

TO: CHAIR AND MEMBERS
FINANCIAL MANAGEMENT COMMITTEE

DATE: 2020 February 05

FROM: MAJOR CIVIC BUILDING PROJECT
COORDINATION COMMITTEE

FILE: 4230 06

Reference: Fire Hall No. 1

**SUBJECT: FIRE HALL STATION NO. 1
4867 SPERLING AVENUE
FACILITY UPGRADES**

PURPOSE: To request the use of Gaming Reserves to finance the Phase 2 detailed design and contract administration of a turn-out gear washing and locker room facility to be located within the property of Fire Hall No. 1.

RECOMMENDATION:

1. **THAT** the Financial Management Committee recommend Council authorize the use of Gaming Reserves in the amount of \$171,000 to finance the Phase 2 feasibility study and detailed design of a new turn-out gear washing and locker room facility at Fire Hall No.1, as outlined in this report.

R E P O R T

1.0 INTRODUCTION

The Burnaby Fire Department has identified several facility upgrades required for Fire Hall No. 1, located at 4867 Sperling Avenue, to support Fire protection and training services. Specifically, change room facilities are required to support the Recruit and Youth Academy that operates out of the fire hall. Upgrades to the current turn-out gear washing facility are also required for the laundering and decontamination of fire fighting garments. In 2019, the City retained Thinkspace Architecture Planning Interior Design to complete a feasibility study (Phase 1) to review site conditions, siting and space programming of the above noted facilities. The feasibility study was reviewed and completed between November 2019 and February 2020. The purpose of this report is to seek Council funding to advance the project into a detailed design phase (Phase 2), the details of which are outlined in this report.

The 2020 – 2024 Provisional Financial Plan proposes funding for the Hygiene and Decontamination Washing Facility – Fire Hall No. 1. Upon approval of this funding request by Council, these expenditures will be included in the 2020 – 2024 Financial Plan (Planning Section).

2.0 POLICY SECTION

The advancement of this project aligns with the City of Burnaby's Corporate Strategic Plan by supporting the following goals and sub-goals of the Plan.

- **A Safe Community**
 - Community Amenity Safety – Maintain a high level of safety in City buildings and facilities for the public and City staff.
- **A Dynamic Community**
 - City Facilities and Infrastructure – Build and maintain infrastructure that meets the needs of our growing community.
- **A Healthy Community**
 - Healthy Life – Encourage opportunities for healthy living and well-being.
- **An Inclusive Community**
 - Enhance City Workforce Diversity – Support a diversified City workforce by identifying barriers and implementing proactive strategies.
- **A Thriving Organization**
 - Organizational Culture – Ensure that our core values are reflected in our policies, programs and service delivery.

3.0 BACKGROUND

In March 2019, the Burnaby Fire Department raised the issue of providing change room facilities to support the training functions of the Recruit and Youth Academy operated out of Fire Hall No.1, as well as upgrading the current turn-out gear washing facility within the fire hall. In response, the City Manager authorized the use of capital contingency funding of \$70,000 to undertake a feasibility study (Phase 1) for the construction of the above noted facilities. The City retained an architectural firm, Thinkspace Architecture Planning Interior Design, to complete Phase 1 work, including an investigation of site conditions, review of siting options, and completion of a space programming needs assessment (ABX.0018).

The consultant undertook Phase 1 work between November 2019 and February 2020. In summary, the findings determined that a change room facility with 30 lockers and a turn-out gear washing facility of approximately 30 m² (323 sq.ft.) would adequately meet the needs of the fire hall. The facility would also include a training classroom for up to 30 recruits. The area shown in the preliminary design is 140 m² (1,507 sq.ft.). The project is now ready to advance into detailed design (Phase 2).

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As part of the Phase 2 detailed design work program, the development of design options for the new facilities, as well as providing related construction cost estimates, will be required. These options will be evaluated by the Major Civic Building Project Coordination Committee and Fire Department senior staff prior to providing a recommendation to the Financial Management Committee on the preferred design option.

4.0 PROJECT BUDGET / FINANCING

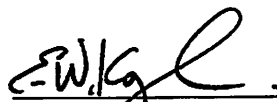
The following table provides a breakdown of the Phase 2 costs:

Phase 2 Feasibility Study and Detailed Design	
Project Management Fees	\$24,000
Consultant Fees	\$127,000
Contingency	\$20,000
Design Phase Total	\$171,000

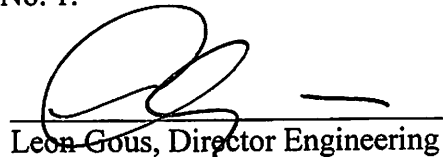
These expenditures will be included in the 2020 – 2024 Provisional Financial Plan and sufficient Gaming Reserves are available to finance the capital project outlined in this report.

5.0 RECOMMENDATION

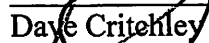
It is recommended that the Financial Management Committee recommend Council authorize the use of Gaming Reserves in the amount of \$171,000 to finance the Phase 2 detailed design of a new turn-out gear washing and locker room facility at Fire Hall No. 1.



E.W. Kozak, Chair, Major Civic Building Project
Coordination Committee



Leon Gous, Director Engineering



Dave Critchley
Director Public Safety and Community Services

JN/ZT/sla

cc: City Manager
Director Parks, Recreation and Cultural Services
Purchasing Manager
City Clerk

Director Corporate Services
Director Finance
City Solicitor