

INFORME DE REUNIÓN

Nº20

1. ANTECEDENTES DE LA REUNIÓN

CLIENTE	CATERPILLAR			
PROYECTO	CATERPILLAR OFFICES SANTIAGO, CHILE			
FECHA	Fecha 11-12-12	Inicio 11:00	Termino 12:30	
LUGAR	Oficinas Caterpillar, Ed. Birmann			
TIPO	Confirm requests made on 22/10/12 by Caterpillar IT			
ASISTENTES				
CONTRACT	1. Cristian Alvarez 2. Alejandro Castillo 3. Barbara Mac Cawley			
CATERPILLAR	1. Freddy Pacheco 2. Francisco Muñoz 3. Delx Andrade 4. Carlos Adame 5. Luis 6. Jenna			

2. OBJETIVOS Y TABLA

OBJETIVOS GENERALES	Confirm Request made on 22/10/12 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	11/12	Server Room should consider this requirements: - Control Access with Control access card - Fire sistem Extinguishing – FM200 (the same use now a days). For this requeriment we should also consider: - Dry wall with fire retardant - Fire proof door - Metalic	I	Caterpillar Delx Andrade Carlos Adasme Freddy Pacheco	

		- Smoke & humidity sensors - We are not considering ceiling - Waterproof lightning. - Technical Floor 4 Racks - APC			
A2	11/12	Data Cabling Cat 6 A.	I	Caterpillar Jenna	
A3	11/12	- Brand of Data Cabling will be inform. Note for information: - Our specialist told us that Anixter is a provider of Sistimax cable and his technical certicator is Commscope in Chile. There is also a brand that is provided by Anixter (Uniprice). - Our specialist is one of the firms that is certified to install by Commscope who is the technical certicator in Chile for Anixter.	P	Caterpillar Delx Andrade Carlos Adasme	14/12
A4	11/12	- Link Rack of 14 floor will communicate by optic fiber and a UTP cable as back up. - Specification of the Link Rack should be made by Caterpillar	P	Caterpillar Delx Andrade Carlos Adasme	14/12
A5	11/12	What kind of Optic Fiber Consider.	P	Caterpillar Delx Andrade Carlos Adasme	14/12
A6	11/12	- 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 specialist 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	14/12
A7	11/12	What kind of UTP inter Rack should be used	P	Caterpillar Delx Andrade Carlos Adasme	14/12
A8	11/12	WIFI serán POE	I	Caterpillar Delx Andrade Carlos Adasme	
A10	11/12	Work station standard (punto completo) 2 plugs of Normal Energy 3 plugs of Computer Energy (not magic,	P	Caterpillar Delx Andrade Carlos Adasme	14/12

		chilean plug configuration) • 2 Rj45 (Data) • Extra Office Port • 1 plugs of Normal Energy • 1 Rj45 (Data) ○ Asistant Work station • Should be Confirm and validate ○ Print Port • 3 plugs of Computer Energy (not magic, chilean plug configuration) • 2 Rj45 (Data) ○ Modular Meeting room • 2 work station standard ports in dry walls • 4 junction boxes with work station standard ports each. ○ Meeting Rooms • Should be Confirm and validate ○ Colaborative meeting • 2 plugs of Normal Energy • 3 plugs of Computer Energy (not magic, chilean plug configuration) • 2 Rj45 (Data) ○ Telepresence meeting room • Should be Confirm and validate			
A11	11/12	○ Plugs for data, tv or LED in meeting rooms should be VGA and HDMI	P	Caterpillar Delx Andrade Carlos Adasme	14/12
A12	11/12	○ Consider pay cable TV de pago for Modular Meeting room, Board room & Cafetería. ○ Confirm information	P	Caterpillar Delx Andrade Carlos Adasme	14/12
B.-Aditonal information request					
B1	22/10	○ Consider screen, proyector & audio in: • Board room • Modular Meeting room	P	Caterpillar Delx Andrade Carlos Adasme	14/12
B2	22/10	○ Consider all meeting rooms with LED of 50" . Confirm and validate	P	Caterpillar Delx Andrade Carlos Adasme	14/12

B3	22/10	- Telepresense Meeting room equipment will be provided by Caterpillar. The technical scope for this meeting room will be send to Contract ASAP. - This room should be acustical proof	P	Caterpillar Delx Andrade Carlos Adasme	14/12
B4	22/10	Validate and confirm if we should consider basic domótica for Board room with one sceneary.	P	Caterpillar Delx Andrade Carlos Adasme	14/12
B6	22/10	Access Control (confirm this information) - Cards with logo and photograph of the user - Doors at the access of the floor should have in the access and to get out the magnetic card control - Interior Doors should have in the access the magnetic card control and to get out a push aou botton. - Consider a software para Control of asistance.	P	Caterpillar Delx Andrade Carlos Adasme	14/12
B7	22/10	CCTV (confirm this information) - Only in access - DVR in Server room	P	Caterpillar Delx Andrade Carlos Adasme	14/12

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.