

TO: CHAIR AND MEMBERS
FINANCIAL MANAGEMENT COMMITTEE

DATE: 2020 October 07

FROM: MAJOR CIVIC BUILDING PROJECT
COORDINATION COMMITTEE

FILE: 4230 06
Reference: Fire Hall No. 1

SUBJECT: 2020 CAPITAL GAMING RESERVE REQUEST – FIRE DISPATCH
CENTRE RELOCATION (ABX.0017)

PURPOSE: To request the use of the Gaming Reserve to finance the Fire Dispatch Centre Relocation project.

RECOMMENDATION:

1. **THAT** the Financial Management Committee authorize the use of the Gaming Reserve in the amount of \$300,000 to finance the Fire Dispatch Centre Relocation project, as outlined in this report.

R E P O R T**1.0 INTRODUCTION**

The Fire Department has identified the need for a replacement of the existing dispatch facility in Fire Hall No. 1. In order to facilitate operational requirements, a relocation of the dispatch facility from Fire Hall No. 1 to Fire Hall No. 7 is required. The new dispatch facility will include 4 workstations, office and associated ancillary area (e.g. kitchen) as the existing dispatch facility in Fire Hall No. 1 currently accommodates 3 workstations.

The overall project cost is estimated at \$2,700,000 of which \$300,000 will be utilized for feasibility and design while the \$2,400,000 remaining project cost will be for retrofitting and new dispatch communication equipment purchases.

JDA Management and Consulting Group was engaged in January 2020 to undertake Phase 1 work on the dispatch relocation which includes the feasibility study, conceptual design, as well as the provision of a Class D cost estimate. The Major Civic Building Project Coordination Committee is requesting \$300,000 to finance the above-mentioned costs along with detailed design and contract administration for the relocation of the dispatch facility.

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.

To: Financial Management Committee
From: Major Civic Building Project Coordination Committee
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- **A Dynamic Community**
 - City Facilities and Infrastructure – Build and maintain infrastructure that meets the needs of our growing community.
- **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.

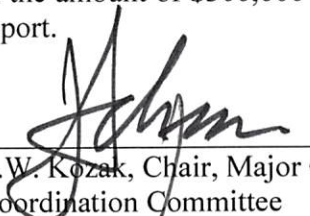
3.0 PROJECT SUMMARY


This project proposes to retrofit an existing room of approximately 1,000 sq.ft. initially earmarked as a future dorm room in Fire Hall No. 7 as the new dispatch facility. The existing dispatch area in Fire Hall No. 1 will be in operation during construction, and be repurposed for other uses once the relocation is complete. Upon completion of the detailed design, construction and equipment, funding will be requested in a subsequent report to the Financial Management Committee.

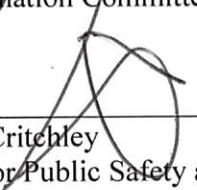
The 2020 – 2024 Financial Plan includes \$600,000 for this project, however as outlined above at this time \$300,000 is being requested; additional costs will be included as part of the 2021 – 2025 Provisional Financial Plan and funding will be requested in a future report. Sufficient Gaming Reserves are available to finance the total capital project costs outlined in this report.

4.0 RECOMMENDATION

It is recommended that the Financial Management Committee authorize the use of the Gaming Reserve in the amount of \$300,000 to finance the Fire Dispatch Centre Relocation project, as outlined in this report.


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


Leon Gous, Director Engineering


Dave Critchley
Director Public Safety and Community Services

TVD/sla

cc:	City Manager	Director Corporate Services	Director Finance
	Purchasing Manager	Chief Information Officer	Acting City Clerk
	City Solicitor	Chief Building Inspector	