

## Response to RFI

<b>RFI No:</b>	<b>WLS 001</b>
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<b>Project Name:</b>	<b>Mount Pleasant Building A</b>	<b>Project Ref:</b>	<b>LD121</b>
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**Information Required From:**

<b>Company:</b>	<b>Cilantro MEP</b>	<b>FAO:</b>	<b>Keith Burke</b>
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**Copy To:**

<b>Company:</b>	<b>Cilantro MEP</b>	<b>FAO:</b>	<b>Jithin Thomas</b>
<b>Company:</b>	<b>WLS</b>	<b>FAO:</b>	<b>Lee Dowling</b>

**QUERY**

How does the access control work on site with regards residents, Landlord and visitors.

**Response**

**Landlord**

The concierge will have a PC pre-installed and provided by WLS with a software package, enrolment reader and headset. The Concierge will be able to control all user rights and add or remove fobs as required using the software with or without the fob being present. The concierge will also have the ability to see when fobs and doors have been used as well as print out reports where required. They will also be able to answer calls from entrance panels and handsets within apartments before passing them through to applicable residents when required. Full training will be given to a number of landlord representatives in the use of the software before final handover. Landlord Fobs will open all doors at any time.

The fire Alarm will unlock all doors in the event of a fire using an automated interface unit. This is programmable if some doors are not to be opened in a fire.

There is an option for a second PC to be installed within the building managers office also.

**Reference Document**

Particular reference has been made to document MP1-BMA-ALL-SL-REP-A31-912011 Revision B Access Control Strategy. WLS have supplied drawings showing expected doors to be included within access control package.

**General Locking**

In general, locking within the development would be as follows:

External Doors – All doors to be security rated such as PAS24 with inbuilt electronic and monitored locks.

Inner Lobby Doors – Doors to either be mechanically locked or have 2 Adams Rite latch locks installed by door manufacturer. Should the door have a slave leaf, this is to also be locked using a suitably rated magnetic lock.

Doors within protected area eg stairwell doors – One maglock at head of door.

**Resident**

Once a resident has an active fob from the concierge, they will be able to access their specific entrances and amenity spaces as required. To do this they present their fob to one of the readers including within the entrance panel. The fob will also give them access to the lifts within A1, A2, A3, A5 and A6 to take them to their apartment floor. To go to reception via the lift, the ground floor button will be permanently active without the use of a fob. If a user is allowed to use the gym, the same fob for the main doors will be programmed to allow access in permissible hours.

To leave a secure area, a green press to exit button will be installed allowing all residents to leave without the use of a fob. Also a green override break glass unit will be provided to all doors as required to meet fire regulations.

Should a resident want to use the amenity spaces that need to be booked, they will be required to collect a fob from the concierge prior to entry being gained.

The fire Alarm will unlock all doors in the event of a fire using an automated interface unit. This is programmable if some doors are not to be opened in a fire.

**Visitors**

Once a visitor attends site they will be required to type in the number for the tenant on the entrance panel and press call. The call can then be answered by the resident's handset within the apartment and either entry given into the main lobby or the visitor to be turned away. Once in the main lobby the resident will go down to meet them and bring them to the apartment via the lift using the residents fob.

To contact the concierge, the visitor would call number 0 or press the concierge button which would put the call through to the concierge handset for answer. The concierge can then open the front door to give access to the lobby prior to going to meet the visitor or contacting the resident and asking them to meet the visitor.

Should they be visiting an affordable apartment, the process is different due to the system being telephone based not handset based. They will type in the apartment number or scroll down the list of names to find the person they are visiting then press call. The call will then be passed through to the resident's phone numbers programmed into the unit. To give access the resident will press 55 on their phone keypad which will unlock the door before again going to the lobby to bring the visitor up to their apartment.

The postman and applicable trades people will be given fobs by the concierge to give access to all block areas where required, otherwise they can call the concierge from the main panel to gain entry.

**Vehicles**

A vehicle will enter the car park shutter using the supplied fob reader. Should the access be granted the main incoming shutter will open as will the residents shutter halfway down the ramp. The traffic light outside will also go green. While the residents shutter is open, the traffic barriers will not open to allow vehicles to leave the basement. Once the vehicle has entered the parking area, both shutters will close.

On leaving the car park, the resident will present their fob to the reader on the pillar. If valid, the traffic light will go green and the shutter will open. When the vehicle reaches the top of the ramp, the exit PIR will pick up the car and open to allow safe egress. There is no residential intercom at the shutter locations due to being for pre registered residents only.

<b>For and on behalf of:</b>	WLS Ltd	<b>For and on behalf of:</b>	
<b>Request By:</b>	James Cox	<b>Return To:</b>	
<b>Request Date:</b>	14/11/2019	<b>Returned By (Name):</b>	
<b>Response Req'd By:</b>	28/11/2019	<b>Return Date:</b>	

<b>Signed:</b>	<i>James Cox</i>	<b>Signed:</b>	
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**Note: if this form is sent electronically, signatures should be added at the first available opportunity**