



COUNCIL REPORT

To: Mayor and Council

Date: August 27, 2024

From: Ron Bowles, CAO

Subject: **Fire Hall #32 Replacement Project – Project Update #1**

Report Prepared by: Trevor Seibel, Deputy CAO

PURPOSE

To provide Council with a progress update on the Fire Hall #32 Replacement Project.

RECOMMENDATION to Consider and Resolve:

THAT the report titled “Fire Hall #32 Replacement Project – Project Update #1” from the Deputy CAO, dated August 27, 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.

BACKGROUND

As noted in the update provided at the May 14, 2024 Regular Council Meeting, the Owner’s Statement of Requirements (OSR) document has been completed, under a CCDC14 Design Build Fixed price contract. The detailed history on the procurement process for this project was outlined in the November 28, 2023 report to Council.

The project will provide over 17,000 sq feet of new space for the fire service and community with the replacement of Fire Hall #32, a larger and new community centre building, improved community facilities, and parking for public and fire hall purposes.

The scope of the project reflects project affordability based on previous stakeholder and community consultations (e.g. Parks and Trails Master Plan development, Council's Strategic Priorities and Budget consultations, Fire Hall #32 Replacement Project meetings open house information, our existing reserves, developer contributions, Parks development cost charges (DCC's), the Growing Communities Fund and long-term borrowing approved by the community through the Alternative Approval Process (AAP) that concluded in March.

PUBLIC CONSULTATION PROCESS

The detailed design consultation was held from **July 29 to August 12, 2024**, during which we asked the community to share their feedback on the community centre and parks and recreation upgrades as part of the Fire Hall #32 Replacement Project.

Notice of the engagement opportunity was shared with local media via printed newspaper ads, social media ads and posts, and emails to e-News subscribers including neighbourhood associations.

An in-person Open House was held at the new City Hall/Library Building on August 9 to give the community the opportunity to meet the project team, ask questions, share preferences and review the proposed design and provide feedback. In addition to the static display inside the building for the two-week consultation period, 28 people attended the open house to learn more and provide their input.

Paper copies of the questionnaire, display boards, postcards and colouring sheets were also available online at OurWK.ca/firehall32 and at West Kelowna City Hall as part of a static display in the foyer and at the open house.

During the engagement period, we received 246 completed questionnaires, with respondents providing 665 comments. An overview of key themes and highest priorities mentioned by participants is summarized and provided as an attachment to this report. The qualitative outcomes of the feedback reflect the opinions of those who participated in the process. All questions were optional, and respondents could choose to complete the questionnaire anonymously. The feedback highlights include:

- 83% of respondents (195 people) said indoor/outdoor fitness programs were well suited in the community centre and surrounding spaces
- 70% of participants (166 people) said that night-friendly LED streetscape lighting for walkways and parking lots was very important
- 67% of respondents (157 people) said they would most likely attend programs on the weekends during the spring and summer months
- 52% of participants (127 people) live in Lakeview Heights

Based on the feedback, the project team will work to finalize the design and planning for the community centre and parks and recreation upgrades, considering costs, space, and other relevant factors. Input will also guide future budget deliberations in accordance with

Council contemplating input from the Parks Master Plan and previous budget and strategic priorities consultations.

The following project update is for the reporting period ending of June 30, 2024.

PROJECT STATUS UPDATE

Site mobilization commenced in early May. As part of the site mobilization and prep, the sport court and pickleball courts were decommissioned and will be unavailable during construction. Building abatement was completed in preparation for its removal. All programming for the building, sport court and pickleball courts has been discontinued and Recreation Services is working with the tennis club to provide controlled access to the tennis courts during construction. The construction timeline for the project has been established from May 2024 through fall 2025.

Construction activities for the period reported have included site preparation, lower-level footings being poured and formwork for the lower-level walls. Over the coming weeks, the exterior shell of the building will become highly visible to the public. However, there is still extensive work to be done.

The City team, consisting of the Deputy CAO, Facilities & Recreation Manager and representatives from the Fire Department, continue to meet regularly with our consultants and the project team as we finalize the fine details associated with the project.

The focus through the next reporting period will be the completion of the lower-level walls, ground level pad and strip footing as well as the rough in of underground utilities.

Colliers Project Leaders is working with the City team on this project. They have provided some visuals of the project as of this reporting period (Attachment 1).

RISK ASSESSMENT

Project risks are monitored through an ongoing Risk Log prepared in collaboration with the City and the project team. Many of the identified risks have now been closed out with the execution of the CCDC14 contract. The following provides a summary of identified risks since the start of the project.

<i>Risk</i>	<i>Description</i>	<i>Assessment</i>
BC Hydro Delays	Completion of temporary power to the site and the pole relocation due to long design wait times	Temporary power was resolved in August
Court Lighting Electrical	Wiring for the tennis court lights and the kiosk were in the demolition path. As well, the wiring was too shallow.	Solution for tennis court lighting has been identified and will be completed.

FINANCIAL IMPLICATIONS

The project value was previously communicated and has been confirmed at \$14.3 million. Council previously approved the budget and funding strategy as follows:

Design & Construction	\$ 12,156,169
Construction Contingency 10%	<u>1,215,617</u>
Design, Construction & Contingency	13,371,786
Project Management	150,000
Furniture, Fixtures & Equipment	100,000
Owner's contingency	<u>693,114</u>
	<u>\$ 14,314,900</u>
Debt	8,000,000
Reserves	3,800,000
Developer contributions	150,000
Parks DCC	1,187,000
Growing Communities Fund	<u>1,177,900</u>
	<u>\$ 14,314,900</u>

Currently, the project budget is low risk. The fixed price contract, which includes design, construction and contingency considerations, was completed at \$13,069,308. This value also includes cash allowances for specific components. This leaves over \$300,000 for any unknown construction items. Additionally, the Owners contingency is available to address costs related to utilities, insurance and permits or any other unknown issues that arise. The available contingencies will be monitored as the project progresses. Pricing options for the various cash allowances carried is underway and will be carefully considered to maintain contingency for unforeseen changes.

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
Apr. 23/24	<p>THAT the report titled “Fire Hall #32 Replacement Project – Next Steps” from the Deputy CAO, dated April 23, 2024, be received for information.</p>	C134/24
May 14/24	<p>THAT the report titled “Fire Hall #32 Replacement Project – Update – May” from the Deputy CAO, dated May 14, 2024, be received for information.</p>	C152/24

REVIEWED BY

Sandy Webster, Director of Corporative Initiatives

APPROVED FOR THE AGENDA BY

Trevor Seibel, Deputy CAO

Powerpoint: Yes No

Attachments:

Attachment 1 – Site Pictures

Attachment 2 – Engagement Summary Report

Attachment 3 – Consultation Summary Report

Attachment 4 – Detailed Feedback Report

Attachment 5 – Additional Comments Report