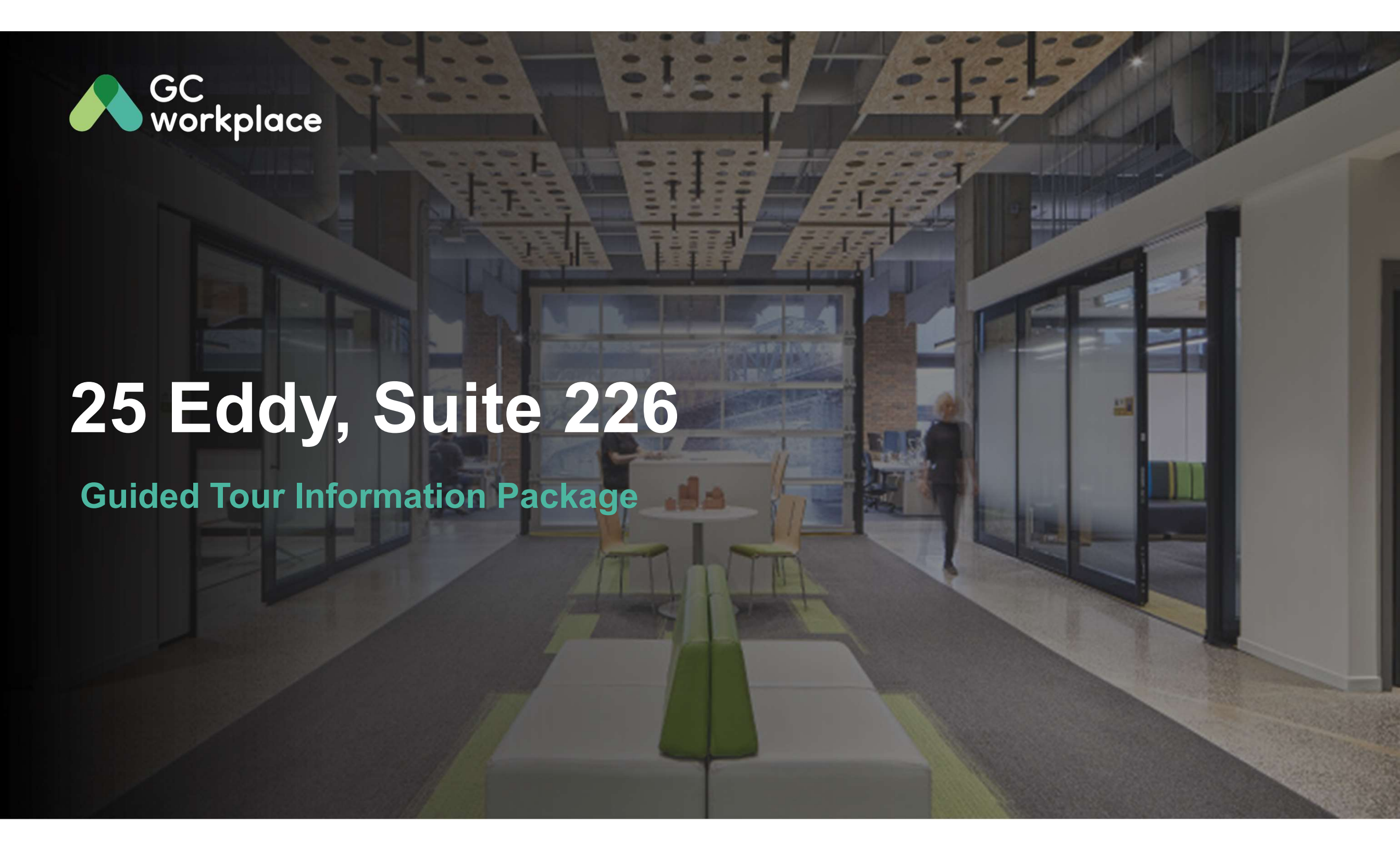


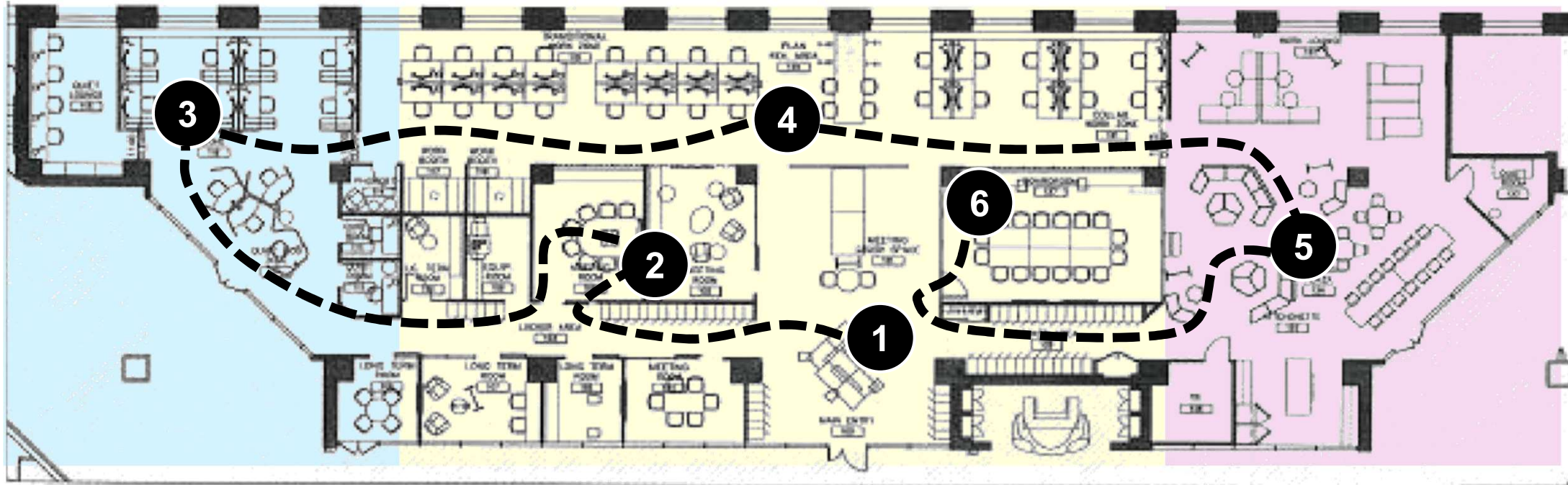


# 25 Eddy, Suite 226

Guided Tour Information Package



# Floor Plan



A **Quiet Zone** includes open, semi-enclosed, and enclosed individual workpoints. In these zones, the intent is to encourage individual focus work, and to support the need for quiet or private spaces.

A **Transitional Zone** acts as an acoustical buffer between the quiet and interactive zones. It may include open individual and collaborative workpoints, semi-enclosed collaboration, and support spaces such as Lockers or Shared Equipment Area.

In an **Interactive Zone**, socialization and group collaboration is promoted and strongly encouraged. By locating these activities away from the Quiet Zone, it is possible to achieve a balance within the workplace.

## Project Delivery Facts:

**October 2018**  
Occupant move in

PSPC Real Property Services'  
Project Management  
Service Line (PMSL)

Workplace Size  
**775 m2u**

**70** Target Onsite  
Occupancy



# Stop 1 – Main Entrance



The space was designed to be bright, welcoming, and functional. The receptionist is ideally located to help control visitors. The waiting area has a counter with chairs and sofas that people can use as touchdown space to work while waiting for their meetings.

## Optimal Use of that Space

- Used by employees and guests coming for a meeting but could also be used by employees to hold informal conversations away from the work areas.
- Includes tools to support short term activities like checking emails or networking with colleagues.
- A medium level of noise is to be expected in this area.



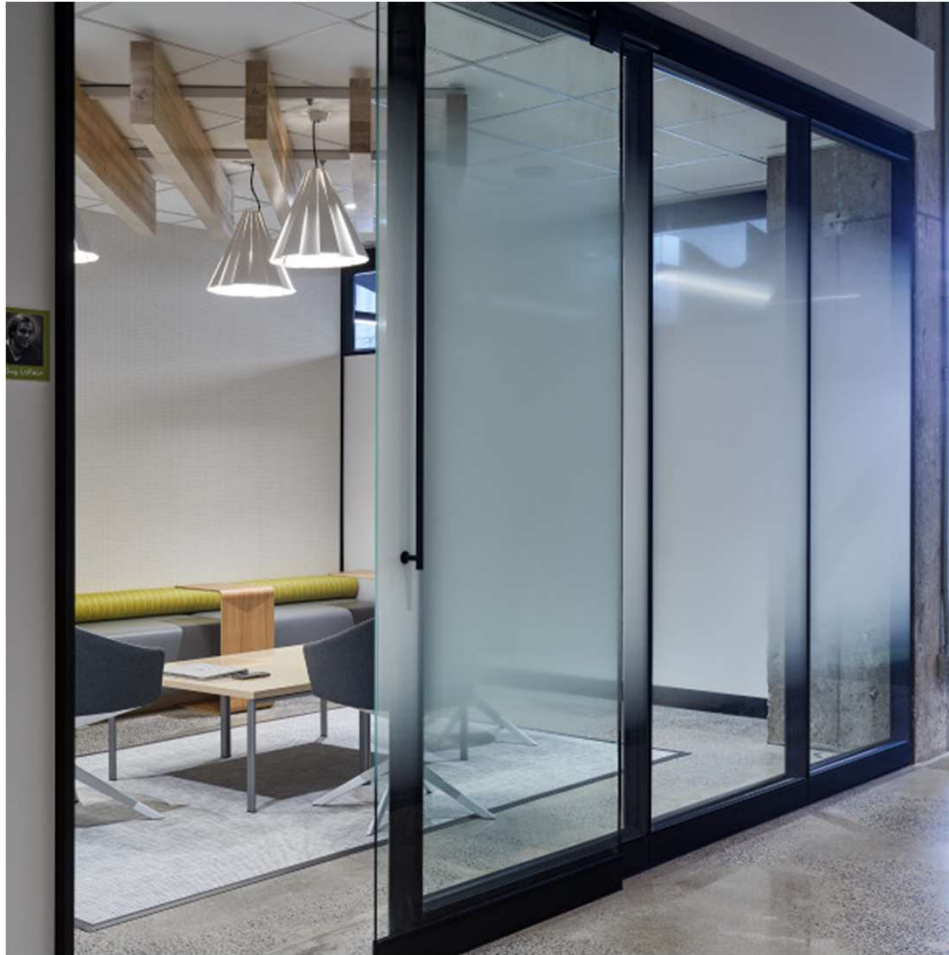
Lockers here are keypad enabled – which removes the requirement for a dedicated role for key management. They are used as storage space by employees to store their personal belongings at the end of the work day.



## IT/AV Features:

- Wi-Fi is available everywhere on the floor.
- USB connections are available to allow users to charge devices (cell phones, etc.)

# Stop 2 - Meeting Rooms



This suite has many meeting rooms that offer different room configurations/layouts, capacities and seated postures. Those are shared resources; hence it is important to cancel reservations that are no longer required in a timely manner to optimize use of the space.

The capacity of the meeting rooms in the meeting corridor reduces once getting closer to the quiet zone. This helps to manage the noise level in this zone.

## Optimal Use of that Space

- Meeting rooms are optimally used when the number of participants matches as closely the capacity of the room.
- The suite is equipped with small formal and informal spaces, enclosed or open, to hold 2 to 3 persons meetings.
- Less formal meetings can be held in collaborative spaces rather than unnecessarily occupying enclosed meeting rooms.

## IT / AV Features



Two of the Meeting Rooms have large displays and a Barco Clickshare unit to present content from a laptop using the Clickshare dongle. One of the room includes a Cisco videoconferencing unit that facilitates meetings between multiple parties, and a Polycom is located on the table if participants need to call-in or out.

## Stop 3 - Quiet Zone



The Quiet Zone includes open, semi-enclosed and enclosed individual workpoints, such as focus pods and focus rooms. In these zones, the intent is to encourage individual focus work, to support the need for quiet or private spaces, in an area that should be free of distractions.

The carving into the wood panels dividing the common quiet area from the individual workpoints represents a map of the Outaouais River and downtown Gatineau (Hull sector) and Ottawa.

### *Optimal use of that Space*

- Employees can choose their preferred work station, based on their personal preferences (natural light, privacy).
- Noise levels here are expected to be lower than anywhere else on the floor.
- Sound masking will contribute to acoustic privacy in the work area.

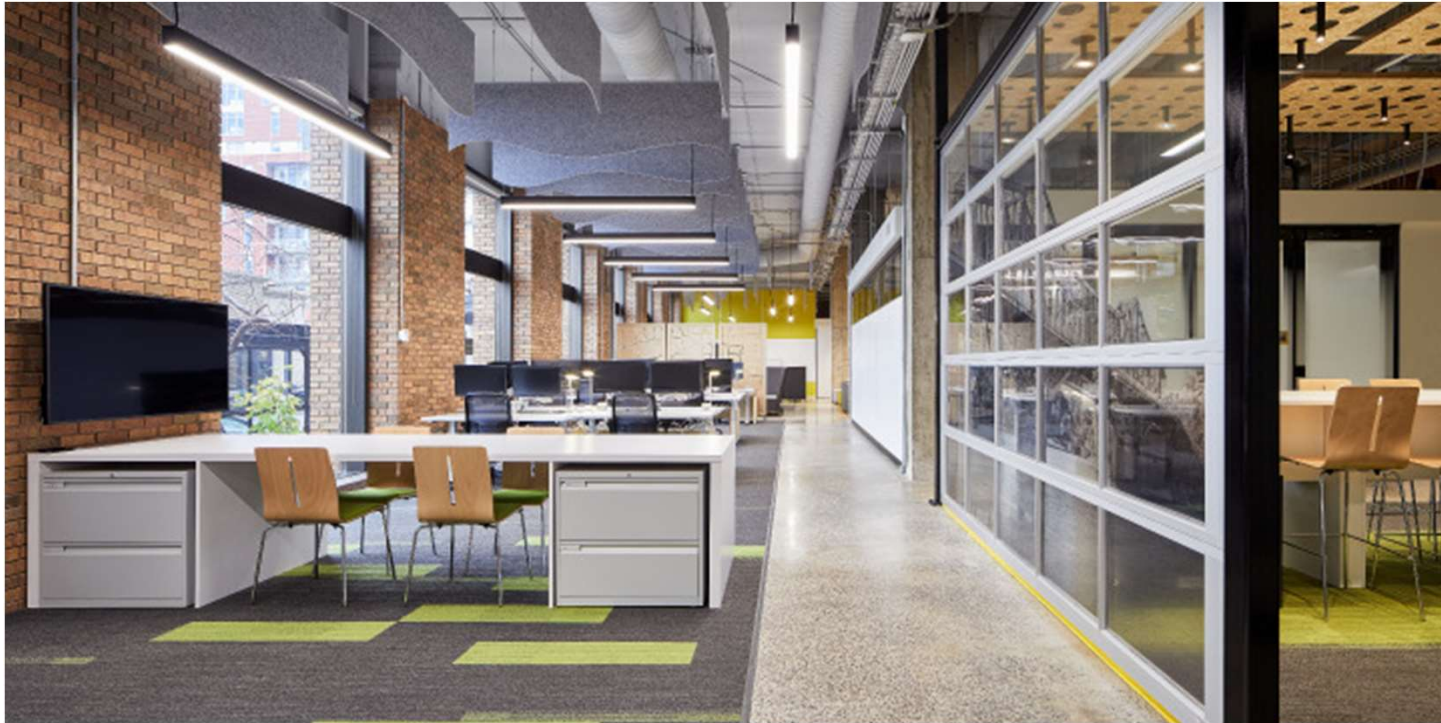


### *IT / AV Features*

- Workstations have dual monitors or a single curved monitor and a port replicator to provides a quick way to connect a laptop



# Stop 4 - Transitional Zone



In a transitional zone, less intense concentration is supported. Noise levels can be a little higher than the tranquility expected in the quiet zone, partly due to its proximity to the collaborative zone.

## Optimal use of that Space

- This zone offers 30 workpoints as well as two collaboration areas (two 4-person booths).
- Multi-layered blinds were used to provide increased lighting and thermal comfort control for employees.
- The sound masking panels on the ceiling will contribute to acoustic privacy in the work area.



Employees can find a multi-functional device (printer with fax and scanner), supplies and common work tools in this space.

## IT / AV Features



- Workstations have dual monitors or a single curved monitor and a port replicator to provides a quick way to connect a laptop
- Teaming Area and Work Room have large displays and a Barco Clickshare unit to wirelessly present content from a laptop by using the Clickshare dongle

# Step 5 – Collaborative Zone & Kitchenette



The large shared kitchenette offers individual and group seating, different seating heights and ample counter space. The large display and natural light also make it ideal for social interactions and even casual, unscheduled meetings.

## Optimal Use of that Space

- While the kitchen area will mainly be used to store/prepare food and for eating lunch, it can be used for informal meetings using the various seating area, or for short term tasks for people who like working in a coffee-shop environment.
- The area could also serve for informal team events or celebrations.
- The kitchenette is the central point for waste management and replaces individual waste receptacles everywhere on the floor, which could create unpleasant odors.

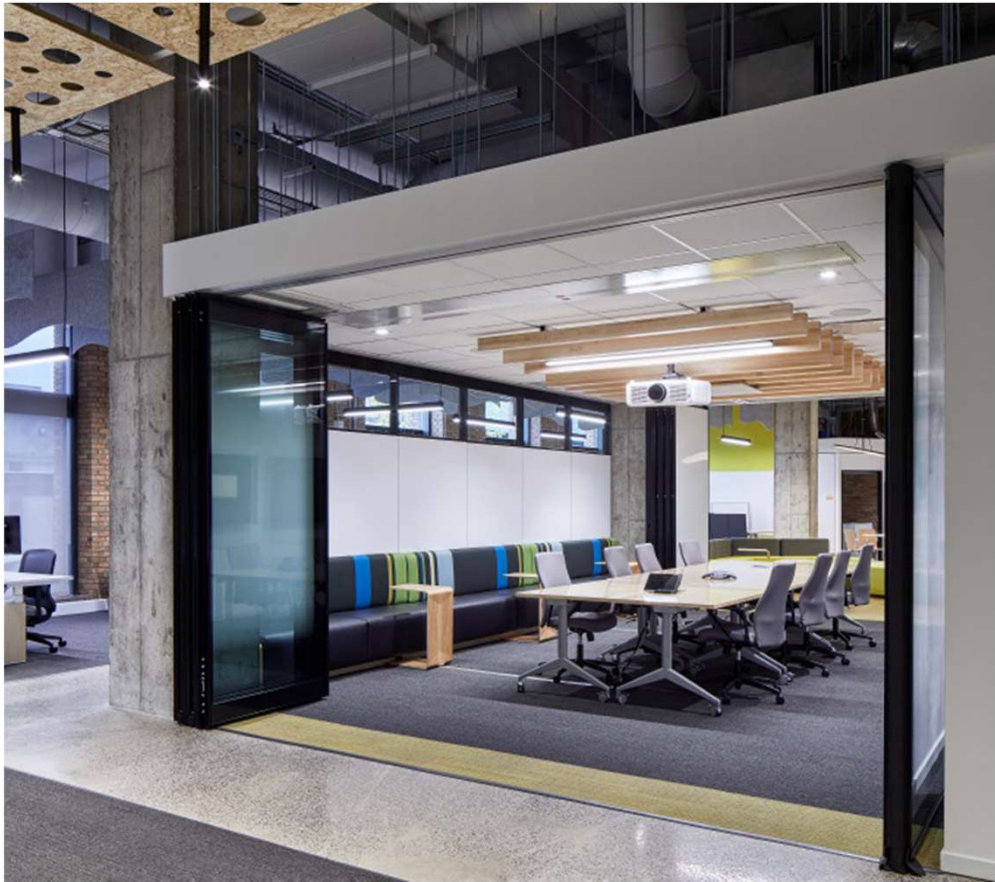


## IT / AV Features

- The kitchen has a large display and a Barco Clickshare unit to wirelessly present content from a laptop to the display using the Clickshare dongle.
- USB connections are available to allow users to charge devices (cell phones, etc.)



# Stop 6 - Boardroom



The names of the main meeting rooms have been selected by employees through a contest. Employees voted to name the rooms after a few of the important contributors to the development of this portion of town: Montferrand, Eddy, Wright and Lafleur.

## Optimal Use of that Space

- This multipurpose meeting room is designed to welcome at least 25 people.
- In this larger boardroom, a benching system was added to maximize listening spaces.
- The particularity of this room is that on both sides of the room, walls are retractable—which allows the occupants to hold even larger meetings, townhalls or social events as the space opens from the collaborative zone all the way to the main entrance.

## IT / AV Features



- The Large Meeting Room has large displays and a Barco Clickshare unit to wirelessly present content from a laptop using the Clickshare dongle. One may also present content using Liberty Rings.
- This room has a Cisco videoconferencing unit that facilitates meetings between multiple parties.





# Thank you!

For questions or comments,  
please write to:

[Accommodation Management and Workplace Solutions](#)