

**MUNICIPAL OFFICE BUILDING COMMITTEE
MEETING AGENDA
APRIL 8, 2016 AT 1:00 P.M.
CLAR-MILL FIRE HALL UPSTAIRS MEETING ROOM
6648 ROAD 506, PLEVNA, ONTARIO**

- 1. CALL TO ORDER**
- 2. APPROVAL OF AGENDA**
- 3. DISCLOSURES OF PECUNIARY INTEREST AND GENERAL NATURE THEREOF**
- 4. DELEGATIONS**
 - a) Larry Gaines, Architect – Draft Layout of Proposed Addition and Renovations.
- 5. APPROVAL OF THE MINUTES**
 - a) Minutes of the Inaugural Meeting of the Municipal Office Building Committee dated March 11, 2016 (Approved in Principle by the Committee via email and provided to Council for consideration at the April 8, 2016 Council Meeting).
- 6. BUSINESS ARISING OUT OF THE MINUTES**
 - a) Manager of Community Development – Verbal Update on Designated Substance Report;
 - b) Treasurer – Cost Estimates for Furniture, Audio and Visual Equipment for New Council Chambers;
 - c) Chief Building Official – Verbal Update Public Health’s Comment’s on Existing Septic System and if an Upgrade is required for the Proposed Addition.
- 7. COMMUNICATIONS**

None
- 8. ADMINISTRATIVE REPORTS**

None
- 9. MOTIONS, WRITTEN NOTICE OF WHICH HAS BEEN GIVEN**

None
- 10. GIVING NOTICE OF MOTION**

None

11. PUBLIC FORUM

None

12. CLOSED SESSION

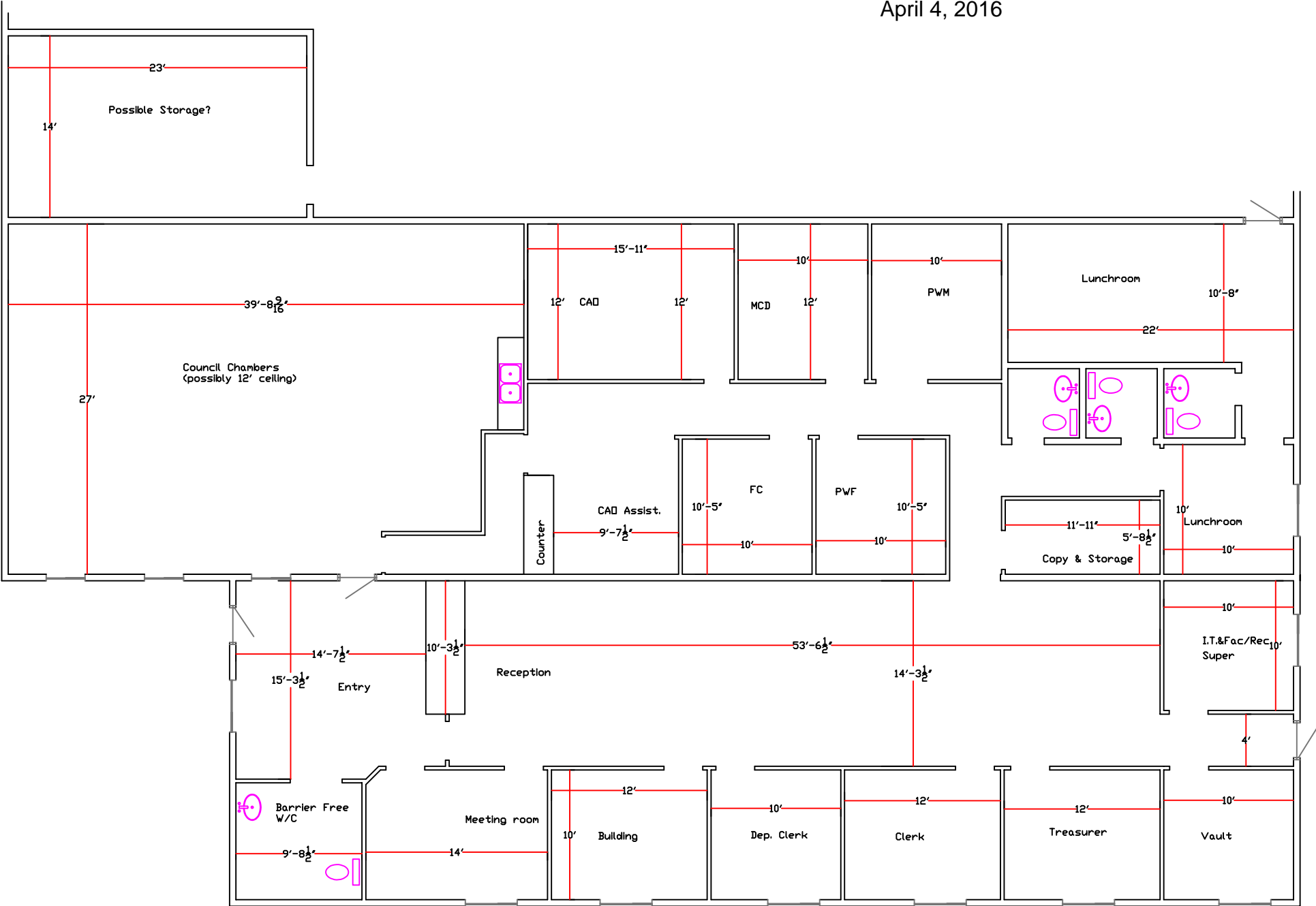
None

13. RISE AND REPORT

(Overview of the Closed Session by the Committee Chair)

14. ADJOURNMENT

Draft Layout
Prepared by Jeremy Nevens, CBO
April 4, 2016



From: Kelly Watkins
Sent: April-04-16 3:02 PM
To: Cheryl Robson <CAO@northfrontenac.ca>; Jeremy Neven, CBCO
<cbo@northfrontenac.ca>
Subject: RE: Municipal Office Building Committee - Concept Design and New Council Chambers furnishings

Good Afternoon,

I was unable to locate any information collected by Evan Sepa previously. As it was probably a few years ago the info may not be current.

AUDIO/VISUAL

I contacted David Millard, Manager of Information Systems at the County of Frontenac for information regarding audio/visual equipment for a new Council chambers. He has provided me with the following estimates. As we would be building a new Council Chambers for accessibility compliance we would be required to have a speaker system as a minimum.

Wired Council Discussion Unit (12 units)	=	\$27,507.00
OR		
Wireless Council Discussion Unit (12 units)	=	\$31,975.00

Both units include the following items

- 2 Motorized Projection Screens
- 2 Multimedia projectors
- Projector ceiling mounts
- Equipment Rack 19"
- Video matrix switch
- Audio amplifier
- Wireless microphone
- Audio mixer
- 4 Ceiling mount speakers
- Dedicated computer (rack mounted)
- Estimated cost does not including electrical and wiring

DESK UNITS

I have requested a preliminary estimate for desks from the same company that provided the current desks in the Municipal Office. I have requested a price for 10 individual desk units and 3 double desk units. Once a floor plan has been confirmed and more details about the Council Chambers is confirmed, I can obtain another quote. I received a quote of approximately \$8,000 which is based on the desk in the attached brochure. There are cheaper options and more expensive options.

Items that will change the price and style:

- will there be power to the desks or will we run extension cords to a central power supply?
- will the desks be in a permanent configuration or would we like to be able to move them around if necessary?

The price of \$8,000 received is for the following:

Individual desk units - 7 Council
1 CAO
1 Clerk
1 Media/Frontenac News

Double Desk Units - 1 Delegation
2 Managers (2 managers at each desk)

I have not included any pricing for chairs.

Thank you,
Kelly Watkins
Treasurer



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Junction is an affordable solution for boardroom, classroom and presentation room applications. A shared leg configuration provides more legroom. Freestanding configurations are also possible by adding legs, allowing worksurfaces to be easily reconfigured while providing flexibility for changing classroom and boardroom environments.

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A shared leg configuration provides more legroom and decreases the overall costs.



Options include: Modesty Panel with integrated wire trough and / or large Electrical Manager.



Glides are standard, casters are optional.



Optional Power/Data Module.

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Table top designs



Rectangular



Half Round



Trapezoid



Keystone

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Front cover and page 3 (bottom): JNRU2466 in White (WHT) laminate and JNLEG24 legs in Tungsten (TU2).
Page 2: JNRU2472 and JN5S2424 in Winter Cherry (WCR) laminate and JNLEG24 legs in Tungsten (TU2).
Page 3 (top): JNRU2460 in White (WHT) laminate and JNLEG24 legs in Black (BLK).
Back cover: JNR2448 and JNHF2454 in Constellation Vanilla (CSV) laminate and JNLEG24 legs in Tungsten (TU2).

Chairs shown on front cover, page 2 and 3 are Roma with Winter Grey (WG) Mesh Back and Momentum Ace Tuxedo upholstered seat. Chairs shown on back are Global Accord upholstered in Allante A33E Espresso.



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