



COUNCIL REPORT

To: Mayor and Council

Date: January 28, 2025

From: Ron Bowles, Chief Administrative Officer

Subject: **Fire Hall 32 – Project Update No. 3**

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 #3” from the Deputy CAO, dated January 28, 2025, 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 2024.

PROJECT STATUS UPDATE

Site mobilization commenced in May 2024 and the construction timeline for the project has been established from May 2024 through fall 2025.

During the last quarterly period, winter heaters were installed throughout the building and connected to the gas supply (Fortis BC). Significant concrete pours were completed including the mezzanine level and trench drains with preparatory work on the lower level to complete the concrete pour in January. Staff completed the necessary work with BC Hydro to complete the design for the project power so that a Right of Way (ROW) can be obtained for the neighbouring property, due to the location of the overhead lines. The ROW was recently signed off and submitted back to BC Hydro for completion. The permanent power installation, which includes an underground line out in front which is beneficial to the fire department as there will be no pole and overhead line conflicting with the truck ladders, is included in the final design. One pole will be moved closer to the public parking lot, near the pathway, and an overhead line running to the west. The costs associated with this design are included in the overall project budget.

Second floor plumbing and electrical were also completed with the City team working to complete the owner supplied cabling assessment. Coordination with Chandos will be required to ensure proper timing of installation. We are awaiting final costing on the technological elements which will be funded from within the existing project budget and, if necessary, contingency. The upper fire hall roof was completed and many of the exterior finishings (such as the "eyebrows" over the windows) will be complete in January/February.

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.

Currently the project budget is low risk, with some contingency items applied, a few cash allowances used, and several other cash allowances being evaluated for costs. These options will be carefully managed to maintain contingency for unforeseen changes.

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.

Risk	Description	Assessment
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.
BC Hydro Delays	Waiting for revised power design for project including pole relocation.	Design completed in December; ROW documents produced and signed off. Coordination underway with BC Hydro for installation.
Cash Allowances	Cash allowances included in the Project Budget being converted to actual costs.	City team continuing to monitor these very closely to ensure invoices correlate to conversion of allowances. This is a low risk at this time.

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%	1,215,617
Design, Construction & Contingency	<u>13,371,786</u>
Project Management	150,000
Furniture, Fixtures & Equipment	100,000
Owner's contingency	693,114
	<u><u>\$ 14,314,900</u></u>
Debt	8,000,000
Reserves	3,800,000
Developer contributions	150,000

Parks DCC	1,187,000
Growing Communities Fund	1,177,900
	<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>	C065/24

	AND THAT Thursday, March 21, 2024 at 4:30 pm be set as the deadline for receipt of the elector response forms.	
Mar. 26/24	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;	C099/24
	AND THAT City of West Kelowna Loan Authorization Bylaw No. 0313, 2023 be adopted	
Apr. 23/24	THAT the report titled “Fire Hall #32 Replacement Project – Next Steps” from the Deputy CAO, dated April 23, 2024, be received for information.	C134/24
May 14/24	THAT the report titled “Fire Hall #32 Replacement Project – Update – May” from the Deputy CAO, dated May 14, 2024, be received for information.	C152/24
Aug 27/24	THAT the report titled “Fire Hall #32 Replacement Project – Project Update #1” from the Deputy CAO, dated August 27, 2024, be received for information	C221/24
Oct 22/24	THAT the report titled “Fire Hall #32 Replacement Project – Project Update #2” from the Deputy CAO, dated October 22, 2024, be received for information	C264/24

APPROVED FOR THE AGENDA BY

Ron Bowles, Chief Administrative Officer

Powerpoint: Yes No

Attachments:
Attachment 1 – Site Pictures