

From: Diane Koen diane.koen@mcgill.ca 
Subject: FW: cybertheque counter and seating project
Date: January 28, 2015 at 4:59 PM
To: Erin Sobat lifc@ssmu.mcgill.ca, AUS Academic academic.aus@mail.mcgill.ca
Cc: Amber Lannon amber.lannon@mcgill.ca

DK

Hi Erin,

I received confirmation in writing that EKM Architects can design, build and install the mill work (improve counter and install custom counter height desks for students along the two walls) for \$15,000 CAD. The Library has spare stools so there would not be a charge for chairs. The cost for electrical, patch and paint will be the same as the BureauSystema quote: \$3,500.

Total: \$18,500

Also, if you are considering extra projects, perhaps you would like to increase the number of comfortable chairs with tablets. We removed the display cases along the washroom walls in the Redpath Library Building main floor hallway. The space could hold 8 chairs.

Thanks again,
Diane

Diane Koen
Senior Director, Planning and Resources
514 398 2149 (cell) 514 497 3170
www.mcgill.ca/library

From: Francois Emond [<mailto:francois@ekmarchitecture.com>]
Sent: Tuesday, January 27, 2015 10:17 AM
To: Diane Koen
Cc: Andy Kozina
Subject: Re: cybertheque counter and seating project

Hello Diane,

I hereby confirm that we can make the design, build and install mill work as per the conversation below, for \$15,000, including the reduced tax rate of 6.93% after rebates or \$ 14 026 plus taxes. As far as payment is concerned, we would ask 50% when we submit our final drawings, and 50% when the work is fully installed and all deficiencies corrected. As agreed, the 'wet' trades (interior systems such as plaster board, plaster, paint etc) , electrical and data will be your responsibility to hire and pay, but I will coordinate as required to realize the work.

My cabinet maker is available now, so if ever you are able to take a rapid decision on this, we will avoid the high season when all the sub trades are once again swamped.

Cordially,

François

François P. Emond, architecte et aménagiste
b.architecture, m.sc.aménagement du paysage

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On 1/12/2015 3:03 PM, Francois Emond wrote:

The milwork subtrades shouldn't be a problem. As with the electrical and data, I can coordinate their work. But it could be difficult to find a interior system guy (gypse patch and repair + paint). Can you handle that?

François

On 1/12/2015 1:18 PM, Diane Koen wrote:

Very good. then yes!
dk

From: Francois Emond [<mailto:francois@ekmarchitecture.com>]
Sent: Monday, January 12, 2015 1:14 PM
To: Diane Koen
Cc: Andy Kozina
Subject: Re: cybertheque counter and seating project

An education organization, financed by the government, is reimbursed roughly 50% of the taxes. So instead of absorbing 15% of these costs, the students shoud normally only pay +-7% out of the 15 grand

On 1/12/2015 1:12 PM, Diane Koen wrote:

Yes, Taxes included. Not sure what you mean by reduced rate.
dk

From: Francois Emond [<mailto:francois@ekmarchitecture.com>]
Sent: Monday, January 12, 2015 1:11 PM
To: Diane Koen
Cc: Andy Kozina
Subject: Re: cybertheque counter and seating project

Hello,

I am assuming that the taxes would be included, but at the reduced rate?

François

On 1/12/2015 1:05 PM, Diane Koen wrote:

Thanks Francois,

Before I send to the students I need to confirm a few points. I know we have just had preliminary chats – so I need to confirm what your proposal of \$15,000 will cover. Am I correct with the following assumptions?

- the reconfiguration of the counter which will allow seating for 5 and access to electrical outlets on the counter for each individual seat
- the removal of the cabinets to a Library storeroom
- the creation and installation of the new desks along the nooks and the western wall
- patching and painting of the nooks
- you will organize and supply the contractors (ebiniste, cabinet removal people, desk installers, etc. etc.)

The Library will cover the cost of the electrical upgrade to the desks along the glass wall and the western wall. No lighting changes are required.

Thanks for clarifying!
Diane

From: Francois Emond
[<mailto:francois@ekmarchitecture.com>]
Sent: Monday, January 12, 2015 9:50 AM
To: Diane Koen
Cc: Francisco Alejandro Oliva Romero, Mr; Amber Lannon
Subject: Re: cybertheque counter and seating project

Hello Diane,
As requested, here is a sketch for the students.
Is this ok for now?
François

On 1/7/2015 1:47 PM, Diane Koen wrote:

Hi Francois,

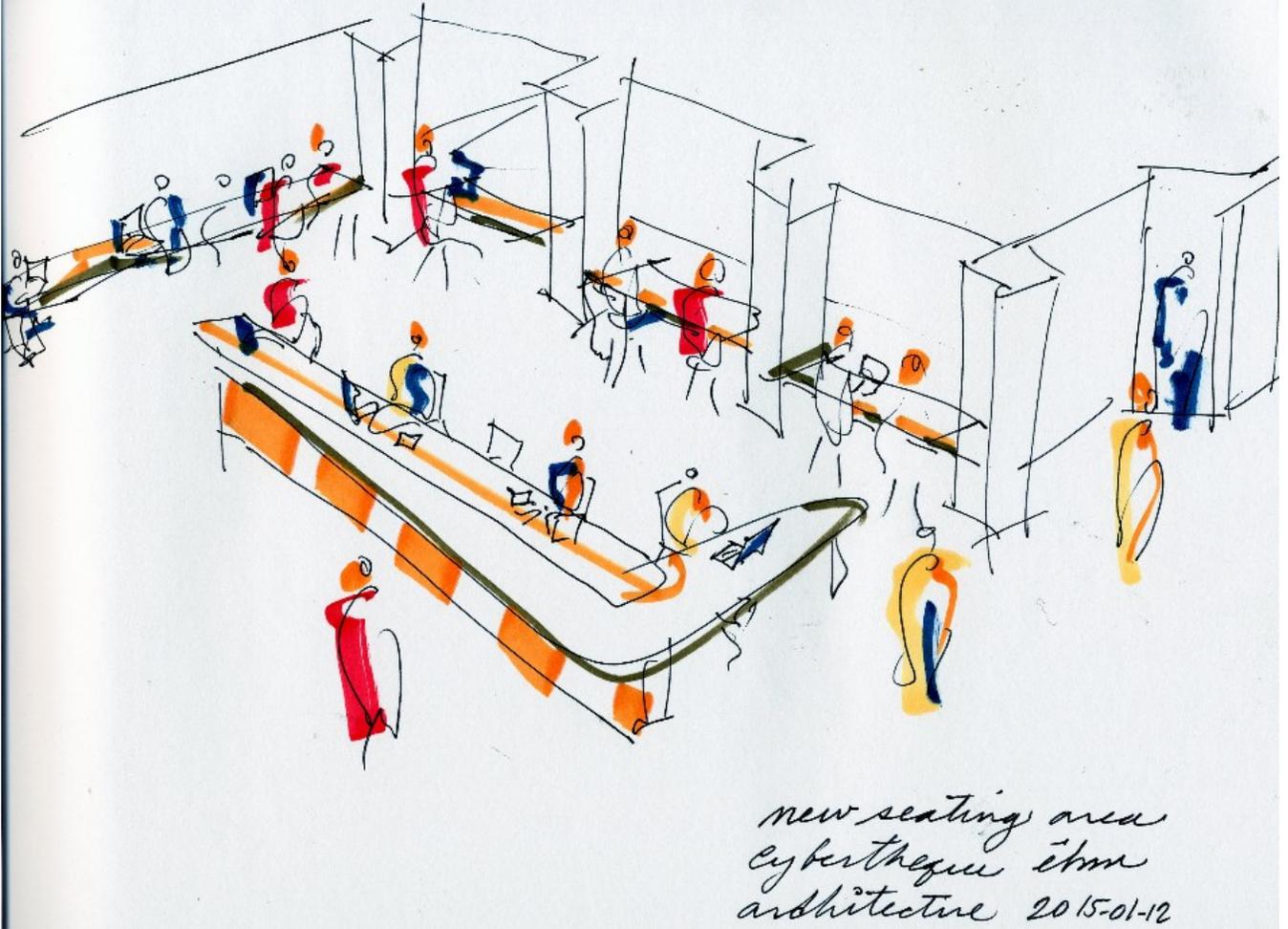
The Arts Undergraduate Society is keen to support the \$15,000 project we spoke about before Christmas. I explained that the project would involve:

- Reconfiguring the counter to remove drawers and blockages, enabling students to sit at the counter easily and study
- Removing the built in cabinets and replacing the cabinets with simple desktops along the e-classroom glass wall and across the western wall
- Access to electrical outlets essential. We can arrange for plugs to be installed on the walls beside the desks along the glass wall and over the desks on the western wall.
- Chairs not required – we have extra.

In order for the AUS executive to sell this project to their membership they would like a simple sketch of the plan. Could someone on your team whip up a sketch? The sketch is required in 3 weeks.

Many thanks
Diane

Diane Koen
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new seating area
cybertheque etm
architecture 2015-01-12

