



BOARD REPORT

TO: Chair and Directors

File No: 7200 46 01

SUBJECT: Tappen/Sunnybrae Fire Hall Addition – Contract Award

DESCRIPTION: Report from Darcy Mooney, Manager, Operations Management, dated May 31, 2017.
Tappen/Sunnybrae Fire Hall Addition - Contract Award

RECOMMENDATION #1: THAT: the Board empower the authorized signatories to enter in to an agreement with 478868 BC Ltd. (dba McDiarmid Construction) to construct the addition to the Tappen/Sunnybrae Fire Hall for a total cost of up to \$665,000 plus applicable taxes.

RECOMMENDATION #2: THAT: in accordance with Policy No. F-3 "Electoral Area Community Works Fund – Expenditure of Monies", access to the Electoral Area Community Works Fund be approved for up to \$20,000 plus applicable taxes from the Electoral Area C Community Works Fund allocation for energy efficient upgrades at the Tappen/Sunnybrae Fire Hall.

SHORT SUMMARY:

In April 2017, the CSRD issued a tender for the budgeted addition and upgrades to the Tappen/Sunnybrae Fire Hall building. The tender includes a two bay expansion to the building with an upstairs training and meeting space. Upgrades to the structure and mechanical systems of the building are also necessary. The lowest bid submission received exceeds the 2017 budget allotment. Staff are investigating options to advance to the hall expansion through gaining additional efficiencies in the project and deferring the planned purchase of a Tender currently scheduled for 2018. A budget amendment will most likely be required before December 31, 2017.

VOTING: Unweighted LGA Part 14 Weighted Stakeholder
Corporate (Unweighted) Corporate (*Weighted*)

BACKGROUND:

The Tappen/Sunnybrae Fire Hall is one of the CSRD’s busiest fire halls, responding to about 50 incident calls per year. The current hall contains two bays and a small meeting room. The fire hall expansion project will accommodate an additional two bays and a second story with meeting rooms, offices and a washroom. The existing meeting room will be used to accommodate the local First Responders group.

POLICY:

In accordance with CSRD Policy No. F-32 "Procurement of Goods & Services", Board authorization is required for any tender or RFP to be awarded in excess of \$500,000.

FINANCIAL:

The following table outlines the submitted tenders for this project, excluding taxes:

Company	Amount
Encan Construction Ltd.	\$ 895,881
Maddocks Construction Ltd.	\$ 985,020
478868 BC Ltd. (dba McDiarmid Construction)	\$ 665,000

The project will be funded from Area C Sub-regional Fire Suppression Reserve fund. Energy efficient upgrades to the building's lighting system can be funded through the Electoral Area Community Works Fund.

The 2017 Area C fire budget, function 047, contained a budget of \$475,000 for this project including engineering and procurement services. A budget amendment may need to occur in 2017 to ensure appropriate allocation of funds for this hall expansion. If necessary, the budget amendment will identify that the planned purchase of a Tender in 2018 will be deferred to a later date.

KEY ISSUES/CONCEPTS:

To prioritize and advance the expansion of the Tappen Sunnybrae Fire Hall.

IMPLEMENTATION:

Upon approval of the Board the project will commence immediately and is expected to be finalized by December 31, 2017.

COMMUNICATIONS:

The decision of the Board will be relayed to the preferred proponent.

DESIRED OUTCOMES:

The Board approve staff recommendation.

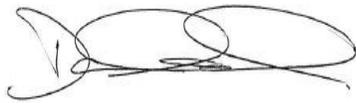
BOARD'S OPTIONS:

1. *Endorse the Recommendation.*
2. *Deny the Recommendation.*
3. *Defer.*
4. *Any other action deemed appropriate by the Board.*

Report Approval Details

Document Title:	Tappen_Sunnybrae_Fire_Hall_Addition_Contract_Award.docx
Attachments:	
Final Approval Date:	Jun 7, 2017

This report and all of its attachments were approved and signed as outlined below:



Darcy Mooney - Jun 6, 2017 - 11:13 AM



Jodi Pierce - Jun 6, 2017 - 11:35 AM

No Signature - Task assigned to Lynda Shykora was completed by assistant Emily Johnson

Lynda Shykora - Jun 6, 2017 - 3:41 PM



Charles Hamilton - Jun 7, 2017 - 8:31 AM