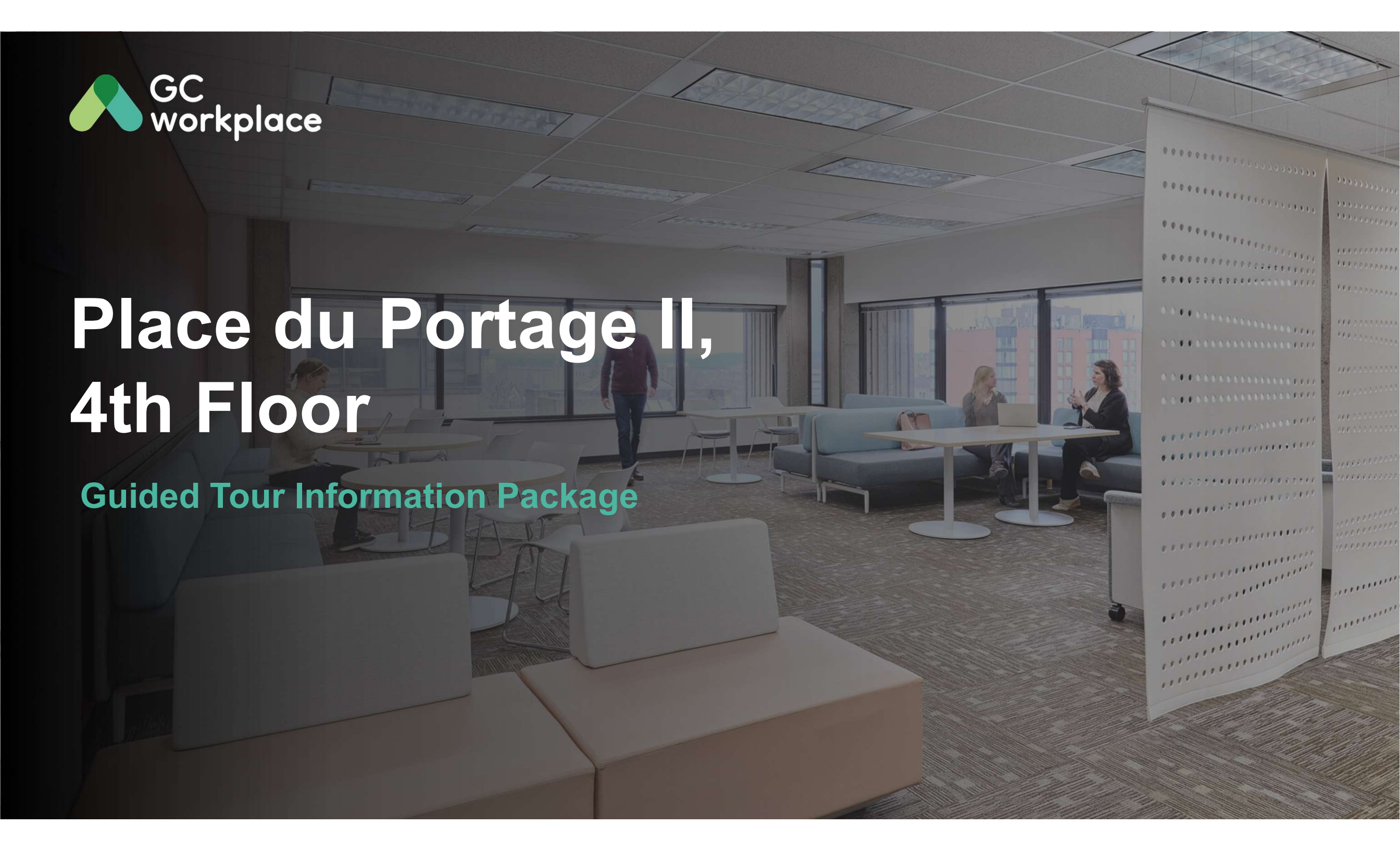


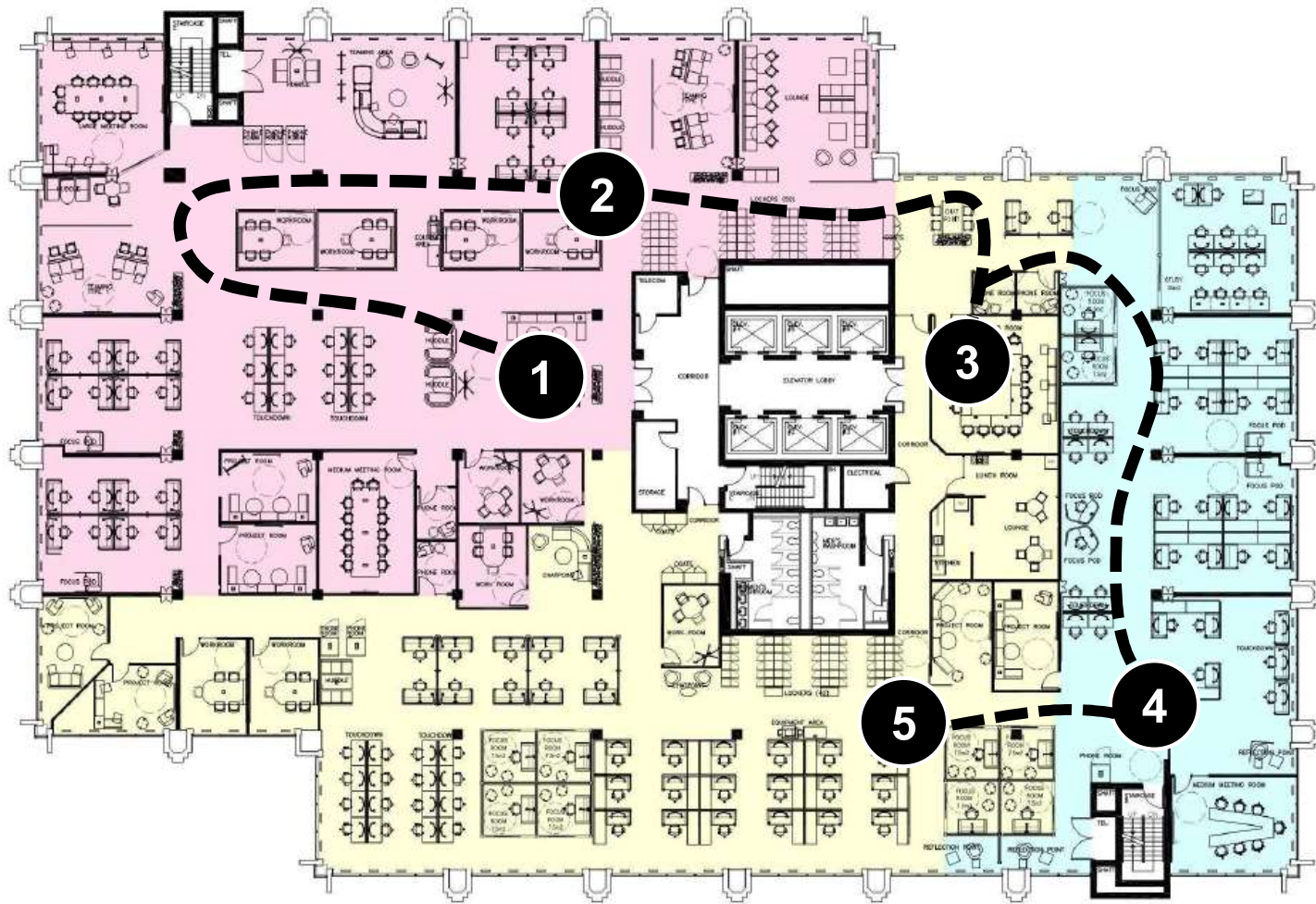


Place du Portage II, 4th Floor

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:

April 2022
Occupant move in

PSPC Pay Administration
and Digital Services Branch

Workplace Size
2462.9 m2u

225 Target onsite
occupancy

Step 1 – Main Entrance



This floor was created as a pilot project for the Workplace Transformation Program (WTP). The intent of the project was to create a modernized space, following the GCworkplace standards, and using furniture solutions only.

Optimal Use of that Space

- This floor offers several unassigned bookable workpoints to support collaboration and team cohesion.
- The space is equipped 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 – Interactive Zone



In an interactive zone such as this one, socialization and group collaboration is promoted and strongly encouraged. A variety of group workpoints, located away from quiet zones, achieves balance within the workplace which supports all types of work styles.

Optimal use of that Space

- Typically kitchenettes are found in an interactive zone. In this case the kitchenette was not modernized to minimize construction costs and delays. However, a lounge was created to provide employees a modernized space to eat and socialize with colleagues.
- A medium noise level is expected in interactive zones.

IT / AV Features



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

Stop 3 - Meeting Rooms



This floor 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.

Optimal Use of that Space

- Meeting rooms are optimally used when the number of participants matches as closely the capacity of the room.
- The floor is equipped with 3 meeting rooms, 6 project rooms, and 10 work rooms for enclosed collaboration.
- Less formal meetings can be held in open collaborative spaces rather than unnecessarily occupying enclosed meeting rooms.



This floor has two equipment areas with a printer each, supplies and common work tools for employees.

IT / AV Features



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

Stop 4 - 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.

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.
- The floor has several enclosed focus rooms and phonebooths which can be used for to take phone calls, or conduct individual focused work.



IT / AV Features

Workstations have dual monitors or a single curved monitor, as well as a port replicator to provides a quick way to connect a laptop

Stop 5 – Transitional Zone



A transitional zone acts as an acoustical buffer between the quiet and interactive zones. 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 several different workpoints strategically placed to decrease noise levels towards the quiet zone.
- Acoustical felt panels can be found throughout the space to help with sound masking.
- Multi-layered blinds were used to provide increased lighting and thermal comfort control for employees.
- The noise level is expected to be medium to low in the transitional zone.



IT / AV Features

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



Thank you!

For questions or comments,
please write to:

[Accommodation Management and Workplace Solutions](#)