



COUNCIL REPORT

To: Paul Gipps, CAO

From: Mark Roberts, Special Projects Manager

Date: May 25, 2021

Subject: **West Kelowna's City Hall Update – May 2021**

RECOMMENDATION

THAT Council provide early approval to authorize the \$16,000,000 expenditure for the construction of City Hall, as outlined in the Five-Year Financial Plan Bylaw.

STRATEGIC AREA(S) OF FOCUS

As part of Council's Strategic Priorities, the City Hall Project meets the objectives set out in Council's *Invest in Infrastructure* and *Strengthen our Community* pillars.

BACKGROUND

Progress Update since April 2021

The Integrated Project Team has continued to have regular updates with staff and the rest of the design, construction management, sub consultant and skatepark design teams to achieve the following:

Skatepark Update

- As a result of COVID-19 travel restrictions limiting ALC members from visiting the site, the Mayor and CAO filmed an informative video outlining site characteristics, complimented by video obtained with a drone, to share with the Agricultural Land Commission
- Staff met with the ALC Okanagan Panel on May 11 in lieu of an in-person site visit. Staff provided an overview of the application and answered questions from the panel. ALC staff are preparing meeting minutes to be included as part of the application materials. It is anticipated that the Panel will be able to convene shortly to consider the City's non-farm use application.
- The construction tender closed on Thursday, April 29, 2021 at 2:00 pm, with two submissions from the two pre-qualified contractors. A summary of the tender submissions is provided in Table 1.

Table 1: Summary of Tender Results	
Tenderer	Tender Price (excl. GST)
Radius Contracting	\$ 993,225
Newline Skateparks	\$ 998,795

- The design consultant has experience working with this contractor, and provided a high recommendation based on previous projects.
- While construction prices have been escalating this year, this price is within budget. Throughout the project, staff will work with the contractor to identify any possible cost saving measures. Pending approval from the ALC, the contractor has indicated that they currently have capacity to start the project ASAP.
- Given all of the information above, and in following the City’s Purchasing Policy, the contract will be awarded to Radius Contracting in the amount of \$993,225.



Image 1: 3D Rendering of the skatepark design

City Hall Update

- Staff have engaged with Westbank First Nation on the indigenous and cultural landscape and design elements of the City Hall project. This will be an ongoing process that continues throughout the project.
- The Integrated Project Team (IPT) has submitted an application and engaged with BC Hydro for electrical design and supply.
- The IPT have developed a building massing that will meet the space requirements of the Okanagan Regional Library, and the City of West Kelowna within a 4 story

building footprint of approximately 4,785m². Floor divisions are proposed to be approximately:

- ORL Ground Floor: 1,660m²
 - Can be accessed from the main floor in City Hall or directly from the outside. There will be natural light on all 4 sides of the building with floor to ceiling windows on the east and west walls. The space itself will be programmed by the ORL and their design consultants.
- City Hall Main Floor: 1,510m²
 - Council Chambers, a main lobby with elevators, staircase, and front counter will be located on this floor. Behind the front counter will be staff workstations, layout and storage areas, and meeting areas. As an exterior accessible space, staff are working with the local Member of Parliament and Member of Legislative Assembly to try and accommodate space for them in City Hall.
- City Hall Second Floor: 1,145m²
 - Consists of a small reception, elevators, meeting rooms and lunchroom, but the majority of the space will be occupied by staff work stations, layout and storage areas.
- City Hall Third Floor: 470m²
 - Consists of a small reception, elevators and meeting rooms, but the majority of the space will be occupied by staff work stations, layout and storage areas.
- The IPT have designed and issued the first tender package for utility servicing and enabling works to the site. This includes running utilities like water, sewer, electrical, and data utilities in from Old Okanagan Hwy, around the existing access road adjacent to JBMAC, onto the property. This work will not have a direct impact on the use of the skatepark, however may limit vehicle access around the JBMAC building. Alternate pedestrian access will be maintained. This Tender closes on May 26, and an update will be provided to Council in June.
- The IPT have engaged with Westbank First Nation to develop an Indigenous Engagement Strategy, which includes employment, mentoring, training opportunities for Westbank First Nation (WFN) Members, Members spouse/partner, or Members dependents for the duration of their time on site.

DISCUSSION

As part of the City Hall Loan Authorization Bylaw No. 0272, 2020, adopted on October 6, 2020, Council set a total budget for City Hall not to exceed \$18,000,000.

As part of the 2021 Financial Plan, Council authorized the amended Schedule A to the report, detailing 2021 early approval capital requests, which included \$2,000,000 for City Hall – Concept Plan, Tender Drawings and Consulting Services on January 19, 2021.

As outlined in the Five-Year Financial Plan Bylaw, a \$16,000,000 expenditure for the construction of City Hall is planned for 2022, however, the Integrated Project Team is now moving into the construction phase of the project. This work requires early approval in

order to award Construction Tender Package 1 and the four other upcoming Construction Tender Packages later this year. While these construction tenders will be awarded in 2021, much of the work and associated progress payments will be paid in 2022.

FINANCIAL IMPLICATIONS

The Ten-year Capital Plan has the City Hall project starting in 2021 with completion by the end of 2022. This early approval seeks to accelerate the expenditures in the first year but to continue to fund the project over the two years with no change to total cost. The funding remains as outlined in the plan and is to come from reserves, gas tax and temporary and long-term borrowing. The following is an excerpt from the adopted financial plan.

Project Name	Recommended Funding	2021	2022
City Hall - Concept Plan, Tender Drawings & Consulting Services	Reserve to Construct City Hall	2,000,000	-
	Reserve to Construct City Hall	-	4,822,574
2020 Phase I City Hall Construction	Gas Tax	-	500,000
	Equipment - General	-	250,000
	Debt	-	10,427,426
Total		2,000,000	16,000,000

COUNCIL REPORT / RESOLUTION HISTORY

Date	Report Topic / Resolution	Resolution No.
April 20, 2021	Information Only Report	N/A
March 9, 2021	Information Only Report	N/A
February 9, 2021	THAT Council award the City Hall/Library Construction Management Services contract in the total amount of \$988,985 (excluding GST) to Bird Stuart Olson Construction Ltd.	C078/21
<u>CARRIED UNANIMOUSLY</u>		

January 26, 2021	THAT Council award the City Hall/Library Building Design Services contract in the total amount of \$953,120 (excluding GST) to Johnston Davidson Architecture.	C066/21
<u>CARRIED UNANIMOUSLY</u>		
January 19, 2021	THAT Council authorize the amended Schedule A, detailing 2021 early approval capital requests.	C057/21
<u>CARRIED; Councilor Findlater opposed</u>		
October 6, 2020	THAT Council adopt the “City of West Kelowna City Hall Loan Authorization Bylaw No. 0272, 2020.”	C246/20
<u>CARRIED UNANIMOUSLY</u>		
February 11, 2020	THAT Council give first, second and third reading to “City of West Kelowna City Hall Loan Authorization Bylaw No. 0272, 2020”.	C051/20
<u>CARRIED UNANIMOUSLY</u>		

CONCLUSION

The City Hall project continues to progress forward on schedule and within budget, and it is recommended that the outstanding construction funding be approved so that the project timeline continues to track in a positive direction.

REVIEWED BY

Warren Everton, CFO

APPROVED FOR THE AGENDA BY

Paul Gipps, CAO

PowerPoint: Yes No