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POUR TOUS

## PROJECT BRIEF

Project: 550-2-341-3812

### Redevelopment and Extension of the RMHC

*RMHC (Regional Mental Health Centre)*

ARCHAMBAULT INSTITUTION, STE-ANNE-DES-PLAINES, QUEBEC

Consultant Copy

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## 1. Introduction and scope of work

### A. Performance

#### a.1. Regional Mental Health Centre (RMHC)

##### 1) Extension ( Zone 1, ref. drawing AC-03). The extension will include:

- A new ground floor (approx. 500 m<sup>2</sup>)
- A first floor (approx. 250 m<sup>2</sup>)
- Mechanical Room (approx. 60 m<sup>2</sup>)

The concept must allow for the extension of the ground floor to be used in the future to provide services to offenders with mental disorders. In the future, the ground floor currently being expanded will become accessible to employees and escorted inmates. The future agora will have a control post with an officer on duty. The Consultant will present two options for the location of the future post.

The institution security authority will approve the final location. The future control post will monitor access to the agora, the elevator, the first-floor stairs and the main hallways (ref. drawing AC-06). The design and construction plans for the control post are not included in the contract.

The extension of Zone 1 may require the relocation of the security fence, which currently runs along the maintenance road of the facility; in that case, the relocation of the road, playing fields and lights affected by the extension (ref. drawing AC-05) will be part of the documents produced by the Consultant. The security fence does not require a detection system. The criteria used by CSC for fences and barriers will be in accordance with "Technical Criteria Correctional Institutions."

However, the Consultant must carefully study the concept for the extension of the ground floor (approx. 500 m<sup>2</sup>) to avoid having to relocate the service road, playing fields or the fence that runs along the service road if possible.

##### 2) Partial redevelopment of the existing premises, approx. 95 m<sup>2</sup> (Zone 2, ref. drawing AC-03).

#### a.2. Auxiliary work affected by the extension (ref. drawing AC-05):

- 1) Relocation of the water intake line V-648 T: 63,21;
- 2) Redevelopment and addition to the existing maintenance road of the facility;
- 3) Addition of a new barrier to the existing security fence;
- 4) Addition of a new security fence and a new barrier;
- 5) Demolition and removal of V-4 trailer;
- 6) Removal, reuse and relocation of V-3 trailer next to the outside wall of building "T," yard "L";
- 7) Once V-3 trailer has been relocated, add and finish the roof and wall on the end of the trailer;
- 8) Cut off, close up and remove trailer services from the site and clean up the landscaping upon completion of the work.

### B. Details

#### B.1. Current situation

The RMHC is a medium-security facility (please note that the medium-security requirements set out in "Technical Criteria Correctional Institutions" apply to the project) and an important part of the Archambault Institution. Site access will be subject to facility security requirements and working hours. CSC (Correctional Service Canada) will hire commissionaires to monitor the control post and the site itself. A heated trailer with a power supply is required for the commissionaires.

## B.2. General concept

### Approximate areas

- Partial redevelopment of the ground floor approx. 95 m<sup>2</sup>
- Extension of the ground floor approx. 500 m<sup>2</sup>
- Extension first floor approx. 250 m<sup>2</sup>
- Extension Mechanical Room approx. 60 m<sup>2</sup> (partial basement or ground floor)

Please note that actual areas will be determined in the design option that the Consultant will develop.

The Consultant shall develop **three options** for the extension:

- New two-floor building (ground floor and first floor)
- New one-floor building (ground floor only)
- New building with or without modifications to existing fences.

Environmental considerations shall be applied to each option.

Each option shall include a construction cost estimate breakdown. The Consultant shall hire a certified external firm specializing in institutional construction projects for the cost estimate.

### Cost breakdown

The cost breakdowns for the construction work for each option shall include:

1. Relocation of fences, roads, playing fields, landscaping and footpaths.
2. New security fence with barriers and new lights.
3. Demolition and removal of existing underground services depending on the footprint of the extension. Plan for underground service bypasses where necessary. All existing underground services must be identified in the plans.
4. Upgrading of service connection points in the current building to accommodate the extension and all other costs associated with redevelopment and demolition work.
5. New ventilation system for the extension. The new ventilation system will be completely independent of the existing systems. If certain systems have to be connected to the existing building systems, the Consultant is responsible for determining where connections are compatible between the existing and new systems.
6. A heat saving system for the extension via a ventilated thermal panel. The Consultant shall evaluate this option and make a recommendation.
7. Demolition and removal of trailers, temporary site security fence, temporary internal and external security partitions. Some partitions must be vandalism- and fire-resistant, and must be set up from slab to slab.
8. Addition of permanent surveillance cameras, as well as temporary surveillance cameras during construction, which will be connected to the existing system (ref. drawing AC-02).
9. Addition of a multiplex surveillance monitor for the permanent closed-circuit surveillance cameras (video) at the existing guard post, which is adjacent to control post A (ref. drawing AC-02).
10. Addition of a new archive system with a capacity of approximately 600 files.
11. Addition of a temporary independent surveillance system for escape detection, connected to the guard post indicated in drawing AC-02, on top of the roof of the existing building A and for the permanent and/or temporary fences enclosing the site.

### Design options

Each design option shall include an analysis of its advantages and disadvantages, along with recommendations and an estimated budget. Plans, elevations, cross sections and perspectives in AutoCAD 2011 shall be required for each option.

The Consultant shall present to the RMHC and Archambault administrations a presentation with images (walk-through, stills) in AutoCAD 2011 for the design option selected. The walk-through may be produced using software other than AutoCAD. The presentation in AutoCAD 2011 will show fields of view from existing hallways and those included in the extension. The presentation will also show fields of view at the future location of the control post from the agora to the main entrance to the extension, hallways, stairs and elevator, as well as the maintenance access hall. The hall will serve both as an emergency exit and basement maintenance access for the institution.

### Schedule and areas

The schedule and table of areas are appended.

Renovation, refurbishment and readjustment work will be required for the existing facilities.

The goal is to obtain a coherent final product.

### B.3. Project phases and aspects of the extension structure

The project is divided into two phases: Zone 1 and Zone 2 (ref. appended drawings).

#### Phases

##### Zone 1

(Phase 1 of work)

- a. Performance of the extension construction work (ref. drawing AC-03 Zone 1, identified in cyan);
- b. Inspection;
- c. Putting into operation;
- d. Final acceptance of extension;
- e. Occupation of extension by users.

##### Zone 2

(Phase 2 of work, cannot begin until Phase 1 has been completed, inspected, accepted and occupied for facility use)

- a. Refurbishment of existing facilities (ref. drawing AC-02 rooms 140B, 131 and 128, 130, 132, 134, 138 identified in purple);
- b. Inspection;
- c. Putting into operation;
- e. Occupation of renovated facilities by users;
- f. Demolition and removal of building V-4;
- g. Removal and reuse of trailer V-3.

### Zone 1 Site preparation and construction of extension

#### 1. Stage 1 A, site preparation (ref. drawings AC-02)

- Relocate existing fences, playing fields, roads and lights affected by the extension.
- Move underground services.
- Add temporary surveillance and escape detection systems, on top of the roof of the existing building A and for site fences. These systems will be connected to control post A.
- Install a strong, secure site fence and plan for temporary services for construction trailers.
- Build a safe temporary winter shelter to protect the exits of the existing gymnasium.

The temporary shelter will protect and separate the gymnasium exit doors from the construction site.

Construct a secure chain-link fence to direct inmates exiting the gymnasium emergency exit doors toward the existing yard, which faces building A. Once outside the gymnasium, inmates shall not have access to and/or approach the site. Chain-link fences shall not allow for physical contact between inmates outside building A and workers on the site. Some fences on the site shall be plywood to prevent visual contact between inmates outside building A and workers on the site. The type of fence – i.e. chain-link or plywood – shall be determined by facility security based on the plans developed by the Consultant. To that end, meetings shall be held with the Design Coordinator, the facility security representative and the Consultant.

2. Stage 1 B, *construction of Zone 1 (ref. drawings AC-02 and AC-03)*

At the boundary indicated in the drawing between Zone 1 and 2, block access to the existing building with a temporary work site door. The secure partition for the temporary door shall be built with metal posts, reinforced with a layer of plywood and finished with fire-retardant gypsum board. The temporary door shall be heavy duty, with security hardware in accordance with "Technical Criteria Correctional Institutions," and connected to the control post alarm system. The temporary door will serve to connect the existing ground floor and the new extension. Only workers, commissioners and corrections officers will have access to areas where work is being performed.

Once the work in Zone 1 has been completed and the building systems have been put into operation and calibrated, the extension will be inspected and provisionally accepted. RMHC users will then permanently occupy the new facilities; only deficiencies that do not impact operations will remain for final acceptance. CSC will relocate personnel.

To enable employees to access their new facilities in Zone 1 from the gymnasium, plan for:

- a. An indoor access door between the gymnasium wall and the new Aboriginal room 112.
- b. A second secure lockable door connected to the alarm system between the new Aboriginal room 112 and space 116 of the agora. This second door shall be removed and the wall filled in and restored upon completion of the work in Zone 2.

## **Zone 2 Redevelopment of the existing building**

Zone 2 shall be divided into two stages:

1. Stage 2-A (*ref. drawings AC-01, AC-02, AC-03 and AC-04*)

Work:

- Redevelopment of rooms 126, 128, 130, 132, 134 and 138 (*ref. drawing AC-01*);
- Permanent filling in of the wall with concrete blocks, insulation and internal and external finishing of the bay of the existing door 100B, which currently provides access to the trailers;
- Demolition and removal of building V-4;
- Removal, reuse and relocation of trailer V-3 at the exterior wall of building T in yard L (*ref. drawing AC-04*). The Consultant shall evaluate the condition of the trailer and validate procedures for removal, reuse and relocation.
- Once trailer V-3 has been demolished, rebuild the exterior surfaces of the roof and wall missing at the end of the trailer. Build foundations (similar to the existing foundations) near building T and put the trailer in that location (*ref. drawing AC-04*). Connection of services to the trailer in its new location is not part of this contract.

The redevelopment will require temporary heavy-duty indoor partitions (gypsum board, reinforced with a layer of plywood on metal posts, anti-dust assembly, slab to slab. Grating or steel bars may be used in the ceiling space). A major partition shall separate rooms 132, 128 and 126 (*ref. drawing AC-01*) in the work area from the rest of the facilities. The rest of the facilities must be kept functional for the duration of the work. Only workers, commissioners and corrections officers shall have access to the work site.

Workers shall access Zone 2 through the existing exterior gymnasium door. To that end, a heavy-duty temporary plywood partition with safety grating shall be erected up to the ceiling, dividing the gymnasium into two parts: one shall be used by workers and employees, and the other by inmates. Another option for separating the gymnasium is the existing accordion wall; the wall would have to be closed and secured with heavy-duty metal posts and the joints sealed against dust and contraband.

The Consultant shall discuss and present to the Project Authority detailed plans for the locations of the temporary partitions. The plans shall show various traffic that can be identified graphically in the drawings.

The Consultant shall submit a complete security strategy for approval by the facility administration. Three security coordination meetings shall be planned with the Design Coordinator, facility security head, facility administration

officer(s), Project Authority and employee/user representative. Plan for a two-week delay between approvals. Once the plans have been approved by CSC, they shall indicate in detail the locations and construction types of the temporary partitions. The temporary partitions shall be an integral part of the bid drawings and specifications.

2. Stage 2-B (*ref. drawings AC-01, AC-02 and AC-03*)

Work:

- Redevelopment of rooms 131 and 140A (*ref. drawing AC-01*);
- Renovation of washroom 135 (*ref. drawing AC-01*).

The redevelopment will require temporary heavy-duty indoor partitions (gypsum board, reinforced with a layer of plywood on metal posts, anti-dust assembly, slab to slab. Grating or steel bars may be used in the ceiling space). A major partition shall separate rooms 131 and 140B (*ref. drawing AC-01*) in the work area from the rest of the facilities. The rest of the facilities must be kept functional for the duration of the work. Only workers, commissionaires and corrections officers shall have access to the work site.

3. Execution of stages 2-A and 2-B in Zone 2:

Please note that, if the institution agrees, these two phases can be executed simultaneously.

Zone 1 extension structure

- 1- Like the existing structure, the new structure shall have a pile foundation. The Consultant shall plan for a geotechnical study and include the cost in its fee.
- 2- The new columns shall be at least one metre from the existing building, with an extension joint between the two buildings.
- 3- The height of the new building shall not cause significant snow accumulation on the existing building.
- 4- The ground floor and basement slabs shall be structural slabs on pile foundations, with appropriate anchoring for services below the slab.
- 5- The Consultant shall prepare a plan to manage excavated soil, including soil characterization, fill work with the excavated soil on the SADP site and disposal of B-C or higher contaminated soil off site.
- 6- Three options shall be evaluated for durability and cost for the construction of the exterior walls of the extension. No large-surface glass curtain walls shall be accepted for the ground floor. Each option shall be aesthetically appropriate for the existing buildings.

#### B.4. Security aspects

1. Existing guard post (*ref. drawing AC-01*)

The new closed-circuit television surveillance system for the extension and the access door leading to the extension shall be part of the guard post. A new touch screen for the closed-circuit television shall be added to the guard post.

2. Existing control post A (*ref. drawing AC-01*)

Please note that all remote controls for building access gates, fire alarms, emergency alarms, window alarms and public address systems shall be connected to control post A.

The new access door between the existing structure and the extension as well as all fire doors in the extension shall be connected to control post A.

Temporary surveillance functions for escape detection (*ref. drawing AC-03*) on top of the roof of building A shall be connected to existing control post A (*ref. drawing AC-02*).

3. Ensure continuity of security and services during construction

The following aspects require particular attention by the Consultant.



### 3.1. Security fences

The continuity and integrity of the fences shall be ensured 24 hours a day without interruption.

Detailed execution plans shall describe the phases and subphases of relocations, additions to existing fences and new fences. The Consultant shall develop these plans and submit them to facility security for discussion and adjustment.

Once the fences have been approved by CSC, they shall be part of the execution plans.

### 3.2. Service continuity

Use of underground or above-ground services, existing or relocated, shall be ensured 24 hours a day without interruption, hence the necessity of creating bypasses at certain phases of the work.

The Consultant shall develop execution plans to that effect, as well as a detailed schedule.

Once the execution plans and the schedule have been approved by CSC, they shall be part of the execution plans.

The information provided has been deemed sufficient to enable the Consultant to submit a proposal for a contract to:

1. Develop two design options during the design period with a class C estimate of the construction costs for each option. Develop the selected option for submission with a class A estimate of construction costs. PWGSC shall require a class B estimate following the Preliminary stage.
2. Design and develop the stages and substages of the project.
3. Design and develop working drawings and specifications for the redevelopment and extension. The Consultant shall have a minimum of six coordination meetings at the Archambault Institution with the Design Coordinator, project authorities, Archambault security and RMHC users.
4. Design and develop plans for office furniture, as well as layouts for the redeveloped existing structure and the extension. The furniture shall be shown in detail in a separate furniture plan. Requirements for power supply, IT files, office partitions, office equipment, filing cabinets and cabinets shall be shown in detail. The Consultant shall have two coordination meetings at the Archambault Institution with the Design Coordinator, project authorities and RMHC users.
5. Design and develop layout plans for the built-in furniture.
6. Research commercial archiving systems on rails and recommend based on cost/warranty versus functionality. Coordinate various types of file storage with users (volume, type of folder, folder box measurements, dimensions of cardboard file boxes, etc.). Design and develop layout plans for a mobile rail filing system with a capacity of 600 medical files.
7. Design and develop execution plans for underground services, connections to existing buildings for mechanical, electrical, telecommunications, security, etc., and for all other services, along with a detailed timeline for relocation and bypass work.
8. Design and develop internal fences and civil levelling and landscaping work associated with the project.
9. The Consultant shall ensure that plans and/or other documents provided by PWGSC and CSC reflect the reality of the site. In the event of contradictions and/or doubts, the Consultant shall conduct its own on-site surveys at its cost. The Consultant shall include an amount for surveys in its bid.
10. The Consultant shall be responsible for performing on-site exploratory tests at its cost. An allowance shall be granted for exploratory tests, billable upon presentation of supporting documentation.
11. Produce working drawings, specifications and a critical timeline for the project.
12. Monitor all construction phases of the project.
13. Provisional and final acceptance for each Zone and for the relocated trailer.

### **The construction work of this project shall be coordinated with the site and/or operations of building U.**

1. The project shall be carried out without interrupting or negatively affecting daily use of the existing buildings, particularly building A of the RMHC, during the institution's regular working hours, which shall be provided to the Consultant at the first project meeting. Please note that control post A is used 24 hours a day by corrections officers. Connections to this post shall be coordinated between the general contractor and the facility security head at exact times predetermined by the two parties.
2. Site noise and dust shall be kept to a minimum to avoid disturbing the inmates living in nearby buildings.
3. Roads used by the general contractor leading to the site shall be kept free of snow and construction debris.



The Consultant shall:

- Identify in the plans the underground and above-ground services that will be moved and/or relocated;
- Identify in the plans the new ground slopes and the groundwater evacuation system;
- Identify in the plans the passage(s) to be used by the Contractor for labour and construction material access;
- Identify in the plans the temporary security fences and the site fences;
- Identify in the plans the location of the trailer and temporary storage areas for construction materials;
- Identify in the plans the location of the crane on the site;
- Identify in the plans the location of all service connection points and all work associated with the services.

## 2. Schedule and table of areas

Appended.

## 3. Drawings

Appended.

## 4. Cost and timeline

The budget includes the cost of demolition, modifications to existing elements, redevelopment, extension, adjustments and additions to existing security fences and surveillance and detection systems, camera surveillance systems, landscaping, built-in furniture, filing system for the archive room, site services associated with the project, underground services to be relocated, costs associated with site setup, profits, administration and unforeseen aspects. It also includes the cost of preparatory work and temporary diversion work for security and underground services, as well as the cost of maintaining RMHC security during construction work.

The construction shall be completed in a maximum period of one year.

Project construction costs are estimated at \$4,500,000 (in constant 2013 dollars).

## 5. Considerations

The extension shall be congruent with existing structure. Design principles and construction systems shall comply with CSC standards. The project shall comply with the requirements of the *National Building Code* as well as all other applicable codes, laws, regulations and guidelines.

In other words:

1. The Consultant shall be responsible for developing plans for built-in and movable furniture in all rooms, as well as office equipment. The Consultant shall make lists for each room to show the location of equipment, sockets, computer equipment, movable furniture, built-in furniture, counters and washrooms.
2. All spaces and hallways shall be fully accessible to persons in wheelchairs.
3. Construction materials shall be selected in accordance with a medium security level.
4. Finishes shall be similar to building A, heavyduty, easy to maintain and economical.
5. Built-in furniture and cabinets shall be manufactured and installed by Corcan. The Consultant shall produce the design and construction details, and review and coordinate workshop drawings with the general contractor. Corcan shall work as a subcontractor for CSC.

## 6. Fire prevention

The project shall comply with the *National Building Code*, the *National Fire Code*, the Treasury Board Occupational Safety and Health manual and the Fire Marshal directives. The extension shall be protected by an independent sprinkler system. The new fire alarm system shall be perfectly compatible with the existing facility system. Information regarding the existing system shall be provided by the Archambault Institution Chief of Works at meetings.

## 7. Security

The interfaces of various systems (electricity, ducts, etc.) will require careful coordination, particularly when new systems are being connected to the existing facility systems. The Consultant shall verify the compatibility of new systems with existing systems. Connections to existing systems shall be designed and carried out in a manner that keeps service interruptions to a minimum. All service interruptions shall be authorized in advance by CSC.

**The Consultant shall employ an engineer specializing in electronic security systems.**

### **Security electronics requirements:**

- a) Public Address System – extend the existing system into the new area. A new announcement making point is required. Approximately 7 speaker locations 4 down, 3 up.
  - b) Access to the new extension to be key controlled.
  - c) No Cell Call System.
  - d) No Door Control System.
  - e) Personal Portable Alarm (PPA) – Archambault has a non-locating “Flash” PPA system. Coverage of the new extension is from receivers in the surrounding existing buildings, no new PPA receivers. The Institution shall require more PPAs due to the increase in the number of staff using the new building extension.
  - f) No Fixed Point Alarms.
  - g) Cameras: Central Corridor 128 should have 2 cameras.
  - h) Door alarms: Required on the Main Entry Door to the new extension and the Archive Room. Use triple bias door contacts on all monitored doors. Also add to any emergency exit doors.
  - i) Card Access System: Must not be used for the Main Entry Door to the extension, but may be deployed on the office doors within the extension.
- Use Standard ST0001R0E RADIO FREQUENCY IDENTIFICATION CARDS FOR FEDERAL CORRECTIONAL INSTITUTIONS for the cards. Cards will be supplied by Electronic Security Systems as Government Furnished Equipment.

## 8. Environmental considerations

- The following section contains the environmental considerations of the project. Please note that all mechanical systems shall be designed so as to comply with the objectives set out in CSC’s environmental commitments;
- The Consultant shall complete the CSC checklist for eco-friendly building design, propose recommended eco-friendly elements for this building type and function and calculate the total for the design recommended by the Consultant.

### 8.1. Solid waste reduction

- In the employee break and meeting room:  
The Consultant shall include recycling bins integrated into the built-in furniture (for cans, bottles, plastics and paper or cardboard).
- In the archive and medical file room:  
The Consultant shall plan a space near the shredder for a bin (360 litres) to collect recyclable paper.

### 8.2. Eco-friendly materials

To minimize the negative environmental impact of the work described in this statement, we ask that the Consultant take the following into account:

- Work stations shall be designed according to Corcan’s most recent catalogue. Workplace 2.0 standards shall apply.

- Design and material choices shall favour Canadian products.
- Use construction materials that require little to no maintenance and/or that do not need to be frequently replaced.
- Use products or types of equipment that do not contain chemical products that harm the ozone layer, do not use polychlorinated biphenyls (PCBs) or chloridofluorocarbons (CFCs) and limit the use of hydridochloridofluorocarbons (HCFCs).
- Use products that have been certified by a recognized agency and that have a low concentration of dangerous chemical substances (e.g. products bearing the Environmental Choice EcoLogo) or that comply with the certification criteria of the North American Free Trade Agreement (NAFTA).
- Use materials that do not contain formaldehyde or VOC (or that contain little) and that do not emit chemical products (or that emit little) for the interior surfaces of the building (e.g. ceiling finishes, wall finishes, paint and flooring).

### 8.3. Energy efficiency

- Design the building so that the energy consumption is equivalent to 1,000 MJ/m<sup>2</sup>/year. The Consultant shall provide a written report of its research and calculations.
- The Consultant shall evaluate the option of a ventilated thermal panel to save energy (separate option with cost details).
- Use compact fluorescent lights and ordinary small-diameter fluorescent lights (T-5, T-8 and T-10) and triphosphor coatings, as well as high-frequency ballasts.
- Favour indirect lighting (light reflection on surfaces such as ceilings, walls and floors).
- Reuse "lost" heat from exhaust air or condensate.

### 8.4. Water conservation

- Low-flow toilets and other wall fixtures will reduce the water demand without requiring users to change their behaviour. Faucet aerators shall have a maximum flow rate of 4 L/min, at 413 kPa; all shower heads shall have a maximum flow rate of 7.6 L/min, at 50 kPa; all toilets shall not consume more than 6.0 L/flush and shall respect CSA standards. Urinals shall have a maximum flow rate of 3.8 L/flush and be equipped with a manual spring valve.

## 9. Mechanical systems

All new mechanical systems, as well as existing systems being reused, shall be equipped with direct digital controls (DDCs), be connected to the existing facility system and be fully compatible with that system. "Compatible" in this case means that the systems use the same language, not a language that is only partially common to both.

All areas shall be air-conditioned (Zone 1 new system, Zone 2 existing systems to be modified).

## 10. Electricity

To meet CSC requirements for reduced energy consumption, advanced technologies will be required for the design, appliances, devices and equipment.

In other words:

- 1) Lighting equipment shall be energy efficient;
- 2) Systems shall be connected to existing energy sources;
- 3) Electrical, telephone, computer and fire safety distribution shall pass through lines both inside and outside the buildings;
- 4) CSC shall provide the Consultant with information on the types of cables to use for telephone and computer services at the existing control post.

## 11. Mechanical and electrical system spaces

The spaces required for mechanical and electrical systems shall be the required size according to the project needs.

## 12. Additional information sources

The information set out in this statement shall be supplemented by the following documents, which shall be provided to the primary Consultant:

- CSC environmental commitments;
- CSC "Technical Criteria Correctional Institutions";
- ST0001R0E\_Radio Frequency Identification Cards for Federal Correctional Institutions;
- Plans for existing services and buildings (the Consultant shall verify the accuracy of the drawings and information provided. The Consultant shall carry out the required surveys and verifications if required information is missing.)

## 13. Work documents and presentation

From the design stage to the working drawings, technical plans shall be produced in AutoCAD 2011, including "as-built" documents. All other documents shall be produced in Microsoft Word, Excel, Project and PowerPoint.

For each submission of RS progress reports, progress drawings and working drawings, the Consultant shall be required to submit drawings in AutoCAD 2011, along with an 11" x 17" certified copy in PDF format. Drawings may be submitted on A1 or A0, as well as all electronic file documents, along with electronic PDF and hard copy versions.

**CSC reserves the right, at any phase of the project, to ask the Consultant for electronic files of any drawing or document.**

The Consultant shall be required to make two presentations to the senior management of the establishment.

The CSC representative shall review and approve the concept prior to each presentation.

## APPENDIX – DRAWINGS

Drawing Number	Project Title: 341-3812 Redevelopment and Extension of the RMHC
AC-01	Existing ground floor
AC-02	Ground floor and first floor
AC-03	Ground floor, zones and accessibility
AC-04	Relocation of trailer V-3
AC-05	Site access
AC-06	Diagram of visual surveillance requirements from the agora
AC-07	Typical furniture for office spaces <i>(example only)</i>
AC-08	Mailboxes in the archive room <i>(example only)</i>
Photos	Photos of the existing RMHC site

**Please note that the numbering for the extension site and existing site in the appended drawings is temporary. Final numbering shall be set out during project development with facility officials. Final numbering shall follow the existing conventions for the buildings of the Archambault Institution.**

## APPENDIX – PROGRAM

**Projet 341-3812 Réaménagement et agrandissement du CRSM**  
Établissement Archambault, Québec  
**Zone 2, accessible aux employés et aux détenus escortés**  
**Réaménagement partiel du rez de chaussée existant**  
Programme avril 2013

**Projet 341-3812 Réaménagement et agrandissement du CRSM**  
Établissement Archambault, Québec  
**Zone 2, accessible aux employés et aux détenus escortés**  
**Réaménagement partiel du rez de chaussée existant**  
Programme avril 2013

**Projet 341-3812 Réaménagement et agrandissement du CRSM**  
Établissement Archambault, Québec  
**Zone 2, accessible aux employés et aux détenus escortés**  
**Réaménagement partiel du rez de chaussée existant**  
Programme avril 2013

**Projet 341-3812 Réaménagement et agrandissement du CRSM**  
Établissement Archambault, Québec  
**Zone 2, accessible aux employés et aux détenus escortés**  
**Réaménagement partiel du rez de chaussée existant**  
Programme avril 2013

**Projet 341-3812 Réaménagement et agrandissement du CRSM**  
Établissement Archambault, Québec  
**Zone 2, accessible aux employés et aux détenus escortés**  
**Réaménagement partiel du rez de chaussée existant**  
Programme avril 2013

<b>Numéro du local</b>	<b>Titre du local</b>	<b>Bat. Exist.</b>	<b>Remarques</b>	<b>Qt.</b>	<b>m 2 / Unité</b>	<b>m 2 / NET</b>
128	Couloir central			1	17,8	17,8
130	Salle de rencontres interdisciplinaires <i>Prévoir tableau de présentation, prises IT.</i>	X	Réaménagement de l'existant	1	15	15,0
131	Psychologue	X	Réaménagement de l'existant	1	9,5	9,5
132	Classe <i>Prévoir armoire d'entreposage verrouillable, charnière de type piano et quincaillerie sécuritaire avec tablettes ajustables de construction robuste.</i> <i>Prévoir le raccordement informatique des ordinateurs à un réseau interne spécifique à la classe, inclure une imprimante. Prévoir un tableaux servant aussi de surface pour projection.</i>	X	Réaménagement de l'existant	1	15	15,0
134	Salles des programmes <i>Prévoir le raccordement informatique des ordinateurs à un réseau interne spécifique à la salle, inclure une imprimante. Prévoir un tableaux servant aussi de surface pour projection.</i>	X	Réaménagement de l'existant	1	15	15,0
138	Rangement général	X	Réaménagement de l'existant	1	17,5	17,5
140B	Lingerie & nettoyage de l'équipement	X	Réaménagement de l'existant	1	7	7,0
	<b>Total approximatif à réaménager en m2</b>					<b>96,8</b>

**Projet 341-3812 Réaménagement et agrandissement du C.R.S.M**

Établissement Archambault, Québec.

**Zone 1, accessible uniquement aux employés**

**Agrandissement, rez de chaussée et sous-sol partiel**

Programme avril 2013

Numéro du local	Titre du local	Bureau fermé	Stations de travail	Cubicules	Qt	Unité m2	Total m2
100	Infirmière de liaison service mentale et Travailleur sociale	X			1	12	12
101	Infirmière de liaison service physique et Stagiaire	X			1	12	12
102	Psychiatre	X			1	10	10
103	ALC (Agent de libération conditionnel)	X			4	10	40
104	Bureau additionnel adapté	X			1	13	13
105	Coordonnateur Agrément et CR-04 (Commis support clérical)	X			1	14,5	14,5
106	Chef Adjoints Services Santé mentale <i>Prévoir une cloison séparatrice en gypse insonorisée dalle à dalle, entre ce local et celui des Psycho-éducateurs</i>		X		6	4,5	27
107	Psycho-éducateurs <i>Prévoir une cloison séparatrice en gypse insonorisée dalle à dalle, entre ce local celui des Chef Adjoints Services Santé mentale</i>		X		5	4,5	22,5
108	Éducateurs Spécialisés			X	4	1,5	6
109	Infirmières 1 B + Infirmières 2 C			X	10	1,5	15
110	Salle de rencontre et repos des employés <i>Prévoir comptoir à café avec prises de courant et lavabo. Cabineterie, étagère à Micro-onde et réfrigérateur.</i>				1	18	18



**Projet 341-3812 Réaménagement et agrandissement du C.R.S.M**

Établissement Archambault, Québec.

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Programme avril 2013

111	Salle de réunion et formation des employés <i>Prévoir le raccordement informatique des ordinateurs au réseau interne de l'établissement, inclure une imprimante. Prévoir un tableaux servant aussi de surface pour projection.</i>	1	18	18
112	Atelier de travail <i>Prévoir grand armoire d'entreposage, comptoir avec lavabo et cabinetterie verrouillable.</i>	1	20	20
113	Local des Autochtones <i>Prévoir rangement matériels et articles verrouillable. Pas de climatisation. Ventilation uniquement sans retour au système. Prévoir l'extraction de la fumée des cérémonies rituelles directement à travers un ventilateur réglable situé sur un mur extérieur.</i>	1	15	15
114	Salles de programmes Prévoir le raccordement informatique des ordinateurs à un réseau interne spécifique à la salle, inclure une imprimante. Prévoir un tableau servant aussi de surface pour projection. Prévoir armoire à rangement verrouillable, charnière type piano et quincaillerie sécuritaire avec tablettes ajustables de construction robuste.	1	15	15

**Projet 341-3812 Réaménagement et agrandissement du C.R.S.M**

Établissement Archambault, Québec.

**Zone 1, accessible uniquement aux employés**

**Agrandissement, rez de chaussée et sous-sol partiel**

Programme avril 2013

	<p><b><u>Salle des archives des dossiers médicaux:</u></b> a, Système d'entreposage de dossiers médicaux sur rails, d'une capacité de 600 dossiers. Manufacture et modèle à définir en collaboration avec l'administration du CRSM; b, Station de travail du Préposé des archives; c, Guichets de livraison/réception des dossiers médicaux avec grille de sécurité verrouillable et protection incendie; d, Photocopie/Fax, imprimante et déchiqueteuse; e, Ordinateur relié au réseau informatique de l'établissement, téléphone; f, Petit local pour Cassiers postaux (ref, dessin des cassiers postaux) <i>Note:</i> <i>Cette salle doit avoir une cloison périmétrique sécurisée composée de montants métalliques et planches de gypse renforcés d'une couche de contreplaqué. La cloison périmétrique sera de construction ignifuge résistante au feu de dalle à dalle.</i></p>						
115					1	40	40
116	Agora du foyer central de l'agrandissement				1	20	20

**Projet 341-3812 Réaménagement et agrandissement du C.R.S.M**

Établissement Archambault, Québec.

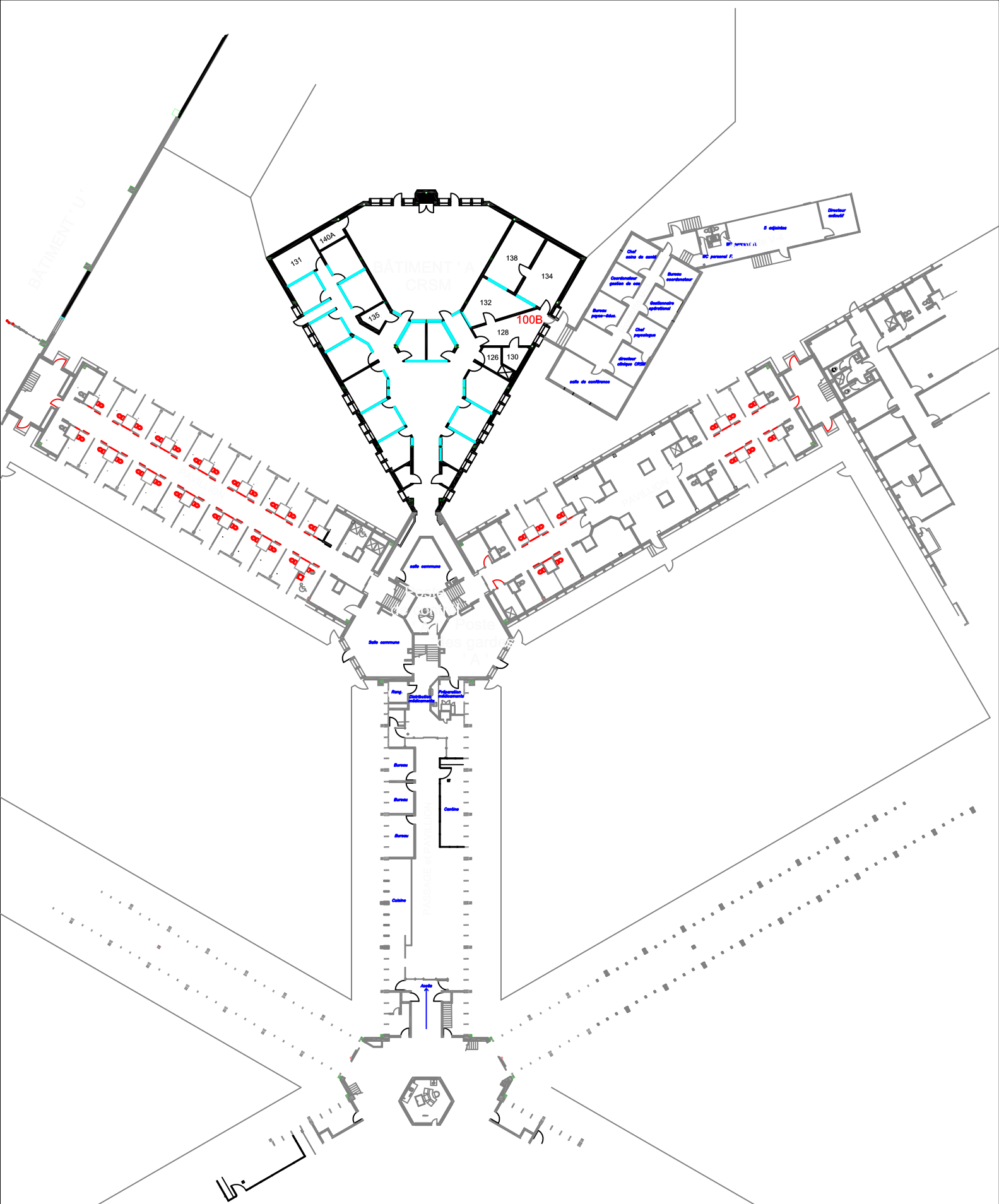
**Zone 1, accessible uniquement aux employés**

**Agrandissement, rez de chaussée et sous-sol partiel**

Programme avril 2013

117	Toilette Hommes Toilette Femmes Toilette adaptée Conciergerie				1	16	16
118	Escalier + Ascenseur <i>(Du sous-sol au premier étage)</i>				1	23	23
	Total Rez-de-chaussée net en m2						357
					Facteur	1,4	
				Total brut en m2			499,8
001	<b>Sous-sol partiellement excavé:</b> Entrepôt Général				1	18	18
002	<b>Sous-sol partiellement excavé:</b> Salle Méc, Système de gicleurs, Équipement de Ventilation/Climatisation Salle Élect, et autres services du bâtiment. <i>(La superficie finale sera déterminée selon les besoins des services du bâtiment lors du développement du projet)</i>				1	24	24
	Total Sous-sol net en m2						42
					Facteur	1,4	
				Total brut en m2			58,8

Projet 341-3812 Réaménagement et agrandissement du C.R.S.M Établissement Archambault, Québec <b>Zone 1, accessible uniquement aux employés</b> <i>(Possibilité d'ajouter un future deuxième étage)</i> <u><b>Agrandissement, premier étage</b></u> Programme avril 2013						
Numéro du local	Titre du local	Stations de travail	Bureau fermé	Qt	Unité m2	Total m2
200	Directeur du CRSM		X	1	14	14
201	Adjointe au Directeur du CRSM		X	1	10	10
202	Directeur clinique et CR-04 (Commis support clérical)		X	1	14,5	14,5
203	Chef Services santé mentale et CR-04 (Commis support clérical)		X	1	14,5	14,5
204	Chef Service Psychologie et CR-04 (Commis support clérical)		X	1	14,5	14,5
205	Coordonnateurs d'unité (Cinq Coordonnateurs + Un CR-04)	X		6	4,5	27
206	Chef Réadaptation et CR-04 (Commis support clérical)		X	1	14,5	14,5
207	Gestionnaire Opérations		X	1	10	10
208	Gestionnaire Évaluations		X	1	10	10
209	CR-04 du Gest. Opéra. et Gest. Éval.	X		1	6	6
210	Toilette Hommes + Femmes + Adaptée, Conciergerie, Télécom, Serveur			1	16	16
211	Escalier + Ascenseur			1	23	23
non applicable	Photocopieuse, Papeterie, Déchicteuse			1	4	4
		Total Premier étage net en m2				178
				Facteur	1,4	
		Total Premier étage brut en m2				249,2

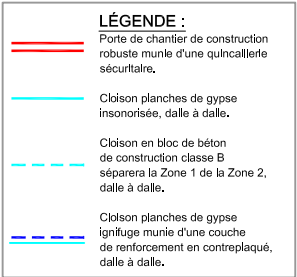
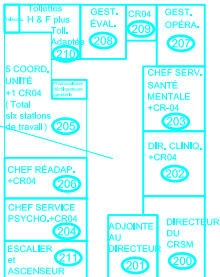


Projet 341-3812 Réaménagement et agrandissement du CRSM  
Établissement Archambault, Ste Anne des Plaines, Québec

Dessin AC - 01, CSC-AC, avril 2013  
Rez-de-chaussée existant  
Dessin pas à l'échelle

- 1, Relocalisation et réaménagement des :  
1.1, Clôtures;  
1.2, Chemins;  
1.3, Terrains de jeux;  
1.4, Luminaires.  
Uniquement affectés par l'agrandissement.

2 b, Agrandissement:  
Locaux et fonctions  
du premier étage



2 a, Agrandissement:  
Locaux et fonctions  
du rez-de-chaussée

NOTE:  
Méc. Elec. Unité de ventilation/climatization; Système de glorieux, autres équipements, et entrepôt général au sous-sol. Excavation partielle du sous-sol.

3, Réaménagement:  
Réaménagement des locaux existants

4, Démolition et évacuation:  
Démolir et évacuer la roulotte V-4

5, Évacuation et réutilisation:  
Évacuer la roulotte V-3 et la livrer à l'établissement pour réutilisation.

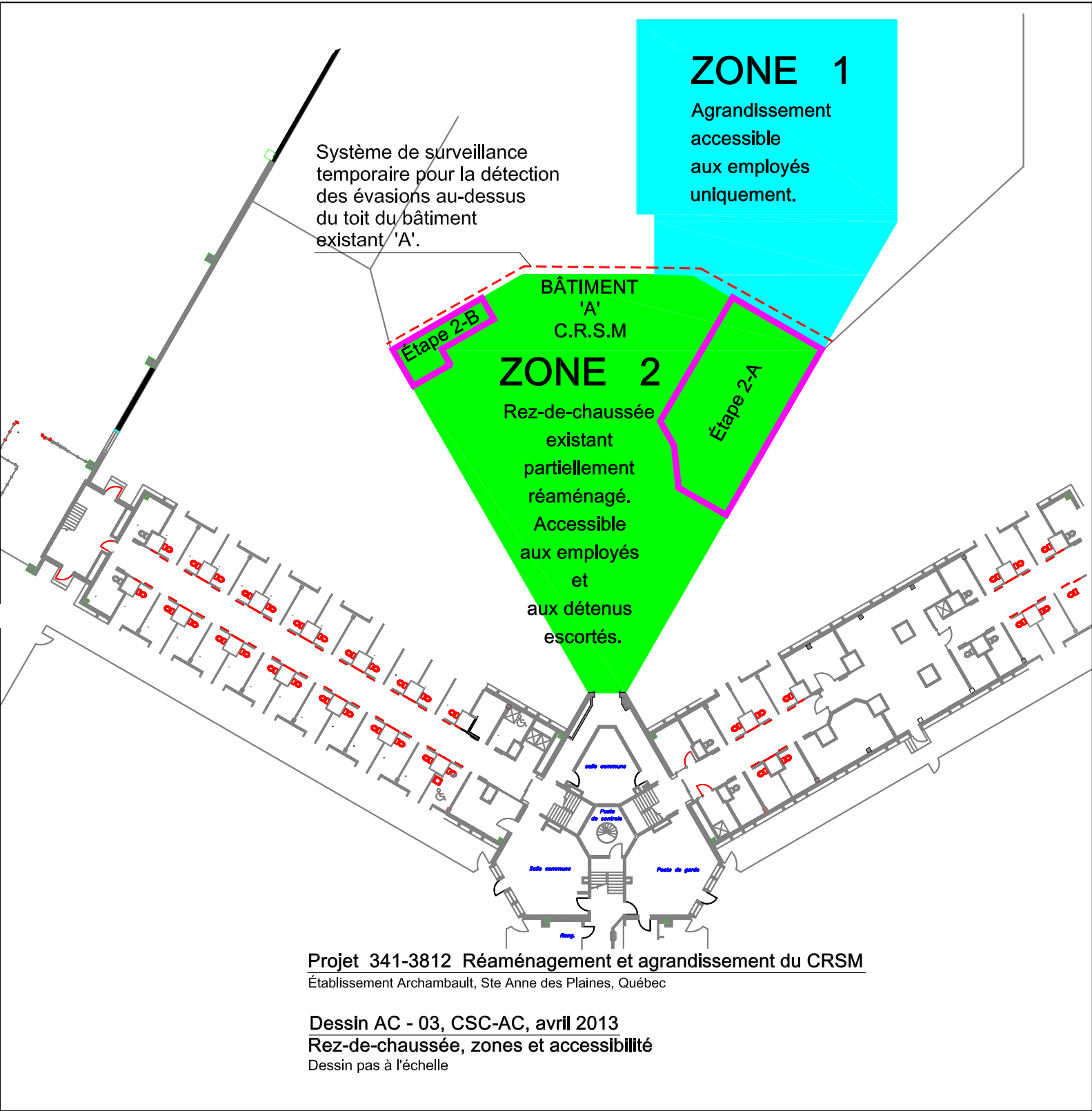
Travaux électroniques requis:  
Raccordement de l'alarme intrusion des portes de l'agrandissement à ce poste de contrôle

Travaux électroniques requis:  
Le nouveau moniteur vidéo pour la surveillance en circuit fermé du bâtiment 'A', sera localisé dans ce poste.

Projet 341-3812 Réaménagement et agrandissement du CRSM  
Établissement Archambault, Ste Anne des Plaines, Québec

Dessin AC - 02, CSC-AC, avril 2013  
Rez-de-chaussée et premier étage.

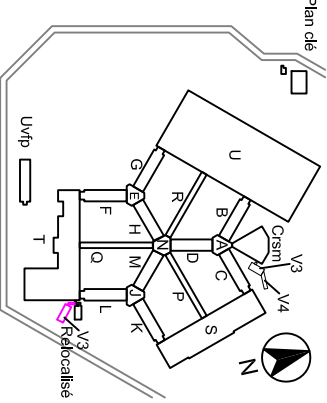
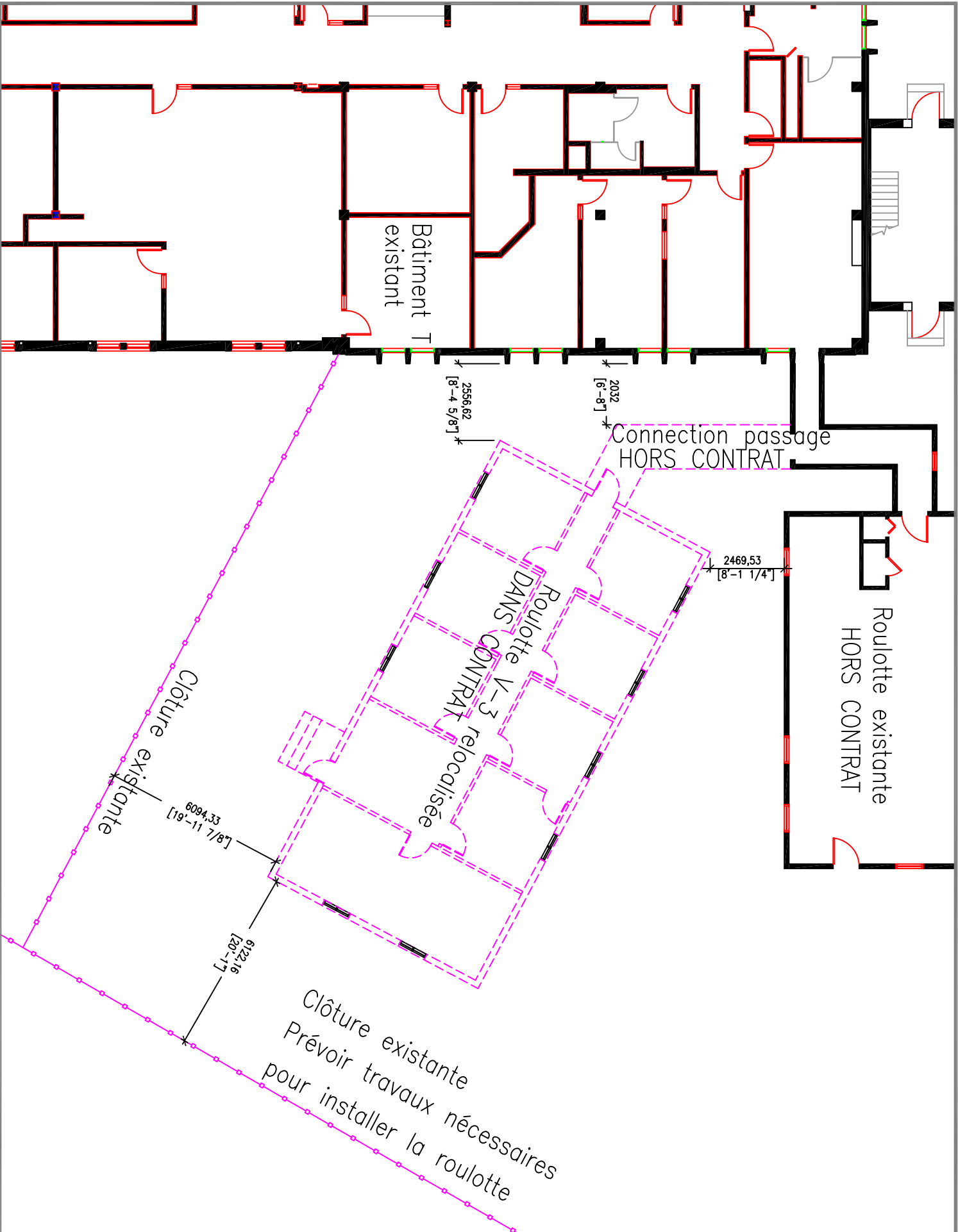
Dessin pas à l'échelle  
Note: Le dessin représente la relation des locaux uniquement et non un concept en particulier. Les superficies ne sont pas à l'échelle.



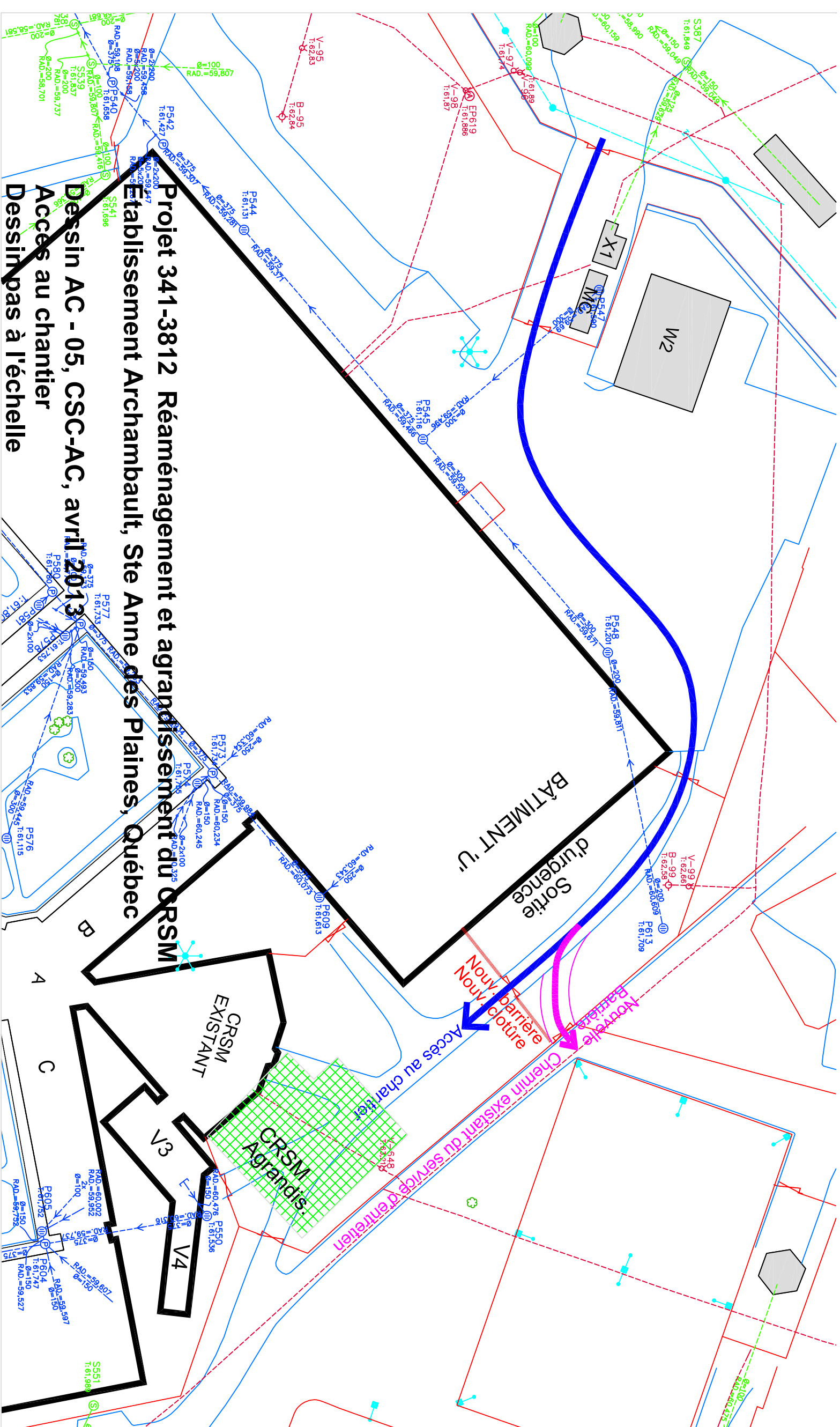


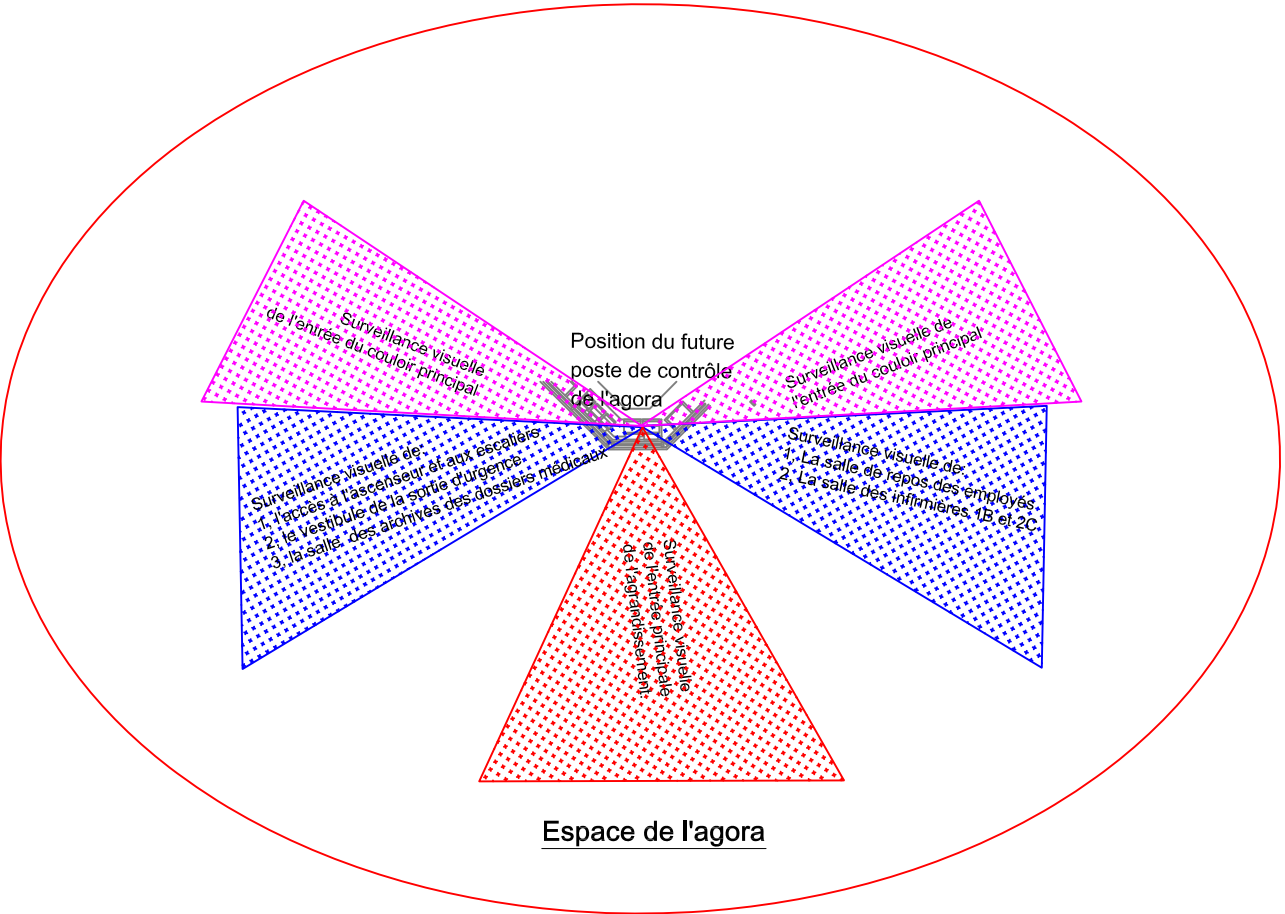
Notes:

Notes:



0		
Rév.	Objet	Date
Rev.	Object	Date
Titre du projet		
Projet: 341-3812 CRSM		
Réaménagement et agrandissement		
Établissement Archambault		
Titre du dessin		
RELOCALISATION DE		
LA ROULOTTE V-3		
Dessiné par:		
Dessiné par:		
Approuvé par:		
Approuvé par:		
No de projet		
Project number		
No du dessin		
Drawing no		
Date		
Date		
Echelle		
Scale		
No de feuille		
Sheet no		





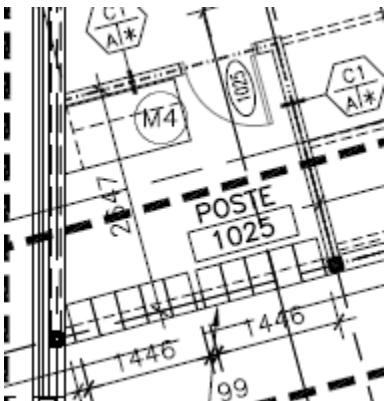
*Note:*  
Le concept de l'espace de l'agora doit permettre l'ajout future d'un poste de contrôle qui permettra de surveiller les locaux mentionnés.

**Projet 341-3812 Réaménagement et agrandissement du CRSM**  
Établissement Archambault, Ste Anne des Plaines, Québec

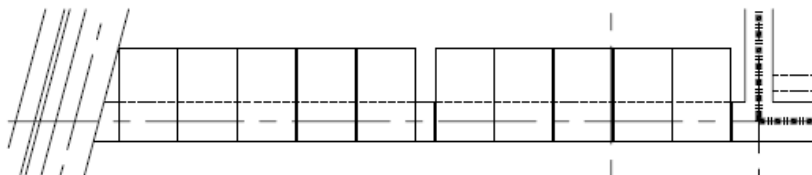
**Dessin AC - 06, CSC-AC, avril 2013**  
**Diagramme des exigences de la surveillance visuelle**  
**à partir de l'espace de l'agora.**  
Diagramme pas à l'échelle

Cassiers postaux du local des archives

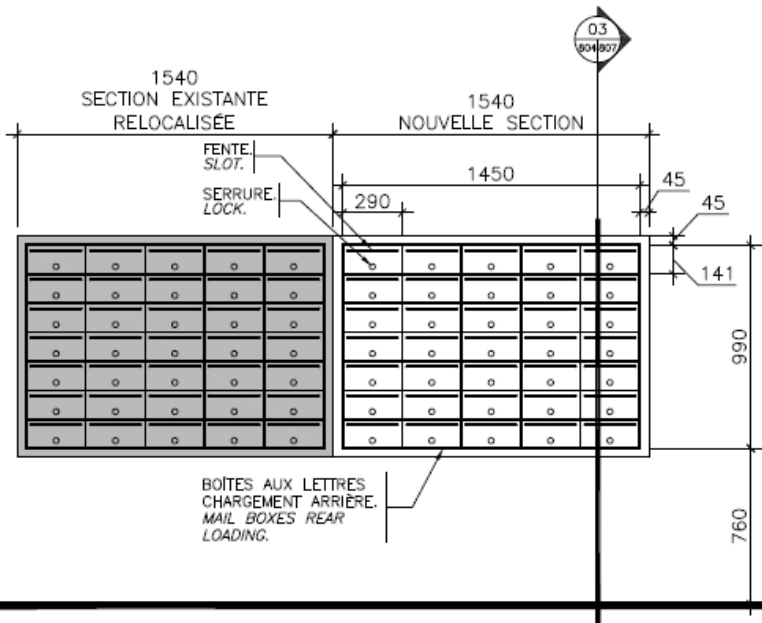
Exemple uniquement



PLAN



02A-PLAN



02B-ÉLEVATION  
02B-ELEVATION

M12

MOBILIER CASIERS POSTAUX  
ÉCHELLE 1:25

MAIL BOXES FURNITURE  
SCALE 1:25

02  
A-804

ÉLEVATION

## Projet 341-3812 Réaménagement et agrandissement du CRSM

Dessin AC-08

### **Mobilier typique pour espaces à bureaux**

Exemples uniquement



**Cubicles:** Size: 1200x600/unit Partition height: 1200mm

Product description:

- 1, Office Call Center Workstation Type
- 2, Call Centre Cubicles
- 3, Call Centre Screen Workstation
- 4, Call Centre Furniture
- 5, Partitions



**Work Station** (combination: 4 units)

Size: 1900x1900/unit

Product description:

- 1, Two under Counter Cabinets (2 Pencil Drawers & 3 Paper File Drawers)
- 2, Open Shelf
- 3, Closed Shelf



Projet 341-3812 Réaménagement et agrandissement du CRSM

PHOTOS de l'existant :

Site du chantier de l'agrandissement du CRSM.

Portes des sorties de secours du gymnase du CRSM.



Clôtures de sécurité et roulottes existantes



Clôture de sécurité et luminaires existants, qui longent le chemin du service d'entretien de l'établissement.



Entrée d'eau existante du CRSM



Projet 341-3812 Réaménagement et agrandissement du CRSM  
PHOTOS de l'existant :

Site du chantier du CRSM :

Bâtiment 'U' adjacent au CRSM.  
Le bâtiment 'U' (rouge) est hors contrat.



Site du chantier de l'agrandissement du CRSM

