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Date February 27, 2023 **Report No.** 2023-180

To Chair and Members
Police Station Task Force

From Inderjit Hans, P. Eng., PMP
General Manager, Public Works Commission

1.0 Type of Report

Consent Item []
Item For Consideration [X]

2.0 Topic **Brantford Police Services Redevelopment Project Report February 27 2023 - 2023-180.docx**

3.0 Recommendation

THAT Staff Report 2023-180 Brantford Police Services Facility Redevelopment Project Update BE RECEIVED.

4.0 Background

This Report is to provide the Police Station Task Force (PSTF) with an update on various project aspects.

No further Design Workshops have been held at this time. Floor plans and elevations of the building design were posted at the Police Station from September 2022 through February 2023, for staff to provide comment. This process is now complete and no further layout changes will be required from a schematic design perspective. The Police have agreed to the layout, have signed off on the schematic design drawings, and are being kept on file for reference. Police and City Staff have worked very well together on managing

design change requests. The floor plans and infrastructure design have resulted in a building that will serve the Police for 25-30 years, including the provision of unoccupied and unfinished growth space that the Police Service can migrate into after the completion of the project and the successful handover of the building to the Police Service.

Request for Supplier Qualifications (RFSQ) documents are being prepared now for pre-qualifying the services of a General Contractor which will be released for a public tender in the Spring of 2023. This is a process to identify General Contractors who are compatible with the project and its' specialized needs, and to attract those companies who have financial stability, experience, resources and in particular, knowledge of safety practices for both staff and the works during the renovation of an occupied space. The Consultant is reviewing the Evaluation Criteria and Ranking Method document to ensure the City will attract appropriate companies that will be meet the demands of the project. City Staff are currently reviewing the method to assign and score items prior to release of the document, and to build certain components into the RSFQ that will allow proponents to review the floor plans and proposed phasing plan to show the complexity of the project.

5.0 Analysis

5.1 Zero Carbon Building Design

On December 23rd, 2022, the Consultant presented the City with a Net Zero Feasibility Workshop. An Energy Modeling Report followed, which describes Net Zero Carbon Building metrics, modeling and energy conservation options specific to the Police Station Reconstruction Project. The results showed that designing a Net Zero Carbon Building will produce a building that is 43% more efficient than the current design. 13% of energy is provided through Solar PV. National Energy Code of Canada for Buildings 2017 (NECB) metrics, such as receptacle power density and lighting power density, revealed an energy savings of 38.9% when compared to the current building design. Further analysis is ongoing through the sub-consultants to see if additional improvements can be made to this energy savings value.

A Feasibility Report to summarize the methodology of providing a Zero Carbon Building and a life cycle assessment will follow in March 2023. These items are contingent on the completion of the Construction Documents.

5.2 Agreement of Purchase and Sale (APS) for Enbridge Lands

The APS was fully executed and signed on December 14th, 2022. The 180 day due diligence period to complete pre-conditions in the agreement started on December 15th, 2022 which places the end date for this process at June 13th, 2023. The City also has up to an additional year should we require it to complete its due diligence.

The required deposit was sent to Enbridge and has been processed. The APS states that a progress payment is to be sent from Enbridge to the City, however it has been agreed upon in writing at the request of Enbridge, that Enbridge will release one final report/summary of invoices upon completion of the site alterations on Carter Street. This invoice is expected in February 2023.

5.3 Site Plan Control Requirements

Municipal Approvals and Site Plan Application (SPA) is underway through the Consultants. The SPA package includes such items as the Zoning Bylaw Amendment, Tree Inventory, Functional Servicing Report, Traffic Study and Turning Movements Plan along with the Site Plan, Floor Plans and Building Elevations. The Consultants are expected to submit this package to the City for review and approvals at the end of February 2023. The SPA package will be submitted by the Consultant to the City's Planning Department, in order to track the work effort required and to receive efficient feedback with the intent to minimize delays and maximize timelines for moving forward into Building Permit.

The Enbridge ROW (Right of Way) Permit was completed in January 2023. The driveways and new fencing are now installed on Carter Street. Separate from the Police Station and APS works, the Site Plan Application for Enbridge site works has been approved by the City as of Friday February 10th, 2023, and the permit for work to be completed at 101 Carter Street site was released by the City to Enbridge on February 14th, 2023.

The City will continue to work with Enbridge on a shared approach to the Police Station Site Plan Application requirements over the next year, including any tie-ins to Storm Water Management locations, Drawing Updates (Parking Lot, Fence) and Building Permit.

5.4 Furniture, Fixtures and Equipment Update (FF&E)

The Police Service has recently procured a total of 7 sit stand workstations for individuals that require them. The Project Team will work to incorporate these desk into the final design package. The floor plan will denote where they are located and the furniture procurement process for the project will work to

combine all appropriate furniture and strive to reduce FF&E cost associated with the project.

Systems Furniture for the new design is being reviewed. A competitive process will need to be conducted with the City's Vendors of Record List. There are several different design factors that are currently being reviewed with the Consultant as the Design Development and Construction Drawings are finalized. Final selection of the 911 Comm Centre desks will be based on technical requirements, City procurement policies and pricing.

5.5 Project Status Review

The Project Schedule remains on track from an Architectural and Engineering Services Perspective. Schematic Design was completed January 2023. Design Development and Construction Documents are underway concurrently, commencing in February 2023 and continuing into the end of July 2023. This stage of design includes review and design of structural, mechanical and electrical systems, IT and security systems, civil and landscape design. There were some additional design changes that continued into the Construction Documents Phase due to additional staffing requirements that were identified by the Police Service, but the Consultants were flexible and minimized the scope of work such that the project timeline remains unaffected.

Table 1 - Project Milestones

Project Milestones	Anticipated Start Date	Anticipated Completion Date
Detailed Design Development	November 2022	January 16, 2022
Site Plan Control/Zoning Amendment Submission	December 15 2022	January 4, 2023
Construction Documents Development (30%)	December 22, 2022	February 15, 2023
Construction Documents Development (60%)	February 16, 2023	March 29, 2023
Construction Documents Development (90%)	March 30, 2023	May 17, 2023
Permit Submission	May 2023	---

Final Coordination	May 18, 2023	June 14, 2023
Tender/Procurement	June 15, 2023	July 2023
Contract Administration/Construction Phase	July 2023	July 2025
Substantial Completion	N/A	August 2025
Project Close-Out Phase	August 2025	September/October 2025
Warranty Phase	October 2025	October 2026

The existing Radio Tower for Police Vehicle communication is currently installed on the grounds where the new Block A is to be constructed. The Radio Antenna is included in the Class C Estimate however the contract with the service provider expires March 2023. The Police Board is reviewing the option to relocate the antenna to a new location prior to obtaining a General Contractor.

5.6 Project Risks

Temporary Staff Relocation & Displacement During Construction

The Tourism Building will have temporary furniture (Old City Hall desks) installed in the “General Information Display Space” in August 2023. Included in this scope of work for August 2023 is the procurement of cameras for surveillance, card readers, WI-FI, server cards and associated ethernet network cabling to be terminated at desks. The remaining thirteen (13) private offices in the space are set up with furniture, power and IT infrastructure and will not require any work effort. A general ledger number has been specially created for the City to track all costs associated with the Tourism Building fit-out. The Tourism Building is currently being utilized by various groups including but not limited to the Police Service. Effective August 2023 through to project completion in 2026, the Tourism Building will be dedicated for Police use (Administration and Investigations) as a 24/7 space. The building’s operational costs will be charged to the project and tracked on a monthly journal entry report which will be sent to the Project Manager.

6.0 Financial Implications

There are no financial implications with the acceptance of this Report. During the Estimates Committee meeting on January 18th, 2023 a project increase of \$17.7 million was requested and subsequently approved at the City Council meeting on January 31st 2023. The increase to the budget was based upon the Class C construction cost estimate provided by the consultant, future cost escalations, fixed furniture and equipment cost and permit fees.

Table 2 - Existing Project Budget

Capital Project Description	Allocated Amount	Encumbered Amount	Remaining Amount
Capital Construction Costs Includes for Net Zero and 3 rd Floor Growth Space	\$50,707,127	---	\$50,707,127
Land Purchase Cost	\$1,360,000	\$1,360,000	---
Professional Services (Colliers, RPL, Englobe, Appraisals)	\$4,632,873	\$2,852,759	\$1,780,114
Operating Expenses (Staff Time, Other)	\$0	\$424,969	(\$424,969)
Council Approved Budget (2023)	\$56,700,000	\$4,637,728	\$52,062,272

7.0 Conclusion

The project is progressing well into the Design and Construction Drawings phase. Prequalifying Documents will be prepared in the month of February 2023 and released to seek General Contractor interest. The Site Plan Application is in progress in February 2023 for 344 Elgin Street, and the Permit for Enbridge land has been released. The Tourism Building scope of work has been identified for August 2023 and it continues to be utilized by various partnerships at this time. A Newsletter will be released for the month of February 2023 to Police Staff. And finally, Systems Furniture Vendors of Record are under review along with 911 Comm Centre Desk Specifications.



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Attachments:

In adopting this report, is a by-law or agreement required? If so, it should be referenced in the recommendation section.

By-law required ☐ yes ☒ no

Agreement(s) or other documents to be signed by Mayor and/or City Clerk ☐ yes ☒ no

Is the necessary by-law or agreement being sent concurrently to Council? ☐ yes ☒ no