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**Date** May 30, 2023 **Report No.** 2023-364

**To** Chair and Members  
Police Station Task Force

**From** Jennifer Elliott, LET, C.E.T., Dipl.M.M.  
Director, Engineering Services

## 1.0 Type of Report

Consent Item ☐

Item For Consideration ☒

## 2.0 Topic **Brantford Police Services Facility Redevelopment Project Update [Financial Impact – None]**

## 3.0 Recommendation

THAT Staff Report 2023-364 – 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. The last report 2023-180 was provided to the PSTF on February 27, 2023.

The project remains on track for breaking ground in October 2023. A Ceremonial Groundbreaking is currently being scheduled for the month of August 2023. Further details will be provided in writing to the PSTF.

Construction Signage will be placed at 344 Elgin Street in the month of July 2023 for public awareness. The specifications and details around the sign's size, imagery and information is under review at this time.

Request for Supplier Qualifications (RFSQ) to pre-qualify a General Contractor was closed on May 11, 2023. Ten (10) proponents are now under review by the evaluation team. Once the review is complete the evaluation team will reduce the number of proponents down to four (4) who will then be invited to bid on the project when it is tendered.

## **5.0 Analysis**

### **5.1 Agreement of Purchase and Sale (APS) Update**

The Agreement of Purchase and Sale provides a Due Diligence Period that may be extended by up to one year, with the same terms and conditions. The City has provided notice to Enbridge that the City wishes to extend the Due Diligence Period for a one year period beyond the current June 2023 timeline. This is being done to provide sufficient time for the consultants to complete the requirements of the Site Plan Control and Zoning By-Law Amendment applications which also include Storm Water Management plans for both the Police property and Enbridge property. This will also give Enbridge more time to complete all of their site work which is anticipated for the first week of June 2023. There was a delay in the work effort on Carter Street due to replacement of their General Contractor. The final bill for the Site Works will be submitted to the City in June, 2023. This value has already been encumbered in the project budget. The extension to the Due Diligence Period can be waived at any time by the City once its due diligence is complete.

### **5.2 Site Plan Control / Zoning By-Law Amendment Requirements**

The Zoning By-Law Amendment (ZBA) application was submitted to the City's Planning Department by the consultant on May 9, 2023 and the file was accepted by the Planning Department on May 24, 2023. The assigned file number is PZ-09-23. As per the Zoning Application requirements, the public consultation process is currently being setup and the ZBA review is being expedited to ensure project timelines are not impacted. The Site Plan Control (SPC) application is being submitted by the consultant on May 31, 2023 to the City's Planning Department for full review, and we will work with the Planning Department to maintain timelines.

### **5.3 Furniture, Fixtures and Equipment (FF&E) Update**

A workshop with Police Staff, consultant, and a sales representative was held on May 24, 2023 to review Communications Centre layout requirements. The desks will be designed and provided by “Bramic – Control Room Furniture,” a specialist in public safety emergency communications and operational control centre environments. In June the team will reconvene for another meeting to review the design layout options and the City will be provided finalized layout options for the consoles and all peripherals.

The radio antenna’s cost and scope is no longer within the project constraints and is now within the responsibility of the Police Service with the understanding that the radio antenna’s relocation will be completed by August 2023.

### **5.4 Tourism Building Update**

The BPS is looking to gain occupancy of the Tourism Building in June instead of August. Early occupancy (2 months in advance of schedule) has no additional impact to the budget. The yearly cost projection of the operational costs of the building are calculated to be \$41,780 per year, and is included in the approved budget. The costs are journaled to the project on a monthly basis, and are effective as of January 1, 2023. Please refer to Report 2023-180 for further details. The project anticipated that the BPS would occupy the Tourism Building in August 2023 however additional staff have been hired which has resulted in a lack of desk space for new staff at Police Headquarters. The Tourism Building will be a 24/7 operation for 30 months while construction is underway at 344 Elgin, which is set to commence in October 2023. Any Costco construction scheduling will be managed by the City and the Tourism Building will remain open for Police use during the Costco construction which is set to be complete in the Summer of 2024.

### **5.5 Archeological Assessment**

Field Monitor Agreements were signed between the City and MCFN and SNGREC.. On May 10, 2023 a Stage I/II Archeological Assessment was performed on site at 344 Elgin Street. The report from Archaeologist Consultants Canada (ACC) was submitted on May 26, 2023 The recommendation in the report identifies that no further work for the subject property is required.

### **5.6 Project Status Review**

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The project remains on track for breaking ground in October, 2023.

**Table 1 - Project Milestones**

Project Milestones	Anticipated Start Date	Anticipated Completion Date
Detailed Design Development	November 2022	January 16, 2022
Construction Documents Development (30%)	December 22, 2022	March 21, 2023
Construction Documents Development (60%)	March 22, 2023	May 26, 2023
Site Plan Control/Zoning By-Law Amendment Submission	December 15, 2022	May 31, 2023
Construction Documents Development (90%)	May 29, 2023	July 25, 2023
Building Permit Submission	August 14 2023	---
Final Coordination	May 18, 2023	August 14, 2023
Tender/Procurement	August 15, 2023	September 11, 2023
Contract Administration/Construction Phase (30 months)	October 2023	March 2026
Substantial Completion	N/A	March 2026
Project Close-Out Phase	March 2026	July 2026
Warranty Phase	July 2026	July 2027

## 6.0 Financial Implications

There are no financial implications with receiving this report.

The Project has moved from Schematic Design (SD) to the Design Development (DD) Stage. On April 26, 2023 the Consultant submitted to the City a Class B construction cost analysis which showed a slight increase from the Class C

estimate of approximately 2%. Staff and the consultant initiated a set of Value Engineering meetings and City Staff were provided with a report wherein the building requirements were assessed and strategies were developed to determine what specifications could be reduced or replaced while continuing to provide a robust building and infrastructure for the BPS. The outcome of this exercise has been that the overall construction budget was reduced by approximately \$1,326,000, and the project continues to remain within the existing approved overall project budget. The City continues to work with stakeholders and the consultant to ensure that the project remains on budget.

The following is a list of items that were reviewed during the V.E. meeting:

- 1 emergency generator in lieu of 2 (to provide redundancy)
- Aluminum feeders in lieu of copper
- Additional re-optimization of light fixture selection
- Removal of lightning protection for Block A/Northwest Addition (not required under the Ontario Building Code.)
- Insulation reassessment at certain independent locations in the brick exterior walls.
- Number of photovoltaic solar panels on roof to be reviewed and reduced as required.

## **7.0 Climate and Environmental Implications**

This build has been approved to be a Net Zero construction which will result in reduced GHG emissions and have a positive impact to the environment. Further analysis of the BPS Reconstruction Project will be provided once available for a future PSTF Meeting and the exact GHG emissions will be calculated using the Climate Lens Tool.

## **8.0 Conclusion**

The project continues to be on track for breaking ground in October 2023. A ceremonial breaking ground event is currently being organized for attendance by Council and Senior Leadership; details will be released in June 2023. The Tourism Building will remain a temporary location for Investigation and Administrative staff to use during construction at 344 Elgin Street, with Costco construction effects being mitigated during this time of use. The Archeological

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Stage II Assessment is cleared with no findings on site. The Zoning By-Law Amendment (ZBA) application is now with the City for review. The Site Plan Control (SPC) application was slightly delayed but will be submitted by late May 2023 with no negative impact to the schedule. Value Engineering of the project budget is ongoing in order to maintain the approved 2023 Estimates Committee Capital Budget. The Request for Supplier Qualifications (RSFQ) for prequalification of a General Contractor is progressing on track, with next steps anticipated for Tendering and Permitting in the summer of 2023. And the Enbridge Sale of Land remains open until such time that final billing is reconciled against the committed funds, and the City confirms that all Site Plan Control measures have been met according to City Planning officials.




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Prepared By:

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Attachments (if applicable) None

Copy to: None

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

By-law required	<input type="checkbox"/> yes <input checked="" type="checkbox"/> no
Agreement(s) or other documents to be signed by Mayor and/or City Clerk	<input type="checkbox"/> yes <input checked="" type="checkbox"/> no
Is the necessary by-law or agreement being sent concurrently to Council?	<input type="checkbox"/> yes <input checked="" type="checkbox"/> no