



COUNCIL REPORT

To: Mayor and Council

Date: April 23, 2024

From: Ron Mattiussi, Interim CAO

Subject: **Fire Hall #32 Replacement Project – Next Steps**

Report Prepared by: Trevor Seibel, Deputy CAO

PURPOSE

To provide Council an update on the next steps of the Fire Hall #32 Replacement Project.

RECOMMENDATION to Consider and Resolve:

THAT the report titled “Fire Hall #32 Replacement Project – Next Steps” from the Deputy CAO, dated April 23, 2024, be received for information.

STRATEGIC AREA(S) OF FOCUS

Invest in Infrastructure – We will invest in building, improving and maintaining infrastructure to meet the needs of, and to provide a high quality of life for, current and future generations.

Foster Safety and Well-Being – We will pursue through direct action, advocacy, and collaboration with local and regional service providers, investments in community health, needs-based housing, emergency preparedness, policing, and other services that foster safety and well-being in West Kelowna.

DISCUSSION

Financial Update

The Progressive Design Build process has provided a technically sound project that has been value engineered to ensure we have a fiscally sustainable project. The progressive Design Build Process contains two distinct phases; the Design Phase and the Build Phase.

The Design Phase includes the completion of Schematic and Design Documents, Performance Specifications, Project Budget, and all related documents required to complete the Owner’s Statement of Requirements (OSR) for all noted upgrade works.

The Build Phase will be initiated upon acceptance of the OSR's, at the discretion of the City, under a CCDC14 design-build contract as per the approved OSR's within a Guaranteed Maximum Price.

Staff are working closely with the contractor to finalize the OSR document which would form part of the CCDC14 Design Build, fixed price contract.

Council previously approved the budget and funding strategy as follows:

Design & engineering	\$ 1,122,885
Fire hall	6,699,610
Community hall	2,238,841
Site improvements	2,094,833
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	12,156,169
Contingency 10%	1,215,617
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	13,371,786
Project Management	150,000
Furniture, Fixtures & Equipment	100,000
Owner's contingency	693,114
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	\$ 14,314,900
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Debt	8,000,000
Reserves	3,800,000
Developer contributions	150,000
Parks DCC	1,187,000
Growing Communities Fund	1,177,900
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	\$ 14,314,900
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There are no changes anticipated to the approved budget based on the most recent design and costing information. Staff anticipate executing the Build Phase of the project in the very near future.

Stakeholder and Public Communications

Along with the technical progress updates provided to Council and the community, this section summarizes the approach to Detailed Design consultation plans that are also underway for the Fire Hall #32 Replacement Project. The City will be seeking stakeholder and public input into the detailed design elements of the project through print, electronic and community engagement with Council and the community this spring/summer.

Several stakeholder meetings have been held to date with more to follow in the coming months that would continue to focus on two of the three main components of the project: the integrated recreation and park spaces. The third project component, which is the Fire Hall building structure and operations, included internal consultation with the West

Kelowna Fire Rescue Department and other fire and life-safety design expertise that has informed the design and functional elements.

The project will soon be transitioned onto the OurWK.ca engagement platform that will further inform and engage the community while contractors begin with site mobilization anticipated in the coming weeks. As crews install site fencing and begin area preparation activity estimated in early-to-mid May, the contractor’s construction staging and schedule will be finalized with the City and engagement activities launched shortly thereafter. With engagement underway for the Parks and Recreational Trails Master Plans and the Accessibility Plan initiatives, staff anticipate conducting the Fire Hall #32 Replacement Project engagement in late May or early June. This would consist of a two-week consultation period that would help to inform the final design, particularly for the indoor and outdoor community and recreation facilities and the park area. The linkages with the Parks and Recreational Trails Master Plan engagement will also be made as both programs are finalized and launched in the coming weeks.

As there are community members who may not use our digital engagement platform, staff also continue to utilize various forms of print and community relations tools and methods for those who prefer to use paper to review the material and write their feedback. Staff continue to combine the use of print, electronic and community relations tools, methods and timing to ensure our community is well informed and engaged with ease and in a manner that the end users prefer.

Elements open to consultation, such as design features, use and programming relative to indoor and outdoor recreation spaces and others will be defined in the coming weeks, along with project elements that remain fixed and not open to consultation, such as the project justification, site location, size and scale of the building, fire hall structure and operations, the need for no new tax increases to the City’s budget and so on. Once the project is ready to transition to the engagement phase the overall project details and engagement program will be provided to Council and widely communicated with stakeholders and the public.

COUNCIL REPORT / RESOLUTION HISTORY

Date	Report Topic / Resolution	Resolution No.
Nov. 28/23	<p>THAT Council direct Administration to complete an Alternative Approval Process (AAP), to gain elector assent, in 2024, for the Firehall 32 Project;</p> <p>AND THAT “City of West Kelowna Loan Authorization Bylaw No. 0313, 2023”, a bylaw to authorize the borrowing of up to \$8,000,000 towards the construction of a new Fire Hall 32 building, be read a first, second and third time, by title only, on this 28th of November 2023.</p>	C387/23

Jan. 23/24	<p>THAT the elector response form, as attached to the report titled “Alternative Approval Process Form – Fire Hall 32 Replacement Project” dated January 23, 2024 from the Legislative Services Manager/Corporate Officer, be approved;</p> <p>AND THAT Friday, March 15, 2024 at 4:00pm be set as the deadline for receipt of the elector response forms.</p>	C048/24
Feb. 13/24	<p>THAT the updated elector response form, “Alternative Approval Process Form – Fire Hall 32 Replacement Project” from the Legislative Services Manager/Corporate Officer, be approved;</p> <p>AND THAT Thursday, March 21, 2024 at 4:30 pm be set as the deadline for receipt of the elector response forms.</p>	C065/24
Mar. 26/24	<p>THAT the report titled “Sufficiency Report for the Fire #32 Replacement Project – Alternative Approval Process”, dated March 26, 2024 from the Legislative Services Manager/Corporate Officer and Deputy CAO/Deputy Corporate Officer, be received for information;</p> <p>AND THAT City of West Kelowna Loan Authorization Bylaw No. 0313, 2023 be adopted</p>	C099/24

REVIEWED BY

Sandy Webster, Director of Corporate Initiatives
 Jason Brolund, Fire Chief, West Kelowna Fire Rescue
 Allen Fillion, Director of Engineering and Operations

APPROVED FOR THE AGENDA BY

Ron Mattiussi, Interim-CAO

Powerpoint: Yes No