

INFORME DE REUNIÓN

Nº22

1. ANTECEDENTES DE LA REUNIÓN

CLIENTE	CATERPILLAR			
PROYECTO	CATERPILLAR OFFICES SANTIAGO, CHILE			
FECHA	Fecha 19-12-12	Inicio 18:00	Termino 19:30	
LUGAR	Oficinas Caterpillar, Ed. Birmann			
TIPO	Confirm requests Caterpillar IT			
ASISTENTES				
CONTRACT	1. Cristian Alvarez 2. Barbara Mac Cawley			
CATERPILLAR	1. Delx Andrade			

2. OBJETIVOS Y TABLA

OBJETIVOS GENERALES	Confirm Request by Caterpillar IT
TEMAS A TRATAR	A.- Request Confirmation
	B.- Additional Information

3. NOMENCLATURA ESTADO

NUEVO: **N** RESUELTO: **R** PENDIENTE: **P** INFORMATIVO: **I** PERMANENTE: **PER**

4. ACUERDOS Y CONTENIDOS

TEMA	FECHA ORIGINAL	DETALLE	ESTADO	RESPONSABLE	FECHA ENTREGA
A.-Requerimientos IT					
A1	19/12	Server Room should consider this requirements: - Control Access with Control access card - Fire sistem Extinguishing – FM200 with smoke sensors (the same use now a days). For this requeriment we should also consider: - Dry wall with fire retardant - Fire proof door - Metalic - Smoke & humidity sensors - We are not considering ceiling - Waterproof lightning.	I	Caterpillar Delx Andrade	

		○ Technical Floor ○ 4 Racks – APC ○ AACC of high precision without back up. The backup will not be consider in the proposal but should be seen as a future proposal. ○ Contract should present a Layout proposal.			
A2	19/12	○ Data Cabling Cat 6 A.	I	Caterpillar Delx Andrade	
A3	19/12	○ Brand of Data Cabling will be inform. Consider Systimax and a economical Anixter alternative.	I	Caterpillar Delx Andrade	
A4	19/12	○ Link Rack of 14 floor will comunicate by optic fiber and a UTP cable as back up. ○ This rack will be open.	I	Caterpillar Delx Andrade	
A5	19/12	○ Standard Optic Fiber Consider.	I	Caterpillar Delx Andrade	
A6	19/12	○ UPS should be consider in the APC Rack ○ Caterpillar will send the specification of this APC Rack, that should be consider. Note for information ○ Anixter as I was informed by our specilist provides a similar APC Rack and the name of this RACK is CPI. ○ The time for purchase this rack to be in Chile is aprox 80 days (preliminar term)	P	Caterpillar Delx Andrade Carlos Adasme	21/12
A7	19/12	○ Work station standard (punto completo) • 2 plugs of Normal Energy • 2 plugs of Computer Energy (not magic, chilean plug configuration) • 2 Rj45 (Data) • Extra Office Port • 2 plugs of Normal Energy • 1 Rj45 (Data) ○ Asistant Work station • 2 plugs of Normal Energy • 2 plugs of Computer Energy (not magic, chilean plug configuration) • 2 Rj45 (Data) ○ Print Port • 2 plugs of Computer Energy (not magic, chilean plug configuration) • 2 Rj45 (Data)	I	Caterpillar Delx Andrade	

		○ Modular Meeting room • 2 ports in dry walls each with: • 4 plugs of Normal Energy • 2 Rj45 (Data) • 4 junction boxes each with: • 4 plugs of Normal Energy • 2 Rj45 (Data) ○ Meeting Rooms • 4 plugs of Normal Energy • 2 Rj45 (Data) ○ Informal meeting • 2 plugs of Normal Energy • 2 Rj45 (Data) ○ Telepresence meeting room • 2 plugs of Normal Energy • 2 plugs of Computer Energy (not magic, chilean plug configuration) • 2 Rj45 (Data) Pending additional information.			
A8	19/12	○ Plugs for data, tv or LED in meeting rooms should be VGA and HDMI. ○ This is in addition of the data & electric requirements above.	I	Caterpillar Delx Andrade	
A9	19/12	○ Consider pay cable TV de pago for Modular Meeting room, Board room & Cafetería. ○ Confirm information	I	Caterpillar Delx Andrade	
A10	19/12	○ Consider points for CAT TV. How many points and what is required. Energy, data, etc.	P	Caterpillar Delx Andrade	
A11	19/12	○ Validate Consider Energy Generator: • Server room • Emergency Lightning • Some work areas that need high availability ○ Validate Consider cabling generator to Server Room	P	Caterpillar Delx Andrade	21/12
B.-Additional information request					
B1	19/12	○ Consider screen, projector & audio in: • Board room • Modular Meeting room	I	Caterpillar Delx Andrade	
B2	19/12	○ Consider all meeting rooms with LED TV . Size according to the size of the room.	I	Caterpillar Delx Andrade	

B3	19/12	- Telepresence Meeting room equipment will be provided by Caterpillar. - This room should be acoustical proof	I	Caterpillar Delx Andrade	
B4	19/12	Validate and confirm if we should consider basic domótica for Board room with one sceneary.	P	Caterpillar Delx Andrade Carlos Adasme	21/12
B5	19/12	Access Control - Cards with logo and photograph of the user - Doors should have in the access the magnetic card control and to get out a push button. - This control should be compatible with the one that the building has. - Consider a software para Control of assistance.	I	Caterpillar Delx Andrade	
B6	19/12	CCTV - Only in access - DVR in Server room	I	Caterpillar Delx Andrade	

5. PROXIMA REUNIÓN

FECHA	Por definir	Inicio:	Termino:	Duración:
LUGAR				
TIPO				
TABLA				
ASISTENTES				
CONTRACT				
CLIENTE				

NOTA: Esta minuta refleja el entendimiento y conclusiones alcanzadas por los asistentes llevadas a cabo durante la junta arriba citada. Se solicita que en el caso de tener cualquier comentario que difiera de lo expresado lo comuniquen por escrito dentro de las 48 hrs. de recibida la presente, caso contrario se dará por conformada. Se envía copias a todos los presentes en la reunión.