impact on schedule.
- Approximate construction time is 3 months for construction of new office.
- Affects permit issue.
- ABa met with Bob Downs.
- Possibility of WPS to vacate site office. Grid move Dr. Lecker into space to be reviewed with City.
- OA/RB to review options with City.
- CP issued delay notice to OA.
- Dr. Lecker office proposed to move into cadet space.
- Police cadets meeting with Winnipeg PP & D.
- CP to deal directly with the City of Winnipeg to resolve (PP&D).
- CP to renovate space to suit Dr. Lecker.
- CP to notify WPS for commencement date and duration.
- CP received plans to modify space adjacent to WPS on 2nd Floor in order to receive the Cadets. Neither CP nor the City has yet to receive plans to modify the present space occupied by the Cadets into Dr. Lecker's new office.
- CP began work in the future Cadet space and will advise WPS when this space will be ready for takeover.
- Phase I estimated Monday, September 17, 2012 for cadets to start moving in. PG to confirm with Rob Murray.
- Phase II to start other half.
- 4.8.16 • PG contacted John Zabudney regarding locker re-location. RB confirmed that it was done September 24, 2012.
- 4.8.16 • Cadets to move into vacated "locker" area.
- 4.8.16 • RB to contact John Zabudney regarding progress of Dr. Lecker relocation.
- 4.8.17 • ABa called Bob Downs; issue with permit drawings from Dr. Lecker's architect.
- 4.8.17 • CP confirmed that permit received for renovation of new space.
- 4.8.17 • Cooper Architects were to provide drawings for Dr. Lecker's new space to CP for construction.
- 4.8.17 • CP awaiting drawings for pricing.
- 4.8.18 • CP received drawings. Modifications required to suit exiting.
- 4.8.18 • Permit received, subject to revised exiting.
- 4.8.18 • Asbestos removal in progress.
- 4.8.18 • ABa anticipates no progress until early 2013.
- 4.8.19 • Permit issued by City subject to resolution of fire exiting.
- 4.8.19 • Dr. Lecker reviewing new layout drawings.
- 4.8.20 • Exiting still needs to be addressed.
- 4.8.21 • CP to address with Judy Jeske.
- 4.8.21 • RB to contact John Zabudney regarding contracting issues.
- 4.8.22 • OA requires 3 prices to do the work. CP has provided price.
- 4.8.22 • Work is charged to project, but not GMP.
- 4.8.22 • Schedule required.
- 4.8.23 • Additional prices being reviewed by Bob Downs.
- 4.8.23 • CP awaiting instructions from City of Winnipeg.
- 4.8.23 • CP filing delay claim due to this issue.
- 4.8.23 • RB to review with City of Winnipeg (Jason Ruby).
- 4.8.24 • CP received notification from Bob Downs via OA to proceed.

- 4.8.24 • Delay notice pending from CP after review of work is done.
- 4.8.27 • **Being constructed by CP.**

Action: Closed

6.4

POLICE SIGNAGE

- Winnipeg Police HQ sign on pedestals and/or on building face.
 - John Sellers (hired by City of Winnipeg through CP) presented options. Will be revisited.
 - CP to provide proposals from John Sellers to AAR/OA/RB.
 - GRC issued proposal to RB for their review.
 - If mounted on curtain wall, CP requires input ASAP.
 - UDAQ approval may be required.
 - Decision urgently required as east elevations are under construction.
 - RB to advise.
 - Met with UDAC (Lee Caldwell) June 18, 2012.
 - Piller signage preferred, opposed by Lee Caldwell.
 - GRC to prepare presentation of pillars (reduced size).
 - GRC presented pillar signage to RB.
 - RB presented to City.
 - Exterior signage on building not an option.
 - CP to proceed with buildings cladding with no signage.
 - RB provided design to UDAC.
 - UDAC approved 14'-0" high signage as presented by GRC.
 - Way finding signs to be English, Braille included.
 - GRC to prepare sign design package.
 - GRC is working on this package, item carried.
 - CP to review and price electrical requirement. To be reviewed under cash allowance.
- 6.4.16 • GRC will have plans/scheme for WPS review by Friday.
 - 6.4.16 • CP to confirm that rough-ins and feeds are included in electrical price.
 - 6.4.17 • GRC issued October 4, 2012.
 - 6.4.17 • WPS to review internally.
 - 6.4.17 • GRC needs comments back by October 16, 2012 at the latest.
 - 6.4.17 • AAR to apply for permits week of October 22, 2012.
 - 6.4.18 • Permit application made on October 22, 2012 for encroachment and UDAC.
 - 6.4.19 • GRC provided supplementary info week of October 29, 2012.
 - 6.4.21 • CCN required for electrical/structural.
 - 6.4.22 • Design required from Nova3/GRC.
 - 6.4.23 • GRC to coordinate with Nova3 and Wolfrom.
 - 6.4.25 • Signage package ready to go. GRC received preferred fonts from WPS February 4, 2013.
 - 6.4.25 • GRC to issue SI for CP to price.
 - 6.4.25 • FFE item.
 - 6.4.26 • SI to be issued this week.
 - 6.4.27 • **CP to provide list of sign contractors.**

Action: AAR / GRC / CP

14.2

WYPER ROAD LANDSCAPING

- Drawings call for trees and shrubs which have yet to be installed. CP noted that this work may represent a “Value Engineering” amount; to be discussed with OA.
- CP to issue quote.
- GRC /AAR to review with OA.
- 14.2.16 • CP to provide cost breakdown for AAR review/recommendations.
- 14.2.18/19 • WPS requested trees to remain. (planting/decision delayed to spring 2012)
- 14.2.18 • SOD required for shot gun range.
- 14.2.18 • OA looking for ± \$20,000.00 savings.
- 14.2.18 • \$255,000.00 budget.
- 14.2.18 • AMEC preliminary report (April 20, 2012) received from CP.
- 14.2.18 • Final AMEC report and recommendations required.
- 14.2.19 • OA authorized CP to proceed with Jeo-Gute, subject to AMEC report.
- 14.2.19 • Hydro seeding to proceed once weather cooperates.
- 14.2.20 • Hydro seeding for berms completed.
- 14.2.20 • Jeo-Gute to be installed in spring.
- 14.2.21 • Final AMEC report still required.
- 14.2.22 • CP assures WPS that work is under warranty; report will be forwarded in the new year.

Action: CP

15.1

WYPER ROAD – FIRE HYDRANT AND RETENTION POND

- Genivar (Ian McKinnon) reviewed function of retention ponds.
- Retention pond must be monitored and maintained (as required during droughts) as pond is used for fire hydrant.
- Genivar to provide design summary and maintenance program to be included in O & M manuals.
- 15.1.16 • O & M manuals to be delivered before the end of the week.
- 15.1.17 • Waiting for as-builts/record drawings from AAR design team.
- 15.1.17 • To be on SharePoint site and reviewed by AAR team.
- 15.1.18 • GRC/AAR to put “As-Builts” on CD and forward to RB.
- 15.1.19 • Record drawings to be completed.
- 15.1.20 • Conduit for future use in target range to be noted.
- 15.1.22 • GRC will be providing revised drawings with all SIs for CP to mark-up with as-built conditions.
- 15.1.23 • GRC to forward to CP this week.
- 15.1.25 • GRC sent architectural drawings to CP.
- 15.1.25 • McCaine revising electrical.
- 15.1.25 • Records ready in 2 weeks (February 19, 2013±).
- 15.1.26 • CP completed review.
- 15.1.26 • McCaine will have drawings done for Thursday.
- 15.1.26 • GRC to issue early next week (onto SharePoint).
- 15.1.27 • **GRC has drawings from CP.**
- 15.1.27 • **GRC will process and post onto SharePoint.**

Action: GRC

15.5

GENSET LOAD BANK

- WPS to review with OA on “additional cost” load bank (Not part of POR).
- 15.5.17 • McCaine quoted cost of ± \$180,000.00.

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- 15.5.23 • CP to provide costs.
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- 15.5.26 • Separate line for cost of load bank.

Action: CP / AAR / Nova3

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- AB and PG to review and resolve.
- PA to start database for warranty issues.
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 - Action providing remedial details.
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- 16.2.23 • CP to confirm date and advise WPS so that it can be coordinated with users.
- 16.2.24 • Deficiency reports and remedial work are now on SharePoint site.
- 16.2.25 • Comments required in resolution/remark column.

Action: Closed

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- Under review with GRC.
- GRC to meet with WPS to review.
- 17.1.19 • HH met with WPS.
- 17.1.19/20 • GRC to meet with WPS.
 - GRC requires confirmation from CP that enunciator room is relocated.
- 17.1.21/22 • Annunciator room to be relocated.
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- 17.1.23 • GRC to have someone on site for 1 week to coordinate with WPS.
- 17.1.25 • GRC will be on site next week (Myriam) to meet with WPS.
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- 17.1.26 • GRC to forward to WPS for review.
- 17.1.26 • Package ready next week for pricing.
- 17.1.26 • CP needs completed drawings by March 15, 2013.

Action: GRC / WPS / CP

20.4 **BULLETPROOF GLASS – 5TH FLOOR**

- GRC working on details/options with WPS.
- Bulletproof type 4 glazing required.
- 20.4.22 • GRC provided design to CP for review and pricing.
- 20.4.26 • Glass is level 4 glass.
- 20.4.26 • Thickness of frames is thicker than “normal”.
- 20.4.26 • OA requires price to present entire package to WPS for review and approval.
- 20.4.27 • **CP to forward to AAR/GRC.**
- 20.4.27 • **AAR to provide review and recommendation to OA.**

Action: CP

20.6 **PUMP STATION - WYPER**

- 20.6.20/22 • CP has stated that no special requirements to prevent freeze-up.
- 20.6.22 • CP to contact Genivar to confirm.
- 20.6.24 • CP to confirm that pump is not frozen.
- 20.6.26 • CP to confirm with Bayview and McCaine in spring.

Action: CP

20.7 **LIGHT POLE TOLERANCES - WYPER**

- Certification required from CP (McCaine).
- 20.7.21 • Under warranty.
- 20.7.22 • CP to review (in GRC deficiency report).
- 20.7.23 • Contractor has proposed use of collar dampers.
- 20.7.24 • To be installed Monday, January 28, 2013. PG to coordinate with AB.
- 20.7.25 • Currently being installed. CP to post on SharePoint once complete.
- 20.7.26 • Collar dampers have been installed.

Action: Closed

22.5 **COLOUR BOARD**

- GRC to provide revised colour for WPS review.
- GRC to present.
- 22.5.23 • January 25, 2013 target date.
- 22.5.23 • Presentation day to be confirmed.
- 22.5.25 • Tentatively set for February 20, 2013.
- 22.5.25 • RB to arrange with WPS.
- 22.5.26 • Presentation set for Thursday, February 21, 2013 at 1pm. Invite sent by RB.
- 22.5.26 • RB to sign-off ASAP.
- 22.5.27 • **GRC to do second colour board for WPS.**
- 22.5.27 • **Colour scheme has been approved by WPS.**

Action: GRC

22.6 **MAIN LOBBY**

- GRC issued preliminary design for CP/WPS review and comments.
- 22.6.23 • Comments to GRC to be forwarded.
- 22.6.23 • Concerns with ceiling appearance and dark columns.
- 22.6.26 • GRC to present on Thursday, February 21, 2013, same time as colour presentation.
- 22.6.27 • **Approved by WPS.**

- 22.6.27 • **Millwork details to be finalized by WPS.**
- 22.6.27 • **Issue with space raised. Furniture as requested does not fit, either eliminate desk or smaller width as per GRC email on March 2, 2013.**

Action: WPS / CP

23.1 **WPS OFFICE**

- With close of exit due to removal of escalators.
- Does not meet code.
- 23.1.26 • RB inquired about air quality as construction work progresses.
- 23.1.26 • To be reviewed after meeting with OA and RB.

Action: Closed

23.2 **MILL WORK**

- AB reviewing mill work.
- CP requested finalized mill work ASAP
- 23.2.24 • SI 089 3rd and 4th Floor Millwork issued January 21, 2013.
- 23.2.25 • WPS reviewing levels P2 to L2 and lobby.
- 23.2.26 • WPS to provide final comments today.
- 23.2.26 • Final Package (including lobby) to be issued March 1, 2013 assuming sign-off received by February 22, 2013.
- 23.2.26 • OA requires summary of additional costs (rough order of magnitude).
- 23.2.27 • **Only lobby is outstanding (See Item 22.6).**

Action: WPS

23.3 **COMMISSIONING REPORT**

- AAR to forward copy to CP (copy sent on January 10, 2013)
- 23.3.24 • Nova3 provided comments on first report. Revised report being prepared by I.D.I.
- 23.3.25 • 2nd report issued.
- 23.3.25 • PC to forward report to Nova3 and CP.
- 23.3.25 • Meeting set for Monday, February 11, 2013 in the pm.
- 23.3.25 • CP to set meeting invite (Nova3, I.D.I., McCaine, Wes-man).
- 23.3.26 • To be rescheduled; package to set meeting (OA to be invited).
- 23.3.26 • Scheduled for March 5, 2013.

Action: Info

23.4 **WYPER ROAD - WATER TANKS**

- CP to review with Wes-Man.
- Does not appear to be a leak in tanks, Wes-Man to be on site tomorrow to review.
- 23.4.24 • CP advised that this is a humidity consumption issue.
- 23.4.24 • PG to advise in writing.
- 23.4.24 • Float has been readjusted. To be reviewed in one week.
- 23.4.26 • Meter was installed February 14, 2013.
- 23.4.26 • Tank appears to be empty again.
- 23.4.26 • CP to review with Wes-man and monitor.
- 23.4.27 • **Problem was with humidistat.**
- 23.4.27 • **To be placed along with canister (service/replacement required after 2000 hours).**

- 23.4.27 • **Work scheduled for Wednesday, March 6, 2013.**

Action: CP

24.1 **RELOCATION OF STREET LIGHTS**

- GRC to review AECOM drawing to see if “removals” were noted.
- 24.1.26 • Lights were noted as existing but not removed.
- 24.1.26 • Manitoba Hydro will be relocating street lights.
- 24.1.26 • Invoice from Manitoba Hydro to be reviewed by OA/RB with City of Winnipeg.

Action: OA / RB

24.2 **MOTORIZED BLINDS**

- OA contends that all required access for cleaning/maintenance should be part of infrastructure costs.
- OA needs cost breakdown from CP for blinds and infrastructure costs.
- 24.2.27 • **CP to forward to AAR/GRC for review and recommendation.**

Action: CP

24.3 **4TH FLOOR MEZZANINE GLAZING**

- Pricing required from CP.
- CO to be issued.
- 24.3.25 • Pricing expected for end of March 2013.

Action: CP

24.5 **RAISED FLOORING**

- Deletion of raised flooring at level 3 to be reviewed.
- RB requires pricing from CP.
- Headroom issue needs to be resolved.
- 24.5.25 • North portion deleted as agreed with WPS.
- 24.5.25 • SI 097 HQ - Level 3 - Deletion of Raised Access Flooring issued January 24, 2013.
- 24.5.25 • Price breakdown required from CP to review.
- 24.5.26 • Raised flooring in on budget (\$1.2M).
- 24.5.27 • **CCN #16 was issued February 25, 2013; waiting for pricing.**

Action: CP

24.6 **STAIR # 5 AT LEVEL 5**

- GRC to provide revised stair layout.
- CP to present cost savings for OA to review.

Action: GRC / CP

24.8 **FINALIZED DRAWINGS**

- RCP and millwork 3rd and 4th floor issued (see SI 087 and SI 089).
- 24.8.26/27 • GRC indicates completed drawings **will be ready for March 15, 2013, printed over the weekend and delivered by March 18, 2013.**

Action: GRC

25.1 **DESIGN DRAWINGS IMPACT ON CONSTRUCTION**

- 25.1.27 • GRC to have finalized architectural drawings by week of **March 15, 2013; see Item 24.8.**

Action: Closed

25.2 **SECURITY BUDGET**

- OA requires confirmation of costs from CP.
- GRC/Nova3 and WPS (HH) to review 30% AECOM drawings and IFC security drawings from Nova3.
- 25.2.26 • CP received price breakdown from McCaine.
- 25.2.26 • WPS to review number of card readers (408 vs 280 on 30% drawings).
- 25.2.26 • CP to forward to OA for review.
- 25.2.26 • CP proceeding with rough-in as per (over budget) design.
- 25.2.27 • **Meeting to be held with WPS/McCaine/Nova3. Scheduled for Wednesday, March 6, 2013.**

Action: CP / OA

25.3 **FFE DRAWINGS**

- OA requires breakdown of responsibility of FFE work between GRC and CJB.
- Project plan required for FFE.
- AAR/GRC met with CBJ Tuesday, February 5, 2013 to review project plan.
- 25.3.26 • OA received work breakdown from GRC.
- 25.3.26 • Nova3 to have final electrical by March 1, 2013.

Action: Info

26.1 **WYPER ROAD**

- WPS requested signs to be removed from the site.

Action: Closed

26.2 **WYPER TARGET SYSTEM**

- Target system has to be fixed and completed by March 15, 2013.
- Hoses and target system bases are frozen within 10" - 12" of ice.
- 26.2.27 • **AB to issue revised training schedule; see email of March 5, 2013.**

Action: CP / AB

26.3 **CENTRAL VAC IN SERVER ROOM/COMMUNICATIONS CENTRE**

- Not in POR.
- Required to minimize noise.
- Commercial grade vacuum required.
- GRC to issue CCN.
- 26.3.27 • **CCN #15 issued February 26, 2013.**

Action: GRC

26.4 **CASPIAN SITE ISSUES**

- Rob Murray has left project.

- New site superintendent being proposed.
- OA required formal notification from CP for departure of Rob Murray and proposed replacement.

Action: CP

27.1 **DOOR SCHEDULES**

- All door hardware to be finalized and released by March 15, 2013.
- CP expressed concern on delivery of hardware.
- WPS has stated no doors have been changed.

Action: GRC

27.2 **POP ROOMS**

- WPS (Dennis Dane) has concerns with timing of POP rooms and impacts on installation of systems.
- POP room construction starting this week.
- Scheduled completion for mid-April.
- CP advised WPS that they can work with McCaine as sub-contractor.
- WPS to provide action plan for WPS review.

Action: Info / WPS

27.3 **HOSE BIBS IN CPU**

- AAR to review with CP.
- CCN #17 issued March 5, 2013.

Action: AAR / GRC

27.4 **WYPER ROAD O&M MANUALS**

- Section 9, as an example, is not readable/legible.
- PG is aware and will correct.

Action: CP

27.5 **VEHICLE SERVICE AREA**

- GRC to review drainage and structural capacity for a hoist.

Action: GRC / AAR

27.6 **SITE TOUR BY WPS SENIOR MANAGEMENT**

- OA to review with CP.
- End of month for 60(?) people.

Action: OA / CP

27.7 **RFI PROCESS**

- AAR to review and expedite.

Action: AAR

27.8**CPU AREA CEILINGS**

- Acoustic tile ceilings are a concern for CP.
- Headroom issue (11'-8" ceiling).
- Fixtures to be recessed.
- WPS has no preference to surface mounted or recessed as long as it's coordinated with camera locations and provides enough light.
- Lights need to be security/institutional grade.
- CP to review with McCaine and forward to WPS for review.

Action: CP**27.9****OVERHEAD DOORS**

- CP to review with GRC.
- Existing exterior overhead doors to remain?
- CP requested max vehicle size accessing level P1.

Action: CP**27.10****LEVEL P1 - SLAB**

- SI issued for leveling of floor.
- CP requested a CCN for this work.
- CP to review with GRC.

Action: CP / GRC**NEXT MEETING**

- Next meeting will be on **Tuesday, March 19, 2013** from **9am to 10:30am**.
- **All meetings will be from 9am to 10:30am**
 - **Tuesday, April 2, 2013**
 - **Tuesday, April 16, 2013**
 - **Tuesday April 30, 2013**
- Owner's Meeting to be held bi-weekly until further notice.

Action: All / AAR**Supplemental****S1.2****BUILDING PERMIT STATUS**

- Structural Permit - May 2, 2012
 - Receipt received.
- S1.2.18 ○ Structural Permit to be approved by October 26, 2012.
- S1.2.18 ○ CP to Pick-up.
- Building Permit - submitted June 15, 2012
 - 100% design complete and fully coordinated Architectural, Structural, Mechanical and Electrical drawings and specifications.
 - Follow-up meeting with City of Winnipeg (Sara Ciaflone) set-up for Wednesday, June 20, 2012.
 - Drawings re-submitted for Building Permit on July 24, 2012.
- S1.2.18 ○ Email confirmation received from City of Winnipeg (Sara Ciaflone) stating acceptance in principal with Morrison Hershfield Code Report.
- S1.2.26 • Meeting request received from City of Winnipeg (Sara Ciaflone) to review architectural comments. Set for Wednesday, February 21, 2013 at 3pm.



Winnipeg Police Headquarters Owner's Meeting No. 28



Date of Meeting: March 19, 2013

Meeting Location: Caspian Boardroom, 5th Floor, 266 Graham

Name	Initials	Company	Initials	Present	Copied
Peter Chang	PC	Adjeleian Allen Rubeli Ltd.	AAR	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Patrick Dubuc	PD	GRC Architects	GRC	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Peter Rankin	PR	GRC Architects	GRC	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Ossama AbouZeid	OA	Dunmore Corporation	DC	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Randy Benoit	RB	Winnipeg Police Service	WPS	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Henry Hagenars	HH	Winnipeg Police Service	WPS	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Ari Berdesis	AB	Winnipeg Police Service	WPS	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Dennis Dane	DD	Winnipeg Police Service	WPS	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Armik Babakhanians	ABa	Caspian Projects	CP	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Shaun Babakhanians	SB	Caspian Projects	CP	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Peter Giannuzzi	PG	Caspian Projects	CP	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Pam Anderson	PA	Caspian Projects	CP	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Andrew Edge	AE	Caspian Projects	CP	<input type="checkbox"/>	<input checked="" type="checkbox"/>
John Guenther	JG	Nova3	N3	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Vic Thielman	VT	Nova3	N3	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Tony Mitousis	TM	Nova3	N3	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Dan Wolfrom	DW	Wolfrom Engineering	WE	<input type="checkbox"/>	<input checked="" type="checkbox"/>

Meeting Minutes

6.4

POLICE SIGNAGE

- Winnipeg Police HQ sign on pedestals and/or on building face.
- John Sellers (hired by City of Winnipeg through CP) presented options. Will be revisited.
- CP to provide proposals from John Sellers to AAR/OA/RB.

- GRC issued proposal to RB for their review.
 - If mounted on curtain wall, CP requires input ASAP.
 - UDAQ approval may be required.
 - Decision urgently required as east elevations are under construction.
 - RB to advise.
 - Met with UDAC (Lee Caldwell) June 18, 2012.
 - Pillar signage preferred, opposed by Lee Caldwell.
 - GRC to prepare presentation of pillars (reduced size).
 - GRC presented pillar signage to RB.
 - RB presented to City.
 - Exterior signage on building not an option.
 - CP to proceed with buildings cladding with no signage.
 - RB provided design to UDAC.
 - UDAC approved 14'-0" high signage as presented by GRC.
 - Way finding signs to be English, Braille included.
 - GRC to prepare sign design package.
 - GRC is working on this package, item carried.
 - CP to review and price electrical requirement. To be reviewed under cash allowance.
- 6.4.16 • GRC will have plans/scheme for WPS review by Friday.
- 6.4.16 • CP to confirm that rough-ins and feeds are included in electrical price.
- 6.4.17 • GRC issued October 4, 2012.
- 6.4.17 • WPS to review internally.
- 6.4.17 • GRC needs comments back by October 16, 2012 at the latest.
- 6.4.17 • AAR to apply for permits week of October 22, 2012.
- 6.4.18 • Permit application made on October 22, 2012 for encroachment and UDAC.
- 6.4.19 • GRC provided supplementary info week of October 29, 2012.
- 6.4.21 • CCN required for electrical/structural.
- 6.4.22 • Design required from Nova3/GRC.
- 6.4.23 • GRC to coordinate with Nova3 and Wolfrom.
- 6.4.25 • Signage package ready to go. GRC received preferred fonts from WPS February 4, 2013.
- 6.4.25 • GRC to issue SI for CP to price.
- 6.4.25 • FFE item.
- 6.4.26 • SI to be issued this week.
- 6.4.27 • CP to provide list of sign contractors.

Action: AAR / GRC / CP

14.2

WYPER ROAD LANDSCAPING

- Drawings call for trees and shrubs which have yet to be installed. CP noted that this work may represent a "Value Engineering" amount; to be discussed with OA.
 - CP to issue quote.
 - GRC /AAR to review with OA.
- 14.2.16 • CP to provide cost breakdown for AAR review/recommendations.
- 14.2.18/19 • WPS requested trees to remain. (planting/decision delayed to spring 2012)
- 14.2.18 • SOD required for shot gun range.
- 14.2.18 • OA looking for ± \$20,000.00 savings.
- 14.2.18 • \$255,000.00 budget.
- 14.2.18 • AMEC preliminary report (April 20, 2012) received from CP.
- 14.2.18 • Final AMEC report and recommendations required.

- 14.2.19 • OA authorized CP to proceed with Jeo-Gute, subject to AMEC report.
- 14.2.19 • Hydro seeding to proceed once weather cooperates.
- 14.2.20 • Hydro seeding for berms completed.
- 14.2.20 • Jeo-Gute to be installed in spring.
- 14.2.21 • Final AMEC report still required.
- 14.2.22 • CP assures WPS that work is under warranty; report will be forwarded in the new year.

Action: CP

15.1 WYPER ROAD – FIRE HYDRANT AND RETENTION POND

- Genivar (Ian McKinnon) reviewed function of retention ponds.
- Retention pond must be monitored and maintained (as required during droughts) as pond is used for fire hydrant.
- Genivar to provide design summary and maintenance program to be included in O & M manuals.
- 15.1.16 • O & M manuals to be delivered before the end of the week.
- 15.1.17 • Waiting for as-builts/record drawings from AAR design team.
- 15.1.17 • To be on SharePoint site and reviewed by AAR team.
- 15.1.18 • GRC/AAR to put “As-Builts” on CD and forward to RB.
- 15.1.19 • Record drawings to be completed.
- 15.1.20 • Conduit for future use in target range to be noted.
- 15.1.22 • GRC will be providing revised drawings with all SIs for CP to mark-up with as-built conditions.
- 15.1.23 • GRC to forward to CP this week.
- 15.1.25 • GRC sent architectural drawings to CP.
- 15.1.25 • McCaine revising electrical.
- 15.1.25 • Records ready in 2 weeks (February 19, 2013±).
- 15.1.26 • CP completed review.
- 15.1.26 • McCaine will have drawings done for Thursday.
- 15.1.26 • GRC to issue early next week (onto SharePoint).
- 15.1.27 • GRC has drawings from CP.
- 15.1.27 • GRC will process and post onto SharePoint.
- 15.1.28 • **CP to forward as-builts to WPS as directed by GRC.**
- 15.1.28 • **GRC to prepare record drawings.**

Action: GRC

15.5 GENSET LOAD BANK

- WPS to review with OA on “additional cost” load bank (Not part of POR).
- 15.5.17 • McCaine quoted cost of ± \$180,000.00.
- 15.5.18 • Vic Thielman to review with CP.
- 15.5.19/22 • Nova3 to provide report. (Report issued)
- 15.5.22 • CP to provide cost of load bank and gensets for OA to review.
- 15.5.23 • CP advised that new gensets have been designed for load bank.
- 15.5.23 • If load bank is not provided, cost required for rewiring of gensets.
- 15.5.23 • CP to provide costs.
- 15.5.26 • CP to provide full cost of gensets.
- 15.5.26 • Separate line for cost of load bank.

Action: CP / AAR / Nova3

17.1 MUSEUM LAYOUT

- Under review with GRC.
- GRC to meet with WPS to review.
- 17.1.19 • HH met with WPS.
- 17.1.19/20 • GRC to meet with WPS.
- GRC requires confirmation from CP that enunciator room is relocated.
- 17.1.21/22 • Annunciator room to be relocated.
- 17.1.22 • GRC to meet with WPS this week.
- 17.1.23 • GRC to have someone on site for 1 week to coordinate with WPS.
- 17.1.25 • GRC will be on site next week (Myriam) to meet with WPS.
- 17.1.26 • Layout sent to Judy Jeske.
- 17.1.26 • GRC to forward to WPS for review.
- 17.1.26 • Package ready next week for pricing.
- 17.1.26 • CP needs completed drawings by March 15, 2013.
- 17.1.28 • **To be issued with 100% drawings. See Item 24.8.**

Action: GRC / WPS / CP

20.4 BULLETPROOF GLASS – 5TH FLOOR

- GRC working on details/options with WPS.
- Bulletproof type 4 glazing required.
- 20.4.22 • GRC provided design to CP for review and pricing.
- 20.4.26 • Glass is level 4 glass.
- 20.4.26 • Thickness of frames is thicker than “normal”.
- 20.4.26 • OA requires price to present entire package to WPS for review and approval.
- 20.4.27 • CP to forward to AAR/GRC.
- 20.4.27 • AAR to provide review and recommendation to OA.
- 20.4.28 • **GRC has info from CP.**
- 20.4.28 • **GRC to provide recommendation.**

Action: GRC / AAR

20.6 PUMP STATION - WYPER

- 20.6.20/22 • CP has stated that no special requirements to prevent freeze-up.
- 20.6.22 • CP to contact Genivar to confirm.
- 20.6.24 • CP to confirm that pump is not frozen.
- 20.6.26 • CP to confirm with Bayview and McCaine in spring.
- 20.6.28 • **Being reviewed today (March 19, 2013). CP to provide feedback.**

Action: CP

20.7 LIGHT POLE TOLERANCES - WYPER

- Certification required from CP (McCaine).
- 20.7.21 • Under warranty.
- 20.7.22 • CP to review (in GRC deficiency report).
- 20.7.23 • Contractor has proposed use of collar dampers.
- 20.7.24 • To be installed Monday, January 28, 2013. PG to coordinate with AB.
- 20.7.25 • Currently being installed. CP to post on SharePoint once complete.
- 20.7.26 • Collar dampers have been installed.
- 20.7.28 • **Light pole standard failed.**
- 20.7.28 • **CP reinstalling poles (same type).**

- 20.7.28 • **CP requesting 5 year warranty.**
- 20.7.28 • **CP to provide certification letter for AAR to review.**
- 20.7.28 • **WPS requests a regular review/inspection and certification for conditional acceptance by WPS.**

Action: AAR / WPS

22.5 **COLOUR BOARD**

- GRC to provide revised colour for WPS review.
- GRC to present.
- 22.5.23 • January 25, 2013 target date.
- 22.5.23 • Presentation day to be confirmed.
- 22.5.25 • Tentatively set for February 20, 2013.
- 22.5.25 • RB to arrange with WPS.
- 22.5.26 • Presentation set for Thursday, February 21, 2013 at 1pm. Invite sent by RB.
- 22.5.26 • RB to sign-off ASAP.
- 22.5.27 • GRC to do second colour board for WPS.
- 22.5.27 • Colour scheme has been approved by WPS.
- 22.5.28 • **WPS has some preferences (tarquette vs marmolium).**
- 22.5.28 • **WPS to review with GRC.**
- 22.5.28 • **5 areas require different colour. Has been forwarded to GRC.**
- 22.5.28 • **SI #122 to be revised this week.**

Action: GRC / WPS

22.6 **MAIN LOBBY**

- GRC issued preliminary design for CP/WPS review and comments.
- 22.6.23 • Comments to GRC to be forwarded.
- 22.6.23 • Concerns with ceiling appearance and dark columns.
- 22.6.26 • GRC to present on Thursday, February 21, 2013, same time as colour presentation.
- 22.6.27 • Approved by WPS.
- 22.6.27 • Millwork details to be finalized by WPS.
- 22.6.27 • Issue with space raised. Furniture as requested does not fit, either eliminate desk or smaller width as per GRC email on March 2, 2013.
- 22.6.28 • **Millwork as presented with 12 service stations has been accepted by WPS.**
- 22.6.28 • **To be included with 100% drawings.**

Action: WPS / CP

23.2 **MILL WORK**

- AB reviewing mill work.
- CP requested finalized mill work ASAP
- 23.2.24 • SI 089 3rd and 4th Floor Millwork issued January 21, 2013.
- 23.2.25 • WPS reviewing levels P2 to L2 and lobby.
- 23.2.26 • WPS to provide final comments today.
- 23.2.26 • Final Package (including lobby) to be issued March 1, 2013 assuming sign-off received by February 22, 2013.
- 23.2.26 • OA requires summary of additional costs (rough order of magnitude).
- 23.2.27 • Only lobby is outstanding (See Item 22.6).
- 23.2.28 • **GRC implementing May 12, 2013 POR list with WPS input.**

- 23.2.28 • **Considered to be “final” comments.**

Action: WPS

23.3 **COMMISSIONING REPORT**

- AAR to forward copy to CP (copy sent on January 10, 2013)
- 23.3.24 • Nova3 provided comments on first report. Revised report being prepared by I.D.I.
- 23.3.25 • 2nd report issued.
- 23.3.25 • PC to forward report to Nova3 and CP.
- 23.3.25 • Meeting set for Monday, February 11, 2013 in the pm.
- 23.3.25 • CP to set meeting invite (Nova3, I.D.I., McCaine, Wes-man).
- 23.3.26 • To be rescheduled; package to set meeting (OA to be invited).
- 23.3.26 • Scheduled for March 5, 2013.
- 23.3.28 • **Require confirmation from IDI.**

Action: WPS / AAR

23.4 **WYPER ROAD - WATER TANKS**

- CP to review with Wes-Man.
- Does not appear to be a leak in tanks, Wes-Man to be on site tomorrow to review.
- 23.4.24 • CP advised that this is a humidity consumption issue.
- 23.4.24 • PG to advise in writing.
- 23.4.24 • Float has been readjusted. To be reviewed in one week.
- 23.4.26 • Meter was installed February 14, 2013.
- 23.4.26 • Tank appears to be empty again.
- 23.4.26 • CP to review with Wes-man and monitor.
- 23.4.27 • Problem was with humidistat.
- 23.4.27 • To be placed along with canister (service/replacement required after 2000 hours).
- 23.4.27 • Work scheduled for Wednesday, March 6, 2013.
- 23.4.28 • **Humidifier/humidistat recalibrated.**
- 23.4.28 • **Wes-Man changing floats and monitoring tanks.**

Action: CP

24.1 **RELOCATION OF STREET LIGHTS**

- GRC to review AECOM drawing to see if “removals” were noted.
- 24.1.26 • Lights were noted as existing but not removed.
- 24.1.26 • Manitoba Hydro will be relocating street lights.
- 24.1.26 • Invoice from Manitoba Hydro to be reviewed by OA/RB with City of Winnipeg.

Action: OA / RB

24.2 **MOTORIZED BLINDS**

- OA contends that all required access for cleaning/maintenance should be part of infrastructure costs.
- OA needs cost breakdown from CP for blinds and infrastructure costs.
- 24.2.27 • CP to forward to AAR/GRC for review and recommendation.

Action: CP

24.3 4TH FLOOR MEZZANINE GLAZING

- Pricing required from CP.
 - CO to be issued.
- 24.3.25 • Pricing expected for end of March 2013.

Action: CP

24.5 RAISED FLOORING

- Deletion of raised flooring at level 3 to be reviewed.
 - RB requires pricing from CP.
 - Headroom issue needs to be resolved.
- 24.5.25 • North portion deleted as agreed with WPS.
- 24.5.25 • SI 097 HQ - Level 3 - Deletion of Raised Access Flooring issued January 24, 2013.
- 24.5.25 • Price breakdown required from CP to review.
- 24.5.26 • Raised flooring in on budget (\$1.2M).
- 24.5.27 • CCN #16 was issued February 25, 2013; waiting for pricing.

Action: CP

24.6 STAIR # 5 AT LEVEL 5

- GRC to provide revised stair layout.
- CP to present cost savings for OA to review.

Action: GRC / CP

24.8 FINALIZED DRAWINGS

- RCP and millwork 3rd and 4th floor issued (see SI 087 and SI 089).
- 24.8.26/27 • GRC indicates completed drawings will be ready for March 15, 2013, printed over the weekend and delivered by March 18, 2013.
- 24.8.28 • **Schedule for printing March 25, 2013; to be confirmed by GRC.**

Action: GRC

25.2 SECURITY BUDGET

- OA requires confirmation of costs from CP.
 - GRC/Nova3 and WPS (HH) to review 30% AECOM drawings and IFC security drawings from Nova3.
- 25.2.26 • CP received price breakdown from McCaine.
- 25.2.26 • WPS to review number of card readers (408 vs 280 on 30% drawings).
- 25.2.26 • CP to forward to OA for review.
- 25.2.26 • CP proceeding with rough-in as per (over budget) design.
- 25.2.27 • Meeting to be held with WPS/McCaine/Nova3. Scheduled for Wednesday, March 6, 2013.
- 25.2.28 • **CP presented revised/final budget to RB/OA.**
- 25.2.28 • **CP to confirm that costs include "in-car card readers". (CP confirmed 400 included)**

Action: CP / OA

25.3 FFE DRAWINGS

- OA requires breakdown of responsibility of FFE work between GRC and CJB.
- Project plan required for FFE.

- AAR/GRC met with CBJ Tuesday, February 5, 2013 to review project plan.
- 25.3.26 • OA received work breakdown from GRC.
- 25.3.26 • Nova3 to have final electrical by March 1, 2013.
- 25.3.28 • **CJB/GRC preparing tender package.**

Action: Info

26.2 **WYPER TARGET SYSTEM**

- Target system has to be fixed and completed by March 15, 2013.
- Hoses and target system bases are frozen within 10" - 12" of ice.
- 26.2.27 • AB to issue revised training schedule; see email of March 5, 2013.

Action: Closed

26.3 **CENTRAL VAC IN SERVER ROOM/COMMUNICATIONS CENTRE**

- Not in POR.
- Required to minimize noise.
- Commercial grade vacuum required.
- GRC to issue CCN.
- 26.3.27 • CCN #15 issued February 26, 2013.
- 26.3.28 • **Rough-in has been installed.**

Action: CP

26.4 **CASPIAN SITE ISSUES**

- Rob Murray has left project.
- New site superintendent being proposed.
- OA required formal notification from CP for departure of Rob Murray and proposed replacement.

Action: CP

27.1 **DOOR SCHEDULES**

- All door hardware to be finalized and released by March 15, 2013.
- CP expressed concern on delivery of hardware.
- WPS has stated no doors have been changed.

Action: Closed

27.2 **POP ROOMS**

- WPS (Dennis Dane) has concerns with timing of POP rooms and impacts on installation of systems.
- POP room construction starting this week.
- Scheduled completion for mid-April.
- CP advised WPS that they can work with McCaine as sub-contractor.
- WPS to provide action plan for WPS review.

Action: Info / WPS

27.3 **HOSE BIBS IN CPU**

- AAR to review with CP.

- CCN #17 issued March 5, 2013.

Action: AAR / GRC

27.4 **WYPER ROAD O&M MANUALS**

- Section 9, as an example, is not readable/legible.
- PG is aware and will correct.

Action: CP

27.5 **VEHICLE SERVICE AREA**

- GRC to review drainage and structural capacity for a hoist.

Action: GRC / AAR

27.6 **SITE TOUR BY WPS SENIOR MANAGEMENT**

- OA to review with CP.
- End of month for 60(?) people.
- 27.6.28 • **WPS to coordinate with CP.**

Action: OA / CP / WPS

27.7 **RFI PROCESS**

- AAR to review and expedite.

Action: AAR

27.8 **CPU AREA CEILINGS**

- Acoustic tile ceilings are a concern for CP.
- Headroom issue (11'-8" ceiling).
- Fixtures to be recessed.
- WPS has no preference to surface mounted or recessed as long as it's coordinated with camera locations and provides enough light.
- 27.8.28 • Lights need to be security/institutional grade. **(corner units)**
- CP to review with McCaine and forward to WPS for review.
- 27.8.28 • **Fixtures to be surface mounted to maximize ceiling height.**
- 27.8.28 • **McCaine/Nova3 to review with WPS (HH).**

Action: CP

27.9 **OVERHEAD DOORS**

- CP to review with GRC.
- Existing exterior overhead doors to remain?
- CP requested max vehicle size accessing level P1.
- 27.9.28 • **GRC to review with WPS.**

Action: CP

27.10 **LEVEL P1 - SLAB**

- SI issued for leveling of floor.
- CP requested a CCN for this work.

- CP to review with GRC.

Action: CP / GRC

NEXT MEETING

- Next meeting will be on **Tuesday, April 2, 2013** from **9am to 10:30am**.
- **All meetings will be from 9am to 10:30am**
 - **Tuesday, April 16, 2013**
 - **Tuesday April 30, 2013**
- Owner's Meeting to be held bi-weekly until further notice.

Action: All / AAR

Supplemental

S1.2

BUILDING PERMIT STATUS

- Structural Permit - May 2, 2012
 - Receipt received.
- S1.2.18 ○ Structural Permit to be approved by October 26, 2012.
- S1.2.18 ○ CP to Pick-up.
- Building Permit - submitted June 15, 2012
 - 100% design complete and fully coordinated Architectural, Structural, Mechanical and Electrical drawings and specifications.
 - Follow-up meeting with City of Winnipeg (Sara Ciaflone) set-up for Wednesday, June 20, 2012.
 - Drawings re-submitted for Building Permit on July 24, 2012.
- S1.2.18 ○ Email confirmation received from City of Winnipeg (Sara Ciaflone) stating acceptance in principal with Morrison Hershfield Code Report.
- S1.2.26 • Meeting request received from City of Winnipeg (Sara Ciaflone) to review architectural comments. Set for Wednesday, February 21, 2013 at 3pm.



Winnipeg Police Headquarters Owner's Meeting No. 29



Date of Meeting: April 2, 2013

Meeting Location: Caspian Boardroom, 5th Floor, 266 Graham

Name	Initials	Company	Initials	Present	Copied
Peter Chang	PC	Adjeleian Allen Rubeli Ltd.	AAR	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Patrick Dubuc	PD	GRC Architects	GRC	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Peter Rankin	PR	GRC Architects	GRC	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Ossama AbouZeid	OA	Dunmore Corporation	DC	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Randy Benoit	RB	Winnipeg Police Service	WPS	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Henry Hagenars	HH	Winnipeg Police Service	WPS	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Ari Berdesis	AB	Winnipeg Police Service	WPS	<input type="checkbox"/>	<input checked="" type="checkbox"/>
George Labossiere	GL	Winnipeg Police Service	WPS	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Armik Babakhanians	ABa	Caspian Projects	CP	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Shaun Babakhanians	SB	Caspian Projects	CP	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Peter Giannuzzi	PG	Caspian Projects	CP	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Pam Anderson	PA	Caspian Projects	CP	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Andrew Edge	AE	Caspian Projects	CP	<input type="checkbox"/>	<input checked="" type="checkbox"/>
John Guenther	JG	Nova3	N3	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Vic Thielman	VT	Nova3	N3	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Tony Mitousis	TM	Nova3	N3	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Dan Wolfrom	DW	Wolfrom Engineering	WE	<input type="checkbox"/>	<input checked="" type="checkbox"/>

Meeting Minutes

14.2

WYPER ROAD LANDSCAPING

- Drawings call for trees and shrubs which have yet to be installed. CP noted that this work may represent a "Value Engineering" amount; to be discussed with OA.
- CP to issue quote.
- GRC /AAR to review with OA.

- 14.2.16 • CP to provide cost breakdown for AAR review/recommendations.
- 14.2.18/19 • WPS requested trees to remain. (planting/decision delayed to spring 2012)
- 14.2.18 • SOD required for shot gun range.
- 14.2.18 • OA looking for ± \$20,000.00 savings.
- 14.2.18 • \$255,000.00 budget.
- 14.2.18 • AMEC preliminary report (April 20, 2012) received from CP.
- 14.2.18 • Final AMEC report and recommendations required.
- 14.2.19 • OA authorized CP to proceed with Jeo-Gute, subject to AMEC report.
- 14.2.19 • Hydro seeding to proceed once weather cooperates.
- 14.2.20 • Hydro seeding for berms completed.
- 14.2.20 • Jeo-Gute to be installed in spring.
- 14.2.21 • Final AMEC report still required.
- 14.2.22 • CP assures WPS that work is under warranty; report will be forwarded in the new year.

Action: CP

15.1 WYPER ROAD – FIRE HYDRANT AND RETENTION POND

- Genivar (Ian McKinnon) reviewed function of retention ponds.
- Retention pond must be monitored and maintained (as required during droughts) as pond is used for fire hydrant.
- Genivar to provide design summary and maintenance program to be included in O & M manuals.
- 15.1.16 • O & M manuals to be delivered before the end of the week.
- 15.1.17 • Waiting for as-builts/record drawings from AAR design team.
- 15.1.17 • To be on SharePoint site and reviewed by AAR team.
- 15.1.18 • GRC/AAR to put “As-Builts” on CD and forward to RB.
- 15.1.19 • Record drawings to be completed.
- 15.1.20 • Conduit for future use in target range to be noted.
- 15.1.22 • GRC will be providing revised drawings with all SIs for CP to mark-up with as-built conditions.
- 15.1.23 • GRC to forward to CP this week.
- 15.1.25 • GRC sent architectural drawings to CP.
- 15.1.25 • McCaine revising electrical.
- 15.1.25 • Records ready in 2 weeks (February 19, 2013±).
- 15.1.26 • CP completed review.
- 15.1.26 • McCaine will have drawings done for Thursday.
- 15.1.26 • GRC to issue early next week (onto SharePoint).
- 15.1.27 • GRC has drawings from CP.
- 15.1.27 • GRC will process and post onto SharePoint.
- 15.1.28 • CP to forward as-builts to WPS as directed by GRC.
- 15.1.28 • GRC to prepare record drawings.
- 15.1.29 • **WPS has Caspian’s hard copy and will review and return to CP.**
- 15.1.29 • **Caspian to scan and post as-builts.**

Action: CP/WPS

20.6 PUMP STATION - WYPER

- 20.6.20/22 • CP has stated that no special requirements to prevent freeze-up.

- 20.6.22 • CP to contact Genivar to confirm.
- 20.6.24 • CP to confirm that pump is not frozen.
- 20.6.26 • CP to confirm with Bayview and McCaine in spring.
- 20.6.28 • **Being reviewed today (March 19, 2013). CP to provide feedback.**

Action: CP

20.7 **LIGHT POLE TOLERANCES - WYPER**

- Certification required from CP (McCaine).
- 20.7.21 • Under warranty.
- 20.7.22 • CP to review (in GRC deficiency report).
- 20.7.23 • Contractor has proposed use of collar dampers.
- 20.7.24 • To be installed Monday, January 28, 2013. PG to coordinate with AB.
- 20.7.25 • Currently being installed. CP to post on SharePoint once complete.
- 20.7.26 • Collar dampers have been installed.
- 20.7.28 • Light pole standard failed.
- 20.7.28 • CP reinstalling poles (same type).
- 20.7.28 • CP requesting 5 year warranty.
- 20.7.28 • CP to provide certification letter for AAR to review.
- 20.7.28 • WPS requests a regular review/inspection and certification for conditional acceptance by WPS.
- 20.7.29 • **Light poles will all be replaced with higher gauge poles.**
- 20.7.29 • **Dampers will be installed.**

Action: CP

23.4 **WYPER ROAD - WATER TANKS**

- CP to review with Wes-Man.
- Does not appear to be a leak in tanks, Wes-Man to be on site tomorrow to review.
- 23.4.24 • CP advised that this is a humidity consumption issue.
- 23.4.24 • PG to advise in writing.
- 23.4.24 • Float has been readjusted. To be reviewed in one week.
- 23.4.26 • Meter was installed February 14, 2013.
- 23.4.26 • Tank appears to be empty again.
- 23.4.26 • CP to review with Wes-man and monitor.
- 23.4.27 • Problem was with humidistat.
- 23.4.27 • To be placed along with canister (service/replacement required after 2000 hours).
- 23.4.27 • Work scheduled for Wednesday, March 6, 2013.
- 23.4.28 • Humidifier/humidistat recalibrated.
- 23.4.28 • Wes-Man changing floats and monitoring tanks.
- 23.4.29 • **Floats recalibrated. BSD have reprogrammed the system.**

Action: CP

27.4 **WYPER ROAD O&M MANUALS**

- Section 9, as an example, is not readable/legible.
- PG is aware and will correct.
- 27.4.29 • **Copies forwarded to WPS (HH).**

Action: Closed

6.4

POLICE SIGNAGE

- Winnipeg Police HQ sign on pedestals and/or on building face.
 - John Sellers (hired by City of Winnipeg through CP) presented options. Will be revisited.
 - CP to provide proposals from John Sellers to AAR/OA/RB.
 - GRC issued proposal to RB for their review.
 - If mounted on curtain wall, CP requires input ASAP.
 - UDAQ approval may be required.
 - Decision urgently required as east elevations are under construction.
 - RB to advise.
 - Met with UDAC (Lee Caldwell) June 18, 2012.
 - Pillar signage preferred, opposed by Lee Caldwell.
 - GRC to prepare presentation of pillars (reduced size).
 - GRC presented pillar signage to RB.
 - RB presented to City.
 - Exterior signage on building not an option.
 - CP to proceed with buildings cladding with no signage.
 - RB provided design to UDAC.
 - UDAC approved 14'-0" high signage as presented by GRC.
 - Way finding signs to be English, Braille included.
 - GRC to prepare sign design package.
 - GRC is working on this package, item carried.
 - CP to review and price electrical requirement. To be reviewed under cash allowance.
- 6.4.16 • GRC will have plans/scheme for WPS review by Friday.
- 6.4.16 • CP to confirm that rough-ins and feeds are included in electrical price.
- 6.4.17 • GRC issued October 4, 2012.
- 6.4.17 • WPS to review internally.
- 6.4.17 • GRC needs comments back by October 16, 2012 at the latest.
- 6.4.17 • AAR to apply for permits week of October 22, 2012.
- 6.4.18 • Permit application made on October 22, 2012 for encroachment and UDAC.
- 6.4.19 • GRC provided supplementary info week of October 29, 2012.
- 6.4.21 • CCN required for electrical/structural.
- 6.4.22 • Design required from Nova3/GRC.
- 6.4.23 • GRC to coordinate with Nova3 and Wolfrom.
- 6.4.25 • Signage package ready to go. GRC received preferred fonts from WPS February 4, 2013.
- 6.4.25 • GRC to issue SI for CP to price.
- 6.4.25 • FFE item.
- 6.4.26 • SI to be issued this week.
- 6.4.27 • CP to provide list of sign contractors.
- 6.4.29 • **GRC submitted CCN #20; AAR to process (issued April 2, 2013).**

Action: AAR

15.5

GENSET LOAD BANK

- WPS to review with OA on "additional cost" load bank (Not part of POR).
- 15.5.17 • McCaine quoted cost of ± \$180,000.00.
- 15.5.18 • Vic Thielman to review with CP.
- 15.5.19/22 • Nova3 to provide report. (Report issued)
- 15.5.22 • CP to provide cost of load bank and gensets for OA to review.

- 15.5.23 • CP advised that new gensets have been designed for load bank.
- 15.5.23 • If load bank is not provided, cost required for rewiring of gensets.
- 15.5.23 • CP to provide costs.
- 15.5.26 • CP to provide full cost of gensets.
- 15.5.26 • Separate line for cost of load bank.
- 15.5.29 • **OA has cost estimate; under review.**

Action: OA

17.1 **MUSEUM LAYOUT**

- Under review with GRC.
- GRC to meet with WPS to review.
- 17.1.19 • HH met with WPS.
- 17.1.19/20 • GRC to meet with WPS.
- GRC requires confirmation from CP that enunciator room is relocated.
- 17.1.21/22 • Annunciator room to be relocated.
- 17.1.22 • GRC to meet with WPS this week.
- 17.1.23 • GRC to have someone on site for 1 week to coordinate with WPS.
- 17.1.25 • GRC will be on site next week (Myriam) to meet with WPS.
- 17.1.26 • Layout sent to Judy Jeske.
- 17.1.26 • GRC to forward to WPS for review.
- 17.1.26 • Package ready next week for pricing.
- 17.1.26 • CP needs completed drawings by March 15, 2013.
- 17.1.28 • To be issued with 100% drawings. See Item 24.8.

Action: Closed

20.4 **BULLETPROOF GLASS – 5TH FLOOR**

- GRC working on details/options with WPS.
- Bulletproof type 4 glazing required.
- 20.4.22 • GRC provided design to CP for review and pricing.
- 20.4.26 • Glass is level 4 glass.
- 20.4.26 • Thickness of frames is thicker than “normal”.
- 20.4.26 • OA requires price to present entire package to WPS for review and approval.
- 20.4.27 • CP to forward to AAR/GRC.
- 20.4.27 • AAR to provide review and recommendation to OA.
- 20.4.28 • GRC has info from CP.
- 20.4.28 • GRC to provide recommendation.
- 20.4.29 • **WPS has reviewed and accepted design.**
- 20.4.29 • **CCN is being prepared and will be issued this week.**

Action: GRC / AAR

22.5 **COLOUR BOARD**

- GRC to provide revised colour for WPS review.
- GRC to present.
- 22.5.23 • January 25, 2013 target date.
- 22.5.23 • Presentation day to be confirmed.
- 22.5.25 • Tentatively set for February 20, 2013.
- 22.5.25 • RB to arrange with WPS.
- 22.5.26 • Presentation set for Thursday, February 21, 2013 at 1pm. Invite sent by RB.

- 22.5.26 • RB to sign-off ASAP.
- 22.5.27 • GRC to do second colour board for WPS.
- 22.5.27 • Colour scheme has been approved by WPS.
- 22.5.28 • WPS has some preferences (tarquette vs marmolium).
- 22.5.28 • WPS to review with GRC.
- 22.5.28 • 5 areas require different colour. Has been forwarded to GRC.
- 22.5.28 • SI #122 to be revised this week.
- 22.5.29 • **Revised on 100% drawings; being issued today (April 2, 2013).**
- 22.5.29 • **Carpet to be finalized.**
- 22.5.29 • **Granite floor in front lobby to be reviewed.**

Action: GRC / WPS

22.6 **MAIN LOBBY**

- GRC issued preliminary design for CP/WPS review and comments.
- 22.6.23 • Comments to GRC to be forwarded.
- 22.6.23 • Concerns with ceiling appearance and dark columns.
- 22.6.26 • GRC to present on Thursday, February 21, 2013, same time as colour presentation.
- 22.6.27 • Approved by WPS.
- 22.6.27 • Millwork details to be finalized by WPS.
- 22.6.27 • Issue with space raised. Furniture as requested does not fit, either eliminate desk or smaller width as per GRC email on March 2, 2013.
- 22.6.28 • Millwork as presented with 12 service stations has been accepted by WPS.
- 22.6.28 • To be included with 100% drawings.
- 22.6.29 • **Issued April 2, 2013.**

Action: Closed

23.2 **MILL WORK**

- AB reviewing mill work.
- CP requested finalized mill work ASAP
- 23.2.24 • SI 089 3rd and 4th Floor Millwork issued January 21, 2013.
- 23.2.25 • WPS reviewing levels P2 to L2 and lobby.
- 23.2.26 • WPS to provide final comments today.
- 23.2.26 • Final Package (including lobby) to be issued March 1, 2013 assuming sign-off received by February 22, 2013.
- 23.2.26 • OA requires summary of additional costs (rough order of magnitude).
- 23.2.27 • Only lobby is outstanding (See Item 22.6).
- 23.2.28 • GRC implementing May 12, 2013 POR list with WPS input.
- 23.2.28 • Considered to be "final" comments.
- 23.2.29 • **All millwork issues are on 100% set.**

Action: Closed

23.3 **COMMISSIONING REPORT**

- AAR to forward copy to CP (copy sent on January 10, 2013)
- 23.3.24 • Nova3 provided comments on first report. Revised report being prepared by I.D.I.
- 23.3.25 • 2nd report issued.
- 23.3.25 • PC to forward report to Nova3 and CP.
- 23.3.25 • Meeting set for Monday, February 11, 2013 in the pm.
- 23.3.25 • CP to set meeting invite (Nova3, I.D.I., McCaine, Wes-man).

- 23.3.26 • To be rescheduled; package to set meeting (OA to be invited).
- 23.3.26 • Scheduled for March 5, 2013.
- 23.3.28 • Require confirmation from IDI.
- 23.3.29 • **Revised report received and forwarded to Nova3 and CP for review/action.**

Action: CP / Nova3

24.1 **RELOCATION OF STREET LIGHTS**

- GRC to review AECOM drawing to see if “removals” were noted.
- 24.1.26 • Lights were noted as existing but not removed.
- 24.1.26 • Manitoba Hydro will be relocating street lights.
- 24.1.26 • Invoice from Manitoba Hydro to be reviewed by OA/RB with City of Winnipeg.

Action: OA / RB

24.2 **MOTORIZED BLINDS**

- OA contends that all required access for cleaning/maintenance should be part of infrastructure costs.
- OA needs cost breakdown from CP for blinds and infrastructure costs.
- 24.2.27 • CP to forward to AAR/GRC for review and recommendation.

Action: CP

24.3 **4TH FLOOR MEZZANINE GLAZING**

- Pricing required from CP.
- CO to be issued.
- 24.3.25 • Pricing expected for end of March 2013.

Action: CP

24.5 **RAISED FLOORING**

- Deletion of raised flooring at level 3 to be reviewed.
- RB requires pricing from CP.
- Headroom issue needs to be resolved.
- 24.5.25 • North portion deleted as agreed with WPS.
- 24.5.25 • SI 097 HQ - Level 3 - Deletion of Raised Access Flooring issued January 24, 2013.
- 24.5.25 • Price breakdown required from CP to review.
- 24.5.26 • Raised flooring in on budget (\$1.2M).
- 24.5.27 • CCN #16 was issued February 25, 2013; waiting for pricing.

Action: CP

24.6 **STAIR # 5 AT LEVEL 5**

- GRC to provide revised stair layout.
- CP to present cost savings for OA to review.

Action: OA

24.8 FINALIZED DRAWINGS

- RCP and millwork 3rd and 4th floor issued (see SI 087 and SI 089).
- 24.8.26/27 • GRC indicates completed drawings will be ready for March 15, 2013, printed over the weekend and delivered by March 18, 2013.
- 24.8.28 • Schedule for printing March 25, 2013; to be confirmed by GRC.
- 24.8.29 • **Being delivered April 2, 2013.**

Action: GRC

25.2 SECURITY BUDGET

- OA requires confirmation of costs from CP.
- GRC/Nova3 and WPS (HH) to review 30% AECOM drawings and IFC security drawings from Nova3.
- 25.2.26 • CP received price breakdown from McCaine.
- 25.2.26 • WPS to review number of card readers (408 vs 280 on 30% drawings).
- 25.2.26 • CP to forward to OA for review.
- 25.2.26 • CP proceeding with rough-in as per (over budget) design.
- 25.2.27 • Meeting to be held with WPS/McCaine/Nova3. Scheduled for Wednesday, March 6, 2013.
- 25.2.28 • CP presented revised/final budget to RB/OA.
- 25.2.28 • CP to confirm that costs include "in-car card readers". (CP confirmed 400 included)
- 25.2.29 • **CP instructed by WPS to proceed with construction as presented by McCaine.**
- 25.2.29 • **Still an issue with cost. RB to review with OA.**

Action: CP / OA /RB

25.3 FFE DRAWINGS

- OA requires breakdown of responsibility of FFE work between GRC and CJB.
- Project plan required for FFE.
- AAR/GRC met with CBJ Tuesday, February 5, 2013 to review project plan.
- 25.3.26 • OA received work breakdown from GRC.
- 25.3.26 • Nova3 to have final electrical by March 1, 2013.
- 25.3.28 • CJB/GRC preparing tender package.
- 25.3.29 • **Tender set ready for April 8, 2013; closing end of April.**
- 25.3.29 • **CP to tender, CJB/GRC to review tender price and provide recommendations.**

Action: CP / CJB / GRC

26.3 CENTRAL VAC IN SERVER ROOM/COMMUNICATIONS CENTRE

- Not in POR.
- Required to minimize noise.
- Commercial grade vacuum required.
- GRC to issue CCN.
- 26.3.27 • CCN #15 issued February 26, 2013.
- 26.3.28 • Rough-in has been installed.
- 26.3.29 • **Awaiting CP pricing to issue CO.**

Action: CP

26.4 CASPIAN SITE ISSUES

- Rob Murray has left project.

- New site superintendent being proposed.
 - OA required formal notification from CP for departure of Rob Murray and proposed replacement.
- 26.4.29 • **OA has reviewed notification from CP. Awaiting approval from OA.**

Action: CP

27.2 **POP ROOMS**

- WPS (Dennis Dane) has concerns with timing of POP rooms and impacts on installation of systems.
 - POP room construction starting this week.
 - Scheduled completion for mid-April.
 - CP advised WPS that they can work with McCaine as sub-contractor.
 - WPS to provide action plan for WPS review.
- 27.2.29 • **Dennis is attending weekly construction meeting to coordinate schedule.**

Action: Closed

27.3 **HOSE BIBS IN CPU**

- AAR to review with CP.
 - CCN #17 issued March 5, 2013.
- 27.3.29 • **Awaiting CP pricing to issue CO.**

Action: CP

27.5 **VEHICLE SERVICE AREA**

- GRC to review drainage and structural capacity for a hoist.

Action: GRC / AAR

27.6 **SITE TOUR BY WPS SENIOR MANAGEMENT**

- OA to review with CP.
 - End of month for 60(?) people.
- 27.6.28 • WPS to coordinate with CP.

Action: Closed

27.7 **RFI PROCESS**

- AAR to review and expedite.

Action: Closed

27.8 **CPU AREA CEILINGS**

- Acoustic tile ceilings are a concern for CP.
 - Headroom issue (11'-8" ceiling).
 - Fixtures to be recessed.
 - WPS has no preference to surface mounted or recessed as long as it's coordinated with camera locations and provides enough light.
- 27.8.28 • Lights need to be security/institutional grade. (corner units)
- CP to review with McCaine and forward to WPS for review.
- 27.8.28 • Fixtures to be surface mounted to maximize ceiling height.

- 27.8.28 • McCaine/Nova3 to review with WPS (HH).
- 27.8.29 • **WPS has approved layout.**
- 27.8.29 • **Final ceiling height 11'-8" to 12'-0".**

Action: Closed

27.9 OVERHEAD DOORS

- CP to review with GRC.
- Existing exterior overhead doors to remain?
- CP requested max vehicle size accessing level P1.
- 27.9.28 • GRC to review with WPS.
- 27.9.29 • **CP provided sample and cut sheet of rapid rise door.**
- 27.9.29 • **GRC to review with WPS and issue SI/CCN as required.**
- 27.9.29 • **25 to 35K difference between sectional and rapid rise doors.**
- 27.9.29 • **300K estimate for 8 doors (includes structural costs).**

Action: GRC / WPS

27.10 LEVEL P1 - SLAB

- SI issued for leveling of floor.
- CP requested a CCN for this work.
- CP to review with GRC.
- 27.10.29 • **CCN #19 issued March 28, 2013.**
- 27.10.29 • **Waiting for CP to price for AAR/GRC to review.**

Action: CP

29.1 CPU CONTROL SYSTEM

- Nova3 to meet with SWS to review and work out system.
- WPS has advised Nova3 of required controls.

Action: GRC / Nova3

NEXT MEETING

- Next meeting will be on **Tuesday, April 16, 2013** from **9am to 10:30am**.
- **All meetings will be from 9am to 10:30am**
 - **Tuesday April 30, 2013**
 - **Thursday, May 16, 2013**
 - **Wednesday, May 29, 2013**
- Owner's Meeting to be held bi-weekly until further notice.

Action: All / AAR

Supplemental

S1.2 BUILDING PERMIT STATUS

- Structural Permit - May 2, 2012
 - Receipt received.
- S1.2.18 ○ Structural Permit to be approved by October 26, 2012.
- S1.2.18 ○ CP to Pick-up.
- Building Permit - submitted June 15, 2012
 - 100% design complete and fully coordinated Architectural, Structural,

Mechanical and Electrical drawings and specifications.

- Follow-up meeting with City of Winnipeg (Sara Ciaflone) set-up for Wednesday, June 20, 2012.
- Drawings re-submitted for Building Permit on July 24, 2012.
- S1.2.18 ○ Email confirmation received from City of Winnipeg (Sara Ciaflone) stating acceptance in principal with Morrison Hershfield Code Report.
- S1.2.26 ● Meeting request received from City of Winnipeg (Sara Ciaflone) to review architectural comments. Set for Wednesday, February 21, 2013 at 3pm.
- S1.2.29 ● **Meeting scheduled with Judy Redmond and Sara Ciaflone on Wednesday, April 3, 2013.**



Winnipeg Police Headquarters Owner's Meeting No. 30



Date of Meeting: April 16, 2013

Meeting Location: Caspian Boardroom, 5th Floor, 266 Graham

Name	Initials	Company	Initials	Present	Copied
Peter Chang	PC	Adjeleian Allen Rubeli Ltd.	AAR	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Patrick Dubuc	PD	GRC Architects	GRC	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Peter Rankin	PR	GRC Architects	GRC	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Ossama AbouZeid	OA	Dunmore Corporation	DC	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Randy Benoit	RB	Winnipeg Police Service	WPS	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Henry Hagenars	HH	Winnipeg Police Service	WPS	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Ari Berdesis	AB	Winnipeg Police Service	WPS	<input type="checkbox"/>	<input checked="" type="checkbox"/>
George Labossiere	GL	Winnipeg Police Service	WPS	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Armik Babakhanians	ABa	Caspian Projects	CP	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Shaun Babakhanians	SB	Caspian Projects	CP	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Peter Giannuzzi	PG	Caspian Projects	CP	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Pam Anderson	PA	Caspian Projects	CP	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Andrew Edge	AE	Caspian Projects	CP	<input type="checkbox"/>	<input checked="" type="checkbox"/>
John Guenther	JG	Nova3	N3	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Vic Thielman	VT	Nova3	N3	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Tony Mitousis	TM	Nova3	N3	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Dan Wolfrom	DW	Wolfrom Engineering	WE	<input type="checkbox"/>	<input checked="" type="checkbox"/>

Meeting Minutes

14.2

WYPER ROAD LANDSCAPING

- Drawings call for trees and shrubs which have yet to be installed. CP noted that this work may represent a "Value Engineering" amount; to be discussed with OA.
- CP to issue quote.
- GRC /AAR to review with OA.

- 14.2.16 • CP to provide cost breakdown for AAR review/recommendations.

- 14.2.18/19 • WPS requested trees to remain. (planting/decision delayed to spring 2012)
- 14.2.18 • SOD required for shot gun range.
- 14.2.18 • OA looking for ± \$20,000.00 savings.
- 14.2.18 • \$255,000.00 budget.
- 14.2.18 • AMEC preliminary report (April 20, 2012) received from CP.
- 14.2.18 • Final AMEC report and recommendations required.
- 14.2.19 • OA authorized CP to proceed with Jeo-Gute, subject to AMEC report.
- 14.2.19 • Hydro seeding to proceed once weather cooperates.
- 14.2.20 • Hydro seeding for berms completed.
- 14.2.20 • Jeo-Gute to be installed in spring.
- 14.2.21 • Final AMEC report still required.
- 14.2.22 • CP assures WPS that work is under warranty; report will be forwarded in the new year.

Action: CP

14.3 WYPER ROAD LANDSCAPING

- Drawings call for trees and shrubs which have yet to be installed. CP noted that this work may represent a “Value Engineering” amount; to be discussed with OA.
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- 14.2.21 • Final AMEC report still required.
- 14.2.22 • CP assures WPS that work is under warranty; report will be forwarded in the new year.

Action: CP

15.1 WYPER ROAD – FIRE HYDRANT AND RETENTION POND

- Genivar (Ian McKinnon) reviewed function of retention ponds.
- Retention pond must be monitored and maintained (as required during droughts) as pond is used for fire hydrant.
- Genivar to provide design summary and maintenance program to be included in O & M manuals.
- 15.1.16 • O & M manuals to be delivered before the end of the week.
- 15.1.17 • Waiting for as-builts/record drawings from AAR design team.
- 15.1.17 • To be on SharePoint site and reviewed by AAR team.
- 15.1.18 • GRC/AAR to put “As-Builts” on CD and forward to RB.
- 15.1.19 • Record drawings to be completed.
- 15.1.20 • Conduit for future use in target range to be noted.

- 15.1.22 • GRC will be providing revised drawings with all SIs for CP to mark-up with as-built conditions.
- 15.1.23 • GRC to forward to CP this week.
- 15.1.25 • GRC sent architectural drawings to CP.
- 15.1.25 • McCaine revising electrical.
- 15.1.25 • Records ready in 2 weeks (February 19, 2013±).
- 15.1.26 • CP completed review.
- 15.1.26 • McCaine will have drawings done for Thursday.
- 15.1.26 • GRC to issue early next week (onto SharePoint).
- 15.1.27 • GRC has drawings from CP.
- 15.1.27 • GRC will process and post onto SharePoint.
- 15.1.28 • CP to forward as-builts to WPS as directed by GRC.
- 15.1.28 • GRC to prepare record drawings.
- 15.1.29 • WPS has Caspian's hard copy and will review and return to CP.
- 15.1.29 • Caspian to scan and post as-builts.
- 15.1.30 • **As-builts have been posted.**
- 15.1.30 • **GRC working on record drawings (to be posted by end of week).**
- 15.1.30 • **Section of OMM has been replaced with a legible copy.**

Action: GRC

20.6 PUMP STATION - WYPER

- 20.6.20/22 • CP has stated that no special requirements to prevent freeze-up.
- 20.6.22 • CP to contact Genivar to confirm.
- 20.6.24 • CP to confirm that pump is not frozen.
- 20.6.26 • CP to confirm with Bayview and McCaine in spring.
- 20.6.28 • Being reviewed today (March 19, 2013). CP to provide feedback.

Action: CP

20.7 LIGHT POLE TOLERANCES - WYPER

- Certification required from CP (McCaine).
- 20.7.21 • Under warranty.
- 20.7.22 • CP to review (in GRC deficiency report).
- 20.7.23 • Contractor has proposed use of collar dampers.
- 20.7.24 • To be installed Monday, January 28, 2013. PG to coordinate with AB.
- 20.7.25 • Currently being installed. CP to post on SharePoint once complete.
- 20.7.26 • Collar dampers have been installed.
- 20.7.28 • Light pole standard failed.
- 20.7.28 • CP reinstalling poles (same type).
- 20.7.28 • CP requesting 5 year warranty.
- 20.7.28 • CP to provide certification letter for AAR to review.
- 20.7.28 • WPS requests a regular review/inspection and certification for conditional acceptance by WPS.
- 20.7.29 • Light poles will all be replaced with higher gauge poles.
- 20.7.29 • Dampers will be installed.
- 20.7.30 • **To be installed this week.**

Action: CP

23.4

WYPER ROAD - WATER TANKS

- CP to review with Wes-Man.
- Does not appear to be a leak in tanks, Wes-Man to be on site tomorrow to review.
- 23.4.24 • CP advised that this is a humidity consumption issue.
- 23.4.24 • PG to advise in writing.
- 23.4.24 • Float has been readjusted. To be reviewed in one week.
- 23.4.26 • Meter was installed February 14, 2013.
- 23.4.26 • Tank appears to be empty again.
- 23.4.26 • CP to review with Wes-man and monitor.
- 23.4.27 • Problem was with humidistat.
- 23.4.27 • To be placed along with canister (service/replacement required after 2000 hours).
- 23.4.27 • Work scheduled for Wednesday, March 6, 2013.
- 23.4.28 • Humidifier/humidistat recalibrated.
- 23.4.28 • Wes-Man changing floats and monitoring tanks.
- 23.4.29 • Floats recalibrated. BSD have reprogrammed the system.
- 23.4.30 • **Confirmed by Wes-Man that all is working as per manufacturer's spec.**

Action: Closed

6.4

POLICE SIGNAGE

- Winnipeg Police HQ sign on pedestals and/or on building face.
- John Sellers (hired by City of Winnipeg through CP) presented options. Will be revisited.
- CP to provide proposals from John Sellers to AAR/OA/RB.
- GRC issued proposal to RB for their review.
- If mounted on curtain wall, CP requires input ASAP.
- UDAQ approval may be required.
- Decision urgently required as east elevations are under construction.
- RB to advise.
- Met with UDAC (Lee Caldwell) June 18, 2012.
- Piller signage preferred, opposed by Lee Caldwell.
- GRC to prepare presentation of pillars (reduced size).
- GRC presented pillar signage to RB.
- RB presented to City.
- Exterior signage on building not an option.
- CP to proceed with buildings cladding with no signage.
- RB provided design to UDAC.
- UDAC approved 14'-0" high signage as presented by GRC.
- Way finding signs to be English, Braille included.
- GRC to prepare sign design package.
- GRC is working on this package, item carried.
- CP to review and price electrical requirement. To be reviewed under cash allowance.
- 6.4.16 • GRC will have plans/scheme for WPS review by Friday.
- 6.4.16 • CP to confirm that rough-ins and feeds are included in electrical price.
- 6.4.17 • GRC issued October 4, 2012.
- 6.4.17 • WPS to review internally.
- 6.4.17 • GRC needs comments back by October 16, 2012 at the latest.
- 6.4.17 • AAR to apply for permits week of October 22, 2012.
- 6.4.18 • Permit application made on October 22, 2012 for encroachment and UDAC.
- 6.4.19 • GRC provided supplementary info week of October 29, 2012.

- 6.4.21 • CCN required for electrical/structural.
- 6.4.22 • Design required from Nova3/GRC.
- 6.4.23 • GRC to coordinate with Nova3 and Wolfrom.
- 6.4.25 • Signage package ready to go. GRC received preferred fonts from WPS February 4, 2013.
- 6.4.25 • GRC to issue SI for CP to price.
- 6.4.25 • FFE item.
- 6.4.26 • SI to be issued this week.
- 6.4.27 • CP to provide list of sign contractors.
- 6.4.29 • GRC submitted CCN #20; AAR to process (issued April 2, 2013).

Action: AAR / GRC / CP

15.5 GENSET LOAD BANK

- WPS to review with OA on “additional cost” load bank (Not part of POR).
- 15.5.17 • McCaine quoted cost of ± \$180,000.00.
- 15.5.18 • Vic Thielman to review with CP.
- 15.5.19/22 • Nova3 to provide report. (Report issued)
- 15.5.22 • CP to provide cost of load bank and gensets for OA to review.
- 15.5.23 • CP advised that new gensets have been designed for load bank.
- 15.5.23 • If load bank is not provided, cost required for rewiring of gensets.
- 15.5.23 • CP to provide costs.
- 15.5.26 • CP to provide full cost of gensets.
- 15.5.26 • Separate line for cost of load bank.
- 15.5.29 • **OA has cost estimate; under review.**

Action: OA

20.4 BULLETPROOF GLASS – 5TH FLOOR

- GRC working on details/options with WPS.
- Bulletproof type 4 glazing required.
- 20.4.22 • GRC provided design to CP for review and pricing.
- 20.4.26 • Glass is level 4 glass.
- 20.4.26 • Thickness of frames is thicker than “normal”.
- 20.4.26 • OA requires price to present entire package to WPS for review and approval.
- 20.4.27 • CP to forward to AAR/GRC.
- 20.4.27 • AAR to provide review and recommendation to OA.
- 20.4.28 • GRC has info from CP.
- 20.4.28 • GRC to provide recommendation.
- 20.4.29 • WPS has reviewed and accepted design.
- 20.4.29 • CCN is being prepared and will be issued this week.
- 20.4.30 • **CCN #021 has been issued.**
- 20.4.30 • **CP proceeding with design.**
- 20.4.30 • **OA to review costs.**

Action: OA / CP

22.5 COLOUR BOARD

- GRC to provide revised colour for WPS review.
- GRC to present.
- 22.5.23 • January 25, 2013 target date.

- 22.5.23 • Presentation day to be confirmed.
- 22.5.25 • Tentatively set for February 20, 2013.
- 22.5.25 • RB to arrange with WPS.
- 22.5.26 • Presentation set for Thursday, February 21, 2013 at 1pm. Invite sent by RB.
- 22.5.26 • RB to sign-off ASAP.
- 22.5.27 • GRC to do second colour board for WPS.
- 22.5.27 • Colour scheme has been approved by WPS.
- 22.5.28 • WPS has some preferences (tarquette vs marmolium).
- 22.5.28 • WPS to review with GRC.
- 22.5.28 • 5 areas require different colour. Has been forwarded to GRC.
- 22.5.28 • SI #122 to be revised this week.
- 22.5.29 • Revised on 100% drawings; being issued today (April 2, 2013).
- 22.5.29/30 • Carpet to be finalized. **(GRC issued memo regarding POR requirement of 2802 broadloom)**
- 22.5.29 • Granite floor in front lobby to be reviewed.
- 22.5.30 • **WPS wants tile carpet.**
- 22.5.30 • **GRC proposed tile carpet to meet GMP.**
- 22.5.30 • **GRC to issue CCN for carpet tile.**

Action: GRC / WPS

22.6 MAIN LOBBY

- GRC issued preliminary design for CP/WPS review and comments.
- 22.6.23 • Comments to GRC to be forwarded.
- 22.6.23 • Concerns with ceiling appearance and dark columns.
- 22.6.26 • GRC to present on Thursday, February 21, 2013, same time as colour presentation.
- 22.6.27 • Approved by WPS.
- 22.6.27 • Millwork details to be finalized by WPS.
- 22.6.27 • Issue with space raised. Furniture as requested does not fit, either eliminate desk or smaller width as per GRC email on March 2, 2013.
- 22.6.28 • Millwork as presented with 12 service stations has been accepted by WPS.
- 22.6.28 • To be included with 100% drawings.
- 22.6.29 • Issued April 2, 2013.

Action: Closed

23.2 MILL WORK

- AB reviewing mill work.
- CP requested finalized mill work ASAP
- 23.2.24 • SI 089 3rd and 4th Floor Millwork issued January 21, 2013.
- 23.2.25 • WPS reviewing levels P2 to L2 and lobby.
- 23.2.26 • WPS to provide final comments today.
- 23.2.26 • Final Package (including lobby) to be issued March 1, 2013 assuming sign-off received by February 22, 2013.
- 23.2.26 • OA requires summary of additional costs (rough order of magnitude).
- 23.2.27 • Only lobby is outstanding (See Item 22.6).
- 23.2.28 • GRC implementing May 12, 2013 POR list with WPS input.
- 23.2.28 • Considered to be "final" comments.
- 23.2.29 • All millwork issues are on 100% set.

- 23.2.30 • **GRC to do final review with furniture drawings to ensure all furniture/millwork is captured.**

Action: GRC

23.3 **COMMISSIONING REPORT**

- AAR to forward copy to CP (copy sent on January 10, 2013)
- 23.3.24 • Nova3 provided comments on first report. Revised report being prepared by I.D.I.
- 23.3.25 • 2nd report issued.
- 23.3.25 • PC to forward report to Nova3 and CP.
- 23.3.25 • Meeting set for Monday, February 11, 2013 in the pm.
- 23.3.25 • CP to set meeting invite (Nova3, I.D.I., McCaine, Wes-man).
- 23.3.26 • To be rescheduled; package to set meeting (OA to be invited).
- 23.3.26 • Scheduled for March 5, 2013.
- 23.3.28 • Require confirmation from IDI.
- 23.3.29 • Revised report received and forwarded to Nova3 and CP for review/action.

Action: Closed

24.1 **RELOCATION OF STREET LIGHTS**

- GRC to review AECOM drawing to see if “removals” were noted.
- 24.1.26 • Lights were noted as existing but not removed.
- 24.1.26 • Manitoba Hydro will be relocating street lights.
- 24.1.26 • Invoice from Manitoba Hydro to be reviewed by OA/RB with City of Winnipeg.

Action: Closed

24.2 **MOTORIZED BLINDS**

- OA contends that all required access for cleaning/maintenance should be part of infrastructure costs.
- OA needs cost breakdown from CP for blinds and infrastructure costs.
- 24.2.27 • CP to forward to AAR/GRC for review and recommendation.
- 24.2.30 • **RB requesting “non-transparent” blinds.**
- 24.2.30 • **Colour; solid with “black out effect” to match glazing.**

Action: CP

24.3 **4TH FLOOR MEZZANINE GLAZING**

- Pricing required from CP.
- CO to be issued.
- 24.3.25 • Pricing expected for end of March 2013.
- 24.3.30 • **\$185K sprinklers.**
- 24.3.30 • **\$75K± glazing.**

Action: CP

24.5 **RAISED FLOORING**

- Deletion of raised flooring at level 3 to be reviewed.
- RB requires pricing from CP.
- Headroom issue needs to be resolved.
- 24.5.25 • North portion deleted as agreed with WPS.

- 24.5.25 • SI 097 HQ - Level 3 - Deletion of Raised Access Flooring issued January 24, 2013.
- 24.5.25 • Price breakdown required from CP to review.
- 24.5.26 • Raised flooring in on budget (\$1.2M).
- 24.5.27 • CCN #16 was issued February 25, 2013; waiting for pricing.
- 24.5.30 • **CP informed that savings is negligible due to additional floor infill of concrete.**

Action: CP

24.6 STAIR # 5 AT LEVEL 5

- GRC to provide revised stair layout.
- CP to present cost savings for OA to review.

Action: GRC / CP

24.8 FINALIZED DRAWINGS

- RCP and millwork 3rd and 4th floor issued (see SI 087 and SI 089).
- 24.8.26/27 • GRC indicates completed drawings will be ready for March 15, 2013, printed over the weekend and delivered by March 18, 2013.
- 24.8.28 • Schedule for printing March 25, 2013; to be confirmed by GRC.
- 24.8.29 • Being delivered April 2, 2013.

Action: Closed

25.2 SECURITY BUDGET

- OA requires confirmation of costs from CP.
- GRC/Nova3 and WPS (HH) to review 30% AECOM drawings and IFC security drawings from Nova3.
- 25.2.26 • CP received price breakdown from McCaine.
- 25.2.26 • WPS to review number of card readers (408 vs 280 on 30% drawings).
- 25.2.26 • CP to forward to OA for review.
- 25.2.26 • CP proceeding with rough-in as per (over budget) design.
- 25.2.27 • Meeting to be held with WPS/McCaine/Nova3. Scheduled for Wednesday, March 6, 2013.
- 25.2.28 • CP presented revised/final budget to RB/OA.
- 25.2.28 • CP to confirm that costs include "in-car card readers". (CP confirmed 400 included)
- 25.2.29 • CP instructed by WPS to proceed with construction as presented by McCaine.
- 25.2.29 • Still an issue with cost. RB to review with OA.

Action: Closed

25.3 FFE DRAWINGS

- OA requires breakdown of responsibility of FFE work between GRC and CJB.
- Project plan required for FFE.
- AAR/GRC met with CBJ Tuesday, February 5, 2013 to review project plan.
- 25.3.26 • OA received work breakdown from GRC.
- 25.3.26 • Nova3 to have final electrical by March 1, 2013.
- 25.3.28 • CJB/GRC preparing tender package.
- 25.3.29 • Tender set ready for April 8, 2013; closing end of April.
- 25.3.29 • CP to tender, CJB/GRC to review tender price and provide recommendations.
- 25.3.30 • **Tender package prepared (April 8, 2013).**

- 25.3.30 • OA signed off on April 15, 2013 and tender to proceed with CP.

Action: CP / CJB / GRC

26.3 **CENTRAL VAC IN SERVER ROOM/COMMUNICATIONS CENTRE**

- Not in POR.
 - Required to minimize noise.
 - Commercial grade vacuum required.
 - GRC to issue CCN.
- 26.3.27 • CCN #15 issued February 26, 2013.
 - 26.3.28 • Rough-in has been installed.
 - 26.3.29 • Awaiting CP pricing to issue CO.

Action: CP

26.4 **CASPIAN SITE ISSUES**

- Rob Murray has left project.
 - New site superintendent being proposed.
 - OA required formal notification from CP for departure of Rob Murray and proposed replacement.
- 26.4.29 • OA has reviewed notification from CP. Awaiting approval from OA.

Action: Closed

27.3 **HOSE BIBS IN CPU**

- AAR to review with CP.
 - CCN #17 issued March 5, 2013.
- 27.3.29 • Awaiting CP pricing to issue CO.

Action: AAR / GRC / CP

27.5 **VEHICLE SERVICE AREA**

- GRC to review drainage and structural capacity for a hoist.

Action: GRC / AAR

27.8 **CPU AREA CEILINGS**

- Acoustic tile ceilings are a concern for CP.
 - Headroom issue (11'-8" ceiling).
 - Fixtures to be recessed.
 - WPS has no preference to surface mounted or recessed as long as it's coordinated with camera locations and provides enough light.
- 27.8.28 • Lights need to be security/institutional grade. (corner units)
 - CP to review with McCaine and forward to WPS for review.
 - 27.8.28 • Fixtures to be surface mounted to maximize ceiling height.
 - 27.8.28 • McCaine/Nova3 to review with WPS (HH).
 - 27.8.29 • WPS has approved layout.
 - 27.8.29 • Final ceiling height 11'-8" to 12'-0".

Action: Closed

27.9 OVERHEAD DOORS

- CP to review with GRC.
- Existing exterior overhead doors to remain?
- CP requested max vehicle size accessing level P1.
- 27.9.28 • GRC to review with WPS.
- 27.9.29 • CP provided sample and cut sheet of rapid rise door.
- 27.9.29 • GRC to review with WPS and issue SI/CCN as required.
- 27.9.29 • 25 to 35K difference between sectional and rapid rise doors.
- 27.9.29 • 300K estimate for 8 doors (includes structure costs).
- 27.9.30 • **GRC issued CCN #022 to OA for review.**
- 27.9.30 • **OA instructed AAR to issue as CCN.**
- 27.9.30 • **Exterior doors to be black.**
- 27.9.30 • **Interior doors to be clear anodized.**

Action: CP

27.10 LEVEL P1 - SLAB

- SI issued for leveling of floor.
- CP requested a CCN for this work.
- CP to review with GRC.
- 27.10.29 • CCN #19 issued March 28, 2013.
- 27.10.29 • Waiting for CP to price for AAR/GRC to review.
- 27.10.30 • **CP submitted cost/budget to OA.**
- 27.10.30 • **OA to review with CP.**

Action: OA / CP

29.1 CPU CONTROL SYSTEM

- Nova3 to meet with SWS to review and work out system.
- WPS has advised Nova3 of required controls.
- 29.1.30 • **Meeting was held.**
- 29.1.30 • **SI to be issued clarifying WPS requested zones of operation for control panel.**

Action: GRC / Nova3

30.1 911 CALL CENTRE

- Carpet to be changed to anti-static plastic laminate flooring.
- GRC issued CCN #23.
- CP to provide quote of \$34,000.00.
- OA instructed to proceed.
- AAR to issue CO.

Action: GRC / AAR

30.2 FOURTH FLOOR

- Sheet vinyl.
- SI #136 issued April 17, 2013.
- CP advised that there is no additional cost.
- OA instructed CP to proceed with work.

Action: CP

30.3

P2 PARKING LEVEL

- Ceiling to be painted.
- WPS requested that lines for parking be reviewed with users.
- CP requested final layout/direction from WPS by June 2013.

Action: RB

30.4

TILE WORK FOR WASHROOM

- Tile walls to 7'-2"± (to match door frame).
- SI required (SI #139 issued April 18, 2013).

Action: GRC

30.5

HIGH DENSITY SHEVLING & LOCKER TENDER

- GRC is preparing locker tender.
- To be issued to CP this week.
- Shelving under review.

Action: GRC

NEXT MEETING

- Next meeting will be on **Tuesday, April 30, 2013** from **9am to 10:30am**.
- **All meetings will be from 9am to 10:30am**
 - **Thursday, May 16, 2013**
 - **Wednesday, May 29, 2013**
 - **Tuesday, June 11, 2013**
 - **Tuesday, June 25, 2013**
- Owner's Meeting to be held bi-weekly until further notice.

Action: All / AAR

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- S1.2.29 • Meeting schedules with Judy Redmond and Sara Ciaflone on Wednesday, April 3, 2013.



Winnipeg Police Headquarters Owner's Meeting No. 31



Date of Meeting: April 30, 2013

Meeting Location: Caspian Boardroom, 5th Floor, 266 Graham

Name	Initials	Company	Initials	Present	Copied
Peter Chang	PC	Adjeleian Allen Rubeli Ltd.	AAR	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Patrick Dubuc	PD	GRC Architects	GRC	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Peter Rankin	PR	GRC Architects	GRC	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Ossama AbouZeid	OA	Dunmore Corporation	DC	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Randy Benoit	RB	Winnipeg Police Service	WPS	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Henry Hagenars	HH	Winnipeg Police Service	WPS	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Ari Berdesis	AB	Winnipeg Police Service	WPS	<input type="checkbox"/>	<input checked="" type="checkbox"/>
George Labossiere	GL	Winnipeg Police Service	WPS	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Armik Babakhanians	ABa	Caspian Projects	CP	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Shaun Babakhanians	SB	Caspian Projects	CP	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Peter Giannuzzi	PG	Caspian Projects	CP	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Pam Anderson	PA	Caspian Projects	CP	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Andrew Edge	AE	Caspian Projects	CP	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
John Guenther	JG	Nova3	N3	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Vic Thielman	VT	Nova3	N3	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Tony Mitousis	TM	Nova3	N3	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Dan Wolfrom	DW	Wolfrom Engineering	WE	<input type="checkbox"/>	<input checked="" type="checkbox"/>

Meeting Minutes

14.2

WYPER ROAD LANDSCAPING

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- CP to issue quote.
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- 14.2.18 • SOD required for shot gun range.
- 14.2.18 • OA looking for ± \$20,000.00 savings.
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- 14.2.22 • CP assures WPS that work is under warranty; report will be forwarded in the new year.

Action: CP

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15.1 WYPER ROAD – FIRE HYDRANT AND RETENTION POND

- Genivar (Ian McKinnon) reviewed function of retention ponds.
- Retention pond must be monitored and maintained (as required during droughts) as pond is used for fire hydrant.
- Genivar to provide design summary and maintenance program to be included in O & M manuals.
- 15.1.16 • O & M manuals to be delivered before the end of the week.
- 15.1.17 • Waiting for as-builts/record drawings from AAR design team.
- 15.1.17 • To be on SharePoint site and reviewed by AAR team.
- 15.1.18 • GRC/AAR to put “As-Builts” on CD and forward to RB.
- 15.1.19 • Record drawings to be completed.
- 15.1.20 • Conduit for future use in target range to be noted.

- 15.1.22 • GRC will be providing revised drawings with all SIs for CP to mark-up with as-built conditions.
- 15.1.23 • GRC to forward to CP this week.
- 15.1.25 • GRC sent architectural drawings to CP.
- 15.1.25 • McCaine revising electrical.
- 15.1.25 • Records ready in 2 weeks (February 19, 2013±).
- 15.1.26 • CP completed review.
- 15.1.26 • McCaine will have drawings done for Thursday.
- 15.1.26 • GRC to issue early next week (onto SharePoint).
- 15.1.27 • GRC has drawings from CP.
- 15.1.27 • GRC will process and post onto SharePoint.
- 15.1.28 • CP to forward as-builts to WPS as directed by GRC.
- 15.1.28 • GRC to prepare record drawings.
- 15.1.29 • WPS has Caspian's hard copy and will review and return to CP.
- 15.1.29 • Caspian to scan and post as-builts.
- 15.1.30 • As-builts have been posted.
- 15.1.30 • GRC working on record drawings (to be posted by end of week).
- 15.1.30 • Section of OMM has been replaced with a legible copy.

Action: GRC

20.6 PUMP STATION - WYPER

- 20.6.20/22 • CP has stated that no special requirements to prevent freeze-up.
- 20.6.22 • CP to contact Genivar to confirm.
- 20.6.24 • CP to confirm that pump is not frozen.
- 20.6.26 • CP to confirm with Bayview and McCaine in spring.
- 20.6.28 • Being reviewed today (March 19, 2013). CP to provide feedback.
- 20.6.31 • **Flooding of range.**
- 20.6.31 • **CP claims that it is a maintenance issue. Valves need to be manually opened/shut.**
- 20.6.31 • **CP to provide memo for maintenance and why there is flooding.**

Action: CP

20.7 LIGHT POLE TOLERANCES - WYPER

- Certification required from CP (McCaine).
- 20.7.21 • Under warranty.
- 20.7.22 • CP to review (in GRC deficiency report).
- 20.7.23 • Contractor has proposed use of collar dampers.
- 20.7.24 • To be installed Monday, January 28, 2013. PG to coordinate with AB.
- 20.7.25 • Currently being installed. CP to post on SharePoint once complete.
- 20.7.26 • Collar dampers have been installed.
- 20.7.28 • Light pole standard failed.
- 20.7.28 • CP reinstalling poles (same type).
- 20.7.28 • CP requesting 5 year warranty.
- 20.7.28 • CP to provide certification letter for AAR to review.
- 20.7.28 • WPS requests a regular review/inspection and certification for conditional acceptance by WPS.
- 20.7.29 • Light poles will all be replaced with higher gauge poles.
- 20.7.29 • Dampers will be installed.
- 20.7.30 • To be installed this week.

20.7.31 • **McCaine has offered 2 year warranty from date of replacement.**

Action: Closed

6.4

POLICE SIGNAGE

- Winnipeg Police HQ sign on pedestals and/or on building face.
 - John Sellers (hired by City of Winnipeg through CP) presented options. Will be revisited.
 - CP to provide proposals from John Sellers to AAR/OA/RB.
 - GRC issued proposal to RB for their review.
 - If mounted on curtain wall, CP requires input ASAP.
 - UDAQ approval may be required.
 - Decision urgently required as east elevations are under construction.
 - RB to advise.
 - Met with UDAC (Lee Caldwell) June 18, 2012.
 - Pillar signage preferred, opposed by Lee Caldwell.
 - GRC to prepare presentation of pillars (reduced size).
 - GRC presented pillar signage to RB.
 - RB presented to City.
 - Exterior signage on building not an option.
 - CP to proceed with buildings cladding with no signage.
 - RB provided design to UDAC.
 - UDAC approved 14'-0" high signage as presented by GRC.
 - Way finding signs to be English, Braille included.
 - GRC to prepare sign design package.
 - GRC is working on this package, item carried.
 - CP to review and price electrical requirement. To be reviewed under cash allowance.
- 6.4.16 • GRC will have plans/scheme for WPS review by Friday.
- 6.4.16 • CP to confirm that rough-ins and feeds are included in electrical price.
- 6.4.17 • GRC issued October 4, 2012.
- 6.4.17 • WPS to review internally.
- 6.4.17 • GRC needs comments back by October 16, 2012 at the latest.
- 6.4.17 • AAR to apply for permits week of October 22, 2012.
- 6.4.18 • Permit application made on October 22, 2012 for encroachment and UDAC.
- 6.4.19 • GRC provided supplementary info week of October 29, 2012.
- 6.4.21 • CCN required for electrical/structural.
- 6.4.22 • Design required from Nova3/GRC.
- 6.4.23 • GRC to coordinate with Nova3 and Wolfrom.
- 6.4.25 • Signage package ready to go. GRC received preferred fonts from WPS February 4, 2013.
- 6.4.25 • GRC to issue SI for CP to price.
- 6.4.25 • FFE item.
- 6.4.26 • SI to be issued this week.
- 6.4.27 • CP to provide list of sign contractors.
- 6.4.29 • GRC submitted CCN #20; AAR to process (issued April 2, 2013).
- 6.4.31 • **CP to prepare quote with back-up.**

Action: AAR / GRC / CP

15.5 GENSET LOAD BANK

- WPS to review with OA on “additional cost” load bank (Not part of POR).
- 15.5.17 • McCaine quoted cost of ± \$180,000.00.
- 15.5.18 • Vic Thielman to review with CP.
- 15.5.19/22 • Nova3 to provide report. (Report issued)
- 15.5.22 • CP to provide cost of load bank and gensets for OA to review.
- 15.5.23 • CP advised that new gensets have been designed for load bank.
- 15.5.23 • If load bank is not provided, cost required for rewiring of gensets.
- 15.5.23 • CP to provide costs.
- 15.5.26 • CP to provide full cost of gensets.
- 15.5.26 • Separate line for cost of load bank.
- 15.5.29 • OA has cost estimate; under review.
- 15.5.31 • **AAR to prepare CCN.**

Action: GRC

20.4 BULLETPROOF GLASS – 5TH FLOOR

- GRC working on details/options with WPS.
- Bulletproof type 4 glazing required.
- 20.4.22 • GRC provided design to CP for review and pricing.
- 20.4.26 • Glass is level 4 glass.
- 20.4.26 • Thickness of frames is thicker than “normal”.
- 20.4.26 • OA requires price to present entire package to WPS for review and approval.
- 20.4.27 • CP to forward to AAR/GRC.
- 20.4.27 • AAR to provide review and recommendation to OA.
- 20.4.28 • GRC has info from CP.
- 20.4.28 • GRC to provide recommendation.
- 20.4.29 • WPS has reviewed and accepted design.
- 20.4.29 • CCN is being prepared and will be issued this week.
- 20.4.30 • CCN #021 has been issued.
- 20.4.30 • CP proceeding with design.
- 20.4.30 • OA to review costs.
- 20.4.31 • **CP to provide quote with back-up.**

Action: OA / CP

22.5 COLOUR BOARD

- GRC to provide revised colour for WPS review.
- GRC to present.
- 22.5.23 • January 25, 2013 target date.
- 22.5.23 • Presentation day to be confirmed.
- 22.5.25 • Tentatively set for February 20, 2013.
- 22.5.25 • RB to arrange with WPS.
- 22.5.26 • Presentation set for Thursday, February 21, 2013 at 1pm. Invite sent by RB.
- 22.5.26 • RB to sign-off ASAP.
- 22.5.27 • GRC to do second colour board for WPS.
- 22.5.27 • Colour scheme has been approved by WPS.
- 22.5.28 • WPS has some preferences (tarquette vs marmolium).
- 22.5.28 • WPS to review with GRC.
- 22.5.28 • 5 areas require different colour. Has been forwarded to GRC.
- 22.5.28 • SI #122 to be revised this week.

- 22.5.29 • Revised on 100% drawings; being issued today (April 2, 2013).
- 22.5.29/30 • Carpet to be finalized. (GRC issued memo regarding POR requirement of 2802 broadloom)
- 22.5.29 • Granite floor in front lobby to be reviewed.
- 22.5.30 • WPS wants tile carpet.
- 22.5.30 • GRC proposed tile carpet to meet GMP.
- 22.5.30 • GRC to issue CCN for carpet tile.
- 22.5.31 • **OA advised CP to proceed with “original design”; carpet tile on access flooring; no additional cost implications.**

Action: CP

23.2 **MILL WORK**

- AB reviewing mill work.
- CP requested finalized mill work ASAP
- 23.2.24 • SI 089 3rd and 4th Floor Millwork issued January 21, 2013.
- 23.2.25 • WPS reviewing levels P2 to L2 and lobby.
- 23.2.26 • WPS to provide final comments today.
- 23.2.26 • Final Package (including lobby) to be issued March 1, 2013 assuming sign-off received by February 22, 2013.
- 23.2.26 • OA requires summary of additional costs (rough order of magnitude).
- 23.2.27 • Only lobby is outstanding (See Item 22.6).
- 23.2.28 • GRC implementing May 12, 2013 POR list with WPS input.
- 23.2.28 • Considered to be “final” comments.
- 23.2.29 • All millwork issues are on 100% set.
- 23.2.30 • **GRC to do final review with furniture drawings to ensure all furniture/millwork is captured.**

Action: GRC

24.2 **MOTORIZED BLINDS**

- OA contends that all required access for cleaning/maintenance should be part of infrastructure costs.
- OA needs cost breakdown from CP for blinds and infrastructure costs.
- 24.2.27 • CP to forward to AAR/GRC for review and recommendation.
- 24.2.30 • RB requesting “non-transparent” blinds.
- 24.2.30 • Colour; solid with “black out effect” to match glazing.
- 24.2.31 • **CP to provide colour samples for GRC/WPS review.**
- 24.2.31 • **CCN required for catwalk.**

Action: CP/GRC

24.3 **4TH FLOOR MEZZANINE GLAZING**

- Pricing required from CP.
- CO to be issued.
- 24.3.25 • Pricing expected for end of March 2013.
- 24.3.30 • **\$185K sprinklers.**
- 24.3.30 • **\$75K± glazing.**

Action: CP

24.5 RAISED FLOORING

- Deletion of raised flooring at level 3 to be reviewed.
- RB requires pricing from CP.
- Headroom issue needs to be resolved.
- 24.5.25 • North portion deleted as agreed with WPS.
- 24.5.25 • SI 097 HQ - Level 3 - Deletion of Raised Access Flooring issued January 24, 2013.
- 24.5.25 • Price breakdown required from CP to review.
- 24.5.26 • Raised flooring in on budget (\$1.2M).
- 24.5.27 • CCN #16 was issued February 25, 2013; waiting for pricing.
- 24.5.30 • **CP informed that savings is negligible due to additional floor infill of concrete.**

Action: CP

24.6 STAIR # 5 AT LEVEL 5

- GRC to provide revised stair layout.
- CP to present cost savings for OA to review.
- 24.6.31 • **GRC to issue CCN.**

Action: GRC

25.3 FFE DRAWINGS

- OA requires breakdown of responsibility of FFE work between GRC and CJB.
- Project plan required for FFE.
- AAR/GRC met with CBJ Tuesday, February 5, 2013 to review project plan.
- 25.3.26 • OA received work breakdown from GRC.
- 25.3.26 • Nova3 to have final electrical by March 1, 2013.
- 25.3.28 • CJB/GRC preparing tender package.
- 25.3.29 • Tender set ready for April 8, 2013; closing end of April.
- 25.3.29 • CP to tender, CJB/GRC to review tender price and provide recommendations.
- 25.3.30 • Tender package prepared (April 8, 2013).
- 25.3.30 • OA signed off on April 15, 2013 and tender to proceed with CP.
- 25.3.31 • **Tender package went out April 15, 2013.**
- 25.3.31 • **Tenders closing May 3, 2013.**

Action: CP / CJB / GRC

26.3 CENTRAL VAC IN SERVER ROOM/COMMUNICATIONS CENTRE

- Not in POR.
- Required to minimize noise.
- Commercial grade vacuum required.
- GRC to issue CCN.
- 26.3.27 • CCN #15 issued February 26, 2013.
- 26.3.28 • Rough-in has been installed.
- 26.3.29 • Awaiting CP pricing to issue CO.

Action: CP

27.3 HOSE BIBS IN CPU

- AAR to review with CP.
- CCN #17 issued March 5, 2013.
- 27.3.29 • Awaiting CP pricing to issue CO.

- 27.3.31 • **CO #017 issued April 26, 2013.**

Action: AAR / GRC / CP

27.5 **VEHICLE SERVICE AREA**

- GRC to review drainage and structural capacity for a hoist.
- 27.5.31 • **AAR/GRC to meet with user group April 30, 2013.**

Action: GRC / AAR

27.9 **OVERHEAD DOORS**

- CP to review with GRC.
- Existing exterior overhead doors to remain?
- CP requested max vehicle size accessing level P1.
- 27.9.28 • GRC to review with WPS.
- 27.9.29 • CP provided sample and cut sheet of rapid rise door.
- 27.9.29 • GRC to review with WPS and issue SI/CCN as required.
- 27.9.29 • 25 to 35K difference between sectional and rapid rise doors.
- 27.9.29 • 300K estimate for 8 doors (includes structure costs).
- 27.9.30 • GRC issued CCN #022 to OA for review.
- 27.9.30 • OA instructed AAR to issue as CCN.
- 27.9.30 • Exterior doors to be black.
- 27.9.30 • Interior doors to be clear anodized.
- 27.9.31 • **Awaiting final pricing from CP.**
- 27.9.31 • **Vision glass not required, only “peep hole” required.**
- 27.9.31 • **GRC to revise CCN #022 to suit.**

Action: CP

27.10 **LEVEL P1 - SLAB**

- SI issued for leveling of floor.
- CP requested a CCN for this work.
- CP to review with GRC.
- 27.10.29 • CCN #19 issued March 28, 2013.
- 27.10.29 • Waiting for CP to price for AAR/GRC to review.
- 27.10.30 • CP submitted cost/budget to OA.
- 27.10.30 • OA to review with CP.

Action: OA / CP

29.1 **CPU CONTROL SYSTEM**

- Nova3 to meet with SWS to review and work out system.
- WPS has advised Nova3 of required controls.
- 29.1.30 • Meeting was held.
- 29.1.30 • SI to be issued clarifying WPS requested zones of operation for control panel.
- 29.1.31 • **CP to provide copy of “original” quote from McCain (October 2012).**

Action: CP

30.1 **911 CALL CENTRE**

- Carpet to be changed to anti-static plastic laminate flooring.

- GRC issued CCN #23.
 - CP to provide quote of \$34,000.00.
 - OA instructed to proceed.
 - AAR to issue CO.
- 30.1.31 • **Awaiting price quote with back-up.**

Action: GRC / AAR

30.2 **FOURTH FLOOR**

- Sheet vinyl.
- SI #136 issued April 17, 2013.
- CP advised that there is no additional cost.
- OA instructed CP to proceed with work.

Action: Closed

30.3 **P2 PARKING LEVEL**

- Ceiling to be painted.
- WPS requested that lines for parking be reviewed with users.
- CP requested final layout/direction from WPS by June 2013.

Action: RB

30.4 **TILE WORK FOR WASHROOM**

- Tile walls to 7'-2"± (to match door frame).
- SI required (SI #139 issued April 18, 2013).

Action: Closed

30.5 **HIGH DENSITY SHEVLING & LOCKER TENDER**

- GRC is preparing locker tender.
 - To be issued to CP this week.
 - Shelving under review.
- 30.5.31 • **Locker package issued to CP on April 26, 2013.**

Action: GRC

31.1 **DOOR & HARDWARE**

- Final sign-off required.
- GRC to review with WPS along with re-submitted shop drawings from Shanahan.

Action: GRC / WPS

31.2 **EXISTING ROOF**

- CP assumed that existing roof was EPDM.
- Unforeseen that EPDM was laid over an existing inverted roof system.
- OA to review additional cost of removal of "additional" roofing.
- CP to present cost for OA to review.

Action: CP / OA

31.3 **RELOCATION OF BIKE ROOM ON MAIN FLOOR**

- GRC presented sketch to WPS for review.
- Electrical requires relocation due to headroom issue.
- Proposed new bike storage area has 5'-9" clear under existing concrete beams.
- WPS approved.
- GRC to issue an SI.

Action: SI

NEXT MEETING

- Next meeting will be on **Thursday, May 16, 2013** from **11am to 12:30pm**.
- **All meetings will be from 9am to 10:30am**
 - **Wednesday, May 29, 2013**
 - **Tuesday, June 11, 2013**
 - **Tuesday, June 25, 2013**
- Owner's Meeting to be held bi-weekly until further notice.

Action: All / AAR

Supplemental

S1.2 **BUILDING PERMIT STATUS**

- Structural Permit - May 2, 2012
 - Receipt received.
- S1.2.18 ○ Structural Permit to be approved by October 26, 2012.
- S1.2.18 ○ CP to Pick-up.
- Building Permit - submitted June 15, 2012
 - 100% design complete and fully coordinated Architectural, Structural, Mechanical and Electrical drawings and specifications.
 - Follow-up meeting with City of Winnipeg (Sara Ciaflone) set-up for Wednesday, June 20, 2012.
 - Drawings re-submitted for Building Permit on July 24, 2012.
- S1.2.18 ○ Email confirmation received from City of Winnipeg (Sara Ciaflone) stating acceptance in principal with Morrison Hershfield Code Report.
- S1.2.26 • Meeting request received from City of Winnipeg (Sara Ciaflone) to review architectural comments. Set for Wednesday, February 21, 2013 at 3pm.
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Winnipeg Police Headquarters Owner's Meeting No. 32



Date of Meeting: May 16, 2013

Meeting Location: Caspian Boardroom, 5th Floor, 266 Graham

Name	Initials	Company	Initials	Present	Copied
Peter Chang	PC	Adjeleian Allen Rubeli Ltd.	AAR	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Patrick Dubuc	PD	GRC Architects	GRC	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
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- 14.2.20 • Jeo-Gute to be installed in spring.
- 14.2.21 • Final AMEC report still required.
- 14.2.22 • CP assures WPS that work is under warranty; report will be forwarded in the new year.
- 14.2.32 • **CP to issue AMEC Report.**
- 14.2.32 • **OA is requesting report that berms have not setting in terms of height. Provide some shots (levels) of present conditions.**

Action: CP

15.1

WYPER ROAD – FIRE HYDRANT AND RETENTION POND

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- Retention pond must be monitored and maintained (as required during droughts) as pond is used for fire hydrant.
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- 15.1.18 • GRC/AAR to put “As-Builts” on CD and forward to RB.
- 15.1.19 • Record drawings to be completed.
- 15.1.20 • Conduit for future use in target range to be noted.
- 15.1.22 • GRC will be providing revised drawings with all SIs for CP to mark-up with as-built conditions.
- 15.1.23 • GRC to forward to CP this week.
- 15.1.25 • GRC sent architectural drawings to CP.
- 15.1.25 • McCaine revising electrical.
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- 15.1.26 • McCaine will have drawings done for Thursday.
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- 15.1.27 • GRC has drawings from CP.
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- 15.1.28 • CP to forward as-builts to WPS as directed by GRC.
- 15.1.28 • GRC to prepare record drawings.
- 15.1.29 • WPS has Caspian’s hard copy and will review and return to CP.
- 15.1.29 • Caspian to scan and post as-builts.
- 15.1.30 • As-builts have been posted.
- 15.1.30 • GRC working on record drawings (to be posted by end of week).
- 15.1.30 • Section of OMM has been replaced with a legible copy.
- **All information was posted; WPS to download information.**

Action: GRC

20.6 PUMP STATION - WYPER

- 20.6.22 • CP has stated that no special requirements to prevent freeze-up.
- 20.6.20/22 • CP to contact Genivar to confirm.
- 20.6.24 • CP to confirm that pump is not frozen.
- 20.6.26 • CP to confirm with Bayview and McCaine in spring.
- 20.6.28 • Being reviewed today (March 19, 2013). CP to provide feedback.
- 20.6.31 • Flooding of range.
- 20.6.31 • CP claims that it is a maintenance issue. Valves need to be manually opened/shut.
- 20.6.31 • CP to provide memo for maintenance and why there is flooding.
- 20.6.32 • **Water is rising; if the 4 pumps are shut down the lift station is not able to keep the water level down, even with the gate valve closed. CP to verify site condition with Genivar and investigate source of water.**
- 20.6.32 • **Burrowed pit is still full of water.**
- 20.6.32 • **Add flow meter to lift station pump to see how much it is pumping.**

Action: CP

20.7 LIGHT POLE TOLERANCES - WYPER

- Certification required from CP (McCaine).
- 20.7.21 • Under warranty.
- 20.7.22 • CP to review (in GRC deficiency report).
- 20.7.23 • Contractor has proposed use of collar dampers.
- 20.7.24 • To be installed Monday, January 28, 2013. PG to coordinate with AB.
- 20.7.25 • Currently being installed. CP to post on SharePoint once complete.
- 20.7.26 • Collar dampers have been installed.
- 20.7.28 • Light pole standard failed.
- 20.7.28 • CP reinstalling poles (same type).
- 20.7.28 • CP requesting 5 year warranty.
- 20.7.28 • CP to provide certification letter for AAR to review.
- 20.7.28 • WPS requests a regular review/inspection and certification for conditional acceptance by WPS.
- 20.7.29 • Light poles will all be replaced with higher gauge poles.
- 20.7.29 • Dampers will be installed.
- 20.7.30 • To be installed this week.
- 20.7.31 • McCaine has offered 2 year warranty from date of replacement.
- 20.7.32 • **CP not happy with present condition. Light standards appear to still be moving 2' in each direction from vertical. This issue is still open and will be monitored.**

Action: Open

6.4 POLICE SIGNAGE

- Winnipeg Police HQ sign on pedestals and/or on building face.
- John Sellers (hired by City of Winnipeg through CP) presented options. Will be revisited.
- CP to provide proposals from John Sellers to AAR/OA/RB.
- GRC issued proposal to RB for their review.
- If mounted on curtain wall, CP requires input ASAP.
- UDAQ approval may be required.
- Decision urgently required as east elevations are under construction.
- RB to advise.
- Met with UDAC (Lee Caldwell) June 18, 2012.

- Piller signage preferred, opposed by Lee Caldwell.
 - GRC to prepare presentation of pillars (reduced size).
 - GRC presented pillar signage to RB.
 - RB presented to City.
 - Exterior signage on building not an option.
 - CP to proceed with buildings cladding with no signage.
 - RB provided design to UDAC.
 - UDAC approved 14'-0" high signage as presented by GRC.
 - Way finding signs to be English, Braille included.
 - GRC to prepare sign design package.
 - GRC is working on this package, item carried.
 - CP to review and price electrical requirement. To be reviewed under cash allowance.
- 6.4.16 • GRC will have plans/scheme for WPS review by Friday.
- 6.4.16 • CP to confirm that rough-ins and feeds are included in electrical price.
- 6.4.17 • GRC issued October 4, 2012.
- 6.4.17 • WPS to review internally.
- 6.4.17 • GRC needs comments back by October 16, 2012 at the latest.
- 6.4.17 • AAR to apply for permits week of October 22, 2012.
- 6.4.18 • Permit application made on October 22, 2012 for encroachment and UDAC.
- 6.4.19 • GRC provided supplementary info week of October 29, 2012.
- 6.4.21 • CCN required for electrical/structural.
- 6.4.22 • Design required from Nova3/GRC.
- 6.4.23 • GRC to coordinate with Nova3 and Wolfrom.
- 6.4.25 • Signage package ready to go. GRC received preferred fonts from WPS February 4, 2013.
- 6.4.25 • GRC to issue SI for CP to price.
- 6.4.25 • FFE item.
- 6.4.26 • SI to be issued this week.
- 6.4.27 • CP to provide list of sign contractors.
- 6.4.29 • GRC submitted CCN #20; AAR to process (issued April 2, 2013).
- 6.4.31 • CP to prepare quote with back-up.
- 6.4.32 • **CP is currently soliciting prices (at least 3 maybe even 4).**
- 6.4.32 • **Prices to be available in 2 weeks.**

Action: AAR / GRC / CP

15.5 GENSET LOAD BANK

- WPS to review with OA on "additional cost" load bank (Not part of POR).
- 15.5.17 • McCaine quoted cost of ± \$180,000.00.
- 15.5.18 • Vic Thielman to review with CP.
- 15.5.19/22 • Nova3 to provide report. (Report issued)
- 15.5.22 • CP to provide cost of load bank and gensets for OA to review.
- 15.5.23 • CP advised that new gensets have been designed for load bank.
- 15.5.23 • If load bank is not provided, cost required for rewiring of gensets.
- 15.5.23 • CP to provide costs.
- 15.5.26 • CP to provide full cost of gensets.
- 15.5.26 • Separate line for cost of load bank.
- 15.5.29 • OA has cost estimate; under review.
- 15.5.31 • AAR to prepare CCN.

- 15.5.32 • **CCN #024 was issued May 14, 2013; CP to provide quote.**

Action: GRC

20.4 **BULLETPROOF GLASS – 5TH FLOOR**

- GRC working on details/options with WPS.
- Bulletproof type 4 glazing required.
- 20.4.22 • GRC provided design to CP for review and pricing.
- 20.4.26 • Glass is level 4 glass.
- 20.4.26 • Thickness of frames is thicker than “normal”.
- 20.4.26 • OA requires price to present entire package to WPS for review and approval.
- 20.4.27 • CP to forward to AAR/GRC.
- 20.4.27 • AAR to provide review and recommendation to OA.
- 20.4.28 • GRC has info from CP.
- 20.4.28 • GRC to provide recommendation.
- 20.4.29 • WPS has reviewed and accepted design.
- 20.4.29 • CCN is being prepared and will be issued this week.
- 20.4.30 • CCN #021 has been issued.
- 20.4.30 • CP proceeding with design.
- 20.4.30 • OA to review costs.
- 20.4.31/32 • **CP to provide quote with back-up.**

Action: OA / CP

22.5 **COLOUR BOARD**

- GRC to provide revised colour for WPS review.
- GRC to present.
- 22.5.23 • January 25, 2013 target date.
- 22.5.23 • Presentation day to be confirmed.
- 22.5.25 • Tentatively set for February 20, 2013.
- 22.5.25 • RB to arrange with WPS.
- 22.5.26 • Presentation set for Thursday, February 21, 2013 at 1pm. Invite sent by RB.
- 22.5.26 • RB to sign-off ASAP.
- 22.5.27 • GRC to do second colour board for WPS.
- 22.5.27 • Colour scheme has been approved by WPS.
- 22.5.28 • WPS has some preferences (tarquette vs marmolium).
- 22.5.28 • WPS to review with GRC.
- 22.5.28 • 5 areas require different colour. Has been forwarded to GRC.
- 22.5.28 • SI #122 to be revised this week.
- 22.5.29 • Revised on 100% drawings; being issued today (April 2, 2013).
- 22.5.29/30 • Carpet to be finalized. (GRC issued memo regarding POR requirement of 2802 broadloom)
- 22.5.29 • Granite floor in front lobby to be reviewed.
- 22.5.30 • WPS wants tile carpet.
- 22.5.30 • GRC proposed tile carpet to meet GMP.
- 22.5.30 • GRC to issue CCN for carpet tile.
- 22.5.31 • OA advised CP to proceed with “original design”; carpet tile on access flooring; no additional cost implications.
- 22.5.32 • **Hardwood look is acceptable by all for 911 Call Centre. Provide same in Tech Lab 3202 and 3211 (approx. 2000ft²).**

Action: CP

23.2

MILL WORK

- AB reviewing mill work.
- CP requested finalized mill work ASAP
- 23.2.24 • SI 089 3rd and 4th Floor Millwork issued January 21, 2013.
- 23.2.25 • WPS reviewing levels P2 to L2 and lobby.
- 23.2.26 • WPS to provide final comments today.
- 23.2.26 • Final Package (including lobby) to be issued March 1, 2013 assuming sign-off received by February 22, 2013.
- 23.2.26 • OA requires summary of additional costs (rough order of magnitude).
- 23.2.27 • Only lobby is outstanding (See Item 22.6).
- 23.2.28 • GRC implementing May 12, 2013 POR list with WPS input.
- 23.2.28 • Considered to be “final” comments.
- 23.2.29 • All millwork issues are on 100% set.
- 23.2.30 • GRC to do final review with furniture drawings to ensure all furniture/millwork is captured.
- 23.2.32 • **Must be completed by next week.**
- 23.2.32 • **Add melamine to casework for concealed surfaces. P.Lam on all exposed surfaces.**

Action: GRC

24.2

MOTORIZED BLINDS

- OA contends that all required access for cleaning/maintenance should be part of infrastructure costs.
- OA needs cost breakdown from CP for blinds and infrastructure costs.
- 24.2.27 • CP to forward to AAR/GRC for review and recommendation.
- 24.2.30 • RB requesting “non-transparent” blinds.
- 24.2.30 • Colour; solid with “black out effect” to match glazing.
- 24.2.31/32 • CP to provide colour samples for GRC/WPS review. **Colour was reviewed and found to be acceptable**
- 24.2.31/32 • CCN required for catwalk. **(CCN #25 issued May 14, 2013)**

Action: CP/GRC

24.3

4TH FLOOR MEZZANINE GLAZING

- Pricing required from CP.
- CO to be issued.
- 24.3.25 • Pricing expected for end of March 2013.
- 24.3.30 • \$185K sprinklers.
- 24.3.30 • \$75K± glazing.
- 24.3.32 • **Formalize paperwork (CCN & CO).**

Action: CP

24.5

RAISED FLOORING

- Deletion of raised flooring at level 3 to be reviewed.
- RB requires pricing from CP.
- Headroom issue needs to be resolved.
- 24.5.25 • North portion deleted as agreed with WPS.
- 24.5.25 • SI 097 HQ - Level 3 - Deletion of Raised Access Flooring issued January 24, 2013.
- 24.5.25 • Price breakdown required from CP to review.
- 24.5.26 • Raised flooring in on budget (\$1.2M).

- 24.5.27 • CCN #16 was issued February 25, 2013; waiting for pricing.
- 24.5.30 • CP informed that savings is negligible due to additional floor infill of concrete.
- 24.5.32 • **CP to provide breakdown of cost.**

Action: CP

24.6 STAIR # 5 AT LEVEL 5

- GRC to provide revised stair layout.
- CP to present cost savings for OA to review.
- 24.6.31 • GRC to issue CCN.
- 24.6.32 • **CP to provide breakdown of cost.**

Action: GRC

25.3 FFE DRAWINGS

- OA requires breakdown of responsibility of FFE work between GRC and CJB.
- Project plan required for FFE.
- AAR/GRC met with CBJ Tuesday, February 5, 2013 to review project plan.
- 25.3.26 • OA received work breakdown from GRC.
- 25.3.26 • Nova3 to have final electrical by March 1, 2013.
- 25.3.28 • CJB/GRC preparing tender package.
- 25.3.29 • Tender set ready for April 8, 2013; closing end of April.
- 25.3.29 • CP to tender, CJB/GRC to review tender price and provide recommendations.
- 25.3.30 • Tender package prepared (April 8, 2013).
- 25.3.30 • OA signed off on April 15, 2013 and tender to proceed with CP.
- 25.3.31 • Tender package went out April 15, 2013.
- 25.3.31 • Tenders closing May 3, 2013.
- 25.3.32 • **Art Met3 to provide price for system furniture by May 17, 2013. CP is meeting with supplier this afternoon to try to beat the prices down and will advise OA and WPS.**
- 25.3.32 • **Sample chairs were requested.**

Action: CP / CJB / GRC

26.3 CENTRAL VAC IN SERVER ROOM/COMMUNICATIONS CENTRE

- Not in POR.
- Required to minimize noise.
- Commercial grade vacuum required.
- GRC to issue CCN.
- 26.3.27 • CCN #15 issued February 26, 2013.
- 26.3.28 • Rough-in has been installed.
- 26.3.29 • Awaiting CP pricing to issue CO.

Action: CP

27.5 VEHICLE SERVICE AREA

- GRC to review drainage and structural capacity for a hoist.
- 27.5.31 • AAR/GRC to meet with user group April 30, 2013.
- 27.5.32 • **GRC to meet CP this week.**

Action: GRC / AAR

27.9 OVERHEAD DOORS

- CP to review with GRC.
- Existing exterior overhead doors to remain?
- CP requested max vehicle size accessing level P1.
- 27.9.28 • GRC to review with WPS.
- 27.9.29 • CP provided sample and cut sheet of rapid rise door.
- 27.9.29 • GRC to review with WPS and issue SI/CCN as required.
- 27.9.29 • 25 to 35K difference between sectional and rapid rise doors.
- 27.9.29 • 300K estimate for 8 doors (includes structure costs).
- 27.9.30 • GRC issued CCN #022 to OA for review.
- 27.9.30 • OA instructed AAR to issue as CCN.
- 27.9.30 • Exterior doors to be black.
- 27.9.30 • Interior doors to be clear anodized.
- 27.9.31 • Awaiting final pricing from CP.
- 27.9.31 • Vision glass not required, only “peep hole” required.
- 27.9.31 • GRC to revise CCN #022 to suit.
- 27.9.32 • **Revised CCN #022 R-1 was issued May 14, 2013; CP to price and submit quote.**

Action: CP

27.10 LEVEL P1 - SLAB

- SI issued for leveling of floor.
- CP requested a CCN for this work.
- CP to review with GRC.
- 27.10.29 • CCN #19 issued March 28, 2013.
- 27.10.29 • Waiting for CP to price for AAR/GRC to review.
- 27.10.30 • CP submitted cost/budget to OA.
- 27.10.30 • OA to review with CP.
- 27.10.32 • **CP to price.**

Action: OA / CP

29.1 CPU CONTROL SYSTEM

- Nova3 to meet with SWS to review and work out system.
- WPS has advised Nova3 of required controls.
- 29.1.30 • Meeting was held.
- 29.1.30 • SI to be issued clarifying WPS requested zones of operation for control panel.
- 29.1.31 • CP to provide copy of “original” quote from McCain (October 2012).
- 29.1.32 • **CP to provide McCain breakdown.**

Action: CP

30.1 911 CALL CENTRE

- Carpet to be changed to anti-static plastic laminate flooring.
- GRC issued CCN #23.
- CP to provide quote of \$34,000.00.
- OA instructed to proceed.
- AAR to issue CO.
- 30.1.31 • Awaiting price quote with back-up.

30.1.32 • **CP to submit.**

Action: CP

30.3 **P2 PARKING LEVEL**

- Ceiling to be painted.
- WPS requested that lines for parking be reviewed with users.
- CP requested final layout/direction from WPS by June 2013.

Action: RB

30.5 **HIGH DENSITY SHEVLING & LOCKER TENDER**

- GRC is preparing locker tender.
 - To be issued to CP this week.
 - Shelving under review.
- 30.5.31 • Locker package issued to CP on April 26, 2013.
- 30.5.32 • **Tender extended by one week to May 29, 2013.**

Action: GRC

31.1 **DOOR & HARDWARE**

- Final sign-off required.
 - GRC to review with WPS along with re-submitted shop drawings from Shanahan.
- 31.1.32 • **P1 and main done last week.**

Action: GRC / WPS

31.2 **EXISTING ROOF**

- CP assumed that existing roof was EPDM.
 - Unforeseen that EPDM was laid over an existing inverted roof system.
 - OA to review additional cost of removal of "additional" roofing.
 - CP to present cost for OA to review.
- 31.2.32 • **GRC to verify that this "additional" roofing was not indicated on 30% document.**

Action: CP / OA / GRC

31.3 **RELOCATION OF BIKE ROOM ON MAIN FLOOR**

- GRC presented sketch to WPS for review.
 - Electrical requires relocation due to headroom issue.
 - Proposed new bike storage area has 5'-9" clear under existing concrete beams.
 - WPS approved.
 - GRC to issue an SI.
- 31.3.32 • **Walls being erected this week at main floor level. GRC did issue an SI for this work.**

Action: GRC

32.1 **ACTION TARGET SYSTEM**

- Action Target; is there scheduled ... to compete work?

Action: Action Target

32.2 **BUILDING PERMIT MECHANICAL COMMENTS**

- Mechanical comments were received last week from the City (took over 8 months); some issues were raised which could cause major headaches re: cost and schedule.
- CP to review with Nova3 and City.

Action: CP / Nova3

32.3 **BUILDING PERMIT ELECTRICAL COMMENTS**

- Electrical comments were received late last week and are being reviewed by Nova3.

Action: Nova3

NEXT MEETING

- Next meeting will be on **Wednesday, May 29, 2013** from **9am to 10:30pm**.
- **All meetings will be from 9am to 10:30am**
 - **Tuesday, June 11, 2013**
 - **Tuesday, June 25, 2013**
- Owner's Meeting to be held bi-weekly until further notice.

Action: All / AAR

Supplemental

S1.2 **BUILDING PERMIT STATUS**

- Structural Permit - May 2, 2012
 - Receipt received.
- S1.2.18 ○ Structural Permit to be approved by October 26, 2012.
- S1.2.18 ○ CP to Pick-up.
 - Building Permit - submitted June 15, 2012
 - 100% design complete and fully coordinated Architectural, Structural, Mechanical and Electrical drawings and specifications.
 - Follow-up meeting with City of Winnipeg (Sara Ciaflone) set-up for Wednesday, June 20, 2012.
 - Drawings re-submitted for Building Permit on July 24, 2012.
- S1.2.18 ○ Email confirmation received from City of Winnipeg (Sara Ciaflone) stating acceptance in principal with Morrison Hershfield Code Report.
- S1.2.26 • Meeting request received from City of Winnipeg (Sara Ciaflone) to review architectural comments. Set for Wednesday, February 21, 2013 at 3pm.
- S1.2.29 • Meeting schedules with Judy Redmond and Sara Ciaflone on Wednesday, April 3, 2013.



Winnipeg Police Headquarters Owner's Meeting No. 33



Date of Meeting: May 29, 2013

Meeting Location: Caspian Boardroom, 5th Floor, 266 Graham

Name	Initials	Company	Initials	Present	Copied
Peter Chang	PC	Adjeleian Allen Rubeli Ltd.	AAR	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Patrick Dubuc	PD	GRC Architects	GRC	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Peter Rankin	PR	GRC Architects	GRC	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Ossama AbouZeid	OA	Dunmore Corporation	DC	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Randy Benoit	RB	Winnipeg Police Service	WPS	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Henry Hagenars	HH	Winnipeg Police Service	WPS	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Ari Berdesis	AB	Winnipeg Police Service	WPS	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
George Labossiere	GL	Winnipeg Police Service	WPS	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Armik Babakhanians	ABa	Caspian Projects	CP	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Shaun Babakhanians	SB	Caspian Projects	CP	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Peter Giannuzzi	PG	Caspian Projects	CP	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Pam Anderson	PA	Caspian Projects	CP	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Andrew Edge	AE	Caspian Projects	CP	<input type="checkbox"/>	<input checked="" type="checkbox"/>
John Guenther	JG	Nova3	N3	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Vic Thielman	VT	Nova3	N3	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Tony Mitousis	TM	Nova3	N3	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Dan Wolfrom	DW	Wolfrom Engineering	WE	<input type="checkbox"/>	<input checked="" type="checkbox"/>

Meeting Minutes

14.2 WYPER ROAD LANDSCAPING

- Drawings call for trees and shrubs which have yet to be installed. CP noted that this work may represent a "Value Engineering" amount; to be discussed with OA.
- CP to issue quote.
- GRC /AAR to review with OA.

- 14.2.16 • CP to provide cost breakdown for AAR review/recommendations.

- 14.2.18/19 • WPS requested trees to remain. (planting/decision delayed to spring 2012)
- 14.2.18 • SOD required for shot gun range.
- 14.2.18 • OA looking for ± \$20,000.00 savings.
- 14.2.18 • \$255,000.00 budget.
- 14.2.18 • AMEC preliminary report (April 20, 2012) received from CP.
- 14.2.18 • Final AMEC report and recommendations required.
- 14.2.19 • OA authorized CP to proceed with Jeo-Gute, subject to AMEC report.
- 14.2.19 • Hydro seeding to proceed once weather cooperates.
- 14.2.20 • Hydro seeding for berms completed.
- 14.2.20 • Jeo-Gute to be installed in spring.
- 14.2.21 • Final AMEC report still required.
- 14.2.22 • CP assures WPS that work is under warranty; report will be forwarded in the new year.
- 14.2.32 • CP to issue AMEC Report.
- 14.2.32 • OA is requesting report that berms have not setting in terms of height. Provide elevation survey shots (levels) of present conditions to ensure compliance

Action: CP

15.1

WYPER ROAD – FIRE HYDRANT AND RETENTION POND

- Genivar (Ian McKinnon) reviewed function of retention ponds.
- Retention pond must be monitored and maintained (as required during droughts) as pond is used for fire hydrant.
- Genivar to provide design summary and maintenance program to be included in O & M manuals.
- 15.1.16 • O & M manuals to be delivered before the end of the week.
- 15.1.17 • Waiting for as-builts/record drawings from AAR design team.
- 15.1.17 • To be on SharePoint site and reviewed by AAR team.
- 15.1.18 • GRC/AAR to put “As-Builts” on CD and forward to RB.
- 15.1.19 • Record drawings to be completed.
- 15.1.20 • Conduit for future use in target range to be noted.
- 15.1.22 • GRC will be providing revised drawings with all SIs for CP to mark-up with as-built conditions.
- 15.1.23 • GRC to forward to CP this week.
- 15.1.25 • GRC sent architectural drawings to CP.
- 15.1.25 • McCaine revising electrical.
- 15.1.25 • Records ready in 2 weeks (February 19, 2013±).
- 15.1.26 • CP completed review.
- 15.1.26 • McCaine will have drawings done for Thursday.
- 15.1.26 • GRC to issue early next week (onto SharePoint).
- 15.1.27 • GRC has drawings from CP.
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- 15.1.28 • GRC to prepare record drawings.
- 15.1.29 • WPS has Caspian’s hard copy and will review and return to CP.
- 15.1.29 • Caspian to scan and post as-builts.
- 15.1.30 • As-builts have been posted.
- 15.1.30 • GRC working on record drawings (to be posted by end of week).
- 15.1.30 • Section of OMM has been replaced with a legible copy.

- 15.1.32 • All information was posted; WPS to download information. GRC also recommended that WPS download all information they require off SharePoint.

Action: Closed

20.6 **20.6.22** **PUMP STATION - WYPER**

- 20.6.20/22 • CP has stated that no special requirements to prevent freeze-up.
 - CP to contact Genivar to confirm.
- 20.6.24 • CP to confirm that pump is not frozen.
- 20.6.26 • CP to confirm with Bayview and McCaine in spring.
- 20.6.28 • Being reviewed today (March 19, 2013). CP to provide feedback.
- 20.6.31 • Flooding of range.
- 20.6.31 • CP claims that it is a maintenance issue. Valves need to be manually opened/shut.
- 20.6.31 • CP to provide memo for maintenance and why there is flooding.
- 20.6.32 • Water is still rising when the 4 gas pumps are shut off and the lift station is not able to keep the water level down, even with the gate valve closed. CP to verify site condition with Genivar and investigate source of water infiltration.
- 20.6.32 • Burrowed pit is still full of water.
- 20.6.32 • Add flow meter to lift station pump to see how much water is actually being pumped by the lift station.
- 20.6.33 • **AB stated that the City of Winnipeg still has issues of water flowing back to site (pond is full).**
- 20.6.33 • **CP disagrees and stated it's not a construction issue.**
- 20.6.33 • **PP&D to provide a report for CP/WPS to review**

Action: WPS (AB)

20.7 **LIGHT POLE TOLERANCES - WYPER**

- Certification required from CP (McCaine).
- 20.7.21 • Under warranty.
- 20.7.22 • CP to review (in GRC deficiency report).
- 20.7.23 • Contractor has proposed use of collar dampers.
- 20.7.24 • To be installed Monday, January 28, 2013. PG to coordinate with AB.
- 20.7.25 • Currently being installed. CP to post on SharePoint once complete.
- 20.7.26 • Collar dampers have been installed.
- 20.7.28 • Light pole standard failed.
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- 20.7.30 • To be installed this week.
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- 20.7.32 • CP not happy with present condition. Light standards appear to still be moving 2' in each direction from vertical. This issue is still open and will be monitored.

Action: CP

6.4

POLICE SIGNAGE

- Winnipeg Police HQ sign on pedestals and/or on building face.
 - John Sellers (hired by City of Winnipeg through CP) presented options. Will be revisited.
 - CP to provide proposals from John Sellers to AAR/OA/RB.
 - GRC issued proposal to RB for their review.
 - If mounted on curtain wall, CP requires input ASAP.
 - UDAQ approval may be required.
 - Decision urgently required as east elevations are under construction.
 - RB to advise.
 - Met with UDAC (Lee Caldwell) June 18, 2012.
 - Pillar signage preferred, opposed by Lee Caldwell.
 - GRC to prepare presentation of pillars (reduced size).
 - GRC presented pillar signage to RB.
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 - Exterior signage on building not an option.
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 - UDAC approved 14'-0" high signage as presented by GRC.
 - Way finding signs to be English, Braille included.
 - GRC to prepare sign design package.
 - GRC is working on this package, item carried.
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- 6.4.16 • GRC will have plans/scheme for WPS review by Friday.
- 6.4.16 • CP to confirm that rough-ins and feeds are included in electrical price.
- 6.4.17 • GRC issued October 4, 2012.
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- 6.4.23 • GRC to coordinate with Nova3 and Wolfrom.
- 6.4.25 • Signage package ready to go. GRC received preferred fonts from WPS February 4, 2013.
- 6.4.25 • GRC to issue SI for CP to price.
- 6.4.25 • FFE item.
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- 6.4.32 • CP is currently soliciting prices (at least 3 maybe even 4).
- 6.4.32 • Prices to be available in 2 weeks.
- 6.4.33 • **Tender to close June 6, 2013.**

Action: CP

15.5 **GENSET LOAD BANK**

- WPS to review with OA on “additional cost” load bank (Not part of POR).
- 15.5.17 • McCaine quoted cost of ± \$180,000.00.
- 15.5.18 • Vic Thielman to review with CP.
- 15.5.19/22 • Nova3 to provide report. (Report issued)
- 15.5.22 • CP to provide cost of load bank and gensets for OA to review.
- 15.5.23 • CP advised that new gensets have been designed for load bank.
- 15.5.23 • If load bank is not provided, cost required for rewiring of gensets.
- 15.5.23 • CP to provide costs.
- 15.5.26 • CP to provide full cost of gensets.
- 15.5.26 • Separate line for cost of load bank.
- 15.5.29 • OA has cost estimate; under review.
- 15.5.31 • AAR to prepare CCN.
- 15.5.32 • CCN #024 was issued May 14, 2013; CP to provide quote.

Action: GRC

20.4 **BULLETPROOF GLASS – 5TH FLOOR**

- GRC working on details/options with WPS.
- Bulletproof type 4 glazing required.
- 20.4.22 • GRC provided design to CP for review and pricing.
- 20.4.26 • Glass is level 4 glass.
- 20.4.26 • Thickness of frames is thicker than “normal”.
- 20.4.26 • OA requires price to present entire package to WPS for review and approval.
- 20.4.27 • CP to forward to AAR/GRC.
- 20.4.27 • AAR to provide review and recommendation to OA.
- 20.4.28 • GRC has info from CP.
- 20.4.28 • GRC to provide recommendation.
- 20.4.29 • WPS has reviewed and accepted design.
- 20.4.29 • CCN is being prepared and will be issued this week.
- 20.4.30 • CCN #021 has been issued.
- 20.4.30 • CP proceeding with design.
- 20.4.30 • OA to review costs.
- 20.4.31/32 • CP to provide quote with back-up.

Action: OA / CP

22.5 **COLOUR BOARD**

- GRC to provide revised colour for WPS review.
- GRC to present.
- 22.5.23 • January 25, 2013 target date.
- 22.5.23 • Presentation day to be confirmed.
- 22.5.25 • Tentatively set for February 20, 2013.
- 22.5.25 • RB to arrange with WPS.
- 22.5.26 • Presentation set for Thursday, February 21, 2013 at 1pm. Invite sent by RB.
- 22.5.26 • RB to sign-off ASAP.
- 22.5.27 • GRC to do second colour board for WPS.
- 22.5.27 • Colour scheme has been approved by WPS.
- 22.5.28 • WPS has some preferences (tarquette vs marmolium).
- 22.5.28 • WPS to review with GRC.
- 22.5.28 • 5 areas require different colour. Has been forwarded to GRC.

- 22.5.28 • SI #122 to be revised this week.
- 22.5.29 • Revised on 100% drawings; being issued today (April 2, 2013).
- 22.5.29/30 • Carpet to be finalized. (GRC issued memo regarding POR requirement of 2802 broadloom)
- 22.5.29 • Granite floor in front lobby to be reviewed.
- 22.5.30 • WPS wants tile carpet.
- 22.5.30 • GRC proposed tile carpet to meet GMP.
- 22.5.30 • GRC to issue CCN for carpet tile.
- 22.5.31 • OA advised CP to proceed with “original design”; carpet tile on access flooring; no additional cost implications.
- 22.5.32 • Hardwood look is acceptable by all for 911 Call Centre. Provide same in Tech Lab 3202 and 3211 (approx. 2000ft²).

Action: Closed

23.2

MILL WORK

- AB reviewing mill work.
- CP requested finalized mill work ASAP
- 23.2.24 • SI 089 3rd and 4th Floor Millwork issued January 21, 2013.
- 23.2.25 • WPS reviewing levels P2 to L2 and lobby.
- 23.2.26 • WPS to provide final comments today.
- 23.2.26 • Final Package (including lobby) to be issued March 1, 2013 assuming sign-off received by February 22, 2013.
- 23.2.26 • OA requires summary of additional costs (rough order of magnitude).
- 23.2.27 • Only lobby is outstanding (See Item 22.6).
- 23.2.28 • GRC implementing May 12, 2013 POR list with WPS input.
- 23.2.28 • Considered to be “final” comments.
- 23.2.29 • All millwork issues are on 100% set.
- 23.2.30 • GRC to do final review with furniture drawings to ensure all furniture/millwork is captured.
- 23.2.32 • Must be completed by next week.
- 23.2.32 • Add melamine to casework for concealed surfaces. Plastic laminate must be maintained on all exposed surfaces; GRC to issue SI.
- 23.2.33 • **GRC has reviewed and tabulated a spreadsheet of POR discrepancies and what was tendered.**

Action: GRC

24.2

MOTORIZED BLINDS

- OA contends that all required access for cleaning/maintenance should be part of infrastructure costs.
- OA needs cost breakdown from CP for blinds and infrastructure costs.
- 24.2.27 • CP to forward to AAR/GRC for review and recommendation.
- 24.2.30 • RB requesting “non-transparent” blinds.
- 24.2.30 • Colour; solid with “black out effect” to match glazing.
- 24.2.31/32 • CP to provide colour samples for GRC/WPS review. Colour was reviewed and found to be acceptable
- 24.2.31/32 • CCN required for catwalk. (CCN #25 issued May 14, 2013)

Action: CP

24.3 **4TH FLOOR MEZZANINE GLAZING**

- Pricing required from CP.
- CO to be issued.
- 24.3.25 • Pricing expected for end of March 2013.
- 24.3.30 • \$185K sprinklers.
- 24.3.30 • \$75K± glazing.
- 24.3.32 • Formalize paperwork (CCN & CO).

Action: CP

24.5 **RAISED FLOORING**

- Deletion of raised flooring at level 3 to be reviewed.
- RB requires pricing from CP.
- Headroom issue needs to be resolved.
- 24.5.25 • North portion deleted as agreed with WPS.
- 24.5.25 • SI 097 HQ - Level 3 - Deletion of Raised Access Flooring issued January 24, 2013.
- 24.5.25 • Price breakdown required from CP to review.
- 24.5.26 • Raised flooring in on budget (\$1.2M).
- 24.5.27 • CCN #16 was issued February 25, 2013; waiting for pricing.
- 24.5.30 • CP informed that savings is negligible due to additional floor infill of concrete.
- 24.5.32 • CP to provide breakdown of cost.

Action: CP

24.6 **STAIR # 5 AT LEVEL 5**

- GRC to provide revised stair layout.
- CP to present cost savings for OA to review.
- 24.6.31 • GRC to issue CCN.
- 24.6.32 • CP to provide breakdown of cost.

Action: GRC / CP

25.3 **FFE DRAWINGS**

- OA requires breakdown of responsibility of FFE work between GRC and CJB.
- Project plan required for FFE.
- AAR/GRC met with CBJ Tuesday, February 5, 2013 to review project plan.
- 25.3.26 • OA received work breakdown from GRC.
- 25.3.26 • Nova3 to have final electrical by March 1, 2013.
- 25.3.28 • CJB/GRC preparing tender package.
- 25.3.29 • Tender set ready for April 8, 2013; closing end of April.
- 25.3.29 • CP to tender, CJB/GRC to review tender price and provide recommendations.
- 25.3.30 • Tender package prepared (April 8, 2013).
- 25.3.30 • OA signed off on April 15, 2013 and tender to proceed with CP.
- 25.3.31 • Tender package went out April 15, 2013.
- 25.3.31 • Tenders closing May 3, 2013.
- 25.3.32 • Art Met3 to provide price for system furniture by May 17, 2013. CP is meeting with supplier this afternoon to try to beat the prices down and will advise OA and WPS.
- 25.3.32 • Sample chairs were requested.
- 25.3.33 • **Sample chairs to be delivered within next 2 weeks.**

Action: CP

26.3 **CENTRAL VAC IN SERVER ROOM/COMMUNICATIONS CENTRE**

- Not in POR.
 - Required to minimize noise.
 - Commercial grade vacuum required.
 - GRC to issue CCN.
- 26.3.27 • CCN #15 issued February 26, 2013.
- 26.3.28 • Rough-in has been installed.
- 26.3.29 • Awaiting CP pricing to issue CO.

Action: CP

27.5 **VEHICLE SERVICE AREA**

- GRC to review drainage and structural capacity for a hoist.
- 27.5.31 • AAR/GRC to meet with user group April 30, 2013.
- 27.5.32 • GRC to meet CP this week.
- 27.5.33 • **GRC is reviewing and will meet with CP for location of floor drains.**
- 27.5.33 • **GRC to issue SI.**

Action: GRC / AAR

27.9 **OVERHEAD DOORS**

- CP to review with GRC.
 - Existing exterior overhead doors to remain?
 - CP requested max vehicle size accessing level P1.
- 27.9.28 • GRC to review with WPS.
- 27.9.29 • CP provided sample and cut sheet of rapid rise door.
- 27.9.29 • GRC to review with WPS and issue SI/CCN as required.
- 27.9.29 • 25 to 35K difference between sectional and rapid rise doors.
- 27.9.29 • 300K estimate for 8 doors (includes structure costs).
- 27.9.30 • GRC issued CCN #022 to OA for review.
- 27.9.30 • OA instructed AAR to issue as CCN.
- 27.9.30 • Exterior doors to be black.
- 27.9.30 • Interior doors to be clear anodized.
- 27.9.31 • Awaiting final pricing from CP.
- 27.9.31 • Vision glass not required, only "peep hole" required.
- 27.9.31 • GRC to revise CCN #022 to suit.
- 27.9.32 • Revised CCN #022 R-1 was issued May 14, 2013; CP to price and submit quote.

Action: CP

27.10 **LEVEL P1 - SLAB**

- SI issued for leveling of floor.
 - CP requested a CCN for this work.
 - CP to review with GRC.
- 27.10.29 • CCN #19 issued March 28, 2013.
- 27.10.29 • Waiting for CP to price for AAR/GRC to review.
- 27.10.30 • CP submitted cost/budget to OA.
- 27.10.30 • OA to review with CP.
- 27.10.32 • CP to price.

Action: OA / CP

29.1 **CPU CONTROL SYSTEM**

- Nova3 to meet with SWS to review and work out system.
- WPS has advised Nova3 of required controls.
- 29.1.30 • Meeting was held.
- 29.1.30 • SI to be issued clarifying WPS requested zones of operation for control panel.
- 29.1.31 • CP to provide copy of “original” quote from McCaine (October 2012).
- 29.1.32 • CP to provide McCaine’s cost breakdown.

Action: CP

30.1 **911 CALL CENTRE**

- Carpet to be changed to anti-static plastic laminate flooring.
- GRC issued CCN #23.
- CP to provide quote of \$34,000.00.
- OA instructed to proceed.
- AAR to issue CO.
- 30.1.31 • Awaiting price quote with back-up.
- 30.1.32 • CP to submit quote.

Action: CP

30.3 **P2 PARKING LEVEL**

- Ceiling to be painted.
- WPS requested that lines for parking be reviewed with users.
- CP requested final layout/direction from WPS by June 2013.

Action: RB

30.5 **LOCKER TENDER**

- GRC is preparing locker tender.
- To be issued to CP this week.
- Shelving under review.
- 30.5.31 • Locker package issued to CP on April 26, 2013.
- 30.5.32 • Tender extended by one week to May 29, 2013.
- 30.5.33 • **WPS to review and provide direction on quality and quantity.**

Action: GRC

31.1 **DOOR & HARDWARE**

- Final sign-off required.
- GRC to review with WPS along with re-submitted shop drawings from Shanahan.
- 31.1.32 • P1 and main floor level were reviewed and submitted last week.

Action: Closed

31.2 **EXISTING ROOF**

- CP assumed that existing roof was EPDM.
- Unforeseen that EPDM was laid over an existing inverted roof system.
- OA to review additional cost of removal of “additional” roofing.
- CP to present cost for OA to review.
- 31.2.32 • GRC to verify that this “additional” roofing was not indicated on 30% document.

- 31.2.33 • **GRC to issue CCN.**

Action: CP / OA / GRC

31.3 **RELOCATION OF BIKE ROOM ON MAIN FLOOR**

- GRC presented sketch to WPS for review.
- Electrical requires relocation due to headroom issue.
- Proposed new bike storage area has 5'-9" clear under existing concrete beams.
- WPS approved.
- GRC to issue an SI.

- 31.3.32 • Walls being erected this week at main floor level. GRC did issue an SI for this work.

- 31.3.33 • **Revised SI to be issued to cover-up/protect electrical conduit.**

Action: GRC

32.1 **ACTION TARGET SYSTEM**

- Action Target is presently on site to complete the target replacement, work is on schedule.

Action: Closed

32.2 **BUILDING PERMIT MECHANICAL COMMENTS**

- Mechanical comments were received last week from the City (took over 8 months); some issues were raised which could cause major headaches re: cost and schedule.
- CP to review with Nova3 and City.

- 32.2.33 • **Response sent to City of Winnipeg.**

Action: CP

32.3 **BUILDING PERMIT ELECTRICAL COMMENTS**

- Electrical comments were received late last week and are being reviewed by Nova3.
- **Nova3 met with City of Winnipeg the week of May 20, 2013.**
- **AAR to get report from Nova3**

Action: Nova3

33.1 **WYPER ROAD ROOF SHINGLES**

- Shingles have lifted and are missing.
- CP to review.

Action: CP

33.2 **UNDER VEHICLE SURVEILLANCE**

- Nova3 to review with Mark Remillard.
- Pricing required from CP by mid-June.

Action: CP

33.3 **FF&E**

- AB will be WPS liaison (replacing Pat De Jong).

- GRC to meet with CJB to review.

Action: GRC

NEXT MEETING

- Next meeting will be on **Tuesday, June 11, 2013** from **9am to 10:30pm**.
- **All meetings will be from 9am to 10:30am**
 - **Tuesday, June 25, 2013**
 - **Tuesday, July 9, 2013**
 - **Tuesday, July 23, 2013**
- Owner's Meeting to be held bi-weekly until further notice.

Action: All / AAR

Supplemental

S1.2

BUILDING PERMIT STATUS

- Structural Permit - May 2, 2012
 - Receipt received.
- S1.2.18 ○ Structural Permit to be approved by October 26, 2012.
- S1.2.18 ○ CP to Pick-up.
 - Building Permit - submitted June 15, 2012
 - 100% design complete and fully coordinated Architectural, Structural, Mechanical and Electrical drawings and specifications.
 - Follow-up meeting with City of Winnipeg (Sara Ciaflone) set-up for Wednesday, June 20, 2012.
 - Drawings re-submitted for Building Permit on July 24, 2012.
- S1.2.18 ○ Email confirmation received from City of Winnipeg (Sara Ciaflone) stating acceptance in principal with Morrison Hershfield Code Report.
- S1.2.26 • Meeting request received from City of Winnipeg (Sara Ciaflone) to review architectural comments. Set for Wednesday, February 21, 2013 at 3pm.
- S1.2.29 • Meeting schedules with Judy Redmond and Sara Ciaflone on Wednesday, April 3, 2013.



Winnipeg Police Headquarters Owner's Meeting No. 34



Date of Meeting: June 11, 2013

Meeting Location: Caspian Boardroom, 5th Floor, 266 Graham

Name	Initials	Company	Initials	Present	Copied
Peter Chang	PC	Adjeleian Allen Rubeli Ltd.	AAR	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Patrick Dubuc	PD	GRC Architects	GRC	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Peter Rankin	PR	GRC Architects	GRC	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Ossama AbouZeid	OA	Dunmore Corporation	DC	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Randy Benoit	RB	Winnipeg Police Service	WPS	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Henry Hagenars	HH	Winnipeg Police Service	WPS	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Ari Berdesis	AB	Winnipeg Police Service	WPS	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
George Labossiere	GL	Winnipeg Police Service	WPS	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Armik Babakhanians	ABa	Caspian Projects	CP	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Shaun Babakhanians	SB	Caspian Projects	CP	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Peter Giannuzzi	PG	Caspian Projects	CP	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Pam Anderson	PA	Caspian Projects	CP	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Andrew Edge	AE	Caspian Projects	CP	<input type="checkbox"/>	<input checked="" type="checkbox"/>
John Guenther	JG	Nova3	N3	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Vic Thielman	VT	Nova3	N3	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Tony Mitousis	TM	Nova3	N3	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Dan Wolfrom	DW	Wolfrom Engineering	WE	<input type="checkbox"/>	<input checked="" type="checkbox"/>

Meeting Minutes

14.2 WYPER ROAD LANDSCAPING

- Drawings call for trees and shrubs which have yet to be installed. CP noted that this work may represent a "Value Engineering" amount; to be discussed with OA.
- CP to issue quote.
- GRC /AAR to review with OA.

- 14.2.16 • CP to provide cost breakdown for AAR review/recommendations.

- 14.2.18/19 • WPS requested trees to remain. (planting/decision delayed to spring 2012)
- 14.2.18 • SOD required for shot gun range.
- 14.2.18 • OA looking for ± \$20,000.00 savings.
- 14.2.18 • \$255,000.00 budget.
- 14.2.18 • AMEC preliminary report (April 20, 2012) received from CP.
- 14.2.18 • Final AMEC report and recommendations required.
- 14.2.19 • OA authorized CP to proceed with Jeo-Gute, subject to AMEC report.
- 14.2.19 • Hydro seeding to proceed once weather cooperates.
- 14.2.20 • Hydro seeding for berms completed.
- 14.2.20 • Jeo-Gute to be installed in spring.
- 14.2.21 • Final AMEC report still required.
- 14.2.22 • CP assures WPS that work is under warranty; report will be forwarded in the new year.
- 14.2.32 • CP to issue AMEC Report.
- 14.2.32 • OA is requesting report that berms have not setting in terms of height. Provide elevation survey shots (levels) of present conditions to ensure compliance
- 14.2.34 • **Survey being done today (June 11, 2013).**

Action: CP

20.6 **PUMP STATION - WYPER**

- 20.6.20/22 • CP has stated that no special requirements to prevent freeze-up.
 - CP to contact Genivar to confirm.
- 20.6.24 • CP to confirm that pump is not frozen.
- 20.6.26 • CP to confirm with Bayview and McCaine in spring.
- 20.6.28 • Being reviewed today (March 19, 2013). CP to provide feedback.
- 20.6.31 • Flooding of range.
- 20.6.31 • CP claims that it is a maintenance issue. Valves need to be manually opened/shut.
- 20.6.31 • CP to provide memo for maintenance and why there is flooding.
- 20.6.32 • Water is still rising when the 4 gas pumps are shut off and the lift station is not able to keep the water level down, even with the gate valve closed. CP to verify site condition with Genivar and investigate source of water infiltration.
- 20.6.32 • Burrowed pit is still full of water.
- 20.6.32 • Add flow meter to lift station pump to see how much water is actually being pumped by the lift station.
- 20.6.33 • AB stated that the City of Winnipeg still has issues of water flowing back to site (pond is full).
- 20.6.33 • CP disagrees and stated it's not a construction issue.
- 20.6.33 • PP&D to provide a report for CP/WPS to review.
- 20.6.34 • **Draft report received from PP&D (Glen Snider) on June 11, 2013 and forwarded to OA for action.**

Action: OA

20.7 **LIGHT POLE TOLERANCES - WYPER**

- Certification required from CP (McCaine).
- 20.7.21 • Under warranty.
- 20.7.22 • CP to review (in GRC deficiency report).
- 20.7.23 • Contractor has proposed use of collar dampers.
- 20.7.24 • To be installed Monday, January 28, 2013. PG to coordinate with AB.
- 20.7.25 • Currently being installed. CP to post on SharePoint once complete.

- 20.7.26 • Collar dampers have been installed.
- 20.7.28 • Light pole standard failed.
- 20.7.28 • CP reinstalling poles (same type).
- 20.7.28 • CP requesting 5 year warranty.
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- 20.7.29 • Dampers will be installed.
- 20.7.30 • To be installed this week.
- 20.7.31 • McCaine has offered 2 year warranty from date of replacement.
- 20.7.32 • CP not happy with present condition. Light standards appear to still be moving 2' in each direction from vertical. This issue is still open and will be monitored.

Action: CP

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POLICE SIGNAGE

- Winnipeg Police HQ sign on pedestals and/or on building face.
- John Sellers (hired by City of Winnipeg through CP) presented options. Will be revisited.
- CP to provide proposals from John Sellers to AAR/OA/RB.
- GRC issued proposal to RB for their review.
- If mounted on curtain wall, CP requires input ASAP.
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- Decision urgently required as east elevations are under construction.
- RB to advise.
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- GRC to prepare presentation of pillars (reduced size).
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- 6.4.32 • CP is currently soliciting prices (at least 3 maybe even 4).
- 6.4.32 • Prices to be available in 2 weeks.
- 6.4.33 • Tender to close June 6, 2013.
- 6.4.34 • **Tenders received but incomplete.**
- 6.4.34 • **CP to price foundations.**

Action: CP

15.5 GENSET LOAD BANK

- WPS to review with OA on “additional cost” load bank (Not part of POR).
- 15.5.17 • McCain quoted cost of ± \$180,000.00.
- 15.5.18 • Vic Thielman to review with CP.
- 15.5.19/22 • Nova3 to provide report. (Report issued)
- 15.5.22 • CP to provide cost of load bank and gensets for OA to review.
- 15.5.23 • CP advised that new gensets have been designed for load bank.
- 15.5.23 • If load bank is not provided, cost required for rewiring of gensets.
- 15.5.23 • CP to provide costs.
- 15.5.26 • CP to provide full cost of gensets.
- 15.5.26 • Separate line for cost of load bank.
- 15.5.29 • OA has cost estimate; under review.
- 15.5.31 • AAR to prepare CCN.
- 15.5.32 • CCN #024 was issued May 14, 2013; CP to provide quote.

Action: GRC

20.4 BULLETPROOF GLASS – 5TH FLOOR

- GRC working on details/options with WPS.
- Bulletproof type 4 glazing required.
- 20.4.22 • GRC provided design to CP for review and pricing.
- 20.4.26 • Glass is level 4 glass.
- 20.4.26 • Thickness of frames is thicker than “normal”.
- 20.4.26 • OA requires price to present entire package to WPS for review and approval.
- 20.4.27 • CP to forward to AAR/GRC.
- 20.4.27 • AAR to provide review and recommendation to OA.
- 20.4.28 • GRC has info from CP.
- 20.4.28 • GRC to provide recommendation.
- 20.4.29 • WPS has reviewed and accepted design.
- 20.4.29 • CCN is being prepared and will be issued this week.
- 20.4.30 • CCN #021 has been issued.
- 20.4.30 • CP proceeding with design.
- 20.4.30 • OA to review costs.
- 20.4.31/32 • CP to provide quote with back-up.

Action: OA / CP

23.2

MILL WORK

- AB reviewing mill work.
- CP requested finalized mill work ASAP
- 23.2.24 • SI 089 3rd and 4th Floor Millwork issued January 21, 2013.
- 23.2.25 • WPS reviewing levels P2 to L2 and lobby.
- 23.2.26 • WPS to provide final comments today.
- 23.2.26 • Final Package (including lobby) to be issued March 1, 2013 assuming sign-off received by February 22, 2013.
- 23.2.26 • OA requires summary of additional costs (rough order of magnitude).
- 23.2.27 • Only lobby is outstanding (See Item 22.6).
- 23.2.28 • GRC implementing May 12, 2013 POR list with WPS input.
- 23.2.28 • Considered to be “final” comments.
- 23.2.29 • All millwork issues are on 100% set.
- 23.2.30 • GRC to do final review with furniture drawings to ensure all furniture/millwork is captured.
- 23.2.32 • Must be completed by next week.
- 23.2.32 • Add melamine to casework for concealed surfaces. Plastic laminate must be maintained on all exposed surfaces; GRC to issue SI.
- 23.2.33 • GRC has reviewed and tabulated a spreadsheet of POR discrepancies and what was tendered.
- 23.2.34 • **GRC meeting with WPS to confirm.**

Action: Info

24.2

MOTORIZED BLINDS

- OA contends that all required access for cleaning/maintenance should be part of infrastructure costs.
- OA needs cost breakdown from CP for blinds and infrastructure costs.
- 24.2.27 • CP to forward to AAR/GRC for review and recommendation.
- 24.2.30 • RB requesting “non-transparent” blinds.
- 24.2.30 • Colour; solid with “black out effect” to match glazing.
- 24.2.31/32 • CP to provide colour samples for GRC/WPS review. Colour was reviewed and found to be acceptable
- 24.2.31/32 • CCN required for catwalk. (CCN #25 issued May 14, 2013)

Action: CP

24.3

4TH FLOOR MEZZANINE GLAZING

- Pricing required from CP.
- CO to be issued.
- 24.3.25 • Pricing expected for end of March 2013.
- 24.3.30 • \$185K sprinklers.
- 24.3.30 • \$75K± glazing.
- 24.3.32 • Formalize paperwork (CCN & CO).

Action: CP

24.5

RAISED FLOORING

- Deletion of raised flooring at level 3 to be reviewed.
- RB requires pricing from CP.
- Headroom issue needs to be resolved.

- 24.5.25 • North portion deleted as agreed with WPS.
- 24.5.25 • SI 097 HQ - Level 3 - Deletion of Raised Access Flooring issued January 24, 2013.
- 24.5.25 • Price breakdown required from CP to review.
- 24.5.26 • Raised flooring in on budget (\$1.2M).
- 24.5.27 • CCN #16 was issued February 25, 2013; waiting for pricing.
- 24.5.30 • CP informed that savings is negligible due to additional floor infill of concrete.
- 24.5.32 • CP to provide breakdown of cost.

Action: CP

24.6 STAIR # 5 AT LEVEL 5

- GRC to provide revised stair layout.
- CP to present cost savings for OA to review.
- 24.6.31 • GRC to issue CCN.
- 24.6.32 • CP to provide breakdown of cost.

Action: GRC / CP

25.3 FFE DRAWINGS

- OA requires breakdown of responsibility of FFE work between GRC and CJB.
- Project plan required for FFE.
- AAR/GRC met with CJB Tuesday, February 5, 2013 to review project plan.
- 25.3.26 • OA received work breakdown from GRC.
- 25.3.26 • Nova3 to have final electrical by March 1, 2013.
- 25.3.28 • CJB/GRC preparing tender package.
- 25.3.29 • Tender set ready for April 8, 2013; closing end of April.
- 25.3.29 • CP to tender, CJB/GRC to review tender price and provide recommendations.
- 25.3.30 • Tender package prepared (April 8, 2013).
- 25.3.30 • OA signed off on April 15, 2013 and tender to proceed with CP.
- 25.3.31 • Tender package went out April 15, 2013.
- 25.3.31 • Tenders closing May 3, 2013.
- 25.3.32 • Art Met3 to provide price for system furniture by May 17, 2013. CP is meeting with supplier this afternoon to try to beat the prices down and will advise OA and WPS.
- 25.3.32 • Sample chairs were requested.
- 25.3.33 • Sample chairs to be delivered within next 2 weeks.
- 25.3.34 • **WPS (AB) is reviewing; still waiting for remainder of samples.**
- 25.3.34 • **All samples to be returned within 2 weeks from delivery of all samples.**
- 25.3.34 • **AB to coordinate with CP (Pam Anderson).**

Action: CP

26.3 CENTRAL VAC IN SERVER ROOM/COMMUNICATIONS CENTRE

- Not in POR.
- Required to minimize noise.
- Commercial grade vacuum required.
- GRC to issue CCN.
- 26.3.27 • CCN #15 issued February 26, 2013.
- 26.3.28 • Rough-in has been installed.
- 26.3.29 • Awaiting CP pricing to issue CO.

Action: CP

27.5 **VEHICLE SERVICE AREA**

- GRC to review drainage and structural capacity for a hoist.
- 27.5.31 • AAR/GRC to meet with user group April 30, 2013.
- 27.5.32 • GRC to meet CP this week.
- 27.5.33 • GRC is reviewing and will meet with CP for location of floor drains.
- 27.5.33 • GRC to issue SI.
- 27.5.34 • **SI #81 was issued June 4, 2013.**

Action: GRC / AAR

27.9 **OVERHEAD DOORS**

- CP to review with GRC.
- Existing exterior overhead doors to remain?
- CP requested max vehicle size accessing level P1.
- 27.9.28 • GRC to review with WPS.
- 27.9.29 • CP provided sample and cut sheet of rapid rise door.
- 27.9.29 • GRC to review with WPS and issue SI/CCN as required.
- 27.9.29 • 25 to 35K difference between sectional and rapid rise doors.
- 27.9.29 • 300K estimate for 8 doors (includes structure costs).
- 27.9.30 • GRC issued CCN #022 to OA for review.
- 27.9.30 • OA instructed AAR to issue as CCN.
- 27.9.30 • Exterior doors to be black.
- 27.9.30 • Interior doors to be clear anodized.
- 27.9.31 • Awaiting final pricing from CP.
- 27.9.31 • Vision glass not required, only “peep hole” required.
- 27.9.31 • GRC to revise CCN #022 to suit.
- 27.9.32 • Revised CCN #022 R-1 was issued May 14, 2013; CP to price and submit quote.

Action: CP

27.10 **LEVEL P1 - SLAB**

- SI issued for leveling of floor.
- CP requested a CCN for this work.
- CP to review with GRC.
- 27.10.29 • CCN #19 issued March 28, 2013.
- 27.10.29 • Waiting for CP to price for AAR/GRC to review.
- 27.10.30 • CP submitted cost/budget to OA.
- 27.10.30 • OA to review with CP.
- 27.10.32 • CP to price.

Action: OA / CP

29.1 **CPU CONTROL SYSTEM**

- Nova3 to meet with SWS to review and work out system.
- WPS has advised Nova3 of required controls.
- 29.1.30 • Meeting was held.
- 29.1.30 • SI to be issued clarifying WPS requested zones of operation for control panel.
- 29.1.31 • CP to provide copy of “original” quote from McCaine (October 2012).
- 29.1.32 • CP to provide McCaine’s cost breakdown.

Action: CP

30.1

911 CALL CENTRE

- Carpet to be changed to anti-static plastic laminate flooring.
 - GRC issued CCN #23.
 - CP to provide quote of \$34,000.00.
 - OA instructed to proceed.
 - AAR to issue CO.
- 30.1.31 • Awaiting price quote with back-up.
- 30.1.32 • CP to submit quote.

Action: CP

30.3

P2 PARKING LEVEL

- Ceiling to be painted.
 - WPS requested that lines for parking be reviewed with users.
- 30.3.34 • CP requested final layout/direction from WPS by **October** 2013.

Action: RB

30.5

LOCKER TENDER

- GRC is preparing locker tender.
 - To be issued to CP this week.
 - Shelving under review.
- 30.5.31 • Locker package issued to CP on April 26, 2013.
- 30.5.32 • Tender extended by one week to May 29, 2013.
- 30.5.33 • WPS to review and provide direction on quality and quantity.
- 30.5.34 • **OA advised tenders were all over budget.**
- 30.5.34 • **Tenders will be disregarded.**
- 30.5.34 • **OA to review with WPS and advise on direction (probably going direct with supplier).**

Action: GRC

31.2

EXISTING ROOF

- CP assumed that existing roof was EPDM.
 - Unforeseen that EPDM was laid over an existing inverted roof system.
 - OA to review additional cost of removal of "additional" roofing.
 - CP to present cost for OA to review.
- 31.2.32 • GRC to verify that this "additional" roofing was not indicated on 30% document.
- 31.2.33 • GRC to issue CCN.

Action: CP / OA / GRC

31.3

RELOCATION OF BIKE ROOM ON MAIN FLOOR

- GRC presented sketch to WPS for review.
 - Electrical requires relocation due to headroom issue.
 - Proposed new bike storage area has 5'-9" clear under existing concrete beams.
 - WPS approved.
 - GRC to issue an SI.
- 31.3.32 • Walls being erected this week at main floor level. GRC did issue an SI for this work.

- 31.3.33 • Revised SI to be issued to cover-up/protect electrical conduit.

Action: GRC

32.2 BUILDING PERMIT MECHANICAL COMMENTS

- Mechanical comments were received last week from the City (took over 8 months); some issues were raised which could cause major headaches re: cost and schedule.
- CP to review with Nova3 and City.
- 32.2.33 • Response sent to City of Winnipeg.

Action: CP

32.3 BUILDING PERMIT ELECTRICAL COMMENTS

- Electrical comments were received late last week and are being reviewed by Nova3.
- Nova3 met with City of Winnipeg the week of May 20, 2013.
- AAR to get report from Nova3

Action: Nova3

33.1 WYPER ROAD ROOF SHINGLES

- Shingles have lifted and are missing.
- CP to review.

Action: Closed

33.2 UNDER VEHICLE SURVEILLANCE

- Nova3 to review with Mark Remillard.
- Pricing required from CP by mid-June.

Action: CP

33.3 FF&E

- AB will be WPS liaison (replacing Pat De Jong).
- GRC to meet with CJB to review.

Action: Closed

34.1 MUSEUM ACCESS DOORS

- Vehicle is 4000lbs and must be "mobile".
- Door sized to be 4'6" x 7'6" to fit below existing horizontal mullion.
- GRC to issue a CCN.

Action: GRC

34.2 EVIDENCE CONTROL ROOM (LEVEL P1)

- WPS will work with existing conditions.
- Existing east side opening; OH door required.
- West door is workable.
- GRC to issue an SI.

Action: GRC

34.3 **FF&E (FURNITURE)**

- Art Metz and CJB have a solution to meet budget..
- OA needs to review “factory certified” recycled furniture proposal with WPS.
- CP to arrange meeting with OA/RB and Tracy with clear indication of what is being supplied.

Action: CP

34.4 **FF&E (MISC)**

- Fridges, stoves and microwaves.
- OA required competitive prices.
- GRC to meet with WPS (AB) and CJB.
- Need to streamline tender process.

Action: GRC / WPS

34.5 **PERMANENT POWER SWITCHOVER**

- Took place on Saturday, June 8, 2013.
- Everything went smoothly.
- New feeders are feeding new systems.
- Existing system and feeders to be shutdown in 1.5 weeks by Manitoba Hydro and CP to remove.

Action: Info

34.6 **FIRE ALARM PANEL**

- New panel has been installed as per Winnipeg Fire Department.
- New node is in main lobby with a remote enunciator at WPS entrance on Smith Street.

Action: Info

34.7 **EXTERIOR**

- Granite work to start.

Action: Info

NEXT MEETING

- Next meeting will be on **Tuesday, June 25, 2013** from **9am to 10:30pm**.
- **All meetings will be from 9am to 10:30am**
 - **Tuesday, July 9, 2013**
 - **Tuesday, July 23, 2013**
- Owner’s Meeting to be held bi-weekly until further notice.

Action: All / AAR

Supplemental

S1.2 **BUILDING PERMIT STATUS**

- Structural Permit - May 2, 2012
 - Receipt received.
- S1.2.18 ○ Structural Permit to be approved by October 26, 2012.

- S1.2.18 ○ CP to Pick-up.
 - Building Permit - submitted June 15, 2012
 - 100% design complete and fully coordinated Architectural, Structural, Mechanical and Electrical drawings and specifications.
 - Follow-up meeting with City of Winnipeg (Sara Ciaflone) set-up for Wednesday, June 20, 2012.
 - Drawings re-submitted for Building Permit on July 24, 2012.
- S1.2.18 ○ Email confirmation received from City of Winnipeg (Sara Ciaflone) stating acceptance in principal with Morrison Hershfield Code Report.
- S1.2.26 ● Meeting request received from City of Winnipeg (Sara Ciaflone) to review architectural comments. Set for Wednesday, February 21, 2013 at 3pm.
- S1.2.29 ● Meeting schedules with Judy Redmond and Sara Ciaflone on Wednesday, April 3, 2013.



Winnipeg Police Headquarters Owner's Meeting No. 35



Date of Meeting: June 25, 2013

Meeting Location: Caspian Boardroom, 5th Floor, 266 Graham

Name	Initials	Company	Initials	Present	Copied
Peter Chang	PC	Adjeleian Allen Rubeli Ltd.	AAR	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Patrick Dubuc	PD	GRC Architects	GRC	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Peter Rankin	PR	GRC Architects	GRC	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Ossama AbouZeid	OA	Dunmore Corporation	DC	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Randy Benoit	RB	Winnipeg Police Service	WPS	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Henry Hagenars	HH	Winnipeg Police Service	WPS	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Ari Berdesis	AB	Winnipeg Police Service	WPS	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Denis Dane	DD	Winnipeg Police Service	WPS	<input type="checkbox"/>	<input checked="" type="checkbox"/>
George Labossiere	GL	Winnipeg Police Service	WPS	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Armik Babakhanians	ABa	Caspian Projects	CP	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Shaun Babakhanians	SB	Caspian Projects	CP	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Peter Giannuzzi	PG	Caspian Projects	CP	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Pam Anderson	PA	Caspian Projects	CP	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Andrew Edge	AE	Caspian Projects	CP	<input type="checkbox"/>	<input checked="" type="checkbox"/>
John Guenther	JG	Nova3	N3	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Vic Thielman	VT	Nova3	N3	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Tony Mitousis	TM	Nova3	N3	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Dan Wolfrom	DW	Wolfrom Engineering	WE	<input type="checkbox"/>	<input checked="" type="checkbox"/>

Meeting Minutes

14.2 WYPER ROAD LANDSCAPING

- Drawings call for trees and shrubs which have yet to be installed. CP noted that this work may represent a "Value Engineering" amount; to be discussed with OA.
- CP to issue quote.

- GRC /AAR to review with OA.
- 14.2.16 • CP to provide cost breakdown for AAR review/recommendations.
- 14.2.18/19 • WPS requested trees to remain. (planting/decision delayed to spring 2012)
- 14.2.18 • SOD required for shot gun range.
- 14.2.18 • OA looking for ± \$20,000.00 savings.
- 14.2.18 • \$255,000.00 budget.
- 14.2.18 • AMEC preliminary report (April 20, 2012) received from CP.
- 14.2.18 • Final AMEC report and recommendations required.
- 14.2.19 • OA authorized CP to proceed with Jeo-Gute, subject to AMEC report.
- 14.2.19 • Hydro seeding to proceed once weather cooperates.
- 14.2.20 • Hydro seeding for berms completed.
- 14.2.20 • Jeo-Gute to be installed in spring.
- 14.2.21 • Final AMEC report still required.
- 14.2.22 • CP assures WPS that work is under warranty; report will be forwarded in the new year.
- 14.2.32 • CP to issue AMEC Report.
- 14.2.32 • OA is requesting report that berms have not setting in terms of height. Provide elevation survey shots (levels) of present conditions to ensure compliance
- 14.2.34 • Survey being done today (June 11, 2013).
- 14.2.35 • **Survey completed; numbers show elevations are as designed or higher.**
- 14.2.35 • **CP to forward report to AAR/WPS.**

Action: CP

20.6 20.6.22 PUMP STATION - WYPER

- 20.6.20/22 • CP has stated that no special requirements to prevent freeze-up.
 - CP to contact Genivar to confirm.
- 20.6.24 • CP to confirm that pump is not frozen.
- 20.6.26 • CP to confirm with Bayview and McCaine in spring.
- 20.6.28 • Being reviewed today (March 19, 2013). CP to provide feedback.
- 20.6.31 • Flooding of range.
- 20.6.31 • CP claims that it is a maintenance issue. Valves need to be manually opened/shut.
- 20.6.31 • CP to provide memo for maintenance and why there is flooding.
- 20.6.32 • Water is still rising when the 4 gas pumps are shut off and the lift station is not able to keep the water level down, even with the gate valve closed. CP to verify site condition with Genivar and investigate source of water infiltration.
- 20.6.32 • Burrowed pit is still full of water.
- 20.6.32 • Add flow meter to lift station pump to see how much water is actually being pumped by the lift station.
- 20.6.33 • AB stated that the City of Winnipeg still has issues of water flowing back to site (pond is full).
- 20.6.33 • CP disagrees and stated it's not a construction issue.
- 20.6.33 • PP&D to provide a report for CP/WPS to review.
- 20.6.34 • Draft report received from PP&D (Glen Snider) on June 11, 2013 and forwarded to OA for action.
- 20.6.35 • **CP received formal letter from PP&D.**
- 20.6.35 • **AAR/GRC to follow up with Genivar.**
- 20.6.35 • **Genivar to comment on culvert installation by CP between borough pit and catch pit.**

Action: AAR / GRC

20.7

LIGHT POLE TOLERANCES - WYPER

- Certification required from CP (McCaine).
- 20.7.21 • Under warranty.
- 20.7.22 • CP to review (in GRC deficiency report).
- 20.7.23 • Contractor has proposed use of collar dampers.
- 20.7.24 • To be installed Monday, January 28, 2013. PG to coordinate with AB.
- 20.7.25 • Currently being installed. CP to post on SharePoint once complete.
- 20.7.26 • Collar dampers have been installed.
- 20.7.28 • Light pole standard failed.
- 20.7.28 • CP reinstalling poles (same type).
- 20.7.28 • CP requesting 5 year warranty.
- 20.7.28 • CP to provide certification letter for AAR to review.
- 20.7.28 • WPS requests a regular review/inspection and certification for conditional acceptance by WPS.
- 20.7.29 • Light poles will all be replaced with higher gauge poles.
- 20.7.29 • Dampers will be installed.
- 20.7.30 • To be installed this week.
- 20.7.31 • McCaine has offered 2 year warranty from date of replacement.
- 20.7.32 • CP not happy with present condition. Light standards appear to still be moving 2' in each direction from vertical. This issue is still open and will be monitored.
- 20.7.35 • **Nova3 to provide letter (stamped and sealed) stating concerns of light poles. (Issued June 26, 2013).**
- 20.7.35 • **WPS to review/approve request from McCaine (light pole supplier) to mount a video/monitor camera to assess movement.**
- 20.7.35 • **CP is in agreement with WPS safety concerns and is taking measures (through legal process) to address the matter.**

Action: CP

6.4

POLICE SIGNAGE

- Winnipeg Police HQ sign on pedestals and/or on building face.
- John Sellers (hired by City of Winnipeg through CP) presented options. Will be revisited.
- CP to provide proposals from John Sellers to AAR/OA/RB.
- GRC issued proposal to RB for their review.
- If mounted on curtain wall, CP requires input ASAP.
- UDAQ approval may be required.
- Decision urgently required as east elevations are under construction.
- RB to advise.
- Met with UDAC (Lee Caldwell) June 18, 2012.
- Piller signage preferred, opposed by Lee Caldwell.
- GRC to prepare presentation of pillars (reduced size).
- GRC presented pillar signage to RB.
- RB presented to City.
- Exterior signage on building not an option.
- CP to proceed with buildings cladding with no signage.
- RB provided design to UDAC.
- UDAC approved 14'-0" high signage as presented by GRC.
- Way finding signs to be English, Braille included.
- GRC to prepare sign design package.
- GRC is working on this package, item carried.

- CP to review and price electrical requirement. To be reviewed under cash allowance.
- 6.4.16 • GRC will have plans/scheme for WPS review by Friday.
- 6.4.16 • CP to confirm that rough-ins and feeds are included in electrical price.
- 6.4.17 • GRC issued October 4, 2012.
- 6.4.17 • WPS to review internally.
- 6.4.17 • GRC needs comments back by October 16, 2012 at the latest.
- 6.4.17 • AAR to apply for permits week of October 22, 2012.
- 6.4.18 • Permit application made on October 22, 2012 for encroachment and UDAC.
- 6.4.19 • GRC provided supplementary info week of October 29, 2012.
- 6.4.21 • CCN required for electrical/structural.
- 6.4.22 • Design required from Nova3/GRC.
- 6.4.23 • GRC to coordinate with Nova3 and Wolfrom.
- 6.4.25 • Signage package ready to go. GRC received preferred fonts from WPS February 4, 2013.
- 6.4.25 • GRC to issue SI for CP to price.
- 6.4.25 • FFE item.
- 6.4.26 • SI to be issued this week.
- 6.4.27 • CP to provide list of sign contractors.
- 6.4.29 • GRC submitted CCN #20; AAR to process (issued April 2, 2013).
- 6.4.31 • CP to prepare quote with back-up.
- 6.4.32 • CP is currently soliciting prices (at least 3 maybe even 4).
- 6.4.32 • Prices to be available in 2 weeks.
- 6.4.33 • Tender to close June 6, 2013.
- 6.4.34 • Tenders received but incomplete.
- 6.4.34 • CP to price foundations.
- 6.4.35 • **CP claims electrical design is incomplete. AR to review with Nova3.**

Action: AAR

15.5 GENSET LOAD BANK

- WPS to review with OA on “additional cost” load bank (Not part of POR).
- 15.5.17 • McCaine quoted cost of ± \$180,000.00.
- 15.5.18 • Vic Thielman to review with CP.
- 15.5.19/22 • Nova3 to provide report. (Report issued)
- 15.5.22 • CP to provide cost of load bank and gensets for OA to review.
- 15.5.23 • CP advised that new gensets have been designed for load bank.
- 15.5.23 • If load bank is not provided, cost required for rewiring of gensets.
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Action: GRC

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Action: OA / CP

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- 23.2.32 • Add melamine to casework for concealed surfaces. Plastic laminate must be maintained on all exposed surfaces; GRC to issue SI.
- 23.2.33 • GRC has reviewed and tabulated a spreadsheet of POR discrepancies and what was tendered.
- 23.2.34 • GRC meeting with WPS to confirm.
- 23.2.35 • **Meeting held June 25, 2013 (to be finished June 27, 2013).**
- 23.2.35 • **± 5 units missed.**
- 23.2.35 • **BC numbers missing, GRC states POR does not reflect some rooms (not shown on plans/do not exist).**
- 23.2.35 • **GRC expressed concerns that millwork summary includes all of what is noted in the POR, but is not associated with any rooms on the 100% architectural plans.**
- 23.2.35 • **If millwork is “missing”, OA asked if it can be part of the furniture package or it will be issued as is.**

Action: Info

24.2

MOTORIZED BLINDS

- OA contends that all required access for cleaning/maintenance should be part of infrastructure costs.

- OA needs cost breakdown from CP for blinds and infrastructure costs.
- 24.2.27 • CP to forward to AAR/GRC for review and recommendation.
- 24.2.30 • RB requesting “non-transparent” blinds.
- 24.2.30 • Colour; solid with “black out effect” to match glazing.
- 24.2.31/32 • CP to provide colour samples for GRC/WPS review. Colour was reviewed and found to be acceptable
- 24.2.31/32 • CCN required for catwalk. (CCN #25 issued May 14, 2013)

Action: CP

24.3 4TH FLOOR MEZZANINE GLAZING

- Pricing required from CP.
- CO to be issued.
- 24.3.25 • Pricing expected for end of March 2013.
- 24.3.30 • \$185K sprinklers.
- 24.3.30 • \$75K± glazing.
- 24.3.32 • Formalize paperwork (CCN & CO).

Action: CP

24.5 RAISED FLOORING

- Deletion of raised flooring at level 3 to be reviewed.
- RB requires pricing from CP.
- Headroom issue needs to be resolved.
- 24.5.25 • North portion deleted as agreed with WPS.
- 24.5.25 • SI 097 HQ - Level 3 - Deletion of Raised Access Flooring issued January 24, 2013.
- 24.5.25 • Price breakdown required from CP to review.
- 24.5.26 • Raised flooring in on budget (\$1.2M).
- 24.5.27 • CCN #16 was issued February 25, 2013; waiting for pricing.
- 24.5.30 • CP informed that savings is negligible due to additional floor infill of concrete.
- 24.5.32 • CP to provide breakdown of cost.

Action: CP

24.6 STAIR # 5 AT LEVEL 5

- GRC to provide revised stair layout.
- CP to present cost savings for OA to review.
- 24.6.31 • GRC to issue CCN.
- 24.6.32 • CP to provide breakdown of cost.

Action: GRC / CP

25.3 FFE DRAWINGS

- OA requires breakdown of responsibility of FFE work between GRC and CJB.
- Project plan required for FFE.
- AAR/GRC met with CBJ Tuesday, February 5, 2013 to review project plan.
- 25.3.26 • OA received work breakdown from GRC.
- 25.3.26 • Nova3 to have final electrical by March 1, 2013.
- 25.3.28 • CJB/GRC preparing tender package.
- 25.3.29 • Tender set ready for April 8, 2013; closing end of April.
- 25.3.29 • CP to tender, CJB/GRC to review tender price and provide recommendations.

- 25.3.30 • Tender package prepared (April 8, 2013).
- 25.3.30 • OA signed off on April 15, 2013 and tender to proceed with CP.
- 25.3.31 • Tender package went out April 15, 2013.
- 25.3.31 • Tenders closing May 3, 2013.
- 25.3.32 • Art Met3 to provide price for system furniture by May 17, 2013. CP is meeting with supplier this afternoon to try to beat the prices down and will advise OA and WPS.
- 25.3.32 • Sample chairs were requested.
- 25.3.33 • Sample chairs to be delivered within next 2 weeks.
- 25.3.34 • WPS (AB) is reviewing; still waiting for remainder of samples.
- 25.3.34 • All samples to be returned within 2 weeks from delivery of all samples.
- 25.3.34 • AB to coordinate with CP (Pam Anderson).
- 25.3.35 • **All samples are on site (global samples received June 24, 2013).**
- 25.3.35 • **All samples to be returned July 5, 2013.**

Action: AB

26.3 CENTRAL VAC IN SERVER ROOM/COMMUNICATIONS CENTRE

- Not in POR.
- Required to minimize noise.
- Commercial grade vacuum required.
- GRC to issue CCN.
- 26.3.27 • CCN #15 issued February 26, 2013.
- 26.3.28 • Rough-in has been installed.
- 26.3.29 • Awaiting CP pricing to issue CO.

Action: CP

27.5 VEHICLE SERVICE AREA

- GRC to review drainage and structural capacity for a hoist.
- 27.5.31 • AAR/GRC to meet with user group April 30, 2013.
- 27.5.32 • GRC to meet CP this week.
- 27.5.33 • GRC is reviewing and will meet with CP for location of floor drains.
- 27.5.33 • GRC to issue SI.
- 27.5.34/35 • SI #181 was issued June 4, 2013.

Action: GRC / AAR

27.9 OVERHEAD DOORS

- CP to review with GRC.
- Existing exterior overhead doors to remain?
- CP requested max vehicle size accessing level P1.
- 27.9.28 • GRC to review with WPS.
- 27.9.29 • CP provided sample and cut sheet of rapid rise door.
- 27.9.29 • GRC to review with WPS and issue SI/CCN as required.
- 27.9.29 • 25 to 35K difference between sectional and rapid rise doors.
- 27.9.29 • 300K estimate for 8 doors (includes structure costs).
- 27.9.30 • GRC issued CCN #022 to OA for review.
- 27.9.30 • OA instructed AAR to issue as CCN.
- 27.9.30 • Exterior doors to be black.
- 27.9.30 • Interior doors to be clear anodized.
- 27.9.31 • Awaiting final pricing from CP.

- 27.9.31 • Vision glass not required, only “peep hole” required.
- 27.9.31 • GRC to revise CCN #022 to suit.
- 27.9.32 • Revised CCN #022 R-1 was issued May 14, 2013; CP to price and submit quote.

Action: CP

27.10 **LEVEL P1 - SLAB**

- SI issued for leveling of floor.
- CP requested a CCN for this work.
- CP to review with GRC.
- 27.10.29 • CCN #19 issued March 28, 2013.
- 27.10.29 • Waiting for CP to price for AAR/GRC to review.
- 27.10.30 • CP submitted cost/budget to OA.
- 27.10.30 • OA to review with CP.
- 27.10.32 • CP to price.

Action: OA / CP

29.1 **CPU CONTROL SYSTEM**

- Nova3 to meet with SWS to review and work out system.
- WPS has advised Nova3 of required controls.
- 29.1.30 • Meeting was held.
- 29.1.30 • SI to be issued clarifying WPS requested zones of operation for control panel.
- 29.1.31 • CP to provide copy of “original” quote from McCaine (October 2012).
- 29.1.32 • CP to provide McCaine’s cost breakdown.

Action: CP

30.1 **911 CALL CENTRE**

- Carpet to be changed to anti-static plastic laminate flooring.
- GRC issued CCN #23.
- CP to provide quote of \$34,000.00.
- OA instructed to proceed.
- AAR to issue CO.
- 30.1.31 • Awaiting price quote with back-up.
- 30.1.32 • CP to submit quote.

Action: CP

30.3 **P2 PARKING LEVEL**

- Ceiling to be painted.
- WPS requested that lines for parking be reviewed with users.
- 30.3.34 • CP requested final layout/direction from WPS by October 2013.

Action: RB

30.5 **LOCKER TENDER**

- GRC is preparing locker tender.
- To be issued to CP this week.
- Shelving under review.
- 30.5.31 • Locker package issued to CP on April 26, 2013.

- 30.5.32 • Tender extended by one week to May 29, 2013.
- 30.5.33 • WPS to review and provide direction on quality and quantity.
- 30.5.34 • OA advised tenders were all over budget.
- 30.5.34 • Tenders will be disregarded.
- 30.5.34 • OA to review with WPS and advise on direction (probably going direct with supplier).
- 30.5.35 • **OA reviewing internally for next month.**

Action: OA

31.2 **EXISTING ROOF**

- CP assumed that existing roof was EPDM.
- Unforeseen that EPDM was laid over an existing inverted roof system.
- OA to review additional cost of removal of “additional” roofing.
- CP to present cost for OA to review.
- 31.2.32 • GRC to verify that this “additional” roofing was not indicated on 30% document.
- 31.2.33/35 • GRC to issue CCN. **(CCN #028 was issued June 12, 2013)**

Action: CP / OA / GRC

31.3 **RELOCATION OF BIKE ROOM ON MAIN FLOOR**

- GRC presented sketch to WPS for review.
- Electrical requires relocation due to headroom issue.
- Proposed new bike storage area has 5’-9” clear under existing concrete beams.
- WPS approved.
- GRC to issue an SI.
- 31.3.32 • Walls being erected this week at main floor level. GRC did issue an SI for this work.
- 31.3.33 • Revised SI to be issued to cover-up/protect electrical conduit.
- 31.3.35 • **SI #185 was issued June 15, 2013.**

Action: GRC

32.2 **BUILDING PERMIT MECHANICAL COMMENTS**

- Mechanical comments were received last week from the City (took over 8 months); some issues were raised which could cause major headaches re: cost and schedule.
- CP to review with Nova3 and City.
- 32.2.33 • Response sent to City of Winnipeg.
- 32.2.35 • **Major complications with City of Winnipeg’s rejection of Nova3 design of smoke EVAC.**
- 32.2.35 • **Nova3 to review and provide an alternative design and resubmit a formal response to the City of Winnipeg.**

Action: AAR / GRC / Nova3

32.3 **BUILDING PERMIT ELECTRICAL COMMENTS**

- Electrical comments were received late last week and are being reviewed by Nova3.
- Nova3 met with City of Winnipeg the week of May 20, 2013.
- AAR to get report from Nova3.
- 32.3.35 • **City of Winnipeg signed off.**

Action: Nova3

33.1 **WYPER ROAD ROOF SHINGLES**

- Shingles have lifted and are missing.
- CP to review.
- 33.1.35 • **CP to review and response to more shingles being blown off.**

Action: CP

33.2 **UNDER VEHICLE SURVEILLANCE**

- Nova3 to review with Mark Remillard.
- Pricing required from CP by mid-June.

Action: CP

34.1 **MUSEUM ACCESS DOORS**

- Vehicle is 4000lbs and must be “mobile”.
- Door sized to be 4’6” x 7’6” to fit below existing horizontal mullion.
- GRC to issue a CCN.

Action: GRC

34.2 **EVIDENCE CONTROL ROOM (LEVEL P1)**

- WPS will work with existing conditions.
- Existing east side opening; OH door required.
- West door is workable.
- 34.2.35 • **GRC to issue an SI. (SI #186 was issued June 15, 2013)**

Action: GRC

34.3 **FF&E (FURNITURE)**

- Art Metz and CJB have a solution to meet budget..
- OA needs to review “factory certified” recycled furniture proposal with WPS.
- CP to arrange meeting with OA/RB and Tracy with clear indication of what is being supplied.

Action: CP

34.4 **FF&E (MISC)**

- Fridges, stoves and microwaves.
- OA required competitive prices.
- GRC to meet with WPS (AB) and CJB.
- Need to streamline tender process.
- 34.4.35 • **GRC has met with CJB and packages are being prepared.**

Action: GRC / WPS

34.5 **PERMANENT POWER SWITCHOVER**

- Took place on Saturday, June 8, 2013.
- Everything went smoothly.
- New feeders are feeding new systems.

- Existing system and feeders to be shutdown in 1.5 weeks by Manitoba Hydro and CP to remove.

Action: Info / Closed

34.6 **FIRE ALARM PANEL**

- New panel has been installed as per Winnipeg Fire Department.
- New node is in main lobby with a remote enunciator at WPS entrance on Smith Street.

34.6.35 • **Completed weekend of June 22, 2013.**

Action: Info

34.7 **EXTERIOR**

- Granite work to start.

Action: Info / Closed

35.1 **UPS COOLING**

- WPS requires redundant cooling for UPS room.
- CP has priced (\$39,000.00 max).
- CP has ordered unit.
- GRC to issue CCN.

Action: GRC

35.2 **911 CALL CENTRE – MODULAR FURNITURE**

- Quote of \$166,000.00 received (XYBIX).
- Part of FFE package.
- OA to review with WPS and provide direction.

Action: OA

35.3 **VIDEO INTERVIEW ROOMS**

- Wall camera locations have been installed incorrectly.
- This was noted correctly in mock-up done with CP/McCaine and clearly noted in SI #079 which was issued December 14, 2012.
- CP to review with McCaine.

Action: CP

35.4 **WORKPLACE HEALTH & SAFETY**

- Responsibility of CP as General Contractor.
- All access to site has to be approved by CP as H&S is under umbrella coverage.

Action: Info

35.5 **CP WORK FORCE**

- Joe (foreman) has left project.
- New foreman has been appointed (Derek).

Action: Info

35.6 **SITE INCIDENT**

- McCain employee fell through level 2 slab opening on Thursday, June 20, 2013.
- Worker was discharged from hospital the same afternoon.
- OA reminded ABa that OA should have been notified.

Action: Info

35.7 **LAB ROOM EQUIPMENT**

- RFI HQ 92 needs to be addressed.
- CP requested indication of new versus existing opening (3D model?).
- ABa questions logistics of moving existing equipment.

Action: GRC / Nova3

NEXT MEETING

- Next meeting will be on **Tuesday, July 9, 2013** from **9am to 10:30pm**.
- **All meetings will be from 9am to 10:30am**
 - **Tuesday, July 23, 2013**
 - **Wednesday, August 7, 2013**
 - **Tuesday, August 27, 2013**
- Owner's Meeting to be held bi-weekly until further notice.

Action: All / AAR

Supplemental

S1.2 **BUILDING PERMIT STATUS**

- Structural Permit - May 2, 2012
 - Receipt received.
- S1.2.18 ○ Structural Permit to be approved by October 26, 2012.
- S1.2.18 ○ CP to Pick-up.
 - Building Permit - submitted June 15, 2012
 - 100% design complete and fully coordinated Architectural, Structural, Mechanical and Electrical drawings and specifications.
 - Follow-up meeting with City of Winnipeg (Sara Ciaflone) set-up for Wednesday, June 20, 2012.
 - Drawings re-submitted for Building Permit on July 24, 2012.
- S1.2.18 ○ Email confirmation received from City of Winnipeg (Sara Ciaflone) stating acceptance in principal with Morrison Hershfield Code Report.
- S1.2.26 • Meeting request received from City of Winnipeg (Sara Ciaflone) to review architectural comments. Set for Wednesday, February 21, 2013 at 3pm.
- S1.2.29 • Meeting schedules with Judy Redmond and Sara Ciaflone on Wednesday, April 3, 2013.



Winnipeg Police Headquarters Owner's Meeting No. 36



Date of Meeting: July 9, 2013

Meeting Location: Caspian Boardroom, 5th Floor, 266 Graham

Name	Initials	Company	Initials	Present	Copied
Peter Chang	PC	Adjeleian Allen Rubeli Ltd.	AAR	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Patrick Dubuc	PD	GRC Architects	GRC	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Peter Rankin	PR	GRC Architects	GRC	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Ossama AbouZeid	OA	Dunmore Corporation	DC	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Randy Benoit	RB	Winnipeg Police Service	WPS	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Henry Hagenars	HH	Winnipeg Police Service	WPS	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Ari Berdesis	AB	Winnipeg Police Service	WPS	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Denis Dane	DD	Winnipeg Police Service	WPS	<input type="checkbox"/>	<input checked="" type="checkbox"/>
George Labossiere	GL	Winnipeg Police Service	WPS	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Armik Babakhanians	ABa	Caspian Projects	CP	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Shaun Babakhanians	SB	Caspian Projects	CP	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Peter Giannuzzi	PG	Caspian Projects	CP	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Pam Anderson	PA	Caspian Projects	CP	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Andrew Edge	AE	Caspian Projects	CP	<input type="checkbox"/>	<input checked="" type="checkbox"/>
John Guenther	JG	Nova3	N3	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Vic Thielman	VT	Nova3	N3	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Tony Mitousis	TM	Nova3	N3	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Dan Wolfrom	DW	Wolfrom Engineering	WE	<input type="checkbox"/>	<input checked="" type="checkbox"/>

Meeting Minutes

14.2 WYPER ROAD LANDSCAPING

- Drawings call for trees and shrubs which have yet to be installed. CP noted that this work may represent a "Value Engineering" amount; to be discussed with OA.
- CP to issue quote.

- GRC /AAR to review with OA.
- 14.2.16 • CP to provide cost breakdown for AAR review/recommendations.
- 14.2.18/19 • WPS requested trees to remain. (planting/decision delayed to spring 2012)
- 14.2.18 • SOD required for shot gun range.
- 14.2.18 • OA looking for ± \$20,000.00 savings.
- 14.2.18 • \$255,000.00 budget.
- 14.2.18 • AMEC preliminary report (April 20, 2012) received from CP.
- 14.2.18 • Final AMEC report and recommendations required.
- 14.2.19 • OA authorized CP to proceed with Jeo-Gute, subject to AMEC report.
- 14.2.19 • Hydro seeding to proceed once weather cooperates.
- 14.2.20 • Hydro seeding for berms completed.
- 14.2.20 • Jeo-Gute to be installed in spring.
- 14.2.21 • Final AMEC report still required.
- 14.2.22 • CP assures WPS that work is under warranty; report will be forwarded in the new year.
- 14.2.32 • CP to issue AMEC Report.
- 14.2.32 • OA is requesting report that berms have not setting in terms of height. Provide elevation survey shots (levels) of present conditions to ensure compliance
- 14.2.34 • Survey being done today (June 11, 2013).
- 14.2.35 • Survey completed; numbers show elevations are as designed or higher.
- 14.2.35 • CP to forward report to AAR/WPS.
- 14.2.36 • **Awaiting final survey from PP&D before we provide final review and assessment.**
- 14.2.36 • **Apparent erosion of banks/berms; pictures taken by WPS. To be forwarded to CP for review and comment.**

Action: CP

20.6 20.6.22 PUMP STATION - WYPER

- 20.6.20/22 • CP has stated that no special requirements to prevent freeze-up.
 - CP to contact Genivar to confirm.
- 20.6.24 • CP to confirm that pump is not frozen.
- 20.6.26 • CP to confirm with Bayview and McCaine in spring.
- 20.6.28 • Being reviewed today (March 19, 2013). CP to provide feedback.
- 20.6.31 • Flooding of range.
- 20.6.31 • CP claims that it is a maintenance issue. Valves need to be manually opened/shut.
- 20.6.31 • CP to provide memo for maintenance and why there is flooding.
- 20.6.32 • Water is still rising when the 4 gas pumps are shut off and the lift station is not able to keep the water level down, even with the gate valve closed. CP to verify site condition with Genivar and investigate source of water infiltration.
- 20.6.32 • Burrowed pit is still full of water.
- 20.6.32 • Add flow meter to lift station pump to see how much water is actually being pumped by the lift station.
- 20.6.33 • AB stated that the City of Winnipeg still has issues of water flowing back to site (pond is full).
- 20.6.33 • CP disagrees and stated it's not a construction issue.
- 20.6.33 • PP&D to provide a report for CP/WPS to review.
- 20.6.34 • Draft report received from PP&D (Glen Snider) on June 11, 2013 and forwarded to OA for action.
- 20.6.35 • CP received formal letter from PP&D.
- 20.6.35 • AAR/GRC to follow up with Genivar.
- 20.6.35 • Genivar to comment on culvert installation by CP between borough pit and catch pit.

- 20.6.36 • **GRC/AAR have been in contact with Genivar to confirm design and scope.**
- 20.6.36 • **Genivar to review regional municipality of MacDonald the drainage/water management plan for the site.**

Action: AAR / GRC

20.7 LIGHT POLE TOLERANCES - WYPER

- Certification required from CP (McCaine).
- 20.7.21 • Under warranty.
- 20.7.22 • CP to review (in GRC deficiency report).
- 20.7.23 • Contractor has proposed use of collar dampers.
- 20.7.24 • To be installed Monday, January 28, 2013. PG to coordinate with AB.
- 20.7.25 • Currently being installed. CP to post on SharePoint once complete.
- 20.7.26 • Collar dampers have been installed.
- 20.7.28 • Light pole standard failed.
- 20.7.28 • CP reinstalling poles (same type).
- 20.7.28 • CP requesting 5 year warranty.
- 20.7.28 • CP to provide certification letter for AAR to review.
- 20.7.28 • WPS requests a regular review/inspection and certification for conditional acceptance by WPS.
- 20.7.29 • Light poles will all be replaced with higher gauge poles.
- 20.7.29 • Dampers will be installed.
- 20.7.30 • To be installed this week.
- 20.7.31 • McCaine has offered 2 year warranty from date of replacement.
- 20.7.32 • CP not happy with present condition. Light standards appear to still be moving 2' in each direction from vertical. This issue is still open and will be monitored.
- 20.7.35 • Nova3 to provide letter (stamped and sealed) stating concerns of light poles. (Issued June 26, 2013).
- 20.7.35 • WPS to review/approve request from McCaine (light pole supplier) to mount a video/monitor camera to assess movement.
- 20.7.35/36 • CP is in agreement with WPS safety concerns and is taking measures (through legal process **if necessary**) to address the matter.
- 20.7.36 • **Video camera has been installed; to be downloaded and reviewed by McCaine.**

Action: CP

6.4 POLICE SIGNAGE

- Winnipeg Police HQ sign on pedestals and/or on building face.
- John Sellers (hired by City of Winnipeg through CP) presented options. Will be revisited.
- CP to provide proposals from John Sellers to AAR/OA/RB.
- GRC issued proposal to RB for their review.
- If mounted on curtain wall, CP requires input ASAP.
- UDAQ approval may be required.
- Decision urgently required as east elevations are under construction.
- RB to advise.
- Met with UDAC (Lee Caldwell) June 18, 2012.
- Pillar signage preferred, opposed by Lee Caldwell.
- GRC to prepare presentation of pillars (reduced size).
- GRC presented pillar signage to RB.
- RB presented to City.

- Exterior signage on building not an option.
 - CP to proceed with buildings cladding with no signage.
 - RB provided design to UDAC.
 - UDAC approved 14'-0" high signage as presented by GRC.
 - Way finding signs to be English, Braille included.
 - GRC to prepare sign design package.
 - GRC is working on this package, item carried.
 - CP to review and price electrical requirement. To be reviewed under cash allowance.
- 6.4.16 • GRC will have plans/scheme for WPS review by Friday.
- 6.4.16 • CP to confirm that rough-ins and feeds are included in electrical price.
- 6.4.17 • GRC issued October 4, 2012.
- 6.4.17 • WPS to review internally.
- 6.4.17 • GRC needs comments back by October 16, 2012 at the latest.
- 6.4.17 • AAR to apply for permits week of October 22, 2012.
- 6.4.18 • Permit application made on October 22, 2012 for encroachment and UDAC.
- 6.4.19 • GRC provided supplementary info week of October 29, 2012.
- 6.4.21 • CCN required for electrical/structural.
- 6.4.22 • Design required from Nova3/GRC.
- 6.4.23 • GRC to coordinate with Nova3 and Wolfrom.
- 6.4.25 • Signage package ready to go. GRC received preferred fonts from WPS February 4, 2013.
- 6.4.25 • GRC to issue SI for CP to price.
- 6.4.25 • FFE item.
- 6.4.26 • SI to be issued this week.
- 6.4.27 • CP to provide list of sign contractors.
- 6.4.29 • GRC submitted CCN #20; AAR to process (issued April 2, 2013).
- 6.4.31 • CP to prepare quote with back-up.
- 6.4.32 • CP is currently soliciting prices (at least 3 maybe even 4).
- 6.4.32 • Prices to be available in 2 weeks.
- 6.4.33 • Tender to close June 6, 2013.
- 6.4.34 • Tenders received but incomplete.
- 6.4.34 • CP to price foundations.
- 6.4.35 • CP claims electrical design is incomplete. AAR to review with Nova3.
- 6.4.36 • **Sign priced at ± \$100,000.00.**
- 6.4.36 • **Electrical at ± \$95,000.00.**
- 6.4.36 • **GRC to review with Nova3.**

Action: GRC

15.5 GENSET LOAD BANK

- WPS to review with OA on "additional cost" load bank (Not part of POR).
- 15.5.17 • McCaine quoted cost of ± \$180,000.00.
- 15.5.18 • Vic Thielman to review with CP.
- 15.5.19/22 • Nova3 to provide report. (Report issued)
- 15.5.22 • CP to provide cost of load bank and gensets for OA to review.
- 15.5.23 • CP advised that new gensets have been designed for load bank.
- 15.5.23 • If load bank is not provided, cost required for rewiring of gensets.
- 15.5.23 • CP to provide costs.
- 15.5.26 • CP to provide full cost of gensets.
- 15.5.26 • Separate line for cost of load bank.

- 15.5.29 • OA has cost estimate; under review.
- 15.5.31 • AAR to prepare CCN.
- 15.5.32 • CCN #024 was issued May 14, 2013; CP to provide quote.

Action: GRC

20.4 BULLETPROOF GLASS – 5TH FLOOR

- GRC working on details/options with WPS.
- Bulletproof type 4 glazing required.
- 20.4.22 • GRC provided design to CP for review and pricing.
- 20.4.26 • Glass is level 4 glass.
- 20.4.26 • Thickness of frames is thicker than “normal”.
- 20.4.26 • OA requires price to present entire package to WPS for review and approval.
- 20.4.27 • CP to forward to AAR/GRC.
- 20.4.27 • AAR to provide review and recommendation to OA.
- 20.4.28 • GRC has info from CP.
- 20.4.28 • GRC to provide recommendation.
- 20.4.29 • WPS has reviewed and accepted design.
- 20.4.29 • CCN is being prepared and will be issued this week.
- 20.4.30 • CCN #021 has been issued.
- 20.4.30 • CP proceeding with design.
- 20.4.30 • OA to review costs.
- 20.4.31/32 • CP to provide quote with back-up.

Action: OA / CP

23.2 MILL WORK

- AB reviewing mill work.
- CP requested finalized mill work ASAP
- 23.2.24 • SI 089 3rd and 4th Floor Millwork issued January 21, 2013.
- 23.2.25 • WPS reviewing levels P2 to L2 and lobby.
- 23.2.26 • WPS to provide final comments today.
- 23.2.26 • Final Package (including lobby) to be issued March 1, 2013 assuming sign-off received by February 22, 2013.
- 23.2.26 • OA requires summary of additional costs (rough order of magnitude).
- 23.2.27 • Only lobby is outstanding (See Item 22.6).
- 23.2.28 • GRC implementing May 12, 2013 POR list with WPS input.
- 23.2.28 • Considered to be “final” comments.
- 23.2.29 • All millwork issues are on 100% set.
- 23.2.30 • GRC to do final review with furniture drawings to ensure all furniture/millwork is captured.
- 23.2.32 • Must be completed by next week.
- 23.2.32 • Add melamine to casework for concealed surfaces. Plastic laminate must be maintained on all exposed surfaces; GRC to issue SI.
- 23.2.33 • GRC has reviewed and tabulated a spreadsheet of POR discrepancies and what was tendered.
- 23.2.34 • GRC meeting with WPS to confirm.
- 23.2.35 • Meeting held June 25, 2013 (to be finished June 27, 2013).
- 23.2.35 • ± 5 units missed.
- 23.2.35 • BC numbers missing, GRC states POR does not reflect some rooms (not shown on plans/do not exist).

- 23.2.35 • GRC expressed concerns that millwork summary includes all of what is noted in the POR, but is not associated with any rooms on the 100% architectural plans.
- 23.2.35 • If millwork is “missing”, OA asked if it can be part of the furniture package or it will be issued as is.
- 23.2.36 • **GRC to issue SI (5-10 pieces of millwork to be added or revised).**

Action: GRC

24.2 **MOTORIZED BLINDS**

- OA contends that all required access for cleaning/maintenance should be part of infrastructure costs.
- OA needs cost breakdown from CP for blinds and infrastructure costs.
- 24.2.27 • CP to forward to AAR/GRC for review and recommendation.
- 24.2.30 • RB requesting “non-transparent” blinds.
- 24.2.30 • Colour; solid with “black out effect” to match glazing.
- 24.2.31/32 • CP to provide colour samples for GRC/WPS review. Colour was reviewed and found to be acceptable
- 24.2.31/32 • CCN required for catwalk. (CCN #25 issued May 14, 2013)

Action: CP

24.3 **4TH FLOOR MEZZANINE GLAZING**

- Pricing required from CP.
- CO to be issued.
- 24.3.25 • Pricing expected for end of March 2013.
- 24.3.30 • \$185K sprinklers.
- 24.3.30 • \$75K± glazing.
- 24.3.32 • Formalize paperwork (CCN & CO).

Action: CP

24.5 **RAISED FLOORING**

- Deletion of raised flooring at level 3 to be reviewed.
- RB requires pricing from CP.
- Headroom issue needs to be resolved.
- 24.5.25 • North portion deleted as agreed with WPS.
- 24.5.25 • SI 097 HQ - Level 3 - Deletion of Raised Access Flooring issued January 24, 2013.
- 24.5.25 • Price breakdown required from CP to review.
- 24.5.26 • Raised flooring in on budget (\$1.2M).
- 24.5.27 • CCN #16 was issued February 25, 2013; waiting for pricing.
- 24.5.30 • CP informed that savings is negligible due to additional floor infill of concrete.
- 24.5.32 • CP to provide breakdown of cost.

Action: CP

24.6 **STAIR # 5 AT LEVEL 5**

- GRC to provide revised stair layout.
- CP to present cost savings for OA to review.
- 24.6.31 • GRC to issue CCN.
- 24.6.32 • CP to provide breakdown of cost.

Action: CP

25.3

FFE DRAWINGS

- OA requires breakdown of responsibility of FFE work between GRC and CJB.
- Project plan required for FFE.
- AAR/GRC met with CBJ Tuesday, February 5, 2013 to review project plan.
- 25.3.26 • OA received work breakdown from GRC.
- 25.3.26 • Nova3 to have final electrical by March 1, 2013.
- 25.3.28 • CJB/GRC preparing tender package.
- 25.3.29 • Tender set ready for April 8, 2013; closing end of April.
- 25.3.29 • CP to tender, CJB/GRC to review tender price and provide recommendations.
- 25.3.30 • Tender package prepared (April 8, 2013).
- 25.3.30 • OA signed off on April 15, 2013 and tender to proceed with CP.
- 25.3.31 • Tender package went out April 15, 2013.
- 25.3.31 • Tenders closing May 3, 2013.
- 25.3.32 • Art Met3 to provide price for system furniture by May 17, 2013. CP is meeting with supplier this afternoon to try to beat the prices down and will advise OA and WPS.
- 25.3.32 • Sample chairs were requested.
- 25.3.33 • Sample chairs to be delivered within next 2 weeks.
- 25.3.34 • WPS (AB) is reviewing; still waiting for remainder of samples.
- 25.3.34 • All samples to be returned within 2 weeks from delivery of all samples.
- 25.3.34 • AB to coordinate with CP (Pam Anderson).
- 25.3.35 • All samples are on site (global samples received June 24, 2013).
- 25.3.35 • All samples to be returned July 5, 2013.
- 25.3.36 • **Selection to be made by next week with CJB.**
- 25.3.36 • **CP advised that price is only valid for 30 days (may extend to 40 days).**

Action: AB

26.3

CENTRAL VAC IN SERVER ROOM/COMMUNICATIONS CENTRE

- Not in POR.
- Required to minimize noise.
- Commercial grade vacuum required.
- GRC to issue CCN.
- 26.3.27 • CCN #15 issued February 26, 2013.
- 26.3.28 • Rough-in has been installed.
- 26.3.29 • Awaiting CP pricing to issue CO.

Action: CP

27.5

VEHICLE SERVICE AREA

- GRC to review drainage and structural capacity for a hoist.
- 27.5.31 • AAR/GRC to meet with user group April 30, 2013.
- 27.5.32 • GRC to meet CP this week.
- 27.5.33 • GRC is reviewing and will meet with CP for location of floor drains.
- 27.5.33 • GRC to issue SI.
- 27.5.34/35 • SI #181 was issued June 4, 2013.

Action: Closed

27.9

OVERHEAD DOORS

- CP to review with GRC.
- Existing exterior overhead doors to remain?

- CP requested max vehicle size accessing level P1.
- 27.9.28 • GRC to review with WPS.
- 27.9.29 • CP provided sample and cut sheet of rapid rise door.
- 27.9.29 • GRC to review with WPS and issue SI/CCN as required.
- 27.9.29 • 25 to 35K difference between sectional and rapid rise doors.
- 27.9.29 • 300K estimate for 8 doors (includes structure costs).
- 27.9.30 • GRC issued CCN #022 to OA for review.
- 27.9.30 • OA instructed AAR to issue as CCN.
- 27.9.30 • Exterior doors to be black.
- 27.9.30 • Interior doors to be clear anodized.
- 27.9.31 • Awaiting final pricing from CP.
- 27.9.31 • Vision glass not required, only "peep hole" required.
- 27.9.31 • GRC to revise CCN #022 to suit.
- 27.9.32 • Revised CCN #022 R-1 was issued May 14, 2013; CP to price and submit quote.

Action: CP

27.10 LEVEL P1 - SLAB

- SI issued for leveling of floor.
- CP requested a CCN for this work.
- CP to review with GRC.
- 27.10.29 • CCN #19 issued March 28, 2013.
- 27.10.29 • Waiting for CP to price for AAR/GRC to review.
- 27.10.30 • CP submitted cost/budget to OA.
- 27.10.30 • OA to review with CP.
- 27.10.32 • CP to price.

Action: OA / CP

29.1 CPU CONTROL SYSTEM

- Nova3 to meet with SWS to review and work out system.
- WPS has advised Nova3 of required controls.
- 29.1.30 • Meeting was held.
- 29.1.30 • SI to be issued clarifying WPS requested zones of operation for control panel.
- 29.1.31 • CP to provide copy of "original" quote from McCaine (October 2012).
- 29.1.32 • CP to provide McCaine's cost breakdown.
- 29.1.36 • **Being reviewed by Nova3.**

Action: Nova3

30.1 911 CALL CENTRE

- Carpet to be changed to anti-static plastic laminate flooring.
- GRC issued CCN #23.
- CP to provide quote of \$34,000.00.
- OA instructed to proceed.
- AAR to issue CO.
- 30.1.31 • Awaiting price quote with back-up.
- 30.1.32 • CP to submit quote.

Action: CP

30.3 **P2 PARKING LEVEL**

- Ceiling to be painted.
- WPS requested that lines for parking be reviewed with users.
- 30.3.34 • CP requested final layout/direction from WPS by October 2013.

Action: RB

30.5 **LOCKER TENDER**

- GRC is preparing locker tender.
- To be issued to CP this week.
- Shelving under review.
- 30.5.31 • Locker package issued to CP on April 26, 2013.
- 30.5.32 • Tender extended by one week to May 29, 2013.
- 30.5.33 • WPS to review and provide direction on quality and quantity.
- 30.5.34 • OA advised tenders were all over budget.
- 30.5.34 • Tenders will be disregarded.
- 30.5.34 • OA to review with WPS and advise on direction (probably going direct with supplier).
- 30.5.35 • OA reviewing internally for next month.

Action: OA

31.2 **EXISTING ROOF**

- CP assumed that existing roof was EPDM.
- Unforeseen that EPDM was laid over an existing inverted roof system.
- OA to review additional cost of removal of “additional” roofing.
- CP to present cost for OA to review.
- 31.2.32 • GRC to verify that this “additional” roofing was not indicated on 30% document.
- 31.2.33/35 • GRC to issue CCN. (CCN #028 was issued June 12, 2013)
- 31.2.36 • **CP to price.**

Action: CP

31.3 **RELOCATION OF BIKE ROOM ON MAIN FLOOR**

- GRC presented sketch to WPS for review.
- Electrical requires relocation due to headroom issue.
- Proposed new bike storage area has 5'-9" clear under existing concrete beams.
- WPS approved.
- GRC to issue an SI.
- 31.3.32 • Walls being erected this week at main floor level. GRC did issue an SI for this work.
- 31.3.33 • Revised SI to be issued to cover-up/protect electrical conduit.
- 31.3.35 • SI #185 was issued June 15, 2013.

Action: Closed

32.2 **BUILDING PERMIT MECHANICAL COMMENTS**

- Mechanical comments were received last week from the City (took over 8 months); some issues were raised which could cause major headaches re: cost and schedule.
- CP to review with Nova3 and City.
- 32.2.33 • Response sent to City of Winnipeg.
- 32.2.35 • Major complications with City of Winnipeg’s rejection of Nova3 design of smoke EVAC.

- 32.2.35 • Nova3 to review and provide an alternative design and resubmit a formal response to the City of Winnipeg.
- 32.2.36 • **Revised design submitted by Nova3 on July 8, 2013.**
- 32.2.36 • **Require Judy Jeske's sign-off.**
- 32.2.36 • **Troy's letter regarding sprinklers received.**

Action: AAR / GRC / Nova3

32.3 BUILDING PERMIT ELECTRICAL COMMENTS

- Electrical comments were received late last week and are being reviewed by Nova3.
- Nova3 met with City of Winnipeg the week of May 20, 2013.
- AAR to get report from Nova3.
- 32.3.35 • City of Winnipeg signed off.

Action: Closed

33.1 WYPER ROAD ROOF SHINGLES

- Shingles have lifted and are missing.
- CP to review.
- 33.1.35 • CP to review and response to more shingles being blown off.
- 33.1.36 • **IKO is reviewing quality of shingles.**
- 33.1.36 • **Transcona on call to make temporary repairs.**
- 33.1.36 • **Appears whole roof will be re-shingled.**

Action: CP

33.2 UNDER VEHICLE SURVEILLANCE

- Nova3 to review with Mark Remillard.
- Pricing required from CP by mid-June.

Action: CP

34.1 MUSEUM ACCESS DOORS

- Vehicle is 4000lbs and must be "mobile".
- Door sized to be 4'6" x 7'6" to fit below existing horizontal mullion.
- 34.1.36 • GRC to issue a CCN. **(CCN #33 issued July 1, 2013)**
- 34.1.36 • **CP to price.**

Action: CP

34.2 EVIDENCE CONTROL ROOM (LEVEL P1)

- WPS will work with existing conditions.
- Existing east side opening; OH door required.
- West door is workable.
- 34.2.35 • GRC to issue an SI. (SI #186 was issued June 15, 2013)

Action: Closed

34.3 FF&E (FURNITURE)

- Art Metz and CJB have a solution to meet budget..
- OA needs to review "factory certified" recycled furniture proposal with WPS.

- CP to arrange meeting with OA/RB and Tracy with clear indication of what is being supplied.
- 34.3.36 • **698 units priced by Art Metz (540 units?).**
- 34.3.36 • **WPS requested a sample of “Factory Certified” furniture.**
- 34.3.36 • **Meeting still required.**

Action: CP

34.4 **FF&E (MISC)**

- Fridges, stoves and microwaves.
- OA required competitive prices.
- GRC to meet with WPS (AB) and CJB.
- Need to streamline tender process.
- 34.4.35 • GRC has met with CJB and packages are being prepared.

Action: GRC / WPS

35.1 **UPS COOLING**

- WPS requires redundant cooling for UPS room.
- CP has priced (\$39,000.00 max).
- CP has ordered unit.
- 35.1.36 • GRC to issue CCN. **(CCN #031 issued June 29, 2013)**
- 35.1.36 • **CP to provide price.**

Action: CP

35.2 **911 CALL CENTRE – MODULAR FURNITURE**

- Quote of \$166,000.00 received (XYBIX).
- Part of FFE package.
- OA to review with WPS and provide direction.
- 35.2.36 • **Power and IT requirements required urgently.**

Action: OA

35.3 **VIDEO INTERVIEW ROOMS**

- Wall camera locations have been installed incorrectly.
- This was noted correctly in mock-up done with CP/McCaine and clearly noted in SI #079 which was issued December 14, 2012.
- CP to review with McCaine.
- 35.3.36 • **McCaine to relocate camera as per mock-up.**

Action: CP

35.6 **SITE INCIDENT**

- McCaine employee fell through level 2 slab opening on Thursday, June 20, 2013.
- Worker was discharged from hospital the same afternoon.
- OA reminded ABa that OA should have been notified.

Action: Closed

35.7 LAB ROOM EQUIPMENT

- RFI HQ 92 needs to be addressed.
- CP requested indication of new versus existing opening (3D model?).
- ABa questions logistics of moving existing equipment.
- 35.7.36 • **Mechanical issued SI (SI #191 issued June 26, 2013).**
- 35.7.36 • **Electrical to issue SI.**

Action: GRC / Nova3

36.1 WARRANTY CLOSURE PROCEDURE

- AAR requested that all warranty claims remain open until it is signed off by PP&D.

Action: CP / Info

36.2 SITE PLAN

- Meeting requested by UDAC to review specifically the south side.
- GRC to contact Lee Caldwell to arrange meeting.

Action: GRC

36.3 EXISTING CHILLER ROOM FREON DETECTION

- Nova3 is issuing SI N3M-023 to bring Freon detection and ventilation back to be compliant with Ministry of Labour standards.
- Existing system was going to be shut down for not being compliant.
- Should be a tower cost.
- OA/RB to review and advise.

Action: OA / RB

NEXT MEETING

- Next meeting will be on **Tuesday, July 23, 2013** from **9am to 10:30pm**.
- **All meetings will be from 9am to 10:30am**
 - **Wednesday, August 7, 2013**
 - **Tuesday, August 27, 2013**
- Owner's Meeting to be held bi-weekly until further notice.

Action: All / AAR

Supplemental

S1.2 BUILDING PERMIT STATUS

- Structural Permit - May 2, 2012
 - Receipt received.
- S1.2.18 ○ Structural Permit to be approved by October 26, 2012.
- S1.2.18 ○ CP to Pick-up.
- Building Permit - submitted June 15, 2012
 - 100% design complete and fully coordinated Architectural, Structural, Mechanical and Electrical drawings and specifications.
 - Follow-up meeting with City of Winnipeg (Sara Ciaflone) set-up for Wednesday, June 20, 2012.
 - Drawings re-submitted for Building Permit on July 24, 2012.

- S1.2.18 ○ Email confirmation received from City of Winnipeg (Sara Ciaflone) stating acceptance in principal with Morrison Hershfield Code Report.
- S1.2.26 ● Meeting request received from City of Winnipeg (Sara Ciaflone) to review architectural comments. Set for Wednesday, February 21, 2013 at 3pm.
- S1.2.29 ● Meeting schedules with Judy Redmond and Sara Ciaflone on Wednesday, April 3, 2013.



Winnipeg Police Headquarters Owner's Meeting No. 37



Date of Meeting: July 23, 2013

Meeting Location: Caspian Boardroom, 5th Floor, 266 Graham

Name	Initials	Company	Initials	Present	Copied
Peter Chang	PC	Adjeleian Allen Rubeli Ltd.	AAR	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Patrick Dubuc	PD	GRC Architects	GRC	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Peter Rankin	PR	GRC Architects	GRC	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Ossama AbouZeid	OA	Dunmore Corporation	DC	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Randy Benoit	RB	Winnipeg Police Service	WPS	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Henry Hagenars	HH	Winnipeg Police Service	WPS	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Ari Berdesis	AB	Winnipeg Police Service	WPS	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Denis Dane	DD	Winnipeg Police Service	WPS	<input type="checkbox"/>	<input checked="" type="checkbox"/>
George Labossiere	GL	Winnipeg Police Service	WPS	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Armik Babakhanians	ABa	Caspian Projects	CP	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Shaun Babakhanians	SB	Caspian Projects	CP	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Peter Giannuzzi	PG	Caspian Projects	CP	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Pam Anderson	PA	Caspian Projects	CP	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Andrew Edge	AE	Caspian Projects	CP	<input type="checkbox"/>	<input checked="" type="checkbox"/>
John Guenther	JG	Nova3	N3	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Vic Thielman	VT	Nova3	N3	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Tony Mitousis	TM	Nova3	N3	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Dan Wolfrom	DW	Wolfrom Engineering	WE	<input type="checkbox"/>	<input checked="" type="checkbox"/>

Meeting Minutes

14.2 WYPER ROAD LANDSCAPING

- Drawings call for trees and shrubs which have yet to be installed. CP noted that this work may represent a "Value Engineering" amount; to be discussed with OA.
- CP to issue quote.

- GRC /AAR to review with OA.
- 14.2.16 • CP to provide cost breakdown for AAR review/recommendations.
- 14.2.18/19 • WPS requested trees to remain. (planting/decision delayed to spring 2012)
- 14.2.18 • SOD required for shot gun range.
- 14.2.18 • OA looking for ± \$20,000.00 savings.
- 14.2.18 • \$255,000.00 budget.
- 14.2.18 • AMEC preliminary report (April 20, 2012) received from CP.
- 14.2.18 • Final AMEC report and recommendations required.
- 14.2.19 • OA authorized CP to proceed with Jeo-Gute, subject to AMEC report.
- 14.2.19 • Hydro seeding to proceed once weather cooperates.
- 14.2.20 • Hydro seeding for berms completed.
- 14.2.20 • Jeo-Gute to be installed in spring.
- 14.2.21 • Final AMEC report still required.
- 14.2.22 • CP assures WPS that work is under warranty; report will be forwarded in the new year.
- 14.2.32 • CP to issue AMEC Report.
- 14.2.32 • OA is requesting report that berms have not setting in terms of height. Provide elevation survey shots (levels) of present conditions to ensure compliance
- 14.2.34 • Survey being done today (June 11, 2013).
- 14.2.35 • Survey completed; numbers show elevations are as designed or higher.
- 14.2.35 • CP to forward report to AAR/WPS.
- 14.2.36 • Awaiting final survey from PP&D before we provide final review and assessment.
- 14.2.36 • Apparent erosion of banks/berms; pictures taken by WPS. To be forwarded to CP for review and comment.
- 14.2.37 • **PP&D are reviewing and will forward to CP.**
- 14.2.37 • **AAR/GRC received PP&D report on July 23, 2013.**

Action: WPS

20.6 PUMP STATION - WYPER

- 20.6.22 • CP has stated that no special requirements to prevent freeze-up.
- 20.6.20/22 • CP to contact Genivar to confirm.
- 20.6.24 • CP to confirm that pump is not frozen.
- 20.6.26 • CP to confirm with Bayview and McCaine in spring.
- 20.6.28 • Being reviewed today (March 19, 2013). CP to provide feedback.
- 20.6.31 • Flooding of range.
- 20.6.31 • CP claims that it is a maintenance issue. Valves need to be manually opened/shut.
- 20.6.31 • CP to provide memo for maintenance and why there is flooding.
- 20.6.32 • Water is still rising when the 4 gas pumps are shut off and the lift station is not able to keep the water level down, even with the gate valve closed. CP to verify site condition with Genivar and investigate source of water infiltration.
- 20.6.32 • Borrow pit is still full of water.
- 20.6.32 • Add flow meter to lift station pump to see how much water is actually being pumped by the lift station.
- 20.6.33 • AB stated that the City of Winnipeg still has issues of water flowing back to site (pond is full).
- 20.6.33 • CP disagrees and stated it's not a construction issue.
- 20.6.33 • PP&D to provide a report for CP/WPS to review.
- 20.6.34 • Draft report received from PP&D (Glen Snider) on June 11, 2013 and forwarded to OA for action.
- 20.6.35 • CP received formal letter from PP&D.

- 20.6.35 • AAR/GRC to follow up with Genivar.
- 20.6.35 • Genivar to comment on culvert installation by CP between borrow pit and catch pit.
- 20.6.36 • GRC/AAR have been in contact with Genivar to confirm design and scope.
- 20.6.36 • Genivar to review regional municipality of MacDonald the drainage/water management plan for the site.
- 20.6.37 • **Awaiting response from Genivar.**
- 20.6.37 • **Drainage ditch/berm around borrow pit proposed.**
- 20.6.37 • **OA claims this should be CP's cost as CP changed the design. To be reviewed offline.**
- 20.6.37 • **GRC to issue CCN, once solution is received from Genivar.**

Action: AAR / GRC

20.7 **LIGHT POLE TOLERANCES - WYPER**

- Certification required from CP (McCaine).
- 20.7.21 • Under warranty.
- 20.7.22 • CP to review (in GRC deficiency report).
- 20.7.23 • Contractor has proposed use of collar dampers.
- 20.7.24 • To be installed Monday, January 28, 2013. PG to coordinate with AB.
- 20.7.25 • Currently being installed. CP to post on SharePoint once complete.
- 20.7.26 • Collar dampers have been installed.
- 20.7.28 • Light pole standard failed.
- 20.7.28 • CP reinstalling poles (same type).
- 20.7.28 • CP requesting 5 year warranty.
- 20.7.28 • CP to provide certification letter for AAR to review.
- 20.7.28 • WPS requests a regular review/inspection and certification for conditional acceptance by WPS.
- 20.7.29 • Light poles will all be replaced with higher gauge poles.
- 20.7.29 • Dampers will be installed.
- 20.7.30 • To be installed this week.
- 20.7.31 • McCaine has offered 2 year warranty from date of replacement.
- 20.7.32 • CP not happy with present condition. Light standards appear to still be moving 2' in each direction from vertical. This issue is still open and will be monitored.
- 20.7.35 • Nova3 to provide letter (stamped and sealed) stating concerns of light poles. (Issued June 26, 2013).
- 20.7.35 • WPS to review/approve request from McCaine (light pole supplier) to mount a video/monitor camera to assess movement.
- 20.7.35/36 • CP is in agreement with WPS safety concerns and is taking measures (through legal process if necessary) to address the matter.
- 20.7.36 • Video camera has been installed; to be downloaded and reviewed by McCaine.
- 20.7.37 • **McCaine to review video with WPS before releasing to light pole supplier/manufacture.**
- 20.7.37 • **Cameras to remain in place as the site has not experienced high south winds.**

Action: CP

6.4 **POLICE SIGNAGE**

- Winnipeg Police HQ sign on pedestals and/or on building face.
- John Sellers (hired by City of Winnipeg through CP) presented options. Will be revisited.
- CP to provide proposals from John Sellers to AAR/OA/RB.

- GRC issued proposal to RB for their review.
 - If mounted on curtain wall, CP requires input ASAP.
 - UDAQ approval may be required.
 - Decision urgently required as east elevations are under construction.
 - RB to advise.
 - Met with UDAC (Lee Caldwell) June 18, 2012.
 - Pillar signage preferred, opposed by Lee Caldwell.
 - GRC to prepare presentation of pillars (reduced size).
 - GRC presented pillar signage to RB.
 - RB presented to City.
 - Exterior signage on building not an option.
 - CP to proceed with buildings cladding with no signage.
 - RB provided design to UDAC.
 - UDAC approved 14'-0" high signage as presented by GRC.
 - Way finding signs to be English, Braille included.
 - GRC to prepare sign design package.
 - GRC is working on this package, item carried.
 - CP to review and price electrical requirement. To be reviewed under cash allowance.
- 6.4.16 • GRC will have plans/scheme for WPS review by Friday.
- 6.4.16 • CP to confirm that rough-ins and feeds are included in electrical price.
- 6.4.17 • GRC issued October 4, 2012.
- 6.4.17 • WPS to review internally.
- 6.4.17 • GRC needs comments back by October 16, 2012 at the latest.
- 6.4.17 • AAR to apply for permits week of October 22, 2012.
- 6.4.18 • Permit application made on October 22, 2012 for encroachment and UDAC.
- 6.4.19 • GRC provided supplementary info week of October 29, 2012.
- 6.4.21 • CCN required for electrical/structural.
- 6.4.22 • Design required from Nova3/GRC.
- 6.4.23 • GRC to coordinate with Nova3 and Wolfrom.
- 6.4.25 • Signage package ready to go. GRC received preferred fonts from WPS February 4, 2013.
- 6.4.25 • GRC to issue SI for CP to price.
- 6.4.25 • FFE item.
- 6.4.26 • SI to be issued this week.
- 6.4.27 • CP to provide list of sign contractors.
- 6.4.29 • GRC submitted CCN #20; AAR to process (issued April 2, 2013).
- 6.4.31 • CP to prepare quote with back-up.
- 6.4.32 • CP is currently soliciting prices (at least 3 maybe even 4).
- 6.4.32 • Prices to be available in 2 weeks.
- 6.4.33 • Tender to close June 6, 2013.
- 6.4.34 • Tenders received but incomplete.
- 6.4.34 • CP to price foundations.
- 6.4.35 • CP claims electrical design is incomplete. AAR to review with Nova3.
- 6.4.36/37 • Sign priced at ± **\$95,000.00**.
- 6.4.36/37 • Electrical at ± **\$75,000.00**.
- 6.4.36 • GRC to review with Nova3.
- 6.4.37 • **Nova3 states light poles belong to Manitoba Hydro; connecting to them for signage power may require special permission; CP reviewing with Manitoba Hydro.**
- 6.4.37 • **Cost of road cuts and base not included.**

- 6.4.37 • Nova3 to review and issue.
- 6.4.37 • CP to provide cost.

Action: GRC

15.5 GENSET LOAD BANK

- WPS to review with OA on “additional cost” load bank (Not part of POR).
- 15.5.17 • McCaine quoted cost of ± \$180,000.00.
- 15.5.18 • Vic Thielman to review with CP.
- 15.5.19/22 • Nova3 to provide report. (Report issued)
- 15.5.22 • CP to provide cost of load bank and gensets for OA to review.
- 15.5.23 • CP advised that new gensets have been designed for load bank.
- 15.5.23 • If load bank is not provided, cost required for rewiring of gensets.
- 15.5.23 • CP to provide costs.
- 15.5.26 • CP to provide full cost of gensets.
- 15.5.26 • Separate line for cost of load bank.
- 15.5.29 • OA has cost estimate; under review.
- 15.5.31 • AAR to prepare CCN.
- 15.5.32 • CCN #024 was issued May 14, 2013; CP to provide quote.

Action: CP

20.4 BULLETPROOF GLASS – 5TH FLOOR

- GRC working on details/options with WPS.
- Bulletproof type 4 glazing required.
- 20.4.22 • GRC provided design to CP for review and pricing.
- 20.4.26 • Glass is level 4 glass.
- 20.4.26 • Thickness of frames is thicker than “normal”.
- 20.4.26 • OA requires price to present entire package to WPS for review and approval.
- 20.4.27 • CP to forward to AAR/GRC.
- 20.4.27 • AAR to provide review and recommendation to OA.
- 20.4.28 • GRC has info from CP.
- 20.4.28 • GRC to provide recommendation.
- 20.4.29 • WPS has reviewed and accepted design.
- 20.4.29 • CCN is being prepared and will be issued this week.
- 20.4.30 • CCN #021 has been issued.
- 20.4.30 • CP proceeding with design.
- 20.4.30 • OA to review costs.
- 20.4.31/32 • CP to provide quote with back-up.

Action: OA / CP

23.2 MILL WORK

- AB reviewing mill work.
- CP requested finalized mill work ASAP
- 23.2.24 • SI 089 3rd and 4th Floor Millwork issued January 21, 2013.
- 23.2.25 • WPS reviewing levels P2 to L2 and lobby.
- 23.2.26 • WPS to provide final comments today.
- 23.2.26 • Final Package (including lobby) to be issued March 1, 2013 assuming sign-off received by February 22, 2013.
- 23.2.26 • OA requires summary of additional costs (rough order of magnitude).

- 23.2.27 • Only lobby is outstanding (See Item 22.6).
- 23.2.28 • GRC implementing May 12, 2013 POR list with WPS input.
- 23.2.28 • Considered to be “final” comments.
- 23.2.29 • All millwork issues are on 100% set.
- 23.2.30 • GRC to do final review with furniture drawings to ensure all furniture/millwork is captured.
- 23.2.32 • Must be completed by next week.
- 23.2.32 • Add melamine to casework for concealed surfaces. Plastic laminate must be maintained on all exposed surfaces; GRC to issue SI.
- 23.2.33 • GRC has reviewed and tabulated a spreadsheet of POR discrepancies and what was tendered.
- 23.2.34 • GRC meeting with WPS to confirm.
- 23.2.35 • Meeting held June 25, 2013 (to be finished June 27, 2013).
- 23.2.35 • ± 5 units missed.
- 23.2.35 • BC numbers missing, GRC states POR does not reflect some rooms (not shown on plans/do not exist).
- 23.2.35 • GRC expressed concerns that millwork summary includes all of what is noted in the POR, but is not associated with any rooms on the 100% architectural plans.
- 23.2.35 • If millwork is “missing”, OA asked if it can be part of the furniture package or it will be issued as is.
- 23.2.36 • GRC to issue SI (5-10 pieces of millwork to be added or revised).

Action: GRC

24.2 **MOTORIZED BLINDS**

- OA contends that all required access for cleaning/maintenance should be part of infrastructure costs.
- OA needs cost breakdown from CP for blinds and infrastructure costs.
- 24.2.27 • CP to forward to AAR/GRC for review and recommendation.
- 24.2.30 • RB requesting “non-transparent” blinds.
- 24.2.30 • Colour; solid with “black out effect” to match glazing.
- 24.2.31/32 • CP to provide colour samples for GRC/WPS review. Colour was reviewed and found to be acceptable
- 24.2.31/32 • CCN required for catwalk. (CCN #25 issued May 14, 2013)

Action: CP

24.3 **4TH FLOOR MEZZANINE GLAZING**

- Pricing required from CP.
- CO to be issued.
- 24.3.25 • Pricing expected for end of March 2013.
- 24.3.30 • \$185K sprinklers.
- 24.3.30 • \$75K± glazing.
- 24.3.32 • Formalize paperwork (CCN & CO).

Action: CP

24.5 **RAISED FLOORING**

- Deletion of raised flooring at level 3 to be reviewed.
- RB requires pricing from CP.
- Headroom issue needs to be resolved.

- 24.5.25 • North portion deleted as agreed with WPS.
- 24.5.25 • SI 097 HQ - Level 3 - Deletion of Raised Access Flooring issued January 24, 2013.
- 24.5.25 • Price breakdown required from CP to review.
- 24.5.26 • Raised flooring in on budget (\$1.2M).
- 24.5.27 • CCN #16 was issued February 25, 2013; waiting for pricing.
- 24.5.30 • CP informed that savings is negligible due to additional floor infill of concrete.
- 24.5.32 • CP to provide breakdown of cost.

Action: CP

24.6 STAIR # 5 AT LEVEL 5

- GRC to provide revised stair layout.
- CP to present cost savings for OA to review.
- 24.6.31 • GRC to issue CCN.
- 24.6.32 • CP to provide breakdown of cost.

Action: CP

25.3 FFE DRAWINGS

- OA requires breakdown of responsibility of FFE work between GRC and CJB.
- Project plan required for FFE.
- AAR/GRC met with CBJ Tuesday, February 5, 2013 to review project plan.
- 25.3.26 • OA received work breakdown from GRC.
- 25.3.26 • Nova3 to have final electrical by March 1, 2013.
- 25.3.28 • CJB/GRC preparing tender package.
- 25.3.29 • Tender set ready for April 8, 2013; closing end of April.
- 25.3.29 • CP to tender, CJB/GRC to review tender price and provide recommendations.
- 25.3.30 • Tender package prepared (April 8, 2013).
- 25.3.30 • OA signed off on April 15, 2013 and tender to proceed with CP.
- 25.3.31 • Tender package went out April 15, 2013.
- 25.3.31 • Tenders closing May 3, 2013.
- 25.3.32 • Art Met3 to provide price for system furniture by May 17, 2013. CP is meeting with supplier this afternoon to try to beat the prices down and will advise OA and WPS.
- 25.3.32 • Sample chairs were requested.
- 25.3.33 • Sample chairs to be delivered within next 2 weeks.
- 25.3.34 • WPS (AB) is reviewing; still waiting for remainder of samples.
- 25.3.34 • All samples to be returned within 2 weeks from delivery of all samples.
- 25.3.34 • AB to coordinate with CP (Pam Anderson).
- 25.3.35 • All samples are on site (global samples received June 24, 2013).
- 25.3.35 • All samples to be returned July 5, 2013.
- 25.3.36 • Selection to be made by next week with CJB.
- 25.3.36 • CP advised that price is only valid for 30 days (may extend to 40 days).
- 25.3.37 • **WPS to review budget with OA before deciding on chairs.**

Action: WPS

26.3 CENTRAL VAC IN SERVER ROOM/COMMUNICATIONS CENTRE

- Not in POR.
- Required to minimize noise.
- Commercial grade vacuum required.
- GRC to issue CCN.

- 26.3.27 • CCN #15 issued February 26, 2013.
- 26.3.28 • Rough-in has been installed.
- 26.3.29 • Awaiting CP pricing to issue CO.

Action: CP

27.9 **OVERHEAD DOORS**

- CP to review with GRC.
- Existing exterior overhead doors to remain?
- CP requested max vehicle size accessing level P1.
- 27.9.28 • GRC to review with WPS.
- 27.9.29 • CP provided sample and cut sheet of rapid rise door.
- 27.9.29 • GRC to review with WPS and issue SI/CCN as required.
- 27.9.29 • 25 to 35K difference between sectional and rapid rise doors.
- 27.9.29 • 300K estimate for 8 doors (includes structure costs).
- 27.9.30 • GRC issued CCN #022 to OA for review.
- 27.9.30 • OA instructed AAR to issue as CCN.
- 27.9.30 • Exterior doors to be black.
- 27.9.30 • Interior doors to be clear anodized.
- 27.9.31 • Awaiting final pricing from CP.
- 27.9.31 • Vision glass not required, only “peep hole” required.
- 27.9.31 • GRC to revise CCN #022 to suit.
- 27.9.32 • Revised CCN #022 R-1 was issued May 14, 2013; CP to price and submit quote.

Action: CP

27.10 **LEVEL P1 - SLAB**

- SI issued for leveling of floor.
- CP requested a CCN for this work.
- CP to review with GRC.
- 27.10.29 • CCN #19 issued March 28, 2013.
- 27.10.29 • Waiting for CP to price for AAR/GRC to review.
- 27.10.30 • CP submitted cost/budget to OA.
- 27.10.30 • OA to review with CP.
- 27.10.32 • CP to price.

Action: OA / CP

29.1 **CPU CONTROL SYSTEM**

- Nova3 to meet with SWS to review and work out system.
- WPS has advised Nova3 of required controls.
- 29.1.30 • Meeting was held.
- 29.1.30 • SI to be issued clarifying WPS requested zones of operation for control panel.
- 29.1.31 • CP to provide copy of “original” quote from McCaine (October 2012).
- 29.1.32 • CP to provide McCaine’s cost breakdown.
- 29.1.36 • Being reviewed by Nova3.

Action: Nova3

30.1 **911 CALL CENTRE**

- Carpet to be changed to anti-static plastic laminate flooring.

- GRC issued CCN #23.
 - CP to provide quote of \$34,000.00.
 - OA instructed to proceed.
 - AAR to issue CO.
- 30.1.31 • Awaiting price quote with back-up.
- 30.1.32 • CP to submit quote.

Action: CP

30.3 **P2 PARKING LEVEL**

- Ceiling to be painted.
 - WPS requested that lines for parking be reviewed with users.
- 30.3.34 • CP requested final layout/direction from WPS by October 2013.

Action: RB

30.5 **LOCKER TENDER**

- GRC is preparing locker tender.
 - To be issued to CP this week.
 - Shelving under review.
- 30.5.31 • Locker package issued to CP on April 26, 2013.
- 30.5.32 • Tender extended by one week to May 29, 2013.
- 30.5.33 • WPS to review and provide direction on quality and quantity.
- 30.5.34 • OA advised tenders were all over budget.
- 30.5.34 • Tenders will be disregarded.
- 30.5.34 • OA to review with WPS and advise on direction (probably going direct with supplier).
- 30.5.35 • OA reviewing internally for next month.

Action: OA

31.2 **EXISTING ROOF**

- CP assumed that existing roof was EPDM.
 - Unforeseen that EPDM was laid over an existing inverted roof system.
 - OA to review additional cost of removal of “additional” roofing.
 - CP to present cost for OA to review.
- 31.2.32 • GRC to verify that this “additional” roofing was not indicated on 30% document.
- 31.2.33/35 • GRC to issue CCN. (CCN #028 was issued June 12, 2013)
- 31.2.36 • CP to price.

Action: CP

32.2 **BUILDING PERMIT MECHANICAL COMMENTS**

- Mechanical comments were received last week from the City (took over 8 months); some issues were raised which could cause major headaches re: cost and schedule.
 - CP to review with Nova3 and City.
- 32.2.33 • Response sent to City of Winnipeg.
- 32.2.35 • Major complications with City of Winnipeg’s rejection of Nova3 design of smoke EVAC.
- 32.2.35 • Nova3 to review and provide an alternative design and resubmit a formal response to the City of Winnipeg.
- 32.2.36 • Revised design submitted by Nova3 on July 8, 2013.

- 32.2.36 • Require Judy Jeske's sign-off.
- 32.2.36 • Troy's letter regarding sprinklers received.
- 32.2.37 • **Mechanical sign-off received from City of Winnipeg July 18, 2013 from Sara Ciaflone.**

Action: Closed

33.1 **WYPER ROAD ROOF SHINGLES**

- Shingles have lifted and are missing.
- CP to review.
- 33.1.35 • CP to review and response to more shingles being blown off.
- 33.1.36 • IKO is reviewing quality of shingles.
- 33.1.36 • Transcona on call to make temporary repairs.
- 33.1.36 • Appears whole roof will be re-shingled.
- 33.1.37 • **CP confirms whole roof to be re-shingled.**
- 33.1.37 • **CP will advise WPS of start date.**

Action: CP

33.2 **UNDER VEHICLE SURVEILLANCE**

- Nova3 to review with Mark Remillard.
- Pricing required from CP by mid-June.

Action: CP

34.1 **MUSEUM ACCESS DOORS**

- Vehicle is 4000lbs and must be "mobile".
- Door sized to be 4'6" x 7'6" to fit below existing horizontal mullion.
- 34.1.36 • GRC to issue a CCN. (CCN #33 issued July 1, 2013)
- 34.1.36 • CP to price.

Action: CP

34.3 **FF&E (FURNITURE)**

- Art Metz and CJB have a solution to meet budget..
- OA needs to review "factory certified" recycled furniture proposal with WPS.
- CP to arrange meeting with OA/RB and Tracy with clear indication of what is being supplied.
- 34.3.36 • 698 units priced by Art Metz (540 units?).
- 34.3.36 • WPS requested a sample of "Factory Certified" furniture.
- 34.3.36 • Meeting still required.
- 34.3.36 • **Meeting scheduled for July 24, 2013 at 1pm.**

Action: CP

34.4 **FF&E (MISC)**

- Fridges, stoves and microwaves.
- OA required competitive prices.
- GRC to meet with WPS (AB) and CJB.
- Need to streamline tender process.

- 34.4.35 • GRC has met with CJB and packages are being prepared.

Action: GRC / WPS

35.1 **UPS COOLING**

- WPS requires redundant cooling for UPS room.
- CP has priced (\$39,000.00 max).
- CP has ordered unit.
- 35.1.36 • GRC to issue CCN. (CCN #031 issued June 29, 2013)
- 35.1.36 • CP to provide price.

Action: CP

35.2 **911 CALL CENTRE – MODULAR FURNITURE**

- Quote of \$166,000.00 received (XYBIX).
- Part of FFE package.
- OA to review with WPS and provide direction.
- 35.2.36 • Power and IT requirements required urgently.
- 35.2.37 • **Price/specs received from Denis Dane.**
- 35.2.37 • **GRC to issue CCN.**

Action: GRC

35.3 **VIDEO INTERVIEW ROOMS**

- Wall camera locations have been installed incorrectly.
- This was noted correctly in mock-up done with CP/McCaine and clearly noted in SI #079 which was issued December 14, 2012.
- CP to review with McCaine.
- 35.3.36 • McCaine to relocate camera as per mock-up.

Action: Closed

35.7 **LAB ROOM EQUIPMENT**

- RFI HQ 92 needs to be addressed.
- CP requested indication of new versus existing opening (3D model?).
- ABa questions logistics of moving existing equipment.
- 35.7.36 • Mechanical issued SI (SI #191 issued June 26, 2013).
- 35.7.36/37 • Electrical to issue SI. **(SI #212 issued July 15, 2013)**
- 35.7.37 • **Meeting on site with Wes-Man and McCaine.**

Action: Closed

36.1 **WARRANTY CLOSURE PROCEDURE**

- AAR requested that all warranty claims remain open until it is signed off by PP&D.

Action: Closed

36.2 **SITE PLAN**

- Meeting requested by UDAC to review specifically the south side.
- GRC to contact Lee Caldwell to arrange meeting.

36.2.37 • **Meeting today (July 23, 2013).**

Action: GRC

36.3 **EXISTING CHILLER ROOM FREON DETECTION**

- Nova3 is issuing SI N3M-023 to bring Freon detection and ventilation back to be compliant with Ministry of Labour standards.
- Existing system was going to be shut down for not being compliant.
- Should be a tower cost.
- OA/RB to review and advise.

36.3.37 • **Nova3 to provide summary of how “new” services are tied into the existing boilers and chillers and how they are monitored/tied into City Maintenance.**

Action: Nova3

37.1 **HIGH DENSITY SHELVING**

- Tenders received.
- OA requested a meeting with low bidder (Tab).
- CP to arrange; OA to decide on WPS attendees.

Action: CP

37.2 **RAISED FLOORING**

- WPS expressed concerns with “squeaking”.
- CP assures it’s not an installation issue and will resolve itself.
- CP to review.

Action: CP

37.3 **ROOM COLOURS**

- Communication Centre and Child Abuse interview room.
- Concerns with colours or accent walls.
- CP to review with GRC.

Action: CP / GRC

37.4 **SECURED ROOMS IN CPU**

- 24 holding rooms.
- 2 breathalyzers.
- 2 washrooms.
- 24 interview rooms.
- 8 consult rooms.
- 1 lawyer interview room.
- CCN required; GRC to issue.

Action: GRC

37.5 **GMP CONCERNS**

- OA has reiterated again the importance of finalizing the GMP.
- CP to finalize millwork price. Any additional changes to millwork issued April 1, 2013 (estimate to be 5-10 pieces) will be handled as an additional post GMP CCN.

- OA urgently requires finalized quotes with full back-up for all outstanding CCNs, as noted in the meeting minutes. This is required to finalize the GMP.
- OA informed CP that the longer it takes for finalizing the GMP, the greater the risk to CP.

Action: CP

NEXT MEETING

- Next meeting will be on **Wednesday, August 7, 2013** from **9am to 10:30pm**.
- **All meetings will be from 9am to 10:30am**
 - **Tuesday, August 27, 2013**
 - **Tuesday, September 10, 2013**
 - **Tuesday, September 24, 2013**
- Owner's Meeting to be held bi-weekly until further notice.

Action: All / AAR

Supplemental

S1.2

BUILDING PERMIT STATUS

- Structural Permit - May 2, 2012
 - Receipt received.
- S1.2.18 ○ Structural Permit to be approved by October 26, 2012.
- S1.2.18 ○ CP to Pick-up.
 - Building Permit - submitted June 15, 2012
 - 100% design complete and fully coordinated Architectural, Structural, Mechanical and Electrical drawings and specifications.
 - Follow-up meeting with City of Winnipeg (Sara Ciaflone) set-up for Wednesday, June 20, 2012.
 - Drawings re-submitted for Building Permit on July 24, 2012.
- S1.2.18 ○ Email confirmation received from City of Winnipeg (Sara Ciaflone) stating acceptance in principal with Morrison Hershfield Code Report.
- S1.2.26 • Meeting request received from City of Winnipeg (Sara Ciaflone) to review architectural comments. Set for Wednesday, February 21, 2013 at 3pm.
- S1.2.29 • Meeting schedules with Judy Redmond and Sara Ciaflone on Wednesday, April 3, 2013.
- S1.2.37 • **Sign off received for architectural, structural, mechanical and electrical.**
- S1.2.37 • **Awaiting sign-off from UDAC for issuance of full permit.**



Winnipeg Police Headquarters Owner's Meeting No. 38



Date of Meeting: August 7, 2013

Meeting Location: Caspian Boardroom, 5th Floor, 266 Graham

Name	Initials	Company	Initials	Present	Copied
Peter Chang	PC	Adjeleian Allen Rubeli Ltd.	AAR	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Patrick Dubuc	PD	GRC Architects	GRC	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Peter Rankin	PR	GRC Architects	GRC	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Ossama AbouZeid	OA	Dunmore Corporation	DC	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Randy Benoit	RB	Winnipeg Police Service	WPS	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Henry Hagenars	HH	Winnipeg Police Service	WPS	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Ari Berdesis	AB	Winnipeg Police Service	WPS	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Denis Dane	DD	Winnipeg Police Service	WPS	<input type="checkbox"/>	<input checked="" type="checkbox"/>
George Labossiere	GL	Winnipeg Police Service	WPS	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Armik Babakhanians	ABa	Caspian Projects	CP	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Shaun Babakhanians	SB	Caspian Projects	CP	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Peter Giannuzzi	PG	Caspian Projects	CP	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Pam Anderson	PA	Caspian Projects	CP	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Andrew Edge	AE	Caspian Projects	CP	<input type="checkbox"/>	<input checked="" type="checkbox"/>
John Guenther	JG	Nova3	N3	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Vic Thielman	VT	Nova3	N3	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Tony Mitousis	TM	Nova3	N3	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Dan Wolfrom	DW	Wolfrom Engineering	WE	<input type="checkbox"/>	<input checked="" type="checkbox"/>

Meeting Minutes

14.2 WYPER ROAD LANDSCAPING

- Drawings call for trees and shrubs which have yet to be installed. CP noted that this work may represent a "Value Engineering" amount; to be discussed with OA.
- CP to issue quote.

- GRC /AAR to review with OA.
- 14.2.16 • CP to provide cost breakdown for AAR review/recommendations.
- 14.2.18/19 • WPS requested trees to remain. (planting/decision delayed to spring 2012)
- 14.2.18 • SOD required for shot gun range.
- 14.2.18 • OA looking for ± \$20,000.00 savings.
- 14.2.18 • \$255,000.00 budget.
- 14.2.18 • AMEC preliminary report (April 20, 2012) received from CP.
- 14.2.18 • Final AMEC report and recommendations required.
- 14.2.19 • OA authorized CP to proceed with Jeo-Gute, subject to AMEC report.
- 14.2.19 • Hydro seeding to proceed once weather cooperates.
- 14.2.20 • Hydro seeding for berms completed.
- 14.2.20 • Jeo-Gute to be installed in spring.
- 14.2.21 • Final AMEC report still required.
- 14.2.22 • CP assures WPS that work is under warranty; report will be forwarded in the new year.
- 14.2.32 • CP to issue AMEC Report.
- 14.2.32 • OA is requesting report that berms have not setting in terms of height. Provide elevation survey shots (levels) of present conditions to ensure compliance
- 14.2.34 • Survey being done today (June 11, 2013).
- 14.2.35 • Survey completed; numbers show elevations are as designed or higher.
- 14.2.35 • CP to forward report to AAR/WPS.
- 14.2.36 • Awaiting final survey from PP&D before we provide final review and assessment.
- 14.2.36 • Apparent erosion of banks/berms; pictures taken by WPS. To be forwarded to CP for review and comment.
- 14.2.37 • PP&D are reviewing and will forward to CP.
- 14.2.37 • AAR/GRC received PP&D report on July 23, 2013.

Action: WPS

20.6 PUMP STATION - WYPER

- 20.6.22 • CP has stated that no special requirements to prevent freeze-up.
- 20.6.20/22 • CP to contact Genivar to confirm.
- 20.6.24 • CP to confirm that pump is not frozen.
- 20.6.26 • CP to confirm with Bayview and McCaine in spring.
- 20.6.28 • Being reviewed today (March 19, 2013). CP to provide feedback.
- 20.6.31 • Flooding of range.
- 20.6.31 • CP claims that it is a maintenance issue. Valves need to be manually opened/shut.
- 20.6.31 • CP to provide memo for maintenance and why there is flooding.
- 20.6.32 • Water is still rising when the 4 gas pumps are shut off and the lift station is not able to keep the water level down, even with the gate valve closed. CP to verify site condition with Genivar and investigate source of water infiltration.
- 20.6.32 • Borrow pit is still full of water.
- 20.6.32 • Add flow meter to lift station pump to see how much water is actually being pumped by the lift station.
- 20.6.33 • AB stated that the City of Winnipeg still has issues of water flowing back to site (pond is full).
- 20.6.33 • CP disagrees and stated it's not a construction issue.
- 20.6.33 • PP&D to provide a report for CP/WPS to review.
- 20.6.34 • Draft report received from PP&D (Glen Snider) on June 11, 2013 and forwarded to OA for action.
- 20.6.35 • CP received formal letter from PP&D.

- 20.6.35 • AAR/GRC to follow up with Genivar.
- 20.6.35 • Genivar to comment on culvert installation by CP between borrow pit and catch pit.
- 20.6.36 • GRC/AAR have been in contact with Genivar to confirm design and scope.
- 20.6.36 • Genivar to review regional municipality of MacDonald the drainage/water management plan for the site.
- 20.6.37 • Awaiting response from Genivar.
- 20.6.37 • Drainage ditch/berm around borrow pit proposed.
- 20.6.37 • OA claims this should be CP's cost as CP changed the design. To be reviewed offline.
- 20.6.37 • GRC to issue CCN, once solution is received from Genivar.
- 20.6.38 • **Report issued directly to CP by Genivar July 26, 2013.**
- 20.6.38 • **CP to coordinate work with WPS schedule.**
- 20.6.38 • **RB to provide schedule.**

Action: RB / CP

20.7 LIGHT POLE TOLERANCES - WYPER

- Certification required from CP (McCaine).
- 20.7.21 • Under warranty.
- 20.7.22 • CP to review (in GRC deficiency report).
- 20.7.23 • Contractor has proposed use of collar dampers.
- 20.7.24 • To be installed Monday, January 28, 2013. PG to coordinate with AB.
- 20.7.25 • Currently being installed. CP to post on SharePoint once complete.
- 20.7.26 • Collar dampers have been installed.
- 20.7.28 • Light pole standard failed.
- 20.7.28 • CP reinstalling poles (same type).
- 20.7.28 • CP requesting 5 year warranty.
- 20.7.28 • CP to provide certification letter for AAR to review.
- 20.7.28 • WPS requests a regular review/inspection and certification for conditional acceptance by WPS.
- 20.7.29 • Light poles will all be replaced with higher gauge poles.
- 20.7.29 • Dampers will be installed.
- 20.7.30 • To be installed this week.
- 20.7.31 • McCaine has offered 2 year warranty from date of replacement.
- 20.7.32 • CP not happy with present condition. Light standards appear to still be moving 2' in each direction from vertical. This issue is still open and will be monitored.
- 20.7.35 • Nova3 to provide letter (stamped and sealed) stating concerns of light poles. (Issued June 26, 2013).
- 20.7.35 • WPS to review/approve request from McCaine (light pole supplier) to mount a video/monitor camera to assess movement.
- 20.7.35/36 • CP is in agreement with WPS safety concerns and is taking measures (through legal process if necessary) to address the matter.
- 20.7.36 • Video camera has been installed; to be downloaded and reviewed by McCaine.
- 20.7.37 • McCaine to review video with WPS before releasing to light pole supplier/manufacture.
- 20.7.37 • Cameras to remain in place as the site has not experienced high south winds.

Action: CP

6.4 POLICE SIGNAGE

- Winnipeg Police HQ sign on pedestals and/or on building face.

- John Sellers (hired by City of Winnipeg through CP) presented options. Will be revisited.
 - CP to provide proposals from John Sellers to AAR/OA/RB.
 - GRC issued proposal to RB for their review.
 - If mounted on curtain wall, CP requires input ASAP.
 - UDAQ approval may be required.
 - Decision urgently required as east elevations are under construction.
 - RB to advise.
 - Met with UDAC (Lee Caldwell) June 18, 2012.
 - Pillar signage preferred, opposed by Lee Caldwell.
 - GRC to prepare presentation of pillars (reduced size).
 - GRC presented pillar signage to RB.
 - RB presented to City.
 - Exterior signage on building not an option.
 - CP to proceed with buildings cladding with no signage.
 - RB provided design to UDAC.
 - UDAC approved 14'-0" high signage as presented by GRC.
 - Way finding signs to be English, Braille included.
 - GRC to prepare sign design package.
 - GRC is working on this package, item carried.
 - CP to review and price electrical requirement. To be reviewed under cash allowance.
- 6.4.16 • GRC will have plans/scheme for WPS review by Friday.
 - 6.4.16 • CP to confirm that rough-ins and feeds are included in electrical price.
 - 6.4.17 • GRC issued October 4, 2012.
 - 6.4.17 • WPS to review internally.
 - 6.4.17 • GRC needs comments back by October 16, 2012 at the latest.
 - 6.4.17 • AAR to apply for permits week of October 22, 2012.
 - 6.4.18 • Permit application made on October 22, 2012 for encroachment and UDAC.
 - 6.4.19 • GRC provided supplementary info week of October 29, 2012.
 - 6.4.21 • CCN required for electrical/structural.
 - 6.4.22 • Design required from Nova3/GRC.
 - 6.4.23 • GRC to coordinate with Nova3 and Wolfrom.
 - 6.4.25 • Signage package ready to go. GRC received preferred fonts from WPS February 4, 2013.
 - 6.4.25 • GRC to issue SI for CP to price.
 - 6.4.25 • FFE item.
 - 6.4.26 • SI to be issued this week.
 - 6.4.27 • CP to provide list of sign contractors.
 - 6.4.29 • GRC submitted CCN #20; AAR to process (issued April 2, 2013).
 - 6.4.31 • CP to prepare quote with back-up.
 - 6.4.32 • CP is currently soliciting prices (at least 3 maybe even 4).
 - 6.4.32 • Prices to be available in 2 weeks.
 - 6.4.33 • Tender to close June 6, 2013.
 - 6.4.34 • Tenders received but incomplete.
 - 6.4.34 • CP to price foundations.
 - 6.4.35 • CP claims electrical design is incomplete. AAR to review with Nova3.
 - 6.4.36/37 • Sign priced at ± \$95,000.00.
 - 6.4.36/37 • Electrical at ± \$75,000.00.
 - 6.4.36 • GRC to review with Nova3.

- 6.4.37 • Nova3 states light poles belong to Manitoba Hydro; connecting to them for signage power may require special permission; CP reviewing with Manitoba Hydro.
- 6.4.37 • Cost of road cuts and base not included.
- 6.4.37 • Nova3 to review and issue.
- 6.4.37/38 • **CP to provide cost to include structural costs.**
- 6.4.38 • **CP to coordinate electrical with Manitoba Hydro**
- 6.4.38 • **GRC to provide options for base detail.**

Action: CP / GRC

15.5 GENSET LOAD BANK

- WPS to review with OA on “additional cost” load bank (Not part of POR).
- 15.5.17 • McCaine quoted cost of ± \$180,000.00.
- 15.5.18 • Vic Thielman to review with CP.
- 15.5.19/22 • Nova3 to provide report. (Report issued)
- 15.5.22 • CP to provide cost of load bank and gensets for OA to review.
- 15.5.23 • CP advised that new gensets have been designed for load bank.
- 15.5.23 • If load bank is not provided, cost required for rewiring of gensets.
- 15.5.23 • CP to provide costs.
- 15.5.26 • CP to provide full cost of gensets.
- 15.5.26 • Separate line for cost of load bank.
- 15.5.29 • OA has cost estimate; under review.
- 15.5.31 • AAR to prepare CCN.
- 15.5.32 • CCN #024 was issued May 14, 2013; CP to provide quote.

Action: CP

20.4 BULLETPROOF GLASS – 5TH FLOOR

- GRC working on details/options with WPS.
- Bulletproof type 4 glazing required.
- 20.4.22 • GRC provided design to CP for review and pricing.
- 20.4.26 • Glass is level 4 glass.
- 20.4.26 • Thickness of frames is thicker than “normal”.
- 20.4.26 • OA requires price to present entire package to WPS for review and approval.
- 20.4.27 • CP to forward to AAR/GRC.
- 20.4.27 • AAR to provide review and recommendation to OA.
- 20.4.28 • GRC has info from CP.
- 20.4.28 • GRC to provide recommendation.
- 20.4.29 • WPS has reviewed and accepted design.
- 20.4.29 • CCN is being prepared and will be issued this week.
- 20.4.30 • CCN #021 has been issued.
- 20.4.30 • CP proceeding with design.
- 20.4.30 • OA to review costs.
- 20.4.31/32 • CP to provide quote with back-up.

Action: OA / CP

23.2 MILL WORK

- AB reviewing mill work.
- CP requested finalized mill work ASAP
- 23.2.24 • SI 089 3rd and 4th Floor Millwork issued January 21, 2013.

- 23.2.25 • WPS reviewing levels P2 to L2 and lobby.
- 23.2.26 • WPS to provide final comments today.
- 23.2.26 • Final Package (including lobby) to be issued March 1, 2013 assuming sign-off received by February 22, 2013.
- 23.2.26 • OA requires summary of additional costs (rough order of magnitude).
- 23.2.27 • Only lobby is outstanding (See Item 22.6).
- 23.2.28 • GRC implementing May 12, 2013 POR list with WPS input.
- 23.2.28 • Considered to be “final” comments.
- 23.2.29 • All millwork issues are on 100% set.
- 23.2.30 • GRC to do final review with furniture drawings to ensure all furniture/millwork is captured.
- 23.2.32 • Must be completed by next week.
- 23.2.32 • Add melamine to casework for concealed surfaces. Plastic laminate must be maintained on all exposed surfaces; GRC to issue SI.
- 23.2.33 • GRC has reviewed and tabulated a spreadsheet of POR discrepancies and what was tendered.
- 23.2.34 • GRC meeting with WPS to confirm.
- 23.2.35 • Meeting held June 25, 2013 (to be finished June 27, 2013).
- 23.2.35 • ± 5 units missed.
- 23.2.35 • BC numbers missing, GRC states POR does not reflect some rooms (not shown on plans/do not exist).
- 23.2.35 • GRC expressed concerns that millwork summary includes all of what is noted in the POR, but is not associated with any rooms on the 100% architectural plans.
- 23.2.35 • If millwork is “missing”, OA asked if it can be part of the furniture package or it will be issued as is.
- 23.2.36/38 • GRC to issue SI (5-10 pieces of millwork to be added or revised). **(CCN #040 issued August 5, 2013).**

Action: GRC

24.2 **MOTORIZED BLINDS**

- OA contends that all required access for cleaning/maintenance should be part of infrastructure costs.
- OA needs cost breakdown from CP for blinds and infrastructure costs.
- 24.2.27 • CP to forward to AAR/GRC for review and recommendation.
- 24.2.30 • RB requesting “non-transparent” blinds.
- 24.2.30 • Colour; solid with “black out effect” to match glazing.
- 24.2.31/32 • CP to provide colour samples for GRC/WPS review. Colour was reviewed and found to be acceptable
- 24.2.31/32 • CCN required for catwalk. (CCN #25 issued May 14, 2013)

Action: CP

24.3 **4TH FLOOR MEZZANINE GLAZING**

- Pricing required from CP.
- CO to be issued.
- 24.3.25 • Pricing expected for end of March 2013.
- 24.3.30 • \$185K sprinklers.
- 24.3.30 • \$75K± glazing.
- 24.3.32 • Formalize paperwork (CCN & CO).

Action: CP

24.5**RAISED FLOORING**

- Deletion of raised flooring at level 3 to be reviewed.
- RB requires pricing from CP.
- Headroom issue needs to be resolved.
- 24.5.25 • North portion deleted as agreed with WPS.
- 24.5.25 • SI 097 HQ - Level 3 - Deletion of Raised Access Flooring issued January 24, 2013.
- 24.5.25 • Price breakdown required from CP to review.
- 24.5.26 • Raised flooring in on budget (\$1.2M).
- 24.5.27 • CCN #16 was issued February 25, 2013; waiting for pricing.
- 24.5.30 • CP informed that savings is negligible due to additional floor infill of concrete.
- 24.5.32 • CP to provide breakdown of cost.

Action: CP**24.6****STAIR # 5 AT LEVEL 5**

- GRC to provide revised stair layout.
- CP to present cost savings for OA to review.
- 24.6.31 • GRC to issue CCN.
- 24.6.32 • CP to provide breakdown of cost.

Action: CP**25.3****FFE DRAWINGS**

- OA requires breakdown of responsibility of FFE work between GRC and CJB.
- Project plan required for FFE.
- AAR/GRC met with CBJ Tuesday, February 5, 2013 to review project plan.
- 25.3.26 • OA received work breakdown from GRC.
- 25.3.26 • Nova3 to have final electrical by March 1, 2013.
- 25.3.28 • CJB/GRC preparing tender package.
- 25.3.29 • Tender set ready for April 8, 2013; closing end of April.
- 25.3.29 • CP to tender, CJB/GRC to review tender price and provide recommendations.
- 25.3.30 • Tender package prepared (April 8, 2013).
- 25.3.30 • OA signed off on April 15, 2013 and tender to proceed with CP.
- 25.3.31 • Tender package went out April 15, 2013.
- 25.3.31 • Tenders closing May 3, 2013.
- 25.3.32 • Art Met3 to provide price for system furniture by May 17, 2013. CP is meeting with supplier this afternoon to try to beat the prices down and will advise OA and WPS.
- 25.3.32 • Sample chairs were requested.
- 25.3.33 • Sample chairs to be delivered within next 2 weeks.
- 25.3.34 • WPS (AB) is reviewing; still waiting for remainder of samples.
- 25.3.34 • All samples to be returned within 2 weeks from delivery of all samples.
- 25.3.34 • AB to coordinate with CP (Pam Anderson).
- 25.3.35 • All samples are on site (global samples received June 24, 2013).
- 25.3.35 • All samples to be returned July 5, 2013.
- 25.3.36 • Selection to be made by next week with CJB.
- 25.3.36 • CP advised that price is only valid for 30 days (may extend to 40 days).
- 25.3.37 • WPS to review budget with OA before deciding on chairs.

Action: WPS

26.3 **CENTRAL VAC IN SERVER ROOM/COMMUNICATIONS CENTRE**

- Not in POR.
 - Required to minimize noise.
 - Commercial grade vacuum required.
 - GRC to issue CCN.
- 26.3.27 • CCN #15 issued February 26, 2013.
- 26.3.28 • Rough-in has been installed.
- 26.3.29 • Awaiting CP pricing to issue CO.

Action: CP

27.9 **OVERHEAD DOORS**

- CP to review with GRC.
 - Existing exterior overhead doors to remain?
 - CP requested max vehicle size accessing level P1.
- 27.9.28 • GRC to review with WPS.
- 27.9.29 • CP provided sample and cut sheet of rapid rise door.
- 27.9.29 • GRC to review with WPS and issue SI/CCN as required.
- 27.9.29 • 25 to 35K difference between sectional and rapid rise doors.
- 27.9.29 • 300K estimate for 8 doors (includes structure costs).
- 27.9.30 • GRC issued CCN #022 to OA for review.
- 27.9.30 • OA instructed AAR to issue as CCN.
- 27.9.30 • Exterior doors to be black.
- 27.9.30 • Interior doors to be clear anodized.
- 27.9.31 • Awaiting final pricing from CP.
- 27.9.31 • Vision glass not required, only “peep hole” required.
- 27.9.31 • GRC to revise CCN #022 to suit.
- 27.9.32 • Revised CCN #022 R-1 was issued May 14, 2013; CP to price and submit quote.

Action: CP

27.10 **LEVEL P1 - SLAB**

- SI issued for leveling of floor.
 - CP requested a CCN for this work.
 - CP to review with GRC.
- 27.10.29 • CCN #19 issued March 28, 2013.
- 27.10.29 • Waiting for CP to price for AAR/GRC to review.
- 27.10.30 • CP submitted cost/budget to OA.
- 27.10.30 • OA to review with CP.
- 27.10.32 • CP to price.

Action: OA / CP

29.1 **CPU CONTROL SYSTEM**

- Nova3 to meet with SWS to review and work out system.
 - WPS has advised Nova3 of required controls.
- 29.1.30 • Meeting was held.
- 29.1.30 • SI to be issued clarifying WPS requested zones of operation for control panel.
- 29.1.31 • CP to provide copy of “original” quote from McCaine (October 2012).
- 29.1.32 • CP to provide McCaine’s cost breakdown.

- 29.1.36 • Being reviewed by Nova3.

Action: Nova3

30.1 **911 CALL CENTRE**

- Carpet to be changed to anti-static plastic laminate flooring.
 - GRC issued CCN #23.
 - CP to provide quote of \$34,000.00.
 - OA instructed to proceed.
 - AAR to issue CO.
- 30.1.31 • Awaiting price quote with back-up.
30.1.32 • CP to submit quote.

Action: CP

30.3 **P2 PARKING LEVEL**

- Ceiling to be painted.
 - WPS requested that lines for parking be reviewed with users.
- 30.3.34 • CP requested final layout/direction from WPS by October 2013.

Action: RB

30.5 **LOCKER TENDER**

- GRC is preparing locker tender.
 - To be issued to CP this week.
 - Shelving under review.
- 30.5.31 • Locker package issued to CP on April 26, 2013.
30.5.32 • Tender extended by one week to May 29, 2013.
30.5.33 • WPS to review and provide direction on quality and quantity.
30.5.34 • OA advised tenders were all over budget.
30.5.34 • Tenders will be disregarded.
30.5.34 • OA to review with WPS and advise on direction (probably going direct with supplier).
30.5.35 • OA reviewing internally for next month.

Action: OA

31.2 **EXISTING ROOF**

- CP assumed that existing roof was EPDM.
 - Unforeseen that EPDM was laid over an existing inverted roof system.
 - OA to review additional cost of removal of "additional" roofing.
 - CP to present cost for OA to review.
- 31.2.32 • GRC to verify that this "additional" roofing was not indicated on 30% document.
31.2.33/35 • GRC to issue CCN. (CCN #028 was issued June 12, 2013)
31.2.36 • CP to price.

Action: CP

33.1 **WYPER ROAD ROOF SHINGLES**

- Shingles have lifted and are missing.
 - CP to review.
- 33.1.35 • CP to review and response to more shingles being blown off.

- 33.1.36 • IKO is reviewing quality of shingles.
- 33.1.36 • Transcona on call to make temporary repairs.
- 33.1.36 • Appears whole roof will be re-shingled.
- 33.1.37 • CP confirms whole roof to be re-shingled.
- 33.1.37 • CP will advise WPS of start date.

Action: CP

33.2 UNDER VEHICLE SURVEILLANCE

- Nova3 to review with Mark Remillard.
- Pricing required from CP by mid-June.

Action: CP

34.1 MUSEUM ACCESS DOORS

- Vehicle is 4000lbs and must be “mobile”.
- Door sized to be 4’6” x 7’6” to fit below existing horizontal mullion.
- 34.1.36 • GRC to issue a CCN. (CCN #33 issued July 1, 2013)
- 34.1.36 • CP to price.

Action: CP

34.3 FF&E (FURNITURE)

- Art Metz and CJB have a solution to meet budget..
- OA needs to review “factory certified” recycled furniture proposal with WPS.
- CP to arrange meeting with OA/RB and Tracy with clear indication of what is being supplied.
- 34.3.36 • 698 units priced by Art Metz (540 units?).
- 34.3.36 • WPS requested a sample of “Factory Certified” furniture.
- 34.3.36 • Meeting still required.
- 34.3.36 • Meeting scheduled for July 24, 2013 at 1pm.
- 34.3.38 • **Acceptable to WPS.**

Action: Closed

34.4 FF&E (MISC)

- Fridges, stoves and microwaves.
- OA required competitive prices.
- GRC to meet with WPS (AB) and CJB.
- Need to streamline tender process.
- 34.4.35 • GRC has met with CJB and packages are being prepared.

Action: GRC / WPS

35.1 UPS COOLING

- WPS requires redundant cooling for UPS room.
- CP has priced (\$39,000.00 max).
- CP has ordered unit.
- 35.1.36 • GRC to issue CCN. (CCN #031 issued June 29, 2013)
- 35.1.36 • CP to provide price.

Action: CP

35.2 **911 CALL CENTRE – MODULAR FURNITURE**

- Quote of \$166,000.00 received (XYBIX).
- Part of FFE package.
- OA to review with WPS and provide direction.
- 35.2.36 • Power and IT requirements required urgently.
- 35.2.37 • Price/specs received from Denis Dane.
- 35.2.37/38 • GRC to issue CCN. **(CCN #038 issued July 28, 2013).**

Action: GRC

36.2 **SITE PLAN**

- Meeting requested by UDAC to review specifically the south side.
- GRC to contact Lee Caldwell to arrange meeting.
- 36.2.37 • Meeting today (July 23, 2013).
- 36.2.38 • **UDAC requested landscape plan and UDAC will provide conditional sign-off on permit.**
- 36.2.38 • **McGowan-Russell submitted proposal for south landscape; accepted by OA.**

Action: GRC

36.3 **EXISTING CHILLER ROOM FREON DETECTION**

- Nova3 is issuing SI N3M-023 to bring Freon detection and ventilation back to be compliant with Ministry of Labour standards.
- Existing system was going to be shut down for not being compliant.
- Should be a tower cost.
- OA/RB to review and advise.
- 36.3.37 • Nova3 to provide summary of how “new” services are tied into the existing boilers and chillers and how they are monitored/tied into City Maintenance.
- 36.3.38 • **3 existing chillers need to be recertified by Department of Labour (DOL).**
- 36.3.38 • **Existing chillers need to be upgraded to be recertified.**
- 36.3.38 • **Additional cost to be cover by tower?**
- 36.3.38 • **OA/RB to review.**

Action: OA / RB

37.1 **HIGH DENSITY SHELVING**

- Tenders received.
- OA requested a meeting with low bidder (Tab).
- CP to arrange; OA to decide on WPS attendees.

Action: CP

37.2 **RAISED FLOORING**

- WPS expressed concerns with “squeaking”.
- CP assures it’s not an installation issue and will resolve itself.
- CP to review.

Action: CP

37.3 **ROOM COLOURS**

- Communication Centre and Child Abuse interview room.

- Concerns with colours or accent walls.
- CP to review with GRC.

Action: Closed

37.4 **SECURED ROOMS IN CPU**

- 24 holding rooms.
 - 2 breathalyzers.
 - 2 washrooms.
 - 24 interview rooms.
 - 8 consult rooms.
 - 1 lawyer interview room.
- 37.4.38 • CCN required; GRC to issue. **(CCN #037 issued July 28, 2013)**

Action: GRC

37.5 **GMP CONCERNS**

- OA has reiterated again the importance of finalizing the GMP.
- CP to finalize millwork price. Any additional changes to millwork issued April 1, 2013 (estimate to be 5-10 pieces) will be handled as an additional post GMP CCN.
- OA urgently requires finalized quotes with full back-up for all outstanding CCNs, as noted in the meeting minutes. This is required to finalize the GMP.
- OA informed CP that the longer it takes for finalizing the GMP, the greater the risk to CP.

Action: CP

38.1 **MUSEUM ADDITION**

- 30% showed footprint only, no indication of height.
- Going full height to 4/5 existing soffit will create code issues.
- WPS approves going with lower "roof". Maintain maximum height.

Action: Info

38.2 **EXISTING PIPING IN TOWER P2 FLOOR (ROOMS P2026, P2022)**

- Exposed pipes are not insulated (chilled water to tower).
- Leave as is.

Action: Info

38.3 **EXISTING CHILLER PIPES**

- Flushing of pipes.
- Letter of certification/report required.
- Report was sent to CP November 14, 2012.

Action: Closed

38.4 **WYPER SI FOR HEATING (AAR SI #217 ISSUED JULY 31, 2013)**

- CP to proceed with work.
- CP to price and advise OA of work.

Action: CP

38.5 **REPLACEMENT OF SIDEWALK**

- CP has pre-construction pictures of sidewalk.
- In poor shape.
- CP proposes black concrete, 2'-0" upstand curb.
- City of Winnipeg will be replacing sidewalk.
- WPS to review curb detail.

Action: WPS

38.6 **EXTERIOR EXISTING AIR SHAFTS**

- Fencing is preferred, but existing siamese-connection on east side needs to be removed.
- "Goose-neck" option for existing air shaft to be reviewed.
- GRC to review and provide options.

Action: GRC

NEXT MEETING

- Next meeting will be on **Tuesday, August 27, 2013** from **9am to 10:30pm**.
- **All meetings will be from 9am to 10:30am**
 - **Tuesday, September 10, 2013**
 - **Tuesday, September 24, 2013**
- Owner's Meeting to be held bi-weekly until further notice.

Action: All / AAR

Supplemental

S1.2 **BUILDING PERMIT STATUS**

- Structural Permit - May 2, 2012
 - Receipt received.
- S1.2.18 ○ Structural Permit to be approved by October 26, 2012.
- S1.2.18 ○ CP to Pick-up.
- Building Permit - submitted June 15, 2012
 - 100% design complete and fully coordinated Architectural, Structural, Mechanical and Electrical drawings and specifications.
 - Follow-up meeting with City of Winnipeg (Sara Ciaflone) set-up for Wednesday, June 20, 2012.
 - Drawings re-submitted for Building Permit on July 24, 2012.
- S1.2.18 ○ Email confirmation received from City of Winnipeg (Sara Ciaflone) stating acceptance in principal with Morrison Hershfield Code Report.
- S1.2.26 • Meeting request received from City of Winnipeg (Sara Ciaflone) to review architectural comments. Set for Wednesday, February 21, 2013 at 3pm.
- S1.2.29 • Meeting schedules with Judy Redmond and Sara Ciaflone on Wednesday, April 3, 2013.
- S1.2.37 • Sign off received for architectural, structural, mechanical and electrical.
- S1.2.37 • Awaiting sign-off from UDAC for issuance of full permit.
- S1.2.38 • **City of Winnipeg advised that full building permit has been issued (confirmed by Sara Ciaflone on August 8, 2013).**

Action: Closed



Winnipeg Police Headquarters Owner's Meeting No. 39



Date of Meeting: August 27, 2013

Meeting Location: Caspian Boardroom, 5th Floor, 266 Graham

Name	Initials	Company	Initials	Present	Copied
Peter Chang	PC	Adjeleian Allen Rubeli Ltd.	AAR	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Patrick Dubuc	PD	GRC Architects	GRC	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Peter Rankin	PR	GRC Architects	GRC	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Ossama AbouZeid	OA	Dunmore Corporation	DC	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Randy Benoit	RB	Winnipeg Police Service	WPS	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Henry Hagenars	HH	Winnipeg Police Service	WPS	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Ari Berdesis	AB	Winnipeg Police Service	WPS	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Denis Dane	DD	Winnipeg Police Service	WPS	<input type="checkbox"/>	<input checked="" type="checkbox"/>
George Labossiere	GL	Winnipeg Police Service	WPS	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Armik Babakhanians	ABa	Caspian Projects	CP	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Shaun Babakhanians	SB	Caspian Projects	CP	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Peter Giannuzzi	PG	Caspian Projects	CP	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Pam Anderson	PA	Caspian Projects	CP	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Andrew Edge	AE	Caspian Projects	CP	<input type="checkbox"/>	<input checked="" type="checkbox"/>
John Guenther	JG	Nova3	N3	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Vic Thielman	VT	Nova3	N3	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Tony Mitousis	TM	Nova3	N3	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Dan Wolfrom	DW	Wolfrom Engineering	WE	<input type="checkbox"/>	<input checked="" type="checkbox"/>

Meeting Minutes

14.2 WYPER ROAD LANDSCAPING

- Drawings call for trees and shrubs which have yet to be installed. CP noted that this work may represent a "Value Engineering" amount; to be discussed with OA.
- CP to issue quote.

- GRC /AAR to review with OA.
- 14.2.16 • CP to provide cost breakdown for AAR review/recommendations.
- 14.2.18/19 • WPS requested trees to remain. (planting/decision delayed to spring 2012)
- 14.2.18 • SOD required for shot gun range.
- 14.2.18 • OA looking for ± \$20,000.00 savings.
- 14.2.18 • \$255,000.00 budget.
- 14.2.18 • AMEC preliminary report (April 20, 2012) received from CP.
- 14.2.18 • Final AMEC report and recommendations required.
- 14.2.19 • OA authorized CP to proceed with Jeo-Gute, subject to AMEC report.
- 14.2.19 • Hydro seeding to proceed once weather cooperates.
- 14.2.20 • Hydro seeding for berms completed.
- 14.2.20 • Jeo-Gute to be installed in spring.
- 14.2.21 • Final AMEC report still required.
- 14.2.22 • CP assures WPS that work is under warranty; report will be forwarded in the new year.
- 14.2.32 • CP to issue AMEC Report.
- 14.2.32 • OA is requesting report that berms have not setting in terms of height. Provide elevation survey shots (levels) of present conditions to ensure compliance
- 14.2.34 • Survey being done today (June 11, 2013).
- 14.2.35 • Survey completed; numbers show elevations are as designed or higher.
- 14.2.35 • CP to forward report to AAR/WPS.
- 14.2.36 • Awaiting final survey from PP&D before we provide final review and assessment.
- 14.2.36 • Apparent erosion of banks/berms; pictures taken by WPS. To be forwarded to CP for review and comment.
- 14.2.37 • PP&D are reviewing and will forward to CP.
- 14.2.37 • AAR/GRC received PP&D report on July 23, 2013.

Action: Closed

20.6 PUMP STATION - WYPER

- 20.6.22 • CP has stated that no special requirements to prevent freeze-up.
- 20.6.20/22 • CP to contact Genivar to confirm.
- 20.6.24 • CP to confirm that pump is not frozen.
- 20.6.26 • CP to confirm with Bayview and McCaine in spring.
- 20.6.28 • Being reviewed today (March 19, 2013). CP to provide feedback.
- 20.6.31 • Flooding of range.
- 20.6.31 • CP claims that it is a maintenance issue. Valves need to be manually opened/shut.
- 20.6.31 • CP to provide memo for maintenance and why there is flooding.
- 20.6.32 • Water is still rising when the 4 gas pumps are shut off and the lift station is not able to keep the water level down, even with the gate valve closed. CP to verify site condition with Genivar and investigate source of water infiltration.
- 20.6.32 • Borrow pit is still full of water.
- 20.6.32 • Add flow meter to lift station pump to see how much water is actually being pumped by the lift station.
- 20.6.33 • AB stated that the City of Winnipeg still has issues of water flowing back to site (pond is full).
- 20.6.33 • CP disagrees and stated it's not a construction issue.
- 20.6.33 • PP&D to provide a report for CP/WPS to review.
- 20.6.34 • Draft report received from PP&D (Glen Snider) on June 11, 2013 and forwarded to OA for action.
- 20.6.35 • CP received formal letter from PP&D.

- 20.6.35 • AAR/GRC to follow up with Genivar.
- 20.6.35 • Genivar to comment on culvert installation by CP between borrow pit and catch pit.
- 20.6.36 • GRC/AAR have been in contact with Genivar to confirm design and scope.
- 20.6.36 • Genivar to review regional municipality of MacDonald the drainage/water management plan for the site.
- 20.6.37 • Awaiting response from Genivar.
- 20.6.37 • Drainage ditch/berm around borrow pit proposed.
- 20.6.37 • OA claims this should be CP's cost as CP changed the design. To be reviewed offline.
- 20.6.37 • GRC to issue CCN, once solution is received from Genivar.
- 20.6.38 • Report issued directly to CP by Genivar July 26, 2013.
- 20.6.38 • CP to coordinate work with WPS schedule.
- 20.6.38 • RB to provide schedule.
- 20.6.39 • **Work on berms/ditch to be done in late September/October to accommodate WPS training schedule.**

Action: RB / CP

20.7 LIGHT POLE TOLERANCES - WYPER

- Certification required from CP (McCaine).
- 20.7.21 • Under warranty.
- 20.7.22 • CP to review (in GRC deficiency report).
- 20.7.23 • Contractor has proposed use of collar dampers.
- 20.7.24 • To be installed Monday, January 28, 2013. PG to coordinate with AB.
- 20.7.25 • Currently being installed. CP to post on SharePoint once complete.
- 20.7.26 • Collar dampers have been installed.
- 20.7.28 • Light pole standard failed.
- 20.7.28 • CP reinstalling poles (same type).
- 20.7.28 • CP requesting 5 year warranty.
- 20.7.28 • CP to provide certification letter for AAR to review.
- 20.7.28 • WPS requests a regular review/inspection and certification for conditional acceptance by WPS.
- 20.7.29 • Light poles will all be replaced with higher gauge poles.
- 20.7.29 • Dampers will be installed.
- 20.7.30 • To be installed this week.
- 20.7.31 • McCaine has offered 2 year warranty from date of replacement.
- 20.7.32 • CP not happy with present condition. Light standards appear to still be moving 2' in each direction from vertical. This issue is still open and will be monitored.
- 20.7.35 • Nova3 to provide letter (stamped and sealed) stating concerns of light poles. (Issued June 26, 2013).
- 20.7.35 • WPS to review/approve request from McCaine (light pole supplier) to mount a video/monitor camera to assess movement.
- 20.7.35/36 • CP is in agreement with WPS safety concerns and is taking measures (through legal process if necessary) to address the matter.
- 20.7.36 • Video camera has been installed; to be downloaded and reviewed by McCaine.
- 20.7.37 • McCaine to review video with WPS before releasing to light pole supplier/manufacture.
- 20.7.37 • Cameras to remain in place as the site has not experienced high south winds.
- 20.7.39 • **Initial attempt failed to capture any movement.**
- 20.7.39 • **McCaine has reinstalled new cameras.**

Action: CP

6.4

POLICE SIGNAGE

- Winnipeg Police HQ sign on pedestals and/or on building face.
 - John Sellers (hired by City of Winnipeg through CP) presented options. Will be revisited.
 - CP to provide proposals from John Sellers to AAR/OA/RB.
 - GRC issued proposal to RB for their review.
 - If mounted on curtain wall, CP requires input ASAP.
 - UDAQ approval may be required.
 - Decision urgently required as east elevations are under construction.
 - RB to advise.
 - Met with UDAC (Lee Caldwell) June 18, 2012.
 - Pillar signage preferred, opposed by Lee Caldwell.
 - GRC to prepare presentation of pillars (reduced size).
 - GRC presented pillar signage to RB.
 - RB presented to City.
 - Exterior signage on building not an option.
 - CP to proceed with buildings cladding with no signage.
 - RB provided design to UDAC.
 - UDAC approved 14'-0" high signage as presented by GRC.
 - Way finding signs to be English, Braille included.
 - GRC to prepare sign design package.
 - GRC is working on this package, item carried.
 - CP to review and price electrical requirement. To be reviewed under cash allowance.
- 6.4.16 • GRC will have plans/scheme for WPS review by Friday.
- 6.4.16 • CP to confirm that rough-ins and feeds are included in electrical price.
- 6.4.17 • GRC issued October 4, 2012.
- 6.4.17 • WPS to review internally.
- 6.4.17 • GRC needs comments back by October 16, 2012 at the latest.
- 6.4.17 • AAR to apply for permits week of October 22, 2012.
- 6.4.18 • Permit application made on October 22, 2012 for encroachment and UDAC.
- 6.4.19 • GRC provided supplementary info week of October 29, 2012.
- 6.4.21 • CCN required for electrical/structural.
- 6.4.22 • Design required from Nova3/GRC.
- 6.4.23 • GRC to coordinate with Nova3 and Wolfrom.
- 6.4.25 • Signage package ready to go. GRC received preferred fonts from WPS February 4, 2013.
- 6.4.25 • GRC to issue SI for CP to price.
- 6.4.25 • FFE item.
- 6.4.26 • SI to be issued this week.
- 6.4.27 • CP to provide list of sign contractors.
- 6.4.29 • GRC submitted CCN #20; AAR to process (issued April 2, 2013).
- 6.4.31 • CP to prepare quote with back-up.
- 6.4.32 • CP is currently soliciting prices (at least 3 maybe even 4).
- 6.4.32 • Prices to be available in 2 weeks.
- 6.4.33 • Tender to close June 6, 2013.
- 6.4.34 • Tenders received but incomplete.
- 6.4.34 • CP to price foundations.
- 6.4.35 • CP claims electrical design is incomplete. AAR to review with Nova3.
- 6.4.36/37 • Sign priced at ± \$95,000.00.
- 6.4.36/37 • Electrical at ± \$75,000.00.

- 6.4.36 • GRC to review with Nova3.
- 6.4.37 • Nova3 states light poles belong to Manitoba Hydro; connecting to them for signage power may require special permission; CP reviewing with Manitoba Hydro.
- 6.4.37 • Cost of road cuts and base not included.
- 6.4.37 • Nova3 to review and issue.
- 6.4.37/38 • CP to provide cost to include structural costs.
- 6.4.38 • CP to coordinate electrical with Manitoba Hydro
- 6.4.38 • GRC to provide options for base detail.
- 6.4.39 • **Power to be provided through light poles under agreement with Manitoba Hydro.**
- 6.4.39 • **GRC to revise and reissue CCN.**

Action: CP / GRC

15.5 GENSET LOAD BANK

- WPS to review with OA on “additional cost” load bank (Not part of POR).
- 15.5.17 • McCaine quoted cost of ± \$180,000.00.
- 15.5.18 • Vic Thielman to review with CP.
- 15.5.19/22 • Nova3 to provide report. (Report issued)
- 15.5.22 • CP to provide cost of load bank and gensets for OA to review.
- 15.5.23 • CP advised that new gensets have been designed for load bank.
- 15.5.23 • If load bank is not provided, cost required for rewiring of gensets.
- 15.5.23 • CP to provide costs.
- 15.5.26 • CP to provide full cost of gensets.
- 15.5.26 • Separate line for cost of load bank.
- 15.5.29 • OA has cost estimate; under review.
- 15.5.31 • AAR to prepare CCN.
- 15.5.32 • CCN #024 was issued May 14, 2013; CP to provide quote.
- 15.5.39 • **OA requires back-up from Nova3 highlighting reasons for cost.**
- 15.5.39 • **WPS (AB) to forward option analysis from AECOM.**

Action: CP / Nova3 / WPS

20.4 BULLETPROOF GLASS – 5TH FLOOR

- GRC working on details/options with WPS.
- Bulletproof type 4 glazing required.
- 20.4.22 • GRC provided design to CP for review and pricing.
- 20.4.26 • Glass is level 4 glass.
- 20.4.26 • Thickness of frames is thicker than “normal”.
- 20.4.26 • OA requires price to present entire package to WPS for review and approval.
- 20.4.27 • CP to forward to AAR/GRC.
- 20.4.27 • AAR to provide review and recommendation to OA.
- 20.4.28 • GRC has info from CP.
- 20.4.28 • GRC to provide recommendation.
- 20.4.29 • WPS has reviewed and accepted design.
- 20.4.29 • CCN is being prepared and will be issued this week.
- 20.4.30 • CCN #021 has been issued.
- 20.4.30 • CP proceeding with design.
- 20.4.30 • OA to review costs.
- 20.4.31/32 • CP to provide quote with back-up.

Action: OA / CP

23.2

MILL WORK

- AB reviewing mill work.
- CP requested finalized mill work ASAP
- 23.2.24 • SI 089 3rd and 4th Floor Millwork issued January 21, 2013.
- 23.2.25 • WPS reviewing levels P2 to L2 and lobby.
- 23.2.26 • WPS to provide final comments today.
- 23.2.26 • Final Package (including lobby) to be issued March 1, 2013 assuming sign-off received by February 22, 2013.
- 23.2.26 • OA requires summary of additional costs (rough order of magnitude).
- 23.2.27 • Only lobby is outstanding (See Item 22.6).
- 23.2.28 • GRC implementing May 12, 2013 POR list with WPS input.
- 23.2.28 • Considered to be “final” comments.
- 23.2.29 • All millwork issues are on 100% set.
- 23.2.30 • GRC to do final review with furniture drawings to ensure all furniture/millwork is captured.
- 23.2.32 • Must be completed by next week.
- 23.2.32 • Add melamine to casework for concealed surfaces. Plastic laminate must be maintained on all exposed surfaces; GRC to issue SI.
- 23.2.33 • GRC has reviewed and tabulated a spreadsheet of POR discrepancies and what was tendered.
- 23.2.34 • GRC meeting with WPS to confirm.
- 23.2.35 • Meeting held June 25, 2013 (to be finished June 27, 2013).
- 23.2.35 • ± 5 units missed.
- 23.2.35 • BC numbers missing, GRC states POR does not reflect some rooms (not shown on plans/do not exist).
- 23.2.35 • GRC expressed concerns that millwork summary includes all of what is noted in the POR, but is not associated with any rooms on the 100% architectural plans.
- 23.2.35 • If millwork is “missing”, OA asked if it can be part of the furniture package or it will be issued as is.
- 23.2.36/38 • GRC to issue SI (5-10 pieces of millwork to be added or revised). (CCN #040 issued August 5, 2013).

Action: GRC

24.2

MOTORIZED BLINDS

- OA contends that all required access for cleaning/maintenance should be part of infrastructure costs.
- OA needs cost breakdown from CP for blinds and infrastructure costs.
- 24.2.27 • CP to forward to AAR/GRC for review and recommendation.
- 24.2.30 • RB requesting “non-transparent” blinds.
- 24.2.30 • Colour; solid with “black out effect” to match glazing.
- 24.2.31/32 • CP to provide colour samples for GRC/WPS review. Colour was reviewed and found to be acceptable
- 24.2.31/32 • CCN required for catwalk. (CCN #25 issued May 14, 2013)

Action: CP

24.3

4TH FLOOR MEZZANINE GLAZING

- Pricing required from CP.
- CO to be issued.
- 24.3.25 • Pricing expected for end of March 2013.

- 24.3.30 • \$185K sprinklers.
- 24.3.30 • \$75K± glazing.
- 24.3.32 • Formalize paperwork (CCN & CO).

Action: CP

24.5 RAISED FLOORING

- Deletion of raised flooring at level 3 to be reviewed.
- RB requires pricing from CP.
- Headroom issue needs to be resolved.
- 24.5.25 • North portion deleted as agreed with WPS.
- 24.5.25 • SI 097 HQ - Level 3 - Deletion of Raised Access Flooring issued January 24, 2013.
- 24.5.25 • Price breakdown required from CP to review.
- 24.5.26 • Raised flooring in on budget (\$1.2M).
- 24.5.27 • CCN #16 was issued February 25, 2013; waiting for pricing.
- 24.5.30 • CP informed that savings is negligible due to additional floor infill of concrete.
- 24.5.32 • CP to provide breakdown of cost.

Action: CP

24.6 STAIR # 5 AT LEVEL 5

- GRC to provide revised stair layout.
- CP to present cost savings for OA to review.
- 24.6.31 • GRC to issue CCN.
- 24.6.32 • CP to provide breakdown of cost.

Action: CP

25.3 FFE DRAWINGS

- OA requires breakdown of responsibility of FFE work between GRC and CJB.
- Project plan required for FFE.
- AAR/GRC met with CBJ Tuesday, February 5, 2013 to review project plan.
- 25.3.26 • OA received work breakdown from GRC.
- 25.3.26 • Nova3 to have final electrical by March 1, 2013.
- 25.3.28 • CJB/GRC preparing tender package.
- 25.3.29 • Tender set ready for April 8, 2013; closing end of April.
- 25.3.29 • CP to tender, CJB/GRC to review tender price and provide recommendations.
- 25.3.30 • Tender package prepared (April 8, 2013).
- 25.3.30 • OA signed off on April 15, 2013 and tender to proceed with CP.
- 25.3.31 • Tender package went out April 15, 2013.
- 25.3.31 • Tenders closing May 3, 2013.
- 25.3.32 • Art Met3 to provide price for system furniture by May 17, 2013. CP is meeting with supplier this afternoon to try to beat the prices down and will advise OA and WPS.
- 25.3.32 • Sample chairs were requested.
- 25.3.33 • Sample chairs to be delivered within next 2 weeks.
- 25.3.34 • WPS (AB) is reviewing; still waiting for remainder of samples.
- 25.3.34 • All samples to be returned within 2 weeks from delivery of all samples.
- 25.3.34 • AB to coordinate with CP (Pam Anderson).
- 25.3.35 • All samples are on site (global samples received June 24, 2013).
- 25.3.35 • All samples to be returned July 5, 2013.
- 25.3.36 • Selection to be made by next week with CJB.

- 25.3.36 • CP advised that price is only valid for 30 days (may extend to 40 days).
- 25.3.37 • WPS to review budget with OA before deciding on chairs.
- 25.3.39 • **CP needs a decision on modular furniture.**
- 25.3.39 • **OA assures decision will be made today (August 27, 2013).**

Action: WPS

26.3 CENTRAL VAC IN SERVER ROOM/COMMUNICATIONS CENTRE

- Not in POR.
- Required to minimize noise.
- Commercial grade vacuum required.
- GRC to issue CCN.
- 26.3.27 • CCN #15 issued February 26, 2013.
- 26.3.28 • Rough-in has been installed.
- 26.3.29 • Awaiting CP pricing to issue CO.

Action: CP

27.9 OVERHEAD DOORS

- CP to review with GRC.
- Existing exterior overhead doors to remain?
- CP requested max vehicle size accessing level P1.
- 27.9.28 • GRC to review with WPS.
- 27.9.29 • CP provided sample and cut sheet of rapid rise door.
- 27.9.29 • GRC to review with WPS and issue SI/CCN as required.
- 27.9.29 • 25 to 35K difference between sectional and rapid rise doors.
- 27.9.29 • 300K estimate for 8 doors (includes structure costs).
- 27.9.30 • GRC issued CCN #022 to OA for review.
- 27.9.30 • OA instructed AAR to issue as CCN.
- 27.9.30 • Exterior doors to be black.
- 27.9.30 • Interior doors to be clear anodized.
- 27.9.31 • Awaiting final pricing from CP.
- 27.9.31 • Vision glass not required, only “peep hole” required.
- 27.9.31 • GRC to revise CCN #022 to suit.
- 27.9.32 • Revised CCN #022 R-1 was issued May 14, 2013; CP to price and submit quote.

Action: CP

27.10 LEVEL P1 - SLAB

- SI issued for leveling of floor.
- CP requested a CCN for this work.
- CP to review with GRC.
- 27.10.29 • CCN #19 issued March 28, 2013.
- 27.10.29 • Waiting for CP to price for AAR/GRC to review.
- 27.10.30 • CP submitted cost/budget to OA.
- 27.10.30 • OA to review with CP.
- 27.10.32 • CP to price.

Action: OA / CP

29.1 **CPU CONTROL SYSTEM**

- Nova3 to meet with SWS to review and work out system.
- WPS has advised Nova3 of required controls.
- 29.1.30 • Meeting was held.
- 29.1.30 • SI to be issued clarifying WPS requested zones of operation for control panel.
- 29.1.31 • CP to provide copy of “original” quote from McCaine (October 2012).
- 29.1.32 • CP to provide McCaine’s cost breakdown.
- 29.1.36 • Being reviewed by Nova3.
- 29.1.39 • **CP to reissue pricing with touchscreen/digital panel.**

Action: CP

30.1 **911 CALL CENTRE**

- Carpet to be changed to anti-static plastic laminate flooring.
- GRC issued CCN #23.
- CP to provide quote of \$34,000.00.
- OA instructed to proceed.
- AAR to issue CO.
- 30.1.31 • Awaiting price quote with back-up.
- 30.1.32 • CP to submit quote.

Action: CP

30.3 **P2 PARKING LEVEL**

- Ceiling to be painted.
- WPS requested that lines for parking be reviewed with users.
- 30.3.34 • CP requested final layout/direction from WPS by October 2013.

Action: RB

30.5 **LOCKER TENDER**

- GRC is preparing locker tender.
- To be issued to CP this week.
- Shelving under review.
- 30.5.31 • Locker package issued to CP on April 26, 2013.
- 30.5.32 • Tender extended by one week to May 29, 2013.
- 30.5.33 • WPS to review and provide direction on quality and quantity.
- 30.5.34 • OA advised tenders were all over budget.
- 30.5.34 • Tenders will be disregarded.
- 30.5.34 • OA to review with WPS and advise on direction (probably going direct with supplier).
- 30.5.35 • OA reviewing internally for next month.
- 30.5.39 • **Carried; as requested by OA.**

Action: OA

31.2 **EXISTING ROOF**

- CP assumed that existing roof was EPDM.
- Unforeseen that EPDM was laid over an existing inverted roof system.
- OA to review additional cost of removal of “additional” roofing.
- CP to present cost for OA to review.
- 31.2.32 • GRC to verify that this “additional” roofing was not indicated on 30% document.

31.2.33/35 • GRC to issue CCN. (CCN #028 was issued June 12, 2013)

31.2.36 • CP to price.

Action: CP

33.1 **WYPER ROAD ROOF SHINGLES**

- Shingles have lifted and are missing.
- CP to review.

33.1.35 • CP to review and response to more shingles being blown off.

33.1.36 • IKO is reviewing quality of shingles.

33.1.36 • Transcona on call to make temporary repairs.

33.1.36 • Appears whole roof will be re-shingled.

33.1.37 • CP confirms whole roof to be re-shingled.

33.1.37 • CP will advise WPS of start date.

33.1.39 • **Re-roofed as agreed with CP and roofing contractor.**

Action: Closed

33.2 **UNDER VEHICLE SURVEILLANCE**

- Nova3 to review with Mark Remillard.
- Pricing required from CP by mid-June.

33.2.39 • **Price received, work deferred by WPS.**

Action: Closed

34.1 **MUSEUM ACCESS DOORS**

- Vehicle is 4000lbs and must be “mobile”.
- Door sized to be 4’6” x 7’6” to fit below existing horizontal mullion.

34.1.36 • GRC to issue a CCN. (CCN #33 issued July 1, 2013)

34.1.36 • CP to price.

Action: CP

34.4 **FF&E (MISC)**

- Fridges, stoves and microwaves.
- OA required competitive prices.
- GRC to meet with WPS (AB) and CJB.
- Need to streamline tender process.

34.4.35 • GRC has met with CJB and packages are being prepared.

Action: GRC / WPS

35.1 **UPS COOLING**

- WPS requires redundant cooling for UPS room.
- CP has priced (\$39,000.00 max).
- CP has ordered unit.

35.1.36 • GRC to issue CCN. (CCN #031 issued June 29, 2013)

35.1.36 • CP to provide price.

Action: CP

35.2 911 CALL CENTRE – MODULAR FURNITURE

- Quote of \$166,000.00 received (XYBIX).
- Part of FFE package.
- OA to review with WPS and provide direction.
- 35.2.36 • Power and IT requirements required urgently.
- 35.2.37 • Price/specs received from Denis Dane.
- 35.2.37/38 • GRC to issue CCN. (CCN #038 issued July 28, 2013).
- **OA to discuss with RB; decision to be made today (August 27, 2013).**

Action: OA / RB

36.2 SITE PLAN

- Meeting requested by UDAC to review specifically the south side.
- GRC to contact Lee Caldwell to arrange meeting.
- 36.2.37 • Meeting today (July 23, 2013).
- 36.2.38 • UDAC requested landscape plan and UDAC will provide conditional sign-off on permit.
- 36.2.38 • McGowan-Russell submitted proposal for south landscape; accepted by OA.
- 36.2.39 • **CCN #041 issued August 22, 2013 (2 options).**
- 36.2.39 • **CP to price.**

Action: CP

36.3 EXISTING CHILLER ROOM FREON DETECTION

- Nova3 is issuing SI N3M-023 to bring Freon detection and ventilation back to be compliant with Ministry of Labour standards.
- Existing system was going to be shut down for not being compliant.
- Should be a tower cost.
- OA/RB to review and advise.
- 36.3.37 • Nova3 to provide summary of how “new” services are tied into the existing boilers and chillers and how they are monitored/tied into City Maintenance.
- 36.3.38 • 3 existing chillers need to be recertified by Department of Labour (DOL).
- 36.3.38 • Existing chillers need to be upgraded to be recertified.
- 36.3.38 • Additional cost to be cover by tower?
- 36.3.38/39 • OA/RB to review **and contact SNC.**

Action: OA / RB

37.1 HIGH DENSITY SHELVING

- Tenders received.
- OA requested a meeting with low bidder (Tab).
- CP to arrange; OA to decide on WPS attendees.
- 37.1.39 • **OA provided with prices.**
- 37.1.39 • **OA to review with RB (non-critical for construction).**

Action: OA / RB

37.2 RAISED FLOORING

- WPS expressed concerns with “squeaking”.
- CP assures it’s not an installation issue and will resolve itself.
- CP to review.

Action: Closed

37.4 **SECURED ROOMS IN CPU**

- 24 holding rooms.
 - 2 breathalyzers.
 - 2 washrooms.
 - 24 interview rooms.
 - 8 consult rooms.
 - 1 lawyer interview room.
- 37.4.38 • CCN required; GRC to issue. (CCN #037 issued July 28, 2013)
- 37.4.39 • **CCN #037 to be revised to 20mm plywood with expanded “diamond” mesh.**

Action: GRC

37.5 **GMP CONCERNS**

- OA has reiterated again the importance of finalizing the GMP.
- CP to finalize millwork price. Any additional changes to millwork issued April 1, 2013 (estimate to be 5-10 pieces) will be handled as an additional post GMP CCN.
- OA urgently requires finalized quotes with full back-up for all outstanding CCNs, as noted in the meeting minutes. This is required to finalize the GMP.
- OA informed CP that the longer it takes for finalizing the GMP, the greater the risk to CP.

Action: CP

38.1 **MUSEUM ADDITION**

- 30% showed footprint only, no indication of height.
- Going full height to 4/5 existing soffit will create code issues.
- WPS approves going with lower “roof”. Maintain maximum height.
- **Full height to underside of 2nd.**

Action: Closed

38.2 **EXISTING PIPING IN TOWER P2 FLOOR (ROOMS P2026, P2022)**

- Exposed pipes are not insulated (chilled water to tower).
- Leave as is.

Action: Closed

38.4 **WYPER SI FOR HEATING (AAR SI #217 ISSUED JULY 31, 2013)**

- CP to proceed with work.
- CP to price and advise OA of work.

Action: CP

38.5 **REPLACEMENT OF SIDEWALK**

- CP has pre-construction pictures of sidewalk.
- In poor shape.
- CP proposes black concrete, 2'-0" upstand curb.
- City of Winnipeg will be replacing sidewalk.
- WPS to review curb detail.

- 38.5.39 • **Public Works reviewed with WPS to incorporate WPS security measures.**

Action: WPS

38.6 **EXTERIOR EXISTING AIR SHAFTS**

- Fencing is preferred, but existing siamese-connection on east side needs to be removed.
- “Goose-neck” option for existing air shaft to be reviewed.
- GRC to review and provide options.

Action: GRC / WPS

39.1 **WYPER ROAD**

- East and west entry doors to be switched September 9, 2013 (tentative).
- AB to confirm with Range Master.

Action: AB

39.2 **WYPER ROAD**

- Yearend warranty review to be coordinated with GRC/WPS/CP.
- Berm report still outstanding.

Action: CP / WPS

39.3 **FLAG POLES**

- CP recommends free standing poles.
- WPS to advise on number, height and preferred location (south side?).
- GRC to issued CCN.

Action: WPS / GRC

39.4 **VEHICLE LIFTS & SPEEDO MACHINES**

- Specs issued to CP.
- 6 new lifts, 1 new bus lift, 2 relocated lifts.
- Compressed air and electrical required.
- FFE item.
- CP to price and advise OA.

Action: CP

39.5 **AAR/GRC CONSULTANT CONTRACT**

- Service termination is December 31, 2013.
- OA requested a proposal for extended scope of services; PC to attend monthly, PD to attend bi-weekly.
- AAR to provide proposal to OA.

Action: AAR

39.6 **TURNAROUND TIME FOR RFIs**

- CP requested 2 day (max) turnaround time for RFIs.

Action: Info

NEXT MEETING

- Next meeting will be on **Tuesday, September 10, 2013** from **9am to 10:30pm**.
- **All meetings will be from 9am to 10:30am**
 - **Tuesday, September 24, 2013**
 - **Tuesday, October 8, 2013**
 - **Tuesday, October 29, 2013**
- Owner's Meeting to be held bi-weekly until further notice.

Action: All / AAR

Supplemental

S1.2 **BUILDING PERMIT STATUS**

- Structural Permit - May 2, 2012
 - Receipt received.
- S1.2.18 ○ Structural Permit to be approved by October 26, 2012.
- S1.2.18 ○ CP to Pick-up.
- Building Permit - submitted June 15, 2012
 - 100% design complete and fully coordinated Architectural, Structural, Mechanical and Electrical drawings and specifications.
 - Follow-up meeting with City of Winnipeg (Sara Ciaflone) set-up for Wednesday, June 20, 2012.
 - Drawings re-submitted for Building Permit on July 24, 2012.
- S1.2.18 ○ Email confirmation received from City of Winnipeg (Sara Ciaflone) stating acceptance in principal with Morrison Hershfield Code Report.
- S1.2.26 • Meeting request received from City of Winnipeg (Sara Ciaflone) to review architectural comments. Set for Wednesday, February 21, 2013 at 3pm.
- S1.2.29 • Meeting schedules with Judy Redmond and Sara Ciaflone on Wednesday, April 3, 2013.
- S1.2.37 • Sign off received for architectural, structural, mechanical and electrical.
- S1.2.37 • Awaiting sign-off from UDAC for issuance of full permit.
- S1.2.38 • **City of Winnipeg advised that full building permit has been issued (confirmed by Sara Ciaflone on August 8, 2013).**

Action: Info



Winnipeg Police Headquarters Owner's Meeting No. 40



Date of Meeting: September 10, 2013

Meeting Location: Caspian Boardroom, 5th Floor, 266 Graham

Name	Initials	Company	Initials	Present	Copied
Peter Chang	PC	Adjeleian Allen Rubeli Ltd.	AAR	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Patrick Dubuc	PD	GRC Architects	GRC	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Peter Rankin	PR	GRC Architects	GRC	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Ossama AbouZeid	OA	Dunmore Corporation	DC	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Randy Benoit	RB	Winnipeg Police Service	WPS	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Henry Hagenars	HH	Winnipeg Police Service	WPS	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Ari Berdesis	AB	Winnipeg Police Service	WPS	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Denis Dane	DD	Winnipeg Police Service	WPS	<input type="checkbox"/>	<input checked="" type="checkbox"/>
George Labossiere	GL	Winnipeg Police Service	WPS	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Armik Babakhanians	ABa	Caspian Projects	CP	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Shaun Babakhanians	SB	Caspian Projects	CP	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Peter Giannuzzi	PG	Caspian Projects	CP	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Pam Anderson	PA	Caspian Projects	CP	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Andrew Edge	AE	Caspian Projects	CP	<input type="checkbox"/>	<input checked="" type="checkbox"/>
John Guenther	JG	Nova3	N3	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Vic Thielman	VT	Nova3	N3	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Tony Mitousis	TM	Nova3	N3	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Dan Wolfrom	DW	Wolfrom Engineering	WE	<input type="checkbox"/>	<input checked="" type="checkbox"/>

Meeting Minutes

20.6 PUMP STATION - WYPER

- 20.6.22 • CP has stated that no special requirements to prevent freeze-up.
- 20.6.20/22 • CP to contact Genivar to confirm.
- 20.6.24 • CP to confirm that pump is not frozen.
- 20.6.26 • CP to confirm with Bayview and McCaine in spring.

- 20.6.28 • Being reviewed today (March 19, 2013). CP to provide feedback.
- 20.6.31 • Flooding of range.
- 20.6.31 • CP claims that it is a maintenance issue. Valves need to be manually opened/shut.
- 20.6.31 • CP to provide memo for maintenance and why there is flooding.
- 20.6.32 • Water is still rising when the 4 gas pumps are shut off and the lift station is not able to keep the water level down, even with the gate valve closed. CP to verify site condition with Genivar and investigate source of water infiltration.
- 20.6.32 • Borrow pit is still full of water.
- 20.6.32 • Add flow meter to lift station pump to see how much water is actually being pumped by the lift station.
- 20.6.33 • AB stated that the City of Winnipeg still has issues of water flowing back to site (pond is full).
- 20.6.33 • CP disagrees and stated it's not a construction issue.
- 20.6.33 • PP&D to provide a report for CP/WPS to review.
- 20.6.34 • Draft report received from PP&D (Glen Snider) on June 11, 2013 and forwarded to OA for action.
- 20.6.35 • CP received formal letter from PP&D.
- 20.6.35 • AAR/GRC to follow up with Genivar.
- 20.6.35 • Genivar to comment on culvert installation by CP between borrow pit and catch pit.
- 20.6.36 • GRC/AAR have been in contact with Genivar to confirm design and scope.
- 20.6.36 • Genivar to review regional municipality of MacDonald the drainage/water management plan for the site.
- 20.6.37 • Awaiting response from Genivar.
- 20.6.37 • Drainage ditch/berm around borrow pit proposed.
- 20.6.37 • OA claims this should be CP's cost as CP changed the design. To be reviewed offline.
- 20.6.37 • GRC to issue CCN, once solution is received from Genivar.
- 20.6.38 • Report issued directly to CP by Genivar July 26, 2013.
- 20.6.38 • CP to coordinate work with WPS schedule.
- 20.6.38 • RB to provide schedule.
- 20.6.39 • Work on berms/ditch to be done in late September/October to accommodate WPS training schedule.
- 20.6.40 • **Work started yesterday; CP hopes to have it done by October 13, 2013.**

Action: RB / CP

20.7 LIGHT POLE TOLERANCES - WYPER

- Certification required from CP (McCaine).
- 20.7.21 • Under warranty.
- 20.7.22 • CP to review (in GRC deficiency report).
- 20.7.23 • Contractor has proposed use of collar dampers.
- 20.7.24 • To be installed Monday, January 28, 2013. PG to coordinate with AB.
- 20.7.25 • Currently being installed. CP to post on SharePoint once complete.
- 20.7.26 • Collar dampers have been installed.
- 20.7.28 • Light pole standard failed.
- 20.7.28 • CP reinstalling poles (same type).
- 20.7.28 • CP requesting 5 year warranty.
- 20.7.28 • CP to provide certification letter for AAR to review.
- 20.7.28 • WPS requests a regular review/inspection and certification for conditional acceptance by WPS.
- 20.7.29 • Light poles will all be replaced with higher gauge poles.
- 20.7.29 • Dampers will be installed.

- 20.7.30 • To be installed this week.
- 20.7.31 • McCain has offered 2 year warranty from date of replacement.
- 20.7.32 • CP not happy with present condition. Light standards appear to still be moving 2' in each direction from vertical. This issue is still open and will be monitored.
- 20.7.35 • Nova3 to provide letter (stamped and sealed) stating concerns of light poles. (Issued June 26, 2013).
- 20.7.35 • WPS to review/approve request from McCain (light pole supplier) to mount a video/monitor camera to assess movement.
- 20.7.35/36 • CP is in agreement with WPS safety concerns and is taking measures (through legal process if necessary) to address the matter.
- 20.7.36 • Video camera has been installed; to be downloaded and reviewed by McCain.
- 20.7.37 • McCain to review video with WPS before releasing to light pole supplier/manufacture.
- 20.7.37 • Cameras to remain in place as the site has not experienced high south winds.
- 20.7.39 • Initial attempt failed to capture any movement.
- 20.7.39 • McCain has reinstalled new cameras.
- 20.7.40 • **No extreme weather yet; cameras to remain.**

Action: CP

6.4

POLICE SIGNAGE

- Winnipeg Police HQ sign on pedestals and/or on building face.
- John Sellers (hired by City of Winnipeg through CP) presented options. Will be revisited.
- CP to provide proposals from John Sellers to AAR/OA/RB.
- GRC issued proposal to RB for their review.
- If mounted on curtain wall, CP requires input ASAP.
- UDAQ approval may be required.
- Decision urgently required as east elevations are under construction.
- RB to advise.
- Met with UDAC (Lee Caldwell) June 18, 2012.
- Pillar signage preferred, opposed by Lee Caldwell.
- GRC to prepare presentation of pillars (reduced size).
- GRC presented pillar signage to RB.
- RB presented to City.
- Exterior signage on building not an option.
- CP to proceed with buildings cladding with no signage.
- RB provided design to UDAC.
- UDAC approved 14'-0" high signage as presented by GRC.
- Way finding signs to be English, Braille included.
- GRC to prepare sign design package.
- GRC is working on this package, item carried.
- CP to review and price electrical requirement. To be reviewed under cash allowance.
- 6.4.16 • GRC will have plans/scheme for WPS review by Friday.
- 6.4.16 • CP to confirm that rough-ins and feeds are included in electrical price.
- 6.4.17 • GRC issued October 4, 2012.
- 6.4.17 • WPS to review internally.
- 6.4.17 • GRC needs comments back by October 16, 2012 at the latest.
- 6.4.17 • AAR to apply for permits week of October 22, 2012.
- 6.4.18 • Permit application made on October 22, 2012 for encroachment and UDAC.

- 6.4.19 • GRC provided supplementary info week of October 29, 2012.
- 6.4.21 • CCN required for electrical/structural.
- 6.4.22 • Design required from Nova3/GRC.
- 6.4.23 • GRC to coordinate with Nova3 and Wolfrom.
- 6.4.25 • Signage package ready to go. GRC received preferred fonts from WPS February 4, 2013.
- 6.4.25 • GRC to issue SI for CP to price.
- 6.4.25 • FFE item.
- 6.4.26 • SI to be issued this week.
- 6.4.27 • CP to provide list of sign contractors.
- 6.4.29 • GRC submitted CCN #20; AAR to process (issued April 2, 2013).
- 6.4.31 • CP to prepare quote with back-up.
- 6.4.32 • CP is currently soliciting prices (at least 3 maybe even 4).
- 6.4.32 • Prices to be available in 2 weeks.
- 6.4.33 • Tender to close June 6, 2013.
- 6.4.34 • Tenders received but incomplete.
- 6.4.34 • CP to price foundations.
- 6.4.35 • CP claims electrical design is incomplete. AAR to review with Nova3.
- 6.4.36/37 • Sign priced at ± \$95,000.00.
- 6.4.36/37 • Electrical at ± \$75,000.00.
- 6.4.36 • GRC to review with Nova3.
- 6.4.37 • Nova3 states light poles belong to Manitoba Hydro; connecting to them for signage power may require special permission; CP reviewing with Manitoba Hydro.
- 6.4.37 • Cost of road cuts and base not included.
- 6.4.37 • Nova3 to review and issue.
- 6.4.37/38 • CP to provide cost to include structural costs.
- 6.4.38 • CP to coordinate electrical with Manitoba Hydro
- 6.4.38 • GRC to provide options for base detail.
- 6.4.39 • Power to be provided through light poles under agreement with Manitoba Hydro.
- 6.4.39 • GRC to revise and reissue CCN.
- 6.4.40 • **GRC to provide revised CCN with plan for location of signage.**
- 6.4.40 • **Application must be files with Manitoba Hydro by City of Winnipeg for direct tie-in. CP to expedite.**

Action: CP / GRC

15.5 GENSET LOAD BANK

- WPS to review with OA on “additional cost” load bank (Not part of POR).
- 15.5.17 • McCaine quoted cost of ± \$180,000.00.
- 15.5.18 • Vic Thielman to review with CP.
- 15.5.19/22 • Nova3 to provide report. (Report issued)
- 15.5.22 • CP to provide cost of load bank and gensets for OA to review.
- 15.5.23 • CP advised that new gensets have been designed for load bank.
- 15.5.23 • If load bank is not provided, cost required for rewiring of gensets.
- 15.5.23 • CP to provide costs.
- 15.5.26 • CP to provide full cost of gensets.
- 15.5.26 • Separate line for cost of load bank.
- 15.5.29 • OA has cost estimate; under review.
- 15.5.31 • AAR to prepare CCN.

- 15.5.32 • CCN #024 was issued May 14, 2013; CP to provide quote.
- 15.5.39 • OA requires back-up from Nova3 highlighting reasons for cost.
- 15.5.39/40 • WPS (AB) to forward option analysis from AECOM. **Done; given to AAR.**

Action: CP / Nova3 / WPS

20.4 **BULLETPROOF GLASS – 5TH FLOOR**

- GRC working on details/options with WPS.
- Bulletproof type 4 glazing required.
- 20.4.22 • GRC provided design to CP for review and pricing.
- 20.4.26 • Glass is level 4 glass.
- 20.4.26 • Thickness of frames is thicker than “normal”.
- 20.4.26 • OA requires price to present entire package to WPS for review and approval.
- 20.4.27 • CP to forward to AAR/GRC.
- 20.4.27 • AAR to provide review and recommendation to OA.
- 20.4.28 • GRC has info from CP.
- 20.4.28 • GRC to provide recommendation.
- 20.4.29 • WPS has reviewed and accepted design.
- 20.4.29 • CCN is being prepared and will be issued this week.
- 20.4.30 • CCN #021 has been issued.
- 20.4.30 • CP proceeding with design.
- 20.4.30 • OA to review costs.
- 20.4.31/32 • CP to provide quote with back-up.

Action: OA / CP

23.2 **MILL WORK**

- AB reviewing mill work.
- CP requested finalized mill work ASAP
- 23.2.24 • SI 089 3rd and 4th Floor Millwork issued January 21, 2013.
- 23.2.25 • WPS reviewing levels P2 to L2 and lobby.
- 23.2.26 • WPS to provide final comments today.
- 23.2.26 • Final Package (including lobby) to be issued March 1, 2013 assuming sign-off received by February 22, 2013.
- 23.2.26 • OA requires summary of additional costs (rough order of magnitude).
- 23.2.27 • Only lobby is outstanding (See Item 22.6).
- 23.2.28 • GRC implementing May 12, 2013 POR list with WPS input.
- 23.2.28 • Considered to be “final” comments.
- 23.2.29 • All millwork issues are on 100% set.
- 23.2.30 • GRC to do final review with furniture drawings to ensure all furniture/millwork is captured.
- 23.2.32 • Must be completed by next week.
- 23.2.32 • Add melamine to casework for concealed surfaces. Plastic laminate must be maintained on all exposed surfaces; GRC to issue SI.
- 23.2.33 • GRC has reviewed and tabulated a spreadsheet of POR discrepancies and what was tendered.
- 23.2.34 • GRC meeting with WPS to confirm.
- 23.2.35 • Meeting held June 25, 2013 (to be finished June 27, 2013).
- 23.2.35 • ± 5 units missed.
- 23.2.35 • BC numbers missing, GRC states POR does not reflect some rooms (not shown on plans/do not exist).

- 23.2.35 • GRC expressed concerns that millwork summary includes all of what is noted in the POR, but is not associated with any rooms on the 100% architectural plans.
- 23.2.35 • If millwork is “missing”, OA asked if it can be part of the furniture package or it will be issued as is.
- 23.2.36/38 • GRC to issue SI (5-10 pieces of millwork to be added or revised). (CCN #040 issued August 5, 2013).

Action: GRC

24.2 **MOTORIZED BLINDS**

- OA contends that all required access for cleaning/maintenance should be part of infrastructure costs.
- OA needs cost breakdown from CP for blinds and infrastructure costs.
- 24.2.27 • CP to forward to AAR/GRC for review and recommendation.
- 24.2.30 • RB requesting “non-transparent” blinds.
- 24.2.30 • Colour; solid with “black out effect” to match glazing.
- 24.2.31/32 • CP to provide colour samples for GRC/WPS review. Colour was reviewed and found to be acceptable
- 24.2.31/32 • CCN required for catwalk. (CCN #25 issued May 14, 2013)

Action: CP

24.3 **4TH FLOOR MEZZANINE GLAZING**

- Pricing required from CP.
- CO to be issued.
- 24.3.25 • Pricing expected for end of March 2013.
- 24.3.30 • \$185K sprinklers.
- 24.3.30 • \$75K± glazing.
- 24.3.32 • Formalize paperwork (CCN & CO).

Action: CP

24.5 **RAISED FLOORING**

- Deletion of raised flooring at level 3 to be reviewed.
- RB requires pricing from CP.
- Headroom issue needs to be resolved.
- 24.5.25 • North portion deleted as agreed with WPS.
- 24.5.25 • SI 097 HQ - Level 3 - Deletion of Raised Access Flooring issued January 24, 2013.
- 24.5.25 • Price breakdown required from CP to review.
- 24.5.26 • Raised flooring in on budget (\$1.2M).
- 24.5.27 • CCN #16 was issued February 25, 2013; waiting for pricing.
- 24.5.30 • CP informed that savings is negligible due to additional floor infill of concrete.
- 24.5.32 • CP to provide breakdown of cost.

Action: CP

24.6 **STAIR # 5 AT LEVEL 5**

- GRC to provide revised stair layout.
- CP to present cost savings for OA to review.
- 24.6.31 • GRC to issue CCN.

- 24.6.32 • CP to provide breakdown of cost.

Action: CP

25.3 **FFE DRAWINGS**

- OA requires breakdown of responsibility of FFE work between GRC and CJB.
- Project plan required for FFE.
- AAR/GRC met with CBJ Tuesday, February 5, 2013 to review project plan.
- 25.3.26 • OA received work breakdown from GRC.
- 25.3.26 • Nova3 to have final electrical by March 1, 2013.
- 25.3.28 • CJB/GRC preparing tender package.
- 25.3.29 • Tender set ready for April 8, 2013; closing end of April.
- 25.3.29 • CP to tender, CJB/GRC to review tender price and provide recommendations.
- 25.3.30 • Tender package prepared (April 8, 2013).
- 25.3.30 • OA signed off on April 15, 2013 and tender to proceed with CP.
- 25.3.31 • Tender package went out April 15, 2013.
- 25.3.31 • Tenders closing May 3, 2013.
- 25.3.32 • Art Met3 to provide price for system furniture by May 17, 2013. CP is meeting with supplier this afternoon to try to beat the prices down and will advise OA and WPS.
- 25.3.32 • Sample chairs were requested.
- 25.3.33 • Sample chairs to be delivered within next 2 weeks.
- 25.3.34 • WPS (AB) is reviewing; still waiting for remainder of samples.
- 25.3.34 • All samples to be returned within 2 weeks from delivery of all samples.
- 25.3.34 • AB to coordinate with CP (Pam Anderson).
- 25.3.35 • All samples are on site (global samples received June 24, 2013).
- 25.3.35 • All samples to be returned July 5, 2013.
- 25.3.36 • Selection to be made by next week with CJB.
- 25.3.36 • CP advised that price is only valid for 30 days (may extend to 40 days).
- 25.3.37 • WPS to review budget with OA before deciding on chairs.
- 25.3.39 • CP needs a decision on modular furniture.
- 25.3.39 • OA assures decision will be made today (August 27, 2013).
- 25.3.40 • **OA gave instructions to proceed.**
- 25.3.40 • **5th floor furniture to arrive early November 2013.**

Action: WPS

26.3 **CENTRAL VAC IN SERVER ROOM/COMMUNICATIONS CENTRE**

- Not in POR.
- Required to minimize noise.
- Commercial grade vacuum required.
- GRC to issue CCN.
- 26.3.27 • CCN #15 issued February 26, 2013.
- 26.3.28 • Rough-in has been installed.
- 26.3.29 • Awaiting CP pricing to issue CO.

Action: CP

27.9 **OVERHEAD DOORS**

- CP to review with GRC.
- Existing exterior overhead doors to remain?
- CP requested max vehicle size accessing level P1.

- 27.9.28 • GRC to review with WPS.
- 27.9.29 • CP provided sample and cut sheet of rapid rise door.
- 27.9.29 • GRC to review with WPS and issue SI/CCN as required.
- 27.9.29 • 25 to 35K difference between sectional and rapid rise doors.
- 27.9.29 • 300K estimate for 8 doors (includes structure costs).
- 27.9.30 • GRC issued CCN #022 to OA for review.
- 27.9.30 • OA instructed AAR to issue as CCN.
- 27.9.30 • Exterior doors to be black.
- 27.9.30 • Interior doors to be clear anodized.
- 27.9.31 • Awaiting final pricing from CP.
- 27.9.31 • Vision glass not required, only “peep hole” required.
- 27.9.31 • GRC to revise CCN #022 to suit.
- 27.9.32 • Revised CCN #022 R-1 was issued May 14, 2013; CP to price and submit quote.

Action: CP

27.10 LEVEL P1 - SLAB

- SI issued for leveling of floor.
- CP requested a CCN for this work.
- CP to review with GRC.
- 27.10.29 • CCN #19 issued March 28, 2013.
- 27.10.29 • Waiting for CP to price for AAR/GRC to review.
- 27.10.30 • CP submitted cost/budget to OA.
- 27.10.30 • OA to review with CP.
- 27.10.32 • CP to price.

Action: OA / CP

29.1 CPU CONTROL SYSTEM

- Nova3 to meet with SWS to review and work out system.
- WPS has advised Nova3 of required controls.
- 29.1.30 • Meeting was held.
- 29.1.30 • SI to be issued clarifying WPS requested zones of operation for control panel.
- 29.1.31 • CP to provide copy of “original” quote from McCaine (October 2012).
- 29.1.32 • CP to provide McCaine’s cost breakdown.
- 29.1.36 • Being reviewed by Nova3.
- 29.1.39 • CP to reissue pricing with touchscreen/digital panel.

Action: CP

30.1 911 CALL CENTRE

- Carpet to be changed to anti-static plastic laminate flooring.
- GRC issued CCN #23.
- CP to provide quote of \$34,000.00.
- OA instructed to proceed.
- AAR to issue CO.
- 30.1.31 • Awaiting price quote with back-up.
- 30.1.32 • CP to submit quote.

Action: CP

30.3 P2 PARKING LEVEL

- Ceiling to be painted.
- WPS requested that lines for parking be reviewed with users.
- 30.3.34 • CP requested final layout/direction from WPS by October 2013.

Action: RB

30.5 LOCKER TENDER

- GRC is preparing locker tender.
- To be issued to CP this week.
- Shelving under review.
- 30.5.31 • Locker package issued to CP on April 26, 2013.
- 30.5.32 • Tender extended by one week to May 29, 2013.
- 30.5.33 • WPS to review and provide direction on quality and quantity.
- 30.5.34 • OA advised tenders were all over budget.
- 30.5.34 • Tenders will be disregarded.
- 30.5.34 • OA to review with WPS and advise on direction (probably going direct with supplier).
- 30.5.35 • OA reviewing internally for next month.
- 30.5.39/40 • **Carried; as requested by OA.**

Action: OA

31.2 EXISTING ROOF

- CP assumed that existing roof was EPDM.
- Unforeseen that EPDM was laid over an existing inverted roof system.
- OA to review additional cost of removal of “additional” roofing.
- CP to present cost for OA to review.
- 31.2.32 • GRC to verify that this “additional” roofing was not indicated on 30% document.
- 31.2.33/35 • GRC to issue CCN. (CCN #028 was issued June 12, 2013)
- 31.2.36 • CP to price.

Action: CP

34.1 MUSEUM ACCESS DOORS

- Vehicle is 4000lbs and must be “mobile”.
- Door sized to be 4’6” x 7’6” to fit below existing horizontal mullion.
- 34.1.36 • GRC to issue a CCN. (CCN #33 issued July 1, 2013)
- 34.1.36 • CP to price.

Action: CP

34.4 FF&E (MISC)

- Fridges, stoves and microwaves.
- OA required competitive prices.
- GRC to meet with WPS (AB) and CJB.
- Need to streamline tender process.
- 34.4.35 • GRC has met with CJB and packages are being prepared.
- 34.4.40 • **GRC to call Charmaine to expedite.**

Action: GRC / WPS

35.1 UPS COOLING

- WPS requires redundant cooling for UPS room.
- CP has priced (\$39,000.00 max).
- CP has ordered unit.
- 35.1.36 • GRC to issue CCN. (CCN #031 issued June 29, 2013)
- 35.1.36 • CP to provide price.
- 35.1.40 • **CP is questioning the \$39,000.00 maximum quote. OA/CP to review email correspondence.**

Action: CP

35.2 911 CALL CENTRE – MODULAR FURNITURE

- Quote of \$166,000.00 received (XYBIX).
- Part of FFE package.
- OA to review with WPS and provide direction.
- 35.2.36 • Power and IT requirements required urgently.
- 35.2.37 • Price/specs received from Denis Dane.
- 35.2.37/38 • GRC to issue CCN. (CCN #038 issued July 28, 2013).
- 35.2.39 • OA to discuss with RB; decision to be made today (August 27, 2013).
- 35.2.40 • **Done; instruction to proceed given to CP.**
- 35.2.40 • **CP to submit invoice to OA with PST as a line item.**

Action: OA / RB

36.2 SITE PLAN

- Meeting requested by UDAC to review specifically the south side.
- GRC to contact Lee Caldwell to arrange meeting.
- 36.2.37 • Meeting today (July 23, 2013).
- 36.2.38 • UDAC requested landscape plan and UDAC will provide conditional sign-off on permit.
- 36.2.38 • McGowan-Russell submitted proposal for south landscape; accepted by OA.
- 36.2.39 • CCN #041 issued August 22, 2013 (2 options).
- 36.2.39 • CP to price.
- 36.2.40 • **CP raised issue regarding shape of existing sidewalk; OA/RB to discuss at Steering Committee.**

Action: CP

36.3 EXISTING CHILLER ROOM FREON DETECTION

- Nova3 is issuing SI N3M-023 to bring Freon detection and ventilation back to be compliant with Ministry of Labour standards.
- Existing system was going to be shut down for not being compliant.
- Should be a tower cost.
- OA/RB to review and advise.
- 36.3.37 • Nova3 to provide summary of how “new” services are tied into the existing boilers and chillers and how they are monitored/tied into City Maintenance.
- 36.3.38 • 3 existing chillers need to be recertified by Department of Labour (DOL).
- 36.3.38 • Existing chillers need to be upgraded to be recertified.
- 36.3.38 • Additional cost to be cover by tower?
- 36.3.38/39 • OA/RB to review and contact SNC.
- 36.3.40 • **CCN was issued for pricing, CP submitted cost breakdown. This is a tower related issue.**

- 36.3.40 • **AAR to ask Nova3 for background to this issue in regards to this being contractual work or a tower related issue.**

Action: OA / RB / AAR

37.1 **HIGH DENSITY SHELVING**

- Tenders received.
- OA requested a meeting with low bidder (Tab).
- CP to arrange; OA to decide on WPS attendees.
- 37.1.39/40 • **OA provided with prices.**
- 37.1.39/40 • **OA to review with RB (non-critical for construction).**

Action: OA / RB

37.4 **SECURED ROOMS IN CPU**

- 24 holding rooms.
- 2 breathalyzers.
- 2 washrooms.
- 24 interview rooms.
- 8 consult rooms.
- 1 lawyer interview room.
- 37.4.38 • CCN required; GRC to issue. (CCN #037 issued July 28, 2013)
- 37.4.39 • CCN #037 to be revised to 20mm plywood with expanded "diamond" mesh.
- 37.4.40 • **OA requires back-up info (thesis) on why this is an extra.**

Action: GRC

37.5 **GMP CONCERNS**

- OA has reiterated again the importance of finalizing the GMP.
- CP to finalize millwork price. Any additional changes to millwork issued April 1, 2013 (estimate to be 5-10 pieces) will be handled as an additional post GMP CCN.
- OA urgently requires finalized quotes with full back-up for all outstanding CCNs, as noted in the meeting minutes. This is required to finalize the GMP.
- OA informed CP that the longer it takes for finalizing the GMP, the greater the risk to CP.
- 37.5.40 • **CP to submit values this week.**

Action: CP

38.2 **EXISTING PIPING IN TOWER P2 FLOOR (ROOMS P2026, P2022)**

- Exposed pipes are not insulated (chilled water to tower).
- Leave as is.
- 38.2.40 • **AAR to follow through with decision to do nothing and advise tower.**
- 38.2.40 • **CP/Wes-Man to advise if all abandoned pipes have been removed.**
- 38.2.40 • **Nova3/Tower engineer to advise if any remaining pipes are inactive.**

Action: AAR / CP / Nova3

38.4 **WYPER SI FOR HEATING (AAR SI #217 ISSUED JULY 31, 2013)**

- CP to proceed with work.
- CP to price and advise OA of work.

- 38.4.40 • **CP to submit quote for work.**

Action: CP

38.5 **REPLACEMENT OF SIDEWALK**

- CP has pre-construction pictures of sidewalk.
- In poor shape.
- CP proposes black concrete, 2'-0" upstand curb.
- City of Winnipeg will be replacing sidewalk.
- WPS to review curb detail.

- 38.5.39/40 • **Public Works reviewed with WPS to incorporate WPS security measures.**

Action: WPS

38.6 **EXTERIOR EXISTING AIR SHAFTS**

- Fencing is preferred, but existing siamese-connection on east side needs to be removed.
- "Goose-neck" option for existing air shaft to be reviewed.
- GRC to review and provide options.

- 38.5.40 • **GRC to issue options.**

Action: GRC / WPS

39.1 **WYPER ROAD**

- East and west entry doors to be switched September 9, 2013 (tentative).
- AB to confirm with Range Master.

- 39.1.40 • **Work to be done this Thursday.**

Action: AB

39.2 **WYPER ROAD**

- Yearend warranty review to be coordinated with GRC/WPS/CP.
- Berm report still outstanding.

- 39.2.40 • **Report yet to be submitted; AAR to call Pam for copy. To be submitted by Friday.**

Action: CP / WPS

39.3 **FLAG POLES**

- CP recommends free standing poles.
- WPS to advise on number, height and preferred location (south side?).
- GRC to issued CCN.

- 39.3.40 • **GRC to expedite.**

Action: WPS / GRC

39.4 **VEHICLE LIFTS & SPEEDO MACHINES**

- Specs issued to CP.
- 6 new lifts, 1 new bus lift, 2 relocated lifts.
- Compressed air and electrical required.
- FFE item.
- CP to price and advise OA.

- 39.4.40 • **CP yet to issue the tender package; CP will be providing power to all locations.**

Action: CP

39.5 **AAR/GRC CONSULTANT CONTRACT**

- Service termination is December 31, 2013.
 - OA requested a proposal for extended scope of services; PC to attend monthly, PD to attend bi-weekly.
 - AAR to provide proposal to OA.
- 39.5.40 • **OA noted that he did not request a proposal; AAR decided to submit a proposal.**

Action: AAR

39.6 **TURNAROUND TIME FOR RFIs**

- CP requested 2 day (max) turnaround time for RFIs.

Action: Info

40.1 **NEW BUSINESS**

- Sewer room; DD raised issue regarding how the power/data is getting to the racks. Detail required for 18" x 6" cutout in each perforated tile below the rack. AAR to discuss with Nova3; Nova3 to issue detail.

Action: AAR / Nova3

40.2 **FURNITURE VS POWER DATA**

- Issue with furniture versus power data in rooms #3424 and #3300. Nova3 was aware of the issue in August 2013, but failed to issue the required SI. SI was issued yesterday (September 9, 2013).
- CP to forward cost to implement these changes.

Action: CP

40.3 **SPECIAL COMMITTEE MEETING**

- Special Committee meeting being called for this Thursday to review CCN quotes submitted to date. Quotes have yet to be reviewed by consultants.

Action: Info

40.4 **MEETING ATTENDANCE REQUEST**

- CP requested that GRC be here every week for the next 3-4 weeks.
- Provide proposal to OA.

Action: CP / GRC

NEXT MEETING

- Next meeting will be on **Tuesday, September 24, 2013** from **9am to 10:30pm**.
- **All meetings will be from 9am to 10:30am**
 - **Tuesday, October 8, 2013**
 - **Tuesday, October 29, 2013**
- Owner's Meeting to be held bi-weekly until further notice.

Action: All / AAR

Supplemental

S1.2

BUILDING PERMIT STATUS

- Structural Permit - May 2, 2012
 - Receipt received.
- S1.2.18 ○ Structural Permit to be approved by October 26, 2012.
- S1.2.18 ○ CP to Pick-up.
 - Building Permit - submitted June 15, 2012
 - 100% design complete and fully coordinated Architectural, Structural, Mechanical and Electrical drawings and specifications.
 - Follow-up meeting with City of Winnipeg (Sara Ciaflone) set-up for Wednesday, June 20, 2012.
 - Drawings re-submitted for Building Permit on July 24, 2012.
- S1.2.18 ○ Email confirmation received from City of Winnipeg (Sara Ciaflone) stating acceptance in principal with Morrison Hershfield Code Report.
- S1.2.26 • Meeting request received from City of Winnipeg (Sara Ciaflone) to review architectural comments. Set for Wednesday, February 21, 2013 at 3pm.
- S1.2.29 • Meeting schedules with Judy Redmond and Sara Ciaflone on Wednesday, April 3, 2013.
- S1.2.37 • Sign off received for architectural, structural, mechanical and electrical.
- S1.2.37 • Awaiting sign-off from UDAC for issuance of full permit.
- S1.2.38 • City of Winnipeg advised that full building permit has been issued (confirmed by Sara Ciaflone on August 8, 2013).
- S1.2.40 • **CP picked up Building Permit.**
- S1.2.40 • **"Red Line" drawings were picked up by RB, but were returned as the "Red Line" comments were not noted on the drawings. Sara Hopes to have drawings returned by this Friday.**

Action: Info



Winnipeg Police Headquarters Owner's Meeting No. 41



Date of Meeting: September 24, 2013

Meeting Location: Caspian Boardroom, 5th Floor, 266 Graham

Name	Initials	Company	Initials	Present	Copied
Peter Chang	PC	Adjeleian Allen Rubeli Ltd.	AAR	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Patrick Dubuc	PD	GRC Architects	GRC	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Peter Rankin	PR	GRC Architects	GRC	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Ossama AbouZeid	OA	Dunmore Corporation	DC	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Randy Benoit	RB	Winnipeg Police Service	WPS	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Henry Hagenars	HH	Winnipeg Police Service	WPS	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Ari Berdesis	AB	Winnipeg Police Service	WPS	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Denis Dane	DD	Winnipeg Police Service	WPS	<input type="checkbox"/>	<input checked="" type="checkbox"/>
George Labossiere	GL	Winnipeg Police Service	WPS	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Armik Babakhanians	ABa	Caspian Projects	CP	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Shaun Babakhanians	SB	Caspian Projects	CP	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Peter Giannuzzi	PG	Caspian Projects	CP	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Pam Anderson	PA	Caspian Projects	CP	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Andrew Edge	AE	Caspian Projects	CP	<input type="checkbox"/>	<input checked="" type="checkbox"/>
John Guenther	JG	Nova3	N3	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Vic Thielman	VT	Nova3	N3	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Tony Mitousis	TM	Nova3	N3	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Dan Wolfrom	DW	Wolfrom Engineering	WE	<input type="checkbox"/>	<input checked="" type="checkbox"/>

Meeting Minutes

20.6 PUMP STATION - WYPER

- 20.6.22 • CP has stated that no special requirements to prevent freeze-up.
- 20.6.20/22 • CP to contact Genivar to confirm.
- 20.6.24 • CP to confirm that pump is not frozen.
- 20.6.26 • CP to confirm with Bayview and McCaine in spring.

- 20.6.28 • Being reviewed today (March 19, 2013). CP to provide feedback.
- 20.6.31 • Flooding of range.
- 20.6.31 • CP claims that it is a maintenance issue. Valves need to be manually opened/shut.
- 20.6.31 • CP to provide memo for maintenance and why there is flooding.
- 20.6.32 • Water is still rising when the 4 gas pumps are shut off and the lift station is not able to keep the water level down, even with the gate valve closed. CP to verify site condition with Genivar and investigate source of water infiltration.
- 20.6.32 • Borrow pit is still full of water.
- 20.6.32 • Add flow meter to lift station pump to see how much water is actually being pumped by the lift station.
- 20.6.33 • AB stated that the City of Winnipeg still has issues of water flowing back to site (pond is full).
- 20.6.33 • CP disagrees and stated it's not a construction issue.
- 20.6.33 • PP&D to provide a report for CP/WPS to review.
- 20.6.34 • Draft report received from PP&D (Glen Snider) on June 11, 2013 and forwarded to OA for action.
- 20.6.35 • CP received formal letter from PP&D.
- 20.6.35 • AAR/GRC to follow up with Genivar.
- 20.6.35 • Genivar to comment on culvert installation by CP between borrow pit and catch pit.
- 20.6.36 • GRC/AAR have been in contact with Genivar to confirm design and scope.
- 20.6.36 • Genivar to review regional municipality of MacDonald the drainage/water management plan for the site.
- 20.6.37 • Awaiting response from Genivar.
- 20.6.37 • Drainage ditch/berm around borrow pit proposed.
- 20.6.37 • OA claims this should be CP's cost as CP changed the design. To be reviewed offline.
- 20.6.37 • GRC to issue CCN, once solution is received from Genivar.
- 20.6.38 • Report issued directly to CP by Genivar July 26, 2013.
- 20.6.38 • CP to coordinate work with WPS schedule.
- 20.6.38 • RB to provide schedule.
- 20.6.39 • Work on berms/ditch to be done in late September/October to accommodate WPS training schedule.
- 20.6.40 • Work started yesterday; CP hopes to have it done by October 13, 2013.
- 20.6.41 • **Ditch has been completed.**
- 20.6.41 • **Remaining work is on schedule to be completed by October 13, 2013.**

Action: RB / CP

20.7 LIGHT POLE TOLERANCES - WYPER

- Certification required from CP (McCaine).
- 20.7.21 • Under warranty.
- 20.7.22 • CP to review (in GRC deficiency report).
- 20.7.23 • Contractor has proposed use of collar dampers.
- 20.7.24 • To be installed Monday, January 28, 2013. PG to coordinate with AB.
- 20.7.25 • Currently being installed. CP to post on SharePoint once complete.
- 20.7.26 • Collar dampers have been installed.
- 20.7.28 • Light pole standard failed.
- 20.7.28 • CP reinstalling poles (same type).
- 20.7.28 • CP requesting 5 year warranty.
- 20.7.28 • CP to provide certification letter for AAR to review.
- 20.7.28 • WPS requests a regular review/inspection and certification for conditional acceptance by WPS.

- 20.7.29 • Light poles will all be replaced with higher gauge poles.
- 20.7.29 • Dampers will be installed.
- 20.7.30 • To be installed this week.
- 20.7.31 • McCaine has offered 2 year warranty from date of replacement.
- 20.7.32 • CP not happy with present condition. Light standards appear to still be moving 2' in each direction from vertical. This issue is still open and will be monitored.
- 20.7.35 • Nova3 to provide letter (stamped and sealed) stating concerns of light poles. (Issued June 26, 2013).
- 20.7.35 • WPS to review/approve request from McCaine (light pole supplier) to mount a video/monitor camera to assess movement.
- 20.7.35/36 • CP is in agreement with WPS safety concerns and is taking measures (through legal process if necessary) to address the matter.
- 20.7.36 • Video camera has been installed; to be downloaded and reviewed by McCaine.
- 20.7.37 • McCaine to review video with WPS before releasing to light pole supplier/manufacture.
- 20.7.37 • Cameras to remain in place as the site has not experienced high south winds.
- 20.7.39 • Initial attempt failed to capture any movement.
- 20.7.39 • McCaine has reinstalled new cameras.
- 20.7.40 • No extreme weather yet; cameras to remain.

Action: CP

6.4

POLICE SIGNAGE

- Winnipeg Police HQ sign on pedestals and/or on building face.
- John Sellers (hired by City of Winnipeg through CP) presented options. Will be revisited.
- CP to provide proposals from John Sellers to AAR/OA/RB.
- GRC issued proposal to RB for their review.
- If mounted on curtain wall, CP requires input ASAP.
- UDAQ approval may be required.
- Decision urgently required as east elevations are under construction.
- RB to advise.
- Met with UDAC (Lee Caldwell) June 18, 2012.
- Pillar signage preferred, opposed by Lee Caldwell.
- GRC to prepare presentation of pillars (reduced size).
- GRC presented pillar signage to RB.
- RB presented to City.
- Exterior signage on building not an option.
- CP to proceed with buildings cladding with no signage.
- RB provided design to UDAC.
- UDAC approved 14'-0" high signage as presented by GRC.
- Way finding signs to be English, Braille included.
- GRC to prepare sign design package.
- GRC is working on this package, item carried.
- CP to review and price electrical requirement. To be reviewed under cash allowance.
- 6.4.16 • GRC will have plans/scheme for WPS review by Friday.
- 6.4.16 • CP to confirm that rough-ins and feeds are included in electrical price.
- 6.4.17 • GRC issued October 4, 2012.
- 6.4.17 • WPS to review internally.
- 6.4.17 • GRC needs comments back by October 16, 2012 at the latest.

- 6.4.17 • AAR to apply for permits week of October 22, 2012.
- 6.4.18 • Permit application made on October 22, 2012 for encroachment and UDAC.
- 6.4.19 • GRC provided supplementary info week of October 29, 2012.
- 6.4.21 • CCN required for electrical/structural.
- 6.4.22 • Design required from Nova3/GRC.
- 6.4.23 • GRC to coordinate with Nova3 and Wolfrom.
- 6.4.25 • Signage package ready to go. GRC received preferred fonts from WPS February 4, 2013.
- 6.4.25 • GRC to issue SI for CP to price.
- 6.4.25 • FFE item.
- 6.4.26 • SI to be issued this week.
- 6.4.27 • CP to provide list of sign contractors.
- 6.4.29 • GRC submitted CCN #20; AAR to process (issued April 2, 2013).
- 6.4.31 • CP to prepare quote with back-up.
- 6.4.32 • CP is currently soliciting prices (at least 3 maybe even 4).
- 6.4.32 • Prices to be available in 2 weeks.
- 6.4.33 • Tender to close June 6, 2013.
- 6.4.34 • Tenders received but incomplete.
- 6.4.34 • CP to price foundations.
- 6.4.35 • CP claims electrical design is incomplete. AAR to review with Nova3.
- 6.4.36/37 • Sign priced at ± \$95,000.00.
- 6.4.36/37 • Electrical at ± \$75,000.00.
- 6.4.36 • GRC to review with Nova3.
- 6.4.37 • Nova3 states light poles belong to Manitoba Hydro; connecting to them for signage power may require special permission; CP reviewing with Manitoba Hydro.
- 6.4.37 • Cost of road cuts and base not included.
- 6.4.37 • Nova3 to review and issue.
- 6.4.37/38 • CP to provide cost to include structural costs.
- 6.4.38 • CP to coordinate electrical with Manitoba Hydro
- 6.4.38 • GRC to provide options for base detail.
- 6.4.39 • Power to be provided through light poles under agreement with Manitoba Hydro.
- 6.4.39 • GRC to revise and reissue CCN.
- 6.4.40 • GRC to provide revised CCN with plan for location of signage.
- 6.4.40 • Application must be files with Manitoba Hydro by City of Winnipeg for direct tie-in. CP to expedite.

Action: Closed

15.5 GENSET LOAD BANK

- WPS to review with OA on “additional cost” load bank (Not part of POR).
- 15.5.17 • McCaine quoted cost of ± \$180,000.00.
- 15.5.18 • Vic Thielman to review with CP.
- 15.5.19/22 • Nova3 to provide report. (Report issued)
- 15.5.22 • CP to provide cost of load bank and gensets for OA to review.
- 15.5.23 • CP advised that new gensets have been designed for load bank.
- 15.5.23 • If load bank is not provided, cost required for rewiring of gensets.
- 15.5.23 • CP to provide costs.
- 15.5.26 • CP to provide full cost of gensets.
- 15.5.26 • Separate line for cost of load bank.
- 15.5.29 • OA has cost estimate; under review.
- 15.5.31 • AAR to prepare CCN.

- 15.5.32 • CCN #024 was issued May 14, 2013; CP to provide quote.
- 15.5.39 • OA requires back-up from Nova3 highlighting reasons for cost.
- 15.5.39/40 • WPS (AB) to forward option analysis from AECOM. Done; given to AAR.

Action: Closed

20.4 BULLETPROOF GLASS – 5TH FLOOR

- GRC working on details/options with WPS.
- Bulletproof type 4 glazing required.
- 20.4.22 • GRC provided design to CP for review and pricing.
- 20.4.26 • Glass is level 4 glass.
- 20.4.26 • Thickness of frames is thicker than “normal”.
- 20.4.26 • OA requires price to present entire package to WPS for review and approval.
- 20.4.27 • CP to forward to AAR/GRC.
- 20.4.27 • AAR to provide review and recommendation to OA.
- 20.4.28 • GRC has info from CP.
- 20.4.28 • GRC to provide recommendation.
- 20.4.29 • WPS has reviewed and accepted design.
- 20.4.29 • CCN is being prepared and will be issued this week.
- 20.4.30 • CCN #021 has been issued.
- 20.4.30 • CP proceeding with design.
- 20.4.30 • OA to review costs.
- 20.4.31/32 • CP to provide quote with back-up.

Action: Closed

23.2 MILL WORK

- AB reviewing mill work.
- CP requested finalized mill work ASAP
- 23.2.24 • SI 089 3rd and 4th Floor Millwork issued January 21, 2013.
- 23.2.25 • WPS reviewing levels P2 to L2 and lobby.
- 23.2.26 • WPS to provide final comments today.
- 23.2.26 • Final Package (including lobby) to be issued March 1, 2013 assuming sign-off received by February 22, 2013.
- 23.2.26 • OA requires summary of additional costs (rough order of magnitude).
- 23.2.27 • Only lobby is outstanding (See Item 22.6).
- 23.2.28 • GRC implementing May 12, 2013 POR list with WPS input.
- 23.2.28 • Considered to be “final” comments.
- 23.2.29 • All millwork issues are on 100% set.
- 23.2.30 • GRC to do final review with furniture drawings to ensure all furniture/millwork is captured.
- 23.2.32 • Must be completed by next week.
- 23.2.32 • Add melamine to casework for concealed surfaces. Plastic laminate must be maintained on all exposed surfaces; GRC to issue SI.
- 23.2.33 • GRC has reviewed and tabulated a spreadsheet of POR discrepancies and what was tendered.
- 23.2.34 • GRC meeting with WPS to confirm.
- 23.2.35 • Meeting held June 25, 2013 (to be finished June 27, 2013).
- 23.2.35 • ± 5 units missed.
- 23.2.35 • BC numbers missing, GRC states POR does not reflect some rooms (not shown on plans/do not exist).

- 23.2.35 • GRC expressed concerns that millwork summary includes all of what is noted in the POR, but is not associated with any rooms on the 100% architectural plans.
- 23.2.35 • If millwork is “missing”, OA asked if it can be part of the furniture package or it will be issued as is.
- 23.2.36/38 • GRC to issue SI (5-10 pieces of millwork to be added or revised). (CCN #040 issued August 5, 2013).

Action: Closed

24.2 **MOTORIZED BLINDS**

- OA contends that all required access for cleaning/maintenance should be part of infrastructure costs.
- OA needs cost breakdown from CP for blinds and infrastructure costs.
- 24.2.27 • CP to forward to AAR/GRC for review and recommendation.
- 24.2.30 • RB requesting “non-transparent” blinds.
- 24.2.30 • Colour; solid with “black out effect” to match glazing.
- 24.2.31/32 • CP to provide colour samples for GRC/WPS review. Colour was reviewed and found to be acceptable
- 24.2.31/32 • CCN required for catwalk. (CCN #25 issued May 14, 2013)

Action: Closed

24.3 **4TH FLOOR MEZZANINE GLAZING**

- Pricing required from CP.
- CO to be issued.
- 24.3.25 • Pricing expected for end of March 2013.
- 24.3.30 • \$185K sprinklers.
- 24.3.30 • \$75K± glazing.
- 24.3.32 • Formalize paperwork (CCN & CO).

Action: Closed

24.5 **RAISED FLOORING**

- Deletion of raised flooring at level 3 to be reviewed.
- RB requires pricing from CP.
- Headroom issue needs to be resolved.
- 24.5.25 • North portion deleted as agreed with WPS.
- 24.5.25 • SI 097 HQ - Level 3 - Deletion of Raised Access Flooring issued January 24, 2013.
- 24.5.25 • Price breakdown required from CP to review.
- 24.5.26 • Raised flooring in on budget (\$1.2M).
- 24.5.27 • CCN #16 was issued February 25, 2013; waiting for pricing.
- 24.5.30 • CP informed that savings is negligible due to additional floor infill of concrete.
- 24.5.32 • CP to provide breakdown of cost.

Action: Closed

24.6 **STAIR # 5 AT LEVEL 5**

- GRC to provide revised stair layout.
- CP to present cost savings for OA to review.
- 24.6.31 • GRC to issue CCN.

- 24.6.32 • CP to provide breakdown of cost.

Action: Closed

25.3 **FFE DRAWINGS**

- OA requires breakdown of responsibility of FFE work between GRC and CJB.
- Project plan required for FFE.
- AAR/GRC met with CBJ Tuesday, February 5, 2013 to review project plan.
- 25.3.26 • OA received work breakdown from GRC.
- 25.3.26 • Nova3 to have final electrical by March 1, 2013.
- 25.3.28 • CJB/GRC preparing tender package.
- 25.3.29 • Tender set ready for April 8, 2013; closing end of April.
- 25.3.29 • CP to tender, CJB/GRC to review tender price and provide recommendations.
- 25.3.30 • Tender package prepared (April 8, 2013).
- 25.3.30 • OA signed off on April 15, 2013 and tender to proceed with CP.
- 25.3.31 • Tender package went out April 15, 2013.
- 25.3.31 • Tenders closing May 3, 2013.
- 25.3.32 • Art Met3 to provide price for system furniture by May 17, 2013. CP is meeting with supplier this afternoon to try to beat the prices down and will advise OA and WPS.
- 25.3.32 • Sample chairs were requested.
- 25.3.33 • Sample chairs to be delivered within next 2 weeks.
- 25.3.34 • WPS (AB) is reviewing; still waiting for remainder of samples.
- 25.3.34 • All samples to be returned within 2 weeks from delivery of all samples.
- 25.3.34 • AB to coordinate with CP (Pam Anderson).
- 25.3.35 • All samples are on site (global samples received June 24, 2013).
- 25.3.35 • All samples to be returned July 5, 2013.
- 25.3.36 • Selection to be made by next week with CJB.
- 25.3.36 • CP advised that price is only valid for 30 days (may extend to 40 days).
- 25.3.37 • WPS to review budget with OA before deciding on chairs.
- 25.3.39 • CP needs a decision on modular furniture.
- 25.3.39 • OA assures decision will be made today (August 27, 2013).
- 25.3.40 • OA gave instructions to proceed.
- 25.3.40 • 5th floor furniture to arrive early November 2013.
- 25.3.41 • **Contract awarded to Art Metz.**

Action: Closed

26.3 **CENTRAL VAC IN SERVER ROOM/COMMUNICATIONS CENTRE**

- Not in POR.
- Required to minimize noise.
- Commercial grade vacuum required.
- GRC to issue CCN.
- 26.3.27 • CCN #15 issued February 26, 2013.
- 26.3.28 • Rough-in has been installed.
- 26.3.29 • Awaiting CP pricing to issue CO.

Action: Closed

27.9 **OVERHEAD DOORS**

- CP to review with GRC.
- Existing exterior overhead doors to remain?

- CP requested max vehicle size accessing level P1.
- 27.9.28 • GRC to review with WPS.
- 27.9.29 • CP provided sample and cut sheet of rapid rise door.
- 27.9.29 • GRC to review with WPS and issue SI/CCN as required.
- 27.9.29 • 25 to 35K difference between sectional and rapid rise doors.
- 27.9.29 • 300K estimate for 8 doors (includes structure costs).
- 27.9.30 • GRC issued CCN #022 to OA for review.
- 27.9.30 • OA instructed AAR to issue as CCN.
- 27.9.30 • Exterior doors to be black.
- 27.9.30 • Interior doors to be clear anodized.
- 27.9.31 • Awaiting final pricing from CP.
- 27.9.31 • Vision glass not required, only “peep hole” required.
- 27.9.31 • GRC to revise CCN #022 to suit.
- 27.9.32 • Revised CCN #022 R-1 was issued May 14, 2013; CP to price and submit quote.

Action: Closed

27.10 LEVEL P1 - SLAB

- SI issued for leveling of floor.
- CP requested a CCN for this work.
- CP to review with GRC.
- 27.10.29 • CCN #19 issued March 28, 2013.
- 27.10.29 • Waiting for CP to price for AAR/GRC to review.
- 27.10.30 • CP submitted cost/budget to OA.
- 27.10.30 • OA to review with CP.
- 27.10.32 • CP to price.

Action: Closed

29.1 CPU CONTROL SYSTEM

- Nova3 to meet with SWS to review and work out system.
- WPS has advised Nova3 of required controls.
- 29.1.30 • Meeting was held.
- 29.1.30 • SI to be issued clarifying WPS requested zones of operation for control panel.
- 29.1.31 • CP to provide copy of “original” quote from McCaine (October 2012).
- 29.1.32 • CP to provide McCaine’s cost breakdown.
- 29.1.36 • Being reviewed by Nova3.
- 29.1.39 • CP to reissue pricing with touchscreen/digital panel.

Action: Closed

30.1 911 CALL CENTRE

- Carpet to be changed to anti-static plastic laminate flooring.
- GRC issued CCN #23.
- CP to provide quote of \$34,000.00.
- OA instructed to proceed.
- AAR to issue CO.
- 30.1.31 • Awaiting price quote with back-up.
- 30.1.32 • CP to submit quote.

Action: Closed

30.3 **P2 PARKING LEVEL**

- Ceiling to be painted.
- WPS requested that lines for parking be reviewed with users.
- 30.3.34 • CP requested final layout/direction from WPS by October 2013.

Action: RB

30.5 **LOCKER TENDER**

- GRC is preparing locker tender.
- To be issued to CP this week.
- Shelving under review.
- 30.5.31 • Locker package issued to CP on April 26, 2013.
- 30.5.32 • Tender extended by one week to May 29, 2013.
- 30.5.33 • WPS to review and provide direction on quality and quantity.
- 30.5.34 • OA advised tenders were all over budget.
- 30.5.34 • Tenders will be disregarded.
- 30.5.34 • OA to review with WPS and advise on direction (probably going direct with supplier).
- 30.5.35 • OA reviewing internally for next month.
- 30.5.39/40 • Carried; as requested by OA.

Action: OA

31.2 **EXISTING ROOF**

- CP assumed that existing roof was EPDM.
- Unforeseen that EPDM was laid over an existing inverted roof system.
- OA to review additional cost of removal of “additional” roofing.
- CP to present cost for OA to review.
- 31.2.32 • GRC to verify that this “additional” roofing was not indicated on 30% document.
- 31.2.33/35 • GRC to issue CCN. (CCN #028 was issued June 12, 2013)
- 31.2.36 • CP to price.

Action: Closed

34.1 **MUSEUM ACCESS DOORS**

- Vehicle is 4000lbs and must be “mobile”.
- Door sized to be 4’6” x 7’6” to fit below existing horizontal mullion.
- 34.1.36 • GRC to issue a CCN. (CCN #33 issued July 1, 2013)
- 34.1.36 • CP to price.

Action: Closed

34.4 **FF&E (MISC)**

- Fridges, stoves and microwaves.
- OA required competitive prices.
- GRC to meet with WPS (AB) and CJB.
- Need to streamline tender process.
- 34.4.35 • GRC has met with CJB and packages are being prepared.
- 34.4.40 • GRC to call Charmaine to expedite.
- 34.4.41 • **CP received prices for freezers (± \$80K).**

- 34.4.41 • **OA to review with WPS and provide direction.**

Action: CP / WPS

35.1 **UPS COOLING**

- WPS requires redundant cooling for UPS room.
- CP has priced (\$39,000.00 max).
- CP has ordered unit.
- 35.1.36 • GRC to issue CCN. (CCN #031 issued June 29, 2013)
- 35.1.36 • CP to provide price.
- 35.1.40 • CP is questioning the \$39,000.00 maximum quote. OA/CP to review email correspondence.

Action: Closed

35.2 **911 CALL CENTRE – MODULAR FURNITURE**

- Quote of \$166,000.00 received (XYBIX).
- Part of FFE package.
- OA to review with WPS and provide direction.
- 35.2.36 • Power and IT requirements required urgently.
- 35.2.37 • Price/specs received from Denis Dane.
- 35.2.37/38 • GRC to issue CCN. (CCN #038 issued July 28, 2013).
- 35.2.39 • OA to discuss with RB; decision to be made today (August 27, 2013).
- 35.2.40 • Done; instruction to proceed given to CP.
- 35.2.40 • CP to submit invoice to OA with PST as a line item.

Action: Closed

36.2 **SITE PLAN**

- Meeting requested by UDAC to review specifically the south side.
- GRC to contact Lee Caldwell to arrange meeting.
- 36.2.37 • Meeting today (July 23, 2013).
- 36.2.38 • UDAC requested landscape plan and UDAC will provide conditional sign-off on permit.
- 36.2.38 • McGowan-Russell submitted proposal for south landscape; accepted by OA.
- 36.2.39 • CCN #041 issued August 22, 2013 (2 options).
- 36.2.39 • CP to price.
- 36.2.40 • CP raised issue regarding shape of existing sidewalk; OA/RB to discuss at Steering Committee.
- 36.2.41 • **RB to follow-up with City Operations.**

Action: RB

36.3 **EXISTING CHILLER ROOM FREON DETECTION**

- Nova3 is issuing SI N3M-023 to bring Freon detection and ventilation back to be compliant with Ministry of Labour standards.
- Existing system was going to be shut down for not being compliant.
- Should be a tower cost.
- OA/RB to review and advise.
- 36.3.37 • Nova3 to provide summary of how “new” services are tied into the existing boilers and chillers and how they are monitored/tied into City Maintenance.
- 36.3.38 • 3 existing chillers need to be recertified by Department of Labour (DOL).

- 36.3.38 • Existing chillers need to be upgraded to be recertified.
- 36.3.38 • Additional cost to be cover by tower?
- 36.3.38/39 • OA/RB to review and contact SNC.
- 36.3.40 • CCN was issued for pricing, CP submitted cost breakdown. This is a tower related issue.
- 36.3.40 • AAR to ask Nova3 for background to this issue in regards to this being contractual work or a tower related issue.
- 36.3.41 • **City of Winnipeg authorized work to be done.**
- 36.3.41 • **CP to get purchase order from City of Winnipeg.**

Action: Closed

37.1 HIGH DENSITY SHELVING

- Tenders received.
- OA requested a meeting with low bidder (Tab).
- CP to arrange; OA to decide on WPS attendees.
- 37.1.39/40 • OA provided with prices.
- 37.1.39/40 • OA to review with RB (non-critical for construction).
- 37.1.41 • **Authorization to be issued after resolution of GMP.**

Action: OA / RB

37.4 SECURED ROOMS IN CPU

- 24 holding rooms.
- 2 breathalyzers.
- 2 washrooms.
- 24 interview rooms.
- 8 consult rooms.
- 1 lawyer interview room.
- 37.4.38 • CCN required; GRC to issue. (CCN #037 issued July 28, 2013)
- 37.4.39 • CCN #037 to be revised to 20mm plywood with expanded “diamond” mesh.
- 37.4.40 • OA requires back-up info (thesis) on why this is an extra.

Action: Closed

37.5 GMP CONCERNS

- OA has reiterated again the importance of finalizing the GMP.
- CP to finalize millwork price. Any additional changes to millwork issued April 1, 2013 (estimate to be 5-10 pieces) will be handled as an additional post GMP CCN.
- OA urgently requires finalized quotes with full back-up for all outstanding CCNs, as noted in the meeting minutes. This is required to finalize the GMP.
- OA informed CP that the longer it takes for finalizing the GMP, the greater the risk to CP.
- 37.5.40 • CP to submit values this week.
- 37.5.41 • **To be completed September 26, 2013 by 3pm.**

Action: CP

38.2 EXISTING PIPING IN TOWER P2 FLOOR (ROOMS P2026, P2022)

- Exposed pipes are not insulated (chilled water to tower).
- Leave as is.

- 38.2.40 • AAR to follow through with decision to do nothing and advise tower.
- 38.2.40 • CP/Wes-Man to advise if all abandoned pipes have been removed.
- 38.2.40 • Nova3/Tower engineer to advise if any remaining pipes are inactive.
- 38.2.41 • **Non-critical to operation of WPSHQ.**

Action: Closed

38.4 **WYPER SI FOR HEATING (AAR SI #217 ISSUED JULY 31, 2013)**

- CP to proceed with work.
- CP to price and advise OA of work.
- 38.4.40 • CP to submit quote for work.

Action: CP

38.5 **REPLACEMENT OF SIDEWALK**

- CP has pre-construction pictures of sidewalk.
- In poor shape.
- CP proposes black concrete, 2'-0" upstand curb.
- City of Winnipeg will be replacing sidewalk.
- WPS to review curb detail.
- 38.5.39/40 • Public Works reviewed with WPS to incorporate WPS security measures.
- 38.5.41 • **See Item 36.2.**

Action: Closed

38.6 **EXTERIOR EXISTING AIR SHAFTS**

- Fencing is preferred, but existing siamese-connection on east side needs to be removed.
- "Goose-neck" option for existing air shaft to be reviewed.
- GRC to review and provide options.
- 38.6.40 • GRC to issue options.
- 38.6.41 • **WPS prefers sloped housing with opening on "backside".**
- 38.6.41 • **GRC/AAR to review.**

Action: GRC / AAR

39.1 **WYPER ROAD**

- East and west entry doors to be switched September 9, 2013 (tentative).
- AB to confirm with Range Master.
- 39.1.40 • Work to be done this Thursday.
- 39.1.41 • **Minor remedial work (drywall and paint) to be done.**

Action: AB

39.2 **WYPER ROAD**

- Yearend warranty review to be coordinated with GRC/WPS/CP.
- Berm report still outstanding.
- 39.2.40 • Report yet to be submitted; AAR to call Pam for copy. To be submitted by Friday.
- 39.2.41 • **GRC submitted September 23, 2013.**

- 39.2.41 • **CP to review and proceed with remedial work as required.**

Action: CP

39.3 **FLAG POLES**

- CP recommends free standing poles.
- WPS to advise on number, height and preferred location (south side?).
- GRC to issued CCN.
- 39.3.40 • GRC to expedite.
- 39.3.41 • **On Hold pending resolution of GMP.**

Action: WPS / GRC

39.4 **VEHICLE LIFTS & SPEEDO MACHINES**

- Specs issued to CP.
- 6 new lifts, 1 new bus lift, 2 relocated lifts.
- Compressed air and electrical required.
- FFE item.
- CP to price and advise OA.
- 39.4.40 • CP yet to issue the tender package; CP will be providing power to all locations.
- 39.4.41 • **CP awaiting pricing; will be forwarded to OA/WPS for review.**

Action: CP

39.5 **AAR/GRC CONSULTANT CONTRACT**

- Service termination is December 31, 2013.
- OA requested a proposal for extended scope of services; PC to attend monthly, PD to attend bi-weekly.
- AAR to provide proposal to OA.
- 39.5.40 • OA noted that he did not request a proposal; AAR decided to submit a proposal.

Action: Closed

40.1 **SERVER ROOM**

- Server room; DD raised issue regarding how the power/data is getting to the racks. Detail required for 18" x 6" cutout in each perforated tile below the rack. AAR to discuss with Nova3; Nova3 to issue detail.

Action: Closed

40.2 **FURNITURE VS POWER DATA**

- Issue with furniture versus power data in rooms #3424 and #3300. Nova3 was aware of the issue in August 2013, but failed to issue the required SI. SI was issued yesterday (September 9, 2013).
- CP to forward cost to implement these changes.

Action: Closed

40.3 **SPECIAL COMMITTEE MEETING**

- Special Committee meeting being called for this Thursday to review CCN quotes submitted to date. Quotes have yet to be reviewed by consultants.

Action: Info

40.4 **MEETING ATTENDANCE REQUEST**

- CP requested that GRC be here every week for the next 3-4 weeks.
- Provide proposal to OA.

Action: CP / GRC

41.1 **911 CALL CENTRE**

- Offices can be carpeted.
- Supervisor platform to be bamboo flooring.
- GRC to reissue SI.

Action: GRC

41.2 **CCN REVIEW (1 to 45)**

- PC/PD/OA met with CP on September 23, 2013 to review CCNs.
- 6-7 CCNs need to be resubmitted.
- To be reviewed this afternoon.
- GMP to be fixed to include CCNs 1-45.

Action: AAR / GRC / CP

NEXT MEETING

- Next meeting will be on **Tuesday, October 8, 2013** from **9am to 10:30pm**.
- **All meetings will be from 9am to 10:30am**
 - **Tuesday, October 29, 2013**
 - **Tuesday, November 12, 2013**
 - **Tuesday, November 26, 2013**
- Owner's Meeting to be held bi-weekly until further notice.

Action: All / AAR

Supplemental

S1.2 **BUILDING PERMIT STATUS**

- Structural Permit - May 2, 2012
 - Receipt received.
- S1.2.18 ○ Structural Permit to be approved by October 26, 2012.
- S1.2.18 ○ CP to Pick-up.
- Building Permit - submitted June 15, 2012
 - 100% design complete and fully coordinated Architectural, Structural, Mechanical and Electrical drawings and specifications.
 - Follow-up meeting with City of Winnipeg (Sara Ciaflone) set-up for Wednesday, June 20, 2012.
 - Drawings re-submitted for Building Permit on July 24, 2012.
- S1.2.18 ○ Email confirmation received from City of Winnipeg (Sara Ciaflone) stating acceptance in principal with Morrison Hershfield Code Report.

- S1.2.26 • Meeting request received from City of Winnipeg (Sara Ciaflone) to review architectural comments. Set for Wednesday, February 21, 2013 at 3pm.
- S1.2.29 • Meeting schedules with Judy Redmond and Sara Ciaflone on Wednesday, April 3, 2013.
- S1.2.37 • Sign off received for architectural, structural, mechanical and electrical.
- S1.2.37 • Awaiting sign-off from UDAC for issuance of full permit.
- S1.2.38 • City of Winnipeg advised that full building permit has been issued (confirmed by Sara Ciaflone on August 8, 2013).
- S1.2.40 • CP picked up Building Permit.
- S1.2.40 • “Red Line” drawings were picked up by RB, but were returned as the “Red Line” comments were not noted on the drawings. Sara Hopes to have drawings returned by this Friday.

Action: Info



Winnipeg Police Headquarters Owner's Meeting No. 42



Date of Meeting: October 8, 2013

Meeting Location: Caspian Boardroom, 5th Floor, 266 Graham

Name	Initials	Company	Initials	Present	Copied
Peter Chang	PC	Adjeleian Allen Rubeli Ltd.	AAR	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Patrick Dubuc	PD	GRC Architects	GRC	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Peter Rankin	PR	GRC Architects	GRC	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Ossama AbouZeid	OA	Dunmore Corporation	DC	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Randy Benoit	RB	Winnipeg Police Service	WPS	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Henry Hagenars	HH	Winnipeg Police Service	WPS	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Ari Berdesis	AB	Winnipeg Police Service	WPS	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Denis Dane	DD	Winnipeg Police Service	WPS	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
George Labossiere	GL	Winnipeg Police Service	WPS	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Armik Babakhanians	ABa	Caspian Projects	CP	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Shaun Babakhanians	SB	Caspian Projects	CP	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Peter Giannuzzi	PG	Caspian Projects	CP	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Pam Anderson	PA	Caspian Projects	CP	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Andrew Edge	AE	Caspian Projects	CP	<input type="checkbox"/>	<input checked="" type="checkbox"/>
John Guenther	JG	Nova3	N3	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Vic Thielman	VT	Nova3	N3	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Tony Mitousis	TM	Nova3	N3	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Dan Wolfrom	DW	Wolfrom Engineering	WE	<input type="checkbox"/>	<input checked="" type="checkbox"/>

Meeting Minutes

20.6 PUMP STATION - WYPER

- 20.6.22 • CP has stated that no special requirements to prevent freeze-up.
- 20.6.20/22 • CP to contact Genivar to confirm.
- 20.6.24 • CP to confirm that pump is not frozen.
- 20.6.26 • CP to confirm with Bayview and McCaine in spring.

- 20.6.28 • Being reviewed today (March 19, 2013). CP to provide feedback.
- 20.6.31 • Flooding of range.
- 20.6.31 • CP claims that it is a maintenance issue. Valves need to be manually opened/shut.
- 20.6.31 • CP to provide memo for maintenance and why there is flooding.
- 20.6.32 • Water is still rising when the 4 gas pumps are shut off and the lift station is not able to keep the water level down, even with the gate valve closed. CP to verify site condition with Genivar and investigate source of water infiltration.
- 20.6.32 • Borrow pit is still full of water.
- 20.6.32 • Add flow meter to lift station pump to see how much water is actually being pumped by the lift station.
- 20.6.33 • AB stated that the City of Winnipeg still has issues of water flowing back to site (pond is full).
- 20.6.33 • CP disagrees and stated it's not a construction issue.
- 20.6.33 • PP&D to provide a report for CP/WPS to review.
- 20.6.34 • Draft report received from PP&D (Glen Snider) on June 11, 2013 and forwarded to OA for action.
- 20.6.35 • CP received formal letter from PP&D.
- 20.6.35 • AAR/GRC to follow up with Genivar.
- 20.6.35 • Genivar to comment on culvert installation by CP between borrow pit and catch pit.
- 20.6.36 • GRC/AAR have been in contact with Genivar to confirm design and scope.
- 20.6.36 • Genivar to review regional municipality of MacDonald the drainage/water management plan for the site.
- 20.6.37 • Awaiting response from Genivar.
- 20.6.37 • Drainage ditch/berm around borrow pit proposed.
- 20.6.37 • OA claims this should be CP's cost as CP changed the design. To be reviewed offline.
- 20.6.37 • GRC to issue CCN, once solution is received from Genivar.
- 20.6.38 • Report issued directly to CP by Genivar July 26, 2013.
- 20.6.38 • CP to coordinate work with WPS schedule.
- 20.6.38 • RB to provide schedule.
- 20.6.39 • Work on berms/ditch to be done in late September/October to accommodate WPS training schedule.
- 20.6.40 • Work started yesterday; CP hopes to have it done by October 13, 2013.
- 20.6.41 • Ditch has been completed.
- 20.6.41 • Remaining work is on schedule to be completed by October 13, 2013.
- 20.6.42 • **CP to verify and advise.**

Action: RB / CP

20.7 LIGHT POLE TOLERANCES - WYPER

- Certification required from CP (McCaine).
- 20.7.21 • Under warranty.
- 20.7.22 • CP to review (in GRC deficiency report).
- 20.7.23 • Contractor has proposed use of collar dampers.
- 20.7.24 • To be installed Monday, January 28, 2013. PG to coordinate with AB.
- 20.7.25 • Currently being installed. CP to post on SharePoint once complete.
- 20.7.26 • Collar dampers have been installed.
- 20.7.28 • Light pole standard failed.
- 20.7.28 • CP reinstalling poles (same type).
- 20.7.28 • CP requesting 5 year warranty.
- 20.7.28 • CP to provide certification letter for AAR to review.

- 20.7.28 • WPS requests a regular review/inspection and certification for conditional acceptance by WPS.
- 20.7.29 • Light poles will all be replaced with higher gauge poles.
- 20.7.29 • Dampers will be installed.
- 20.7.30 • To be installed this week.
- 20.7.31 • McCaine has offered 2 year warranty from date of replacement.
- 20.7.32 • CP not happy with present condition. Light standards appear to still be moving 2' in each direction from vertical. This issue is still open and will be monitored.
- 20.7.35 • Nova3 to provide letter (stamped and sealed) stating concerns of light poles. (Issued June 26, 2013).
- 20.7.35 • WPS to review/approve request from McCaine (light pole supplier) to mount a video/monitor camera to assess movement.
- 20.7.35/36 • CP is in agreement with WPS safety concerns and is taking measures (through legal process if necessary) to address the matter.
- 20.7.36 • Video camera has been installed; to be downloaded and reviewed by McCaine.
- 20.7.37 • McCaine to review video with WPS before releasing to light pole supplier/manufacture.
- 20.7.37 • Cameras to remain in place as the site has not experienced high south winds.
- 20.7.39 • Initial attempt failed to capture any movement.
- 20.7.39 • McCaine has reinstalled new cameras.
- 20.7.40 • No extreme weather yet; cameras to remain.
- 20.7.42 • **Ron Nault to contact AB to review footage of high wind days.**

Action: CP

6.4

POLICE SIGNAGE

- Winnipeg Police HQ sign on pedestals and/or on building face.
- John Sellers (hired by City of Winnipeg through CP) presented options. Will be revisited.
- CP to provide proposals from John Sellers to AAR/OA/RB.
- GRC issued proposal to RB for their review.
- If mounted on curtain wall, CP requires input ASAP.
- UDAQ approval may be required.
- Decision urgently required as east elevations are under construction.
- RB to advise.
- Met with UDAC (Lee Caldwell) June 18, 2012.
- Piller signage preferred, opposed by Lee Caldwell.
- GRC to prepare presentation of pillars (reduced size).
- GRC presented pillar signage to RB.
- RB presented to City.
- Exterior signage on building not an option.
- CP to proceed with buildings cladding with no signage.
- RB provided design to UDAC.
- UDAC approved 14'-0" high signage as presented by GRC.
- Way finding signs to be English, Braille included.
- GRC to prepare sign design package.
- GRC is working on this package, item carried.
- CP to review and price electrical requirement. To be reviewed under cash allowance.
- 6.4.16 • GRC will have plans/scheme for WPS review by Friday.
- 6.4.16 • CP to confirm that rough-ins and feeds are included in electrical price.

- 6.4.17 • GRC issued October 4, 2012.
- 6.4.17 • WPS to review internally.
- 6.4.17 • GRC needs comments back by October 16, 2012 at the latest.
- 6.4.17 • AAR to apply for permits week of October 22, 2012.
- 6.4.18 • Permit application made on October 22, 2012 for encroachment and UDAC.
- 6.4.19 • GRC provided supplementary info week of October 29, 2012.
- 6.4.21 • CCN required for electrical/structural.
- 6.4.22 • Design required from Nova3/GRC.
- 6.4.23 • GRC to coordinate with Nova3 and Wolfrom.
- 6.4.25 • Signage package ready to go. GRC received preferred fonts from WPS February 4, 2013.
- 6.4.25 • GRC to issue SI for CP to price.
- 6.4.25 • FFE item.
- 6.4.26 • SI to be issued this week.
- 6.4.27 • CP to provide list of sign contractors.
- 6.4.29 • GRC submitted CCN #20; AAR to process (issued April 2, 2013).
- 6.4.31 • CP to prepare quote with back-up.
- 6.4.32 • CP is currently soliciting prices (at least 3 maybe even 4).
- 6.4.32 • Prices to be available in 2 weeks.
- 6.4.33 • Tender to close June 6, 2013.
- 6.4.34 • Tenders received but incomplete.
- 6.4.34 • CP to price foundations.
- 6.4.35 • CP claims electrical design is incomplete. AAR to review with Nova3.
- 6.4.36/37 • Sign priced at ± \$95,000.00.
- 6.4.36/37 • Electrical at ± \$75,000.00.
- 6.4.36 • GRC to review with Nova3.
- 6.4.37 • Nova3 states light poles belong to Manitoba Hydro; connecting to them for signage power may require special permission; CP reviewing with Manitoba Hydro.
- 6.4.37 • Cost of road cuts and base not included.
- 6.4.37 • Nova3 to review and issue.
- 6.4.37/38 • CP to provide cost to include structural costs.
- 6.4.38 • CP to coordinate electrical with Manitoba Hydro
- 6.4.38 • GRC to provide options for base detail.
- 6.4.39 • Power to be provided through light poles under agreement with Manitoba Hydro.
- 6.4.39 • GRC to revise and reissue CCN.
- 6.4.40 • GRC to provide revised CCN with plan for location of signage.
- 6.4.40 • Application must be files with Manitoba Hydro by City of Winnipeg for direct tie-in. CP to expedite.
- 6.4.42 • **Signage is not being pursued at this time.**

Action: Closed

30.3

P2 PARKING LEVEL

- Ceiling to be painted.
- WPS requested that lines for parking be reviewed with users.
- 30.3.34 • CP requested final layout/direction from WPS by October 2013.
- 30.3.42 • **Line layout not required until January 2014; WPS to advise.**

Action: WPS

30.5 LOCKER TENDER

- GRC is preparing locker tender.
- To be issued to CP this week.
- Shelving under review.
- 30.5.31 • Locker package issued to CP on April 26, 2013.
- 30.5.32 • Tender extended by one week to May 29, 2013.
- 30.5.33 • WPS to review and provide direction on quality and quantity.
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- 30.5.34 • Tenders will be disregarded.
- 30.5.34 • OA to review with WPS and advise on direction (probably going direct with supplier).
- 30.5.35 • OA reviewing internally for next month.
- 30.5.39/40/42 • **Carried; as requested by OA.**

Action: OA

34.4 FF&E (MISC)

- Fridges, stoves and microwaves.
- OA required competitive prices.
- GRC to meet with WPS (AB) and CJB.
- Need to streamline tender process.
- 34.4.35 • GRC has met with CJB and packages are being prepared.
- 34.4.40 • GRC to call Charmaine to expedite.
- 34.4.41 • CP received prices for freezers (± \$80K).
- 34.4.41 • OA to review with WPS and provide direction.
- 34.4.42 • **On hold at this time pending approval by City of Winnipeg.**

Action: CP / WPS

36.2 SITE PLAN

- Meeting requested by UDAC to review specifically the south side.
- GRC to contact Lee Caldwell to arrange meeting.
- 36.2.37 • Meeting today (July 23, 2013).
- 36.2.38 • UDAC requested landscape plan and UDAC will provide conditional sign-off on permit.
- 36.2.38 • McGowan-Russell submitted proposal for south landscape; accepted by OA.
- 36.2.39 • CCN #041 issued August 22, 2013 (2 options).
- 36.2.39 • CP to price.
- 36.2.40 • CP raised issue regarding shape of existing sidewalk; OA/RB to discuss at Steering Committee.
- 36.2.41 • RB to follow-up with City Operations.
- 36.2.42 • **RB awaiting input from City of Winnipeg (Lester Dean).**

Action: RB

36.3 EXISTING CHILLER ROOM FREON DETECTION

- Nova3 is issuing SI N3M-023 to bring Freon detection and ventilation back to be compliant with Ministry of Labour standards.
- Existing system was going to be shut down for not being compliant.
- Should be a tower cost.
- OA/RB to review and advise.
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- 36.3.38 • Existing chillers need to be upgraded to be recertified.
- 36.3.38 • Additional cost to be cover by tower?
- 36.3.38/39 • OA/RB to review and contact SNC.
- 36.3.40 • CCN was issued for pricing, CP submitted cost breakdown. This is a tower related issue.
- 36.3.40 • AAR to ask Nova3 for background to this issue in regards to this being contractual work or a tower related issue.
- 36.3.41 • City of Winnipeg authorized work to be done.
- 36.3.41 • CP to get purchase order from City of Winnipeg.
- 36.3.42 • **P.O. was received and materials ordered; should be on site next week.**

Action: Closed

37.1 HIGH DENSITY SHELVING

- Tenders received.
- OA requested a meeting with low bidder (Tab).
- CP to arrange; OA to decide on WPS attendees.
- 37.1.39/40 • OA provided with prices.
- 37.1.39/40 • OA to review with RB (non-critical for construction).
- 37.1.41/42 • **Authorization to be issued after resolution of GMP.**

Action: OA / RB

37.5 GMP CONCERNS

- OA has reiterated again the importance of finalizing the GMP.
- CP to finalize millwork price. Any additional changes to millwork issued April 1, 2013 (estimate to be 5-10 pieces) will be handled as an additional post GMP CCN.
- OA urgently requires finalized quotes with full back-up for all outstanding CCNs, as noted in the meeting minutes. This is required to finalize the GMP.
- OA informed CP that the longer it takes for finalizing the GMP, the greater the risk to CP.
- 37.5.40 • CP to submit values this week.
- 37.5.41 • To be completed September 26, 2013 by 3pm.
- 37.5.42 • **Quote submitted by CP under review by AAR, GRC and Nova3.**

Action: AAR / GRC / Nova3

38.4 WYPER SI FOR HEATING (AAR SI #217 ISSUED JULY 31, 2013)

- CP to proceed with work.
- CP to price and advise OA of work.
- 38.4.40 • CP to submit quote for work.
- 38.4.42 • **CP requesting CCN for this work; GRC is requesting pricing/value.**

Action: CP / GRC

38.6 EXTERIOR EXISTING AIR SHAFTS

- Fencing is preferred, but existing siamese-connection on east side needs to be removed.
- "Goose-neck" option for existing air shaft to be reviewed.
- GRC to review and provide options.

- 38.6.40 • GRC to issue options.
- 38.6.41/42 • **WPS prefers sloped housing with opening on “backside”.**
- 38.6.41/42 • **GRC/AAR to review.**

Action: GRC / AAR

39.1 **WYPER ROAD**

- East and west entry doors to be switched September 9, 2013 (tentative).
- AB to confirm with Range Master.
- 39.1.40 • Work to be done this Thursday.
- 39.1.41 • Minor remedial work (drywall and paint) to be done.
- 39.1.42 • **Doors are installed; patching required.**

Action: AB

39.2 **WYPER ROAD**

- Yearend warranty review to be coordinated with GRC/WPS/CP.
- Berm report still outstanding.
- 39.2.40 • Report yet to be submitted; AAR to call Pam for copy. To be submitted by Friday.
- 39.2.41 • GRC submitted September 23, 2013.
- 39.2.41 • CP to review and proceed with remedial work as required.
- **CP to schedule work with AB and SB.**

Action: CP

39.3 **FLAG POLES**

- CP recommends free standing poles.
- WPS to advise on number, height and preferred location (south side?).
- GRC to issued CCN.
- 39.3.40 • GRC to expedite.
- 39.3.41/42 • **On Hold pending resolution of GMP.**

Action: WPS / GRC

39.4 **VEHICLE LIFTS & SPEEDO MACHINES**

- Specs issued to CP.
- 6 new lifts, 1 new bus lift, 2 relocated lifts.
- Compressed air and electrical required.
- FFE item.
- CP to price and advise OA.
- 39.4.40 • CP yet to issue the tender package; CP will be providing power to all locations.
- 39.4.41 • CP awaiting pricing; will be forwarded to OA/WPS for review.
- 39.4.42 • **Price was submitted but missing M & E quotes.**
- 39.4.42 • **Work on hold until resolution of GMP.**

Action: CP

40.2 **FURNITURE VS POWER DATA**

- Issue with furniture versus power data in rooms #3424 and #3300. Nova3 was aware of the issue in August 2013, but failed to issue the required SI. SI was issued yesterday (September 9, 2013).

- CP to forward cost to implement these changes.
- 40.1.42 • **GRC to review with McCain.**

Action: GRC

40.3 **SPECIAL COMMITTEE MEETING**

- Special Committee meeting being called for this Thursday to review CCN quotes submitted to date. Quotes have yet to be reviewed by consultants.

Action: Info

40.4 **MEETING ATTENDANCE REQUEST**

- CP requested that GRC be here every week for the next 3-4 weeks.
- Provide proposal to OA.

Action: CP / GRC

41.1 **911 CALL CENTRE**

- Offices can be carpeted.
 - Supervisor platform to be bamboo flooring.
 - GRC to reissue SI.
- 41.1.42 • **Work done.**

Action: Info

41.2 **CCN REVIEW (1 to 45)**

- PC/PD/OA met with CP on September 23, 2013 to review CCNs.
 - 6-7 CCNs need to be resubmitted.
 - To be reviewed this afternoon.
 - GMP to be fixed to include CCNs 1-45.
- 41.2.42 • **CCN #46 is reserved for the security system.**

Action: AAR / GRC / CP

42.1 **WALK-THROUGHS**

- Pat de Jong would like to start walk-thoughts starting at the end of the month with groups associated with their move. Are groups of 6-8 in size of 15-20 I size better or worse? What are CP's preferences?
- CP prefers smaller groups and 5th floor only as furniture is starting installation November 5, 2013. CP is recommending mid-November start. CP to advise preferred time (i.e. after 3:30pm).

Action: Info

42.2 **GMP EXTRA REVIEWS**

- Submit GMP extra reviews as they are being completed; do not wait until they are done.

Action: GRC

42.3 **CCN REVIEW**

- CCN review; where are we with our review? GRC to inform OA pending input from Nova3.

Action: GRC / Nova3

42.4 **FUEL FILLING ROOMS**

- Fuel filling rooms; why did Nova3 not know about this? GRC to contact Nova3.
- CP estimated the extra cost at \$50K. Project has no money; CP will attempt to value engineer this issue by deleting some work of equal value.

Action: GRC / Nova3 / CP

42.5 **WORK STOPPAGE**

- OA requested that CP respond to latest letters issued by OA/City of Winnipeg regarding CP's possible work stoppage; this response has been requested within the next few days.

Action: CP

42.6 **CCN REVIEW**

- CP is requesting input regarding the "red" furniture being relocated from other existing off-site location.
- CP requires the furniture that must be hand wired on site prior to substation completion date.
- WPS to review with George quantity of furniture affected.

Action: CP / WPS

42.7 **NEXT OWNER'S MEETING**

- Next meeting is Tuesday, October 29, 2013.
- OA will attend by teleconference call.

Action: Info

NEXT MEETING

- Next meeting will be on **Tuesday, October 29, 2013** from **9am to 10:30pm**.
- **All meetings will be from 9am to 10:30am**
 - **Tuesday, November 12, 2013**
 - **Tuesday, November 26, 2013**
- Owner's Meeting to be held bi-weekly until further notice.

Action: All / AAR

Supplemental

S1.2 **BUILDING PERMIT STATUS**

- Structural Permit - May 2, 2012
 - Receipt received.
- S1.2.18 ○ Structural Permit to be approved by October 26, 2012.
- S1.2.18 ○ CP to Pick-up.
 - Building Permit - submitted June 15, 2012

- 100% design complete and fully coordinated Architectural, Structural, Mechanical and Electrical drawings and specifications.
- Follow-up meeting with City of Winnipeg (Sara Ciaflone) set-up for Wednesday, June 20, 2012.
- Drawings re-submitted for Building Permit on July 24, 2012.
- S1.2.18 ○ Email confirmation received from City of Winnipeg (Sara Ciaflone) stating acceptance in principal with Morrison Hershfield Code Report.
- S1.2.26 ● Meeting request received from City of Winnipeg (Sara Ciaflone) to review architectural comments. Set for Wednesday, February 21, 2013 at 3pm.
- S1.2.29 ● Meeting schedules with Judy Redmond and Sara Ciaflone on Wednesday, April 3, 2013.
- S1.2.37 ● Sign off received for architectural, structural, mechanical and electrical.
- S1.2.37 ● Awaiting sign-off from UDAC for issuance of full permit.
- S1.2.38 ● City of Winnipeg advised that full building permit has been issued (confirmed by Sara Ciaflone on August 8, 2013).
- S1.2.40 ● CP picked up Building Permit.
- S1.2.40 ● “Red Line” drawings were picked up by RB, but were returned as the “Red Line” comments were not noted on the drawings. Sara Hopes to have drawings returned by this Friday.

Action: Info



Winnipeg Police Headquarters Owner's Meeting No. 43



Date of Meeting: October 29, 2013

Meeting Location: Caspian Boardroom, 5th Floor, 266 Graham

Name	Initials	Company	Initials	Present	Copied
Peter Chang	PC	Adjeleian Allen Rubeli Ltd.	AAR	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Patrick Dubuc	PD	GRC Architects	GRC	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Peter Rankin	PR	GRC Architects	GRC	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Ossama AbouZeid	OA	Dunmore Corporation	DC	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Randy Benoit	RB	Winnipeg Police Service	WPS	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Henry Hagenars	HH	Winnipeg Police Service	WPS	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Ari Berdesis	AB	Winnipeg Police Service	WPS	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Denis Dane	DD	Winnipeg Police Service	WPS	<input type="checkbox"/>	<input checked="" type="checkbox"/>
George Labossiere	GL	Winnipeg Police Service	WPS	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Armik Babakhanians	ABa	Caspian Projects	CP	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Shaun Babakhanians	SB	Caspian Projects	CP	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Peter Giannuzzi	PG	Caspian Projects	CP	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Pam Anderson	PA	Caspian Projects	CP	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Andrew Edge	AE	Caspian Projects	CP	<input type="checkbox"/>	<input checked="" type="checkbox"/>
John Guenther	JG	Nova3	N3	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Vic Thielman	VT	Nova3	N3	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Tony Mitousis	TM	Nova3	N3	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Dan Wolfrom	DW	Wolfrom Engineering	WE	<input type="checkbox"/>	<input checked="" type="checkbox"/>

Meeting Minutes

20.6 PUMP STATION - WYPER

- 20.6.22 • CP has stated that no special requirements to prevent freeze-up.
- 20.6.20/22 • CP to contact Genivar to confirm.
- 20.6.24 • CP to confirm that pump is not frozen.
- 20.6.26 • CP to confirm with Bayview and McCaine in spring.

- 20.6.28 • Being reviewed today (March 19, 2013). CP to provide feedback.
- 20.6.31 • Flooding of range.
- 20.6.31 • CP claims that it is a maintenance issue. Valves need to be manually opened/shut.
- 20.6.31 • CP to provide memo for maintenance and why there is flooding.
- 20.6.32 • Water is still rising when the 4 gas pumps are shut off and the lift station is not able to keep the water level down, even with the gate valve closed. CP to verify site condition with Genivar and investigate source of water infiltration.
- 20.6.32 • Borrow pit is still full of water.
- 20.6.32 • Add flow meter to lift station pump to see how much water is actually being pumped by the lift station.
- 20.6.33 • AB stated that the City of Winnipeg still has issues of water flowing back to site (pond is full).
- 20.6.33 • CP disagrees and stated it's not a construction issue.
- 20.6.33 • PP&D to provide a report for CP/WPS to review.
- 20.6.34 • Draft report received from PP&D (Glen Snider) on June 11, 2013 and forwarded to OA for action.
- 20.6.35 • CP received formal letter from PP&D.
- 20.6.35 • AAR/GRC to follow up with Genivar.
- 20.6.35 • Genivar to comment on culvert installation by CP between borrow pit and catch pit.
- 20.6.36 • GRC/AAR have been in contact with Genivar to confirm design and scope.
- 20.6.36 • Genivar to review regional municipality of MacDonald the drainage/water management plan for the site.
- 20.6.37 • Awaiting response from Genivar.
- 20.6.37 • Drainage ditch/berm around borrow pit proposed.
- 20.6.37 • OA claims this should be CP's cost as CP changed the design. To be reviewed offline.
- 20.6.37 • GRC to issue CCN, once solution is received from Genivar.
- 20.6.38 • Report issued directly to CP by Genivar July 26, 2013.
- 20.6.38 • CP to coordinate work with WPS schedule.
- 20.6.38 • RB to provide schedule.
- 20.6.39 • Work on berms/ditch to be done in late September/October to accommodate WPS training schedule.
- 20.6.40 • Work started yesterday; CP hopes to have it done by October 13, 2013.
- 20.6.41 • Ditch has been completed.
- 20.6.41 • Remaining work is on schedule to be completed by October 13, 2013.
- 20.6.42 • CP to verify and advise.
- 20.6.43 • **Bladder has been removed.**
- 20.6.43 • **Pump is working, but does not appear to be keeping up with inflow/seepage.**
- 20.6.43 • **CP to review.**
- 20.6.43 • **Genivar (Ian) to review.**

Action: RB / CP

20.7 LIGHT POLE TOLERANCES - WYPER

- Certification required from CP (McCaine).
- 20.7.21 • Under warranty.
- 20.7.22 • CP to review (in GRC deficiency report).
- 20.7.23 • Contractor has proposed use of collar dampers.
- 20.7.24 • To be installed Monday, January 28, 2013. PG to coordinate with AB.
- 20.7.25 • Currently being installed. CP to post on SharePoint once complete.
- 20.7.26 • Collar dampers have been installed.
- 20.7.28 • Light pole standard failed.

- 20.7.28 • CP reinstalling poles (same type).
- 20.7.28 • CP requesting 5 year warranty.
- 20.7.28 • CP to provide certification letter for AAR to review.
- 20.7.28 • WPS requests a regular review/inspection and certification for conditional acceptance by WPS.
- 20.7.29 • Light poles will all be replaced with higher gauge poles.
- 20.7.29 • Dampers will be installed.
- 20.7.30 • To be installed this week.
- 20.7.31 • McCaine has offered 2 year warranty from date of replacement.
- 20.7.32 • CP not happy with present condition. Light standards appear to still be moving 2' in each direction from vertical. This issue is still open and will be monitored.
- 20.7.35 • Nova3 to provide letter (stamped and sealed) stating concerns of light poles. (Issued June 26, 2013).
- 20.7.35 • WPS to review/approve request from McCaine (light pole supplier) to mount a video/monitor camera to assess movement.
- 20.7.35/36 • CP is in agreement with WPS safety concerns and is taking measures (through legal process if necessary) to address the matter.
- 20.7.36 • Video camera has been installed; to be downloaded and reviewed by McCaine.
- 20.7.37 • McCaine to review video with WPS before releasing to light pole supplier/manufacturer.
- 20.7.37 • Cameras to remain in place as the site has not experienced high south winds.
- 20.7.39 • Initial attempt failed to capture any movement.
- 20.7.39 • McCaine has reinstalled new cameras.
- 20.7.40 • No extreme weather yet; cameras to remain.
- 20.7.42 • Ron Nault to contact AB to review footage of high wind days.
- 20.7.43 • **To be restarted; McCaine waiting for DVR camera.**

Action: CP

30.3 P2 PARKING LEVEL

- Ceiling to be painted.
- WPS requested that lines for parking be reviewed with users.
- 30.3.34 • CP requested final layout/direction from WPS by October 2013.
- 30.3.42 • Line layout not required until January 2014; WPS to advise.

Action: WPS

30.5 LOCKER TENDER

- GRC is preparing locker tender.
- To be issued to CP this week.
- Shelving under review.
- 30.5.31 • Locker package issued to CP on April 26, 2013.
- 30.5.32 • Tender extended by one week to May 29, 2013.
- 30.5.33 • WPS to review and provide direction on quality and quantity.
- 30.5.34 • OA advised tenders were all over budget.
- 30.5.34 • Tenders will be disregarded.
- 30.5.34 • OA to review with WPS and advise on direction (probably going direct with supplier).
- 30.5.35 • OA reviewing internally for next month.
- 30.5.39/40/42 • Carried; as requested by OA.

Action: OA

34.4 FF&E (MISC)

- Fridges, stoves and microwaves.
- OA required competitive prices.
- GRC to meet with WPS (AB) and CJB.
- Need to streamline tender process.
- 34.4.35 • GRC has met with CJB and packages are being prepared.
- 34.4.40 • GRC to call Charmaine to expedite.
- 34.4.41 • CP received prices for freezers (± \$80K).
- 34.4.41 • OA to review with WPS and provide direction.
- 34.4.42 • On hold at this time pending approval by City of Winnipeg.

Action: CP / WPS

36.2 SITE PLAN

- Meeting requested by UDAC to review specifically the south side.
- GRC to contact Lee Caldwell to arrange meeting.
- 36.2.37 • Meeting today (July 23, 2013).
- 36.2.38 • UDAC requested landscape plan and UDAC will provide conditional sign-off on permit.
- 36.2.38 • McGowan-Russell submitted proposal for south landscape; accepted by OA.
- 36.2.39 • CCN #041 issued August 22, 2013 (2 options).
- 36.2.39 • CP to price.
- 36.2.40 • CP raised issue regarding shape of existing sidewalk; OA/RB to discuss at Steering Committee.
- 36.2.41 • RB to follow-up with City Operations.
- 36.2.42 • RB awaiting input from City of Winnipeg (Lester Dean).
- 36.2.43 • **Landscaping for south side on hold.**
- 36.2.43 • **Sidewalk repair has been patched. Further maintenance to be done in Spring 2014.**

Action: RB

37.1 HIGH DENSITY SHELVING

- Tenders received.
- OA requested a meeting with low bidder (Tab).
- CP to arrange; OA to decide on WPS attendees.
- 37.1.39/40 • OA provided with prices.
- 37.1.39/40 • OA to review with RB (non-critical for construction).
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Action: OA / RB

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- OA has reiterated again the importance of finalizing the GMP.
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- OA informed CP that the longer it takes for finalizing the GMP, the greater the risk to CP.
- 37.5.40 • CP to submit values this week.
- 37.5.41 • To be completed September 26, 2013 by 3pm.
- 37.5.42 • Quote submitted by CP under review by AAR, GRC and Nova3.

- 37.5.43 • **Preliminary report issued to OA October 28, 2013 along with Nova3 back-up.**
- 37.5.43 • **OA to review with CP.**

Action: OA / CP

38.4 WYPER SI FOR HEATING (AAR SI #217 ISSUED JULY 31, 2013)

- CP to proceed with work.
- CP to price and advise OA of work.
- 38.4.40 • CP to submit quote for work.
- 38.4.42 • CP requesting CCN for this work; GRC is requesting pricing/value.
- 38.4.43 • **CP estimated work to be \$20K.**
- 38.4.43 • **AAR to review with Nova3.**

Action: AAR / Nova3

38.6 EXTERIOR EXISTING AIR SHAFTS

- Fencing is preferred, but existing siamese-connection on east side needs to be removed.
- “Goose-neck” option for existing air shaft to be reviewed.
- GRC to review and provide options.
- 38.6.40 • GRC to issue options.
- 38.6.41/42 • WPS prefers sloped housing with opening on “backside”.
- 38.6.41/42 • GRC/AAR to review.
- 38.6.43 • **GRC presented 3 options for CP to review.**
- 38.6.43 • **Additional options discussed; GRC to submit.**

Action: GRC / AAR

39.1 WYPER ROAD

- East and west entry doors to be switched September 9, 2013 (tentative).
- AB to confirm with Range Master.
- 39.1.40 • Work to be done this Thursday.
- 39.1.41 • Minor remedial work (drywall and paint) to be done.
- 39.1.42 • Doors are installed; patching required.

Action: Closed

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- Yearend warranty review to be coordinated with GRC/WPS/CP.
- Berm report still outstanding.
- 39.2.40 • Report yet to be submitted; AAR to call Pam for copy. To be submitted by Friday.
- 39.2.41 • GRC submitted September 23, 2013.
- 39.2.41 • CP to review and proceed with remedial work as required.
- 39.2.42 • CP to schedule work with AB and SB.
- 39.2.43 • **Work has been scheduled for the week of November 18, 2013.**

Action: CP

39.3 FLAG POLES

- CP recommends free standing poles.
- WPS to advise on number, height and preferred location (south side?).

- GRC to issued CCN.
- 39.3.40 • GRC to expedite.
- 39.3.41/42 • On Hold pending resolution of GMP.

Action: WPS / GRC

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- Specs issued to CP.
- 6 new lifts, 1 new bus lift, 2 relocated lifts.
- Compressed air and electrical required.
- FFE item.
- CP to price and advise OA.
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- 39.4.42 • Price was submitted but missing M & E quotes.
- 39.4.42 • Work on hold until resolution of GMP.

Action: CP

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- Issue with furniture versus power data in rooms #3424 and #3300. Nova3 was aware of the issue in August 2013, but failed to issue the required SI. SI was issued yesterday (September 9, 2013).
- CP to forward cost to implement these changes.
- 40.2.42 • GRC to review with McCaine.
- 40.2.43 • **McCaine has informed GRC that this is not an issue.**

Action: Closed

40.3 SPECIAL COMMITTEE MEETING

- Special Committee meeting being called for this Thursday to review CCN quotes submitted to date. Quotes have yet to be reviewed by consultants.

Action: Closed

40.4 MEETING ATTENDANCE REQUEST

- CP requested that GRC be here every week for the next 3-4 weeks.
- Provide proposal to OA.

Action: Closed

41.1 911 CALL CENTRE

- Offices can be carpeted.
- Supervisor platform to be bamboo flooring.
- GRC to reissue SI.
- 41.1.42 • Work done.

Action: Closed

41.2 CCN REVIEW (1 to 45)

- PC/PD/OA met with CP on September 23, 2013 to review CCNs.

- 6-7 CCNs need to be resubmitted.
- To be reviewed this afternoon.
- GMP to be fixed to include CCNs 1-45.
- 41.2.42 • CCN #46 is reserved for the security system.
- 41.2.43 • **Report has been issued to OA.**
- 41.2.43 • **OA to review.**

Action: OA

42.2 **GMP EXTRA REVIEWS**

- Submit GMP extra reviews as they are being completed; do not wait until they are done.

Action: Closed

42.3 **CCN REVIEW**

- CCN review; where are we with our review? GRC to inform OA pending input from Nova3.

Action: Closed

42.4 **FUEL FILLING ROOMS**

- Fuel filling rooms; why did Nova3 not know about this? GRC to contact Nova3.
- CP estimated the extra cost at \$50K. Project has no money; CP will attempt to value engineer this issue by deleting some work of equal value.
- 42.4.43 • **Room has been constructed.**

Action: Info

42.5 **WORK STOPPAGE**

- OA requested that CP respond to latest letters issued by OA/City of Winnipeg regarding CP's possible work stoppage; this response has been requested within the next few days.
- 42.5.43 • **CP has responded.**

Action: Info

42.6 **FFE REVIEW**

- CP is requesting input regarding the "red" furniture being relocated from other existing off-site location.
- CP requires the furniture that must be hand wired on site prior to substation completion date.
- WPS to review with George quantity of furniture affected.

Action: CP / WPS

43.1 **HOARDING ON WEST SIDE**

- HH expressed concern with hoarding for bicycle storage area.
- CP to review.

Action: CP

43.2 SALLY PORT & SERVICE GARAGE DOORS

- Concern with warranty of rolling shutter doors.
- Ident door can remain open.
- Service garage door may be open depending on weather.
- Sally Port may require additional secondary OH door that require high cycle usage.
- GRC to review options with WPS.

Action: GRC / WPS

NEXT MEETING

- Next meeting will be on **Tuesday, November 12, 2013** from **9am to 10:30pm**.
- **All meetings will be from 9am to 10:30am**
 - **Tuesday, November 26, 2013**
 - **Tuesday, December 17, 2013**
- Owner's Meeting to be held bi-weekly until further notice.

Action: All / AAR

Supplemental

S1.2 BUILDING PERMIT STATUS

- Structural Permit - May 2, 2012
 - Receipt received.
- S1.2.18 ○ Structural Permit to be approved by October 26, 2012.
- S1.2.18 ○ CP to Pick-up.
 - Building Permit - submitted June 15, 2012
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 - Drawings re-submitted for Building Permit on July 24, 2012.
- S1.2.18 ○ Email confirmation received from City of Winnipeg (Sara Ciaflone) stating acceptance in principal with Morrison Hershfield Code Report.
- S1.2.26 • Meeting request received from City of Winnipeg (Sara Ciaflone) to review architectural comments. Set for Wednesday, February 21, 2013 at 3pm.
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- S1.2.37 • Awaiting sign-off from UDAC for issuance of full permit.
- S1.2.38 • City of Winnipeg advised that full building permit has been issued (confirmed by Sara Ciaflone on August 8, 2013).
- S1.2.40 • CP picked up Building Permit.
- S1.2.40 • "Red Line" drawings were picked up by RB, but were returned as the "Red Line" comments were not noted on the drawings. Sara Hopes to have drawings returned by this Friday.

Action: Info



Winnipeg Police Headquarters Owner's Meeting No. 44



Date of Meeting: November 12, 2013

Meeting Location: Caspian Boardroom, 5th Floor, 266 Graham

Name	Initials	Company	Initials	Present	Copied
Peter Chang	PC	Adjeleian Allen Rubeli Ltd.	AAR	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Patrick Dubuc	PD	GRC Architects	GRC	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Peter Rankin	PR	GRC Architects	GRC	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Ossama AbouZeid	OA	Dunmore Corporation	DC	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Randy Benoit	RB	Winnipeg Police Service	WPS	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Henry Hagenars	HH	Winnipeg Police Service	WPS	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Ari Berdesis	AB	Winnipeg Police Service	WPS	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
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Pam Anderson	PA	Caspian Projects	CP	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Andrew Edge	AE	Caspian Projects	CP	<input type="checkbox"/>	<input checked="" type="checkbox"/>
John Guenther	JG	Nova3	N3	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Vic Thielman	VT	Nova3	N3	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Tony Mitousis	TM	Nova3	N3	<input type="checkbox"/>	<input checked="" type="checkbox"/>
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Meeting Minutes

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- 20.6.43 • CP to review.
- 20.6.43 • Genivar (Ian) to review.
- 20.6.44 • **PP&D are worried about the upcoming spring with possible flooding conditions.**
- 20.6.44 • **GRC to visit site on Thursday with AB.**

Action: RB / CP

20.7 LIGHT POLE TOLERANCES - WYPER

- Certification required from CP (McCaine).
- 20.7.21 • Under warranty.
- 20.7.22 • CP to review (in GRC deficiency report).
- 20.7.23 • Contractor has proposed use of collar dampers.
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- 20.7.35/36 • CP is in agreement with WPS safety concerns and is taking measures (through legal process if necessary) to address the matter.
- 20.7.36 • Video camera has been installed; to be downloaded and reviewed by McCaine.
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- 20.7.40 • No extreme weather yet; cameras to remain.
- 20.7.42 • Ron Nault to contact AB to review footage of high wind days.
- 20.7.43 • To be restarted; McCaine waiting for DVR camera.
- 20.7.44 • **Still ongoing; maintain camera until high winds are recorded.**

Action: CP

30.3 **P2 PARKING LEVEL**

- Ceiling to be painted.
- WPS requested that lines for parking be reviewed with users.
- 30.3.34 • CP requested final layout/direction from WPS by October 2013.
- 30.3.42 • Line layout not required until January 2014; WPS to advise.

Action: WPS

30.5 **LOCKER TENDER**

- GRC is preparing locker tender.
- To be issued to CP this week.
- Shelving under review.
- 30.5.31 • Locker package issued to CP on April 26, 2013.
- 30.5.32 • Tender extended by one week to May 29, 2013.
- 30.5.33 • WPS to review and provide direction on quality and quantity.
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- 30.5.35 • OA reviewing internally for next month.

30.5.39/40/42/44 • **Carried; as requested by OA.**

Action: OA

34.4 **FF&E (MISC)**

- Fridges, stoves and microwaves.
- OA required competitive prices.
- GRC to meet with WPS (AB) and CJB.
- Need to streamline tender process.
- 34.4.35 • GRC has met with CJB and packages are being prepared.
- 34.4.40 • GRC to call Charmaine to expedite.
- 34.4.41 • CP received prices for freezers (± \$80K).
- 34.4.41 • OA to review with WPS and provide direction.
- 34.4.42 • On hold at this time pending approval by City of Winnipeg.
- 34.4.44 • **Carried.**

Action: CP / WPS

36.2 **SITE PLAN**

- Meeting requested by UDAC to review specifically the south side.
- GRC to contact Lee Caldwell to arrange meeting.
- 36.2.37 • Meeting today (July 23, 2013).
- 36.2.38 • UDAC requested landscape plan and UDAC will provide conditional sign-off on permit.
- 36.2.38 • McGowan-Russell submitted proposal for south landscape; accepted by OA.
- 36.2.39 • CCN #041 issued August 22, 2013 (2 options).
- 36.2.39 • CP to price.
- 36.2.40 • CP raised issue regarding shape of existing sidewalk; OA/RB to discuss at Steering Committee.
- 36.2.41 • RB to follow-up with City Operations.
- 36.2.42 • RB awaiting input from City of Winnipeg (Lester Dean).
- 36.2.43 • Landscaping for south side on hold.
- 36.2.43 • Sidewalk repair has been patched. Further maintenance to be done in Spring 2014.
- 36.2.44 • **Issue to be dropped from meeting minutes; to be revisited in Spring by City of Winnipeg.**

Action: Closed

37.1 **HIGH DENSITY SHELVING**

- Tenders received.
- OA requested a meeting with low bidder (Tab).
- CP to arrange; OA to decide on WPS attendees.
- 37.1.39/40 • OA provided with prices.
- 37.1.39/40 • OA to review with RB (non-critical for construction).
- 37.1.41/42 • Authorization to be issued after resolution of GMP.
- 37.1.44 • **Carried.**

Action: OA / RB

37.5 **GMP CONCERNS**

- OA has reiterated again the importance of finalizing the GMP.

- CP to finalize millwork price. Any additional changes to millwork issued April 1, 2013 (estimate to be 5-10 pieces) will be handled as an additional post GMP CCN.
 - OA urgently requires finalized quotes with full back-up for all outstanding CCNs, as noted in the meeting minutes. This is required to finalize the GMP.
 - OA informed CP that the longer it takes for finalizing the GMP, the greater the risk to CP.
- 37.5.40 • CP to submit values this week.
- 37.5.41 • To be completed September 26, 2013 by 3pm.
- 37.5.42 • Quote submitted by CP under review by AAR, GRC and Nova3.
- 37.5.43 • Preliminary report issued to OA October 28, 2013 along with Nova3 back-up.
- 37.5.43 • OA to review with CP.
- 37.5.44 • **OA to share report comments with CP.**

Action: OA / CP

38.4 WYPER SI FOR HEATING (AAR SI #217 ISSUED JULY 31, 2013)

- CP to proceed with work.
 - CP to price and advise OA of work.
- 38.4.40 • CP to submit quote for work.
- 38.4.42 • CP requesting CCN for this work; GRC is requesting pricing/value.
- 38.4.43 • CP estimated work to be \$20K.
- 38.4.43 • AAR to review with Nova3.
- 38.4.44 • **Work not started; GRC to follow-up with AAR & Nova3.**

Action: AAR / Nova3

38.6 EXTERIOR EXISTING AIR SHAFTS

- Fencing is preferred, but existing siamese-connection on east side needs to be removed.
 - “Goose-neck” option for existing air shaft to be reviewed.
 - GRC to review and provide options.
- 38.6.40 • GRC to issue options.
- 38.6.41/42 • WPS prefers sloped housing with opening on “backside”.
- 38.6.41/42 • GRC/AAR to review.
- 38.6.43 • GRC presented 3 options for CP to review.
- 38.6.43 • Additional options discussed; GRC to submit.
- 38.6.44 • **GRC is to prepare 3D modelling of possible options.**

Action: GRC / AAR

39.1 WYPER ROAD

- East and west entry doors to be switched September 9, 2013 (tentative).
 - AB to confirm with Range Master.
- 39.1.40 • Work to be done this Thursday.
- 39.1.41 • Minor remedial work (drywall and paint) to be done.
- 39.1.42 • Doors are installed; patching required.
- 39.1.44 • **Work is not complete; CP to coordinate access to site with AB or Shaun (Range Master).**

Action: CP

39.2

WYPER ROAD

- Yearend warranty review to be coordinated with GRC/WPS/CP.
- Berm report still outstanding.
- 39.2.40 • Report yet to be submitted; AAR to call Pam for copy. To be submitted by Friday.
- 39.2.41 • GRC submitted September 23, 2013.
- 39.2.41 • CP to review and proceed with remedial work as required.
- 39.2.42 • CP to schedule work with AB and SB.
- 39.2.43 • Work has been scheduled for the week of November 18, 2013.
- 39.2.44 • **To start next week; CP coordinate access to site with AB.**

Action: CP

39.3

FLAG POLES

- CP recommends free standing poles.
- WPS to advise on number, height and preferred location (south side?).
- GRC to issued CCN.
- 39.3.40 • GRC to expedite.
- 39.3.41/42 • On Hold pending resolution of GMP.
- 39.3.44 • **Carried.**

Action: WPS / GRC

39.4

VEHICLE LIFTS & SPEEDO MACHINES

- Specs issued to CP.
- 6 new lifts, 1 new bus lift, 2 relocated lifts.
- Compressed air and electrical required.
- FFE item.
- CP to price and advise OA.
- 39.4.40 • CP yet to issue the tender package; CP will be providing power to all locations.
- 39.4.41 • CP awaiting pricing; will be forwarded to OA/WPS for review.
- 39.4.42 • Price was submitted but missing M & E quotes.
- 39.4.42 • Work on hold until resolution of GMP.
- 39.4.44 • **Carried.**

Action: CP

40.3

SPECIAL COMMITTEE MEETING

- Special Committee meeting being called for this Thursday to review CCN quotes submitted to date. Quotes have yet to be reviewed by consultants.
- 40.3.44 • **OA has not submitted consultant comments to CP (see Item 41.2).**

Action: Closed

41.2

CCN REVIEW (1 to 45)

- PC/PD/OA met with CP on September 23, 2013 to review CCNs.
- 6-7 CCNs need to be resubmitted.
- To be reviewed this afternoon.
- GMP to be fixed to include CCNs 1-45.
- 41.2.42 • CCN #46 is reserved for the security system.
- 41.2.43 • Report has been issued to OA.
- 41.2.43 • OA to review.

- 41.2.44 • **OA to release comments.**

Action: OA

42.4 **FUEL FILLING ROOMS**

- Fuel filling rooms; why did Nova3 not know about this? GRC to contact Nova3.
- CP estimated the extra cost at \$50K. Project has no money; CP will attempt to value engineer this issue by deleting some work of equal value.
- 42.4.43 • Room has been constructed.
- 42.4.44 • **Environmental review still required; awaiting comments from Provincial Authorities.**

Action: Info

42.5 **WORK STOPPAGE**

- OA requested that CP respond to latest letters issued by OA/City of Winnipeg regarding CP's possible work stoppage; this response has been requested within the next few days.
- 42.5.43 • CP has responded.
- 42.5.44 • **Meeting scheduled for this afternoon.**

Action: Info

42.6 **FFE REVIEW**

- CP is requesting input regarding the "red" furniture being relocated from other existing off-site location.
- 42.6.44 • CP requires the furniture that must be hand wired on site prior to **substantial** completion date.
- WPS to review with George quantity of furniture affected.
- 42.6.44 • **Furniture delivery for 5th floor should be under control. Existing elevator at South-East corner will be out of commission by end of November 2013.**

Action: CP / WPS

43.1 **HOARDING ON WEST SIDE**

- HH expressed concern with hoarding for bicycle storage area.
- CP to review.

Action: Closed

43.2 **SALLY PORT & SERVICE GARAGE DOORS**

- Concern with warranty of rolling shutter doors.
- Ident door can remain open.
- Service garage door may be open depending on weather.
- Sally Port may require additional secondary OH door that require high cycle usage.
- GRC to review options with WPS.
- 43.2.44 • **CP asked Wallace & Wallace to submit quote to add either roll up high-speed door or regular overhead door. These would be required at Ally Port and Service Garage; 4 doors in total.**

Action: GRC / WPS

NEXT MEETING

- Next meeting will be on **Tuesday, November 26, 2013** from **9am to 10:30pm**.
- **All meetings will be from 9am to 10:30am**
 - **Tuesday, December 17, 2013**
- Owner's Meeting to be held bi-weekly until further notice.

Action: All / AAR

Supplemental

S1.2 BUILDING PERMIT STATUS

- Structural Permit - May 2, 2012
 - Receipt received.
- S1.2.18 ○ Structural Permit to be approved by October 26, 2012.
- S1.2.18 ○ CP to Pick-up.
 - Building Permit - submitted June 15, 2012
 - 100% design complete and fully coordinated Architectural, Structural, Mechanical and Electrical drawings and specifications.
 - Follow-up meeting with City of Winnipeg (Sara Ciaflone) set-up for Wednesday, June 20, 2012.
 - Drawings re-submitted for Building Permit on July 24, 2012.
- S1.2.18 ○ Email confirmation received from City of Winnipeg (Sara Ciaflone) stating acceptance in principal with Morrison Hershfield Code Report.
- S1.2.26 • Meeting request received from City of Winnipeg (Sara Ciaflone) to review architectural comments. Set for Wednesday, February 21, 2013 at 3pm.
- S1.2.29 • Meeting schedules with Judy Redmond and Sara Ciaflone on Wednesday, April 3, 2013.
- S1.2.37 • Sign off received for architectural, structural, mechanical and electrical.
- S1.2.37 • Awaiting sign-off from UDAC for issuance of full permit.
- S1.2.38 • City of Winnipeg advised that full building permit has been issued (confirmed by Sara Ciaflone on August 8, 2013).
- S1.2.40 • CP picked up Building Permit.
- S1.2.40 • "Red Line" drawings were picked up by RB, but were returned as the "Red Line" comments were not noted on the drawings. Sara Hopes to have drawings returned by this Friday.

Action: Info



Winnipeg Police Headquarters Owner's Meeting No. 45



Date of Meeting: November 26, 2013

Meeting Location: Caspian Boardroom, 5th Floor, 266 Graham

Name	Initials	Company	Initials	Present	Copied
Peter Chang	PC	Adjeleian Allen Rubeli Ltd.	AAR	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Patrick Dubuc	PD	GRC Architects	GRC	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
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Meeting Minutes

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- 20.6.44 • GRC to visit site on Thursday with AB.
- 20.6.45 • **CP to replace gate valve this year.**
- 20.6.45 • **CP to respond formally to PP&D reports.**
- 20.6.45 • **CP asks that pump station be properly "winterized" by PP&D.**

Action: CP

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Action: CP

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Action: WPS

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- 34.4.42 • On hold at this time pending approval by City of Winnipeg.
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Action: CP / WPS

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- Tenders received.
- OA requested a meeting with low bidder (Tab).
- CP to arrange; OA to decide on WPS attendees.
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- 37.1.39/40 • OA to review with RB (non-critical for construction).
- 37.1.41/42 • Authorization to be issued after resolution of GMP.
- 37.1.44 • Carried.

Action: OA / RB

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- OA has reiterated again the importance of finalizing the GMP.
- CP to finalize millwork price. Any additional changes to millwork issued April 1, 2013 (estimate to be 5-10 pieces) will be handled as an additional post GMP CCN.
- OA urgently requires finalized quotes with full back-up for all outstanding CCNs, as noted in the meeting minutes. This is required to finalize the GMP.
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- 37.5.43 • OA to review with CP.
- 37.5.44 • OA to share report comments with CP.

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- 38.4.42 • CP requesting CCN for this work; GRC is requesting pricing/value.
- 38.4.43 • CP estimated work to be \$20K.
- 38.4.43 • AAR to review with Nova3.
- 38.4.44 • Work not started; GRC to follow-up with AAR & Nova3.
- 38.4.45 • **SI #217 issued; CP to repair as per revised GMP agreement.**

Action: AAR / Nova3 / CP

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- Fencing is preferred, but existing siamese-connection on east side needs to be removed.
- “Goose-neck” option for existing air shaft to be reviewed.
- GRC to review and provide options.
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- 38.6.41/42 • WPS prefers sloped housing with opening on “backside”.
- 38.6.41/42 • GRC/AAR to review.
- 38.6.43 • GRC presented 3 options for CP to review.
- 38.6.43 • Additional options discussed; GRC to submit.
- 38.6.44 • GRC is to prepare 3D modelling of possible options.

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- East and west entry doors to be switched September 9, 2013 (tentative).
- AB to confirm with Range Master.
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- 39.1.42 • Doors are installed; patching required.
- 39.1.44 • Work is not complete; CP to coordinate access to site with AB or Shaun (Range Master).
- **Siding damage to be repaired within 2 weeks.**
- **Floor painting to be completed; 2 rooms out of 7 do not need to be repainted.**
- **HRV repair to be done this week.**

Action: CP

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- CP recommends free standing poles.
- WPS to advise on number, height and preferred location (south side?).
- GRC to issued CCN.
- 39.3.40 • GRC to expedite.
- 39.3.41/42 • On Hold pending resolution of GMP.
- 39.3.44 • Carried.

Action: WPS / GRC

39.4 **VEHICLE LIFTS & SPEEDO MACHINES**

- Specs issued to CP.
- 6 new lifts, 1 new bus lift, 2 relocated lifts.

- Compressed air and electrical required.
- FFE item.
- CP to price and advise OA.
- 39.4.40 • CP yet to issue the tender package; CP will be providing power to all locations.
- 39.4.41 • CP awaiting pricing; will be forwarded to OA/WPS for review.
- 39.4.42 • Price was submitted but missing M & E quotes.
- 39.4.42 • Work on hold until resolution of GMP.
- 39.4.44 • Carried.

Action: CP

41.2 CCN REVIEW (1 to 45)

- PC/PD/OA met with CP on September 23, 2013 to review CCNs.
- 6-7 CCNs need to be resubmitted.
- To be reviewed this afternoon.
- GMP to be fixed to include CCNs 1-45.
- 41.2.42 • CCN #46 is reserved for the security system.
- 41.2.43 • Report has been issued to OA.
- 41.2.43 • OA to review.
- 41.2.44 • OA to release comments.

Action: OA

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- Fuel filling rooms; why did Nova3 not know about this? GRC to contact Nova3.
- CP estimated the extra cost at \$50K. Project has no money; CP will attempt to value engineer this issue by deleting some work of equal value.
- 42.4.43 • Room has been constructed.
- 42.4.44 • Environmental review still required; awaiting comments from Provincial Authorities.

Action: Info

42.5 WORK STOPPAGE

- OA requested that CP respond to latest letters issued by OA/City of Winnipeg regarding CP's possible work stoppage; this response has been requested within the next few days.
- 42.5.43 • CP has responded.
- 42.5.44 • Meeting scheduled for this afternoon.

Action: Info

42.6 FFE REVIEW

- CP is requesting input regarding the "red" furniture being relocated from other existing off-site location.
- 42.6.44 • CP requires the furniture that must be hand wired on site prior to **substantial** completion date.
- WPS to review with George quantity of furniture affected.
- 42.6.44/45 • Furniture delivery for 5th floor should be under control. Existing elevator at South-East corner will be out of commission by **December 6, 2013**.
- 42.6.44 • **Future freight elevator will be online January 18, 2014.**

Action: CP / WPS

43.2 **SALLY PORT & SERVICE GARAGE DOORS**

- Concern with warranty of rolling shutter doors.
- Ident door can remain open.
- Service garage door may be open depending on weather.
- Sally Port may require additional secondary OH door that require high cycle usage.
- GRC to review options with WPS.
- 43.2.44 • CP asked Wallace & Wallace to submit quote to add either roll up high-speed door or regular overhead door. These would be required at Ally Port and Service Garage; 4 doors in total.
- 43.2.45 • **Carried.**

Action: GRC / WPS

45.1 **CODE REVIEW WALKTHROUGH**

- City Inspectors, GRC, CP and Judy Jeske are scheduled to do a walkthrough on Thursday, November 28, 2013 at 1:30pm.

Action: Info

45.2 **LIFE SAFETY INTEGRATION**

- CP has scheduled a dry run of systems for February 15, 2014.

Action: Info

45.3 **SITE CLOSURE**

- Site will be closed from December 20, 2013 to January 2, 2014.

Action: Info

NEXT MEETING

- Next meeting will be on **Tuesday, December 17, 2013** from **9am to 10:30pm**.
- **All meetings will be from 9am to 10:30am**
 - **Tuesday, January 14, 2014**
- Owner's Meeting to be held bi-weekly until further notice.

Action: All / AAR

Supplemental

S1.2 **BUILDING PERMIT STATUS**

- Structural Permit - May 2, 2012
 - Receipt received.
 - S1.2.18 ○ Structural Permit to be approved by October 26, 2012.
 - S1.2.18 ○ CP to Pick-up.
- Building Permit - submitted June 15, 2012
 - 100% design complete and fully coordinated Architectural, Structural, Mechanical and Electrical drawings and specifications.
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 - Drawings re-submitted for Building Permit on July 24, 2012.
 - S1.2.18 ○ Email confirmation received from City of Winnipeg (Sara Ciaflone) stating acceptance in principal with Morrison Hershfield Code Report.

- S1.2.26 • Meeting request received from City of Winnipeg (Sara Ciaflone) to review architectural comments. Set for Wednesday, February 21, 2013 at 3pm.
- S1.2.29 • Meeting schedules with Judy Redmond and Sara Ciaflone on Wednesday, April 3, 2013.
- S1.2.37 • Sign off received for architectural, structural, mechanical and electrical.
- S1.2.37 • Awaiting sign-off from UDAC for issuance of full permit.
- S1.2.38 • City of Winnipeg advised that full building permit has been issued (confirmed by Sara Ciaflone on August 8, 2013).
- S1.2.40 • CP picked up Building Permit.
- S1.2.40 • “Red Line” drawings were picked up by RB, but were returned as the “Red Line” comments were not noted on the drawings. Sara hopes to have drawings returned by this Friday.

Action: Info



Winnipeg Police Headquarters Owner's Meeting No. 46



Date of Meeting: December 10, 2013

Meeting Location: Caspian Boardroom, 5th Floor, 266 Graham

Name	Initials	Company	Initials	Present	Copied
Peter Chang	PC	Adjeleian Allen Rubeli Ltd.	AAR	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Patrick Dubuc	PD	GRC Architects	GRC	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Peter Rankin	PR	GRC Architects	GRC	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Randy Benoit	RB	Winnipeg Police Service	WPS	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Henry Hagenars	HH	Winnipeg Police Service	WPS	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Ari Berdesis	AB	Winnipeg Police Service	WPS	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Denis Dane	DD	Winnipeg Police Service	WPS	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
George Labossiere	GL	Winnipeg Police Service	WPS	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Armik Babakhanians	ABa	Caspian Projects	CP	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Shaun Babakhanians	SB	Caspian Projects	CP	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Pam Anderson	PA	Caspian Projects	CP	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Andrew Edge	AE	Caspian Projects	CP	<input type="checkbox"/>	<input checked="" type="checkbox"/>
John Guenther	JG	Nova3	N3	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Vic Thielman	VT	Nova3	N3	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Tony Mitousis	TM	Nova3	N3	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Dan Wolfrom	DW	Wolfrom Engineering	WE	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Iain Day	ID	City of Winnipeg	PP&D	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>

Meeting Minutes

20.6 PUMP STATION - WYPER

- 20.6.22 • CP has stated that no special requirements to prevent freeze-up.
- 20.6.20/22 • CP to contact Genivar to confirm.
- 20.6.24 • CP to confirm that pump is not frozen.
- 20.6.26 • CP to confirm with Bayview and McCaine in spring.
- 20.6.28 • Being reviewed today (March 19, 2013). CP to provide feedback.
- 20.6.31 • Flooding of range.

- 20.6.31 • CP claims that it is a maintenance issue. Valves need to be manually opened/shut.
- 20.6.31 • CP to provide memo for maintenance and why there is flooding.
- 20.6.32 • Water is still rising when the 4 gas pumps are shut off and the lift station is not able to keep the water level down, even with the gate valve closed. CP to verify site condition with Genivar and investigate source of water infiltration.
- 20.6.32 • Borrow pit is still full of water.
- 20.6.32 • Add flow meter to lift station pump to see how much water is actually being pumped by the lift station.
- 20.6.33 • AB stated that the City of Winnipeg still has issues of water flowing back to site (pond is full).
- 20.6.33 • CP disagrees and stated it's not a construction issue.
- 20.6.33 • PP&D to provide a report for CP/WPS to review.
- 20.6.34 • Draft report received from PP&D (Glen Snider) on June 11, 2013 and forwarded to OA for action.
- 20.6.35 • CP received formal letter from PP&D.
- 20.6.35 • AAR/GRC to follow up with Genivar.
- 20.6.35 • Genivar to comment on culvert installation by CP between borrow pit and catch pit.
- 20.6.36 • GRC/AAR have been in contact with Genivar to confirm design and scope.
- 20.6.36 • Genivar to review regional municipality of MacDonald the drainage/water management plan for the site.
- 20.6.37 • Awaiting response from Genivar.
- 20.6.37 • Drainage ditch/berm around borrow pit proposed.
- 20.6.37 • OA claims this should be CP's cost as CP changed the design. To be reviewed offline.
- 20.6.37 • GRC to issue CCN, once solution is received from Genivar.
- 20.6.38 • Report issued directly to CP by Genivar July 26, 2013.
- 20.6.38 • CP to coordinate work with WPS schedule.
- 20.6.38 • RB to provide schedule.
- 20.6.39 • Work on berms/ditch to be done in late September/October to accommodate WPS training schedule.
- 20.6.40 • Work started yesterday; CP hopes to have it done by October 13, 2013.
- 20.6.41 • Ditch has been completed.
- 20.6.41 • Remaining work is on schedule to be completed by October 13, 2013.
- 20.6.42 • CP to verify and advise.
- 20.6.43 • Bladder has been removed.
- 20.6.43 • Pump is working, but does not appear to be keeping up with inflow/seepage.
- 20.6.43 • CP to review.
- 20.6.43 • Genivar (Ian) to review.
- 20.6.44 • PP&D are worried about the upcoming spring with possible flooding conditions.
- 20.6.44 • GRC to visit site on Thursday with AB.
- 20.6.45 • CP to replace gate valve this year.
- 20.6.45 • CP to respond formally to PP&D reports.
- 20.6.45 • CP asks that pump station be properly "winterized" by PP&D.
- 20.6.46 • **WPS noted that culvert was modified (before occupancy) to accommodate flap gate (i.e. allow it to stay open).**

Action: CP

20.7 LIGHT POLE TOLERANCES - WYPER

- 20.7.21 • Certification required from CP (McCaine).
 - Under warranty.
- 20.7.22 • CP to review (in GRC deficiency report).

- 20.7.23 • Contractor has proposed use of collar dampers.
- 20.7.24 • To be installed Monday, January 28, 2013. PG to coordinate with AB.
- 20.7.25 • Currently being installed. CP to post on SharePoint once complete.
- 20.7.26 • Collar dampers have been installed.
- 20.7.28 • Light pole standard failed.
- 20.7.28 • CP reinstalling poles (same type).
- 20.7.28 • CP requesting 5 year warranty.
- 20.7.28 • CP to provide certification letter for AAR to review.
- 20.7.28 • WPS requests a regular review/inspection and certification for conditional acceptance by WPS.
- 20.7.29 • Light poles will all be replaced with higher gauge poles.
- 20.7.29 • Dampers will be installed.
- 20.7.30 • To be installed this week.
- 20.7.31 • McCaine has offered 2 year warranty from date of replacement.
- 20.7.32 • CP not happy with present condition. Light standards appear to still be moving 2' in each direction from vertical. This issue is still open and will be monitored.
- 20.7.35 • Nova3 to provide letter (stamped and sealed) stating concerns of light poles. (Issued June 26, 2013).
- 20.7.35 • WPS to review/approve request from McCaine (light pole supplier) to mount a video/monitor camera to assess movement.
- 20.7.35/36 • CP is in agreement with WPS safety concerns and is taking measures (through legal process if necessary) to address the matter.
- 20.7.36 • Video camera has been installed; to be downloaded and reviewed by McCaine.
- 20.7.37 • McCaine to review video with WPS before releasing to light pole supplier/manufacture.
- 20.7.37 • Cameras to remain in place as the site has not experienced high south winds.
- 20.7.39 • Initial attempt failed to capture any movement.
- 20.7.39 • McCaine has reinstalled new cameras.
- 20.7.40 • No extreme weather yet; cameras to remain.
- 20.7.42 • Ron Nault to contact AB to review footage of high wind days.
- 20.7.43 • To be restarted; McCaine waiting for DVR camera.
- 20.7.44 • Still ongoing; maintain camera until high winds are recorded.

Action: CP

30.3

P2 PARKING LEVEL

- Ceiling to be painted.
- WPS requested that lines for parking be reviewed with users.
- 30.3.34 • CP requested final layout/direction from WPS by October 2013.
- 30.3.42 • Line layout not required until January 2014; WPS to advise.

Action: WPS

30.5

LOCKER TENDER

- GRC is preparing locker tender.
- To be issued to CP this week.
- Shelving under review.
- 30.5.31 • Locker package issued to CP on April 26, 2013.
- 30.5.32 • Tender extended by one week to May 29, 2013.
- 30.5.33 • WPS to review and provide direction on quality and quantity.
- 30.5.34 • OA advised tenders were all over budget.

- 30.5.34 • Tenders will be disregarded.
- 30.5.34 • OA to review with WPS and advise on direction (probably going direct with supplier).
- 30.5.35 • OA reviewing internally for next month.
- 30.5.39/40/42/44 • Carried; as requested by OA.

Action: OA

34.4 **FF&E (MISC)**

- Fridges, stoves and microwaves.
- OA required competitive prices.
- GRC to meet with WPS (AB) and CJB.
- Need to streamline tender process.
- 34.4.35 • GRC has met with CJB and packages are being prepared.
- 34.4.40 • GRC to call Charmaine to expedite.
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- WPS to review with George quantity of furniture affected.

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- 42.6.44 • Future freight elevator will be online January 18, 2014.
- 42.6.46 • **Warranty to start once elevators are online and in use. GRC to send memo clarifying warranty of elevators.**

Action: GRC

43.2 SALLY PORT & SERVICE GARAGE DOORS

- Concern with warranty of rolling shutter doors.
- Ident door can remain open.
- Service garage door may be open depending on weather.
- Sally Port may require additional secondary OH door that require high cycle usage.
- GRC to review options with WPS.
- 43.2.44 • CP asked Wallace & Wallace to submit quote to add either roll up high-speed door or regular overhead door. These would be required at Sally Port and Service Garage; 4 doors in total.
- 43.2.45 • Carried.
- 43.2.46 • **CP informs Sally Port doors are rapid rise canvas (Option 1).**
- 43.2.46 • **GRC to review Option 2, having standard garage doors.**
- 43.2.46 • **CP estimates Option 1 at \$50K and Option 2 at \$40K.**
- 43.2.46 • **Subsequent to the meeting, the CFO has advised that this work is not to proceed.**

Action: GRC / WPS

45.1 CODE REVIEW WALKTHROUGH

- City Inspectors, GRC, CP and Judy Jeske are scheduled to do a walkthrough on Thursday, November 28, 2013 at 1:30pm.

Action: Closed

45.2 LIFE SAFETY INTEGRATION

- 45.2.46 • CP has scheduled a dry run of systems for February 15, 2014. **(Tentative, may slide by a week or 2).**

Action: Info

45.3 SITE CLOSURE

- Site will be closed from December 20, 2013 to January 2, 2014.
- 45.3.46 • **Limited availability for CP trades to work on site.**

Action: Info

46.1 PH ROOFS VEGETATION

- WPS expressed concern of vegetation on the 2 PH roofs. ABa claims it is not in CP contract.
- GRC/AAR to review POR and contract and advise.

Action: GRC / AAR

46.2 **MILLWORK FOR MUSEUM**

- Shop drawings reviewed and returned.
- CP to confirm if it is in fabrication (confirmed by CP after the meeting).

Action: Info

46.3 **EVACUATION MEETING**

- Scheduled for Thursday, December 12, 2013.
- CP to confirm McCaine/Wes-Man attendance.
- CP to send meeting request to all.

Action: CP / WPS

46.4 **CP STAFF CHANGE**

- Peter Giannuzzi is no longer with CP.

Action: Info

NEXT MEETING

- Next meeting will be on **Tuesday, January 14, 2014** from **9am to 10:30pm**.
- **All meetings will be from 9am to 10:30am**
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Action: All / AAR

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Action: Info



Winnipeg Police Headquarters Owner's Meeting No. 47



Date of Meeting: January 14, 2014

Meeting Location: Caspian Boardroom, 5th Floor, 266 Graham

Name	Initials	Company	Initials	Present	Copied
Peter Chang	PC	Adjeleian Allen Rubeli Ltd.	AAR	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Patrick Dubuc	PD	GRC Architects	GRC	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Peter Rankin	PR	GRC Architects	GRC	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Randy Benoit	RB	Winnipeg Police Service	WPS	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Henry Hagenaaars	HH	Winnipeg Police Service	WPS	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Ari Berdesis	AB	Winnipeg Police Service	WPS	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
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Armik Babakhanians	ABa	Caspian Projects	CP	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
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John Guenther	JG	Nova3	N3	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Vic Thielman	VT	Nova3	N3	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Tony Mitousis	TM	Nova3	N3	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Dan Wolfrom	DW	Wolfrom Engineering	WE	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Iain Day	ID	City of Winnipeg	PP&D	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>

Meeting Minutes

20.6 PUMP STATION - WYPER

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- 20.6.47 • **Deferred to Spring 2014.**
- 20.6.47 • **CP will address flooding issues, if any.**
- 20.6.47 • **CP to meet with PP&D operations.**

Action: CP

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LIGHT POLE TOLERANCES - WYPER

- Certification required from CP (McCaine).
- 20.7.21 • Under warranty.
- 20.7.22 • CP to review (in GRC deficiency report).
- 20.7.23 • Contractor has proposed use of collar dampers.
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- 20.7.35 • WPS to review/approve request from McCaine (light pole supplier) to mount a video/monitor camera to assess movement.
- 20.7.35/36 • CP is in agreement with WPS safety concerns and is taking measures (through legal process if necessary) to address the matter.
- 20.7.36 • Video camera has been installed; to be downloaded and reviewed by McCaine.
- 20.7.37 • McCaine to review video with WPS before releasing to light pole supplier/manufacturer.
- 20.7.37 • Cameras to remain in place as the site has not experienced high south winds.
- 20.7.39 • Initial attempt failed to capture any movement.
- 20.7.39 • McCaine has reinstalled new cameras.
- 20.7.40 • No extreme weather yet; cameras to remain.
- 20.7.42 • Ron Nault to contact AB to review footage of high wind days.
- 20.7.43 • To be restarted; McCaine waiting for DVR camera.
- 20.7.44 • Still ongoing; maintain camera until high winds are recorded.
- 20.7.47 • **CP to confirm with McCaine if recordings are being made.**

Action: CP

30.3

P2 PARKING LEVEL

- Ceiling to be painted.
- WPS requested that lines for parking be reviewed with users.
- 30.3.34 • CP requested final layout/direction from WPS by October 2013.
- 30.3.42 • Line layout not required until January 2014; WPS to advise.
- 30.3.47 • **RB to review with Abdul.**
- 30.3.47 • **CP advised painting of lines to be done mid-March.**

Action: WPS

30.5 LOCKER TENDER

- GRC is preparing locker tender.
- To be issued to CP this week.
- Shelving under review.
- 30.5.31 • Locker package issued to CP on April 26, 2013.
- 30.5.32 • Tender extended by one week to May 29, 2013.
- 30.5.33 • WPS to review and provide direction on quality and quantity.
- 30.5.34 • OA advised tenders were all over budget.
- 30.5.34 • Tenders will be disregarded.
- 30.5.34 • OA to review with WPS and advise on direction (probably going direct with supplier).
- 30.5.35 • OA reviewing internally for next month.
- 30.5.39/40/42/44 • Carried; as requested by OA.
- 30.5.47 • **WPS to do value engineering with GRC after this meeting.**

Action: WPS / GRC

34.4 FF&E (MISC)

- Fridges, stoves and microwaves.
- OA required competitive prices.
- GRC to meet with WPS (AB) and CJB.
- Need to streamline tender process.
- 34.4.35 • GRC has met with CJB and packages are being prepared.
- 34.4.40 • GRC to call Charmaine to expedite.
- 34.4.41 • CP received prices for freezers (± \$80K).
- 34.4.41 • OA to review with WPS and provide direction.
- 34.4.42 • On hold at this time pending approval by City of Winnipeg.
- 34.4.44 • Carried.
- 34.4.47 • **WPS requires spec binder from CJB Consulting.**
- 34.4.47 • **GRC to contact CJB.**

Action: GRC

37.1 HIGH DENSITY SHELVING

- Tenders received.
- OA requested a meeting with low bidder (Tab).
- CP to arrange; OA to decide on WPS attendees.
- 37.1.39/40 • OA provided with prices.
- 37.1.39/40 • OA to review with RB (non-critical for construction).
- 37.1.41/42 • Authorization to be issued after resolution of GMP.
- 37.1.44 • Carried.
- 37.1.47 • **GRC to review and finalize with WPS after this meeting.**

Action: WPS / GRC

37.5 GMP CONCERNS

- OA has reiterated again the importance of finalizing the GMP.
- CP to finalize millwork price. Any additional changes to millwork issued April 1, 2013 (estimate to be 5-10 pieces) will be handled as an additional post GMP CCN.
- OA urgently requires finalized quotes with full back-up for all outstanding CCNs, as noted in the meeting minutes. This is required to finalize the GMP.

- OA informed CP that the longer it takes for finalizing the GMP, the greater the risk to CP.
- 37.5.40 • CP to submit values this week.
- 37.5.41 • To be completed September 26, 2013 by 3pm.
- 37.5.42 • Quote submitted by CP under review by AAR, GRC and Nova3.
- 37.5.43 • Preliminary report issued to OA October 28, 2013 along with Nova3 back-up.
- 37.5.43 • OA to review with CP.
- 37.5.44 • OA to share report comments with CP.
- 37.5.44 • **AAR to review with PP&D.**

Action: ID / AAR

38.4 **WYPER SI FOR HEATING (AAR SI #217 ISSUED JULY 31, 2013)**

- CP to proceed with work.
- CP to price and advise OA of work.
- 38.4.40 • CP to submit quote for work.
- 38.4.42 • CP requesting CCN for this work; GRC is requesting pricing/value.
- 38.4.43 • CP estimated work to be \$20K.
- 38.4.43 • AAR to review with Nova3.
- 38.4.44 • Work not started; GRC to follow-up with AAR & Nova3.
- 38.4.45 • SI #217 issued; CP to repair as per revised GMP agreement.

Action: AAR / Nova3 / CP

38.6 **EXTERIOR EXISTING AIR SHAFTS**

- Fencing is preferred, but existing siamese-connection on east side needs to be removed.
- “Goose-neck” option for existing air shaft to be reviewed.
- GRC to review and provide options.
- 38.6.40 • GRC to issue options.
- 38.6.41/42 • WPS prefers sloped housing with opening on “backside”.
- 38.6.41/42 • GRC/AAR to review.
- 38.6.43 • GRC presented 3 options for CP to review.
- 38.6.43 • Additional options discussed; GRC to submit.
- 38.6.44 • GRC is to prepare 3D modelling of possible options.
- 38.6.46 • GRC has done the modelling and will forward to all to review/comment.
- 38.6.46 • **WPS has reviewed and will finalize with GRC.**

Action: RB / GRC

39.1 **WYPER ROAD**

- East and west entry doors to be switched September 9, 2013 (tentative).
- AB to confirm with Range Master.
- 39.1.40 • Work to be done this Thursday.
- 39.1.41 • Minor remedial work (drywall and paint) to be done.
- 39.1.42 • Doors are installed; patching required.
- 39.1.44 • Work is not complete; CP to coordinate access to site with AB or Shaun (Range Master).
- 39.1.45 • Siding damage to be repaired within 2 weeks.
- 39.1.45 • Floor painting to be completed; 2 rooms out of 7 do not need to be repainted.
- 39.1.45 • HRV repair to be done this week.

- 39.1.46 • ABA assures that CP is aware of problem and is confident that the flooding issues have been addressed and will remediate at CP's cost if there is a water issue in the spring.
- 39.1.47 • **PP&D is working with CP to ensure that flooding issues are minimized.**

Action: CP / PP&D

39.4 **VEHICLE LIFTS & SPEEDO MACHINES**

- Specs issued to CP.
- 6 new lifts, 1 new bus lift, 2 relocated lifts.
- Compressed air and electrical required.
- FFE item.
- CP to price and advise OA.
- 39.4.40 • CP yet to issue the tender package; CP will be providing power to all locations.
- 39.4.41 • CP awaiting pricing; will be forwarded to OA/WPS for review.
- 39.4.42 • Price was submitted but missing M & E quotes.
- 39.4.42 • Work on hold until resolution of GMP.
- 39.4.44 • Carried.
- 39.4.47 • **CP requires actual supplier to confirm power locations and voltages.**
- 39.4.47 • **GRC to review and finalize with WPS today.**

Action: GRC / WPS

42.6 **FFE REVIEW**

- CP is requesting input regarding the "red" furniture being relocated from other existing off-site location.
- 42.6.44 • CP requires the furniture that must be hand wired on site prior to substantial completion date.
- WPS to review with George quantity of furniture affected.
- 42.6.44/45 • Furniture delivery for 5th floor should be under control. Existing elevator at South-East corner will be out of commission by December 6, 2013.
- 42.6.44 • Future freight elevator will be online January 18, 2014.
- 42.6.46/47 • Warranty to start once elevators are online and in use. GRC to send memo clarifying warranty of elevators. **(Issued January 6, 2014)**
- 42.6.47 • **CP to get letter of confirmation of early use of elevator from elevator contractor.**
- 42.6.47 • **Estimated to be end of January.**

Action: CP

43.2 **SALLY PORT & SERVICE GARAGE DOORS**

- Concern with warranty of rolling shutter doors.
- Ident door can remain open.
- Service garage door may be open depending on weather.
- Sally Port may require additional secondary OH door that require high cycle usage.
- GRC to review options with WPS.
- 43.2.44 • CP asked Wallace & Wallace to submit quote to add either roll up high-speed door or regular overhead door. These would be required at Sally Port and Service Garage; 4 doors in total.
- 43.2.45 • Carried.
- 43.2.46 • CP informs Sally Port doors are rapid rise canvas (Option 1).
- 43.2.46 • GRC to review Option 2, having standard garage doors.

- 43.2.46 • CP estimates Option 1 at \$50K and Option 2 at \$40K.
- 43.2.46 • Subsequent to the meeting, the CFO has advised that this work is not to proceed.

Action: Closed

45.1 **CODE REVIEW WALKTHROUGH**

- City Inspectors, GRC, CP and Judy Jeske are scheduled to do a walkthrough on Thursday, November 28, 2013 at 1:30pm.
- 45.1.47 • **Require SIs to implement code modifications.**
- 45.1.47 • **Need City of Winnipeg's formal code review input.**

Action: GRC / ID

45.2 **LIFE SAFETY INTEGRATION**

- 45.2.46 • CP has scheduled a dry run of systems for February 15, 2014. (Tentative, may slide by a week or 2).
- 45.2.47 • **Delayed; CP to confirm with McCaine.**

Action: Info

46.1 **PH ROOFS VEGETATION**

- WPS expressed concern of vegetation on the 2 PH roofs. ABa claims it is not in CP contract.
- GRC/AAR to review POR and contract and advise.
- 46.1.47 • **PP&D to review penthouse/stair roofs and assess.**

Action: ID

46.2 **MILLWORK FOR MUSEUM**

- Shop drawings reviewed and returned.
- CP to confirm if it is in fabrication (confirmed by CP after the meeting).

Action: Closed

46.3 **EVACUATION MEETING**

- Scheduled for Thursday, December 12, 2013.
- CP to confirm McCaine/Wes-Man attendance.
- CP to send meeting request to all.

Action: Closed

47.1 **WAY FINDING / SIGNAGE**

- Require a consultant.
- To be reviewed with PP&D (ID).
- Required urgently for occupancy.

Action: ID / AAR

47.2 **SEWAGE LIFT STATIONS**

- PP&D is concerned with capacity of existing services with the influx of personnel.
- Nova3 to comment/review.

Action: Nova3

NEXT MEETING

- Next meeting will be on **Tuesday, January 28, 2014** from **9am to 10:30pm**.
- **All meetings will be from 9am to 10:30am**
 - **Tuesday, February 11, 2014**
- Owner's Meeting to be held bi-weekly until further notice.

Action: All / AAR

Supplemental

S1.2 **BUILDING PERMIT STATUS**

- Structural Permit - May 2, 2012
 - Receipt received.
- S1.2.18 ○ Structural Permit to be approved by October 26, 2012.
- S1.2.18 ○ CP to Pick-up.
 - Building Permit - submitted June 15, 2012
 - 100% design complete and fully coordinated Architectural, Structural, Mechanical and Electrical drawings and specifications.
 - Follow-up meeting with City of Winnipeg (Sara Ciaflone) set-up for Wednesday, June 20, 2012.
 - Drawings re-submitted for Building Permit on July 24, 2012.
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Winnipeg Police Headquarters Owner's Meeting No. 48



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- 20.7.36 • Video camera has been installed; to be downloaded and reviewed by McCaine.
- 20.7.37 • McCaine to review video with WPS before releasing to light pole supplier/manufacturer.
- 20.7.37 • Cameras to remain in place as the site has not experienced high south winds.
- 20.7.39 • Initial attempt failed to capture any movement.
- 20.7.39 • McCaine has reinstalled new cameras.
- 20.7.40 • No extreme weather yet; cameras to remain.
- 20.7.42 • Ron Nault to contact AB to review footage of high wind days.
- 20.7.43 • To be restarted; McCaine waiting for DVR camera.
- 20.7.44 • Still ongoing; maintain camera until high winds are recorded.
- 20.7.47 • CP to confirm with McCaine if recordings are being made.
- 20.7.48 • **Recordings are being done.**
- 20.7.48 • **Major movements/swaying recorded.**
- 20.7.48 • **McCaine is in contact with manufacturer.**
- 20.7.48 • **McCaine to submit information recorded to AAR for review.**

Action: CP

30.3 P2 PARKING LEVEL

- Ceiling to be painted.
- WPS requested that lines for parking be reviewed with users.
- 30.3.34 • CP requested final layout/direction from WPS by October 2013.
- 30.3.42 • Line layout not required until January 2014; WPS to advise.
- 30.3.47 • RB to review with Abdul.
- 30.3.47 • CP advised painting of lines to be done mid-March.

- 30.3.48 • **AA to review; CP needs response ASAP.**

Action: WPS / AA

30.5 **LOCKER TENDER**

- GRC is preparing locker tender.
- To be issued to CP this week.
- Shelving under review.
- 30.5.31 • Locker package issued to CP on April 26, 2013.
- 30.5.32 • Tender extended by one week to May 29, 2013.
- 30.5.33 • WPS to review and provide direction on quality and quantity.
- 30.5.34 • OA advised tenders were all over budget.
- 30.5.34 • Tenders will be disregarded.
- 30.5.34 • OA to review with WPS and advise on direction (probably going direct with supplier).
- 30.5.35 • OA reviewing internally for next month.
- 30.5.39/40/42/44 • Carried; as requested by OA.
- 30.5.47 • WPS to do value engineering with GRC after this meeting.
- 30.5.48 • **GRC/WPS has resubmitted specs for lockers.**
- 30.5.48 • **Steel gauge revised from 16 to 20 for smaller lockers (civilian and cadet).**
- 30.5.48 • **Pistol locker size reduced.**
- 30.5.48 • **CP to follow-up with Deboer.**

Action: WPS / GRC

34.4 **FF&E (MISC)**

- Fridges, stoves and microwaves.
- OA required competitive prices.
- GRC to meet with WPS (AB) and CJB.
- Need to streamline tender process.
- 34.4.35 • GRC has met with CJB and packages are being prepared.
- 34.4.40 • GRC to call Charmaine to expedite.
- 34.4.41 • CP received prices for freezers (± \$80K).
- 34.4.41 • OA to review with WPS and provide direction.
- 34.4.42 • On hold at this time pending approval by City of Winnipeg.
- 34.4.44 • Carried.
- 34.4.47 • WPS requires spec binder from CJB Consulting.
- 34.4.47 • GRC to contact CJB.
- 34.4.48 • **Spec binder received.**

Action: ID

37.1 **HIGH DENSITY SHELVING**

- Tenders received.
- OA requested a meeting with low bidder (Tab).
- CP to arrange; OA to decide on WPS attendees.
- 37.1.39/40 • OA provided with prices.
- 37.1.39/40 • OA to review with RB (non-critical for construction).
- 37.1.41/42 • Authorization to be issued after resolution of GMP.
- 37.1.44 • Carried.
- 37.1.47 • GRC to review and finalize with WPS after this meeting.
- 37.1.48 • **Finalized and issued to CP.**

- 37.1.48 • **ID to review and provide sign-off.**

Action: WPS / ID

37.5 **GMP CONCERNS**

- OA has reiterated again the importance of finalizing the GMP.
- CP to finalize millwork price. Any additional changes to millwork issued April 1, 2013 (estimate to be 5-10 pieces) will be handled as an additional post GMP CCN.
- OA urgently requires finalized quotes with full back-up for all outstanding CCNs, as noted in the meeting minutes. This is required to finalize the GMP.
- OA informed CP that the longer it takes for finalizing the GMP, the greater the risk to CP.
- 37.5.40 • CP to submit values this week.
- 37.5.41 • To be completed September 26, 2013 by 3pm.
- 37.5.42 • Quote submitted by CP under review by AAR, GRC and N3.
- 37.5.43 • Preliminary report issued to OA October 28, 2013 along with N3 back-up.
- 37.5.43 • OA to review with CP.
- 37.5.44 • OA to share report comments with CP.
- 37.5.47 • AAR to review with PP&D.
- 37.5.48 • **Contract being revised with CP/City of Winnipeg.**

Action: ID / AAR

38.4 **WYPER SI FOR HEATING (AAR SI #217 ISSUED JULY 31, 2013)**

- CP to proceed with work.
- CP to price and advise OA of work.
- 38.4.40 • CP to submit quote for work.
- 38.4.42 • CP requesting CCN for this work; GRC is requesting pricing/value.
- 38.4.43 • CP estimated work to be \$20K.
- 38.4.43 • AAR to review with N3.
- 38.4.44 • Work not started; GRC to follow-up with AAR & N3.
- 38.4.45 • SI #217 issued; CP to repair as per revised GMP agreement.
- 38.4.48 • **Awaiting finalization of contract.**

Action: CP / CoW

38.6 **EXTERIOR EXISTING AIR SHAFTS**

- Fencing is preferred, but existing siamese-connection on east side needs to be removed.
- "Goose-neck" option for existing air shaft to be reviewed.
- GRC to review and provide options.
- 38.6.40 • GRC to issue options.
- 38.6.41/42 • WPS prefers sloped housing with opening on "backside".
- 38.6.41/42 • GRC/AAR to review.
- 38.6.43 • GRC presented 3 options for CP to review.
- 38.6.43 • Additional options discussed; GRC to submit.
- 38.6.44 • GRC is to prepare 3D modelling of possible options.
- 38.6.46 • GRC has done the modelling and will forward to all to review/comment.
- 38.6.46 • WPS has reviewed and will finalize with GRC.

- 38.6.48 • **WPS security reviewing.**

Action: WPS

39.1 **WYPER ROAD**

- East and west entry doors to be switched September 9, 2013 (tentative).
- AB to confirm with Range Master.
- 39.1.40 • Work to be done this Thursday.
- 39.1.41 • Minor remedial work (drywall and paint) to be done.
- 39.1.42 • Doors are installed; patching required.
- 39.1.44 • Work is not complete; CP to coordinate access to site with AB or Shaun (Range Master).
- 39.1.45 • Siding damage to be repaired within 2 weeks.
- 39.1.45 • Floor painting to be completed; 2 rooms out of 7 do not need to be repainted.
- 39.1.45 • HRV repair to be done this week.
- 39.1.46 • ABa assures that CP is aware of problem and is confident that the flooding issues have been addressed and will remediate at CP's cost if there is a water issue in the spring.
- 39.1.47 • PP&D is working with CP to ensure that flooding issues are minimized.
- 39.1.48 • **Berm report (final report) from Amec required.**
- 39.1.48 • **Confirmation of compaction tests.**

Action: CP / PP&D

39.4 **VEHICLE LIFTS & SPEEDO MACHINES**

- Specs issued to CP.
- 6 new lifts, 1 new bus lift, 2 relocated lifts.
- Compressed air and electrical required.
- FFE item.
- CP to price and advise OA.
- 39.4.40 • CP yet to issue the tender package; CP will be providing power to all locations.
- 39.4.41 • CP awaiting pricing; will be forwarded to OA/WPS for review.
- 39.4.42 • Price was submitted but missing M & E quotes.
- 39.4.42 • Work on hold until resolution of GMP.
- 39.4.44 • Carried.
- 39.4.47 • CP requires actual supplier to confirm power locations and voltages.
- 39.4.47 • GRC to review and finalize with WPS today.
- 39.4.48 • **CP has provided revised price; ID to review and provide sign-off (±\$47K).**
- 39.4.48 • **Product Data Sheets for hoists required.**
- 39.4.48 • **Compressed air/lube lines locations.**

Action: CP / WPS

42.6 **FFE REVIEW**

- CP is requesting input regarding the "red" furniture being relocated from other existing off-site location.
- 42.6.44 • CP requires the furniture that must be hand wired on site prior to substantial completion date.
- WPS to review with George quantity of furniture affected.

- 42.6.44/45 • Furniture delivery for 5th floor should be under control. Existing elevator at South-East corner will be out of commission by December 6, 2013.
- 42.6.44 • Future freight elevator will be online January 18, 2014.
- 42.6.46/47 • Warranty to start once elevators are online and in use. GRC to send memo clarifying warranty of elevators. (Issued January 6, 2014)
- 42.6.47 • CP to get letter of confirmation of early use of elevator from elevator contractor.
- 42.6.47 • Estimated to be end of January.
- 42.6.48 • **Department of Labour requirements need to be met.**
- 42.6.48 • **Estimated to be in 3 weeks.**
- 42.6.48 • **DD informed that MTS will be bringing in 3 telephone lines for elevators o Monday, February 3, 2014.**

Action: CP

45.1 **CODE REVIEW WALKTHROUGH**

- City Inspectors, GRC, CP and Judy Jeske are scheduled to do a walkthrough on Thursday, November 28, 2013 at 1:30pm.
- 45.1.47 • Require SIs to implement code modifications.
- 45.1.47 • Need City of Winnipeg's formal code review input.
- 45.1.48 • **ID has addressed this with PP&D.**
- 45.1.48 • **Important to have written/formal responses left for the site and AAR/GRC.**

Action: GRC / ID

45.2 **LIFE SAFETY INTEGRATION**

- 45.2.46 • CP has scheduled a dry run of systems for February 15, 2014. (Tentative, may slide by a week or 2).
- 45.2.47 • Delayed; CP to confirm with McCaine.
- 45.2.48 • **Tentatively set for end of February 2014.**

Action: Info

46.1 **PH ROOFS VEGETATION**

- WPS expressed concern of vegetation on the 2 PH roofs. ABa claims it is not in CP contract.
- GRC/AAR to review POR and contract and advise.
- 46.1.47 • PP&D to review penthouse/stair roofs and assess.
- 46.1.48 • **CP to review and assess condition of penthouse roofs.**

Action: CP

47.1 **WAY FINDING / SIGNAGE**

- Require a consultant.
- To be reviewed with PP&D (ID).
- Required urgently for occupancy.
- 47.1.48 • **CP is required to provide occupancy signage (stairways, washrooms, exits).**
- 47.1.48 • **ID to review with independent consultant (In-Sign??).**

Action: ID / WPS / CP

47.2 **SEWAGE LIFT STATIONS**

- PP&D is concerned with capacity of existing services with the influx of personnel.
- N3 to comment/review.
- 47.2.48 • **N3 to issue SI.**

Action: N3

48.1 **RANDY BENOIT LEAVING PROJECT**

- Officially retired on February 21, 2014.
- Abdul Aziz to take on Randy's role to the end to the project.

Action: Info

48.2 **EXTERIOR SIGNAGE**

- CP to forward cost to ID for review.
- Agreement with Manitoba Hydro to use power from existing light pole to be confirmed.

Action: CP / ID

48.3 **CONTROLS**

- POR asks for number of points to Metisys panel.
- McCaine (BSD) to review (RFI #154).
- How many points going to 510 Main Street for monitoring?
- N3 to review.
- Meeting required with N3/McCaine/BSD.
- City of Winnipeg (Christine Corbett).
- AAR to review with N3 ASAP.

Action: AAR / N3

48.4 **MECHANICAL ROOMS**

- Level 6, 7 and P2 mechanical rooms are not clean. PP&D is concerned.

Action: Info

48.5 **REPLACEMENT MATERIALS**

- After project completion, generally 2% is left.
- CP advised more carpet tiles (ceiling tiles, paint, raised flooring).
- GRC to provide list.

Action: GRC

48.6 **SALLY PORT**

- Heating will be provided.
- Blinds in ramp area (south west corner).
- WPS to review with GRC after meeting.
- AAR SI #296 was issued January 23, 2014.

Action: WPS / GRC

48.7 **EXISTING FURNITURE - ELECTRICAL BOX LOCATIONS**

- Location of jiffy poles/junction boxes required.
- GRC to review with WPS and expedite.

Action: GRC / WPS

48.8 **ROOM M409**

- Passage set for doors is not acceptable.

Action: Info

48.9 **MONITORING OF BUILDING**

- Building will be monitored 24/7 by WPS.

Action: Info

NEXT MEETING

- Next meeting will be on **Tuesday, February 11, 2014** from **9am to 10:30pm**.
- **All meetings will be from 9am to 10:30am**
 - **Tuesday, February 25, 2014**
- Owner's Meeting to be held bi-weekly until further notice.

Action: All / AAR

Supplemental

S1.2 **BUILDING PERMIT STATUS**

- Structural Permit - May 2, 2012
 - Receipt received.
- S1.2.18 ○ Structural Permit to be approved by October 26, 2012.
- S1.2.18 ○ CP to Pick-up.
 - Building Permit - submitted June 15, 2012
 - 100% design complete and fully coordinated Architectural, Structural, Mechanical and Electrical drawings and specifications.
 - Follow-up meeting with City of Winnipeg (Sara Ciaflone) set-up for Wednesday, June 20, 2012.
 - Drawings re-submitted for Building Permit on July 24, 2012.
- S1.2.18 ○ Email confirmation received from City of Winnipeg (Sara Ciaflone) stating acceptance in principal with Morrison Hershfield Code Report.
- S1.2.26 • Meeting request received from City of Winnipeg (Sara Ciaflone) to review architectural comments. Set for Wednesday, February 21, 2013 at 3pm.
- S1.2.29 • Meeting schedules with Judy Redmond and Sara Ciaflone on Wednesday, April 3, 2013.
- S1.2.37 • Sign off received for architectural, structural, mechanical and electrical.
- S1.2.37 • Awaiting sign-off from UDAC for issuance of full permit.
- S1.2.38 • City of Winnipeg advised that full building permit has been issued (confirmed by Sara Ciaflone on August 8, 2013).
- S1.2.40 • CP picked up Building Permit.

- S1.2.40 • “Red Line” drawings were picked up by RB, but were returned as the “Red Line” comments were not noted on the drawings. Sara hopes to have drawings returned by this Friday.

Action: Info



Winnipeg Police Headquarters Owner's Meeting No. 49



Date of Meeting: February 11, 2014

Meeting Location: Caspian Boardroom, 5th Floor, 266 Graham

Name	Initials	Company	Initials	Present	Copied
Peter Chang	PC	Adjeleian Allen Rubeli Ltd.	AAR	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Patrick Dubuc	PD	GRC Architects	GRC	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Peter Rankin	PR	GRC Architects	GRC	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Randy Benoit	RB	Winnipeg Police Service	WPS	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Henry Hagenaaars	HH	Winnipeg Police Service	WPS	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Ari Berdesis	AB	Winnipeg Police Service	WPS	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Denis Dane	DD	Winnipeg Police Service	WPS	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
George Labossiere	GL	Winnipeg Police Service	WPS	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Armik Babakhanians	ABa	Caspian Projects	CP	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Shaun Babakhanians	SB	Caspian Projects	CP	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Pam Anderson	PA	Caspian Projects	CP	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Andrew Edge	AE	Caspian Projects	CP	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
John Guenther	JG	Nova3	N3	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Vic Thielman	VT	Nova3	N3	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Tony Mitousis	TM	Nova3	N3	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Dan Wolfrom	DW	Wolfrom Engineering	WE	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Iain Day	ID	City of Winnipeg	PP&D	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Abdul Aziz	AA	City of Winnipeg	CoW	<input type="checkbox"/>	<input checked="" type="checkbox"/>

Meeting Minutes

20.6 PUMP STATION - WYPER

- 20.6.22 • CP has stated that no special requirements to prevent freeze-up.
- 20.6.20/22 • CP to contact Genivar to confirm.
- 20.6.24 • CP to confirm that pump is not frozen.
- 20.6.26 • CP to confirm with Bayview and McCaine in spring.

- 20.6.28 • Being reviewed today (March 19, 2013). CP to provide feedback.
- 20.6.31 • Flooding of range.
- 20.6.31 • CP claims that it is a maintenance issue. Valves need to be manually opened/shut.
- 20.6.31 • CP to provide memo for maintenance and why there is flooding.
- 20.6.32 • Water is still rising when the 4 gas pumps are shut off and the lift station is not able to keep the water level down, even with the gate valve closed. CP to verify site condition with Genivar and investigate source of water infiltration.
- 20.6.32 • Borrow pit is still full of water.
- 20.6.32 • Add flow meter to lift station pump to see how much water is actually being pumped by the lift station.
- 20.6.33 • AB stated that the City of Winnipeg still has issues of water flowing back to site (pond is full).
- 20.6.33 • CP disagrees and stated it's not a construction issue.
- 20.6.33 • PP&D to provide a report for CP/WPS to review.
- 20.6.34 • Draft report received from PP&D (Glen Snider) on June 11, 2013 and forwarded to OA for action.
- 20.6.35 • CP received formal letter from PP&D.
- 20.6.35 • AAR/GRC to follow up with Genivar.
- 20.6.35 • Genivar to comment on culvert installation by CP between borrow pit and catch pit.
- 20.6.36 • GRC/AAR have been in contact with Genivar to confirm design and scope.
- 20.6.36 • Genivar to review regional municipality of MacDonald the drainage/water management plan for the site.
- 20.6.37 • Awaiting response from Genivar.
- 20.6.37 • Drainage ditch/berm around borrow pit proposed.
- 20.6.37 • OA claims this should be CP's cost as CP changed the design. To be reviewed offline.
- 20.6.37 • GRC to issue CCN, once solution is received from Genivar.
- 20.6.38 • Report issued directly to CP by Genivar July 26, 2013.
- 20.6.38 • CP to coordinate work with WPS schedule.
- 20.6.38 • RB to provide schedule.
- 20.6.39 • Work on berms/ditch to be done in late September/October to accommodate WPS training schedule.
- 20.6.40 • Work started yesterday; CP hopes to have it done by October 13, 2013.
- 20.6.41 • Ditch has been completed.
- 20.6.41 • Remaining work is on schedule to be completed by October 13, 2013.
- 20.6.42 • CP to verify and advise.
- 20.6.43 • Bladder has been removed.
- 20.6.43 • Pump is working, but does not appear to be keeping up with inflow/seepage.
- 20.6.43 • CP to review.
- 20.6.43 • Genivar (Ian) to review.
- 20.6.44 • PP&D are worried about the upcoming spring with possible flooding conditions.
- 20.6.44 • GRC to visit site on Thursday with AB.
- 20.6.45 • CP to replace gate valve this year.
- 20.6.45 • CP to respond formally to PP&D reports.
- 20.6.45 • CP asks that pump station be properly "winterized" by PP&D.
- 20.6.46 • WPS noted that culvert was modified (before occupancy) to accommodate flap gate (i.e. allow it to stay open).
- 20.6.47 • Deferred to Spring 2014.
- 20.6.47 • CP will address flooding issues, if any.
- 20.6.47 • CP to meet with PP&D operations.

Action: CP

20.7

LIGHT POLE TOLERANCES - WYPER

- Certification required from CP (McCaine).
- 20.7.21 • Under warranty.
- 20.7.22 • CP to review (in GRC deficiency report).
- 20.7.23 • Contractor has proposed use of collar dampers.
- 20.7.24 • To be installed Monday, January 28, 2013. PG to coordinate with AB.
- 20.7.25 • Currently being installed. CP to post on SharePoint once complete.
- 20.7.26 • Collar dampers have been installed.
- 20.7.28 • Light pole standard failed.
- 20.7.28 • CP reinstalling poles (same type).
- 20.7.28 • CP requesting 5 year warranty.
- 20.7.28 • CP to provide certification letter for AAR to review.
- 20.7.28 • WPS requests a regular review/inspection and certification for conditional acceptance by WPS.
- 20.7.29 • Light poles will all be replaced with higher gauge poles.
- 20.7.29 • Dampers will be installed.
- 20.7.30 • To be installed this week.
- 20.7.31 • McCaine has offered 2 year warranty from date of replacement.
- 20.7.32 • CP not happy with present condition. Light standards appear to still be moving 2' in each direction from vertical. This issue is still open and will be monitored.
- 20.7.35 • N3 to provide letter (stamped and sealed) stating concerns of light poles. (Issued June 26, 2013).
- 20.7.35 • WPS to review/approve request from McCaine (light pole supplier) to mount a video/monitor camera to assess movement.
- 20.7.35/36 • CP is in agreement with WPS safety concerns and is taking measures (through legal process if necessary) to address the matter.
- 20.7.36 • Video camera has been installed; to be downloaded and reviewed by McCaine.
- 20.7.37 • McCaine to review video with WPS before releasing to light pole supplier/manufacture.
- 20.7.37 • Cameras to remain in place as the site has not experienced high south winds.
- 20.7.39 • Initial attempt failed to capture any movement.
- 20.7.39 • McCaine has reinstalled new cameras.
- 20.7.40 • No extreme weather yet; cameras to remain.
- 20.7.42 • Ron Nault to contact AB to review footage of high wind days.
- 20.7.43 • To be restarted; McCaine waiting for DVR camera.
- 20.7.44 • Still ongoing; maintain camera until high winds are recorded.
- 20.7.47 • CP to confirm with McCaine if recordings are being made.
- 20.7.48 • Recordings are being done.
- 20.7.48 • Major movements/swaying recorded.
- 20.7.48 • McCaine is in contact with manufacturer.
- 20.7.48 • McCaine to submit information recorded to AAR for review.
- 20.7.49 • **DVDs of motion submitted (2 copies to AAR; 1 submitted to WPS, AAR to forward 1 copy to N3).**

Action: AAR

30.3

P2 PARKING LEVEL

- Ceiling to be painted.
- WPS requested that lines for parking be reviewed with users.
- 30.3.34 • CP requested final layout/direction from WPS by October 2013.
- 30.3.42 • Line layout not required until January 2014; WPS to advise.

- 30.3.47 • RB to review with Abdul.
- 30.3.47 • CP advised painting of lines to be done mid-March.
- 30.3.48 • AA to review; CP needs response ASAP.
- 30.3.49 • **AA still reviewing.**

Action: WPS / AA

30.5 **LOCKER TENDER**

- GRC is preparing locker tender.
- To be issued to CP this week.
- Shelving under review.
- 30.5.31 • Locker package issued to CP on April 26, 2013.
- 30.5.32 • Tender extended by one week to May 29, 2013.
- 30.5.33 • WPS to review and provide direction on quality and quantity.
- 30.5.34 • OA advised tenders were all over budget.
- 30.5.34 • Tenders will be disregarded.
- 30.5.34 • OA to review with WPS and advise on direction (probably going direct with supplier).
- 30.5.35 • OA reviewing internally for next month.
- 30.5.39/40/42/44 • Carried; as requested by OA.
- 30.5.47 • WPS to do value engineering with GRC after this meeting.
- 30.5.48 • GRC/WPS has resubmitted specs for lockers.
- 30.5.48 • Steel gauge revised from 16 to 20 for smaller lockers (civilian and cadet).
- 30.5.48 • Pistol locker size reduced.
- 30.5.48 • CP to follow-up with Deboer.
- 30.5.49 • **CP forwarded revised pricing from Deboer by email February 10, 2014.**
- 30.5.49 • **GRC to review with WPS.**
- 30.5.49 • **WPS expressed concern with wall-mounting heavy gauge lockers.**
- 30.5.49 • **WPS would prefer “final/no risk” price to include shipping and installation.**
- 30.5.49 • **WPS provided authorization to purchase via email from RB on February 12, 2014.**

Action: WPS / GRC

34.4 **FF&E (MISC)**

- Fridges, stoves and microwaves.
- OA required competitive prices.
- GRC to meet with WPS (AB) and CJB.
- Need to streamline tender process.
- 34.4.35 • GRC has met with CJB and packages are being prepared.
- 34.4.40 • GRC to call Charmaine to expedite.
- 34.4.41 • CP received prices for freezers (± \$80K).
- 34.4.41 • OA to review with WPS and provide direction.
- 34.4.42 • On hold at this time pending approval by City of Winnipeg.
- 34.4.44 • Carried.
- 34.4.47 • WPS requires spec binder from CJB Consulting.
- 34.4.47 • GRC to contact CJB.
- 34.4.48 • Spec binder received.

Action: Closed

37.1 **HIGH DENSITY SHELVING**

- Tenders received.

- OA requested a meeting with low bidder (Tab).
- CP to arrange; OA to decide on WPS attendees.
- 37.1.39/40 • OA provided with prices.
- 37.1.39/40 • OA to review with RB (non-critical for construction).
- 37.1.41/42 • Authorization to be issued after resolution of GMP.
- 37.1.44 • Carried.
- 37.1.47 • GRC to review and finalize with WPS after this meeting.
- 37.1.48 • Finalized and issued to CP.
- 37.1.48 • ID to review and provide sign-off.
- 37.1.49 • **RB to review with ID.**

Action: WPS / ID

37.5 **GMP CONCERNS**

- OA has reiterated again the importance of finalizing the GMP.
- CP to finalize millwork price. Any additional changes to millwork issued April 1, 2013 (estimate to be 5-10 pieces) will be handled as an additional post GMP CCN.
- OA urgently requires finalized quotes with full back-up for all outstanding CCNs, as noted in the meeting minutes. This is required to finalize the GMP.
- OA informed CP that the longer it takes for finalizing the GMP, the greater the risk to CP.
- 37.5.40 • CP to submit values this week.
- 37.5.41 • To be completed September 26, 2013 by 3pm.
- 37.5.42 • Quote submitted by CP under review by AAR, GRC and N3.
- 37.5.43 • Preliminary report issued to OA October 28, 2013 along with N3 back-up.
- 37.5.43 • OA to review with CP.
- 37.5.44 • OA to share report comments with CP.
- 37.5.47 • AAR to review with PP&D.
- 37.5.48 • Contract being revised with CP/City of Winnipeg.
- 37.5.49 • **Final cost breakdown from CP issued to CoW on February 7, 2014.**

Action: ID / AAR

38.4 **WYPER SI FOR HEATING (AAR SI #217 ISSUED JULY 31, 2013)**

- CP to proceed with work.
- CP to price and advise OA of work.
- 38.4.40 • CP to submit quote for work.
- 38.4.42 • CP requesting CCN for this work; GRC is requesting pricing/value.
- 38.4.43 • CP estimated work to be \$20K.
- 38.4.43 • AAR to review with N3.
- 38.4.44 • Work not started; GRC to follow-up with AAR & N3.
- 38.4.45 • SI #217 issued; CP to repair as per revised GMP agreement.
- 38.4.48 • Awaiting finalization of contract.

Action: CP / CoW

38.6 **EXTERIOR EXISTING AIR SHAFTS**

- Fencing is preferred, but existing siamese-connection on east side needs to be removed.
- "Goose-neck" option for existing air shaft to be reviewed.
- GRC to review and provide options.

- 38.6.40 • GRC to issue options.
- 38.6.41/42 • WPS prefers sloped housing with opening on “backside”.
- 38.6.41/42 • GRC/AAR to review.
- 38.6.43 • GRC presented 3 options for CP to review.
- 38.6.43 • Additional options discussed; GRC to submit.
- 38.6.44 • GRC is to prepare 3D modelling of possible options.
- 38.6.46 • GRC has done the modelling and will forward to all to review/comment.
- 38.6.46 • WPS has reviewed and will finalize with GRC.
- 38.6.48 • WPS security reviewing.
- 38.6.49 • **CCN #072 issued to CP for a ± 20ft high shaft with 4-sided louvre.**
- 38.6.49 • **Waiting for pricing from CP.**

Action: CP

39.1 WYPER ROAD

- East and west entry doors to be switched September 9, 2013 (tentative).
- AB to confirm with Range Master.
- 39.1.40 • Work to be done this Thursday.
- 39.1.41 • Minor remedial work (drywall and paint) to be done.
- 39.1.42 • Doors are installed; patching required.
- 39.1.44 • Work is not complete; CP to coordinate access to site with AB or Shaun (Range Master).
- 39.1.45 • Siding damage to be repaired within 2 weeks.
- 39.1.45 • Floor painting to be completed; 2 rooms out of 7 do not need to be repainted.
- 39.1.45 • HRV repair to be done this week.
- 39.1.46 • ABa assures that CP is aware of problem and is confident that the flooding issues have been addressed and will remediate at CP’s cost if there is a water issue in the spring.
- 39.1.47 • PP&D is working with CP to ensure that flooding issues are minimized.
- 39.1.48/49 • Berm report (final report) from Amec required. **(issued to OA May 29, 2012)**
- 39.1.48 • Confirmation of compaction tests.
- 39.1.49 • **CP to forward to AAR/WPS.**
- 39.1.49 • **CP did forward report to OA and AAR on February 2, 2014.**
- 39.1.49 • **AAR forwarded report to ID and RB on February 11, 2014.**

Action: CP / PP&D

39.4 VEHICLE LIFTS & SPEEDO MACHINES

- Specs issued to CP.
- 6 new lifts, 1 new bus lift, 2 relocated lifts.
- Compressed air and electrical required.
- FFE item.
- CP to price and advise OA.
- 39.4.40 • CP yet to issue the tender package; CP will be providing power to all locations.
- 39.4.41 • CP awaiting pricing; will be forwarded to OA/WPS for review.
- 39.4.42 • Price was submitted but missing M & E quotes.
- 39.4.42 • Work on hold until resolution of GMP.
- 39.4.44 • Carried.
- 39.4.47 • CP requires actual supplier to confirm power locations and voltages.
- 39.4.47 • GRC to review and finalize with WPS today.
- 39.4.48 • CP has provided revised price; ID to review and provide sign-off (±\$47K).

- 39.4.48 • Product Data Sheets for hoists required.
- 39.4.48 • Compressed air/lube lines locations.
- 39.4.49 • **RB to review with ID.**
- 39.4.49 • **WPS provided authorization to purchase via email from RB on February 12, 2014.**

Action: WPS / PP&D

42.6 **FFE REVIEW**

- CP is requesting input regarding the “red” furniture being relocated from other existing off-site location.
- 42.6.44 • CP requires the furniture that must be hand wired on site prior to substantial completion date.
 - WPS to review with George quantity of furniture affected.
- 42.6.44/45 • Furniture delivery for 5th floor should be under control. Existing elevator at South-East corner will be out of commission by December 6, 2013.
- 42.6.44 • Future freight elevator will be online January 18, 2014.
- 42.6.46/47 • Warranty to start once elevators are online and in use. GRC to send memo clarifying warranty of elevators. (Issued January 6, 2014)
- 42.6.47 • CP to get letter of confirmation of early use of elevator from elevator contractor.
- 42.6.47 • Estimated to be end of January.
- 42.6.48 • Department of Labour requirements need to be met.
- 42.6.48 • Estimated to be in 3 weeks.
- 42.6.48 • DD informed that MTS will be bringing in 3 telephone lines for elevators o Monday, February 3, 2014.
- 42.6.49 • **See Item 48.7.**

Action: Closed

45.1 **CODE REVIEW WALKTHROUGH**

- City Inspectors, GRC, CP and Judy Jeske are scheduled to do a walkthrough on Thursday, November 28, 2013 at 1:30pm.
- 45.1.47 • Require SIs to implement code modifications.
- 45.1.47 • Need City of Winnipeg’s formal code review input.
- 45.1.48 • ID has addressed this with PP&D.
- 45.1.48 • Important to have written/formal responses left for the site and AAR/GRC.
- 45.1.49 • **Sara Ciaflone will review with City Planning.**

Action: Closed

45.2 **LIFE SAFETY INTEGRATION**

- 45.2.46 • CP has scheduled a dry run of systems for February 15, 2014. (Tentative, may slide by a week or 2).
- 45.2.47 • Delayed; CP to confirm with McCaine.
- 45.2.48 • Tentatively set for end of February 2014.
- 45.2.49 • **Rescheduled tentatively (pending review of McCaine schedule by CP) to week of March 24, 2014.**
- 45.2.49 • **Awaiting input from CoW for procedures for testing undertaken for another project.**

Action: CP

46.1 **PH ROOFS VEGETATION**

- WPS expressed concern of vegetation on the 2 PH roofs. ABa claims it is not in CP contract.
- GRC/AAR to review POR and contract and advise.
- 46.1.47 • PP&D to review penthouse/stair roofs and assess.
- 46.1.48 • CP to review and assess condition of penthouse roofs.

Action: CP

47.1 **WAY FINDING / SIGNAGE**

- Require a consultant.
- To be reviewed with PP&D (ID).
- Required urgently for occupancy.
- 47.1.48 • CP is required to provide occupancy signage (stairways, washrooms, exits).
- 47.1.48 • ID to review with independent consultant (In-Sign??).

Action: ID / WPS / CP

47.2 **SEWAGE LIFT STATIONS**

- PP&D is concerned with capacity of existing services with the influx of personnel.
- N3 to comment/review.
- 47.2.48 • N3 to issue SI.
- 47.2.49 • **SI #305 was issued February 4, 2014.**

Action: Closed

48.1 **RANDY BENOIT LEAVING PROJECT**

- Officially retired on February 21, 2014.
- Abdul Aziz to take on Randy's role to the end to the project.

Action: Closed

48.2 **EXTERIOR SIGNAGE**

- CP to forward cost to ID for review.
- Agreement with Manitoba Hydro to use power from existing light pole to be confirmed.
- 48.2.49 • **Meeting 36 on July 9, 2012; CP estimated cost at ± \$100,000.00 + Electrical ± \$95,000.00.**
- 48.2.49 • **Meeting 42 on October 8, 2013; closed by OA.**
- 48.2.49 • **CP to provide cost summary as submitted to OA (~ August/September 2013).**

Action: CP

48.3 **CONTROLS**

- POR asks for number of points to Metisys panel.
- McCaine (BSD) to review (RFI #154).
- How many points going to 510 Main Street for monitoring?
- N3 to review.
- Meeting required with N3/McCaine/BSD.
- City of Winnipeg (Christine Corbett).
- AAR to review with N3 ASAP.

- 48.3.49 • **N3 to confirm location of station in main floor mechanical room.**

Action: AAR / N3

48.4 **MECHANICAL ROOMS**

- Level 6, 7 and P2 mechanical rooms are not clean. PP&D is concerned.

Action: Closed

48.5 **REPLACEMENT MATERIALS**

- After project completion, generally 2% is left.
- CP advised more carpet tiles (ceiling tiles, paint, raised flooring).
- GRC to provide list.

Action: GRC

48.6 **SALLY PORT**

- Heating will be provided.
- Blinds in ramp area (south west corner).
- WPS to review with GRC after meeting.
- AAR SI #296 was issued January 23, 2014.

Action: Closed

48.7 **EXISTING FURNITURE - ELECTRICAL BOX LOCATIONS**

- Location of jiffy poles/junction boxes required.
- GRC to review with WPS and expedite.
- 48.7.49 • **McCaine instructed to provide to capped connections as close as possible to indicated locations.**
- 48.7.49 • **WPS/CoW to confirm capped connections prior to connecting to existing furniture when it arrives on site.**
- 48.7.49 • **McCaine will not warranty after WPS/CoW connect to existing furniture.**

Action: WPS / CoW

48.8 **ROOM M409**

- Passage set for doors is not acceptable.

Action: Closed

48.9 **MONITORING OF BUILDING**

- Building will be monitored 24/7 by WPS.

Action: Closed

49.1 **GENSET FUEL PUMPING ISSUES**

- CP resolving with Wes-Man.

Action: CP

49.2 TOWER OPERATIONS

- If CoW is bringing in new building operations personnel, it is not CP's responsibility to provide training for staff.
- CP will only deal with CoW building managers.
- Proper safety training and security is required by tower operations personnel to enter site.

Action: Info

NEXT MEETING

- Next meeting will be on **Tuesday, February 25, 2014** from **9am to 10:30pm**.
- **All meetings will be from 9am to 10:30am**
 - **Tuesday, March 11, 2014**
 - **Tuesday, March 25, 2014**
- Owner's Meeting to be held bi-weekly until further notice.

Action: All / AAR

Supplemental

S1.2 BUILDING PERMIT STATUS

- Structural Permit - May 2, 2012
 - Receipt received.
- S1.2.18 ○ Structural Permit to be approved by October 26, 2012.
- S1.2.18 ○ CP to Pick-up.
 - Building Permit - submitted June 15, 2012
 - 100% design complete and fully coordinated Architectural, Structural, Mechanical and Electrical drawings and specifications.
 - Follow-up meeting with City of Winnipeg (Sara Ciaflone) set-up for Wednesday, June 20, 2012.
 - Drawings re-submitted for Building Permit on July 24, 2012.
- S1.2.18 ○ Email confirmation received from City of Winnipeg (Sara Ciaflone) stating acceptance in principal with Morrison Hershfield Code Report.
- S1.2.26 • Meeting request received from City of Winnipeg (Sara Ciaflone) to review architectural comments. Set for Wednesday, February 21, 2013 at 3pm.
- S1.2.29 • Meeting schedules with Judy Redmond and Sara Ciaflone on Wednesday, April 3, 2013.
- S1.2.37 • Sign off received for architectural, structural, mechanical and electrical.
- S1.2.37 • Awaiting sign-off from UDAC for issuance of full permit.
- S1.2.38 • City of Winnipeg advised that full building permit has been issued (confirmed by Sara Ciaflone on August 8, 2013).
- S1.2.40 • CP picked up Building Permit.
- S1.2.40 • "Red Line" drawings were picked up by RB, but were returned as the "Red Line" comments were not noted on the drawings. Sara hopes to have drawings returned by this Friday.

Action: Info



Winnipeg Police Headquarters Owner's Meeting No. 50



Date of Meeting: February 25, 2014

Meeting Location: Caspian Boardroom, 5th Floor, 266 Graham

Name	Initials	Company	Initials	Present	Copied
Peter Chang	PC	Adjeleian Allen Rubeli Ltd.	AAR	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Patrick Dubuc	PD	GRC Architects	GRC	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Peter Rankin	PR	GRC Architects	GRC	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Henry Hagenaaars	HH	Winnipeg Police Service	WPS	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Ari Berdesis	AB	Winnipeg Police Service	WPS	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Denis Dane	DD	Winnipeg Police Service	WPS	<input type="checkbox"/>	<input checked="" type="checkbox"/>
George Labossiere	GL	Winnipeg Police Service	WPS	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Armik Babakhanians	ABa	Caspian Projects	CP	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Shaun Babakhanians	SB	Caspian Projects	CP	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Pam Anderson	PA	Caspian Projects	CP	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Andrew Edge	AE	Caspian Projects	CP	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
John Guenther	JG	Nova3	N3	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Vic Thielman	VT	Nova3	N3	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Tony Mitousis	TM	Nova3	N3	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Dan Wolfrom	DW	Wolfrom Engineering	WE	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Iain Day	ID	City of Winnipeg	PP&D	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Abdul Aziz	AA	City of Winnipeg	CoW	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Iain Currie	IC	City of Winnipeg	CoW	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>

Meeting Minutes

20.6 PUMP STATION - WYPER

- 20.6.22 • CP has stated that no special requirements to prevent freeze-up.
- 20.6.20/22 • CP to contact Genivar to confirm.
- 20.6.24 • CP to confirm that pump is not frozen.
- 20.6.26 • CP to confirm with Bayview and McCaine in spring.

- 20.6.28 • Being reviewed today (March 19, 2013). CP to provide feedback.
- 20.6.31 • Flooding of range.
- 20.6.31 • CP claims that it is a maintenance issue. Valves need to be manually opened/shut.
- 20.6.31 • CP to provide memo for maintenance and why there is flooding.
- 20.6.32 • Water is still rising when the 4 gas pumps are shut off and the lift station is not able to keep the water level down, even with the gate valve closed. CP to verify site condition with Genivar and investigate source of water infiltration.
- 20.6.32 • Borrow pit is still full of water.
- 20.6.32 • Add flow meter to lift station pump to see how much water is actually being pumped by the lift station.
- 20.6.33 • AB stated that the City of Winnipeg still has issues of water flowing back to site (pond is full).
- 20.6.33 • CP disagrees and stated it's not a construction issue.
- 20.6.33 • PP&D to provide a report for CP/WPS to review.
- 20.6.34 • Draft report received from PP&D (Glen Snider) on June 11, 2013 and forwarded to OA for action.
- 20.6.35 • CP received formal letter from PP&D.
- 20.6.35 • AAR/GRC to follow up with Genivar.
- 20.6.35 • Genivar to comment on culvert installation by CP between borrow pit and catch pit.
- 20.6.36 • GRC/AAR have been in contact with Genivar to confirm design and scope.
- 20.6.36 • Genivar to review regional municipality of MacDonald the drainage/water management plan for the site.
- 20.6.37 • Awaiting response from Genivar.
- 20.6.37 • Drainage ditch/berm around borrow pit proposed.
- 20.6.37 • OA claims this should be CP's cost as CP changed the design. To be reviewed offline.
- 20.6.37 • GRC to issue CCN, once solution is received from Genivar.
- 20.6.38 • Report issued directly to CP by Genivar July 26, 2013.
- 20.6.38 • CP to coordinate work with WPS schedule.
- 20.6.38 • RB to provide schedule.
- 20.6.39 • Work on berms/ditch to be done in late September/October to accommodate WPS training schedule.
- 20.6.40 • Work started yesterday; CP hopes to have it done by October 13, 2013.
- 20.6.41 • Ditch has been completed.
- 20.6.41 • Remaining work is on schedule to be completed by October 13, 2013.
- 20.6.42 • CP to verify and advise.
- 20.6.43 • Bladder has been removed.
- 20.6.43 • Pump is working, but does not appear to be keeping up with inflow/seepage.
- 20.6.43 • CP to review.
- 20.6.43 • Genivar (Ian) to review.
- 20.6.44 • PP&D are worried about the upcoming spring with possible flooding conditions.
- 20.6.44 • GRC to visit site on Thursday with AB.
- 20.6.45 • CP to replace gate valve this year.
- 20.6.45 • CP to respond formally to PP&D reports.
- 20.6.45 • CP asks that pump station be properly "winterized" by PP&D.
- 20.6.46 • WPS noted that culvert was modified (before occupancy) to accommodate flap gate (i.e. allow it to stay open).
- 20.6.47 • Deferred to Spring 2014.
- 20.6.47 • CP will address flooding issues, if any.
- 20.6.47 • CP to meet with PP&D operations.

Action: CP

20.7

LIGHT POLE TOLERANCES - WYPER

- Certification required from CP (McCaine).
- 20.7.21 • Under warranty.
- 20.7.22 • CP to review (in GRC deficiency report).
- 20.7.23 • Contractor has proposed use of collar dampers.
- 20.7.24 • To be installed Monday, January 28, 2013. PG to coordinate with AB.
- 20.7.25 • Currently being installed. CP to post on SharePoint once complete.
- 20.7.26 • Collar dampers have been installed.
- 20.7.28 • Light pole standard failed.
- 20.7.28 • CP reinstalling poles (same type).
- 20.7.28 • CP requesting 5 year warranty.
- 20.7.28 • CP to provide certification letter for AAR to review.
- 20.7.28 • WPS requests a regular review/inspection and certification for conditional acceptance by WPS.
- 20.7.29 • Light poles will all be replaced with higher gauge poles.
- 20.7.29 • Dampers will be installed.
- 20.7.30 • To be installed this week.
- 20.7.31 • McCaine has offered 2 year warranty from date of replacement.
- 20.7.32 • CP not happy with present condition. Light standards appear to still be moving 2' in each direction from vertical. This issue is still open and will be monitored.
- 20.7.35 • N3 to provide letter (stamped and sealed) stating concerns of light poles. (Issued June 26, 2013).
- 20.7.35 • WPS to review/approve request from McCaine (light pole supplier) to mount a video/monitor camera to assess movement.
- 20.7.35/36 • CP is in agreement with WPS safety concerns and is taking measures (through legal process if necessary) to address the matter.
- 20.7.36 • Video camera has been installed; to be downloaded and reviewed by McCaine.
- 20.7.37 • McCaine to review video with WPS before releasing to light pole supplier/manufacturer.
- 20.7.37 • Cameras to remain in place as the site has not experienced high south winds.
- 20.7.39 • Initial attempt failed to capture any movement.
- 20.7.39 • McCaine has reinstalled new cameras.
- 20.7.40 • No extreme weather yet; cameras to remain.
- 20.7.42 • Ron Nault to contact AB to review footage of high wind days.
- 20.7.43 • To be restarted; McCaine waiting for DVR camera.
- 20.7.44 • Still ongoing; maintain camera until high winds are recorded.
- 20.7.47 • CP to confirm with McCaine if recordings are being made.
- 20.7.48 • Recordings are being done.
- 20.7.48 • Major movements/swaying recorded.
- 20.7.48 • McCaine is in contact with manufacturer.
- 20.7.48 • McCaine to submit information recorded to AAR for review.
- 20.7.49 • DVDs of motion submitted (2 copies to AAR; 1 submitted to WPS, AAR to forward 1 copy to N3).

Action: AAR

30.3

P2 PARKING LEVEL

- Ceiling to be painted.
- WPS requested that lines for parking be reviewed with users.
- 30.3.34 • CP requested final layout/direction from WPS by October 2013.
- 30.3.42 • Line layout not required until January 2014; WPS to advise.

- 30.3.47 • RB to review with Abdul.
- 30.3.47 • CP advised painting of lines to be done mid-March.
- 30.3.48 • AA to review; CP needs response ASAP.
- 30.3.49 • AA still reviewing.

Action: WPS / AA

30.5 LOCKER TENDER

- GRC is preparing locker tender.
- To be issued to CP this week.
- Shelving under review.
- 30.5.31 • Locker package issued to CP on April 26, 2013.
- 30.5.32 • Tender extended by one week to May 29, 2013.
- 30.5.33 • WPS to review and provide direction on quality and quantity.
- 30.5.34 • OA advised tenders were all over budget.
- 30.5.34 • Tenders will be disregarded.
- 30.5.34 • OA to review with WPS and advise on direction (probably going direct with supplier).
- 30.5.35 • OA reviewing internally for next month.
- 30.5.39/40/42/44 • Carried; as requested by OA.
- 30.5.47 • WPS to do value engineering with GRC after this meeting.
- 30.5.48 • GRC/WPS has resubmitted specs for lockers.
- 30.5.48 • Steel gauge revised from 16 to 20 for smaller lockers (civilian and cadet).
- 30.5.48 • Pistol locker size reduced.
- 30.5.48 • CP to follow-up with Deboer.
- 30.5.49 • CP forwarded revised pricing from Deboer by email February 10, 2014.
- 30.5.49 • GRC to review with WPS.
- 30.5.49 • WPS expressed concern with wall-mounting heavy gauge lockers.
- 30.5.49 • WPS would prefer “final/no risk” price to include shipping and installation.
- 30.5.49 • WPS provided authorization to purchase via email from RB on February 12, 2014.
- 30.5.50 • **Awarded and shop drawings received.**

Action: Closed

37.1 HIGH DENSITY SHELVING

- Tenders received.
- OA requested a meeting with low bidder (Tab).
- CP to arrange; OA to decide on WPS attendees.
- 37.1.39/40 • OA provided with prices.
- 37.1.39/40 • OA to review with RB (non-critical for construction).
- 37.1.41/42 • Authorization to be issued after resolution of GMP.
- 37.1.44 • Carried.
- 37.1.47 • GRC to review and finalize with WPS after this meeting.
- 37.1.48 • Finalized and issued to CP.
- 37.1.48 • ID to review and provide sign-off.
- 37.1.49 • RB to review with ID.
- 37.1.50 • **TAB reviewing with CP.**
- 37.1.50 • **P.O. required for TAB.**
- 37.1.50 • **CP to forward quotes to ID for approval and sign-off.**

Action: WPS / ID

37.5

GMP CONCERNS

- OA has reiterated again the importance of finalizing the GMP.
 - CP to finalize millwork price. Any additional changes to millwork issued April 1, 2013 (estimate to be 5-10 pieces) will be handled as an additional post GMP CCN.
 - OA urgently requires finalized quotes with full back-up for all outstanding CCNs, as noted in the meeting minutes. This is required to finalize the GMP.
 - OA informed CP that the longer it takes for finalizing the GMP, the greater the risk to CP.
- 37.5.40 • CP to submit values this week.
- 37.5.41 • To be completed September 26, 2013 by 3pm.
- 37.5.42 • Quote submitted by CP under review by AAR, GRC and N3.
- 37.5.43 • Preliminary report issued to OA October 28, 2013 along with N3 back-up.
- 37.5.43 • OA to review with CP.
- 37.5.44 • OA to share report comments with CP.
- 37.5.47 • AAR to review with PP&D.
- 37.5.48 • Contract being revised with CP/City of Winnipeg.
- 37.5.49 • Final cost breakdown from CP issued to CoW on February 7, 2014.
- 37.5.50 • **CP signed contract on February 21, 2014.**

Action: Closed

38.4

WYPER SI FOR HEATING (AAR SI #217 ISSUED JULY 31, 2013)

- CP to proceed with work.
 - CP to price and advise OA of work.
- 38.4.40 • CP to submit quote for work.
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- 38.4.43 • CP estimated work to be \$20K.
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- 38.4.45 • SI #217 issued; CP to repair as per revised GMP agreement.
- 38.4.48 • Awaiting finalization of contract.
- 38.4.50 • **CP to proceed with work.**

Action: CP / CoW

38.6

EXTERIOR EXISTING AIR SHAFTS

- Fencing is preferred, but existing siamese-connection on east side needs to be removed.
 - "Goose-neck" option for existing air shaft to be reviewed.
 - GRC to review and provide options.
- 38.6.40 • GRC to issue options.
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- 38.6.46 • WPS has reviewed and will finalize with GRC.
- 38.6.48 • WPS security reviewing.
- 38.6.49 • CCN #072 issued to CP for a ± 20ft high shaft with 4-sided louvre.
- 38.6.49 • Waiting for pricing from CP.

- 38.6.50 • **GRC to revise CCN for option of having higher louvres on back side only.**

Action: CP

39.1 **WYPER ROAD**

- East and west entry doors to be switched September 9, 2013 (tentative).
- AB to confirm with Range Master.
- 39.1.40 • Work to be done this Thursday.
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- 39.1.48/49 • Berm report (final report) from Amec required. (issued to OA May 29, 2012)
- 39.1.48 • Confirmation of compaction tests.
- 39.1.49 • CP to forward to AAR/WPS.
- 39.1.49 • CP did forward report to OA and AAR on February 2, 2014.
- 39.1.49 • AAR forwarded report to ID and RB on February 11, 2014.

Action: Closed

39.4 **VEHICLE LIFTS & SPEEDO MACHINES**

- Specs issued to CP.
- 6 new lifts, 1 new bus lift, 2 relocated lifts.
- Compressed air and electrical required.
- FFE item.
- CP to price and advise OA.
- 39.4.40 • CP yet to issue the tender package; CP will be providing power to all locations.
- 39.4.41 • CP awaiting pricing; will be forwarded to OA/WPS for review.
- 39.4.42 • Price was submitted but missing M & E quotes.
- 39.4.42 • Work on hold until resolution of GMP.
- 39.4.44 • Carried.
- 39.4.47 • CP requires actual supplier to confirm power locations and voltages.
- 39.4.47 • GRC to review and finalize with WPS today.
- 39.4.48 • CP has provided revised price; ID to review and provide sign-off (±\$47K).
- 39.4.48 • Product Data Sheets for hoists required.
- 39.4.48 • Compressed air/lube lines locations.
- 39.4.49 • RB to review with ID.
- 39.4.49 • WPS provided authorization to purchase via email from RB on February 12, 2014.

Action: Closed

45.2 **LIFE SAFETY INTEGRATION**

- 45.2.46 • CP has scheduled a dry run of systems for February 15, 2014. (Tentative, may slide by a week or 2).

- 45.2.47 • Delayed; CP to confirm with McCain.
- 45.2.48 • Tentatively set for end of February 2014.
- 45.2.49 • Rescheduled tentatively (pending review of McCain schedule by CP) to week of March 24, 2014.
- 45.2.49 • Awaiting input from CoW for procedures for testing undertaken for another project.
- 45.2.50 • **Meeting with CoW this afternoon (February 25, 2014).**

Action: CP

46.1 PH ROOFS VEGETATION

- WPS expressed concern of vegetation on the 2 PH roofs. ABa claims it is not in CP contract.
- GRC/AAR to review POR and contract and advise.
- 46.1.47 • PP&D to review penthouse/stair roofs and assess.
- 46.1.48 • CP to review and assess condition of penthouse roofs.

Action: CP

47.1 WAY FINDING / SIGNAGE

- Require a consultant.
- To be reviewed with PP&D (ID).
- Required urgently for occupancy.
- 47.1.48 • CP is required to provide occupancy signage (stairways, washrooms, exits).
- 47.1.48 • ID to review with independent consultant (In-Sign??).
- 47.1.50 • **WPS reviewing with CoW.**

Action: ID / WPS / CP

48.2 EXTERIOR SIGNAGE

- CP to forward cost to ID for review.
- Agreement with Manitoba Hydro to use power from existing light pole to be confirmed.
- 48.2.49 • Meeting 36 on July 9, 2012; CP estimated cost at ± \$100,000.00 + Electrical ± \$95,000.00.
- 48.2.49 • Meeting 42 on October 8, 2013; closed by OA.
- 48.2.49 • CP to provide cost summary as submitted to OA (~ August/September 2013).
- 48.2.50 • **CP stated that if CoW wants CP to do the exterior signage, it will be done after substantial completion and under a different contract.**

Action: CP

48.3 CONTROLS

- POR asks for number of points to Metisys panel.
- McCain (BSD) to review (RFI #154).
- How many points going to 510 Main Street for monitoring?
- N3 to review.
- Meeting required with N3/McCaine/BSD.
- City of Winnipeg (Christine Corbett).
- AAR to review with N3 ASAP.
- 48.3.49 • N3 to confirm location of station in main floor mechanical room.

- 48.3.50 • **SI #314 issued February 25, 2014.**

Action: Closed

48.5 **REPLACEMENT MATERIALS**

- After project completion, generally 2% is left.
- CP advised more carpet tiles (ceiling tiles, paint, raised flooring).
- GRC to provide list.

Action: GRC

48.7 **EXISTING FURNITURE - ELECTRICAL BOX LOCATIONS**

- Location of jiffy poles/junction boxes required.
- GRC to review with WPS and expedite.
- 48.7.49 • McCaine instructed to provide to capped connections as close as possible to indicated locations.
- 48.7.49 • WPS/CoW to confirm capped connections prior to connecting to existing furniture when it arrives on site.
- 48.7.49 • McCaine will not warranty after WPS/CoW connect to existing furniture.

Action: Closed

49.1 **GENSET FUEL PUMPING ISSUES**

- CP resolving with Wes-Man.
- 49.1.50 • **New dump being installed.**
- 49.1.50 • **AAR SI #315 issued February 25, 2014.**
- 49.1.50 • **AA expressed concern with lack of “dual” security on fuel “shed”. Needs card access.**

Action: Info

49.2 **TOWER OPERATIONS**

- If CoW is bringing in new building operations personnel, it is not CP’s responsibility to provide training for staff.
- CP will only deal with CoW building managers.
- Proper safety training and security is required by tower operations personnel to enter site.

Action: Info

50.1 **EXISTING TOWER SEWAGE CLEAN-OUTS**

- CP requested that CoW clean-out existing pipes.
- ID to review with CoW.

Action: ID

50.2 **DOOR HARDWARE SCHEDULE**

- WPS (HH) to review with Shanahan’s/Alloy.

Action: ID

50.3 **VEHICLE SERVICES & RACKING AREA LIGHTING**

- N3 to review lighting with respect to revised/updated layouts.
- ECU area.

Action: AAR / N3

NEXT MEETING

- Next meeting will be on **Tuesday, March 11, 2014** from **9am to 10:30pm**.
- **All meetings will be from 9am to 10:30am**
 - **Tuesday, March 25, 2014**
 - **Tuesday, April 14, 2014**
 - **Tuesday, April 28, 2014**
- Owner's Meeting to be held bi-weekly until further notice.

Action: All / AAR

Supplemental

S1.2 **BUILDING PERMIT STATUS**

- Structural Permit - May 2, 2012
 - Receipt received.
- S1.2.18 ○ Structural Permit to be approved by October 26, 2012.
- S1.2.18 ○ CP to Pick-up.
 - Building Permit - submitted June 15, 2012
 - 100% design complete and fully coordinated Architectural, Structural, Mechanical and Electrical drawings and specifications.
 - Follow-up meeting with City of Winnipeg (Sara Ciaflone) set-up for Wednesday, June 20, 2012.
 - Drawings re-submitted for Building Permit on July 24, 2012.
- S1.2.18 ○ Email confirmation received from City of Winnipeg (Sara Ciaflone) stating acceptance in principal with Morrison Hershfield Code Report.
- S1.2.26 • Meeting request received from City of Winnipeg (Sara Ciaflone) to review architectural comments. Set for Wednesday, February 21, 2013 at 3pm.
- S1.2.29 • Meeting schedules with Judy Redmond and Sara Ciaflone on Wednesday, April 3, 2013.
- S1.2.37 • Sign off received for architectural, structural, mechanical and electrical.
- S1.2.37 • Awaiting sign-off from UDAC for issuance of full permit.
- S1.2.38 • City of Winnipeg advised that full building permit has been issued (confirmed by Sara Ciaflone on August 8, 2013).
- S1.2.40 • CP picked up Building Permit.
- S1.2.40 • "Red Line" drawings were picked up by RB, but were returned as the "Red Line" comments were not noted on the drawings. Sara hopes to have drawings returned by this Friday.

Action: Info



Winnipeg Police Headquarters Owner's Meeting No. 51



Date of Meeting: March 11, 2014

Meeting Location: Caspian Boardroom, 5th Floor, 266 Graham

Name	Initials	Company	Initials	Present	Copied
Peter Chang	PC	Adjeleian Allen Rubeli Ltd.	AAR	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Patrick Dubuc	PD	GRC Architects	GRC	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Peter Rankin	PR	GRC Architects	GRC	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Henry Hagenaaars	HH	Winnipeg Police Service	WPS	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Ari Berdesis	AB	Winnipeg Police Service	WPS	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Denis Dane	DD	Winnipeg Police Service	WPS	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
George Labossiere	GL	Winnipeg Police Service	WPS	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Armik Babakhanians	ABa	Caspian Projects	CP	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Shaun Babakhanians	SB	Caspian Projects	CP	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Pam Anderson	PA	Caspian Projects	CP	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Andrew Edge	AE	Caspian Projects	CP	<input type="checkbox"/>	<input checked="" type="checkbox"/>
John Guenther	JG	Nova3	N3	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Vic Thielman	VT	Nova3	N3	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Tony Mitousis	TM	Nova3	N3	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Dan Wolfrom	DW	Wolfrom Engineering	WE	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Iain Day	ID	City of Winnipeg	PP&D	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Abdul Aziz	AA	City of Winnipeg	CoW	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Iain Currie	IC	City of Winnipeg	CoW	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>

Meeting Minutes

20.6 PUMP STATION - WYPER

- 20.6.22 • CP has stated that no special requirements to prevent freeze-up.
- 20.6.20/22 • CP to contact Genivar to confirm.
- 20.6.24 • CP to confirm that pump is not frozen.
- 20.6.26 • CP to confirm with Bayview and McCaine in spring.

- 20.6.28 • Being reviewed today (March 19, 2013). CP to provide feedback.
- 20.6.31 • Flooding of range.
- 20.6.31 • CP claims that it is a maintenance issue. Valves need to be manually opened/shut.
- 20.6.31 • CP to provide memo for maintenance and why there is flooding.
- 20.6.32 • Water is still rising when the 4 gas pumps are shut off and the lift station is not able to keep the water level down, even with the gate valve closed. CP to verify site condition with Genivar and investigate source of water infiltration.
- 20.6.32 • Borrow pit is still full of water.
- 20.6.32 • Add flow meter to lift station pump to see how much water is actually being pumped by the lift station.
- 20.6.33 • AB stated that the City of Winnipeg still has issues of water flowing back to site (pond is full).
- 20.6.33 • CP disagrees and stated it's not a construction issue.
- 20.6.33 • PP&D to provide a report for CP/WPS to review.
- 20.6.34 • Draft report received from PP&D (Glen Snider) on June 11, 2013 and forwarded to OA for action.
- 20.6.35 • CP received formal letter from PP&D.
- 20.6.35 • AAR/GRC to follow up with Genivar.
- 20.6.35 • Genivar to comment on culvert installation by CP between borrow pit and catch pit.
- 20.6.36 • GRC/AAR have been in contact with Genivar to confirm design and scope.
- 20.6.36 • Genivar to review regional municipality of MacDonald the drainage/water management plan for the site.
- 20.6.37 • Awaiting response from Genivar.
- 20.6.37 • Drainage ditch/berm around borrow pit proposed.
- 20.6.37 • OA claims this should be CP's cost as CP changed the design. To be reviewed offline.
- 20.6.37 • GRC to issue CCN, once solution is received from Genivar.
- 20.6.38 • Report issued directly to CP by Genivar July 26, 2013.
- 20.6.38 • CP to coordinate work with WPS schedule.
- 20.6.38 • RB to provide schedule.
- 20.6.39 • Work on berms/ditch to be done in late September/October to accommodate WPS training schedule.
- 20.6.40 • Work started yesterday; CP hopes to have it done by October 13, 2013.
- 20.6.41 • Ditch has been completed.
- 20.6.41 • Remaining work is on schedule to be completed by October 13, 2013.
- 20.6.42 • CP to verify and advise.
- 20.6.43 • Bladder has been removed.
- 20.6.43 • Pump is working, but does not appear to be keeping up with inflow/seepage.
- 20.6.43 • CP to review.
- 20.6.43 • Genivar (Ian) to review.
- 20.6.44 • PP&D are worried about the upcoming spring with possible flooding conditions.
- 20.6.44 • GRC to visit site on Thursday with AB.
- 20.6.45 • CP to replace gate valve this year.
- 20.6.45 • CP to respond formally to PP&D reports.
- 20.6.45 • CP asks that pump station be properly "winterized" by PP&D.
- 20.6.46 • WPS noted that culvert was modified (before occupancy) to accommodate flap gate (i.e. allow it to stay open).
- 20.6.47 • Deferred to Spring 2014.
- 20.6.47 • CP will address flooding issues, if any.
- 20.6.47 • CP to meet with PP&D operations.

Action: CP

20.7 LIGHT POLE TOLERANCES - WYPER

- Certification required from CP (McCaine).
- 20.7.21 • Under warranty.
- 20.7.22 • CP to review (in GRC deficiency report).
- 20.7.23 • Contractor has proposed use of collar dampers.
- 20.7.24 • To be installed Monday, January 28, 2013. PG to coordinate with AB.
- 20.7.25 • Currently being installed. CP to post on SharePoint once complete.
- 20.7.26 • Collar dampers have been installed.
- 20.7.28 • Light pole standard failed.
- 20.7.28 • CP reinstalling poles (same type).
- 20.7.28 • CP requesting 5 year warranty.
- 20.7.28 • CP to provide certification letter for AAR to review.
- 20.7.28 • WPS requests a regular review/inspection and certification for conditional acceptance by WPS.
- 20.7.29 • Light poles will all be replaced with higher gauge poles.
- 20.7.29 • Dampers will be installed.
- 20.7.30 • To be installed this week.
- 20.7.31 • McCaine has offered 2 year warranty from date of replacement.
- 20.7.32 • CP not happy with present condition. Light standards appear to still be moving 2' in each direction from vertical. This issue is still open and will be monitored.
- 20.7.35 • N3 to provide letter (stamped and sealed) stating concerns of light poles. (Issued June 26, 2013).
- 20.7.35 • WPS to review/approve request from McCaine (light pole supplier) to mount a video/monitor camera to assess movement.
- 20.7.35/36 • CP is in agreement with WPS safety concerns and is taking measures (through legal process if necessary) to address the matter.
- 20.7.36 • Video camera has been installed; to be downloaded and reviewed by McCaine.
- 20.7.37 • McCaine to review video with WPS before releasing to light pole supplier/manufacture.
- 20.7.37 • Cameras to remain in place as the site has not experienced high south winds.
- 20.7.39 • Initial attempt failed to capture any movement.
- 20.7.39 • McCaine has reinstalled new cameras.
- 20.7.40 • No extreme weather yet; cameras to remain.
- 20.7.42 • Ron Nault to contact AB to review footage of high wind days.
- 20.7.43 • To be restarted; McCaine waiting for DVR camera.
- 20.7.44 • Still ongoing; maintain camera until high winds are recorded.
- 20.7.47 • CP to confirm with McCaine if recordings are being made.
- 20.7.48 • Recordings are being done.
- 20.7.48 • Major movements/swaying recorded.
- 20.7.48 • McCaine is in contact with manufacturer.
- 20.7.48 • McCaine to submit information recorded to AAR for review.
- 20.7.49 • DVDs of motion submitted (2 copies to AAR; 1 submitted to WPS, AAR to forward 1 copy to N3).
- 20.7.51 • **Manufacturer is reviewing damper solution.**

Action: CP

30.3 P2 PARKING LEVEL

- Ceiling to be painted.
- WPS requested that lines for parking be reviewed with users.
- 30.3.34 • CP requested final layout/direction from WPS by October 2013.

- 30.3.42 • Line layout not required until January 2014; WPS to advise.
- 30.3.47 • RB to review with Abdul.
- 30.3.47 • CP advised painting of lines to be done mid-March.
- 30.3.48 • AA to review; CP needs response ASAP.
- 30.3.49 • AA still reviewing.
- 30.3.51 • **AAR SI # 331 was issued March 17, 2014.**

Action: Closed

37.1 HIGH DENSITY SHELVING

- Tenders received.
- OA requested a meeting with low bidder (Tab).
- CP to arrange; OA to decide on WPS attendees.
- 37.1.39/40 • OA provided with prices.
- 37.1.39/40 • OA to review with RB (non-critical for construction).
- 37.1.41/42 • Authorization to be issued after resolution of GMP.
- 37.1.44 • Carried.
- 37.1.47 • GRC to review and finalize with WPS after this meeting.
- 37.1.48 • Finalized and issued to CP.
- 37.1.48 • ID to review and provide sign-off.
- 37.1.49 • RB to review with ID.
- 37.1.50 • TAB reviewing with CP.
- 37.1.50 • P.O. required for TAB.
- 37.1.50 • CP to forward quotes to ID for approval and sign-off.
- 37.1.51 • **Approval from ID given to CP to proceed.**
- 37.1.51 • **CP and TAB to Finalize Price.**

Action: CP

38.4 WYPER SI FOR HEATING (AAR SI #217 ISSUED JULY 31, 2013)

- CP to proceed with work.
- CP to price and advise OA of work.
- 38.4.40 • CP to submit quote for work.
- 38.4.42 • CP requesting CCN for this work; GRC is requesting pricing/value.
- 38.4.43 • CP estimated work to be \$20K.
- 38.4.43 • AAR to review with N3.
- 38.4.44 • Work not started; GRC to follow-up with AAR & N3.
- 38.4.45 • SI #217 issued; CP to repair as per revised GMP agreement.
- 38.4.48 • Awaiting finalization of contract.
- 38.4.50 • CP to proceed with work.

Action: CP / CoW

38.6 EXTERIOR EXISTING AIR SHAFTS

- Fencing is preferred, but existing siamese-connection on east side needs to be removed.
- “Goose-neck” option for existing air shaft to be reviewed.
- GRC to review and provide options.
- 38.6.40 • GRC to issue options.
- 38.6.41/42 • WPS prefers sloped housing with opening on “backside”.
- 38.6.41/42 • GRC/AAR to review.

- 38.6.43 • GRC presented 3 options for CP to review.
- 38.6.43 • Additional options discussed; GRC to submit.
- 38.6.44 • GRC is to prepare 3D modelling of possible options.
- 38.6.46 • GRC has done the modelling and will forward to all to review/comment.
- 38.6.46 • WPS has reviewed and will finalize with GRC.
- 38.6.48 • WPS security reviewing.
- 38.6.49 • CCN #072 issued to CP for a ± 20ft high shaft with 4-sided louvre.
- 38.6.49 • Waiting for pricing from CP.
- 38.6.50 • GRC to revise CCN for option of having higher louvres on back side only.
- 38.6.51 • **Memo from N3 for various louvre options issued March 12, 2014.**
- 38.6.51 • **WPS to review and advise.**

Action: CP / WPS

39.4 VEHICLE LIFTS & SPEEDO MACHINES

- Specs issued to CP.
- 6 new lifts, 1 new bus lift, 2 relocated lifts.
- Compressed air and electrical required.
- FFE item.
- CP to price and advise OA.
- 39.4.40 • CP yet to issue the tender package; CP will be providing power to all locations.
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- 39.4.48 • CP has provided revised price; ID to review and provide sign-off (±\$47K).
- 39.4.48 • Product Data Sheets for hoists required.
- 39.4.48 • Compressed air/lube lines locations.
- 39.4.49 • RB to review with ID.
- 39.4.49 • WPS provided authorization to purchase via email from RB on February 12, 2014.
- 39.4.51 • **Height restriction in 2 bays is acceptable to WPS.**

Action: Closed

45.2 LIFE SAFETY INTEGRATION

- 45.2.46 • CP has scheduled a dry run of systems for February 15, 2014. (Tentative, may slide by a week or 2).
- 45.2.47 • Delayed; CP to confirm with McCaine.
- 45.2.48 • Tentatively set for end of February 2014.
- 45.2.49 • Rescheduled tentatively (pending review of McCaine schedule by CP) to week of March 24, 2014.
- 45.2.49 • Awaiting input from CoW for procedures for testing undertaken for another project.
- 45.2.50 • Meeting with CoW this afternoon (February 25, 2014).
- 45.2.51 • **Draft copy issued to CP / ID / Sara / CoW.**
- 45.2.51 • **To be discussed at meeting today (March 17, 2014).**

Action: CP

46.1 **PH ROOFS VEGETATION**

- WPS expressed concern of vegetation on the 2 PH roofs. ABa claims it is not in CP contract.
- GRC/AAR to review POR and contract and advise.
- 46.1.47 • PP&D to review penthouse/stair roofs and assess.
- 46.1.48 • CP to review and assess condition of penthouse roofs.

Action: CP

47.1 **WAY FINDING / SIGNAGE**

- Require a consultant.
- To be reviewed with PP&D (ID).
- Required urgently for occupancy.
- 47.1.48 • CP is required to provide occupancy signage (stairways, washrooms, exits).
- 47.1.48 • ID to review with independent consultant (In-Sign??).
- 47.1.50 • WPS reviewing with CoW.

Action: ID / WPS / CP

48.2 **EXTERIOR SIGNAGE**

- CP to forward cost to ID for review.
- Agreement with Manitoba Hydro to use power from existing light pole to be confirmed.
- 48.2.49 • Meeting 36 on July 9, 2012; CP estimated cost at ± \$100,000.00 + Electrical ± \$95,000.00.
- 48.2.49 • Meeting 42 on October 8, 2013; closed by OA.
- 48.2.49 • CP to provide cost summary as submitted to OA (~ August/September 2013).
- 48.2.50 • CP stated that if CoW wants CP to do the exterior signage, it will be done after substantial completion and under a different contract.

Action: CP

48.3 **CONTROLS**

- POR asks for number of points to Metisys panel.
- McCaine (BSD) to review (RFI #154).
- How many points going to 510 Main Street for monitoring?
- N3 to review.
- Meeting required with N3/McCaine/BSD.
- City of Winnipeg (Christine Corbett).
- AAR to review with N3 ASAP.
- 48.3.49 • N3 to confirm location of station in main floor mechanical room.
- 48.3.50 • SI #314 issued February 25, 2014.
- 48.3.51 • **N3 to confirm is UPS is included in points of control. N3 to coordinate with BDS.**

Action: N3

48.5 **REPLACEMENT MATERIALS**

- After project completion, generally 2% is left.
- CP advised more carpet tiles (ceiling tiles, paint, raised flooring).
- GRC to provide list.

Action: GRC

49.1 **GENSET FUEL PUMPING ISSUES**

- CP resolving with Wes-Man.
- 49.1.50 • New dump being installed.
- 49.1.50 • AAR SI #315 issued February 25, 2014.
- 49.1.50 • AA expressed concern with lack of “dual” security on fuel “shed”. Needs card access.
- 49.1.51 • **GRC to issue SI.**

Action: GRC

50.1 **EXISTING TOWER SEWAGE CLEAN-OUTS**

- CP requested that CoW clean-out existing pipes.
- ID to review with CoW.
- 50.1.51 • **Completed on the weekend of March 8, 2014.**

Action: Closed

50.2 **DOOR HARDWARE SCHEDULE**

- 50.2.51 • WPS (HH) to review with Shanahan’s/**Abloy**.

Action: Closed

50.3 **VEHICLE SERVICES & RACKING AREA LIGHTING**

- N3 to review lighting with respect to revised/updated layouts.
- 50.3.51 • ECU area / **forensic / vehicle service.**
- 50.3.51 • **Only service bay area left to be resolved.**

Action: AAR / N3

51.1 **FREEZER PACKAGES**

- CP to provide complete pricing (including compressors) to ID for review.

Action: CP

51.2 **MILLWORK MAIN FLOOR**

- Reception counter is missing steel plate (bulletproof plate).
- Was marked-up on reviewed/returned shop drawings.
- CP to review / GRC to add to deficiency list.

Action: CP

51.3 **EXISTING CPC BOXES ON NORTH SIDE**

- CP to fill in with concrete and insulation.
- GRC requested a membrane be put in.

Action: CP

51.4 **EXISTING PODIUM AT NORTH SIDE**

- Leak at north-west side.
- CP to review and advise CoW of repair work required..

Action: CP

51.5 **WIRE MESH SECURITY**

- As noted in AAR SI # 130 issued April 10, 2013.
- GRC walked through with G+G and G+G is now aware of all walls requiring security mesh.

Action: Info

51.6 **CP DELAY NOTICE (INCLEMENT WEATHER)**

- ID expressed concern with delay notice issued by CP (email of March 6, 2014).
- ABa informed ID that CP is doing the best they can to mitigate the “lost time” and they will keep ID informed, but that they do not see a major impact to the July 31, 2014 100% completion date.

Action: Info

NEXT MEETING

- Next meeting will be on **Tuesday, March 25, 2014** from **9am to 10:30pm**.
- **All meetings will be from 9am to 10:30am**
 - **Tuesday, April 8, 2014**
 - **Tuesday, April 22, 2014**
 - **Tuesday, May 6, 2014**
 - **Tuesday, May 27, 2014**
- Owner’s Meeting to be held bi-weekly until further notice.

Action: All / AAR

Supplemental

S1.2 **BUILDING PERMIT STATUS**

- Structural Permit - May 2, 2012
 - Receipt received.
- S1.2.18 ○ Structural Permit to be approved by October 26, 2012.
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- S1.2.37 • Sign off received for architectural, structural, mechanical and electrical.
- S1.2.37 • Awaiting sign-off from UDAC for issuance of full permit.
- S1.2.38 • City of Winnipeg advised that full building permit has been issued (confirmed by Sara Ciaflone on August 8, 2013).
- S1.2.40 • CP picked up Building Permit.

- S1.2.40 • “Red Line” drawings were picked up by RB, but were returned as the “Red Line” comments were not noted on the drawings. Sara hopes to have drawings returned by this Friday.

Action: Info



Winnipeg Police Headquarters Owner's Meeting No. 52



Date of Meeting: March 25, 2014

Meeting Location: Caspian Boardroom, 5th Floor, 266 Graham

Name	Initials	Company	Initials	Present	Copied
Peter Chang	PC	Adjeleian Allen Rubeli Ltd.	AAR	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Patrick Dubuc	PD	GRC Architects	GRC	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Peter Rankin	PR	GRC Architects	GRC	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Henry Hagenaaars	HH	Winnipeg Police Service	WPS	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Ari Berdesis	AB	Winnipeg Police Service	WPS	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Denis Dane	DD	Winnipeg Police Service	WPS	<input type="checkbox"/>	<input checked="" type="checkbox"/>
George Labossiere	GL	Winnipeg Police Service	WPS	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Armik Babakhanians	ABa	Caspian Projects	CP	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Shaun Babakhanians	SB	Caspian Projects	CP	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Pam Anderson	PA	Caspian Projects	CP	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Andrew Edge	AE	Caspian Projects	CP	<input type="checkbox"/>	<input checked="" type="checkbox"/>
John Guenther	JG	Nova3	N3	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Vic Thielman	VT	Nova3	N3	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Tony Mitousis	TM	Nova3	N3	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Dan Wolfrom	DW	Wolfrom Engineering	WE	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Iain Day	ID	City of Winnipeg	PP&D	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Abdul Aziz	AA	City of Winnipeg	CoW	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Iain Currie	IC	City of Winnipeg	CoW	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>

Meeting Minutes

20.6 PUMP STATION - WYPER

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- 20.6.20/22 • CP to contact Genivar to confirm.
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- 20.6.47 • CP to meet with PP&D operations.

Action: CP

20.7**LIGHT POLE TOLERANCES - WYPER**

- Certification required from CP (McCaine).
- 20.7.21 • Under warranty.
- 20.7.22 • CP to review (in GRC deficiency report).
- 20.7.23 • Contractor has proposed use of collar dampers.
- 20.7.24 • To be installed Monday, January 28, 2013. PG to coordinate with AB.
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- 20.7.28 • CP to provide certification letter for AAR to review.
- 20.7.28 • WPS requests a regular review/inspection and certification for conditional acceptance by WPS.
- 20.7.29 • Light poles will all be replaced with higher gauge poles.
- 20.7.29 • Dampers will be installed.
- 20.7.30 • To be installed this week.
- 20.7.31 • McCaine has offered 2 year warranty from date of replacement.
- 20.7.32 • CP not happy with present condition. Light standards appear to still be moving 2' in each direction from vertical. This issue is still open and will be monitored.
- 20.7.35 • N3 to provide letter (stamped and sealed) stating concerns of light poles. (Issued June 26, 2013).
- 20.7.35 • WPS to review/approve request from McCaine (light pole supplier) to mount a video/monitor camera to assess movement.
- 20.7.35/36 • CP is in agreement with WPS safety concerns and is taking measures (through legal process if necessary) to address the matter.
- 20.7.36 • Video camera has been installed; to be downloaded and reviewed by McCaine.
- 20.7.37 • McCaine to review video with WPS before releasing to light pole supplier/manufacture.
- 20.7.37 • Cameras to remain in place as the site has not experienced high south winds.
- 20.7.39 • Initial attempt failed to capture any movement.
- 20.7.39 • McCaine has reinstalled new cameras.
- 20.7.40 • No extreme weather yet; cameras to remain.
- 20.7.42 • Ron Nault to contact AB to review footage of high wind days.
- 20.7.43 • To be restarted; McCaine waiting for DVR camera.
- 20.7.44 • Still ongoing; maintain camera until high winds are recorded.
- 20.7.47 • CP to confirm with McCaine if recordings are being made.
- 20.7.48 • Recordings are being done.
- 20.7.48 • Major movements/swaying recorded.
- 20.7.48 • McCaine is in contact with manufacturer.
- 20.7.48 • McCaine to submit information recorded to AAR for review.
- 20.7.49 • DVDs of motion submitted (2 copies to AAR; 1 submitted to WPS, AAR to forward 1 copy to N3).
- 20.7.51 • Manufacturer is reviewing damper solution.

Action: CP**37.1****HIGH DENSITY SHELVING**

- Tenders received.
- OA requested a meeting with low bidder (Tab).
- CP to arrange; OA to decide on WPS attendees.

- 37.1.39/40 • OA provided with prices.
- 37.1.39/40 • OA to review with RB (non-critical for construction).
- 37.1.41/42 • Authorization to be issued after resolution of GMP.
- 37.1.44 • Carried.
- 37.1.47 • GRC to review and finalize with WPS after this meeting.
- 37.1.48 • Finalized and issued to CP.
- 37.1.48 • ID to review and provide sign-off.
- 37.1.49 • RB to review with ID.
- 37.1.50 • TAB reviewing with CP.
- 37.1.50 • P.O. required for TAB.
- 37.1.50 • CP to forward quotes to ID for approval and sign-off.
- 37.1.51 • Approval from ID given to CP to proceed.
- 37.1.51 • CP and TAB to Finalize Price.
- 37.1.52 • **WPS need to meet with TAB.**
- 37.1.52 • **GL to arrange with TAB.**

Action: WPS / GL

38.4 WYPER SI FOR HEATING (AAR SI #217 ISSUED JULY 31, 2013)

- CP to proceed with work.
- CP to price and advise OA of work.
- 38.4.40 • CP to submit quote for work.
- 38.4.42 • CP requesting CCN for this work; GRC is requesting pricing/value.
- 38.4.43 • CP estimated work to be \$20K.
- 38.4.43 • AAR to review with N3.
- 38.4.44 • Work not started; GRC to follow-up with AAR & N3.
- 38.4.45 • SI #217 issued; CP to repair as per revised GMP agreement.
- 38.4.48 • Awaiting finalization of contract.
- 38.4.50 • CP to proceed with work.

Action: CP / CoW

38.6 EXTERIOR EXISTING AIR SHAFTS

- Fencing is preferred, but existing siamese-connection on east side needs to be removed.
- “Goose-neck” option for existing air shaft to be reviewed.
- GRC to review and provide options.
- 38.6.40 • GRC to issue options.
- 38.6.41/42 • WPS prefers sloped housing with opening on “backside”.
- 38.6.41/42 • GRC/AAR to review.
- 38.6.43 • GRC presented 3 options for CP to review.
- 38.6.43 • Additional options discussed; GRC to submit.
- 38.6.44 • GRC is to prepare 3D modelling of possible options.
- 38.6.46 • GRC has done the modelling and will forward to all to review/comment.
- 38.6.46 • WPS has reviewed and will finalize with GRC.
- 38.6.48 • WPS security reviewing.
- 38.6.49 • CCN #072 issued to CP for a ± 20ft high shaft with 4-sided louvre.
- 38.6.49 • Waiting for pricing from CP.
- 38.6.50 • GRC to revise CCN for option of having higher louvres on back side only.
- 38.6.51 • Memo from N3 for various louvre options issued March 12, 2014.
- 38.6.51 • WPS to review and advise.

- 38.6.52 • **Decision by WPS by today (March 25, 2014). Proceed as per CCN #072.**
- 38.6.52 • **CP advised 6-8 weeks for delivery of Tindall stone.**

Action: CP / WPS

45.2 **LIFE SAFETY INTEGRATION**

- 45.2.46 • CP has scheduled a dry run of systems for February 15, 2014. (Tentative, may slide by a week or 2).
- 45.2.47 • Delayed; CP to confirm with McCaine.
- 45.2.48 • Tentatively set for end of February 2014.
- 45.2.49 • Rescheduled tentatively (pending review of McCaine schedule by CP) to week of March 24, 2014.
- 45.2.49 • Awaiting input from CoW for procedures for testing undertaken for another project.
- 45.2.50 • Meeting with CoW this afternoon (February 25, 2014).
- 45.2.51 • Draft copy issued to CP / ID / Sara / CoW.
- 45.2.51 • To be discussed at meeting today (March 17, 2014).
- 45.2.52 • **CP revised date; April 28, 2014.**
- 45.2.52 • **To be confirmed after meeting with Sara and Judy.**
- 45.2.52 • **Does not affect substantial/100% completion dates.**

Action: CP

46.1 **PH ROOFS VEGETATION**

- WPS expressed concern of vegetation on the 2 PH roofs. ABa claims it is not in CP contract.
- GRC/AAR to review POR and contract and advise.
- 46.1.47 • PP&D to review penthouse/stair roofs and assess.
- 46.1.48 • CP to review and assess condition of penthouse roofs.
- 46.1.52 • **Roof on elevator machine room has been replaced.**

Action: CP

47.1 **WAY FINDING / SIGNAGE**

- Require a consultant.
- To be reviewed with PP&D (ID).
- Required urgently for occupancy.
- 47.1.48 • CP is required to provide occupancy signage (stairways, washrooms, exits).
- 47.1.48 • ID to review with independent consultant (In-Sign??).
- 47.1.50 • WPS reviewing with CoW.
- 47.1.50 • **Ongoing.**

Action: ID / WPS / CP

48.2 **EXTERIOR SIGNAGE**

- CP to forward cost to ID for review.
- Agreement with Manitoba Hydro to use power from existing light pole to be confirmed.
- 48.2.49 • Meeting 36 on July 9, 2012; CP estimated cost at ± \$100,000.00 + Electrical ± \$95,000.00.
- 48.2.49 • Meeting 42 on October 8, 2013; closed by OA.
- 48.2.49 • CP to provide cost summary as submitted to OA (~ August/September 2013).

- 48.2.50 • CP stated that if CoW wants CP to do the exterior signage, it will be done after substantial completion and under a different contract.

Action: CP

48.3 **CONTROLS**

- POR asks for number of points to Metisys panel.
- McCaine (BSD) to review (RFI #154).
- How many points going to 510 Main Street for monitoring?
- N3 to review.
- Meeting required with N3/McCaine/BSD.
- City of Winnipeg (Christine Corbett).
- AAR to review with N3 ASAP.
- 48.3.49 • N3 to confirm location of station in main floor mechanical room.
- 48.3.50 • SI #314 issued February 25, 2014.
- 48.3.51 • N3 to confirm is UPS is included in points of control. N3 to coordinate with BDS.
- 48.3.52 • **Panel provided can communicate with central control.**
- 48.3.52 • **ABa is coordinating with Glen Snider.**
- 48.3.52 • **Johnson Control Board being used.**
- 48.3.52 • **IC to coordinate.**

Action: CoW (IC)

48.5 **REPLACEMENT MATERIALS**

- After project completion, generally 2% is left.
- CP advised more carpet tiles (ceiling tiles, paint, raised flooring).
- GRC to provide list.

Action: GRC

49.1 **GENSET FUEL PUMPING ISSUES**

- CP resolving with Wes-Man.
- 49.1.50 • New dump being installed.
- 49.1.50 • AAR SI #315 issued February 25, 2014.
- 49.1.50 • AA expressed concern with lack of “dual” security on fuel “shed”. Needs card access.
- 49.1.51 • GRC to issue SI.

Action: GRC

50.3 **VEHICLE SERVICES & RACKING AREA LIGHTING**

- N3 to review lighting with respect to revised/updated layouts.
- 50.3.51 • ECU area / forensic / vehicle service.
- 50.3.51 • Only service bay area left to be resolved.
- 50.3.52 • **McCaine to mock-up a bay for WPS review.**

Action: CP

51.1 **FREEZER PACKAGES**

- CP to provide complete pricing (including compressors) to ID for review.
- 51.1.52 • **Original quote for \$86K was panels only. Now reduced to \$65K.**
- 51.1.52 • **Compressor package \$57K to \$62K.**

- 51.1.52 • **Total price ± \$120K.**
- 51.1.52 • **AA requires confirmation that freezers are alarmed for temperature issues.**

Action: CP

51.2 **MILLWORK MAIN FLOOR**

- Reception counter is missing steel plate (bulletproof plate).
 - Was marked-up on reviewed/returned shop drawings.
 - CP to review / GRC to add to deficiency list.
- 51.2.52 • **Steel plates are on site and being installed.**

Action: Closed

51.3 **EXISTING CPC BOXES ON NORTH SIDE**

- CP to fill in with concrete and insulation.
 - GRC requested a membrane be put in.
- 51.3.52 • **To be reviewed in the Spring.**

Action: Info

51.4 **EXISTING PODIUM AT NORTH SIDE**

- Leak at north-west side.
- CP to review and advise CoW of repair work required..

Action: CP

51.5 **WIRE MESH SECURITY**

- As noted in AAR SI # 130 issued April 10, 2013.
- GRC walked through with G+G and G+G is now aware of all walls requiring security mesh.

Action: Info

51.6 **CP DELAY NOTICE (INCLEMENT WEATHER)**

- ID expressed concern with delay notice issued by CP (email of March 6, 2014).
- ABa informed ID that CP is doing the best they can to mitigate the “lost time” and they will keep ID informed, but that they do not see a major impact to the July 31, 2014 100% completion date.

Action: Info

52.1 **ROOF LEAKS**

- Leaks in gym noted by WPS. CP advised leak was due to faulty roof drain installation.
- Under warranty.

Action: CP / Info

52.2 **ECU LIGHTING**

- WPS to review with Wearing William and N3.

Action: WPS / N3

52.3 **SITE VISITS**

- Must be coordinated with CP (Andrew Edge).
- Site/safety orientation required.

Action: Info

52.4 **CPU OPENING IN WALLS**

- Only exterior wall openings and Sally ports as noted in AAR SI #197, issued June 13, 2013.
- Structural lintels to be reviewed by WE.

Action: CP

52.5 **P2 CURBS**

- UPS and electrical room requires curbing (may be a code issue).
- GRC to review.

Action: GRC

52.6 **ELECTRICAL BOXES/PANELS**

- WPS is concerned with the location of some electrical boxes/panels next to work stations.
- GRC to review.

Action: GRC

52.7 **SOFTWARE HOUSE TRAINING**

- CP advised that schedule can't be changed.
- CP has informed ID of dates.
- ID/AA to review with McCaine; ABa agrees.

Action: WPS

52.8 **MAYOR AND COUNCILLOR TOUR**

- Scheduled for April 29, 2014 (tentative).
- ID to confirm.

Action: Info

52.9 **VIDEO TRAINING**

- Video training to be done by WPS / CoW.
- Not part of CP contract.

Action: Info

52.10 **CPU SERVICE COUNTER PLATFORM**

- Step up platform does not meet Building Code.
- WPS to provide letter/memo stating security reasons for having step-up.

Action: WPS

NEXT MEETING

- Next meeting will be on **Tuesday, April 8, 2014** from **9am to 10:30pm**.
- **All meetings will be from 9am to 10:30am**
 - **Tuesday, April 22, 2014**
 - **Tuesday, May 6, 2014**
 - **Tuesday, May 27, 2014**
- Owner's Meeting to be held bi-weekly until further notice.

Action: All / AAR

Supplemental

S1.2

BUILDING PERMIT STATUS

- Structural Permit - May 2, 2012
 - Receipt received.
- S1.2.18 ○ Structural Permit to be approved by October 26, 2012.
- S1.2.18 ○ CP to Pick-up.
 - Building Permit - submitted June 15, 2012
 - 100% design complete and fully coordinated Architectural, Structural, Mechanical and Electrical drawings and specifications.
 - Follow-up meeting with City of Winnipeg (Sara Ciaflone) set-up for Wednesday, June 20, 2012.
 - Drawings re-submitted for Building Permit on July 24, 2012.
- S1.2.18 ○ Email confirmation received from City of Winnipeg (Sara Ciaflone) stating acceptance in principal with Morrison Hershfield Code Report.
- S1.2.26 • Meeting request received from City of Winnipeg (Sara Ciaflone) to review architectural comments. Set for Wednesday, February 21, 2013 at 3pm.
- S1.2.29 • Meeting schedules with Judy Redmond and Sara Ciaflone on Wednesday, April 3, 2013.
- S1.2.37 • Sign off received for architectural, structural, mechanical and electrical.
- S1.2.37 • Awaiting sign-off from UDAC for issuance of full permit.
- S1.2.38 • City of Winnipeg advised that full building permit has been issued (confirmed by Sara Ciaflone on August 8, 2013).
- S1.2.40 • CP picked up Building Permit.
- S1.2.40 • "Red Line" drawings were picked up by RB, but were returned as the "Red Line" comments were not noted on the drawings. Sara hopes to have drawings returned by this Friday.

Action: Info



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Action: CP

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- 20.7.30 • To be installed this week.
- 20.7.31 • McCaine has offered 2 year warranty from date of replacement.
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- 20.7.35/36 • CP is in agreement with WPS safety concerns and is taking measures (through legal process if necessary) to address the matter.
- 20.7.36 • Video camera has been installed; to be downloaded and reviewed by McCaine.
- 20.7.37 • McCaine to review video with WPS before releasing to light pole supplier/manufacture.
- 20.7.37 • Cameras to remain in place as the site has not experienced high south winds.
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- 20.7.39 • McCaine has reinstalled new cameras.
- 20.7.40 • No extreme weather yet; cameras to remain.
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- 20.7.43 • To be restarted; McCaine waiting for DVR camera.
- 20.7.44 • Still ongoing; maintain camera until high winds are recorded.
- 20.7.47 • CP to confirm with McCaine if recordings are being made.
- 20.7.48 • Recordings are being done.
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- 20.7.48 • McCaine is in contact with manufacturer.
- 20.7.48 • McCaine to submit information recorded to AAR for review.
- 20.7.49 • DVDs of motion submitted (2 copies to AAR; 1 submitted to WPS, AAR to forward 1 copy to N3).
- 20.7.51 • Manufacturer is reviewing damper solution.

Action: CP

37.1 **HIGH DENSITY SHELVING**

- Tenders received.
- OA requested a meeting with low bidder (Tab).
- CP to arrange; OA to decide on WPS attendees.
- 37.1.39/40 • OA provided with prices.
- 37.1.39/40 • OA to review with RB (non-critical for construction).
- 37.1.41/42 • Authorization to be issued after resolution of GMP.
- 37.1.44 • Carried.
- 37.1.47 • GRC to review and finalize with WPS after this meeting.
- 37.1.48 • Finalized and issued to CP.
- 37.1.48 • ID to review and provide sign-off.
- 37.1.49 • RB to review with ID.
- 37.1.50 • TAB reviewing with CP.
- 37.1.50 • P.O. required for TAB.
- 37.1.50 • CP to forward quotes to ID for approval and sign-off.
- 37.1.51 • Approval from ID given to CP to proceed.
- 37.1.51 • CP and TAB to Finalize Price.
- 37.1.52 • WPS need to meet with TAB.
- 37.1.52 • GL to arrange with TAB.
- 37.1.53 • **CP given authorization to proceed.**
- 37.1.53 • **2 contracts; 1 for new and 1 for existing.**

Action: WPS / GL

38.4 **WYPER SI FOR HEATING (AAR SI #217 ISSUED JULY 31, 2013)**

- CP to proceed with work.
- CP to price and advise OA of work.
- 38.4.40 • CP to submit quote for work.
- 38.4.42 • CP requesting CCN for this work; GRC is requesting pricing/value.
- 38.4.43 • CP estimated work to be \$20K.
- 38.4.43 • AAR to review with N3.
- 38.4.44 • Work not started; GRC to follow-up with AAR & N3.
- 38.4.45 • SI #217 issued; CP to repair as per revised GMP agreement.
- 38.4.48 • Awaiting finalization of contract.
- 38.4.50 • CP to proceed with work.

Action: CP / CoW

38.6 **EXTERIOR EXISTING AIR SHAFTS**

- Fencing is preferred, but existing siamese-connection on east side needs to be removed.
- “Goose-neck” option for existing air shaft to be reviewed.
- GRC to review and provide options.
- 38.6.40 • GRC to issue options.
- 38.6.41/42 • WPS prefers sloped housing with opening on “backside”.
- 38.6.41/42 • GRC/AAR to review.
- 38.6.43 • GRC presented 3 options for CP to review.
- 38.6.43 • Additional options discussed; GRC to submit.
- 38.6.44 • GRC is to prepare 3D modelling of possible options.
- 38.6.46 • GRC has done the modelling and will forward to all to review/comment.
- 38.6.46 • WPS has reviewed and will finalize with GRC.

- 38.6.48 • WPS security reviewing.
- 38.6.49 • CCN #072 issued to CP for a ± 20ft high shaft with 4-sided louvre.
- 38.6.49 • Waiting for pricing from CP.
- 38.6.50 • GRC to revise CCN for option of having higher louvres on back side only.
- 38.6.51 • Memo from N3 for various louvre options issued March 12, 2014.
- 38.6.51 • WPS to review and advise.
- 38.6.52 • Decision by WPS by today (March 25, 2014). Proceed as per CCN #072.
- 38.6.52 • CP advised 6-8 weeks for delivery of Tindall stone.

Action: CP / WPS

45.2 **LIFE SAFETY INTEGRATION**

- 45.2.46 • CP has scheduled a dry run of systems for February 15, 2014. (Tentative, may slide by a week or 2).
- 45.2.47 • Delayed; CP to confirm with McCaine.
- 45.2.48 • Tentatively set for end of February 2014.
- 45.2.49 • Rescheduled tentatively (pending review of McCaine schedule by CP) to week of March 24, 2014.
- 45.2.49 • Awaiting input from CoW for procedures for testing undertaken for another project.
- 45.2.50 • Meeting with CoW this afternoon (February 25, 2014).
- 45.2.51 • Draft copy issued to CP / ID / Sara / CoW.
- 45.2.51 • To be discussed at meeting today (March 17, 2014).
- 45.2.52 • CP revised date; April 28, 2014.
- 45.2.52 • To be confirmed after meeting with Sara and Judy.
- 45.2.52 • Does not affect substantial/100% completion dates.
- 45.2.53 • **ABa advised that CP needs to apply to CoW for City review of life safety testing (2 weeks' notice is required).**

Action: CP

46.1 **PH ROOFS VEGETATION**

- WPS expressed concern of vegetation on the 2 PH roofs. ABa claims it is not in CP contract.
- GRC/AAR to review POR and contract and advise.
- 46.1.47 • PP&D to review penthouse/stair roofs and assess.
- 46.1.48 • CP to review and assess condition of penthouse roofs.
- 46.1.52 • Roof on elevator machine room has been replaced.
- 46.1.53 • **CP is monitoring roof.**

Action: CP

47.1 **WAY FINDING / SIGNAGE**

- Require a consultant.
- To be reviewed with PP&D (ID).
- Required urgently for occupancy.
- 47.1.48 • CP is required to provide occupancy signage (stairways, washrooms, exits).
- 47.1.48 • ID to review with independent consultant (In-Sign??).
- 47.1.50 • WPS reviewing with CoW.
- 47.1.50 • Ongoing.

Action: ID / WPS / CP

48.2 EXTERIOR SIGNAGE

- CP to forward cost to ID for review.
- Agreement with Manitoba Hydro to use power from existing light pole to be confirmed.
- 48.2.49 • Meeting 36 on July 9, 2012; CP estimated cost at ± \$100,000.00 + Electrical ± \$95,000.00.
- 48.2.49 • Meeting 42 on October 8, 2013; closed by OA.
- 48.2.49 • CP to provide cost summary as submitted to OA (~ August/September 2013).
- 48.2.50 • CP stated that if CoW wants CP to do the exterior signage, it will be done after substantial completion and under a different contract.

Action: CP

48.3 CONTROLS

- POR asks for number of points to Metisys panel.
- McCaine (BSD) to review (RFI #154).
- How many points going to 510 Main Street for monitoring?
- N3 to review.
- Meeting required with N3/McCaine/BSD.
- City of Winnipeg (Christine Corbett).
- AAR to review with N3 ASAP.
- 48.3.49 • N3 to confirm location of station in main floor mechanical room.
- 48.3.50 • SI #314 issued February 25, 2014.
- 48.3.51 • N3 to confirm is UPS is included in points of control. N3 to coordinate with BDS.
- 48.3.52 • Panel provided can communicate with central control.
- 48.3.52 • ABa is coordinating with Glen Snider.
- 48.3.52 • Johnson Control Board being used.
- 48.3.52 • IC to coordinate.
- 48.3.53 • **Distech System installed by BSD must link to Metasys System at central control at City Hall as noted in the POR.**
- 48.3.53 • **CP (BSD) to coordinate with Municipal Accommodations (MA) (Glen Snider).**

Action: CP / MA

48.5 REPLACEMENT MATERIALS

- After project completion, generally 2% is left.
- CP advised more carpet tiles (ceiling tiles, paint, raised flooring).
- GRC to provide list.

Action: GRC

49.1 GENSET FUEL PUMPING ISSUES

- CP resolving with Wes-Man.
- 49.1.50 • New dump being installed.
- 49.1.50 • AAR SI #315 issued February 25, 2014.
- 49.1.50 • AA expressed concern with lack of “dual” security on fuel “shed”. Needs card access.
- 49.1.51 • GRC to issue SI.
- 49.1.53 • **CP to review with ID.**

Action: CP

50.3 **VEHICLE SERVICES & RACKING AREA LIGHTING**

- N3 to review lighting with respect to revised/updated layouts.
- 50.3.51 • ECU area / forensic / vehicle service.
- 50.3.51 • Only service bay area left to be resolved.
- 50.3.52 • McCaine to mock-up a bay for WPS review.

Action: CP

51.1 **FREEZER PACKAGES**

- CP to provide complete pricing (including compressors) to ID for review.
- 51.1.52 • Original quote for \$86K was panels only. Now reduced to \$65K.
- 51.1.52 • Compressor package \$57K to \$62K.
- 51.1.52 • Total price ± \$120K.
- 51.1.52 • AA requires confirmation that freezers are alarmed for temperature issues.
- 51.1.53 • **Freezer panels are being installed.**
- 51.1.53 • **ID to provide sign-off for controls.**

Action: CP / ID

51.3 **EXISTING CPC BOXES ON NORTH SIDE**

- CP to fill in with concrete and insulation.
- GRC requested a membrane be put in.
- 51.3.52 • To be reviewed in the Spring.

Action: CP

51.4 **EXISTING PODIUM AT NORTH SIDE**

- Leak at north-west side.
- CP to review and advise CoW of repair work required.
- 51.4.53 • **\$12,400.000 cost estimate (does not include concrete work).**
- 51.4.53 • **ID to review with MA and advise CP if/when to proceed.**

Action: CP / ID

51.5 **WIRE MESH SECURITY**

- As noted in AAR SI # 130 issued April 10, 2013.
- GRC walked through with G+G and G+G is now aware of all walls requiring security mesh.
- 51.5.53 • **CP to review 2nd floor installation of mech and confirm.**

Action: CP

52.2 **ECU LIGHTING**

- WPS to review with Wearing William and N3.

Action: WPS / N3

52.3 **SITE VISITS**

- Must be coordinated with CP (Andrew Edge).
- Site/safety orientation required.

- 52.3.53 • **Quantity surveyor requires site/safety orientation on April 9, 2014 (± 1pm).**

Action: Info

52.4 **CPU OPENING IN WALLS**

- Only exterior wall openings and Sally ports as noted in AAR SI #197, issued June 13, 2013.

- 52.4.53 • Structural lintels to be reviewed by WE. **(AAR to follow-up)**

Action: CP

52.5 **P2 CURBS**

- UPS and electrical room requires curbing (may be a code issue).
- GRC to review.

- 52.5.53 • **Not an issue.**

Action: Closed

52.6 **ELECTRICAL BOXES/PANELS**

- WPS is concerned with the location of some electrical boxes/panels next to work stations.
- GRC to review.

Action: GRC

52.7 **SOFTWARE HOUSE TRAINING**

- CP advised that schedule can't be changed.
- CP has informed ID of dates.
- ID/AA to review with McCain; ABa agrees.

Action: WPS

52.8 **MAYOR AND COUNCILLOR TOUR**

- 52.5.53 • Scheduled for April 29, 2014 (tentative). **May 5, 2014 (1:30pm to 3:30pm) tentative.**
- ID to confirm.

Action: Info

52.9 **VIDEO TRAINING**

- Video training to be done by WPS / CoW.
- Not part of CP contract.

Action: Info

52.10 **CPU SERVICE COUNTER PLATFORM**

- Step up platform does not meet Building Code.
- WPS to provide letter/memo stating security reasons for having step-up.

Action: WPS

53.1 **INCIDENT REPORTS**

- ID requires CP to provide all incident reports.
 - Fuel spillage on roof.
 - Water leaks/damage.

Action: CP

53.2 **HVAC IN SERVER ROOM**

- AA notice that HVAC did not come back on after testing.
- Concerns that unit did not come back on and over-heating of rooms.
- CP to review with Wes-Man.

Action: CP

53.3 **WINDOWS ALONG ECU**

- AA requested budget prices from CP for security film/masonry/metal panel.

Action: CP

53.4 **WARRANTY ISSUE WITH MECHANICAL EQUIPMENT**

- ID concerned that warranty period has started; should be from the time it is fully commissioned.

Action: CP

53.5 **FURNITURE AT 4TH FLOOR**

- Needs to be pulled away from windows.
- WPS to review.
- GRC to issue SI.

Action: GRC / WPS

NEXT MEETING

- Next meeting will be on **Tuesday, April 22, 2014** from **9am to 10:30pm**.
- **All meetings will be from 9am to 10:30am**
 - **Wednesday, May 7, 2014**
 - **Tuesday, May 27, 2014**
- Owner's Meeting to be held bi-weekly until further notice.

Action: All / AAR

Supplemental

S1.2 **BUILDING PERMIT STATUS**

- Structural Permit - May 2, 2012
 - Receipt received.
- S1.2.18 ○ Structural Permit to be approved by October 26, 2012.
- S1.2.18 ○ CP to Pick-up.
- Building Permit - submitted June 15, 2012
 - 100% design complete and fully coordinated Architectural, Structural, Mechanical and Electrical drawings and specifications.
 - Follow-up meeting with City of Winnipeg (Sara Ciaflone) set-up for

Wednesday, June 20, 2012.

- Drawings re-submitted for Building Permit on July 24, 2012.
- S1.2.18 ○ Email confirmation received from City of Winnipeg (Sara Ciaflone) stating acceptance in principal with Morrison Hershfield Code Report.
- S1.2.26 ● Meeting request received from City of Winnipeg (Sara Ciaflone) to review architectural comments. Set for Wednesday, February 21, 2013 at 3pm.
- S1.2.29 ● Meeting schedules with Judy Redmond and Sara Ciaflone on Wednesday, April 3, 2013.
- S1.2.37 ● Sign off received for architectural, structural, mechanical and electrical.
- S1.2.37 ● Awaiting sign-off from UDAC for issuance of full permit.
- S1.2.38 ● City of Winnipeg advised that full building permit has been issued (confirmed by Sara Ciaflone on August 8, 2013).
- S1.2.40 ● CP picked up Building Permit.
- S1.2.40 ● “Red Line” drawings were picked up by RB, but were returned as the “Red Line” comments were not noted on the drawings. Sara hopes to have drawings returned by this Friday.

Action: Info



Winnipeg Police Headquarters Owner's Meeting No. 54



Date of Meeting: April 22, 2014

Meeting Location: Caspian Boardroom, 5th Floor, 266 Graham

Name	Initials	Company	Initials	Present	Copied
Peter Chang	PC	Adjeleian Allen Rubeli Ltd.	AAR	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Patrick Dubuc	PD	GRC Architects	GRC	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Peter Rankin	PR	GRC Architects	GRC	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Henry Hagenaaers	HH	Winnipeg Police Service	WPS	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Ari Berdesis	AB	Winnipeg Police Service	WPS	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Denis Dane	DD	Winnipeg Police Service	WPS	<input type="checkbox"/>	<input checked="" type="checkbox"/>
George Labossiere	GL	Winnipeg Police Service	WPS	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Armik Babakhanians	ABa	Caspian Projects	CP	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Shaun Babakhanians	SB	Caspian Projects	CP	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Pam Anderson	PA	Caspian Projects	CP	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Andrew Edge	AE	Caspian Projects	CP	<input type="checkbox"/>	<input checked="" type="checkbox"/>
John Guenther	JG	Nova3	N3	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Vic Thielman	VT	Nova3	N3	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Tony Mitousis	TM	Nova3	N3	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Ian Smallwood	IS	Nova3	N3	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Dan Wolfrom	DW	Wolfrom Engineering	WE	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Iain Day	ID	City of Winnipeg	PP&D	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Abdul Aziz	AA	City of Winnipeg	CoW	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Iain Currie	IC	City of Winnipeg	CoW	<input type="checkbox"/>	<input checked="" type="checkbox"/>

Meeting Minutes

20.6 PUMP STATION - WYPER

- 20.6.22 • CP has stated that no special requirements to prevent freeze-up.
- 20.6.20/22 • CP to contact Genivar to confirm.

- 20.6.24 • CP to confirm that pump is not frozen.
- 20.6.26 • CP to confirm with Bayview and McCaine in spring.
- 20.6.28 • Being reviewed today (March 19, 2013). CP to provide feedback.
- 20.6.31 • Flooding of range.
- 20.6.31 • CP claims that it is a maintenance issue. Valves need to be manually opened/shut.
- 20.6.31 • CP to provide memo for maintenance and why there is flooding.
- 20.6.32 • Water is still rising when the 4 gas pumps are shut off and the lift station is not able to keep the water level down, even with the gate valve closed. CP to verify site condition with Genivar and investigate source of water infiltration.
- 20.6.32 • Borrow pit is still full of water.
- 20.6.32 • Add flow meter to lift station pump to see how much water is actually being pumped by the lift station.
- 20.6.33 • AB stated that the City of Winnipeg still has issues of water flowing back to site (pond is full).
- 20.6.33 • CP disagrees and stated it's not a construction issue.
- 20.6.33 • PP&D to provide a report for CP/WPS to review.
- 20.6.34 • Draft report received from PP&D (Glen Snider) on June 11, 2013 and forwarded to OA for action.
- 20.6.35 • CP received formal letter from PP&D.
- 20.6.35 • AAR/GRC to follow up with Genivar.
- 20.6.35 • Genivar to comment on culvert installation by CP between borrow pit and catch pit.
- 20.6.36 • GRC/AAR have been in contact with Genivar to confirm design and scope.
- 20.6.36 • Genivar to review regional municipality of MacDonald the drainage/water management plan for the site.
- 20.6.37 • Awaiting response from Genivar.
- 20.6.37 • Drainage ditch/berm around borrow pit proposed.
- 20.6.37 • OA claims this should be CP's cost as CP changed the design. To be reviewed offline.
- 20.6.37 • GRC to issue CCN, once solution is received from Genivar.
- 20.6.38 • Report issued directly to CP by Genivar July 26, 2013.
- 20.6.38 • CP to coordinate work with WPS schedule.
- 20.6.38 • RB to provide schedule.
- 20.6.39 • Work on berms/ditch to be done in late September/October to accommodate WPS training schedule.
- 20.6.40 • Work started yesterday; CP hopes to have it done by October 13, 2013.
- 20.6.41 • Ditch has been completed.
- 20.6.41 • Remaining work is on schedule to be completed by October 13, 2013.
- 20.6.42 • CP to verify and advise.
- 20.6.43 • Bladder has been removed.
- 20.6.43 • Pump is working, but does not appear to be keeping up with inflow/seepage.
- 20.6.43 • CP to review.
- 20.6.43 • Genivar (Ian) to review.
- 20.6.44 • PP&D are worried about the upcoming spring with possible flooding conditions.
- 20.6.44 • GRC to visit site on Thursday with AB.
- 20.6.45 • CP to replace gate valve this year.
- 20.6.45 • CP to respond formally to PP&D reports.
- 20.6.45 • CP asks that pump station be properly "winterized" by PP&D.
- 20.6.46 • WPS noted that culvert was modified (before occupancy) to accommodate flap gate (i.e. allow it to stay open).
- 20.6.47 • Deferred to Spring 2014.
- 20.6.47 • CP will address flooding issues, if any.
- 20.6.47 • CP to meet with PP&D operations.

- 20.6.53 • CP has advised that Maple Leaf will be installing a sluice gate to replace the existing flap gate.
- 20.6.54 • **Any variance from this decision must be received in writing for WPS/CoW approval.**

Action: CP

20.7 LIGHT POLE TOLERANCES - WYPER

- 20.7.21 • Certification required from CP (McCaine).
 - Under warranty.
- 20.7.22 • CP to review (in GRC deficiency report).
- 20.7.23 • Contractor has proposed use of collar dampers.
- 20.7.24 • To be installed Monday, January 28, 2013. PG to coordinate with AB.
- 20.7.25 • Currently being installed. CP to post on SharePoint once complete.
- 20.7.26 • Collar dampers have been installed.
- 20.7.28 • Light pole standard failed.
- 20.7.28 • CP reinstalling poles (same type).
- 20.7.28 • CP requesting 5 year warranty.
- 20.7.28 • CP to provide certification letter for AAR to review.
- 20.7.28 • WPS requests a regular review/inspection and certification for conditional acceptance by WPS.
- 20.7.29 • Light poles will all be replaced with higher gauge poles.
- 20.7.29 • Dampers will be installed.
- 20.7.30 • To be installed this week.
- 20.7.31 • McCaine has offered 2 year warranty from date of replacement.
- 20.7.32 • CP not happy with present condition. Light standards appear to still be moving 2' in each direction from vertical. This issue is still open and will be monitored.
- 20.7.35 • N3 to provide letter (stamped and sealed) stating concerns of light poles. (Issued June 26, 2013).
- 20.7.35 • WPS to review/approve request from McCaine (light pole supplier) to mount a video/monitor camera to assess movement.
- 20.7.35/36 • CP is in agreement with WPS safety concerns and is taking measures (through legal process if necessary) to address the matter.
- 20.7.36 • Video camera has been installed; to be downloaded and reviewed by McCaine.
- 20.7.37 • McCaine to review video with WPS before releasing to light pole supplier/manufacture.
- 20.7.37 • Cameras to remain in place as the site has not experienced high south winds.
- 20.7.39 • Initial attempt failed to capture any movement.
- 20.7.39 • McCaine has reinstalled new cameras.
- 20.7.40 • No extreme weather yet; cameras to remain.
- 20.7.42 • Ron Nault to contact AB to review footage of high wind days.
- 20.7.43 • To be restarted; McCaine waiting for DVR camera.
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- 20.7.48 • Major movements/swaying recorded.
- 20.7.48 • McCaine is in contact with manufacturer.
- 20.7.48 • McCaine to submit information recorded to AAR for review.
- 20.7.49 • DVDs of motion submitted (2 copies to AAR; 1 submitted to WPS, AAR to forward 1 copy to N3).
- 20.7.51 • Manufacturer is reviewing damper solution.

- 20.7.54 • **Awaiting input from manufacturer in regards to the solution based on video data received. CP to pursue this matter.**

Action: CP

37.1 HIGH DENSITY SHELVING

- Tenders received.
- OA requested a meeting with low bidder (Tab).
- CP to arrange; OA to decide on WPS attendees.
- 37.1.39/40 • OA provided with prices.
- 37.1.39/40 • OA to review with RB (non-critical for construction).
- 37.1.41/42 • Authorization to be issued after resolution of GMP.
- 37.1.44 • Carried.
- 37.1.47 • GRC to review and finalize with WPS after this meeting.
- 37.1.48 • Finalized and issued to CP.
- 37.1.48 • ID to review and provide sign-off.
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- 37.1.52 • WPS need to meet with TAB.
- 37.1.52 • GL to arrange with TAB.
- 37.1.53 • CP given authorization to proceed.
- 37.1.53 • 2 contracts; 1 for new and 1 for existing.
- 37.1.54 • **GL to contact supplier for face to face meeting regarding shelving at P1.**

Action: WPS / GL

38.4 WYPER SI FOR HEATING (AAR SI #217 ISSUED JULY 31, 2013)

- CP to proceed with work.
- CP to price and advise OA of work.
- 38.4.40 • CP to submit quote for work.
- 38.4.42 • CP requesting CCN for this work; GRC is requesting pricing/value.
- 38.4.43 • CP estimated work to be \$20K.
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- 38.4.45 • SI #217 issued; CP to repair as per revised GMP agreement.
- 38.4.48 • Awaiting finalization of contract.
- 38.4.50 • CP to proceed with work.
- 38.4.54 • **Carry; no update yet by CP.**
- 38.4.54 • **AB to review SI #217 with MA (Glen Snider), N3 (IS) and GRC.**

Action: CP / CoW

38.6 EXTERIOR EXISTING AIR SHAFTS

- Fencing is preferred, but existing siamese-connection on east side needs to be removed.
- "Goose-neck" option for existing air shaft to be reviewed.
- GRC to review and provide options.

- 38.6.40 • GRC to issue options.
- 38.6.41/42 • WPS prefers sloped housing with opening on “backside”.
- 38.6.41/42 • GRC/AAR to review.
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- 38.6.49 • CCN #072 issued to CP for a ± 20ft high shaft with 4-sided louvre.
- 38.6.49 • Waiting for pricing from CP.
- 38.6.50 • GRC to revise CCN for option of having higher louvres on back side only.
- 38.6.51 • Memo from N3 for various louvre options issued March 12, 2014.
- 38.6.51 • WPS to review and advise.
- 38.6.52 • Decision by WPS by today (March 25, 2014). Proceed as per CCN #072.
- 38.6.52 • CP advised 6-8 weeks for delivery of Tindall stone.
- 38.6.54 • **Proceeding with 4 sided louvre with front face blanked off. N3 to resize and advise.**
- 38.6.54 • **8” blocks being used instead of 6” blocks.**

Action: CP / WPS

45.2 LIFE SAFETY INTEGRATION

- 45.2.46 • CP has scheduled a dry run of systems for February 15, 2014. (Tentative, may slide by a week or 2).
- 45.2.47 • Delayed; CP to confirm with McCain.
- 45.2.48 • Tentatively set for end of February 2014.
- 45.2.49 • Rescheduled tentatively (pending review of McCain schedule by CP) to week of March 24, 2014.
- 45.2.49 • Awaiting input from CoW for procedures for testing undertaken for another project.
- 45.2.50 • Meeting with CoW this afternoon (February 25, 2014).
- 45.2.51 • Draft copy issued to CP / ID / Sara / CoW.
- 45.2.51 • To be discussed at meeting today (March 17, 2014).
- 45.2.52 • CP revised date; April 28, 2014.
- 45.2.52 • To be confirmed after meeting with Sara and Judy.
- 45.2.52 • Does not affect substantial/100% completion dates.
- 45.2.53 • ABa advised that CP needs to apply to CoW for City review of life safety testing (2 weeks’ notice is required).
- 45.2.54 • **Dry run test indicated that some of the devices on the tower side have levels that are too low. These will need to be addressed by CoW.**
- 45.2.54 • **CP estimate of date for life and safety testing is end of June. Dry runs ongoing as work progresses.**

Action: CP

46.1 PH ROOFS VEGETATION

- WPS expressed concern of vegetation on the 2 PH roofs. ABa claims it is not in CP contract.
- GRC/AAR to review POR and contract and advise.
- 46.1.47 • PP&D to review penthouse/stair roofs and assess.
- 46.1.48 • CP to review and assess condition of penthouse roofs.
- 46.1.52 • Roof on elevator machine room has been replaced.

- 46.1.53 • CP is monitoring roof.
- 46.1.54 • **To date there are no leaks.**

Action: CP

47.1 **WAY FINDING / SIGNAGE**

- Require a consultant.
- To be reviewed with PP&D (ID).
- Required urgently for occupancy.
- 47.1.48 • CP is required to provide occupancy signage (stairways, washrooms, exits).
- 47.1.48 • ID to review with independent consultant (In-Sign??).
- 47.1.50 • WPS reviewing with CoW.
- 47.1.50 • Ongoing.
- 47.1.54 • **Carry.**

Action: ID / WPS / CP

48.2 **EXTERIOR SIGNAGE**

- CP to forward cost to ID for review.
- Agreement with Manitoba Hydro to use power from existing light pole to be confirmed.
- 48.2.49 • Meeting 36 on July 9, 2012; CP estimated cost at ± \$100,000.00 + Electrical ± \$95,000.00.
- 48.2.49 • Meeting 42 on October 8, 2013; closed by OA.
- 48.2.49 • CP to provide cost summary as submitted to OA (~ August/September 2013).
- 48.2.50 • CP stated that if CoW wants CP to do the exterior signage, it will be done after substantial completion and under a different contract.
- 48.2.54 • **AA is recommending signage off the building, not free-standing, as previously designed. Meeting to be schedule with sign manufacturer.**

Action: WPS / AA

48.3 **CONTROLS**

- POR asks for number of points to Metisys panel.
- McCaine (BSD) to review (RFI #154).
- How many points going to 510 Main Street for monitoring?
- N3 to review.
- Meeting required with N3/McCaine/BSD.
- City of Winnipeg (Christine Corbett).
- AAR to review with N3 ASAP.
- 48.3.49 • N3 to confirm location of station in main floor mechanical room.
- 48.3.50 • SI #314 issued February 25, 2014.
- 48.3.51 • N3 to confirm is UPS is included in points of control. N3 to coordinate with BDS.
- 48.3.52 • Panel provided can communicate with central control.
- 48.3.52 • ABa is coordinating with Glen Snider.
- 48.3.52 • Johnson Control Board being used.
- 48.3.52 • IC to coordinate.
- 48.3.53 • Distech System installed by BSD must link to Metasys System at central control at City Hall as noted in the POR.
- 48.3.53 • CP (BSD) to coordinate with Municipal Accommodations (MA) (Glen Snider).

- 48.3.54 • **Meeting was held with all parties. A list of all points being provided was given to ID last Thursday. CoW to review and advise.**

Action: CoW

48.5 **REPLACEMENT MATERIALS**

- After project completion, generally 2% is left.
- CP advised more carpet tiles (ceiling tiles, paint, raised flooring).
- GRC to provide list.
- 48.5.54 • **Carry**

Action: GRC

49.1 **GENSET FUEL PUMPING ISSUES**

- CP resolving with Wes-Man.
- 49.1.50 • New dump being installed.
- 49.1.50 • AAR SI #315 issued February 25, 2014.
- 49.1.50 • AA expressed concern with lack of “dual” security on fuel “shed”. Needs card access.
- 49.1.51 • GRC to issue SI.
- 49.1.53 • CP to review with ID.
- 49.1.54 • **Ongoing; CP reviewing with Jamie of IDI.**

Action: CP

50.3 **VEHICLE SERVICES & RACKING AREA LIGHTING**

- N3 to review lighting with respect to revised/updated layouts.
- 50.3.51 • ECU area / forensic / vehicle service.
- 50.3.51 • Only service bay area left to be resolved.
- 50.3.52 • McCaine to mock-up a bay for WPS review.
- 50.3.54 • **One bay left to be done; McCaine to do this week or next.**

Action: CP

51.1 **FREEZER PACKAGES**

- CP to provide complete pricing (including compressors) to ID for review.
- 51.1.52 • Original quote for \$86K was panels only. Now reduced to \$65K.
- 51.1.52 • Compressor package \$57K to \$62K.
- 51.1.52 • Total price ± \$120K.
- 51.1.52 • AA requires confirmation that freezers are alarmed for temperature issues.
- 51.1.53 • Freezer panels are being installed.
- 51.1.53 • ID to provide sign-off for controls.
- 51.1.54 • **Controls are on site and installed. Remote controls are being provided, but are not controlled through BAS system.**

Action: CP / ID

51.3 **EXISTING CPC BOXES ON NORTH SIDE**

- CP to fill in with concrete and insulation.
- GRC requested a membrane be put in.
- 51.3.52 • To be reviewed in the Spring.

- 51.3.54 • **To be reviewed on site.**

Action: CP

51.4 **EXISTING PODIUM AT NORTH SIDE**

- Leak at north-west side.
- CP to review and advise CoW of repair work required.
- 51.4.53 • \$12,400.000 cost estimate (does not include concrete work).
- 51.4.53 • ID to review with MA and advise CP if/when to proceed.
- 51.4.54 • **Carry.**

Action: CP / ID

51.5 **WIRE MESH SECURITY**

- As noted in AAR SI # 130 issued April 10, 2013.
- GRC walked through with G+G and G+G is now aware of all walls requiring security mesh.
- 51.5.53 • CP to review 2nd floor installation of mech and confirm.
- 51.5.54 • **CP to review that all outstanding openings are treated with wire mesh.**

Action: CP

52.2 **ECU LIGHTING**

- WPS to review with Wearing William and N3.
- 52.2.54 • **End of May new racking will be done. Relocated racking will be done after contract completion.**
- 52.2.54 • **Lighting is being installed as per the racking layout.**

Action: WPS / N3

52.4 **CPU OPENING IN WALLS**

- Only exterior wall openings and Sally ports as noted in AAR SI #197, issued June 13, 2013.
- 52.4.53 • Structural lintels to be reviewed by WE. (AAR to follow-up)
- 52.4.54 • **Wolfrom did issue information on this item, but it contained other information as well. Wolfrom to separate their response and reissue.**

Action: AAR / WE

52.5 **P2 CURBS**

- UPS and electrical room requires curbing (may be a code issue).
- GRC to review.
- 52.5.53 • Not an issue.
- 52.5.54 • **Slab slopes away from all entrances with more than a 2" drop.**

Action: Closed

52.6 **ELECTRICAL BOXES/PANELS**

- WPS is concerned with the location of some electrical boxes/panels next to work stations.
- GRC to review.

- 52.6.54 • **AA stated that you cannot have electrical panels within the 911 room. They (outside workers) cannot overhear the calls. To be reviewed on site.**
- 52.6.54 • **Polygraph room on 3rd floor is an issue.**
- 52.6.54 • **GRC to review and provide detail of millwork option.**

Action: GRC / WPS

52.7 SOFTWARE HOUSE TRAINING

- CP advised that schedule can't be changed.
- CP has informed ID of dates.
- ID/AA to review with McCain; ABa agrees.
- 52.7.54 • **So far training is ongoing with no issue.**

Action: Info

52.8 MAYOR AND COUNCILLOR TOUR

- 52.8.53 • Scheduled for April 29, 2014 (tentative). May 5, 2014 (1:30pm to 3:30pm) tentative.
- ID to confirm.
- 52.8.54 • **May 5, 2014 from 2pm to 4pm.**

Action: Info

52.9 VIDEO TRAINING

- Video training to be done by WPS / CoW.
- Not part of CP contract.
- 52.9.54 • **GL is dealing with this.**

Action: Closed

52.10 CPU SERVICE COUNTER PLATFORM

- Step up platform does not meet Building Code.
- WPS to provide letter/memo stating security reasons for having step-up.
- 52.10.54 • **GL/AA to provide letter.**

Action: WPS

53.1 INCIDENT REPORTS

- ID requires CP to provide all incident reports.
 - Fuel spillage on roof.
 - Water leaks/damage.
- 53.1.54 • **ID still awaiting report for fuel spillage; CP to expedite.**

Action: CP

53.2 HVAC IN SERVER ROOM

- AA notice that HVAC did not come back on after testing.
- Concerns that unit did not come back on and over-heating of rooms.
- CP to review with Wes-Man.
- 53.2.54 • **Carry; CP to review with Wes-Man and N3.**

Action: CP

53.3 **WINDOWS ALONG ECU**

- AA requested budget prices from CP for security film/masonry/metal panel.
- 53.3.54 • **CP to submit to AA.**

Action: CP

53.4 **WARRANTY ISSUE WITH MECHANICAL EQUIPMENT**

- ID concerned that warranty period has started; should be from the time it is fully commissioned.
- 53.4.54 • **Warranty starts day that project is substantial.**

Action: CP

53.5 **FURNITURE AT 4TH FLOOR**

- Needs to be pulled away from windows.
 - WPS to review.
 - GRC to issue SI.
- 53.5.54 • **GRC to review.**

Action: GRC / WPS

54.1 **TOWER FUME ISSUE**

- Issue with the exhaust air from Ident entering the air intake louvre; review on site with GRC/AA.

Action: GRC / AA

54.2 **DRAWING SECURITY**

- ID stated that drawings cannot be left visible from the sidewalk (looking into the building at the main floor).

Action: Info

54.3 **VPN SECURITY**

- Trades have access to this building system using the VPN (wireless access) from outside (remotely). This is not acceptable and CoW wants a meeting to see how this was done; they need it to be removed and given assurance that the system was not bugged. CoW will contact BSD directly to discuss and will advise CP of their findings. AA requires the contact info for BSD.

Action: CoW / CP

54.4 **MAIN LOBBY**

- GL needs to know when ABA requires the plaques and memorial plaques to be brought over.
- Main level work station to be relocated. GL to review with GRC.

Action: CP

54.5 **LEVEL 2 EXIT**

- Walk-through issue from last week at 2nd floor; wondering about the door swing and pull station; GRC to issue a response.

Action: GRC

54.6 **SINK SENSORS**

- Washroom sensors require adjustments.

Action: CP

54.7 **LEVEL P1 Ramp**

- P1 level overhead doors; ramp at each side of overhead door required to be level 2' beyond the side of the opening before it tapers down.

Action: CP

NEXT MEETING

- Next meeting will be on **Tuesday, May 6, 2014** from **9am to 10:30pm**.
- **All meetings will be from 9am to 10:30am**
 - **Tuesday, May 27, 2014**
 - **Tuesday, June 24, 2014**
- Owner's Meeting to be held bi-weekly until further notice.

Action: All / AAR

Supplemental

S1.2 **BUILDING PERMIT STATUS**

- Structural Permit - May 2, 2012
 - Receipt received.
- S1.2.18 ○ Structural Permit to be approved by October 26, 2012.
- S1.2.18 ○ CP to Pick-up.
- Building Permit - submitted June 15, 2012
 - 100% design complete and fully coordinated Architectural, Structural, Mechanical and Electrical drawings and specifications.
 - Follow-up meeting with City of Winnipeg (Sara Ciaflone) set-up for Wednesday, June 20, 2012.
 - Drawings re-submitted for Building Permit on July 24, 2012.
- S1.2.18 ○ Email confirmation received from City of Winnipeg (Sara Ciaflone) stating acceptance in principal with Morrison Hershfield Code Report.
- S1.2.26 • Meeting request received from City of Winnipeg (Sara Ciaflone) to review architectural comments. Set for Wednesday, February 21, 2013 at 3pm.
- S1.2.29 • Meeting schedules with Judy Redmond and Sara Ciaflone on Wednesday, April 3, 2013.
- S1.2.37 • Sign off received for architectural, structural, mechanical and electrical.
- S1.2.37 • Awaiting sign-off from UDAC for issuance of full permit.
- S1.2.38 • City of Winnipeg advised that full building permit has been issued (confirmed by Sara Ciaflone on August 8, 2013).
- S1.2.40 • CP picked up Building Permit.

- S1.2.40 • “Red Line” drawings were picked up by RB, but were returned as the “Red Line” comments were not noted on the drawings. Sara hopes to have drawings returned by this Friday.

Action: Info



Winnipeg Police Headquarters Owner's Meeting No. 55



Date of Meeting: May 6, 2014

Meeting Location: Caspian Boardroom, 5th Floor, 266 Graham

Name	Initials	Company	Initials	Present	Copied
Peter Chang	PC	Adjeleian Allen Rubeli Ltd.	AAR	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Patrick Dubuc	PD	GRC Architects	GRC	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Peter Rankin	PR	GRC Architects	GRC	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Henry Hagenaaars	HH	Winnipeg Police Service	WPS	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Ari Berdesis	AB	Winnipeg Police Service	WPS	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Denis Dane	DD	Winnipeg Police Service	WPS	<input type="checkbox"/>	<input checked="" type="checkbox"/>
George Labossiere	GL	Winnipeg Police Service	WPS	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Armik Babakhanians	ABa	Caspian Projects	CP	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Shaun Babakhanians	SB	Caspian Projects	CP	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Pam Anderson	PA	Caspian Projects	CP	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Andrew Edge	AE	Caspian Projects	CP	<input type="checkbox"/>	<input checked="" type="checkbox"/>
John Guenther	JG	Nova3	N3	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Vic Thielman	VT	Nova3	N3	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Tony Mitousis	TM	Nova3	N3	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Ian Smallwood	IS	Nova3	N3	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Dan Wolfrom	DW	Wolfrom Engineering	WE	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Iain Day	ID	City of Winnipeg	PP&D	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Abdul Aziz	AA	City of Winnipeg	CoW	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Iain Currie	IC	City of Winnipeg	CoW	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>

Meeting Minutes

20.6 PUMP STATION - WYPER

- 20.6.22 • CP has stated that no special requirements to prevent freeze-up.
- 20.6.20/22 • CP to contact Genivar to confirm.

- 20.6.24 • CP to confirm that pump is not frozen.
- 20.6.26 • CP to confirm with Bayview and McCaine in spring.
- 20.6.28 • Being reviewed today (March 19, 2013). CP to provide feedback.
- 20.6.31 • Flooding of range.
- 20.6.31 • CP claims that it is a maintenance issue. Valves need to be manually opened/shut.
- 20.6.31 • CP to provide memo for maintenance and why there is flooding.
- 20.6.32 • Water is still rising when the 4 gas pumps are shut off and the lift station is not able to keep the water level down, even with the gate valve closed. CP to verify site condition with Genivar and investigate source of water infiltration.
- 20.6.32 • Borrow pit is still full of water.
- 20.6.32 • Add flow meter to lift station pump to see how much water is actually being pumped by the lift station.
- 20.6.33 • AB stated that the City of Winnipeg still has issues of water flowing back to site (pond is full).
- 20.6.33 • CP disagrees and stated it's not a construction issue.
- 20.6.33 • PP&D to provide a report for CP/WPS to review.
- 20.6.34 • Draft report received from PP&D (Glen Snider) on June 11, 2013 and forwarded to OA for action.
- 20.6.35 • CP received formal letter from PP&D.
- 20.6.35 • AAR/GRC to follow up with Genivar.
- 20.6.35 • Genivar to comment on culvert installation by CP between borrow pit and catch pit.
- 20.6.36 • GRC/AAR have been in contact with Genivar to confirm design and scope.
- 20.6.36 • Genivar to review regional municipality of MacDonald the drainage/water management plan for the site.
- 20.6.37 • Awaiting response from Genivar.
- 20.6.37 • Drainage ditch/berm around borrow pit proposed.
- 20.6.37 • OA claims this should be CP's cost as CP changed the design. To be reviewed offline.
- 20.6.37 • GRC to issue CCN, once solution is received from Genivar.
- 20.6.38 • Report issued directly to CP by Genivar July 26, 2013.
- 20.6.38 • CP to coordinate work with WPS schedule.
- 20.6.38 • RB to provide schedule.
- 20.6.39 • Work on berms/ditch to be done in late September/October to accommodate WPS training schedule.
- 20.6.40 • Work started yesterday; CP hopes to have it done by October 13, 2013.
- 20.6.41 • Ditch has been completed.
- 20.6.41 • Remaining work is on schedule to be completed by October 13, 2013.
- 20.6.42 • CP to verify and advise.
- 20.6.43 • Bladder has been removed.
- 20.6.43 • Pump is working, but does not appear to be keeping up with inflow/seepage.
- 20.6.43 • CP to review.
- 20.6.43 • Genivar (Ian) to review.
- 20.6.44 • PP&D are worried about the upcoming spring with possible flooding conditions.
- 20.6.44 • GRC to visit site on Thursday with AB.
- 20.6.45 • CP to replace gate valve this year.
- 20.6.45 • CP to respond formally to PP&D reports.
- 20.6.45 • CP asks that pump station be properly "winterized" by PP&D.
- 20.6.46 • WPS noted that culvert was modified (before occupancy) to accommodate flap gate (i.e. allow it to stay open).
- 20.6.47 • Deferred to Spring 2014.
- 20.6.47 • CP will address flooding issues, if any.
- 20.6.47 • CP to meet with PP&D operations.

- 20.6.53 • CP has advised that Maple Leaf will be installing a sluice gate to replace the existing flap gate.
- 20.6.54 • Any variance from this decision must be received in writing for WPS/CoW approval.
- 20.6.55 • **MA has sand-bagged the culvert.**
- 20.6.55 • **There is a concern that the berm may fall due to the height of the water being retained.**
- 20.6.55 • **CP stated that PP&D (Glen Snider) has agreed to “backfill”/sand-bag the berm to alleviate the pressure.**
- 20.6.55 • **See attached sketch for possible solution. This needs to be reviewed by a civil engineer.**

Action: CP

20.7 LIGHT POLE TOLERANCES - WYPER

- 20.7.21 • Certification required from CP (McCaine).
 - Under warranty.
- 20.7.22 • CP to review (in GRC deficiency report).
- 20.7.23 • Contractor has proposed use of collar dampers.
- 20.7.24 • To be installed Monday, January 28, 2013. PG to coordinate with AB.
- 20.7.25 • Currently being installed. CP to post on SharePoint once complete.
- 20.7.26 • Collar dampers have been installed.
- 20.7.28 • Light pole standard failed.
- 20.7.28 • CP reinstalling poles (same type).
- 20.7.28 • CP requesting 5 year warranty.
- 20.7.28 • CP to provide certification letter for AAR to review.
- 20.7.28 • WPS requests a regular review/inspection and certification for conditional acceptance by WPS.
- 20.7.29 • Light poles will all be replaced with higher gauge poles.
- 20.7.29 • Dampers will be installed.
- 20.7.30 • To be installed this week.
- 20.7.31 • McCaine has offered 2 year warranty from date of replacement.
- 20.7.32 • CP not happy with present condition. Light standards appear to still be moving 2' in each direction from vertical. This issue is still open and will be monitored.
- 20.7.35 • N3 to provide letter (stamped and sealed) stating concerns of light poles. (Issued June 26, 2013).
- 20.7.35 • WPS to review/approve request from McCaine (light pole supplier) to mount a video/monitor camera to assess movement.
- 20.7.35/36 • CP is in agreement with WPS safety concerns and is taking measures (through legal process if necessary) to address the matter.
- 20.7.36 • Video camera has been installed; to be downloaded and reviewed by McCaine.
- 20.7.37 • McCaine to review video with WPS before releasing to light pole supplier/manufacturer.
- 20.7.37 • Cameras to remain in place as the site has not experienced high south winds.
- 20.7.39 • Initial attempt failed to capture any movement.
- 20.7.39 • McCaine has reinstalled new cameras.
- 20.7.40 • No extreme weather yet; cameras to remain.
- 20.7.42 • Ron Nault to contact AB to review footage of high wind days.
- 20.7.43 • To be restarted; McCaine waiting for DVR camera.
- 20.7.44 • Still ongoing; maintain camera until high winds are recorded.
- 20.7.47 • CP to confirm with McCaine if recordings are being made.
- 20.7.48 • Recordings are being done.

- 20.7.48 • Major movements/swaying recorded.
- 20.7.48 • McCaine is in contact with manufacturer.
- 20.7.48 • McCaine to submit information recorded to AAR for review.
- 20.7.49 • DVDs of motion submitted (2 copies to AAR; 1 submitted to WPS, AAR to forward 1 copy to N3).
- 20.7.51 • Manufacturer is reviewing damper solution.
- 20.7.54 • Awaiting input from manufacturer in regards to the solution based on video data received. CP to pursue this matter.
- 20.7.55 • **Light pole failed on May 2, 2014.**
- 20.7.55 • **Poles are showing fatigue.**
- 20.7.55 • **PP&D/McCaine have removed all poles.**
- 20.7.55 • **CoW/AAR/GRC/WPS are requesting that before replacement poles are installed, detailed/engineered and stamped drawings are to be submitted for AAR/GRC review and approval.**

Action: CP / McCaine

37.1 HIGH DENSITY SHELVING

- Tenders received.
- OA requested a meeting with low bidder (Tab).
- CP to arrange; OA to decide on WPS attendees.
- 37.1.39/40 • OA provided with prices.
- 37.1.39/40 • OA to review with RB (non-critical for construction).
- 37.1.41/42 • Authorization to be issued after resolution of GMP.
- 37.1.44 • Carried.
- 37.1.47 • GRC to review and finalize with WPS after this meeting.
- 37.1.48 • Finalized and issued to CP.
- 37.1.48 • ID to review and provide sign-off.
- 37.1.49 • RB to review with ID.
- 37.1.50 • TAB reviewing with CP.
- 37.1.50 • P.O. required for TAB.
- 37.1.50 • CP to forward quotes to ID for approval and sign-off.
- 37.1.51 • Approval from ID given to CP to proceed.
- 37.1.51 • CP and TAB to Finalize Price.
- 37.1.52 • WPS need to meet with TAB.
- 37.1.52 • GL to arrange with TAB.
- 37.1.53 • CP given authorization to proceed.
- 37.1.53 • 2 contracts; 1 for new and 1 for existing.
- 37.1.54 • GL to contact supplier for face to face meeting regarding shelving at P1.

Action: Closed

38.4 WYPER SI FOR HEATING (AAR SI #217 ISSUED JULY 31, 2013)

- CP to proceed with work.
- CP to price and advise OA of work.
- 38.4.40 • CP to submit quote for work.
- 38.4.42 • CP requesting CCN for this work; GRC is requesting pricing/value.
- 38.4.43 • CP estimated work to be \$20K.
- 38.4.43 • AAR to review with N3.
- 38.4.44 • Work not started; GRC to follow-up with AAR & N3.
- 38.4.45 • SI #217 issued; CP to repair as per revised GMP agreement.

- 38.4.48 • Awaiting finalization of contract.
- 38.4.50 • CP to proceed with work.
- 38.4.54 • Carry; no update yet by CP.
- 38.4.54 • AB to review SI #217 with MA (Glen Snider), N3 (IS) and GRC.
- 38.4.55 • **N3 to add 1 more baseboard.**

Action: N3

38.6 **EXTERIOR EXISTING AIR SHAFTS**

- Fencing is preferred, but existing siamese-connection on east side needs to be removed.
- “Goose-neck” option for existing air shaft to be reviewed.
- GRC to review and provide options.
- 38.6.40 • GRC to issue options.
- 38.6.41/42 • WPS prefers sloped housing with opening on “backside”.
- 38.6.41/42 • GRC/AAR to review.
- 38.6.43 • GRC presented 3 options for CP to review.
- 38.6.43 • Additional options discussed; GRC to submit.
- 38.6.44 • GRC is to prepare 3D modelling of possible options.
- 38.6.46 • GRC has done the modelling and will forward to all to review/comment.
- 38.6.46 • WPS has reviewed and will finalize with GRC.
- 38.6.48 • WPS security reviewing.
- 38.6.49 • CCN #072 issued to CP for a ± 20ft high shaft with 4-sided louvre.
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- 38.6.52 • CP advised 6-8 weeks for delivery of Tindall stone.
- 38.6.54 • Proceeding with 4 sided louvre with front face blanked off. N3 to resize and advise.
- 38.6.54 • 8” blocks being used instead of 6” blocks.
- 38.6.55 • **Exhaust/intake ducts to be extended to underside of new louvre (CCN to be revised and reissued as CCN #73; this will combine CCN #71 & CCN #72).**

Action: AAR / GRC

45.2 **LIFE SAFETY INTEGRATION**

- 45.2.46 • CP has scheduled a dry run of systems for February 15, 2014. (Tentative, may slide by a week or 2).
- 45.2.47 • Delayed; CP to confirm with McCaine.
- 45.2.48 • Tentatively set for end of February 2014.
- 45.2.49 • Rescheduled tentatively (pending review of McCaine schedule by CP) to week of March 24, 2014.
- 45.2.49 • Awaiting input from CoW for procedures for testing undertaken for another project.
- 45.2.50 • Meeting with CoW this afternoon (February 25, 2014).
- 45.2.51 • Draft copy issued to CP / ID / Sara / CoW.
- 45.2.51 • To be discussed at meeting today (March 17, 2014).
- 45.2.52 • CP revised date; April 28, 2014.
- 45.2.52 • To be confirmed after meeting with Sara and Judy.
- 45.2.52 • Does not affect substantial/100% completion dates.

- 45.2.53 • ABa advised that CP needs to apply to CoW for City review of life safety testing (2 weeks' notice is required).
- 45.2.54 • Dry run test indicated that some of the devices on the tower side have levels that are too low. These will need to be addressed by CoW.
- 45.2.54 • CP estimate of date for life and safety testing is end of June. Dry runs ongoing as work progresses.

Action: CP

46.1 PH ROOFS VEGETATION

- WPS expressed concern of vegetation on the 2 PH roofs. ABa claims it is not in CP contract.
- GRC/AAR to review POR and contract and advise.
- 46.1.47 • PP&D to review penthouse/stair roofs and assess.
- 46.1.48 • CP to review and assess condition of penthouse roofs.
- 46.1.52 • Roof on elevator machine room has been replaced.
- 46.1.53 • CP is monitoring roof.
- 46.1.54 • To date there are no leaks.

Action: CP

47.1 WAY FINDING / SIGNAGE

- Require a consultant.
- To be reviewed with PP&D (ID).
- Required urgently for occupancy.
- 47.1.48 • CP is required to provide occupancy signage (stairways, washrooms, exits).
- 47.1.48 • ID to review with independent consultant (In-Sign??).
- 47.1.50 • WPS reviewing with CoW.
- 47.1.50 • Ongoing.
- 47.1.54 • Carry.

Action: ID / WPS / CP

48.2 EXTERIOR SIGNAGE

- CP to forward cost to ID for review.
- Agreement with Manitoba Hydro to use power from existing light pole to be confirmed.
- 48.2.49 • Meeting 36 on July 9, 2012; CP estimated cost at ± \$100,000.00 + Electrical ± \$95,000.00.
- 48.2.49 • Meeting 42 on October 8, 2013; closed by OA.
- 48.2.49 • CP to provide cost summary as submitted to OA (~ August/September 2013).
- 48.2.50 • CP stated that if CoW wants CP to do the exterior signage, it will be done after substantial completion and under a different contract.
- 48.2.54 • AA is recommending signage off the building, not free-standing, as previously designed. Meeting to be schedule with sign manufacturer.
- 48.2.55 • **GRC to forward original design documents to AA.**

Action: WPS / AA / GRC

48.3 CONTROLS

- POR asks for number of points to Metisys panel.

- McCaine (BSD) to review (RFI #154).
 - How many points going to 510 Main Street for monitoring?
 - N3 to review.
 - Meeting required with N3/McCaine/BSD.
 - City of Winnipeg (Christine Corbett).
 - AAR to review with N3 ASAP.
- 48.3.49 • N3 to confirm location of station in main floor mechanical room.
- 48.3.50 • SI #314 issued February 25, 2014.
- 48.3.51 • N3 to confirm is UPS is included in points of control. N3 to coordinate with BDS.
- 48.3.52 • Panel provided can communicate with central control.
- 48.3.52 • ABa is coordinating with Glen Snider.
- 48.3.52 • Johnson Control Board being used.
- 48.3.52 • IC to coordinate.
- 48.3.53 • Distech System installed by BSD must link to Metasys System at central control at City Hall as noted in the POR.
- 48.3.53 • CP (BSD) to coordinate with Municipal Accommodations (MA) (Glen Snider).
- 48.3.54 • Meeting was held with all parties. A list of all points being provided was given to ID last Thursday. CoW to review and advise.
- 48.3.55 • **MA has reviewed.**
- 48.3.55 • **Concern with graphical interface.**
- 48.3.55 • **ID to follow up with MA.**

Action: CoW

48.5 REPLACEMENT MATERIALS

- After project completion, generally 2% is left.
 - CP advised more carpet tiles (ceiling tiles, paint, raised flooring).
 - GRC to provide list.
- 48.5.54 • Carry

Action: GRC

49.1 GENSET FUEL PUMPING ISSUES

- CP resolving with Wes-Man.
- 49.1.50 • New dump being installed.
- 49.1.50 • AAR SI #315 issued February 25, 2014.
- 49.1.50 • AA expressed concern with lack of “dual” security on fuel “shed”. Needs card access.
- 49.1.51 • GRC to issue SI.
- 49.1.53 • CP to review with ID.
- 49.1.54 • Ongoing; CP reviewing with Jamie of IDI.
- 49.1.55 • **Provincial permitting of fuel pumping is in progress.**
- 49.1.55 • **Pump has been replaced with higher capacity.**

Action: Closed

50.3 VEHICLE SERVICES & RACKING AREA LIGHTING

- N3 to review lighting with respect to revised/updated layouts.
- 50.3.51 • ECU area / forensic / vehicle service.
- 50.3.51 • Only service bay area left to be resolved.
- 50.3.52 • McCaine to mock-up a bay for WPS review.
- 50.3.54 • One bay left to be done; McCaine to do this week or next.

- 50.3.55 • **WPS still waiting for notification from McCain.**

Action: CP

51.1 **FREEZER PACKAGES**

- CP to provide complete pricing (including compressors) to ID for review.
- 51.1.52 • Original quote for \$86K was panels only. Now reduced to \$65K.
- 51.1.52 • Compressor package \$57K to \$62K.
- 51.1.52 • Total price ± \$120K.
- 51.1.52 • AA requires confirmation that freezers are alarmed for temperature issues.
- 51.1.53 • Freezer panels are being installed.
- 51.1.53 • ID to provide sign-off for controls.
- 51.1.54 • Controls are on site and installed. Remote controls are being provided, but are not controlled through BAS system.
- 51.1.55 • **CP has been in contact with Wes-Man and will be providing a control through the BAS system.**

Action: CP / ID

51.3 **EXISTING CPC BOXES ON NORTH SIDE**

- CP to fill in with concrete and insulation.
- GRC requested a membrane be put in.
- 51.3.52 • To be reviewed in the Spring.
- 51.3.54 • To be reviewed on site.
- 51.3.55 • **GRC to issue an SI.**

Action: CP / GRC

51.4 **EXISTING PODIUM AT NORTH SIDE**

- Leak at north-west side.
- CP to review and advise CoW of repair work required.
- 51.4.53 • \$12,400.000 cost estimate (does not include concrete work).
- 51.4.53 • ID to review with MA and advise CP if/when to proceed.
- 51.4.54 • Carry.

Action: CP / ID

51.5 **WIRE MESH SECURITY**

- As noted in AAR SI # 130 issued April 10, 2013.
- GRC walked through with G+G and G+G is now aware of all walls requiring security mesh.
- 51.5.53 • CP to review 2nd floor installation of mech and confirm.
- 51.5.54 • CP to review that all outstanding openings are treated with wire mesh.
- 51.5.55 • **CP has confirmed.**

Action: Closed

52.2 **ECU LIGHTING**

- WPS to review with Wearing William and N3.
- 52.2.54 • End of May new racking will be done. Relocated racking will be done after contract completion.

- 52.2.54 • Lighting is being installed as per the racking layout.

Action: Closed

52.4 **CPU OPENING IN WALLS**

- Only exterior wall openings and Sally ports as noted in AAR SI #197, issued June 13, 2013.
- 52.4.53 • Structural lintels to be reviewed by WE. (AAR to follow-up)
- 52.4.54 • Wolfrom did issue information on this item, but it contained other information as well. Wolfrom to separate their response and reissue.
- **WPS still has concerns with openings in walls within secured perimeter walls or CPU, but AAR SI #197 meets the security requirements of POR.**
- **WPS to revisit after occupancy.**

Action: Closed

52.6 **ELECTRICAL BOXES/PANELS**

- WPS is concerned with the location of some electrical boxes/panels next to work stations.
- GRC to review.
- 52.6.54/55 • AA stated that you cannot have electrical panels within the 911 room. They (outside workers) cannot overhear the calls. To be reviewed on site. **(AA to review with GRC)**
- 52.6.54 • Polygraph room on 3rd floor is an issue.
- 52.6.54 • GRC to review and provide detail of millwork option.

Action: GRC / WPS

52.10 **CPU SERVICE COUNTER PLATFORM**

- Step up platform does not meet Building Code.
- WPS to provide letter/memo stating security reasons for having step-up.
- 52.10.54 • GL/AA to provide letter.
- 52.10.55 • **Letter from WPS received.**
- 52.10.55 • **Judy Jeske (MH) to issue a response.**

Action: GRC / MH

53.1 **INCIDENT REPORTS**

- ID requires CP to provide all incident reports.
 - Fuel spillage on roof.
 - Water leaks/damage.
- 53.1.55 ○ **UPS “explosion”.**
- 53.1.54 • ID still awaiting report for fuel spillage; CP to expedite.

Action: CP

53.2 **HVAC IN SERVER ROOM**

- AA notice that HVAC did not come back on after testing.
- Concerns that unit did not come back on and over-heating of rooms.
- CP to review with Wes-Man.
- 53.2.54 • Carry; CP to review with Wes-Man and N3.

- 53.2.55 • **Resolved.**

Action: Closed

53.3 **WINDOWS ALONG ECU**

- AA requested budget prices from CP for security film/masonry/metal panel.
- 53.3.54 • CP to submit to AA.

Action: Closed

53.4 **WARRANTY ISSUE WITH MECHANICAL EQUIPMENT**

- ID concerned that warranty period has started; should be from the time it is fully commissioned.
- 53.4.54/55 • Warranty starts day that project is substantial. **(except service elevator and server room)**

Action: Closed

53.5 **FURNITURE AT 4TH FLOOR**

- Needs to be pulled away from windows.
- WPS to review.
- GRC to issue SI.
- 53.5.54 • GRC to review.

Action: GRC / WPS

54.1 **TOWER FUME ISSUE**

- Issue with the exhaust air from Ident entering the air intake louvre; review on site with GRC/AA.

Action: GRC / AA

54.4 **MAIN LOBBY**

- GL needs to know when Aba requires the plaques and memorial plaques to be brought over.
- 54.4.55 • Main level work station to be relocated. GL to review with GRC. **(SI has been issued)**

Action: Closed

54.5 **LEVEL 2 EXIT**

- Walk-through issue from last week at 2nd floor; wondering about the door swing and pull station; GRC to issue a response.

Action: GRC

54.6 **SINK SENSORS**

- Washroom sensors require adjustments.

Action: Closed

54.7 **LEVEL P1 Ramp**

- P1 level overhead doors; ramp at each side of overhead door required to be level 2' beyond the side of the opening before it tapers down.
- 54.4.55 • **Not an issued for door installation.**

Action: Closed

55.1 **COMMISSIONING**

- ABa has met with ID and commissioning is going well.
- CoW (ID) requires commissioning reports.
- IDI to provide; ID to follow up.

Action: ID / IDI

55.2 **4TH FLOOR WORK STATIONS UNDER BULKHEAD ALONG GRID O**

- Surface lighting required.
- To be reviewed by AA/GRC.

Action: AA / GRC

55.3 **CONSTRUCTION DEBRIS**

- AA noticed construction debris in/around raised floor areas.
- ABa assured that it would be cleaned up before installation of flooring.

Action: Info

55.4 **COOLING OF POP/COM ROOMS**

- AA concerned with heat retention in these server rooms.
- N3 to review venting/cooling.

Action: N3

55.5 **SAPPHIRE SUPPRESSION SYSTEM IN SERVER ROOMS**

- AA concerned with security/access.
- AA to review.

Action: AA

NEXT MEETING

- Next meeting will be on **Tuesday, May 27, 2014** from **9am to 10:30pm**.
- **All meetings will be from 9am to 10:30am**
 - **Tuesday, June 24, 2014**
- Owner's Meeting to be held bi-weekly until further notice.

Action: All / AAR

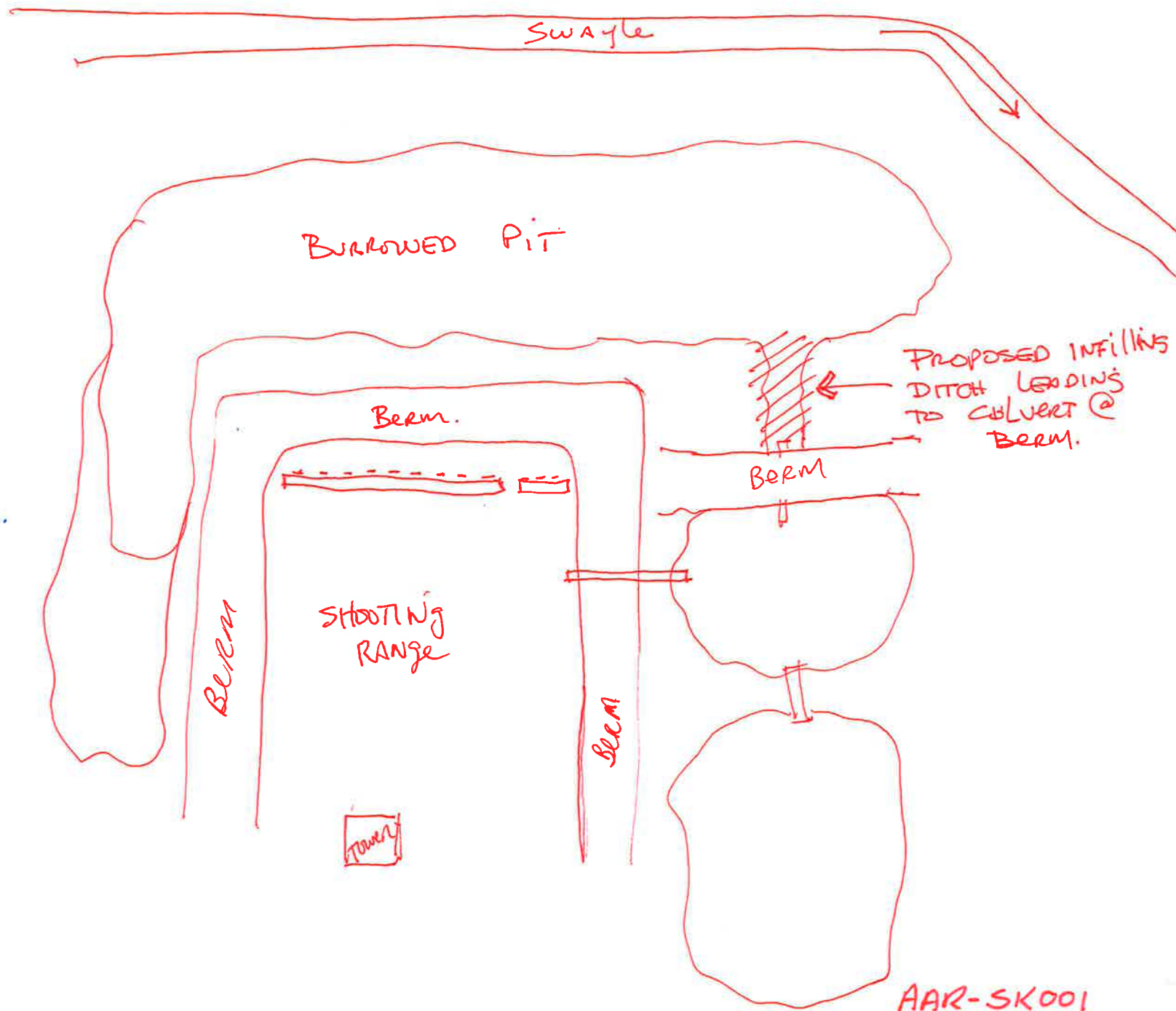
Supplemental

S1.2 **BUILDING PERMIT STATUS**

- Structural Permit - May 2, 2012
 - Receipt received.
- S1.2.18 ○ Structural Permit to be approved by October 26, 2012.

- S1.2.18 ○ CP to Pick-up.
 - Building Permit - submitted June 15, 2012
 - 100% design complete and fully coordinated Architectural, Structural, Mechanical and Electrical drawings and specifications.
 - Follow-up meeting with City of Winnipeg (Sara Ciaflone) set-up for Wednesday, June 20, 2012.
 - Drawings re-submitted for Building Permit on July 24, 2012.
- S1.2.18 ○ Email confirmation received from City of Winnipeg (Sara Ciaflone) stating acceptance in principal with Morrison Hershfield Code Report.
- S1.2.26 ● Meeting request received from City of Winnipeg (Sara Ciaflone) to review architectural comments. Set for Wednesday, February 21, 2013 at 3pm.
- S1.2.29 ● Meeting schedules with Judy Redmond and Sara Ciaflone on Wednesday, April 3, 2013.
- S1.2.37 ● Sign off received for architectural, structural, mechanical and electrical.
- S1.2.37 ● Awaiting sign-off from UDAC for issuance of full permit.
- S1.2.38 ● City of Winnipeg advised that full building permit has been issued (confirmed by Sara Ciaflone on August 8, 2013).
- S1.2.40 ● CP picked up Building Permit.
- S1.2.40 ● “Red Line” drawings were picked up by RB, but were returned as the “Red Line” comments were not noted on the drawings. Sara hopes to have drawings returned by this Friday.

Action: Info



AAR-SK001
May 6th/2014



Winnipeg Police Headquarters Owner's Meeting No. 56



Date of Meeting: May 27, 2014

Meeting Location: Caspian Boardroom, 5th Floor, 266 Graham

Name	Initials	Company	Initials	Present	Copied
Peter Chang	PC	Adjeleian Allen Rubeli Ltd.	AAR	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Patrick Dubuc	PD	GRC Architects	GRC	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Peter Rankin	PR	GRC Architects	GRC	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Henry Hagenaaars	HH	Winnipeg Police Service	WPS	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Ari Berdesis	AB	Winnipeg Police Service	WPS	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Denis Dane	DD	Winnipeg Police Service	WPS	<input type="checkbox"/>	<input checked="" type="checkbox"/>
George Labossiere	GL	Winnipeg Police Service	WPS	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Armik Babakhanians	ABa	Caspian Projects	CP	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Shaun Babakhanians	SB	Caspian Projects	CP	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Pam Anderson	PA	Caspian Projects	CP	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Andrew Edge	AE	Caspian Projects	CP	<input type="checkbox"/>	<input checked="" type="checkbox"/>
John Guenther	JG	Nova3	N3	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Vic Thielman	VT	Nova3	N3	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Tony Mitousis	TM	Nova3	N3	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Ian Smallwood	IS	Nova3	N3	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Dan Wolfrom	DW	Wolfrom Engineering	WE	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Iain Day	ID	City of Winnipeg	PP&D	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Abdul Aziz	AA	City of Winnipeg	CoW	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Iain Currie	IC	City of Winnipeg	CoW	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>

Meeting Minutes

20.6 PUMP STATION - WYPER

- 20.6.22 • CP has stated that no special requirements to prevent freeze-up.
- 20.6.20/22 • CP to contact Genivar to confirm.

- 20.6.24 • CP to confirm that pump is not frozen.
- 20.6.26 • CP to confirm with Bayview and McCaine in spring.
- 20.6.28 • Being reviewed today (March 19, 2013). CP to provide feedback.
- 20.6.31 • Flooding of range.
- 20.6.31 • CP claims that it is a maintenance issue. Valves need to be manually opened/shut.
- 20.6.31 • CP to provide memo for maintenance and why there is flooding.
- 20.6.32 • Water is still rising when the 4 gas pumps are shut off and the lift station is not able to keep the water level down, even with the gate valve closed. CP to verify site condition with Genivar and investigate source of water infiltration.
- 20.6.32 • Borrow pit is still full of water.
- 20.6.32 • Add flow meter to lift station pump to see how much water is actually being pumped by the lift station.
- 20.6.33 • AB stated that the City of Winnipeg still has issues of water flowing back to site (pond is full).
- 20.6.33 • CP disagrees and stated it's not a construction issue.
- 20.6.33 • PP&D to provide a report for CP/WPS to review.
- 20.6.34 • Draft report received from PP&D (Glen Snider) on June 11, 2013 and forwarded to OA for action.
- 20.6.35 • CP received formal letter from PP&D.
- 20.6.35 • AAR/GRC to follow up with Genivar.
- 20.6.35 • Genivar to comment on culvert installation by CP between borrow pit and catch pit.
- 20.6.36 • GRC/AAR have been in contact with Genivar to confirm design and scope.
- 20.6.36 • Genivar to review regional municipality of MacDonald the drainage/water management plan for the site.
- 20.6.37 • Awaiting response from Genivar.
- 20.6.37 • Drainage ditch/berm around borrow pit proposed.
- 20.6.37 • OA claims this should be CP's cost as CP changed the design. To be reviewed offline.
- 20.6.37 • GRC to issue CCN, once solution is received from Genivar.
- 20.6.38 • Report issued directly to CP by Genivar July 26, 2013.
- 20.6.38 • CP to coordinate work with WPS schedule.
- 20.6.38 • RB to provide schedule.
- 20.6.39 • Work on berms/ditch to be done in late September/October to accommodate WPS training schedule.
- 20.6.40 • Work started yesterday; CP hopes to have it done by October 13, 2013.
- 20.6.41 • Ditch has been completed.
- 20.6.41 • Remaining work is on schedule to be completed by October 13, 2013.
- 20.6.42 • CP to verify and advise.
- 20.6.43 • Bladder has been removed.
- 20.6.43 • Pump is working, but does not appear to be keeping up with inflow/seepage.
- 20.6.43 • CP to review.
- 20.6.43 • Genivar (Ian) to review.
- 20.6.44 • PP&D are worried about the upcoming spring with possible flooding conditions.
- 20.6.44 • GRC to visit site on Thursday with AB.
- 20.6.45 • CP to replace gate valve this year.
- 20.6.45 • CP to respond formally to PP&D reports.
- 20.6.45 • CP asks that pump station be properly "winterized" by PP&D.
- 20.6.46 • WPS noted that culvert was modified (before occupancy) to accommodate flap gate (i.e. allow it to stay open).
- 20.6.47 • Deferred to Spring 2014.
- 20.6.47 • CP will address flooding issues, if any.
- 20.6.47 • CP to meet with PP&D operations.

- 20.6.53 • CP has advised that Maple Leaf will be installing a sluice gate to replace the existing flap gate.
- 20.6.54 • Any variance from this decision must be received in writing for WPS/CoW approval.
- 20.6.55 • MA has sand-bagged the culvert.
- 20.6.55 • There is a concern that the berm may fall due to the height of the water being retained.
- 20.6.55 • CP stated that PP&D (Glen Snider) has agreed to “backfill”/sand-bag the berm to alleviate the pressure.
- 20.6.55 • See attached sketch for possible solution. This needs to be reviewed by a civil engineer.
- 20.6.56 • **CP reviewed with Genivar and working with PP&D.**

Action: CP

20.7 LIGHT POLE TOLERANCES - WYPER

- 20.7.21 • Certification required from CP (McCaine).
 - Under warranty.
- 20.7.22 • CP to review (in GRC deficiency report).
- 20.7.23 • Contractor has proposed use of collar dampers.
- 20.7.24 • To be installed Monday, January 28, 2013. PG to coordinate with AB.
- 20.7.25 • Currently being installed. CP to post on SharePoint once complete.
- 20.7.26 • Collar dampers have been installed.
- 20.7.28 • Light pole standard failed.
- 20.7.28 • CP reinstalling poles (same type).
- 20.7.28 • CP requesting 5 year warranty.
- 20.7.28 • CP to provide certification letter for AAR to review.
- 20.7.28 • WPS requests a regular review/inspection and certification for conditional acceptance by WPS.
- 20.7.29 • Light poles will all be replaced with higher gauge poles.
- 20.7.29 • Dampers will be installed.
- 20.7.30 • To be installed this week.
- 20.7.31 • McCaine has offered 2 year warranty from date of replacement.
- 20.7.32 • CP not happy with present condition. Light standards appear to still be moving 2’ in each direction from vertical. This issue is still open and will be monitored.
- 20.7.35 • N3 to provide letter (stamped and sealed) stating concerns of light poles. (Issued June 26, 2013).
- 20.7.35 • WPS to review/approve request from McCaine (light pole supplier) to mount a video/monitor camera to assess movement.
- 20.7.35/36 • CP is in agreement with WPS safety concerns and is taking measures (through legal process if necessary) to address the matter.
- 20.7.36 • Video camera has been installed; to be downloaded and reviewed by McCaine.
- 20.7.37 • McCaine to review video with WPS before releasing to light pole supplier/manufacture.
- 20.7.37 • Cameras to remain in place as the site has not experienced high south winds.
- 20.7.39 • Initial attempt failed to capture any movement.
- 20.7.39 • McCaine has reinstalled new cameras.
- 20.7.40 • No extreme weather yet; cameras to remain.
- 20.7.42 • Ron Nault to contact AB to review footage of high wind days.
- 20.7.43 • To be restarted; McCaine waiting for DVR camera.
- 20.7.44 • Still ongoing; maintain camera until high winds are recorded.
- 20.7.47 • CP to confirm with McCaine if recordings are being made.

- 20.7.48 • Recordings are being done.
- 20.7.48 • Major movements/swaying recorded.
- 20.7.48 • McCaine is in contact with manufacturer.
- 20.7.48 • McCaine to submit information recorded to AAR for review.
- 20.7.49 • DVDs of motion submitted (2 copies to AAR; 1 submitted to WPS, AAR to forward 1 copy to N3).
- 20.7.51 • Manufacturer is reviewing damper solution.
- 20.7.54 • Awaiting input from manufacturer in regards to the solution based on video data received. CP to pursue this matter.
- 20.7.55 • Light pole failed on May 2, 2014.
- 20.7.55 • Poles are showing fatigue.
- 20.7.55 • PP&D/McCaine have removed all poles.
- 20.7.55 • CoW/AAR/GRC/WPS are requesting that before replacement poles are installed, detailed/engineered and stamped drawings are to be submitted for AAR/GRC review and approval.
- 20.7.56 • **New light poles need to be approved by AAR/GRC.**
- 20.7.56 • **To be designed for 1/50 year wind.**

Action: CP / McCaine

38.4 **WYPER SI FOR HEATING (AAR SI #217 ISSUED JULY 31, 2013)**

- CP to proceed with work.
- CP to price and advise OA of work.
- 38.4.40 • CP to submit quote for work.
- 38.4.42 • CP requesting CCN for this work; GRC is requesting pricing/value.
- 38.4.43 • CP estimated work to be \$20K.
- 38.4.43 • AAR to review with N3.
- 38.4.44 • Work not started; GRC to follow-up with AAR & N3.
- 38.4.45 • SI #217 issued; CP to repair as per revised GMP agreement.
- 38.4.48 • Awaiting finalization of contract.
- 38.4.50 • CP to proceed with work.
- 38.4.54 • Carry; no update yet by CP.
- 38.4.54 • AB to review SI #217 with MA (Glen Snider), N3 (IS) and GRC.
- 38.4.55 • N3 to add 1 more baseboard.

Action: Closed

38.6 **EXTERIOR EXISTING AIR SHAFTS**

- Fencing is preferred, but existing siamese-connection on east side needs to be removed.
- “Goose-neck” option for existing air shaft to be reviewed.
- GRC to review and provide options.
- 38.6.40 • GRC to issue options.
- 38.6.41/42 • WPS prefers sloped housing with opening on “backside”.
- 38.6.41/42 • GRC/AAR to review.
- 38.6.43 • GRC presented 3 options for CP to review.
- 38.6.43 • Additional options discussed; GRC to submit.
- 38.6.44 • GRC is to prepare 3D modelling of possible options.
- 38.6.46 • GRC has done the modelling and will forward to all to review/comment.
- 38.6.46 • WPS has reviewed and will finalize with GRC.
- 38.6.48 • WPS security reviewing.

- 38.6.49 • CCN #072 issued to CP for a ± 20ft high shaft with 4-sided louvre.
- 38.6.49 • Waiting for pricing from CP.
- 38.6.50 • GRC to revise CCN for option of having higher louvres on back side only.
- 38.6.51 • Memo from N3 for various louvre options issued March 12, 2014.
- 38.6.51 • WPS to review and advise.
- 38.6.52 • Decision by WPS by today (March 25, 2014). Proceed as per CCN #072.
- 38.6.52 • CP advised 6-8 weeks for delivery of Tindall stone.
- 38.6.54 • Proceeding with 4 sided louvre with front face blanked off. N3 to resize and advise.
- 38.6.54 • 8" blocks being used instead of 6" blocks.
- 38.6.55 • Exhaust/intake ducts to be extended to underside of new louvre (CCN to be revised and reissued as CCN #73; this will combine CCN #71 & CCN #72).

Action: AAR / GRC

45.2 **LIFE SAFETY INTEGRATION**

- 45.2.46 • CP has scheduled a dry run of systems for February 15, 2014. (Tentative, may slide by a week or 2).
- 45.2.47 • Delayed; CP to confirm with McCaine.
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- 45.2.49 • Awaiting input from CoW for procedures for testing undertaken for another project.
- 45.2.50 • Meeting with CoW this afternoon (February 25, 2014).
- 45.2.51 • Draft copy issued to CP / ID / Sara / CoW.
- 45.2.51 • To be discussed at meeting today (March 17, 2014).
- 45.2.52 • CP revised date; April 28, 2014.
- 45.2.52 • To be confirmed after meeting with Sara and Judy.
- 45.2.52 • Does not affect substantial/100% completion dates.
- 45.2.53 • ABa advised that CP needs to apply to CoW for City review of life safety testing (2 weeks' notice is required).
- 45.2.54 • Dry run test indicated that some of the devices on the tower side have levels that are too low. These will need to be addressed by CoW.
- 45.2.54 • CP estimate of date for life and safety testing is end of June. Dry runs ongoing as work progresses.
- 45.2.56 • **Dry run set for June 10, 2014.**
- 45.2.56 • **Final run set for June 24/25, 2014.**
- 45.2.56 • **Elevators 4 & 5 to be online June 13, 2014.**

Action: Info

46.1 **PH ROOFS VEGETATION**

- WPS expressed concern of vegetation on the 2 PH roofs. ABa claims it is not in CP contract.
- GRC/AAR to review POR and contract and advise.
- 46.1.47 • PP&D to review penthouse/stair roofs and assess.
- 46.1.48 • CP to review and assess condition of penthouse roofs.
- 46.1.52 • Roof on elevator machine room has been replaced.
- 46.1.53 • CP is monitoring roof.
- 46.1.54 • To date there are no leaks.
- 46.1.56 • **Penthouse floor needs to be sealed/epoxy sealed.**

- 46.1.56 • **Drains need to be repaired.**

Action: CoW

47.1 **WAY FINDING / SIGNAGE**

- Require a consultant.
- To be reviewed with PP&D (ID).
- Required urgently for occupancy.
- 47.1.48 • CP is required to provide occupancy signage (stairways, washrooms, exits).
- 47.1.48 • ID to review with independent consultant (In-Sign??).
- 47.1.50 • WPS reviewing with CoW.
- 47.1.50 • Ongoing.
- 47.1.54 • Carry.

Action: ID / WPS / CP

48.2 **EXTERIOR SIGNAGE**

- CP to forward cost to ID for review.
- Agreement with Manitoba Hydro to use power from existing light pole to be confirmed.
- 48.2.49 • Meeting 36 on July 9, 2012; CP estimated cost at ± \$100,000.00 + Electrical ± \$95,000.00.
- 48.2.49 • Meeting 42 on October 8, 2013; closed by OA.
- 48.2.49 • CP to provide cost summary as submitted to OA (~ August/September 2013).
- 48.2.50 • CP stated that if CoW wants CP to do the exterior signage, it will be done after substantial completion and under a different contract.
- 48.2.54 • AA is recommending signage off the building, not free-standing, as previously designed. Meeting to be schedule with sign manufacturer.
- 48.2.55 • GRC to forward original design documents to AA.

Action: WPS / AA / GRC

48.3 **CONTROLS**

- POR asks for number of points to Metisys panel.
- McCaine (BSD) to review (RFI #154).
- How many points going to 510 Main Street for monitoring?
- N3 to review.
- Meeting required with N3/McCaine/BSD.
- City of Winnipeg (Christine Corbett).
- AAR to review with N3 ASAP.
- 48.3.49 • N3 to confirm location of station in main floor mechanical room.
- 48.3.50 • SI #314 issued February 25, 2014.
- 48.3.51 • N3 to confirm is UPS is included in points of control. N3 to coordinate with BDS.
- 48.3.52 • Panel provided can communicate with central control.
- 48.3.52 • ABa is coordinating with Glen Snider.
- 48.3.52 • Johnson Control Board being used.
- 48.3.52 • IC to coordinate.
- 48.3.53 • Distech System installed by BSD must link to Metasys System at central control at City Hall as noted in the POR.
- 48.3.53 • CP (BSD) to coordinate with Municipal Accommodations (MA) (Glen Snider).

- 48.3.54 • Meeting was held with all parties. A list of all points being provided was given to ID last Thursday. CoW to review and advise.
- 48.3.55 • MA has reviewed.
- 48.3.55 • Concern with graphical interface.
- 48.3.55 • ID to follow up with MA.
- 48.3.56 • **N3 reviewing with McCaine and will respond to ID's email.**
- 48.3.56 • **CP has Controls Contractor committed to working with MA.**

Action: CoW

48.5 REPLACEMENT MATERIALS

- After project completion, generally 2% is left.
- CP advised more carpet tiles (ceiling tiles, paint, raised flooring).
- GRC to provide list.
- 48.5.54 • Carry

Action: GRC

50.3 VEHICLE SERVICES & RACKING AREA LIGHTING

- N3 to review lighting with respect to revised/updated layouts.
- 50.3.51 • ECU area / forensic / vehicle service.
- 50.3.51 • Only service bay area left to be resolved.
- 50.3.52 • McCaine to mock-up a bay for WPS review.
- 50.3.54 • One bay left to be done; McCaine to do this week or next.
- 50.3.55 • WPS still waiting for notification from McCaine.
- 50.3.56 • **McCaine has provided lighting.**
- 50.3.56 • **WPS to review today (May 22, 2014).**

Action: CP

51.1 FREEZER PACKAGES

- CP to provide complete pricing (including compressors) to ID for review.
- 51.1.52 • Original quote for \$86K was panels only. Now reduced to \$65K.
- 51.1.52 • Compressor package \$57K to \$62K.
- 51.1.52 • Total price ± \$120K.
- 51.1.52 • AA requires confirmation that freezers are alarmed for temperature issues.
- 51.1.53 • Freezer panels are being installed.
- 51.1.53 • ID to provide sign-off for controls.
- 51.1.54 • Controls are on site and installed. Remote controls are being provided, but are not controlled through BAS system.
- 51.1.55 • CP has been in contact with Wes-Man and will be providing a control through the BAS system.

Action: CP / ID

51.3 EXISTING CPC BOXES ON NORTH SIDE

- CP to fill in with concrete and insulation.
- GRC requested a membrane be put in.
- 51.3.52 • To be reviewed in the Spring.

- 51.3.54 • To be reviewed on site.
- 51.3.55 • GRC to issue an SI.

Action: CP / GRC

51.4 EXISTING PODIUM AT NORTH SIDE

- Leak at north-west side.
- CP to review and advise CoW of repair work required.
- 51.4.53 • \$12,400,000 cost estimate (does not include concrete work).
- 51.4.53 • ID to review with MA and advise CP if/when to proceed.
- 51.4.54 • Carry.
- 51.4.56 • **MA will repair/seal leak.**
- 51.4.56 • **CoW will repair sidewalk (Phase 2).**

Action: ID / MA

52.6 ELECTRICAL BOXES/PANELS

- WPS is concerned with the location of some electrical boxes/panels next to work stations.
- GRC to review.
- 52.6.54/55 • AA stated that you cannot have electrical panels within the 911 room. They (outside workers) cannot overhear the calls. To be reviewed on site. (AA to review with GRC)
- 52.6.54 • Polygraph room on 3rd floor is an issue.
- 52.6.54 • GRC to review and provide detail of millwork option.

Action: GRC / WPS

52.10 CPU SERVICE COUNTER PLATFORM

- Step up platform does not meet Building Code.
- WPS to provide letter/memo stating security reasons for having step-up.
- 52.10.54 • GL/AA to provide letter.
- 52.10.55 • Letter from WPS received.
- 52.10.55 • Judy Jeske (MH) to issue a response.
- 52.10.56 • **Awaiting Cow plans review response (tentatively accepted).**

Action: GRC / MH / CoW

53.1 INCIDENT REPORTS

- ID requires CP to provide all incident reports.
 - Fuel spillage on roof.
 - Water leaks/damage.
 - 53.1.55 ○ UPS “explosion”.
- 53.1.54 • ID still awaiting report for fuel spillage; CP to expedite.
- 53.1.56 • **CP responsible for first \$50K.**
- 53.1.56 • **CoW needs to be apprised of repairs and review.**
- 53.1.56 • **CP to advise IC.**

Action: CP

53.5 FURNITURE AT 4TH FLOOR

- Needs to be pulled away from windows.

- WPS to review.
- GRC to issue SI.
- 53.5.54 • GRC to review.
- 53.5.56 • **GRC has sent and information package to Troy and Judy.**
- 53.5.56 • **Awaiting response.**

Action: Troy

54.1 **TOWER FUME ISSUE**

- Issue with the exhaust air from Ident entering the air intake louvre; review on site with GRC/AA.
- 54.1.56 • **AAR/GRC to review with N3 for possible solution.**
- 54.1.56 • **Not in CP contract.**

Action: GRC / AA

54.4 **MAIN LOBBY**

- GL needs to know when Aba requires the plaques and memorial plaques to be brought over.
- 54.4.55 • Main level work station to be relocated. GL to review with GRC. (SI has been issued)
- 54.4.56 • **Plaques to be delivered May 28, 2014.**

Action: Info

54.5 **LEVEL 2 EXIT**

- Walk-through issue from last week at 2nd floor; wondering about the door swing and pull station; GRC to issue a response.
- 54.5.56 • **WPS concerned with stability of center mullion.**
- 54.5.56 • **GRC to issue an SI to weld mullion in place.**

Action: GRC

54.7 **LEVEL P1 Ramp**

- P1 level overhead doors; ramp at each side of overhead door required to be level 2' beyond the side of the opening before it tapers down.
- 54.4.55 • Not an issued for door installation.
- 54.4.56 • **GRC to review with Wallace & Wallace.**

Action: GRC

55.1 **COMMISSIONING**

- ABa has met with ID and commissioning is going well.
- CoW (ID) requires commissioning reports.
- IDI to provide; ID to follow up.

Action: Closed

55.2 **4TH FLOOR WORK STATIONS UNDER BULKHEAD ALONG GRID O**

- Surface lighting required.
- To be reviewed by AA/GRC.

- 55.2.56 • **CP reviewing with McCaine on possible lighting solutions.**

Action: CP

55.4 **COOLING OF POP/COM ROOMS**

- AA concerned with heat retention in these server rooms.
- N3 to review venting/cooling.

Action: N3

55.5 **SAPPHIRE SUPPRESSION SYSTEM IN SERVER ROOMS/AND 911 COM CENTRE**

- AA concerned with security/access.
- AA to review.

Action: AA

56.1 **PENTHOUSE FLOOR**

- New drains being installed.
- Impacts north end of WPS space (grids L to P); access required.
- CP requires insurance certificates from Contractor.

Action: Info

56.2 **MA TOUR**

- Scheduled for June 4, 2014 at 9am (CP requested to be after 2:30pm).

Action: Info

56.3 **DEFICIENCY LIST**

- To be coordinated between GRC/IC/HH.

Action: Info

56.4 **SIDEWALK**

- ID informed CP that the sidewalk restoration is on schedule (end of June/early July).
- Security issued around perimeter need to be resolved before sidewalk can be repaired.

Action: Info

56.5 **PATCH CABLES**

- AAR to review with N3.
- Additional patch cable summary has been forwarded to McCaine for their review and comments.

Action: AAR / N3

NEXT MEETING

- Next meeting will be on **Thursday, June 26, 2014** from **9am to 10:30pm**.
- **All meetings will be from 9am to 10:30am**
 - **Tuesday, July 22, 2014 (tentative)**

Action: All / AAR

Supplemental

S1.2 BUILDING PERMIT STATUS

- Structural Permit - May 2, 2012
 - Receipt received.
- S1.2.18 ○ Structural Permit to be approved by October 26, 2012.
- S1.2.18 ○ CP to Pick-up.
 - Building Permit - submitted June 15, 2012
 - 100% design complete and fully coordinated Architectural, Structural, Mechanical and Electrical drawings and specifications.
 - Follow-up meeting with City of Winnipeg (Sara Ciaflone) set-up for Wednesday, June 20, 2012.
 - Drawings re-submitted for Building Permit on July 24, 2012.
- S1.2.18 ○ Email confirmation received from City of Winnipeg (Sara Ciaflone) stating acceptance in principal with Morrison Hershfield Code Report.
- S1.2.26 • Meeting request received from City of Winnipeg (Sara Ciaflone) to review architectural comments. Set for Wednesday, February 21, 2013 at 3pm.
- S1.2.29 • Meeting schedules with Judy Redmond and Sara Ciaflone on Wednesday, April 3, 2013.
- S1.2.37 • Sign off received for architectural, structural, mechanical and electrical.
- S1.2.37 • Awaiting sign-off from UDAC for issuance of full permit.
- S1.2.38 • City of Winnipeg advised that full building permit has been issued (confirmed by Sara Ciaflone on August 8, 2013).
- S1.2.40 • CP picked up Building Permit.
- S1.2.40 • “Red Line” drawings were picked up by RB, but were returned as the “Red Line” comments were not noted on the drawings. Sara hopes to have drawings returned by this Friday.

Action: Info



Winnipeg Police Headquarters Owner's Meeting No. 57



Date of Meeting: July 30, 2014

Meeting Location: Caspian Boardroom, 5th Floor, 266 Graham

Name	Initials	Company	Initials	Present	Copied
Peter Chang	PC	Adjeleian Allen Rubeli Ltd.	AAR	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Patrick Dubuc	PD	GRC Architects	GRC	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Peter Rankin	PR	GRC Architects	GRC	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Henry Hagenaaars	HH	Winnipeg Police Service	WPS	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Ari Berdesis	AB	Winnipeg Police Service	WPS	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Denis Dane	DD	Winnipeg Police Service	WPS	<input type="checkbox"/>	<input checked="" type="checkbox"/>
George Labossiere	GL	Winnipeg Police Service	WPS	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Armik Babakhanians	ABa	Caspian Projects	CP	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Shaun Babakhanians	SB	Caspian Projects	CP	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Pam Anderson	PA	Caspian Projects	CP	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Andrew Edge	AE	Caspian Projects	CP	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
John Guenther	JG	Nova3	N3	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Vic Thielman	VT	Nova3	N3	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Tony Mitousis	TM	Nova3	N3	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Ian Smallwood	IS	Nova3	N3	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Dan Wolfrom	DW	Wolfrom Engineering	WE	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Iain Day	ID	City of Winnipeg	PP&D	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Abdul Aziz	AA	City of Winnipeg	CoW	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Iain Currie	IC	City of Winnipeg	CoW	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Jason Ruby	JR	City of Winnipeg	CoW	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>

Meeting Minutes

20.6 PUMP STATION - WYPER

- 20.6.22 • CP has stated that no special requirements to prevent freeze-up.
- 20.6.20/22 • CP to contact Genivar to confirm.
- 20.6.24 • CP to confirm that pump is not frozen.
- 20.6.26 • CP to confirm with Bayview and McCaine in spring.
- 20.6.28 • Being reviewed today (March 19, 2013). CP to provide feedback.
- 20.6.31 • Flooding of range.
- 20.6.31 • CP claims that it is a maintenance issue. Valves need to be manually opened/shut.
- 20.6.31 • CP to provide memo for maintenance and why there is flooding.
- 20.6.32 • Water is still rising when the 4 gas pumps are shut off and the lift station is not able to keep the water level down, even with the gate valve closed. CP to verify site condition with Genivar and investigate source of water infiltration.
- 20.6.32 • Borrow pit is still full of water.
- 20.6.32 • Add flow meter to lift station pump to see how much water is actually being pumped by the lift station.
- 20.6.33 • AB stated that the City of Winnipeg still has issues of water flowing back to site (pond is full).
- 20.6.33 • CP disagrees and stated it's not a construction issue.
- 20.6.33 • PP&D to provide a report for CP/WPS to review.
- 20.6.34 • Draft report received from PP&D (Glen Snider) on June 11, 2013 and forwarded to OA for action.
- 20.6.35 • CP received formal letter from PP&D.
- 20.6.35 • AAR/GRC to follow up with Genivar.
- 20.6.35 • Genivar to comment on culvert installation by CP between borrow pit and catch pit.
- 20.6.36 • GRC/AAR have been in contact with Genivar to confirm design and scope.
- 20.6.36 • Genivar to review regional municipality of MacDonald the drainage/water management plan for the site.
- 20.6.37 • Awaiting response from Genivar.
- 20.6.37 • Drainage ditch/berm around borrow pit proposed.
- 20.6.37 • OA claims this should be CP's cost as CP changed the design. To be reviewed offline.
- 20.6.37 • GRC to issue CCN, once solution is received from Genivar.
- 20.6.38 • Report issued directly to CP by Genivar July 26, 2013.
- 20.6.38 • CP to coordinate work with WPS schedule.
- 20.6.38 • RB to provide schedule.
- 20.6.39 • Work on berms/ditch to be done in late September/October to accommodate WPS training schedule.
- 20.6.40 • Work started yesterday; CP hopes to have it done by October 13, 2013.
- 20.6.41 • Ditch has been completed.
- 20.6.41 • Remaining work is on schedule to be completed by October 13, 2013.
- 20.6.42 • CP to verify and advise.
- 20.6.43 • Bladder has been removed.
- 20.6.43 • Pump is working, but does not appear to be keeping up with inflow/seepage.
- 20.6.43 • CP to review.
- 20.6.43 • Genivar (Ian) to review.
- 20.6.44 • PP&D are worried about the upcoming spring with possible flooding conditions.
- 20.6.44 • GRC to visit site on Thursday with AB.
- 20.6.45 • CP to replace gate valve this year.
- 20.6.45 • CP to respond formally to PP&D reports.
- 20.6.45 • CP asks that pump station be properly "winterized" by PP&D.

- 20.6.46 • WPS noted that culvert was modified (before occupancy) to accommodate flap gate (i.e. allow it to stay open).
- 20.6.47 • Deferred to Spring 2014.
- 20.6.47 • CP will address flooding issues, if any.
- 20.6.47 • CP to meet with PP&D operations.
- 20.6.53 • CP has advised that Maple Leaf will be installing a sluice gate to replace the existing flap gate.
- 20.6.54 • Any variance from this decision must be received in writing for WPS/CoW approval.
- 20.6.55 • MA has sand-bagged the culvert.
- 20.6.55 • There is a concern that the berm may fall due to the height of the water being retained.
- 20.6.55 • CP stated that PP&D (Glen Snider) has agreed to “backfill”/sand-bag the berm to alleviate the pressure.
- 20.6.55 • See attached sketch for possible solution. This needs to be reviewed by a civil engineer.
- 20.6.56 • CP reviewed with Genivar and working with PP&D.
- 20.6.57 • **CoW to confirm that “culvert” through berm us to be filled in.**
- 20.6.57 • **AAR/GRC will issue an SI once remedial detail is confirmed.**

Action: ID

20.7 LIGHT POLE TOLERANCES - WYPER

- 20.7.21 • Certification required from CP (McCaine).
 - Under warranty.
- 20.7.22 • CP to review (in GRC deficiency report).
- 20.7.23 • Contractor has proposed use of collar dampers.
- 20.7.24 • To be installed Monday, January 28, 2013. PG to coordinate with AB.
- 20.7.25 • Currently being installed. CP to post on SharePoint once complete.
- 20.7.26 • Collar dampers have been installed.
- 20.7.28 • Light pole standard failed.
- 20.7.28 • CP reinstalling poles (same type).
- 20.7.28 • CP requesting 5 year warranty.
- 20.7.28 • CP to provide certification letter for AAR to review.
- 20.7.28 • WPS requests a regular review/inspection and certification for conditional acceptance by WPS.
- 20.7.29 • Light poles will all be replaced with higher gauge poles.
- 20.7.29 • Dampers will be installed.
- 20.7.30 • To be installed this week.
- 20.7.31 • McCaine has offered 2 year warranty from date of replacement.
- 20.7.32 • CP not happy with present condition. Light standards appear to still be moving 2' in each direction from vertical. This issue is still open and will be monitored.
- 20.7.35 • N3 to provide letter (stamped and sealed) stating concerns of light poles. (Issued June 26, 2013).
- 20.7.35 • WPS to review/approve request from McCaine (light pole supplier) to mount a video/monitor camera to assess movement.
- 20.7.35/36 • CP is in agreement with WPS safety concerns and is taking measures (through legal process if necessary) to address the matter.
- 20.7.36 • Video camera has been installed; to be downloaded and reviewed by McCaine.
- 20.7.37 • McCaine to review video with WPS before releasing to light pole supplier/manufacture.
- 20.7.37 • Cameras to remain in place as the site has not experienced high south winds.

- 20.7.39 • Initial attempt failed to capture any movement.
- 20.7.39 • McCain has reinstalled new cameras.
- 20.7.40 • No extreme weather yet; cameras to remain.
- 20.7.42 • Ron Nault to contact AB to review footage of high wind days.
- 20.7.43 • To be restarted; McCain waiting for DVR camera.
- 20.7.44 • Still ongoing; maintain camera until high winds are recorded.
- 20.7.47 • CP to confirm with McCain if recordings are being made.
- 20.7.48 • Recordings are being done.
- 20.7.48 • Major movements/swaying recorded.
- 20.7.48 • McCain is in contact with manufacturer.
- 20.7.48 • McCain to submit information recorded to AAR for review.
- 20.7.49 • DVDs of motion submitted (2 copies to AAR; 1 submitted to WPS, AAR to forward 1 copy to N3).
- 20.7.51 • Manufacturer is reviewing damper solution.
- 20.7.54 • Awaiting input from manufacturer in regards to the solution based on video data received. CP to pursue this matter.
- 20.7.55 • Light pole failed on May 2, 2014.
- 20.7.55 • Poles are showing fatigue.
- 20.7.55 • PP&D/McCain have removed all poles.
- 20.7.55 • CoW/AAR/GRC/WPS are requesting that before replacement poles are installed, detailed/engineered and stamped drawings are to be submitted for AAR/GRC review and approval.
- 20.7.56 • New light poles need to be approved by AAR/GRC.
- 20.7.56 • To be designed for 1/50 year wind.
- 20.7.57 • **New light poles have been installed.**
- 20.7.57 • **MA to confirm and sign-off; warranty begins at that point.**

Action: ID

38.4 WYPER SI FOR HEATING (AAR SI #217 ISSUED JULY 31, 2013)

- CP to proceed with work.
- CP to price and advise OA of work.
- 38.4.40 • CP to submit quote for work.
- 38.4.42 • CP requesting CCN for this work; GRC is requesting pricing/value.
- 38.4.43 • CP estimated work to be \$20K.
- 38.4.43 • AAR to review with N3.
- 38.4.44 • Work not started; GRC to follow-up with AAR & N3.
- 38.4.45 • SI #217 issued; CP to repair as per revised GMP agreement.
- 38.4.48 • Awaiting finalization of contract.
- 38.4.50 • CP to proceed with work.
- 38.4.54 • Carry; no update yet by CP.
- 38.4.54 • AB to review SI #217 with MA (Glen Snider), N3 (IS) and GRC.
- 38.4.55 • N3 to add 1 more baseboard.
- 38.4.57 • **CP will install after substantial completion, but before winter.**

Action: CP

38.6 EXTERIOR EXISTING AIR SHAFTS

- Fencing is preferred, but existing siamese-connection on east side needs to be removed.
- "Goose-neck" option for existing air shaft to be reviewed.

- GRC to review and provide options.
- 38.6.40 • GRC to issue options.
- 38.6.41/42 • WPS prefers sloped housing with opening on “backside”.
- 38.6.41/42 • GRC/AAR to review.
- 38.6.43 • GRC presented 3 options for CP to review.
- 38.6.43 • Additional options discussed; GRC to submit.
- 38.6.44 • GRC is to prepare 3D modelling of possible options.
- 38.6.46 • GRC has done the modelling and will forward to all to review/comment.
- 38.6.46 • WPS has reviewed and will finalize with GRC.
- 38.6.48 • WPS security reviewing.
- 38.6.49 • CCN #072 issued to CP for a ± 20ft high shaft with 4-sided louvre.
- 38.6.49 • Waiting for pricing from CP.
- 38.6.50 • GRC to revise CCN for option of having higher louvres on back side only.
- 38.6.51 • Memo from N3 for various louvre options issued March 12, 2014.
- 38.6.51 • WPS to review and advise.
- 38.6.52 • Decision by WPS by today (March 25, 2014). Proceed as per CCN #072.
- 38.6.52 • CP advised 6-8 weeks for delivery of Tindall stone.
- 38.6.54 • Proceeding with 4 sided louvre with front face blanked off. N3 to resize and advise.
- 38.6.54 • 8” blocks being used instead of 6” blocks.
- 38.6.55 • Exhaust/intake ducts to be extended to underside of new louvre (CCN to be revised and reissued as CCN #73; this will combine CCN #71 & CCN #72).
- 38.6.57 • **Front side (facing street) to be blanked off.**
- 38.6.57 • **ID to review with WPS.**
- 38.6.57 • **GRC to provide sketch for steeper pitched roof.**

Action: ID / GRC

45.2 LIFE SAFETY INTEGRATION

- 45.2.46 • CP has scheduled a dry run of systems for February 15, 2014. (Tentative, may slide by a week or 2).
- 45.2.47 • Delayed; CP to confirm with McCaine.
- 45.2.48 • Tentatively set for end of February 2014.
- 45.2.49 • Rescheduled tentatively (pending review of McCaine schedule by CP) to week of March 24, 2014.
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- 45.2.51 • To be discussed at meeting today (March 17, 2014).
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- 45.2.52 • Does not affect substantial/100% completion dates.
- 45.2.53 • ABa advised that CP needs to apply to CoW for City review of life safety testing (2 weeks’ notice is required).
- 45.2.54 • Dry run test indicated that some of the devices on the tower side have levels that are too low. These will need to be addressed by CoW.
- 45.2.54 • CP estimate of date for life and safety testing is end of June. Dry runs ongoing as work progresses.
- 45.2.56 • Dry run set for June 10, 2014.
- 45.2.56 • Final run set for June 24/25, 2014.
- 45.2.56 • Elevators 4 & 5 to be online June 13, 2014.
- 45.2.57 • **Life Safety was passed on July 29, 2014.**

- 45.2.57 • **CPU alarms to be reprogrammed after occupancy (SI #216).**

Action: Info

46.1 **PH ROOFS VEGETATION**

- WPS expressed concern of vegetation on the 2 PH roofs. ABa claims it is not in CP contract.
- GRC/AAR to review POR and contract and advise.
- 46.1.47 • PP&D to review penthouse/stair roofs and assess.
- 46.1.48 • CP to review and assess condition of penthouse roofs.
- 46.1.52 • Roof on elevator machine room has been replaced.
- 46.1.53 • CP is monitoring roof.
- 46.1.54 • To date there are no leaks.
- 46.1.56 • Penthouse floor needs to be sealed/epoxy sealed.
- 46.1.56 • Drains need to be repaired.
- 46.1.57 • **Floor still needs to be sealed.**

Action: CoW

47.1 **WAY FINDING / SIGNAGE**

- Require a consultant.
- To be reviewed with PP&D (ID).
- Required urgently for occupancy.
- 47.1.48 • CP is required to provide occupancy signage (stairways, washrooms, exits).
- 47.1.48 • ID to review with independent consultant (In-Sign??).
- 47.1.50 • WPS reviewing with CoW.
- 47.1.50 • Ongoing.
- 47.1.54 • Carry.

Action: ID / WPS / CP

48.2 **EXTERIOR SIGNAGE**

- CP to forward cost to ID for review.
- Agreement with Manitoba Hydro to use power from existing light pole to be confirmed.
- 48.2.49 • Meeting 36 on July 9, 2012; CP estimated cost at ± \$100,000.00 + Electrical ± \$95,000.00.
- 48.2.49 • Meeting 42 on October 8, 2013; closed by OA.
- 48.2.49 • CP to provide cost summary as submitted to OA (~ August/September 2013).
- 48.2.50 • CP stated that if CoW wants CP to do the exterior signage, it will be done after substantial completion and under a different contract.
- 48.2.54 • AA is recommending signage off the building, not free-standing, as previously designed. Meeting to be schedule with sign manufacturer.
- 48.2.55 • GRC to forward original design documents to AA.
- 48.2.57 • **Curtain wall is not designed to provide back-up for signage.**
- 48.2.57 • **Roof structure (window washing beams) will NOT support the roof sign. Structural modifications would be required.**

Action: WPS / AA / GRC

48.3

CONTROLS

- POR asks for number of points to Metisys panel.
- McCaine (BSD) to review (RFI #154).
- How many points going to 510 Main Street for monitoring?
- N3 to review.
- Meeting required with N3/McCaine/BSD.
- City of Winnipeg (Christine Corbett).
- AAR to review with N3 ASAP.
- 48.3.49 • N3 to confirm location of station in main floor mechanical room.
- 48.3.50 • SI #314 issued February 25, 2014.
- 48.3.51 • N3 to confirm is UPS is included in points of control. N3 to coordinate with BDS.
- 48.3.52 • Panel provided can communicate with central control.
- 48.3.52 • ABa is coordinating with Glen Snider.
- 48.3.52 • Johnson Control Board being used.
- 48.3.52 • IC to coordinate.
- 48.3.53 • Distech System installed by BSD must link to Metasys System at central control at City Hall as noted in the POR.
- 48.3.53 • CP (BSD) to coordinate with Municipal Accommodations (MA) (Glen Snider).
- 48.3.54 • Meeting was held with all parties. A list of all points being provided was given to ID last Thursday. CoW to review and advise.
- 48.3.55 • MA has reviewed.
- 48.3.55 • Concern with graphical interface.
- 48.3.55 • ID to follow up with MA.
- 48.3.56 • N3 reviewing with McCaine and will respond to ID's email.
- 48.3.56 • CP has Controls Contractor committed to working with MA.
- 48.3.57 • **On-going.**

Action: CoW

48.5

REPLACEMENT MATERIALS

- After project completion, generally 2% is left.
- CP advised more carpet tiles (ceiling tiles, paint, raised flooring).
- GRC to provide list.
- 48.5.54 • Carry
- 48.5.57 • **GRC has completed and will send list to CP and AA.**

Action: GRC

50.3

VEHICLE SERVICES & RACKING AREA LIGHTING

- N3 to review lighting with respect to revised/updated layouts.
- 50.3.51 • ECU area / forensic / vehicle service.
- 50.3.51 • Only service bay area left to be resolved.
- 50.3.52 • McCaine to mock-up a bay for WPS review.
- 50.3.54 • One bay left to be done; McCaine to do this week or next.
- 50.3.55 • WPS still waiting for notification from McCaine.
- 50.3.56 • McCaine has provided lighting.
- 50.3.56 • WPS to review today (May 22, 2014).

Action: Closed

51.1 **FREEZER PACKAGES**

- CP to provide complete pricing (including compressors) to ID for review.
- 51.1.52 • Original quote for \$86K was panels only. Now reduced to \$65K.
- 51.1.52 • Compressor package \$57K to \$62K.
- 51.1.52 • Total price ± \$120K.
- 51.1.52 • AA requires confirmation that freezers are alarmed for temperature issues.
- 51.1.53 • Freezer panels are being installed.
- 51.1.53 • ID to provide sign-off for controls.
- 51.1.54 • Controls are on site and installed. Remote controls are being provided, but are not controlled through BAS system.
- 51.1.55 • CP has been in contact with Wes-Man and will be providing a control through the BAS system.

Action: Closed

51.3 **EXISTING CPC BOXES ON NORTH SIDE**

- CP to fill in with concrete and insulation.
- GRC requested a membrane be put in.
- 51.3.52 • To be reviewed in the Spring.
- 51.3.54 • To be reviewed on site.
- 51.3.55 • GRC to issue an SI.
- 51.3.57 • **SI issued; CP to provide price to ID for review.**

Action: CP / GRC

51.4 **EXISTING PODIUM AT NORTH SIDE**

- Leak at north-west side.
- CP to review and advise CoW of repair work required.
- 51.4.53 • \$12,400.000 cost estimate (does not include concrete work).
- 51.4.53 • ID to review with MA and advise CP if/when to proceed.
- 51.4.54 • Carry.
- 51.4.56 • MA will repair/seal leak.
- 51.4.56 • CoW will repair sidewalk (Phase 2).

Action: Closed

52.6 **ELECTRICAL BOXES/PANELS**

- WPS is concerned with the location of some electrical boxes/panels next to work stations.
- GRC to review.
- 52.6.54/55 • AA stated that you cannot have electrical panels within the 911 room. They (outside workers) cannot overhear the calls. To be reviewed on site. (AA to review with GRC)
- 52.6.54 • Polygraph room on 3rd floor is an issue.
- 52.6.54 • GRC to review and provide detail of millwork option.
- 52.6.57 • **GRC issued detail to ID.**

Action: Closed

52.10 **CPU SERVICE COUNTER PLATFORM**

- Step up platform does not meet Building Code.
- WPS to provide letter/memo stating security reasons for having step-up.

- 52.10.54 • GL/AA to provide letter.
- 52.10.55 • Letter from WPS received.
- 52.10.55 • Judy Jeske (MH) to issue a response.
- 52.10.56 • Awaiting Cow plans review response (tentatively accepted).

Action: Closed

53.1 **INCIDENT REPORTS**

- ID requires CP to provide all incident reports.
 - Fuel spillage on roof.
 - Water leaks/damage.
- 53.1.55 ○ UPS “explosion”.
- 53.1.54 • ID still awaiting report for fuel spillage; CP to expedite.
- 53.1.56 • CP responsible for first \$50K.
- 53.1.56 • CoW needs to be apprised of repairs and review.
- 53.1.56 • CP to advise IC.

Action: Closed

53.5 **FURNITURE AT 4TH FLOOR**

- Needs to be pulled away from windows.
- WPS to review.
- GRC to issue SI.
- 53.5.54 • GRC to review.
- 53.5.56 • GRC has sent and information package to Troy and Judy.
- 53.5.56 • Awaiting response.
- 53.5.57 • **Baffles added.**

Action: Closed

54.1 **TOWER FUME ISSUE**

- Issue with the exhaust air from Ident entering the air intake louvre; review on site with GRC/AA.
- 54.1.56 • AAR/GRC to review with N3 for possible solution.
- 54.1.56 • Not in CP contract.

Action: GRC / AA

54.4 **MAIN LOBBY**

- GL needs to know when Aba requires the plaques and memorial plaques to be brought over.
- 54.4.55 • Main level work station to be relocated. GL to review with GRC. (SI has been issued)
- 54.4.56 • Plaques to be delivered May 28, 2014.

Action: Closed

54.5 **LEVEL 2 EXIT**

- Walk-through issue from last week at 2nd floor; wondering about the door swing and pull station; GRC to issue a response.
- 54.5.56 • WPS concerned with stability of center mullion.
- 54.5.56 • GRC to issue an SI to weld mullion in place.

- 54.5.57 • **Deficiency fixed.**

Action: Closed

54.7 **LEVEL P1 Ramp**

- P1 level overhead doors; ramp at each side of overhead door required to be level 2' beyond the side of the opening before it tapers down.
- 54.4.55 • Not an issued for door installation.
- 54.4.56 • GRC to review with Wallace & Wallace.
- 54.4.57 • **Not an issue for installation.**

Action: Closed

55.2 **4TH FLOOR WORK STATIONS UNDER BULKHEAD ALONG GRID O**

- Surface lighting required.
- To be reviewed by AA/GRC.
- 55.2.56 • CP reviewing with McCaine on possible lighting solutions.
- 55.2.57 • **Wall lighting is possible.**
- 55.2.57 • **ID to review with WPS.**

Action: Closed

55.4 **COOLING OF POP/COM ROOMS**

- AA concerned with heat retention in these server rooms.
- N3 to review venting/cooling.
- **N3 issued response on July 20, 2014.**

Action: Closed

55.5 **SAPPHIRE SUPPRESSION SYSTEM IN SERVER ROOMS/AND 911 COM CENTRE**

- AA concerned with security/access.
- AA to review.

Action: AA

56.1 **PENTHOUSE FLOOR**

- New drains being installed.
- Impacts north end of WPS space (grids L to P); access required.
- CP requires insurance certificates from Contractor.
- 56.1.57 • **See Item 46.1.**

Action: Closed

56.3 **DEFICIENCY LIST**

- To be coordinated between GRC/IC/HH.

Action: Info

56.4 **SIDEWALK**

- ID informed CP that the sidewalk restoration is on schedule (end of June/early July).
- Security issue around perimeter needs to be resolved before sidewalk can be repaired.

Action: Info

56.5 **PATCH CABLES**

- AAR to review with N3.
- Additional patch cable summary has been forwarded to McCaine for their review and comments.

- 56.1.57 • **AE to forward summary to AA.**

Action: CP

57.1 **GYM FLOOR LINES**

- CP will do after 5th floor is “closed” to construction.

Action: Info

57.2 **POWER/DRAINAGE FOR CAR WASH**

- To be reviewed with POR.

Action: Info

57.3 **MAIL ENVELOPE CHUTE**

- GRC to issue an SI for CP to price.

Action: GRC

57.4 **SECURITY MESH**

- Public area washroom.
- GRC to review.

Action: GRC

57.5 **EXTERIOR POWER PLUGS**

- GRC to review security cover requirements and options with N3.

Action: GRC / N3

57.6 **TRAINING FOR SERVER ROOM/IT ROOMS**

- WPS requesting orientation/training for various systems.
- AE will review.

Action: CP

57.7**DEFICIENCIES**

- AAR/GRC compiling deficiency list.
- AAR/GRC will retain “cost for fixing/remediating deficiencies” from final payment certificate.

Action: Info**57.8****SITE ACCESS**

- CP is requesting that WPS restrict access to the site as much as possible.

Action: Info**NEXT MEETING**

- No meetings scheduled.

Action: All / AAR**Supplemental****S1.2****BUILDING PERMIT STATUS**

- Structural Permit - May 2, 2012
 - Receipt received.
- S1.2.18 ○ Structural Permit to be approved by October 26, 2012.
- S1.2.18 ○ CP to Pick-up.
 - Building Permit - submitted June 15, 2012
 - 100% design complete and fully coordinated Architectural, Structural, Mechanical and Electrical drawings and specifications.
 - Follow-up meeting with City of Winnipeg (Sara Ciaflone) set-up for Wednesday, June 20, 2012.
 - Drawings re-submitted for Building Permit on July 24, 2012.
 - S1.2.18 ○ Email confirmation received from City of Winnipeg (Sara Ciaflone) stating acceptance in principal with Morrison Hershfield Code Report.
- S1.2.26 • Meeting request received from City of Winnipeg (Sara Ciaflone) to review architectural comments. Set for Wednesday, February 21, 2013 at 3pm.
- S1.2.29 • Meeting schedules with Judy Redmond and Sara Ciaflone on Wednesday, April 3, 2013.
- S1.2.37 • Sign off received for architectural, structural, mechanical and electrical.
- S1.2.37 • Awaiting sign-off from UDAC for issuance of full permit.
- S1.2.38 • City of Winnipeg advised that full building permit has been issued (confirmed by Sara Ciaflone on August 8, 2013).
- S1.2.40 • CP picked up Building Permit.
- S1.2.40 • “Red Line” drawings were picked up by RB, but were returned as the “Red Line” comments were not noted on the drawings. Sara hopes to have drawings returned by this Friday.

Action: Info