

Bradshaw, Garrick

From: Boons, Bill
Sent: Wednesday, August 18, 2010 4:56 PM
To: Bradshaw, Garrick
Cc: Johnston, Will
Subject: RE: VEDC Use of 312 Main

The existing zoning in the area does allow for consideration of other commercial uses, so there should be some available flexibility there, but a change of use approval would still be required... Also worth noting, the zoning for the site also includes a requirement for retail or other similar type active uses to be located along the Main Street frontage at ground level..so any new uses proposed we'd be looking to try to achieve that objective as much as possible.....we'd take into consideration the extent of changes to the building being proposed as to whether we could achieve that and it would also be dependent upon whether we're talking about 1 new tenant for the building, or a number of smaller tenancies spread throughout....if the latter, we'd probably prefer to get appropriate retail type uses at the ground level.

Bill Boons

Assistant Director,
Development Services
phone: 604.873.7678
fax: 604.873.7060

From: Bradshaw, Garrick
Sent: Wednesday, August 18, 2010 4:42 PM
To: Boons, Bill
Cc: Johnston, Will
Subject: RE: VEDC Use of 312 Main

Thanks Bill,

We do not contemplate any exterior changes but the zoning would need to change to accommodate a commercial function.

s.12(3)(a); s.13(1); s.15(1)(l) and s.17(1)(c), (d), (e), & (f)

Garrick Bradshaw
Director
Facilities Design & Management
City of Vancouver
Tel: 604.873.7616
garrick.bradshaw@vancouver.ca

From: Boons, Bill
Sent: Wednesday, August 18, 2010 3:21 PM
To: Bradshaw, Garrick
Cc: Johnston, Will
Subject: RE: VEDC Use of 312 Main

Garrick... Will is the expert to consult with on what might trigger upgrades under the Building By-law for any new tenancy in this building...I suspect it will depend to some extent on the nature of any new tenancy that is proposed.. As far as the Director of Planning approvals are concerned, the building is approved under zoning as a Public Authority Use. All uses in this area of the Downtown Eastside Oppenheimer District (DEOD) are "conditional" and therefore any "Change of Use" under the zoning would also need to be approved by the Director of Planning, as would any "exterior" changes to the building proposed for a new tenant. The building at 312 Main is also on the Heritage inventory as a "B" listed building, so exterior changes to the building would also need a review by Heritage staff ... should a new tenant be identified, please let me know and we can assist with any zoning and heritage approvals that would be required. Hope this helps...thanks

Bill Boons

Assistant Director,
Development Services
phone: 604.873.7678
fax: 604.873.7060

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From: Bradshaw, Garrick
Sent: Wednesday, August 18, 2010 10:24 AM
To: Boons, Bill
Subject: VEDC Use of 312 Main

Bill,
The City Manager's Office and Vancouver Economic Development Office (VEDO) are looking at the possibility of leasing out 312 Main (Police Station) once VPD moves to the VANOC building. Below are some comments from my staff on the condition and deficiencies at the 312 Main building;

- Only 1 of 3 chillers are functional at this time. The plan was not to repair the other 2 since VPD will be leaving in early 2011. The cost to repair the other 2 chiller modules is approx \$120,000
- The emergency generator is not operational. We are currently renting a larger portable generator until VPD moves to Gravelly St (VANOC)
- Domestic water pipes are old and minor leaks are constantly occurring
- The HVAC while operational, is past its life expectancy and there are issues with the air distribution. The building was originally designed as "open office" space but over the years has had a number of enclosed offices built that have impacted the air flow in areas of the building. 30% of the HVAC controls are still old pneumatics rather than modern digital controls so there is limited environmental control.
- The fire alarm panel is obsolete and parts are becoming increasingly difficult to obtain
- There is no sprinkler system in the building, only the parkade.

There are no immediate structural problems that we know of, but it was constructed based on seismic codes of the day. It is not to today's construction standards

If VEDO decides to rent the facility and does tenant improvements, will this trigger major upgrades as part of the Building Permit approval process?

Garrick Bradshaw
Director
Facilities Design & Management
City of Vancouver
Tel: 604.873.7616
garrick.bradshaw@vancouver.ca

From: Breckner, John
Sent: Wednesday, February 02, 2011 7:36 AM
To: Bradshaw, Garrick
Subject: FW: 312 Main Street
Garrick,

Do you wish to handle this, or in the alternative, can you provide the VPD/site contact info please.

Thanks!

John Breckner
Associate Director, Real Estate Services
City of Vancouver
515 W. 10th Avenue
Vancouver, B.C.
V5Z 4A8


From: Bryan Buggey [mailto:bbuggey@vancouvereconomic.com]
Sent: Tuesday, February 01, 2011 3:28 PM
To: Breckner, John
Cc: Darshan Kaler; Flanigan, Michael; Lee Malleau
Subject: 312 Main Street

Hi John;

I'm working with City staff and other stakeholders in a feasibility study for alternative uses of the old Police station at 312 Main street. I am hoping I can arrange with you for a site visit with our consultant to visit the site within the next 10 days or so. Would you be able to facilitate this?

Thanks
Bryan

Bryan Buggey
Director, Economic & Business
Development
604.632.9668 x 108

 VGC logo.jpg

The Vancouver Economic Development Commission, an agency of the City of Vancouver, works to strengthen the city's economic future by helping existing businesses, attracting investment, researching the business environment and making policy recommendations.

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From: Bryan Buggiey [bbuggey@vancouvereconomic.com]
Sent: Monday, February 14, 2011 4:53 PM
To: Bradshaw, Garrick
Subject: RE: 312 Main Street
 Thanks, Garrick. Very helpful. Bryan

✓
2a

From: Bradshaw, Garrick [mailto:Garrick.Bradshaw@vancouver.ca]
Sent: February-14-11 3:47 PM
To: Bryan Buggiey
Subject: RE: 312 Main Street

Bryan,
 Currently the City does not charge itself property tax as it is used by VPD for Public Safety. I would expect that a commercial lease would incur property tax payments estimated as follows:

• Land - Bus/Other	\$52,666.33 (Yr 2010)
• Improvements	<u>\$61,183.14</u> (Yr 2010)
• Sub-total	\$113,849.47
• Est 5% increase for 2011	\$5,692.47
Total	\$119,541.94 (Yr 2011)

Garrick Bradshaw
 Director
 Facilities Design & Management
 City of Vancouver
 Tel: 604.873.7616
 garrick.bradshaw@vancouver.ca

From: Bryan Buggiey [mailto:bbuggey@vancouvereconomic.com]
Sent: Monday, February 14, 2011 11:26 AM
To: Bradshaw, Garrick
Subject: RE: 312 Main Street

Garrick;

Does this facility pay property taxes...if so, can you send those details...if not, would a new user be subject to taxes

Bryan

From: Bradshaw, Garrick [mailto:Garrick.Bradshaw@vancouver.ca]
Sent: February-11-11 2:31 PM
To: Bryan Buggiey
Subject: RE: 312 Main Street

Bryan,
 Our operating costs for these facilities for the last 3 years are:

2008
2009
2010

s.17(1)(b) & (c)

These costs include: maintenance, operations, utilities and insurance costs

Garrick Bradshaw
Director
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From: Bryan Buggiey [mailto:bbuggey@vancouvereconomic.com]
Sent: Thursday, February 10, 2011 11:01 AM
To: Bradshaw, Garrick
Cc: darshan@toggleme.ca; Breckner, John
Subject: 312 Main Street

Hi Garrick;

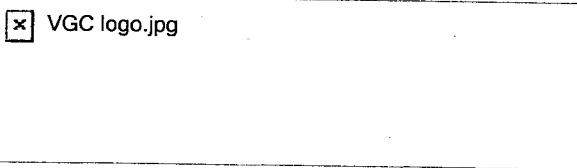
I understand that you might be able to help us with a study and business plan we are writing for the City. We are interested in getting a copy of the operating budget/actuals for the Police Building at 312 Main Street. While there may be a lot of line items that are not useful for future forecasting, we would still be interested in pulling some of the relevant numbers out of the operating budget so we can do a fair analysis to determine if the building makes sense for certain uses that we are considering.

Please feel free to give me a call to discuss further. Also, note that Darshan Kaler has been copied here. He is our hired contractor for this project and the one responsible for pulling the numbers together for us.

Thanks in advance for your help here.

Warm regards;
Bryan

Bryan Buggiey
Director, Economic & Business
Development
604.632.9668 x 108

 VGC logo.jpg

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Bradshaw, Garrick

From: Johnston, Will
Sent: Tuesday, March 29, 2011 1:41 PM
To: Bradshaw, Garrick
Subject: RE: Future Use of 312 Main (Police Building)

Garrick,

I will have Pat Ryan look into your questions right away. From your description, it appears that the use is currently office with other ancillary uses and the proposed use also sounds like office. If this is correct, the upgrades are most likely not all that extensive. That said, I will have Pat determine the Building By-law upgrade requirements and get back to you shortly.

Will

From: Bradshaw, Garrick
Sent: Tue 3/29/2011 1:06 PM
To: Johnston, Will; Boons, Bill
Subject: Future Use of 312 Main (Police Building)

Bill, Will

I just came from a discussion with the Deputy City Manager on the potential re-purposing of 312 Main and the Cordova Annex. I understand that the current zoning is "Public Authority Use". One of the options is to move the remaining VPD unit into the Annex and lease out 312 Main to the Vancouver Economic Development Commission for use as a business development/tech centre. To do this, I believe a rezoning is required.

Question 1: What upgrade requirements (code, seismic etc) would be triggered by this rezoning? 312 Main was constructed in 1952 and I am not aware of any seismic upgrading since then. The current building does not have a sprinkler system.

Question 2: If we left an element of VPD in 312 and leased out the remainder of the building, would that still trigger the upgrades.

Question 3: Is it possible to separate the Annex from 312 Main. Currently, the HVAC and electrical systems in 312 Main feed the Annex building. Another option would be to install separate systems in the Annex and operate that building independently and then lease out 312 Main.

The Deputy City Manager has requested an update on the potential costs to rehabilitate this building within 2 weeks. To do this, I need an idea of what upgrades would be required in order to develop the cost estimates.

Please give me a call for further clarification.

Garrick Bradshaw
Director
Facilities Design & Management
City of Vancouver
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garrick.bradshaw@vancouver.ca

4a ✓

Bradshaw, Garrick

From: Ryan, Pat (CSG)
Sent: Thursday, March 31, 2011 5:05 PM
To: Bradshaw, Garrick
Subject: Fw: Potential Use of 312 Main - additional comment

Garrick

Here is the latest. Kandiah - anything to add?

Pat
Patrick Ryan MSc. P.Eng
Deputy Chief Building Official
Ast. Director - Development Services
City of Vancouver

From: Westerman, Denise
Sent: Thursday, March 31, 2011 12:08 PM
To: Ryan, Pat (CSG)
Subject: RE: Potential Use of 312 Main - additional comment

s.12(3)(a); s.13(1); and s.17(1)(b) & (c)



s.12(3)(a); s.13(1); and s.17(1)(b) & (c)



Denise
86019

From: Ryan, Pat (CSG)
Sent: Wednesday, March 30, 2011 8:17 PM
To: Bradshaw, Garrick; Westerman, Denise
Subject: Re: Potential Use of 312 Main

Denise

Can you look again at your assessment and update it

Thanks

Pat
Patrick Ryan MSc. P.Eng
Deputy Chief Building Official
Ast. Director - Development Services
City of Vancouver

From: Bradshaw, Garrick
Sent: Wednesday, March 30, 2011 06:10 PM
To: Ryan, Pat (CSG)
Subject: FW: Potential Use of 312 Main

Please see below regarding potential use of 312 Main after VPD vacate.


4c

Garrick Bradshaw
Director
Facilities Design & Management
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garrick.bradshaw@vancouver.ca

From: Bryan Buggiey [mailto:bbuggey@vancouvereconomic.com]
Sent: Wednesday, March 30, 2011 6:04 PM
To: Bradshaw, Garrick
Subject: RE: Potential Use of 312 Main

Hi Garrick;

15(1)(l) and s.17(1)(c), (d), (e), & (f)



Is this enough information?


Bryan

From: Bradshaw, Garrick [mailto:Garrick.Bradshaw@vancouver.ca]
Sent: March-30-11 5:54 PM
To: Bryan Buggiey
Subject: Potential Use of 312 Main

Bryan,

I am working with Development Services and Permits and Licensing to determine what building upgrades might be triggered by a change in use from a Police Station

15(1)(l) and s.17(1)(c), (d), (e), & (f)



Thanks Much

Garrick Bradshaw
Director
Facilities Design & Management
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Tel: 604.873.7616
garrick.bradshaw@vancouver.ca

312/324 MAIN STREET
FEASIBILITY FOR EXISTING BUILDING REHABILITATION
 for: CITY OF VANCOUVER

JH Sa
 April 7, 2011
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ORDER OF MAGNITUDE ESTIMATE - Existing Building Assessment & Remediation

Summary of Gross Floor Areas		312 Main	324 Main
	Basement	1,186.4 m2	557.4 m2
	Main Level	1,186.4 m2	622.4 m2
	Level 2	1,087.9 m2	616.4 m2
	Level 3	1,087.9 m2	498.9 m2
	Level 4	1,087.9 m2	498.9 m2
	Level 5	162.6 m2	498.9 m2
	Level 6		150.0
TOTAL Gross Floor Area (m2)		5,799.1 m2	3,442.9 m2
TOTAL Gross Floor Area (SF)		62,422 SF	37,060 SF

1 BUILDING CODE UPGRADES		\$1,125,000	\$835,000
1.1 Tear-out of Building Interiors	s.12(3)(a) and s.17(1)(b) & (c)		
1.2 Asbestos Removal			
1.3 Lead Paint Remediation			
1.4 Other Environmental Remediation			
2 BUILDING CODE UPGRADES		\$4,059,000	\$2,601,400
2.1 Upgrade fire separations between floors	s.12(3)(a) and s.17(1)(b) & (c)		
2.2 Upgrade EXIT Stairs			
2.3 Fire Alarm Upgrade			
2.4 Sprinklers			
2.5 Emergency Power & Lighting			
2.6 Washrooms add HC fixture			
2.7 Seismic Upgrade Existing Structure			
2.8 Elevators			
3 BUILDING SYSTEMS UPGRADE		\$3,295,000	\$2,068,000
3.1 ELECTRICAL SYSTEMS UPGRADE (Base Building)	s.12(3)(a) and s.17(1)(b) & (c)		
3.2 MECHANICAL SYSTEMS UPGRADES (Base Building)			
3.3 Building SECURITY System			
4 BASE BUILDING UPGRADES		\$1,498,000	\$431,000
4.1 Exterior Wall - Cleaning, Repointing & Replace Exterior Sealants	s.12(3)(a) and s.17(1)(b) & (c)		
4.2 Windows & Entrances			
4.3 Exterior Wall - Thermal Insulation Upgrade			
4.4 Roofing Replacement			
5 COMMON AREAS		\$705,000	\$580,000
5.1 Washrooms	s.12(3)(a) and s.17(1)(b) & (c)		
5.2 Common Circulation, Lobbies etc.			
TOTAL CONSTRUCTION COST (Excl HST - March 2011 Dollars)		\$10,682,000	\$6,515,400
Design Fees & Expenses	s.12(3)(a) and s.17(1)(b) & (c)		
Project Contingency (incl Change Orders during construction)			
Permits, Insurance, Project Administration, Legal Fees etc			
HST			
TOTAL PROJECT COST (March 2011 Dollars)	\$2,394.68	\$13,887,000	\$2,460.24 \$8,470,400

Combined TOTAL \$22,357,400 *

6 TENANT IMPROVEMENT ALLOWANCES (NOT INCLUDED IN ABOVE)			
6.1	s.15(1)(l) and s.17(1)(c), (d), (e), & (f)		
6.2			
6.3			
6.4			
LEASABLE AREAS for Tenant Improvement		50,000 SF	28,000 SF
BASED ON AVERAGE TENANT IMPROVEMENT (leasable area)		\$80.00	\$80.00
TOTAL with 30% Soft Costs Added		\$4,000,000	\$2,240,000
		\$5,200,000	\$2,912,000

\$19,087,000 \$11,382,400

\$30,500,000 page 10 of 2 PBA

312 MAIN STREET
FEASIBILITY FOR EXISTING BUILDING REHABILITATION
 for: CITY OF VANCOUVER

ORDER OF MAGNITUDE ESTIMATE - Existing Building Assessment & Remediation

Summary of Gross Floor Areas		312 Main
Basement		1,186.4 m2
Main Level		1,186.4 m2
Level 2		1,087.9 m2
Level 3		1,087.9 m2
Level 4		1,087.9 m2
Level 5		162.6 m2
Level 6		
TOTAL Gross Floor Area (m2)		5,799.1 m2
TOTAL Gross Floor Area (SF)		62,422 SF

1	DEMOLITION & ENVIRONMENTAL REMEDIATION	5,799 m2	\$194.00	\$1,125,000
1.1	Tear-out of Building Interiors Strip back all finishes, remove partitions, walls/doors, ceilings Remove mechanical & electrical systems Remove existing VPD furniture, fixtures, decommission all systems	5,799 m2		s.12(3)(a) and s.17(1)(b) & (c)
1.2	Asbestos Removal	5,799 m2		
1.3	Lead Paint Remediation	5,799 m2		
1.3	Other Environmental Remediation PCB's Laboratory chemicals	5,799 m2		
2	BUILDING CODE UPGRADES	5,799 m2	\$699.94	\$4,059,000
2.1	Upgrade fire separations between floors Assume existing meets 1 hours FRR between floors	4,613 m2		s.12(3)(a) and s.17(1)(b) & (c)
2.2	Upgrade EXIT Stairs Required upgrades to the existing exit facilities include the provision of new guards and hand contrasting nosings, maintaining minimum lighting levels and tactile warning strips as required BCBC 2006 Upgrade (replace) guards & handrails (at centre of stair) Tactile warning - top/landings GC Overhead & Markups / 10% Design Contingency	10 Flt 10 Flt 20 No.		
2.3	Fire Alarm Upgrade New fire addressable fire alarm	5,799 m2 5,799 m2		
2.4	Sprinklers Install automatic sprinkler system New fire water main, PRV etc.	5,799 m2 5,799 m2		
2.5	Emergency Power & Lighting Replace existing Emergency Genset New exit signs LED Emergency lighting heads & wiring	5,799 m2 5,799 m2 5,799 m2		
2.6	Washrooms add HC fixture Reconfigure existing WRM for new HC Stall (1 per sex/per floor)	12 Wrms 12 Wrms		
2.7	Seismic Upgrade Existing Structure Seismic Upgrade - shear walls & diaphragms Gravity Load Upgrade Upgrade URM walls - clay tile etc Restrain exterior Stone cladding (from interior)	5,799 m2 5,799 m2 5,799 m2 Remov 1,732 m2		
2.8	Elevators Lifestafety & Mainteance upgrade existing Elevator	1 Elev Allow		

312 MAIN STREET
FEASIBILITY FOR EXISTING BUILDING REHABILITATION
 for: CITY OF VANCOUVER

April 7, 2011

ORDER OF MAGNITUDE ESTIMATE - Existing Building Assessment & Remediation

3	BUILDING SYSTEMS UPGRADES	5,799 m2	\$568.19	\$3,295,000	
3.1	ELECTRICAL SYSTEMS UPGRADE (Base Building)	5,799 m2		s.12(3)(a) and s.17(1)(b) & (c)	
	Replacement of BASE BUILDING electrical Systems	5,799 m2			
	<ul style="list-style-type: none"> • Main service/distribution, risers, Sub-dist panels on each floor • Base building systems - PA, Tel/Data, Security • Base building common areas - not including TI areas 				
3.2	MECHANICAL SYSTEMS UPGRADES (Base Building)	5,799 m2		s.12(3)(a) and s.17(1)(b) & (c)	
	<u>Plumbing</u>				
	<ul style="list-style-type: none"> • Domestic Hot & Cold water pipe replacement work. • Replace existing plumbing fixtures with low flow infrared types. • Domestic hot water heating systems upgrades: <u>HVAC & Controls</u> <ul style="list-style-type: none"> • Main Chiller / AHU Equipment Replacement • Heat recovery • New DDC Controls • Main Ductwork replacement - not TI areas • Washroom & common areas HVAC/Exhasut 				
3.3	Building SECURITY System	5,799 m2		s.12(3)(a) and s.17(1)(b) & (c)	
4	EXTERIOR ENVELOPE UPGRADE	5,799 m2	\$258.32		\$1,498,000
4.1	Exterior Wall - Cleaning, Repointing & Replace Exterior Sealants	1,732 m2			s.12(3)(a) and s.17(1)(b) & (c)
	Power wash, repoint, replacement sealants				
4.2	Windows & Entrances				
	Remove existing windows 942 m2 Replace with double glazed alumiun frame units 942 m2 Replace entance doors/screens				
4.3	Exterior Wall - Thermal Insulation Upgrade	1,969 m2		s.12(3)(a) and s.17(1)(b) & (c)	
	New metal furring, insulation, Air Vapour barrier on interior	1,969 m2			
4.4	Roofing Replacement	1,186 m2			
	Reroofing including new insulation, metal flashings	1,186 m2			
5	COMMON AREAS	5,799 m2	\$121.57	\$705,000	
5.1	Washrooms	36 Stalls		s.12(3)(a) and s.17(1)(b) & (c)	
	Upgrade finishes, specialties etc. In WRM's (excl. fixture replacement see Mech)				
5.2	Common Circulation, Lobbies etc.	580 m2		s.12(3)(a) and s.17(1)(b) & (c)	
	Upgrade finishes, Lightng, HVAC				
TOTAL CONSTRUCTION COST (Excluding HST - March 2011 Dollars)				\$10,682,000	
	Design Fees & Expenses			s.12(3)(a) and s.17(1)(b) & (c)	
	Project Contingency (Incl Change Orders during construction)				
	Permits, Insurance, Project Administration, Legal Fees etc		allow 30%		
	HST				
TOTAL PROJECT COST				\$13,887,000	

324 MAIN STREET
FEASIBILITY FOR EXISTING BUILDING REHABILITATION
 for: CITY OF VANCOUVER.

ORDER OF MAGNITUDE ESTIMATE - Existing Building Assessment & Remediation

Summary of Gross Floor Areas		324 Main
Basement		557.4 m2
Main Level		622.4 m2
Level 2		616.4 m2
Level 3		498.9 m2
Level 4		498.9 m2
Level 5		498.9 m2
Level 6		150.0 m2
TOTAL Gross Floor Area (m2)		3,442.9 m2
TOTAL Gross Floor Area (SF)		37,060 SF

1 DEMOLITION & ENVIRONMENTAL REMEDIATION		3,443 m2	\$242.53	\$835,000
1.1 Tear-out of Building Interiors		3,443 m2	s.12(3)(a) and s.17(1)(b) & (c)	
Strip back all finishes, remove partitions, walls/doors, ceilings				
Remove mechanical & electrical systems				
Remove existing VPD furniture, fixtures, decommission all systems				
1.2 Asbestos Removal		3,443 m2		
1.3 Lead Paint Remediation		3,443 m2		
1.3 Other Environmental Remediation		3,443 m2		
PCB's				
Laboratory chemicals				
Gun Range Decontamination				
2 BUILDING CODE UPGRADES		3,443 m2	\$755.58	\$2,601,400
2.1 Upgrade fire separations between floors		2,886 m2	s.12(3)(a) and s.17(1)(b) & (c)	
Assume existing meets 1 hours FRR between floors				
2.2 Upgrade EXIT Stairs		12 Flt		
Required upgrades to the existing exit facilities include the provision of new guards and hand contrasting nosings, maintaining minimum lighting levels and tactile warning strips as required BCBC 2006				
Upgrade (replace) guards & handrails (at centre of stair)		12 Flt		
Tactile warning - top/landings		24 No.		
GC Overhead & Markups / 10% Design Contingency				
2.3 Fire Alarm Upgrade		3,443 m2		
New fire addressable fire alarm		3,443 m2		
2.4 Sprinklers		3,443 m2		
Install automatic sprinkler system		3,443 m2		
New fire water main, PRV etc.				
2.5 Emergency Power & Lighting		3,443 m2		
Replace existing Emergency Genset				
New exit signs LED		3,443 m2		
Emergency lighting heads & wiring		3,443 m2		
2.6 Washrooms add HC fixture		12 Wrms		
Reconfigure existing WRM for new HC Stall (1 per sex/per floor)		12 Wrms		
2.7 Seismic Upgrade Existing Structure		3,443 m2		
Seismic Upgrade - shear walls & diaphragms		3,443 m2		
Gravity Load Upgrade		3,443 m2		
Upgrade URM walls - clay tile etc			Remove	
Restrain exterior Stone cladding (from interior)		390 m2		
2.8 Elevators		1 Elev		
Lifesafety & Maintenance upgrade existing Elevator			Allow	

324 MAIN STREET
FEASIBILITY FOR EXISTING BUILDING REHABILITATION
 for: CITY OF VANCOUVER

ORDER OF MAGNITUDE ESTIMATE - Existing Building Assessment & Remediation

3 BUILDING SYSTEMS UPGRADES		3,443 m2	\$600.65	\$2,068,000
3.1 ELECTRICAL SYSTEMS UPGRADE (Base Building)	3,443 m2	3,443 m2	s.12(3)(a) and s.17(1)(b) & (c)	
Replacement of BASE BUILDING electrical Systems	3,443 m2			
<ul style="list-style-type: none"> • Main service/distribution, risers, Sub-dist panels on each floor • Base building systems - PA, Tel/Data, Security • Base building common areas - not including TI areas 				
3.2 MECHANICAL SYSTEMS UPGRADES (Base Building)	3,443 m2			
<u>Plumbing</u>				
<ul style="list-style-type: none"> • Domestic Hot & Cold water pipe replacement work. • Replace existing plumbing fixtures with low flow infrared types. • Domestic hot water heating systems upgrades: 				
<u>HVAC & Controls</u>				
<ul style="list-style-type: none"> • Main Chiller / AHU Equipment Replacement • Heat recovery • New DDC Controls • Main Ductwork replacement - not TI areas • Washroom & common areas HVAC/Exhasut 				
3.3 Building SECURITY System	3,443 m2			
4 EXTERIOR ENVELOPE UPGRADE		3,443 m2		\$431,000
4.1 Exterior Wall - Cleaning, Repointing & Replace Exterior Sealants		390 m2		
Power wash, repoint, replacement sealants				
4.2 Windows & Entrances		122 m2		
Remove existing windows		122 m2		
Replace with double glazed alumium frame units		122 m2		
Replace entance doors/screens				
4.3 Exterior Wall - Thermal Insulation Upgrade		1,171 m2		
New metal furring, insulation, Air Vapour barrier on interior		1,171 m2		
4.4 Roofing Replacement		557 m2		
Reroofing including new insulation, metal flashings		557 m2		
5 COMMON AREAS		3,443 m2		\$580,000
5.1 Washrooms		36 Stalls		
Upgrade finishes, specialties etc. in WRM's (excl. fixture replacement see Mech)				
5.2 Common Circulation, Lobbies etc.		413 m2		
Upgrade finishes, Lighting, HVAC				
TOTAL CONSTRUCTION COST (Excluding HST - March 2011 Dollars)				\$6,515,400
Design Fees & Expenses				
Project Contingency (Incl Change Orders during construction)				
Permits, Insurance, Project Administration, Legal Fees etc			allow 30%	
HST				
TOTAL PROJECT COST				\$8,470,400

6a ✓

Bradshaw, Garrick

Subject: Preliminary Costs on Repurposing 312 Main Street (Lee M, Garrick B, Sadhu J, David M)
Location: City Manager's Boardroom, 6th Floor, City Hall
Start: Thu 5/19/2011 4:00 PM
End: Thu 5/19/2011 5:00 PM
Recurrence: (none)
Meeting Status: Accepted
Required Attendees: Johnston, Sadhu; 'Lee Malleau'; Bradshaw, Garrick; Johnston, Sadhu; McLellan, David; City Manager's Board Room

From: Johnston, Sadhu
Sent: Tuesday, April 26, 2011 9:25 PM
To: McLellan, David; Sebastian, Lorraine; Johnston, Will
Subject: Re: Preliminary Costs on Repurposing 312 Main

Lorraine-
Can you schedule a meeting on this asap? For when I get back. Pls include lee malleau, garrick, will and dave (if he's available).

Thanks

Sadhu

Sadhu Johnston
Deputy City Manager
City of Vancouver
Sadhu.johnston@vancouver.ca
604.873. 7627

From: McLellan, David
Sent: Thursday, April 21, 2011 03:26 PM
To: Johnston, Sadhu
Subject: FW: Preliminary Costs on Repurposing 312 Main

More info on the zoning question

From: Boons, Bill
Sent: Thursday, April 21, 2011 3:24 PM
To: McLellan, David
Subject: RE: Preliminary Costs on Repurposing 312 Main



From: McLellan, David
Sent: Thursday, April 21, 2011 2:59 PM
To: Boons, Bill
Subject: FW: Preliminary Costs on Repurposing 312 Main

O Sage One

Can you offer your comments on this

Dave

From: Johnston, Sadhu
Sent: Thursday, April 21, 2011 1:59 PM
To: McLellan, David
Subject: FW: Preliminary Costs on Repurposing 312 Main

David:

6c

Are we absolutely sure that this use change would require a rezoning? Please verify. What if VPD were to remain in part of the building and only one part of the building/complex changed uses? Need info on our options ASAP.

Thanks

Sadhu

From: Bradshaw, Garrick
Sent: Friday, April 15, 2011 6:28 PM
To: Johnston, Sadhu
Cc: Bayne, Ken; Ho, Janson
Subject: Preliminary Costs on Repurposing 312 Main

Sadhu,

s.13(1) and s.17(1)(b) & (c)



s.13(1) and s.17(1)(b) & (c)



Garrick Bradshaw, Director

FDM

✓
Fa

Bradshaw, Garrick

From: Westerman, Denise
Sent: Wednesday, May 25, 2011 2:30 PM
To: Ho, Janson; Dyck, Ron
Cc: Hildebrandt, Erv; Collister, Mike; Bradshaw, Garrick
Subject: RE: 312 Main St - Police office building meeting

s.13(1) and s.17(1)(b) & (c)



Regards,

Denise
Processing Centre - Building Branch
86019

From: Darshan Kaler [mailto:dkaler@vancouvereconomic.com]
Sent: Wednesday, May 25, 2011 2:04 PM
To: Schouls, Michelle; Westerman, Denise; Ryan, Pat (CSG); Elaine Poon
Cc: Bryan Buggy; Hildebrandt, Erv; Collister, Mike; Dyck, Ron; Ho, Janson
Subject: RE: 312 Main St - Police office building

Denise,
Bryan and I are good for Friday 11am. I have copied Elaine so she can help coordinate if necessary. We will see you at City Hall Friday May 27 @ 11am.

Regards,
Darshan Kaler
(604) 340-1408

-----Original Message-----

From: Schouls, Michelle [mailto:Michelle.Schouls@vancouver.ca]

76

Sent: Wed 5/25/2011 9:26 AM

To: Westerman, Denise; Darshan Kaler; Ryan, Pat (CSG)

Cc: Bryan Buggiey; Hildebrandt, Erv; Collister, Mike; Dyck, Ron; Ho, Janson

Subject: RE: 312 Main St - Police office building

Hi Denise, please include Janson and/or Garrick in these discussions.

Thanks

Michelle

From: Westerman, Denise

Sent: Wednesday, May 25, 2011 9:09 AM

To: Darshan Kaler; Ryan, Pat (CSG)

Cc: Bryan Buggiey; Hildebrandt, Erv; Collister, Mike; Schouls, Michelle; Dyck, Ron; Ho, Janson

Subject: RE: 312 Main St - Police office building

Hi Darshan,

I am available to meet this Friday - at 11AM at City Hall , East Wing - 3rd floor.

But I think we should get our Facility Department (Project Management - Michelle Schouls) and Building Inspection Department (Ron Dyck) involved for this meeting.

Our Facility Department (Project Management) should be your primary point of contact.

Please let me know if Friday works for you , so that I can invite other department to attend.

Regards,

Denise Westerman

Processing Centre - Building Branch

604-871-6019

From: Darshan Kaler [<mailto:dkaler@vancouvereconomic.com>]

Sent: Wednesday, May 25, 2011 7:55 AM

To: Ryan, Pat (CSG); Westerman, Denise

Cc: Bryan Buggiey

Subject: RE: 312 Main St

Pat,

Thank you for the quick reply.

Denise,

Can you spare 30 minutes this week to meet? I would like to go over the general use and potential upgrade and changes.

Regards,

Darshan Kaler

(604) 340-1408

-----Original Message-----

From: Ryan, Pat (CSG) [<mailto:patrick.ryan@vancouver.ca>]

Sent: Tue 5/24/2011 7:09 PM

To: Darshan Kaler; Westerman, Denise

Subject: Re: 312 Main St

Darshan

Denise is best to work through for this.

s.13(1) and s.17(1)(b) & (c)

7c

Denise can provide more information.

Pat

Patrick Ryan MSc. P.Eng
Deputy Chief Building Official
Ast. Director - Development Services
City of Vancouver

From: Darshan Kaler [<mailto:dkaler@vancouvereconomic.com>]
Sent: Tuesday, May 24, 2011 07:03 PM
To: Ryan, Pat (CSG)
Subject: FW: 312 Main St

I had your email wrong. FYI

Regards,
Darshan Kaler
(604) 340-1408

-----Original Message-----

From: Darshan Kaler
Sent: Tue 5/24/2011 5:05 PM
To: pat.ryan@vancouver.ca
Cc: Bryan Bugey; denise.westerman@vancouver.ca
Subject: 312 Main St

Pat,

I wanted to connect back with you after our meeting last week. In particular to further discuss what if any CODE reviews will be required to get the building ready for office space, desk and reception area. Do you have time this week to meet? I have also left you a voicemail message and I can be reached at (604) 340-1408.

Regards,
Darshan Kaler
(604) 340-1408

Bradshaw, Garrick

From: Darshan Kaler <dkaler@vancouvereconomic.com>
Sent: Friday, May 27, 2011 4:51 PM
To: Bradshaw, Garrick
Cc: Bryan Buggiey
Subject: Recap of our meeting today

Garrick,

Thank you for attending the meeting today and helping us move this initiative forward by helping us get more documents tied to 312/324 Main St.

From our meeting a few things that you may be able to help us with are the following:

- 1) Document tied to Title of the Building
- 2) Current Zoning, any restrictive covenants tied the building
- 3) As builds, drawings, modifications or any document that we could use with our Contractor/Consultants (it's ok if we get an old drawing set, we just need something to work with)
- 4) Operational Drawings (if any)
- 5) Past reports if you have them that identifies the required detailed work necessary for existing failing systems
- 6) Can you ask if we could use the existing security system and card door access cards for the building

As you have identified we will want to bring in our consultants to provide a report on mechanicals, electrical and including fire alarms (life & safety review)

If I have missed any items that you think will be helpful please feel free to send them our way. I could come by to pick up some of these items on next week if possible. Thanks again and have a great weekend.

Regards,
Darshan Kaler
(604) 340-1408
www.vancouvereconomic.com

✓
99**Bradshaw, Garrick**

From: Bayne, Ken
Sent: Friday, June 03, 2011 4:02 PM
To: DAVEY, Michelle; Palmer, Adam
Cc: Bradshaw, Garrick
Subject: RE: outcome of meeting with permits et al

Michelle, I have copied DCC Palmer on this because it addresses issues beyond your question, and ones that will likely be important for the discussion on Monday morning. And welcome back Adam.

s.13(1) and s.17(1)(b) & (c)



**Kenneth Bayne, General Manager of Business Planning & Services
City of Vancouver,**

Address: 453 West 12th Avenue, Vancouver, BC V5Y 1Z4
Site Address: 300 – 515 West 10th Avenue, Vancouver, BC
Office: 604.873.7223 Mobile: 604.808.1789 Fax 604.873.7107
ken.bayne@vancouver.ca

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From: DAVEY, Michelle
Sent: Friday, June 03, 2011 10:29 AM
To: Bayne, Ken
Cc: Bradshaw, Garrick

7/25/2011

96

Subject: outcome of meeting with permits et al

Hi Ken,

s.13(1) and s.17(1)(b) & (c)



Thanks,

Michelle Davey
Inspector 1782
Facilities Section
Vancouver Police Department
3585 Graveley St
Vancouver, BC
V5K 5J5
Direct: 604-717-2816
Fax: 604-678-3765
Email: michelle.davey@vpd.ca

10a ✓

From: Darshan Kaler [dkaler@vancouvereconomic.com]
Sent: Friday, June 17, 2011 3:00 PM
To: Bryan Buggy; Bayne, Ken
Cc: Bradshaw, Garrick; Lee Malleau; darshan@toggleme.ca
Subject: RE: 312 Main`

Ken,

Not having a detailed analysis of the building we took the approach of gathering some of these through the vendors we invited to do a tour this week. The vendor list was from the SAP approved list of COV vendors, those that have worked and provide maintenance support for 312 Main St. I believe with the time frame given we have to get this all done, special attention and help by everyone is required to ensure we get the right set of details and analysis done.

The approach was to determine what base building systems needed attention and to also get a quote for doing a seismic study. The following groups was invited in our tour on Tuesday June 14, 2011 @ 9:30am to fit availability of Bill Ng / Paul Hsu :

Electrical

Mechanical

Boilers (they could not come until next week)

Roof (they could not come until next week)

Code Consultant

Architect

Structural

These companies will be providing me their quotes/estimates with the following criteria:
 All items required may not be relevant for each vendor to provide.

- 1) Provide a quote to do a base building assessment and recommended work to be done
- 2) After your high level review of the building, what would typically be the cost for the potential work required as you have identified in (1)
- 3) A typical high level cost per square feet that you charge for generating an estimate. We know that once we have a full detail plan on the work we require that your estimate will be updated to match the detail work needed.
- 4) Provide your Typical rate (per hour or per project engagement)

I will work this weekend to bring all the quote together and we can go over them next week.

For Clarification and much needed guidance and help, the items below are still outstanding from COV:

Correspondance to request information via Email and phone call Garrick:

 Sent June 13, 2011

The files you gave me was missing a floor, but also I want to see if there are any other cross sectional drawings. Would it be possible to get the whole set of drawings including all CAD drawings? If there is a Microfiche for 312/324 Main St and Annex that would be great to have access to. Could you help me get this electronic files or connect me with the right person in the city to get me started?

 Sent May 27, 2011: (we got a cad drawing but was looking for more details and a complete set)

From our meeting a few things that you may be able to help us with are the following:

- 1) Document tied to Title of the Building
- 2) Current Zoning, any restrictive covenants tied the building
- 3) As builds, drawings, modifications or any document that we could use with our Contractor/Consultants (it's ok if we get an old drawing set, we just need something to work with)
- 4) Operational Drawings (if any)
- 5) Past reports if you have them that identifies the required detailed work necessary for existing failing systems
- 6) Can you ask if we could use the existing security system and card door access cards for the building

106

Regards,
Darshan Kaler
(604) 340-1408
www.vancouvereconomic.com

-----Original Message-----

From: Bryan Buggy
Sent: Fri 6/17/2011 12:59 PM
To: Bayne, Ken
Cc: Bradshaw, Garrick; Lee Malleau; Darshan Kaler
Subject: RE: 312 Main`

Hi Ken...

My understanding is that Darshan had received incomplete information from Garrick and has been waiting for the rest of the file. In the meantime we have met with several maintenance and building contractors at 312 Main and will be receiving quotes by the end of today.

Darshan, please "reply all" to add some more comments.

Not Responsive



Thanks for your timely email, Ken.

Bryan Buggy

VEDC

(604)632-9668

(778)836-3636

From: Bayne, Ken [<mailto:ken.bayne@vancouver.ca>]
Sent: June-17-11 12:20 PM
To: Bryan Buggy
Cc: Bradshaw, Garrick
Subject: 312 Main`

10c

Bryan, am concerned that we have not heard back from you on your progress with the 312 Main proposal. We need to get to Council on the VPD component of the arrangement but can't do that until we have additional information from you. Please call Garrick Bradshaw (604.873.7616 or garrick.bradshaw@vancouver.ca) to set up this discussion as soon as possible.

Thanks

Kenneth Bayne, General Manager of Business Planning & Services

City of Vancouver,

Address: 453 West 12th Avenue, Vancouver, BC V5Y 1Z4

Site Address: 300 - 515 West 10th Avenue, Vancouver, BC

Office: 604.873.7223 Mobile: 604.808.1789 Fax 604.873.7107

ken.bayne@vancouver.ca

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✓
11a

Bradshaw, Garrick

From: Darshan Kaler [dkaler@vancouvereconomic.com]
Sent: Monday, June 27, 2011 1:53 PM
To: Ho, Janson; Bradshaw, Garrick; Ng, Wayne
Cc: Bryan Buggy
Subject: RE: 312 Main St - Additional Plans

Ok. I will connect with Archives to understand the process. In the meantime if we need to look at it, can we come by to your office?

Regards,
Darshan Kaler
(604) 340-1408
www.vancouvereconomic.com

-----Original Message-----

From: Ho, Janson [mailto:Janson.Ho@vancouver.ca]
Sent: Mon 6/27/2011 12:07 PM
To: Darshan Kaler; Bradshaw, Garrick; Ng, Wayne
Cc: Bryan Buggy
Subject: RE: 312 Main St - Additional Plans

Hi Darshan,

The originals are on sepia tracing paper which is dark in general. Even if you printed them directly, the quality would most likely be no better than the electronic scanned version that we have provided to you. These drawings are currently stored with our Facility Planning Group at the Vancity building location.

For access to drawings that the Archives may have, you would have to contact them directly for their procedures.

Janson Ho, P.Eng, PE, GSC
Associate Director
Facilities Design & Management
City of Vancouver
Office: 604-871-6692

From: Darshan Kaler [mailto:dkaler@vancouvereconomic.com]
Sent: Monday, June 27, 2011 11:13 AM
To: Ho, Janson; Bradshaw, Garrick; Ng, Wayne
Cc: Bryan Buggy
Subject: RE: 312 Main St - Additional Plans

Janson,

Can the Engineering firms get access to these drawings if they go to CityHall? I tried printing it and the quality is not very good. I understand it is an old print. But if they need access to it, what is the process I need to go through to get them access to these drawings directly from the City Archives?

Regards,
Darshan Kaler
(604) 340-1408
www.vancouvereconomic.com

11b

-----Original Message-----

From: Ho, Janson [mailto:Janson.Ho@vancouver.ca]
Sent: Thu 6/23/2011 1:07 PM
To: Darshan Kaler
Subject: FW: 312 Main St - Additional Plans

From: Ho, Janson
Sent: Thursday, June 23, 2011 12:49 PM
To: Darshan Kaler
Cc: Bradshaw, Garrick; Ng, Wayne
Subject: 312 Main St - Additional Plans

Hi Darshan,

My staff has found some additional plans of 312 Main. There is not much, but they have copied them onto a CD which is available for you to pick up at the 3rd of Vancity.

Janson Ho, P.Eng, PE, GSC
Associate Director
Facilities Design & Management
City of Vancouver
Office: 604-871-6692

Bradshaw, Garrick

From: Cheng, Grace
Sent: Tuesday, June 28, 2011 6:10 PM
To: Bradshaw, Garrick
Subject: FW: 312 main

-----Original Message-----

From: Cheng, Grace
Sent: Wednesday, June 15, 2011 10:56 AM
To: Impey, Patrice
Subject: RE: 312 main

The avg'd taxable value this yr is \$5.844M. Using Class 6 rate, if the property is taxable, the CoV tax would be (@9.19882/\$1000) \$53.8K. All-in tax (incl. other taxing authorities) would be \$105.8K.

-----Original Message-----

From: Impey, Patrice
Sent: Wednesday, June 15, 2011 10:26 AM
To: Cheng, Grace
Subject: 312 main

Hi,
Do you know what the prop tax wd be on 312 main based on BCA assessmt?

✓ 13

Bradshaw, Garrick

From: Darshan Kaler [dkaler@vancouvereconomic.com]
Sent: Wednesday, June 29, 2011 3:57 PM
To: Bradshaw, Garrick
Cc: Lee Malleau; Bryan Buggey; Bayne, Ken
Subject: VPD and building needs

Garrick,

s.13(1); s.15(1)(l) and s.17(1)(c), (d), (e), & (f)



Regards,
Darshan Kaler
(604) 340-1408
www.vancouvereconomic.com

✓
14**Bradshaw, Garrick**

From: Ng, Bill
Sent: Wednesday, June 29, 2011 11:29 AM
To: Hsu, Paul; Bradshaw, Garrick
Subject: RE: 312 Main contractors

Hi Garrick,
 FYI, see below.....list of contractors for 312 Main
 Thx
 Bill

Routine Maintenance

Elevator - Kone
 Chillers - Trane
 Fire - Simplex Grinnel
 Generator - Simson Maxwell (currently Finnings for the rental)
 Snow Removal - Trasolini
 Window Cleaning - Entire Building Services
 DDC Controls - ESC Automation
 Boiler Chemical Treatment - IPAC Chemical

Repairs

HVAC Repair - Eagleridge Mechanical, Broadway Refrigeration
 Boiler repair - Johnstone Boiler
 Flooring Repair - Beatty Floor
 Keys & Locks - Broadway Locksmith, Ben's lock, Dennis the Locksmith
 Door Hardware - DG McLaughlin, Pacific Door Hardware
 Glass - Action Glass
 Roof - Cambie Roofing
 Filter Supplier - BC Air Filter

Landscaping - COV VPD Building Worker
 Plumbing - COV BS Mobile crew
 Electrical - COV BS Mobile Crew

From: Hsu, Paul
Sent: June 29, 2011 9:43 AM
To: Ng, Bill
Subject: 312 Main contractors

Hi Bill.

Please forward a list of all of the contractors used to service 312 Main St to Garrick asap.

This list should include generators, elevators, chillers, fire, landscaping, etc.....

Thanks.

Paul Hsu

*Manager, Building Services
 City of Vancouver
 Office: 604-873-7614
 Cellular: 604-968-7830
 Fax: 604-873-7186*

✓
15a

Bradshaw, Garrick

From: Bayne, Ken
Sent: Monday, July 04, 2011 5:55 PM
To: Flanigan, Michael; 'lmalleau@vancouvereconomic.com'
Cc: 'dkaler@vancouvereconomic.com'; 'bbuggey@vancouvereconomic.com'; Bradshaw, Garrick; Breckner, John
Subject: RE: 312 Main st

s.13(1); s.15(1)(l) and s.17(1)(c), (d), (e), & (f)

Hopefully the meeting tomorrow will begin to put some flesh on these issues because nobody wants to get this settled more than the Police Department and the City. Unfortunately, I am not able to be at the meeting tomorrow, but will follow up with Garrick and VPD afterwards.

Kenneth Bayne, General Manager of Business Planning & Services

City of Vancouver,

Address: 453 West 12th Avenue, Vancouver, BC V5Y 1Z4
Site Address: 300 – 515 West 10th Avenue, Vancouver, BC
Office: 604.873.7223 Mobile: 604.808.1789 Fax 604.873.7107
ken.bayne@vancouver.ca

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From: Flanigan, Michael
Sent: Monday, July 04, 2011 5:33 PM
To: 'lmalleau@vancouvereconomic.com'
Cc: 'dkaler@vancouvereconomic.com'; 'bbuggey@vancouvereconomic.com'; Bayne, Ken; Bradshaw, Garrick; Breckner, John
Subject: Re: 312 Main st

Thanks Lee;

s.22(1)

s.13(1) and s.17(1)(b) & (c)

s.13(1) and s.17(1)(b) & (c)

5b

Best regards,

Michael

From: Lee Malleau [mailto:lmalleau@vancouvereconomic.com]

Sent: Monday, July 04, 2011 02:54 PM

To: Flanigan, Michael

Cc: Darshan Kaler <dkaler@vancouvereconomic.com>; Bryan Buggey <bbuggey@vancouvereconomic.com>

Subject: 312 Main st

Hi Michael,

s.12(3)(a); s.13(1); and s.17(1)(b) & (c)

Many thanks,
Lee

Lee A. Malleau, Ec.D.

7/4/2011

312 Main st

Page 3 of 3

ISC

CEO, Vancouver Economic Development Commission

778.968.4211



✓
16

Bradshaw, Garrick

From: Campbell, Dave
Sent: Wednesday, July 06, 2011 10:40 AM
To: Darshan Kaler; Bradshaw, Garrick
Cc: Bryan Buggiey; Rick.Truong@bchydro.com
Subject: RE: Energy Study done by the City of Vancouver for 312 Main St

Darshan,

I have a hard copy of the report and I am happy to share it with you. Though this report was prepared for Kevin Kwok almost a year ago, I have taken an opportunity to review it and note that it was a relatively high level investigation. In general I think it lacks any detailed analysis of the systems or plant and has only recommended lighting retrofits for the building. I am happy to discuss further.

As the report is almost 40 pages long I cant email it to you but if you send through your address I will get a copy over to you asap.

Regards,
Dave.

Dave Campbell, PE, LEED GA

Energy Manager - City of Vancouver

Mailing Address: 453 West 12th Ave, Vancouver, BC V5Y 1V4

Site Office: #300, 515 West 10th Avenue, Vancouver, BC

office: (604) 871 6585

mobile: (604) 369 6254

dave.campbell@vancouver.ca

From: Darshan Kaler [<mailto:dkaler@vancouvereconomic.com>]
Sent: Monday, July 04, 2011 1:06 PM
To: Bradshaw, Garrick
Cc: Campbell, Dave; Bryan Buggiey; Rick.Truong@bchydro.com
Subject: Energy Study done by the City of Vancouver for 312 Main St

Garrick,

Can you give VEDC access to the Energy Study done for the 312 main st and Annex building? I copied Rick from BCHydro so that he could extend me the details of that report. We were planning to do the similar report, but I just found out this has been done before. We need your approval prior to getting access to the report. Is this possible?

Regards,
Darshan Kaler
(604) 340-1408
www.vancouvereconomic.com

17 ✓

Bradshaw, Garrick

From: Breckner, John
Sent: Wednesday, July 06, 2011 10:07 AM
To: Bayne, Ken
Cc: Bradshaw, Garrick
Subject: Lease of 312 Main to VEDC

Ken,

Just to re-cap our discussion:

s.13(1) and s.17(1)(b) & (c)



Cheers,

John Breckner
Associate Director, Real Estate Services
City of Vancouver
515 W. 10th Avenue
Vancouver, B.C.
V5Z 4A8

18a ✓

Bradshaw, Garrick

From: Darshan Kaler <darshan@toggleme.ca>
Sent: Monday, July 11, 2011 6:22 PM
To: Morrison, Julia
Cc: Impey, Patrice; Lee Malleau; Bryan Buggiey; Johnston, Sadhu; Bayne, Ken; Bradshaw, Garrick; Stratton, Neal
Subject: Re: Just following up on some items

Julia,
Thank you for getting this done. Could I contact you directly to see if we could drill down into the ledgers: Materials and Contract Serv-other?

Regards,
Darshan

On 2011-07-11, at 6:03 PM, "Morrison, Julia" <Julia.Morrison@vancouver.ca> wrote:

Hi Darshan,

Following up from earlier emails, please find attached the financial operating costs for 312 Main Street by month, for the years 2008 to 2010.

This is a full costing, out of SAP, and although I think you will primarily be focused on the utilities (gas and electricity) and contract services costs, it also includes our labour costs (which are calculated using a blended cost allocation rate/model).

If you require anything further, or if you need anything explained in terms of our costs, please don't hesitate to contact me.

Thank you,
Julia

From: Darshan Kaler [<mailto:darshan@toggleme.ca>]
Sent: Wednesday, June 29, 2011 12:56 PM
To: Bayne, Ken
Cc: Impey, Patrice; Morrison, Julia; Lee Malleau; Bryan Buggiey; Johnston, Sadhu
Subject: Re: Just following up on some items

Thanks Ken. I will definitely take in consideration of VPD's use as part of my budgeting plans. I will also continue to work with Garrick on digging up the details.

As for the last question, I was looking for the Title of the Buildings. I am not familiar with City owned properties if they have Title to them.

Regards,
Darshan

On 2011-06-29, at 12:36 PM, Bayne, Ken wrote:

You point about the change in building operations is to the point. Facilities can provide some additional detail on building operating costs but those are based on a 24/7/365 Police operation for the entire complex and it is unlikely he can scale those to your operating model. You will have to do that based on

your expectations and whatever the appropriate benchmarking information is. You should also remember that Police are likely to occupy the Annex on a shared basis and their operations will continue to be full time.

Garrick will have to have his staff dig out the detailed operating and capital costs and that may take some time.

I can answer the question about assessed value. The complex is actually two folios with values as follows:

312/324 Main
236 Cordova

s.17(1)(b) & (c)

Finally, I don't understand the last question. Exactly what are you looking for.

- 1) BC Assessment for the three buildings (this is useful to identify the support that Vancouver has put for this program - we are looking for Provincial and Federal funding as well to match what COV has supplied).
- 2) Financial Operating Cost in Detail by month (this could be a report you can generate from SAP). This detail should include all vendors that we have a maintenance contract with (like but not limited to this list: Trane, BC Hydro, Fortis etc.). If you could give me an excel sheet with these numbers by month for the last 2 year or so that would be great.
- 3) Maintenance costs that is tied to one time costs not covered by extended warranty or support services.
- 4) Capital Spend (again from SAP there could be a way to run a report on PO's or Invoices paid tied to capital not operating). Details per month, please make sure to have the Vendors listed.

s.12(3)(a); s.13(1); s.15(1)(l) and s.17(1)(c), (d), (e), & (f)

**Kenneth Bayne, General Manager of Business Planning & Services
City of Vancouver,**

Address: 453 West 12th Avenue, Vancouver, BC V5Y 1Z4
Site Address: 300 – 515 West 10th Avenue, Vancouver, BC
Office: 604.873.7223 Mobile: 604.808.1789 Fax 604.873.7107
ken.bayne@vancouver.ca

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From: Darshan Kaler [<mailto:darshan@toggleme.ca>]
Sent: Wednesday, June 29, 2011 10:25 AM
To: Bayne, Ken
Cc: Impey, Patrice; Morrison, Julia; Lee Malleau; Bryan Buggiey; Johnston, Sadhu
Subject: Re: Just following up on some items

Ken,
Thank you for the follow-up. The information I got in February via Bryan Buggiey from Garrick was a very high level summary of the building operations and they were all bulked in, which makes it very difficult to quantify the actuals for moving forward.

s.12(3)(a); s.13(1); s.15(1)(l) and s.17(1)(c), (d), (e), & (f)

This is what Garrick provided to us on Feb 11, 2011 (there maybe something else that was generated but I never received it).

Garrick Wrote:

Our operating costs for these facilities for the last 3 years are:

2008 s.17(1)(b) & (c)

2009

2010

These costs include: maintenance, operations, utilities and insurance costs

What we are looking for:

By driving down to the some of the details we will be able to put forth a thorough budget plan for 2012.

I have requested from Garrick the following:

- 1) BC Assessment for the three buildings (this is useful to identify the support that Vancouver has put for this program - we are looking for Provincial and Federal funding as well to match what COV has supplied).
- 2) Financial Operating Cost in Detail by month (this could be a report you can generate from SAP). This detail should include all vendors that we have a maintenance contract with (like but not limed to this list: Trane, BC Hydro, Fortis etc.). If you could give me an excel sheet with these numbers by month for the last 2 year or so that would be great.
- 3) Maintenance costs that is tied to one time costs not covered by extended warranty or support services.
- 4) Capital Spend (again from SAP there could be a way to run a report on PO's or Invoices paid tied to capital not operating). Details per month, please make sure to have the Vendors listed.

Thank you again for your time with regards to our planning process.
Darshan

On 2011-06-29, at 9:47 AM, Bayne, Ken wrote:

Garrick is working with Darshan to identify his requirements and provide him what info we have. I understand he already has SAP reports on 312 Main operating costs but that he wants significantly more detail that will take resources to put together. No need to do anything at this point.

Kenneth Bayne, General Manager of Business Planning & Services
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-----Original Message-----

From: Impey, Patrice
Sent: Tuesday, June 28, 2011 10:05 PM
To: Bayne, Ken
Cc: Morrison, Julia; 'darshan@toggleme.ca'
Subject: Fw: Just following up on some items

Hi ken.
s.12(3)(a); s.13(1); s.15(1)(l) and s.17(1)(c), (d), (e), & (f)



Who wd be best to provide this detail? Perhaps julia can just pull from SAP? Or do we need someone in facilities?

If you can help darshan that wd be great.
P

----- Original Message -----

From: Darshan Kaler [<mailto:darshan@toggleme.ca>]
Sent: Tuesday, June 28, 2011 05:05 PM
To: Impey, Patrice
Cc: Bryan Bugghey <bbuggey@vancouvereconomic.com>
Subject: Just following up on some items

Patrice,
A few items that are critical for the business plan accuracy needs to come from the SAP financials. Could you point me to the right person I could talk to? I would like to get the last 3 years of Operating and Capital spend for the three buildings (312 Main St, 324 Main St and the Annex)?

Regards,

Darshan Kaler
(604) 340-1408
www.toggleme.ca | www.tradablebits.com

Regards,

Darshan Kaler
(604) 340-1408
www.toggleme.ca | www.tradablebits.com

Regards,

Darshan Kaler
(604) 340-1408
www.toggleme.ca | www.tradablebits.com

<Facilities Costs - 312 Main Street.xls>

20a ✓

Bradshaw, Garrick

From: Darshan Kaler <darshan@toggleme.ca>
Sent: Monday, July 25, 2011 12:05 AM
To: Bradshaw, Garrick; Bayne, Ken; DAVEY, Michelle; Lee Malleau; Bryan Buggy
Cc: Darshan Kaler
Subject: Draft Needs Assessment with 312/324 Main Street and the Annex
Attachments: Draft Needs Assessment with VPD and VEDCs Tech Centre vJuly24.docx; ATT00001.htm

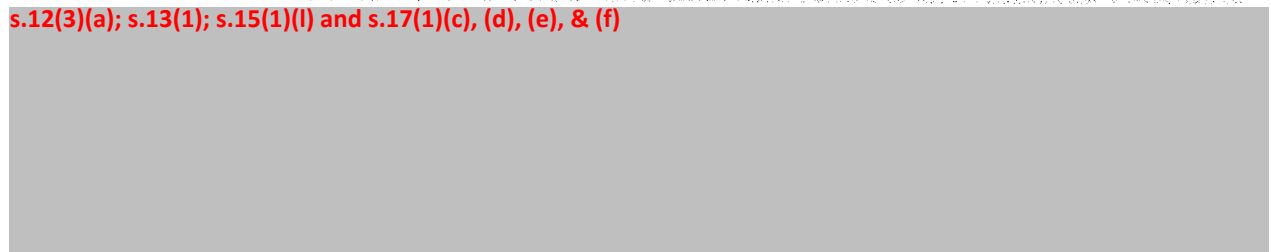
Folks,

s.12(3)(a); s.13(1); s.15(1)(l) and s.17(1)(c), (d), (e), & (f)



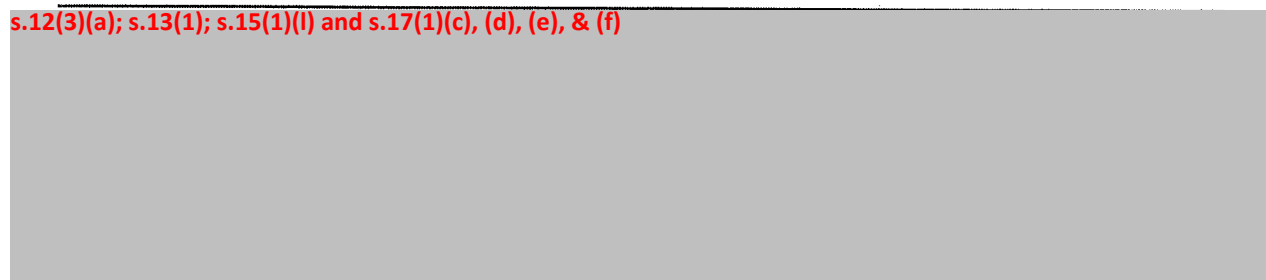
Contact	Department	Email
Michelle Davey	VPD	michelle.davey@vpd.ca
Garrick Bradshaw	COV	garrick.bradshaw@vancouver.ca
Bryan Bugey	VEDC	bbuggey@vancouvereconomic.com
Darshan Kaler	VEDC	dkaler@vancouvereconomic.com

s.12(3)(a); s.13(1); s.15(1)(l) and s.17(1)(c), (d), (e), & (f)



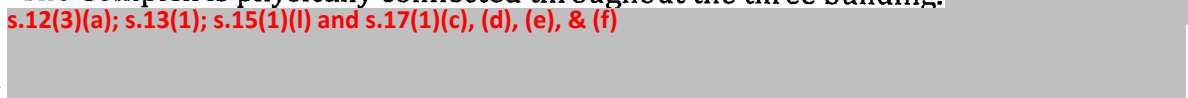
Complex refers to all three buildings: 312 Main St, 324 Main St and 236 Cordova (the Annex).

s.12(3)(a); s.13(1); s.15(1)(l) and s.17(1)(c), (d), (e), & (f)



The Complex is physically connected throughout the three building.

s.12(3)(a); s.13(1); s.15(1)(l) and s.17(1)(c), (d), (e), & (f)



VPD Needs

1. s.12(3)(a); s.13(1); s.15(1)(l) and s.17(1)(c), (d), (e), & (f)



2.





- 3. s.12(3)(a); s.13(1); s.15(1)(l) and s.17(1)(c), (d), (e), & (f)
- 4.
- 5.

s.12(3)(a); s.13(1); s.15(1)(l) and s.17(1)(c), (d), (e), & (f)

The base building systems refers to all mechanical, electrical and fire alarm systems. It has been identified that some minor and major upgrades will be required to these systems.

VPD Needs

- 1. s.12(3)(a); s.13(1); s.15(1)(l) and s.17(1)(c), (d), (e), & (f)
- 2.
- 3.
- 4.
- 5.
- 6.
- 7.
- 8.

s.12(3)(a); s.13(1); s.15(1)(l) and s.17(1)(c), (d), (e), & (f)

1. s.13(1); 15(1)(a) & (l) and s.17(1)(b) & (c)

2.

3.

4.

5.

6.

7.

8.

9.

10

VPD Needs

1. s.13(1); 15(1)(a) & (l) and s.17(1)(b) & (c)

2.

3.

s.12(3)(a); s.13(1); s.15(1)(l) and s.17(1)(c), (d), (e), & (f)



s.12(3)(a); s.13(1); s.15(1)(l) and s.17(1)(c), (d), (e), & (f)

2.

3.

4.

5.

6.

s.12(3)(a); s.13(1); s.15(1)(l) and s.17(1)(c), (d), (e), & (f)

Item	Item Request	VPD/COV	VEDC	Mitigation Options
------	--------------	---------	------	--------------------

1 s.12(3)(a); s.13(1); s.15(1)(l) and s.17(1)(c), (d), (e), & (f)

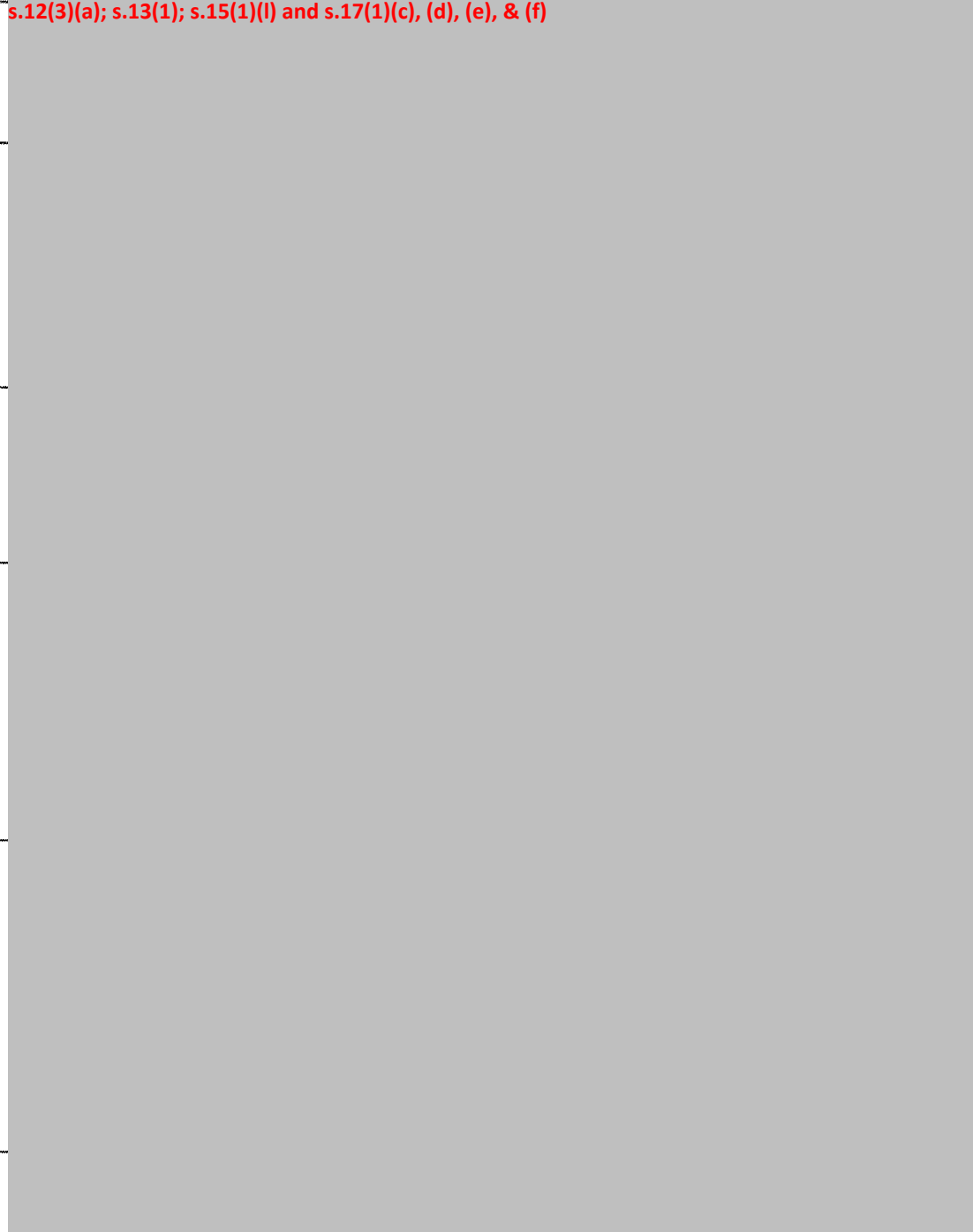
2

3

4

5

s.12(3)(a); s.13(1); s.15(1)(l) and s.17(1)(c), (d), (e), & (f)



6

7

8

9

10

Bradshaw, Garrick

From: Darshan Kaler <darshan@toggleme.ca>
Sent: Tuesday, August 30, 2011 11:20 AM
To: Bayne, Ken
Cc: Darshan Kaler; Lee Malleau; Bryan Buggey; Impey, Patrice; Bradshaw, Garrick
Subject: Re: Draft Needs Assessment with 312/324 Main Street and the Annex

Yup. I will be available next week.

Regards,
Darshan

From my mobile
www.toggleme.ca

On 2011-08-30, at 12:06 PM, "Bayne, Ken" <ken.bayne@vancouver.ca> wrote:

We have completed some additional work that the City Manager requested on the VPD refit in the Annex building and need to get back to Penny next week. I thought it might be useful for us to check in again with your work for an update prior to that meeting to make sure are still on the same wavelength. Are you and other VEDC staff as appropriate available to meet with use early next week? Tuesday or Wednesday morning work best for us.

Thanks

Kenneth Bayne, General Manager of Business Planning & Services
City of Vancouver,
Address: 453 West 12th Avenue, Vancouver, BC V5Y 1Z4
Site Address: 300 – 515 West 10th Avenue, Vancouver, BC
Office: 604.873.7223 Mobile: 604.808.1789 Fax 604.873.7107
ken.bayne@vancouver.ca

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From: Darshan Kaler [<mailto:darshan@toggleme.ca>]
Sent: Monday, July 25, 2011 12:05 AM
To: Bradshaw, Garrick; Bayne, Ken; DAVEY, Michelle; Lee Malleau; Bryan Buggey
Cc: Darshan Kaler
Subject: Draft Needs Assessment with 312/324 Main Street and the Annex

Folks,

After several meetings and phone discussions I have put a document together (attached) that will serve as a foundation for our future discussions tied to building use, operations and upgrades to the building. This will eventually put more details on the Maintenance Service Level Agreement between VPD, COV and VEDC.

This is the first Draft, so please tell me if I have missed any items that we have previously discussed. The last two pages of this document highlights the conflicting needs and we should prepare another meeting to find the best approach and resolve the conflicting needs.

Bradshaw, Garrick

From: Darshan Kaler <DKaler@vancouvereconomic.com>
Sent: Tuesday, October 11, 2011 12:11 PM
To: Bradshaw, Garrick
Subject: Fwd: How is it going? - RFP template

Garrick,

When do you think we can setup a meeting to go over the activities of 312 main st.? We have several things we are still doing on our side, but I wanted to make sure that I start putting actual dates that will be reasonable as part of our discussion. Nothing to put on paper yet but I wanted to see what it will look like. Before publishing I can connect with you and Ken first on our action plan. Thanks.

Darshan Kaler
Tech Centre Development

main : 604-632-9668 x109
mobile: 604-340-1408

dkaler@vancouvereconomic.com

Suite #402 - 134 Abbott Street, Vancouver BC, V6B 2K4



Vancouver Economic Commission | www.vancouvereconomic.com

Begin forwarded message:

From: "Bayne, Ken" <ken.bayne@vancouver.ca>
Subject: RE: How is it going? - RFP template
Date: 11 October, 2011 12:02:11 PM PDT
To: Darshan Kaler <DKaler@vancouvereconomic.com>
Cc: "Bornholdt, Jim" <Jim.Bornholdt@vancouver.ca>, "Bradshaw, Garrick" <Garrick.Bradshaw@vancouver.ca>

Council approved the work in the Annex / Main Building as we recommended last week. Facilities staff are coordinating with the design team to get the pieces of the project that affect the move from 312 going asap. I expect that the water piping will be a high priority. We can meet to discuss further once Garrick has the scheduling more certain.

There is a standard template for City construction contracts that is managed by the Procurement Group. I have copied Jim Bornholdt the manager in the procurement as an introduction. Jim should be able to provide you with a copy and an process map for tendering this type of work.

Kenneth Bayne, General Manager of Business Planning & Services
City of Vancouver,
Address: 453 West 12th Avenue, Vancouver, BC V5Y 1Z4
Site Address: 300 - 515 West 10th Avenue, Vancouver, BC

* Office: 604.873.7223 Mobile: 604.808.1789 Fax 604.873.7107
ken.bayne@vancouver.ca

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-----Original Message-----

From: Darshan Kaler [<mailto:DKaler@vancouvereconomic.com>]

Sent: Tuesday, October 11, 2011 11:56 AM

To: Bayne, Ken

Subject: How is it going? - RFP template

Ken,
Hope you had a great Thanksgiving weekend.

s.12(3)(a) and s.17(1)(b)



Regards,
Darshan

24a ✓

Bradshaw, Garrick

From: Ho, Janson
Sent: Monday, December 05, 2011 3:04 PM
To: Bradshaw, Garrick
Subject: VPD Annex and 312 Main St status
Attachments: DOC 2011 208712 FDM - FD - 1762 - Police Parking Garage and East Annex - Tenants ~ KB Final.XLS

Hi Garrick,

VPD Annex and 312 Status Update:

Capital Maintenance:

- Domestic Water Repiping- Dec. 8 RFP to be public
- Dec. 14 Award of Design/Build contract
- Jan. 6 Abatement of hazardous materials
- Feb. 28 Completion of Repiping
- HVAC Replacement at Gym - to be included in Project TI contract, but Capital Maintenance staff will oversee progress
- Chilled water line repiping - to be included in Project TI contract, but Capital Maintenance staff will oversee progress
- Hot Water Storage Tank replacement at Annex - SRM request for Consultant submitted
- Annex Reroofing - SRM request for Consultant submitted. Anticipate completion April/May 2012

s.12(3)(a); s.13(1); s.15(1)(l) and s.17(1)(c), (d), (e), & (f)

I will not be attending the meeting set up by Stacey on Wednesday morning since I will be having my staff meeting. Let me know if you need more information.

Janson

From: Bradshaw, Garrick
Sent: Monday, December 05, 2011 9:36 AM
To: Ho, Janson

Subject: FW: 312 Main St status

Janson,
s.15(1)(l) and s.17(1)(b)

Garrick Bradshaw
Director
Facilities Design & Management
City of Vancouver
Tel: 604.873.7616
garrick.bradshaw@vancouver.ca

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From: Bayne, Ken
Sent: Friday, December 02, 2011 12:47 PM
To: Darshan Kaler
Cc: Crawford, Stacey; Bradshaw, Garrick
Subject: RE: 312 Main St status

s.13(1) / Not Responsive

Stacey, Darshan, Garrick (and perhaps Janson) should have about an hour later next week. Perhaps Wed @ 11 or Thursday @ 10 would work?

Thanks

Kenneth Bayne, General Manager of Business Planning & Services
City of Vancouver,
Address: 453 West 12th Avenue, Vancouver, BC V5Y 1Z4
Site Address: 300 – 515 West 10th Avenue, Vancouver, BC
Office: 604.873.7223 Mobile: 604.808.1789 Fax 604.873.7107
ken.bayne@vancouver.ca

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From: Darshan Kaler [<mailto:DKaler@vancouvereconomic.com>]
Sent: Friday, December 02, 2011 9:35 AM

21c

To: Bayne, Ken; Bradshaw, Garrick
Subject: 312 Main St status

Ken/Garrick,

With holiday seasons in a few weeks, I wanted to connect with you folks to better understand the activities at 312 Main St. I am starting to plan for January activities, would it be possible for you to share to me a time line on what is currently happening in the building **s.15(1)(l) and s.17(1)(b)**

Talk to you soon.

Darshan Kaler
Tech Centre Development
main : 604-632-9668 x109
mobile: 604-340-1408

dkaler@vancouvereconomic.com

Suite #402 - 134 Abbott Street, Vancouver BC, V6B 2K4



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| www.vancouvereconomic.com

Bradshaw, Garrick

From: Ho, Janson
Sent: Thursday, December 08, 2011 10:43 AM
To: Bradshaw, Garrick
Cc: Schouls, Michelle; Wood, Edward; Hsu, Paul
Subject: RE: VPD Annex and 312 Main St status

Hi Garrick,

Work to be perform in 312 Main:

- Fire Alarm Panel and Device upgrades - Included in TI Work by Project Manager (Schedule as noted below)
- Switch gear for new Generator - Included in TI work
- Data closet relocation to Annex - Included in TI work
- Chiller Repairs - Building Services has requested purchasing to procure a contractor. Work scheduled for early 2012.
- Replacement of 2 cooling units in Electrical Transformer vault - a further detailed review by Capital Maintenance and Building Services has concluded that this work can be deferred to 2015-2017 in light of other priority. Funding for this work will be used to replace the chilled water line which has been verified by independent testing to be severely corroded.

Janson

From: Bradshaw, Garrick
Sent: Thursday, December 08, 2011 8:56 AM
To: Ho, Janson
Subject: RE: VPD Annex and 312 Main St status

Janson,
I also need an update on the work that needs to be done in 312 Main to support the Annex.

Garrick Bradshaw
Director
Facilities Design & Management
City of Vancouver
Tel: 604.873.7616
garrick.bradshaw@vancouver.ca

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Sent: Monday, December 05, 2011 3:04 PM
To: Bradshaw, Garrick
Subject: VPD Annex and 312 Main St status

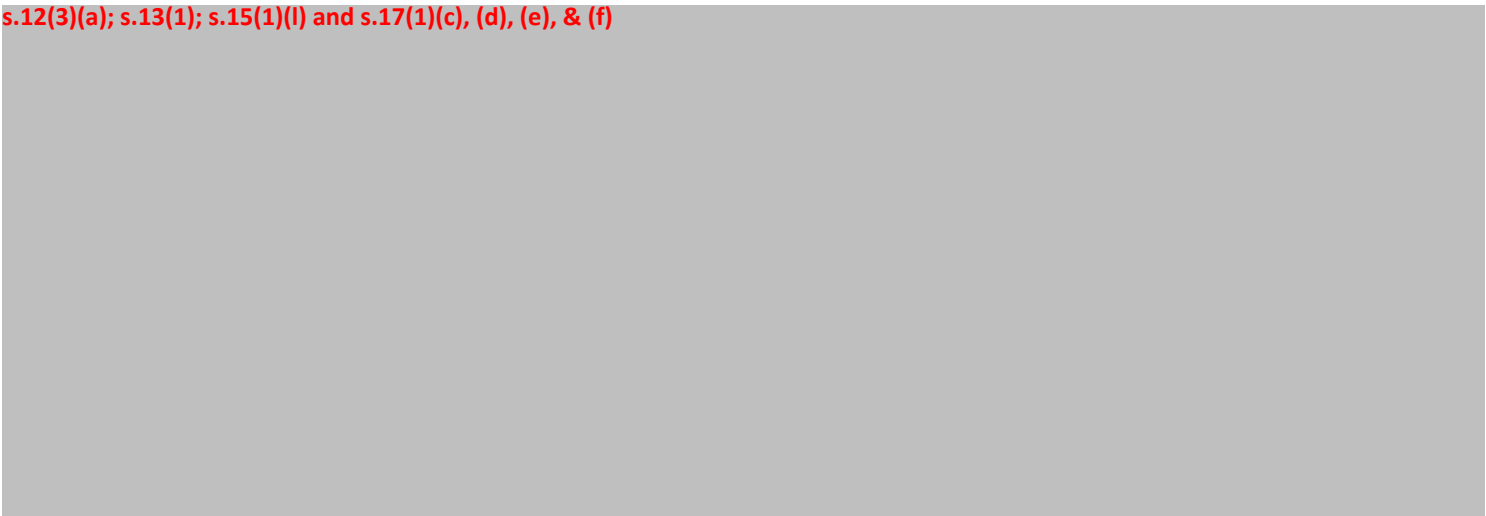
Hi Garrick,

VPD Annex and 312 Status Update:

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s.12(3)(a); s.13(1); s.15(1)(l) and s.17(1)(c), (d), (e), & (f)



I will not be attending the meeting set up by Stacey on Wednesday morning since I will be having my staff meeting. Let me know if you need more information.

Janson

From: Bradshaw, Garrick
Sent: Monday, December 05, 2011 9:36 AM
To: Ho, Janson
Subject: FW: 312 Main St status

Janson
s.12(3)(a); s.13(1); s.15(1)(l) and s.17(1)(c), (d), (e), & (f)



Garrick Bradshaw
Director
Facilities Design & Management
City of Vancouver
Tel: 604.873.7616
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From: Bayne, Ken
Sent: Friday, December 02, 2011 12:47 PM
To: Darshan Kaler
Cc: Crawford, Stacey; Bradshaw, Garrick
Subject: RE: 312 Main St status

s.13(1) / Not Responsive

Stacey, Darshan, Garrick (and perhaps Janson) should have about an hour later next week. Perhaps Wed @ 11 or Thursday @ 10 would work?

Thanks

Kenneth Bayne, General Manager of Business Planning & Services

City of Vancouver,

Address: 453 West 12th Avenue, Vancouver, BC V5Y 1Z4

Site Address: 300 – 515 West 10th Avenue, Vancouver, BC

Office: 604.873.7223 Mobile: 604.808.1789 Fax 604.873.7107

ken.bayne@vancouver.ca

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From: Darshan Kaler [mailto:DKaler@vancouvereconomic.com]

Sent: Friday, December 02, 2011 9:35 AM

To: Bayne, Ken; Bradshaw, Garrick

Subject: 312 Main St status

Ken/Garrick,

With holiday seasons in a few weeks, I wanted to connect with you folks to better understand the activities at 312 Main St. I am starting to plan for January activities, would it be possible for you to share to me a time line on what is currently happening in the building s.12(3)(a); s.15(1)(l) and s.17(1)(b)

Talk to you soon.

Darshan Kaler

Tech Centre Development

main : 604-632-9668 x109

mobile: 604-340-1408

dkaler@vancouvereconomic.com



Vancouver Economic

Bradshaw, Garrick

From: Ho, Janson
Sent: Wednesday, December 14, 2011 5:40 PM
To: Bayne, Ken
Cc: Bradshaw, Garrick; Schouls, Michelle
Subject: FW: VPD Annex and 312 Main St status

Hi Ken,

s.13(1); 15(1)(a) & (l) and s.17(1)(b) & (c)



Janson

From: DAVEY, Michelle
Sent: Wednesday, December 14, 2011 2:12 PM
To: Ho, Janson
Subject: FW: VPD Annex and 312 Main St status

Hello Janson,

s.13(1); 15(1)(a) & (l) and s.17(1)(b) & (c)



I wish you all the best over the holidays!

Insp. Michelle Davey
Facilities Section

From: Schouls, Michelle [mailto:Michelle.Schouls@vancouver.ca]
Sent: December 14, 2011 11:51
To: Quan, Victor; DAVEY, Michelle
Cc: Muir, Suzanne
Subject: FW: VPD Annex and 312 Main St status

hi Victor and Michelle - please see the notes from Janson below.

Victor, can you please call Darshan directly and discuss the issues regarding the existing data and data closets in 312 Main? And then coordinate with Ken if anything is needed for an addendum?

Thanks
Michelle S.

From: Ho, Janson
Sent: Wednesday, December 14, 2011 11:24 AM
To: Schouls, Michelle; Wood, Edward
Cc: Bradshaw, Garrick; Bayne, Ken
Subject: FW: VPD Annex and 312 Main St status

Hi Ed and Michelle,

s.13(1); 15(1)(a) & (l) and s.17(1)(b) & (c)



Michelle please coordinate and copy me on whatever information is given to the VEDC.

Thanks, Janson

Darshan Kaler
Tech Centre Development
main : 604-632-9668 x109
mobile: 604-340-1408

dkaler@vancouvereconomic.com

Suite #402 - 134 Abbott Street, Vancouver BC, V6B 2K4




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Bradshaw, Garrick

From: Darshan Kaler <DKaler@vancouvereconomic.com>
Sent: Friday, December 16, 2011 4:06 PM
To: Bayne, Ken
Cc: Lee Malleau; Bradshaw, Garrick; Bryan Buggey
Subject: Meeting update s.12(3)(a) and s.17(1)(c), (d), (e), & (f) 312 Main Street Timeline

Ken,
Thanks for setting up the meeting this week and it's great to see things are moving forward. I wanted to go over the high level time lines and also wanted to get clarification on a few items.

s.12(3)(a); s.13(1); and s.17(1)(b) & (c)



Janson provided me the information and contact I needed and please extend my thanks to him.

We are finalizing our ask and the information you have provided will allow us to properly identify the Capital needs for 2012. Thank you again for your help.

Darshan Kaler
Tech Centre Development

Bradshaw, Garrick

From: Ho, Janson
Sent: Friday, January 27, 2012 5:49 PM
To: Bradshaw, Garrick
Subject: IT Hub in basement of 312 Main - update

Hi Garrick,

s.13(1); 15(1)(a) & (l) and s.17(1)(b) & (c)



Please also forward the PowerPoint presentation to me so I can update the spreadsheet for you.

Janson

Bradshaw, Garrick

From: Lubiw, Nataalka
Sent: Wednesday, February 29, 2012 2:26 PM
To: Bradshaw, Garrick
Cc: Wightman, Ian; Skene, Robert
Subject: 312 Main Shelving Assets

Garrick -

I understand you are reviewing the status of the existing shelving systems at 312 Main (those that became surplus with the VPD's relocation to the PFSF at 2010 Glen Drive) and that until further notice the shelving is to remain on hold in situ. Please let me know if there is any change in status or if you require me to manage this asset in any way.

Thank you -

Nataalka

Nataalka Lubiw MAIBC
Project Manager

tel 604-871-6329
fax 604-871-6084
email: nataalka.lubiw@vancouver.ca

*City of Vancouver
Facilities Design & Management
453 West 12th Ave
Vancouver BC V5Y 1V4*

Bradshaw, Garrick

From: Aujla, Bill
Sent: Tuesday, March 13, 2012 11:26 PM
To: lmalleau@vancouvereconomic.com
Cc: Bradshaw, Garrick; Ho, Janson; Bayne, Ken
Subject: 312 Main Street s.12(3)(a); s.13(1); and s.17(1)(b) & (c)
Importance: High

Hi Lee,
I understand that our meeting for this week is cancelled.
s.12(3)(a); s.13(1); and s.17(1)(b) & (c)

We will try and sequence the work accordingly, if possible.

Please call me if questions.

Thanks,
Bill

Bradshaw, Garrick

From: Aujla, Bill
Sent: Tuesday, March 13, 2012 11:36 PM
To: Stratton, Neal; Desrochers, Michel
Cc: Impey, Patrice; Bradshaw, Garrick; Ho, Janson; Bayne, Ken; Baker, Audrey; Bornholdt, Jim
Subject: FW: 312 Main

Importance: High

Hi Neal/Michel,

s.13(1) and s.17(1)(b) & (c)



Please call me if questions

Thanks,
Bill

-----Original Message-----

From: Ballem, Penny
Sent: Tuesday, March 13, 2012 11:01 PM
To: Aujla, Bill
Cc: Impey, Patrice
Subject: 312 Main

Please proceed with the asbestos removal and the repiping of 312 Main - thks pb

Bradshaw, Garrick

From: Baker, Audrey
Sent: Wednesday, March 14, 2012 8:56 AM
To: Aujla, Bill; Bornholdt, Jim
Cc: Impey, Patrice; Ho, Janson; Bradshaw, Garrick; Bayne, Ken
Subject: RE: 312 Main

Hi all - we are drafting the RFP for the Repiping now and will have it ready to issue by March 21 or sooner. Thank you, A

-----Original Message-----

From: Aujla, Bill
Sent: Tuesday, March 13, 2012 11:40 PM
To: Baker, Audrey; Bornholdt, Jim
Cc: Impey, Patrice; Ho, Janson; Bradshaw, Garrick; Bayne, Ken
Subject: FW: 312 Main
Importance: High

Hi Audrey/Jim,

Can you please prioritize this RFP for the repiping and hazardous abatement so that we meet the timelines noted below (per Janson's original email).

Please call if questions

s.12(3)(a); s.13(1); and s.17(1)(b) & (c)

Thanks,
Bill

-----Original Message-----

From: Aujla, Bill
Sent: Tuesday, March 13, 2012 11:36 PM
To: Stratton, Neal; Desrochers, Michel
Cc: Impey, Patrice; Bradshaw, Garrick; Ho, Janson; Bayne, Ken; Baker, Audrey; Bornholdt, Jim
Subject: FW: 312 Main
Importance: High

Hi Neal/Michel,

s.13(1); 15(1)(a) & (l) and s.17(1)(b) & (c)

s.13(1); 15(1)(a) & (l) and s.17(1)(b) & (c)

Please call me if questions

Thanks,
Bill

-----Original Message-----

From: Ballem, Penny
Sent: Tuesday, March 13, 2012 11:01 PM
To: Aujla, Bill
Cc: Impey, Patrice
Subject: 312 Main

Please proceed with the asbestos removal and the repiping of 312 Main - thks pb

DETAILED SUMMARY OF COSTS FOR BET MOVE TO THE ANNEX

Scope of Work	Total Cost Identified	Costs Required	Comments	Altus Workup Comments	City Response Comments
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Tenant Improvements To Move VPD into the Annex
s.13(1); 15(1)(a) & (l) and s.17(1)(b) & (c)



Sub Total	\$2,585,400	\$2,585,400		\$1,612,225	\$2,150,520 \$538,295
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DETAILED SUMMARY OF COSTS FOR BET MOVE TO THE ANNEX

Scope of Work	Total Cost Identified	Costs Required	Comments	Altus Workup Comments	City Response Comments
---------------	-----------------------	----------------	----------	-----------------------	------------------------

<p>Capital Maintenance in the Annex s.13(1); 15(1)(a) & (l) and s.17(1)(b) & (c)</p>					
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<u>Sub Total</u>	<u>\$3,534,400</u>	<u>\$936,000</u>		<u>\$927,388</u>	<u>\$1,342,522</u>
					\$415,134

DETAILED SUMMARY OF COSTS FOR BET MOVE TO THE ANNEX

Scope of Work	Total Cost Identified	Costs Required	Comments	Altus Workup Comments	City Response Comments
---------------	-----------------------	----------------	----------	-----------------------	------------------------

Building Systems Replacement in 312 Main

s.13(1); 15(1)(a) & (l) and s.17(1)(b) & (c)

[Redacted Content]					
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Sub Totals \$1,350,400 \$1,034,808

\$1,006,985

\$1,061,399
\$54,414

Tenant Relocation Costs	\$2,585,400	\$2,585,400			
Capital Maintenance - Annex	\$3,534,400	\$936,000			
Capital Maintenance - 312 Main	\$1,350,400	\$1,034,808			
Total Costs	\$7,470,200	\$4,556,208			
	Remove Yellow Items	\$3,185,900			

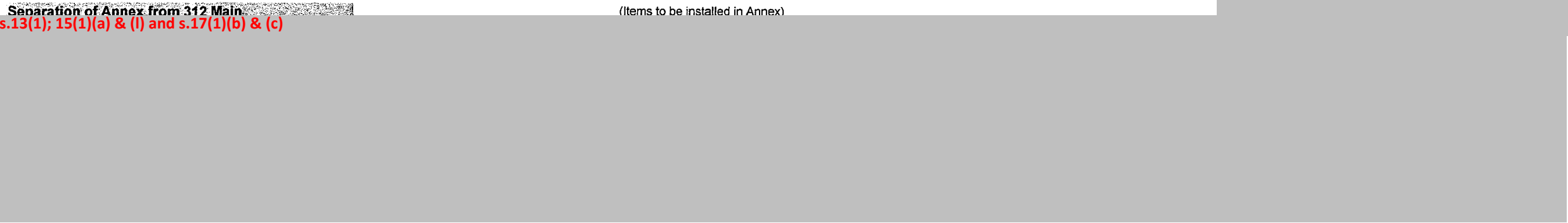
\$1,612,000
\$927,000
\$1,007,000
\$3,546,000

\$2,151,000	
\$1,343,000	
\$1,061,000	
<u>\$4,555,000</u>	

DETAILED SUMMARY OF COSTS FOR BET MOVE TO THE ANNEX

Scope of Work	Total Cost Identified	Costs Required	Comments	Altus Workup Comments	City Response Comments
---------------	-----------------------	----------------	----------	-----------------------	------------------------

Separation of Annex from 312 Main
 s.13(1); 15(1)(a) & (l) and s.17(1)(b) & (c) (Items to be installed in Annex)



Sub Total	\$3,415,000	\$3,415,000			
Tenant Relocation Costs	\$2,585,400	\$2,585,400			
Capital Maintenance - Annex	\$3,534,400	\$936,000			
	\$9,534,800	\$6,936,400			

Notes

- 1 Does not include the cost of any upgrades to accommodate joint use between VPD and VEDC of the Annex building.
- 2 Additional costs of approximately \$50,000 required to demise Annex Parkade for shared use by VEDC/tenants of 312 Main Street



CITY OF VANCOUVER

ADMINISTRATIVE REPORT

Report Date: February 15, 2010
Contact: Bob Rolls/Ken Bayne
Contact No.: 604-717-3191/
604-873-7223
RTS No.: 08300
VanRIMS No.: 08-2000-20
Meeting Date: March 2, 2010

TO: Vancouver City Council

FROM: Chief Constable and the City Manager in consultation with the General Manager of Business Planning and Services

SUBJECT: Vancouver Police Department: Report back on Functional Program and Transition Plan for Partial Relocation to Graveley Site Facilities

RECOMMENDATION

- A. THAT Council approve, in principle, the medium term accommodation plan for the Vancouver Police Department as outlined in this report, including the consolidation and relocation of police operations among:
- i. 3585 Graveley Street and 1570 Kootenay Street (the "Graveley Site") (headquarters, investigative and administrative units);
 - ii. 2120 Cambie Street (operational units); and
 - iii. 2010 Glen Drive (training, property and forensics)
 - iv. at a one-time cost of \$15.22 million; source of funding to be \$5.0 million from the federal Infrastructure Stimulus Fund and \$10.3 million from the elector approved borrowing authority for Public Safety Facilities in the 2009 - 2011 Capital Plan.
- B. THAT Council instruct the City Manager to report back to Council as soon as possible on the following issues:
- i. the impact of the proposed accommodation plan on the Police Department operating budget and on the Property Endowment Fund;
 - ii. in consultation with the Director of Real Estate Services the options for future uses of the 312 Main Street and 5 East 8th Avenue sites; and
 - iii. a framework for long term redevelopment of Vancouver Police Department facilities.

COMMENTS OF THE CHIEF CONSTABLE

Vancouver Police Department facilities at 312/324 Main Street are at a crisis point and pose serious operational, business continuity and public safety risks to the VPD and the City. The high costs of keeping this facility operational are estimated to be from \$1.6 - \$2.0 million annually. A solution is urgently needed in order to reduce these operational risks and major upkeep costs.

A significant amount of effort and collaboration has gone into the discussions, recommendations and supporting documentation presented in this report. This has been a critical and necessary endeavour in response to the serious situation the VPD now faces, with many staff working in cramped, inadequate and inefficient environments.

In 2008, a Joint City of Vancouver Senior Staff ("City Staff")/VPD Facilities Steering Committee (JFSC) was established with the mandate of developing a revised long-range VPD facilities plan that would be supported by all stakeholders. An early conclusion reached by the JFSC was that the state of VPD facilities is a significant risk facing the COV.

The JFSC has reached consensus on the major decision points and has adopted a shared future vision. This vision includes the use of the City-owned Graveley Site buildings to address immediate and urgent deficiencies at 312 Main Street along with recognizing the long-term necessity for a secure, purpose-built, post-disaster police headquarters facility and a secondary precinct facility which is functionally sound and centrally located for deployment.

The VPD is pleased that substantial progress has been made on moving forward with a strategic facilities plan that is supported by City Staff. The VPD is committed to ensuring that the long range planning process continues and is asking for support for both the medium-term (6-10 years) transitional plan (to alleviate the current pressures) and for the long range vision outlined in this report.

COMMENTS OF THE POLICE BOARD

One of the most critical functions of the Vancouver Police Board is to work with the Chief Constable to support the VPD's principal priority of ensuring the safety of all residents and visitors to Vancouver. The Board is concerned about the current condition of the facilities. The VPD and the COV are not only vulnerable to a major catastrophic event, but also face significant compromises to the daily operations of the VPD and unnecessary risks to public safety.

With the escalating hard and soft costs associated with inadequate facilities, it is the view of the Police Board that the *status quo is not an option*. All stakeholders have agreed that the condition of the current facilities is one of the largest risks to the City. The Board is requesting Council's support in approving a medium-term plan that will mitigate the risks and alleviate substandard conditions for many VPD staff, as well as a commitment to a more permanent, long-term solution.

COMMENTS OF THE CITY MANAGER

The City Manager notes that planning for the eventual replacement or upgrade of Vancouver Police Department facilities has been a collaboration between the Police Department and City staff for many years. To date, a new Dog Squad facility and a major training facility have

been completed to address the most pressing needs. Recently the federal and provincial governments agreed to participate in funding a new Property and Forensics Storage facility to be completed in 2011. These initiatives represent a capital investment of approximately \$60 million and will result in increased operating costs. There are further plans - although no funding - to complete the redevelopment of the Department's forensic laboratories adjacent to this new training facility.

The Joint Facilities Steering Committee was tasked with developing a plan for the renewal of police facilities in Vancouver. Their work, with the help of consultants, confirmed that the current police facility at 312 Main Street presents a major risk to the operations of the Department, to business continuity in the face of a natural disaster, and to the liabilities faced by both the Department and the City. Moreover, the review found that with its growth in staffing over the last 10 years, the Department has outgrown its current facilities and the resulting inefficiencies will need to be addressed. It was the recommendation of the consultant that in the long term the Department needs two new facilities - a headquarters building and a separate patrol facility - at a potential cost of \$370 million (2009).

There is much more work to be done in the development of options to achieve this long term plan before proposals can be brought forward to Council. However, in the meantime, it is clear that the issues at 312 Main Street need to be addressed, either by a major investment in the building (not fully assessed at this time) or by moving the Department to an alternative facility. The JFSC has looked at these options and has agreed that investing in the 60 year old 312 Main complex would not be a good use of City funds, especially if an alternative is available. As a result, the committee is recommending that Council make the Graveley Street site - owned by the Property Endowment Fund and currently occupied by VANOC - available to the Department for the medium term. Given the issues with 312 Main, the City Manager agrees with this conclusion.

This move will result in incremental costs to the City. It is estimated that \$15.2 million will be required to retrofit the Graveley Site and 2120 Cambie buildings. Staff are working to contain this cost by minimizing the retrofit and ensuring an appropriate level of amenity and by retaining the open office concept already in place in the Graveley buildings. The federal government has agreed to contribute up to \$5 million towards the cost of this move. In addition, there will be incremental operating costs associated with this relocation currently estimated at \$5.8 million annually once the moves are completed in mid 2011 that will have to be accommodated in the operating budget. This will be difficult; however, the risks associated with not doing this are significant.

Vacating 312 Main Street is also a significant step for the City as there has been a major police presence in the Hastings and Main neighbourhood for over 50 years. While the Department might return to the area in the longer run when new facilities are built, there could be an immediate impact. In order to mitigate these changes, the Department will retain the Beat Enforcement Team and the Station NCOs in the area, likely in rented space which will be found in the neighbourhood.

Staff have not had the opportunity to consider the long term uses for the 312 Main Street site and as a result, there is no recommendation for its future. Over the next few months, a discussion on potential uses - including police uses - will be undertaken with a report back to Council. However, in the short run, the existing buildings may have to be demolished once

the Department vacates them. Recommendation B instructs staff to report back on the future of both 312 Main and 5 East 8th Avenue.

Finally, long term plans for police accommodation issue will continue to be advanced through the Joint Facilities Steering Committee. While the conclusion and a recommendation on how to proceed may be some time away, it will remain an active file.

The City Manager RECOMMENDS approval of A and B.

COUNCIL POLICY

Council approval is required for new capital projects and for the related funding.

Council approval is required to accept funding from senior governments and other outside sources.

Council approval is required for the allocation of office and other space to departments, including the incremental costs to be added to the Operating Budget.

PURPOSE & SUMMARY

This report seeks Council approval for a significant relocation and reorganization of the Vancouver Police Department (the "VPD") at 2120 Cambie, the new Glen Drive site and at the Property Endowment Fund owned complex at 3585 Graveley Street and 1570 Kootenay Street (the "Graveley Site") as an interim step in planning and delivering on new purpose built police facilities. As a result of this initiative, existing facilities at 312 Main Street and 5 East 8th Avenue will be closed.

This is the recommendation of the joint City/VPD Facilities Steering Committee (the "JFSC") that has been working for the past 18 months in an effort to address the critical facilities needs of the VPD. The groundwork completed over this period includes a space needs assessment, best practices research and tours of purpose-built police facilities. The consensus reached by the JFSC is that the three main police facilities do not meet the needs of the VPD and, in the case of 312 Main Street, pose significant operational, business continuity and liability risks for the Department and City. The JFSC agrees on the need for an immediate medium-term solution to address these issues and on the need to continue assessment of the recommendation for two police facilities in the longer term, at least one of which meets post-disaster standards, in locations that support effective and efficient police response and deployment.

BACKGROUND

City and VPD staff have been working to a multi-phased long range facilities plan for the Department since the mid 1990s, following a facilities planning exercise initiated by the Department in 1990. To date, that collaboration has resulted in a new facility for the Dog Squad on Evans Avenue and a new tactical training facility on Glen Drive, both of which became operational in 2009. Funding for the second phase of the Glen Drive facility - the Property and Forensic Storage Facility - was approved in November 2009 with contributions of \$10 million each from the federal, provincial and city governments. This facility will be completed in spring 2011. A third phase of Glen Drive facility to provide updated information management and forensic laboratories for the Department was also included in the plan,

however, no commencement date or funding has been identified. This last phase will require further review in light of the medium term plan proposed in this report.

In addition to these sites, the Department also occupies three other buildings in the City: 312 Main Street and 2120 Cambie Street, which are the primary administrative, investigative and patrol deployment facilities; and 5 East 8th Avenue, which houses several specialty units of the Department. The Cambie site is in a leased facility while the other two sites are owned by the City.

A Report to Council in November 2008 (RTS 07755) documented the condition of these facilities. Council was informed of serious structural and seismic issues surrounding both 312 Main Street and 2120 Cambie Street and of a number of operational and business continuity issues that were impacting on the operations of the Department. The risks presented by the deficiencies in the existing facilities create substantial liability issues for the VPD and ultimately for the COV, and reduce the VPD's operational effectiveness and efficiency.

As stated in the November 2008 Council Report, both City Staff and the VPD recognize the need to address the many issues concerning current police facilities. The Report to Council's recommendation that \$200,000 be reallocated within the VPD operating budget to engage a professional facilities consultant, was approved and the subsequent request for proposal process proved very competitive. Both Departmental and City staff recommended and Council approved funding to hire a consulting team to conduct a thorough needs assessment of the VPD facilities as the first step in determining the next steps in realizing the long range facilities plan. A Joint Facilities Steering Committee comprised of City and VPD staff chose HOK Architects, a consulting firm with over 40 years' experience in programming and designing police and justice facilities to complete this work.

HOK's work brought together all previous reports/research conducted by City staff and the VPD, and involved conducting focus groups with every work-group in the Department, disseminating surveys to every VPD employee, conducting site tours of existing facilities, and performing best practices research on police facilities. HOK's final report included a detailed needs assessment which outlined the VPD's current needs as well as projected space needs for the years 2024 and 2039. This work included a "massing and blocking" exercise aimed at providing information about potential building footprint and height requirements so that appropriate site selection could follow. The report was received in October 2009 and has been discussed at length by the JFSC.

As a result of the work done over the past 18 months, the original police facilities plan has been updated and is outlined in the attached document "*Planning the Future: Police Facilities to Meet the Call*" (see Appendix "A"). The document outlines the current status of VPD facilities, the Long Range Facilities Plan (1990-2009) and the Revised Long Range Facilities Plan (2010-2020). There is additional work to be done to examine the options and planning assumptions contained in these reports.

A detailed history of VPD facilities is outlined on pages 9-17 of Appendix "B" *VPD Facilities: Strategic Planning and Transition Costing (limited distribution)*.

DISCUSSION

The work of the consultant further highlighted the many deficiencies of the existing police facilities, but most significantly the building at 312 Main Street. Recognizing that a solution to the long term space issues would likely take several years to realize, the JFSC began looking at options that could address the significant risks and operational efficiencies associated with remaining at 312 Main Street for this period. In short the group considered two options:

1. remain at 312 Main Street until an appropriate site is selected, funding is secured and a new purpose-built facility is erected, or
2. move the Department out of 312 Main Street, utilizing the Graveley Site buildings as a medium-term solution.

1. Remain at 312 Main Street

312 Main Street site is actually three separate but interconnected buildings. 312 Main was built in 1954 and adjoins 324 Main built a year earlier. The 312 Main Annex was added in 1976. The current physical condition of and the risks associated with remaining at this site are summarized above and detailed in the noted VPD Facilities report.

From 2002 to 2008, the City spent over \$11 million in addition to normal operating costs to try to keep 312 Main Street functional for the Police Department and it is anticipated these costs will continue and likely grow should the Department remain, even in the medium term. For example, if the VPD is to remain at 312 Main Street, there will be an immediate need to spend approximately \$3 million (pre-design estimate) to address basic infrastructure issues in the building, including water and drainage issues, building system renewal, asbestos removal and the installation of a fire suppression system. This would be in addition to anticipated maintenance costs that range from \$1.6 million - \$2.0 million annually. None of these expenditures would address the more fundamental seismic issues or the overcrowding that has resulted from growth in the Department, and despite the upgrades, the building would continue to deteriorate, further increasing operating costs and risks to the VPD and the City.

The only scenario where staying at 312 Main Street might make sense is if an alternative site was already identified and available and funding had been secured for a new facility. Even in this scenario, the planning and construction period necessary for a facility would be in the range of six to eight years, leaving the Department in a facility that poses serious operational and business continuity risks.

For these reasons the JFSC believes that, unless there is no other alternative, investing further in this complex is not appropriate.

2. Move to the Graveley Site

A unique and immediate option is to relocate the Department to the Property Endowment Fund complex at 3585 Graveley Street and 1570 Kootenay Street. This facility was constructed in 1999/2000 and purchased by the Property Endowment Fund in 2002 and has been leased almost in its entirety to VANOC and its partners. These uses will end in 2010 and approximately 230,000 square feet of space will become available for market rental.

The availability of the Graveley Site provides a unique opportunity to address the deficiencies and risks of the current police facilities. These buildings have suitable space to accommodate a significant portion of the police operations, have adequate parking for the related fleet, have full backup power installed and have been developed with "open plan" space that is consistent with the City standard, reduces tenant improvement costs and provides maximum flexibility in planning for the future.

The Graveley Site buildings are not large enough to house all VPD staff and at the eastern border of the City at Boundary Road and 1st Avenue are not optimally located for many VPD operations. As a result, a transition plan has been developed which takes full advantage of the new facility, but which also contemplates retaining the facility at 2120 Cambie. In summary:

- 312 Main would be vacated with the Beat Enforcement Team remaining in the Downtown Eastside, likely in rented premises;
- 5 East 8th Avenue will be vacated with most of the specialty units being relocated to the Graveley site, save for the Emergency Response Team, which will relocate to 2120 Cambie;
- Investigative and administrative support functions would be relocated from 2120 Cambie and 312 Main Street to Graveley;
- Depending on the outcome of a decision on completion of Phase 3 of the Glen Drive site, the forensic laboratories would be relocated to the Graveley site;
- Force Options Training has relocated to the recently completed Tactical Training Centre on Glen Drive;
- the Property Office, Forensic Storage and vehicle forensics will move to the new Glen Drive site in spring 2011;
- the uniform component of the Operations Division would remain at 2120 Cambie Street.

The Transition Plan, attached as Appendix "B", outlines the overall strategic vision of the VPD Executive, section and unit-specific relocation and the logistics and costs involved with this interim relocation. Relocating the investigative and support services at Graveley will result in modest efficiency gains as a result of providing optimal adjacencies for complementary workgroups (as specified in the HOK report) and workspaces that better support the size and needs of each unit. However these efficiencies will be offset by additional travel costs for staff attending important central locations such as the Jail, 2120 Cambie St., the courts at 222 Main St. and Robson Square, and the overall need to meet with witnesses and victims all over Vancouver. Optimal patrol deployment will be maintained by designating 2120 Cambie Street as the "operational" facility.

The move to the Graveley Site would address many of the deficiencies identified in the facilities assessment. While the building is not post-disaster, it is built to a higher seismic standard than Main Street and is essentially in a "move-in" condition. The building has full back-up power installed and adequate parking to meet the requirements of the Department. The costs of relocation - estimated at \$15.2 million - will likely be lower than those to bring Main Street to an acceptable standard and will not be invested in a building that is essentially at the end of its useful life. It is also anticipated that the per square foot operating costs of the combined Graveley and Cambie facilities will be lower than those experienced in the existing facilities

with the expected increase in overall operating costs being the result of approximately 30,000 square feet being added to the existing space allocation. In addition, the tenancy at the Graveley Site will add rental costs identified in the Financial Implications Section.

TRANSITION ISSUES

The timing of the relocation from 312 Main Street and the reorganization of VPD operational units is approximately 16 months. The Graveley site will begin to become available in May 2010 and the necessary outfitting will be completed by March 2011. The Department will vacate 312 Main in phases, likely beginning in January 2011 with the final moves - to Graveley and Glen Drive - completed by June 2011.

The move from 312 Main is a significant move for the City and VPD because after 100 years, the Police Department will not have a major presence in the downtown area. However, there are two units that the Department believes should remain, the Beat Enforcement Team (BET) and the Station Sergeants (Station NCOs).

- The primary mandate of BET is foot patrol in the Downtown Eastside (DTES). This would be significantly compromised by a move out of the area (2120 Cambie Street would be the alternative). As proximity is the primary concern for BET, finding an alternative deployment location within the DTES will be required should 312 Main Street be completely closed.
- Station NCOs are optimally located near the Courts, as they work closely with jail staff and police officers who have people in custody. This small office can easily be relocated with the BET or co-located in the Vancouver Jail.

The more important issue is the future of the 312 Main Street site if the VPD is relocated. Should Council agree to the move, the City Manager and the JFSC will engage Real Estate, Facilities Design and Management and Community Services staff in a review of potential options for report back to Council.

In addition to the VANOC and its government partners, the Graveley site also has two commercial tenants with leases that extend beyond the occupancy date for the VPD. The renovation and accommodation plan has taken these tenancies into consideration; however, it may be possible to accommodate only one of the two tenants. If Council agrees to the recommendations in this report Real Estate staff will be discussing options with the second tenant and will report back for approval of any costs that may result from ending this lease.

FINANCIAL IMPLICATIONS

Capital Costs

Facilities Design and Management and VPD staff have worked through the requirements should the Department relocate to the Graveley site. While there are several issues to be finalized, staff commit to a capital budget not to exceed \$15.2 million, including improvements to both the Graveley site and the necessary changes at 2120 Cambie to accommodate the operational units. This estimate is a pre-tender estimate and includes provision for project management fees, contingency, and the net HST that will be effective in July 2010. The current plans are based on the open office standard developed for City office space with concessions appropriate for specific or specialized police uses.

Component	Estimated Cost
Graveley Site	
Building Improvements	\$4,813,300
Forensic Labs / Staff Facilities	3,758,400
Furniture, Fittings & Equipment	2,967,600
2120 Cambie Improvements	1,232,800
Design, Consultant & Soft Costs	655,600
Relocation Costs	196,200
Project Management Fees	220,000
Contingencies	1,376,100
Total	\$15,220,000

In a recent announcement, the Federal Government has agreed to fund one-third of the costs (\$5 million) associated with the relocation, up to a maximum of \$5 million for all eligible costs incurred by March 31, 2011. The City will be required to provide the balance of the funding estimated at \$10.22 million under this arrangement. There are a number of potential sources for this funding, starting with the value in the existing VPD sites at 312 Main and 5 East 8th Avenue that are to be vacated which likely total approximately \$16 million. However, while this may be an ultimate source of funding, staff recommend that this decision be deferred pending review of the future of these two sites. In the interim, it is recommended that the City share be provided from elector approved borrowing authority for public safety facilities in the 2009 - 2011 Capital Plan. Recommendation B provides for this funding.

Operating Costs

Relocation to the Graveley site will also impact on operating costs. The impact of these costs will be reported back in reports arising from Recommendation B and will be further reviewed in advance of the 2011 Operating Budget based on the department operating model. The following table summarizes the 2010 operating budget associated with the Department's current tenancies, operating costs for the transition year of 2011 and the anticipated annual costs for the 2012, the first full year following the move. The final column indicates the change in costs in 2012 versus 2010, reflecting the ongoing state. All are expressed in 2010 dollars.

Operating Budget Impact	2010 Budget	Anticipated 2011 Budget	Anticipated 2012 Budget	Final Change
2120 Cambie	\$3,168,000	\$3,168,000	\$3,168,000	\$0
312 Main	\$1,495,000	\$1,200,000	\$220,000	\$(1,275,000)
5 East 8th	\$322,000	\$70,000	\$0	\$(322,000)
Graveley Site:	0			
Operating Expenses	0	\$2,100,000	\$2,200,000	\$2,200,000
Rent (to PEF)	\$0	3,900,000	\$5,000,000	\$5,000,000
Parking Costs (to PEF)	\$0	20,000	\$20,000	\$20,000
Total Graveley Site	\$0	\$6,020,000	\$7,220,000	\$7,220,000
Total Operating Costs	\$4,985,000	\$10,458,000	\$10,608,000	\$5,623,000

Note: Operating Costs at the Graveley site during fit out in 2010 and estimated at \$850,000 have not been confirmed and are not included in the estimate. These will be considered as part of the report back contemplated in Recommendation B.

The changes include:

- o No changes in operating costs are anticipated at 2120 Cambie Street.
- o The VPD will remain in 312 Main Street and 5 East 8th Avenue for all of 2010 and will require the full year operating budgets.
- o In 2011, funding will be required for both 312 Main and the Graveley site. 312 Main Street costs reflect 6 months of occupancy and 6 months of holding costs, including the costs of housing the Beat Enforcement Team. Graveley site costs are based on experience with VANOC tenancy and will be reviewed based on VPD operating model.
- o Graveley Site rent is calculated at \$20 per square foot beginning in 2011.
- o The future of 312 Main Street and 5 East 8th Ave are uncertain after the Police move and no holding costs have been estimated beyond 2011. 312 Main costs include accommodation for the BET.

The rent due to the PEF of \$5.0 million is the most significant component of the incremental operating costs which total \$5.4 million in 2011 and increase to \$5.6 million in 2012. Ongoing operating costs will be reviewed in advance of the 2011 Operating Budget. As the department will occupy existing facilities until early 2011, the transition is anticipated to have a minimal impact on the 2010 budget.

This report assumes that the Property Endowment Fund will be compensated at market value for the use of the Graveley site as is normal practice where the City occupies its space. This approach preserves the fundamental arm's length relationship between civic operations and the investment in the endowment. However there are a number of options that could be explored involving future ownership of the Graveley site and/or 312 Main Street and 5 East 8th Ave which could affect the rental component of these operating costs. These issues will be addressed in the report back on the future of 312 Main Street and the options available to the Property Endowment Fund.

Additional Costs Not Included in Capital and Operating Estimates

Potential costs associated with ending the conflicting commercial tenancy at the Graveley site are uncertain at this time as Real Estate has just initiated discussions with the affected tenant. Based on these discussions, a future decision will have to be made about whether the tenant should be compensated for ending the lease or accommodated in the building. The Director of Real Estate Services will seek Council instruction in a future report.

Capital costs for 312 Main Street after the VPD tenancy will depend on the final use of the site but may include demolition costs. These costs could be in the range of \$2.5 to \$3.0 million and will be detailed in the report back contemplated in Recommendation B.

IMPLEMENTATION PLAN

The transition plan for police operations are documented in the body of the report. The potential futures of 312 Main Street and 5 East 8th Avenue will be reported back to Council.

CONCLUSION

City staff, the Police Board, and the VPD Executive are in agreement that the VPD's current facilities situation is critical and needs to be addressed with both a medium-term solution and a long range plan that would include purpose-built facilities that are centrally located for both police response and citizen access. The Joint Facilities Steering Committee recommends that as an interim measure the Department vacate 312 Main Street and reorganize its operations at 2120 Cambie and the Graveley site.

* * * * *

PLANNING, RESEARCH & AUDIT

PLANNING THE FUTURE
POLICE FACILITIES TO MEET THE CALL

JANUARY 2010



VANCOUVER POLICE DEPARTMENT
Beyond the Call

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EXECUTIVE SUMMARY

The VPD's Long Range Facilities Plan is centred on public safety and the efficient deployment of officers. In order to accomplish these goals, the VPD has recognized the necessity for adequate facilities and efficient access to support staff and technology. To that end, the Long Range Facilities Plan continues to be part of the VPD's overall strategic vision for being a leader in policing, and an integral part of the VPD's Strategic Plan.

Although progress has been made with much-needed peripheral facilities, 17 years after 2120 Cambie Street was designated as a temporary solution for VPD's facilities requirements, the VPD has not yet secured a permanent, purpose-built police facility. Although numerous studies have been conducted on the state of the VPD's facilities, it was recognized that an up-to-date, objective and best-practices based assessment of the future space requirements for the VPD was missing from the knowledge base and was impeding progress moving forward. To address this requirement, the Joint COV/VPD Facilities Steering Committee was established in 2009. The Committee subsequently retained the firm HOK Architects to conduct an independent, professional "Functional Programming Study," which included a space needs assessment and a hypothetical blocking and stacking exercise to visualize and quantify the VPD facility needs for the next 30 years.

The Consultants ultimately recommended that the VPD maintain two facilities: a Headquarters to house the majority of operations, and a sub-station facility that would function as both a secondary deployment location for Patrol Districts, as well as an Emergency Operations Centre. After some negotiations on size, HOK's final program recommended approximately 500,000 square feet in total for the two facilities, in order to accommodate the VPD into 2039.

In order to accomplish this long term strategy, HOK also identified the need for a temporary or medium-term solution for staff that would involve a transitional facility. The City and the VPD recognized that the VANOC site represented a unique opportunity to function as this transitional facility. The two buildings on this City-owned site were deemed suitable to accommodate most of the staff and functions presently located at 312 Main, 5 East 8th, and some of the staff and functions located at 2120 Cambie. A facility of this size would be able to alleviate space and safety concerns for staff at 312 Main Street, as well as allow for the sale of 5 East 8th to offset costs of the transitional move. Although not optimal in terms of proximity to Vancouver, the VANOC buildings likely represent the only suitable transitional building that would provide adequate space,

technological capacity, security, and flexibility. At over 200,000 square feet, the VANOC buildings are not only rare in terms of size, but will also become vacant at the ideal time to allow for the transition to move forward in the near future. This transitional move is necessary and essential to provide time to discuss, study and finalize the VPD's long-term facilities requirements, and to subsequently seek Council approval, and if forthcoming, obtain financing and begin construction.

This report summarizes past efforts, describes current needs, and explains to decision-makers the urgency of the situation. The VPD and the COV have collaborated over the better part of the last two decades in identifying and responding to the VPD's facilities needs. During this time successes have been achieved in developing peripheral facilities for individual units or functions, such as the Dog Squad and the Tactical Training Centre. However, a long-term solution for a VPD headquarters facility has not been achieved, and is necessary if the VPD is to deliver public safety services efficiently.

INTRODUCTION

It is the vision of the Vancouver Police Department (VPD) to be “Canada’s leader in policing – providing safety for all.” Our goal is for Vancouver to be the safest major city in Canada. The VPD believes that being the best is achieved by reducing crime through targeting chronic offenders, engaging in proactive crime prevention strategies, and relentless measurement and follow-up. Additionally, this includes enhancing the perception of safety on our streets, partnering with our diverse communities to address public safety issues, reaching out to the most vulnerable, and collaborating with other stakeholders. Furthermore, the VPD advocates for improvements to the criminal justice system and targets “upstream” drivers of crime and disorder. In the past seven years, the VPD has delivered tangible results pursuant to these goals, which have provided notable public safety benefits.

The VPD is governed by the Vancouver Police Board, and the pursuit of our vision is laid out in the VPD’s 2008-2012 Strategic Plan. The Strategic Plan identifies 12 Strategic Goals and establishes clear mechanisms for measurement and accountability. Annually, Strategic Planning “Champions” are required to report back on their progress, which has fostered a culture of building upon proven success and encourages appropriate risk-taking and innovation. Every calendar quarter, the VPD publicly presents to the Board results on Key Performance Indicators such as the property crime rate, violent crime rate, response times to priority calls for service, and community satisfaction. Every month through “CompStat”, senior Police Commanders present to the VPD Executive an update on monthly variations in crime trends and the actions they are taking to address crime and safety issues.

The VPD’s advocacy efforts have seen progress through a number of initiatives. This includes research projects such as Assessing Sentencing Across Criminal Careers (which revealed inadequate sentencing for chronic offenders), Lost in Transition (which focused on the lack of capacity in the mental health system and the impact on police resources), and Project Lockstep (which focused on the need to better coordinate resources to reduce the systemic barriers faced by the most vulnerable in the Downtown Eastside). These reports received significant public attention and have been the catalyst for positive change. Another VPD initiative is “Con Air”, which was the result of research to address the problem of “non returnable” warrants; the VPD made creative use of existing legislation to lawfully return offenders wanted in other provinces, reducing societal costs and reducing crime committed by those fleeing prosecution in other jurisdictions. The VPD’s efforts have helped spur

government action: the Provincial government has funded the Con Air program, and federal legislation is now forthcoming that will make it a criminal offense to flee prosecution.

The recent successes in VPD performance are evident: a 32% decline in the property crime rate since 2004; an 8% decrease in the violent crime rate since 2006; a 31% decrease in priority one response times since 2005, and; a 43% decline in motor vehicle collisions involving injuries since 2005. The VPD has also come in under budget for four consecutive years.

These achievements can only be continued through strong leadership and adequate resourcing. With respect to resourcing, the VPD has undergone a self-examination and study that is unmatched in the policing profession. Working jointly with City of Vancouver (COV) staff, beginning in 2005, the VPD undertook a thorough and comprehensive Operational Review that is now referenced by police departments across North America as groundbreaking police organizational research. The Operational Review scientifically and objectively quantified the VPD's staffing needs (for both sworn and civilian members) and also identified improvements in shift scheduling to optimize deployment efficiency. The recommendations stemming from the Operational Review were approved by Vancouver City Council, thus establishing the necessary staffing requirements for the VPD.

While the VPD has strong leadership and adequate human resources, it does not have suitable facilities that support effective and efficient policing. Adequate, purpose-built police facilities are crucial to ensuring the continued success of the VPD in delivering public safety.

This report seeks to convey the urgency surrounding the need to identify a long-term plan for VPD facilities, while also proposing a medium-term remedy (6-10 years) that can be implemented in early 2011. To accomplish this, this report describes the current state of VPD facilities, provides a brief history of plans and efforts regarding these facilities, and presents a unique opportunity that will provide a medium-term solution. This solution will immediately reduce risks to the VPD and the COV, while also being fiscally viable in these uncertain economic times.

CURRENT STATUS OF VPD FACILITIES

The Vancouver Police Department's (VPD) primary facilities, located at 312 Main Street, 2120 Cambie Street and 5 East 8th Avenue, have critical infrastructure problems that jeopardize business continuity and impact employees. These problems pose significant risks to the VPD (and thus to the City of Vancouver), and they include, but are not limited to, post disaster survivability (e.g. earthquake), inadequate or non-existent fire suppression, inadequate emergency back-up services and other environmental and structural issues.



312 MAIN STREET

312 Main Street (“312”) has served the VPD since 1954, and was formerly used as a headquarters building. Next door is 324 Main Street, which was primarily a jail and is now used for offices and storage. An annex building (underground parking, lockers, office space and gymnasium) was opened in 1978. These three buildings were built to standards no longer accepted for police facilities and can no longer accommodate additional renovations and staff. They have deteriorated to a state that makes continued occupancy challenging for the daily operations of the VPD. The primary concerns at 312 are overcrowded conditions; vulnerability to earthquake, fire, and power failure; as well as problems with security and parking. The cost to maintain and clean these facilities annually has averaged approximately \$1.6 million since 2002, which is in addition to costs for renovations and/or major repairs. Given the inability of the 312 Main St structure to accommodate further significant renovations, as well as the risks associated with its continued use, a replacement facility is an urgent necessity.



2120 CAMBIE STREET

2120 Cambie Street (2120) was originally designed for non-police use, but was occupied by the VPD as a temporary measure in 1994. It is currently leased from ICBC, and a large portion of the building is used for a public claim centre, thus creating security concerns. Originally designed as an office building, 2120 currently lacks space, backup power, security, parking, and is not suited to meet the current and future needs of the VPD.

In the event of a disaster or loss of power, members who work out of 2120 would be unable to fulfill their duties, as there is not enough backup power to remain operational or to enable access and the building is not built to post-disaster standards. However, the building is located in a central part of the city and this enables effective deployment of Patrol units.

Parking for both the patrol fleet and VPD members' personal vehicles is a major and ongoing concern at 2120. Currently police vehicles and police officers' personal vehicles are located two blocks from the building, which necessitates patrol officers walking to their patrol vehicles with all of their duty equipment (averaging 20-30 pounds). While this situation has been improved through the provision of additional parking in front of 2120 Cambie, this lack of ready access to the fleet adversely impacts operational capabilities by causing delays in patrol officer deployment at the start of each shift. In addition, the current semi-waterfront open parking lot will be under developmental pressures after the 2010 Olympics, potentially causing even greater accessibility issues with fleet parking. Also, the majority of sworn officers at 2120 work shifts, with start and end times that do not lend themselves to using public transit; therefore parking for personal vehicles is also an important requirement.



5 EAST 8TH AVENUE

In 2000, the COV acquired the 5 East 8th Ave building for the VPD to house some sections of the Investigation and Operations Support Divisions. It was believed that 5 East 8th would provide sufficient space for approximately ten years; however, increased demands for service, growing numbers of staff, and increased space and power for required technological equipment have filled the building beyond capacity. Parking issues are serious and are affecting members' ability to attend work in a timely manner. Along with general overcrowding, the need for adequate backup power and suitable quarters for the Emergency Response Team are also major issues of concern.

All of these issues have driven the medium- and long-term facilities strategy for the VPD to ensure adequate service delivery now and into the future.

LONG RANGE FACILITIES MASTER PLAN (1990-2009)

The VPD's Long Range Facilities Plan has always centred on public safety and the efficient deployment of officers for both responding to calls for service and investigating crimes. Effective policing relies heavily on having adequate facilities and efficient access to support staff and technology. The Plan continues to be part of the VPD's overall strategic vision for being a leader in policing.

1990-1994

The need to replace the 312 Main Street facility was the top priority for facilities planning in the early 1990's. In 1992, City Council approved the closure of the Oakridge Substation and the leasing of 2120 Cambie Street starting in 1994. This was intended to be a temporary measure while a new police facility was planned and developed. The lease arrangements for 2120 Cambie Street included an initial ten-year term with the option of two separate five-year additional terms.

2000

In 2000, City Council authorized the purchase of the former Coordinated Law Enforcement Unit building at 5 East 8th Avenue. The intention was for this building to form part of the VPD's Long Range Facilities Plan. Although it is currently overcrowded, this facility is structurally sound. However, the updated long range plan includes selling this property in order to consolidate the main police facilities from three buildings to two , and to provide a financial offset.

2001-2002

A comprehensive review of the VPD's Long Range Facilities Plan was conducted in 2001 with a final report from external consultants Perivale and Taylor completed in February 2002. At that time, the authors anticipated that the planning for, and building of, a new Headquarters building would take 8-10 years to complete over two Capital Plans. The plan's main theme was that a comprehensive transitional plan should be developed to properly accommodate VPD's needs until new facilities could be built.

2003

In 2003, City Council was briefed at a joint Vancouver Police Board/City Council workshop on numerous issues, including an update on the progress of the Long Range Facilities Plan. A request was submitted for the 2003-2005 Capital Plan for funding to purchase land for a new police headquarters (HQ). Due to the major cost associated with building a new HQ building, the request was not approved for inclusion in the Capital Plan and resulted in other City (including VPD) projects being prioritized in the subsequent Capital Plans.

The related projects stemming from the Long Range Facilities Plan are as follows:

- ▶ 2003-2005 Capital Plan approval for the Force Options Training Centre (now the Tactical Training Centre), slated to open November 2009.
- ▶ 2006-2008 Capital Plan approval for a new Dog Squad facility (opened in October 2009).
- ▶ 2008-2011 Capital Plan approval for Phase 2 of Glen Drive for property storage and vehicle forensic examination bays.
- ▶ In October 2009, the Federal and Provincial governments each contributed \$10M of funding under the Federal Infrastructure Stimulus plan for the construction of Forensics Laboratories at Glen Drive. This facility is currently in the design phase with an estimated opening in 2011.

2005

In June 2005, City Council approved the acquisition of the Glenayre Campus located at 3585 Graveley Street by the Property Endowment Fund for a long-term investment and in the medium-term (5 years) as a home for VANOC. At the time of purchase, the City of Vancouver staff (“City Staff”) invited the VPD on a tour of the facilities, pointing out that the buildings would meet the needs of the VPD. Although no formal discussions occurred, both City Staff and the VPD recognized the potential the site had as a future transitional facility for the VPD, a need identified in the Perivale and Taylor report.

2008

In early 2008, a Joint City Staff/VPD Facilities Steering Committee (JFSC) was established with a mandate of moving forward with a revised Long Range Facilities Plan supported by all stakeholders. The first tasks of the JFSC were to oversee a professional needs assessment, work towards securing a transitional facility and critically assess viable options for moving forward. In November 2008, City Council approved the allocation of funding to secure a consultant to conduct the professional needs assessment.

2009

In 2009, the JFSC retained HOK Architects to conduct an independent, professional Functional Programming Study which included a space needs assessment and a hypothetical blocking and stacking exercise. By October 2009, City Staff and VPD signed off on both components of the project and agreed on numerous conclusions going forward (see Assessing Space Needs on page 8).

In May 2009 a Facilities Transition Team was assembled to develop a detailed transition and costing plan for a possible move to VANOC in 2010-2011. The team worked with the VPD Executive to determine how the VPD would operate from the new location and liaised with City Staff to prepare cost estimates.

A move to a transitional facility is necessary for the VPD to accomplish the goals of the Long Range Facilities Plan. The transition plan calls for all functions from 5 East 8th Avenue to be moved to either 2120 Cambie St. or VANOC, thereby allowing for the sale of the City-owned, 5 East 8th Ave. building. Selling 5 East 8th Ave. would assist in funding the cost associated with the transitional move to VANOC. Furthermore and very significantly, in October 2009, the Provincial and Federal Governments each awarded matching \$10M infrastructure grants to the COV for the immediate construction of forensic laboratories at Glen Drive.

Although progress has been made with the much needed peripheral facilities, 17 years after 2120 Cambie Street was designated as a temporary solution for VPD's facilities requirements, and 8 years after the Perivale & Taylor review was conducted, the VPD has not yet secured a permanent, purpose-built police facility. On a positive note, progress has been made in the quest to secure and fund a transitional facility. Moving to the VANOC buildings would provide time to discuss and finalize the VPD's facilities' requirements, and to subsequently receive approval, obtain financing and begin construction.

CHRONOLOGY OF VPD FACILITIES

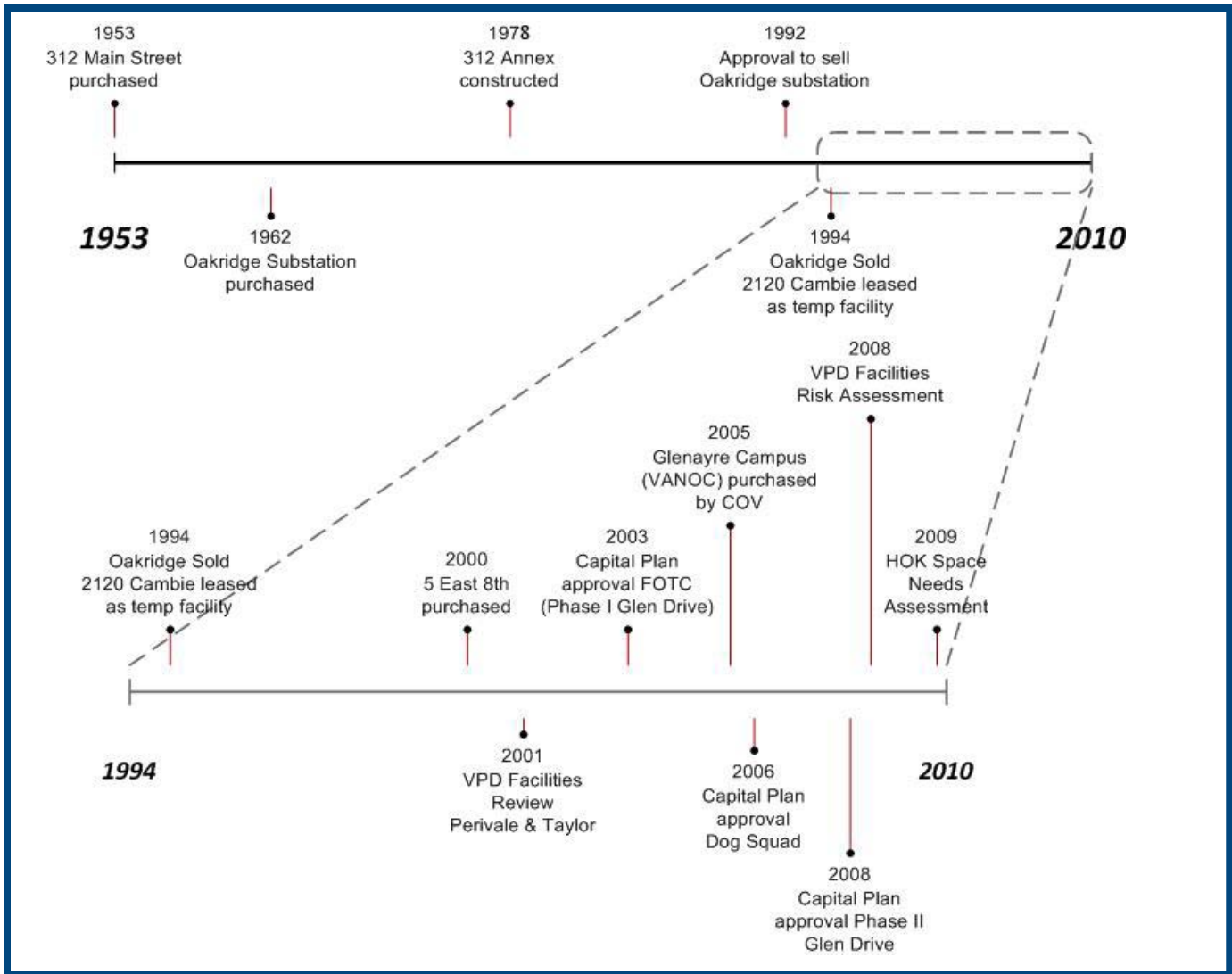


Figure 1. Chronology of VPD Facilities

ASSESSING SPACE NEEDS

Although numerous internal reviews had been conducted on the conditions of the current VPD facilities, a comprehensive review of what would be required to adequately address both the current and long-term needs of the VPD was lacking. Without such an independent and objective review, the VPD was not in a position to confidently determine its facilities needs, land and space requirements, and necessary design elements to allow for growth and efficiency. Acknowledging this important step, in November 2008, City Council approved funding for a consultant to advise on these matters and provide this crucial piece of information before embarking on future planning.

HOK was chosen as the successful firm and their methodology involved an assessment of the current and future needs of the VPD via a three-stage process. This process included data collection through focus groups and questionnaires, site visits to comparable US police departments, and best practices research. This information, along with the Consultants' knowledge of industry standards in police building planning, was used to determine the space needs assessment for each section and unit within the VPD. Following numerous reviews and modifications, the final space program accounted for every position and function within the VPD, and laid out the final needs of each section and unit.

The Consultants recommended that the VPD maintain two facilities – one HQ facility to house the majority of operations, and one sub-station facility that would function as both a secondary deployment location for Districts not located near the HQ, as well as an Emergency Operations Centre (EOC). This EOC would be the emergency and operations centre for major events, as well as a backup command centre in the event that the HQ was rendered inoperable due to a man-made or natural disaster. After some negotiations on size, HOK's final program recommended approximately 500,000 square feet (SF) in total for the two facilities, in order to accommodate the VPD into 2039. HOK also provided some initial cost estimates for constructing these facilities; however, these costs varied depending on when construction was anticipated to commence. For instance, if construction were to take place in 2010, it was estimated that the two buildings would cost approximately \$250M. However, if delayed three or four years, this estimate rose to approximately \$300M.

HOK also determined that the 'footprint' of the existing 312 Main Street site is too small to construct a HQ facility. If this site were to be used in the long term, it would only be suitable for a sub-station.

SUMMARY OF CONCLUSIONS

As the initial Long Range Facilities Plan has undergone modification over the years due to changing priorities and opportunities, the VPD has had to continually defer the prioritization of a new purpose-built police facility. The need for other smaller, peripheral police facility priorities has now been addressed (as described on page 5) and the Plan is now firmly focused on obtaining an adequate purpose-built facility. Several conclusions can now be made from the experience over the past 17 years:

1. As noted in the original Perivale and Taylor Review of 2002, the condition of 312 Main Street continues to deteriorate. Staff must be moved to a transitional building pending the decision on a permanent facility. The condition of the building must be addressed regardless of what future option is considered.
2. HOK advises that the state of VPD facilities is the worst they had seen in over 100 comparable studies. The only department with poorer facilities they have seen was the Boston Police Department, which now has a new facility.
3. Using the last 7 years as a base, the anticipated costs of maintaining 312 Main over the next 7 years will range between \$11-14M, with an additional \$3M needed for immediately required repairs.
4. The Glenayre (VANOC) site represents a unique opportunity for use as a transitional facility that can accommodate most of the staff and functions presently located at 312 Main, 5 East 8th, and some of the staff and functions located at 2120 Cambie.
5. According to the HOK Space Needs Assessment, to accommodate current staffing numbers, the VPD facilities should total approximately 450,000 SF (excluding peripheral facilities such as Dog Squad, Mounted Squad and Marine Unit).

6. According to the HOK Space Needs Assessment, to accommodate projected staffing numbers for 2039, the VPD facilities should total approximately 500,000 SF (excluding peripheral facilities such as Dog Squad, Mounted Squad and Marine Unit).
7. The VPD must operate from at least two buildings, in the event that one building is rendered inoperable due to natural or man-made disaster.
8. One of the VPD's buildings must be post-disaster certified to remain operational in the event of a natural or man-made disaster.
9. The VPD would ideally maintain a presence in the Downtown Eastside (DTES) with the Beat Enforcement Team (BET), requiring either a small facility in the area or sufficient, peripheral office space for BET's 70 members.
10. A new facility on 312 Main Street would optimally be no more than 200,000 SF due to the limited footprint of the site. Planning a building any larger than this would necessitate the facility to be extremely tall and narrow and would require 10 levels of underground parking. Therefore, if a facility was built at the 312 Main site, it would have to be the smaller, secondary facility.

As noted with the first conclusion, the recommendation first made by Perivale and Taylor in their 2002 assessment regarding the need for a transitional facility remains and is more urgent with the delays experienced with the long-term plan of building a new facility.

GOING FORWARD

MEDIUM TERM

There is a unique opportunity to house VPD functions at the VANOC site. The relocation of VPD functions and staff from 312 Main will alleviate the significant risks and expenses (already described) associated with the continued use of that facility. The VANOC site will create modest efficiencies through the consolidation of administrative and investigative staff into one campus of buildings, but these efficiencies will be substantially offset by travel inefficiencies, as the location is farther away from 2120 Cambie, the Jail and the Courts, and is on the edge of the city. Furthermore, if a decision is made to rebuild at 312 Main, then the relocation of functions and staff from 312 Main would be a necessary pre-condition.

LONG TERM

The VPD must continue work towards the realization of a purpose-built, police facility. The work by HOK has answered many questions and provides a solid basis for more planning. Future risks include the lease status of 2120 Cambie and the loss of police parking. Future opportunities include the rebuilding of a smaller secondary police facility at 312 Main, building on provincially owned lands at Terminal and Main (both of which could help revitalize the DTES), and/or building at 33rd Avenue and Heather Street on property left vacant by the Royal Canadian Mounted Police (when they move their Provincial HQ facilities in 2013).

The possible combinations and permutations of options associated with VPD facilities and their locations are many. A substantial benefit of transitioning to VANOC is that it will allow the VPD and City Staff the time to explore, analyze and assess the best option, which takes into account the VPD's long-term operational needs while also being fiscally viable and responsible.


In conclusion, the VPD and the COV have collaborated over the better part of the last two decades in identifying and responding to the VPD's facilities needs. During this time successes have been achieved in developing peripheral facilities for individual units or functions. However, a long-term solution for a VPD headquarters facility has not been achieved. Realistically it will take the better part of the next decade to identify, finance and construct the eventual long-term solution. In light of this reality, this report summarizes past efforts, describes current needs, and explains to decision-makers the urgency of the situation.

Bayne, Ken

From: Darshan Kaler <dkaler@vancouvereconomic.com>
Sent: Wednesday, June 29, 2011 3:57 PM
To: Bradshaw, Garrick
Cc: Lee Malleau; Bryan Buggey; Bayne, Ken
Subject: VPD and building needs

Garrick,

s.12(3)(a); s.13(1); s.15(1)(l) and s.17(1)(c), (d), (e), & (f)



Regards,
Darshan Kaler
(604) 340-1408
www.vancouvereconomic.com

Bayne, Ken

From: Darshan Kaler <darshan@toggleme.ca>
Sent: Wednesday, June 29, 2011 1:16 PM
To: Bayne, Ken
Subject: Re: Just following up on some items

Ken,
Would you or Garrick have the PID and Legal Names of the properties?

On 2011-06-29, at 1:07 PM, Bayne, Ken wrote:

The City is the registered owner of the properties and title will be registered with Land Titles..

Kenneth Bayne, General Manager of Business Planning & Services
City of Vancouver,

Address: 453 West 12th Avenue, Vancouver, BC V5Y 1Z4
Site Address: 300 – 515 West 10th Avenue, Vancouver, BC
Office: 604.873.7223 Mobile: 604.808.1789 Fax 604.873.7107
ken.bayne@vancouver.ca

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From: Darshan Kaler [mailto:darshan@toggleme.ca]
Sent: Wednesday, June 29, 2011 12:56 PM
To: Bayne, Ken
Cc: Impey, Patrice; Morrison, Julia; Lee Malleau; Bryan Buggey; Johnston, Sadhu
Subject: Re: Just following up on some items

Thanks Ken. **s.12(3)(a); s.13(1); s.15(1)(l) and s.17(1)(c), (d), (e), & (f)**

As for the last question, I was looking for the Title of the Buildings. I am not familiar with City owned properties if they have Title to them.

Regards,
Darshan

On 2011-06-29, at 12:36 PM, Bayne, Ken wrote:

You point about the change in building operations is to the point. Facilities can provide some additional detail on building operating costs but those are based on a 24/7/365 Police operation for the entire complex and it is unlikely he can scale those to your operating model. You will have to do that based on your expectations and whatever the appropriate benchmarking information is. **s.12(3)(a); s.13(1); s.15(1)(l) and s.17(1)(c), (d), (e), & (f)**

Garrick will have to have his staff dig out the detailed operating and capital costs and that may take some time.

I can answer the question about assessed value. The complex is actually two folios with values as follows:

312/324 Main s.17(1)(b) & (c)
236 Cordova

Finally, I don't understand the last question. Exactly what are you looking for.

- 1) BC Assessment for the three buildings (this is useful to identify the support that Vancouver has put for this program - we are looking for Provincial and Federal funding as well to match what COV has supplied).
- 2) Financial Operating Cost in Detail by month (this could be a report you can generate from SAP). This detail should include all vendors that we have a maintenance contract with (like but not limited to this list: Trane, BC Hydro, Fortis etc.). If you could give me an excel sheet with these numbers by month for the last 2 year or so that would be great.
- 3) Maintenance costs that is tied to one time costs not covered by extended warranty or support services.
- 4) Capital Spend (again from SAP there could be a way to run a report on PO's or Invoices paid tied to capital not operating). Details per month, please make sure to have the Vendors listed.

s.12(3)(a); s.13(1); s.15(1)(l) and s.17(1)(c), (d), (e), & (f)

**Kenneth Bayne, General Manager of Business Planning & Services
City of Vancouver,**

Address: 453 West 12th Avenue, Vancouver, BC V5Y 1Z4
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From: Darshan Kaler [mailto:darshan@toggleme.ca]
Sent: Wednesday, June 29, 2011 10:25 AM
To: Bayne, Ken
Cc: Impey, Patrice; Morrison, Julia; Lee Malleau; Bryan Buggey; Johnston, Sadhu
Subject: Re: Just following up on some items

Ken,
Thank you for the follow-up. The information I got in February via Bryan Buggey from Garrick was a very high level summary of the building operations and they were all bulked in, which makes it very difficult to quantify the actuals for moving forward. s.12(3)(a); s.13(1); s.15(1)(l) and s.17(1)(c), (d), (e), & (f)
These could be significant in dollars from the operations budget planning process. Similarly understanding which contracts are in place today and what the fees are would also be helpful moving forward.

This is what Garrick provided to us on Feb 11, 2011 (there maybe something else that was generated but I never received it).

Garrick Wrote:

Our operating costs for these facilities for the last 3 years are:

2008
2009
2010

These costs include: maintenance, operations, utilities and insurance costs

What we are looking for:

By driving down to the some of the details we will be able to put forth a thorough budget plan for 2012.

I have requested from Garrick the following:

- 1) BC Assessment for the three buildings (this is useful to identify the support that Vancouver has put for this program - we are looking for Provincial and Federal funding as well to match what COV has supplied).
- 2) Financial Operating Cost in Detail by month (this could be a report you can generate from SAP). This detail should include all vendors that we have a maintenance contract with (like but not limed to this list: Trane, BC Hydro, Fortis etc.). If you could give me an excel sheet with these numbers by month for the last 2 year or so that would be great.
- 3) Maintenance costs that is tied to one time costs not covered by extended warranty or support services.
- 4) Capital Spend (again from SAP there could be a way to run a report on PO's or Invoices paid tied to capital not operating). Details per month, please make sure to have the Vendors listed.

s.12(3)(a); s.13(1); s.15(1)(l) and s.17(1)(c), (d), (e), & (f)

Thank you again for your time with regards to our planning process.
Darshan

On 2011-06-29, at 9:47 AM, Bayne, Ken wrote:

Garrick is working with Darshan to identify his requirements and provide him what info we have. I understand he already has SAP reports on 312 Main operating costs but that he wants significantly more detail that will take resources to put together. No need to do anything at this point.

Kenneth Bayne, General Manager of Business Planning & Services
City of Vancouver,
Address: 453 West 12th Avenue, Vancouver, BC V5Y 1Z4
Site Address: 300 - 515 West 10th Avenue, Vancouver, BC
Office: 604.873.7223 Mobile: 604.808.1789 Fax 604.873.7107
ken.bayne@vancouver.ca

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-----Original Message-----

From: Impey, Patrice
Sent: Tuesday, June 28, 2011 10:05 PM
To: Bayne, Ken
Cc: Morrison, Julia; 'darshan@toggleme.ca'
Subject: Fw: Just following up on some items

Hi ken,

As you know, VEDC is looking into the costs of 312 main to see what they need in their business model. (Darshan is the consultant that presented to CMT for VEDC and was asked to investigate further...). I asked him to be sure to understand the exact costs that have been incurred to estimate the future costs and future risks.

Who wd be best to provide this detail? Perhaps julia can just pull from SAP? Or do we need someone in facilities?

If you can help darshan that wd be great.
P

----- Original Message -----

From: Darshan Kaler [mailto:darshan@toggleme.ca]
Sent: Tuesday, June 28, 2011 05:05 PM
To: Impey, Patrice
Cc: Bryan Buggey <bbuggey@vancouvereconomic.com>
Subject: Just following up on some items

Patrice,

A few items that are critical for the business plan accuracy needs to come from the SAP financials. Could you point me to the right person I could talk to? I would like to get the last 3 years of Operating and Capital spend for the three buildings (312 Main St, 324 Main St and the Annex)?

Regards,

Darshan Kaler
(604) 340-1408
www.toggleme.ca | www.tradablebits.com

Regards,

Darshan Kaler
(604) 340-1408
www.toggleme.ca | www.tradablebits.com

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Regards,

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(604) 340-1408

www.toggleme.ca | www.tradablebits.com

12

Bayne, Ken

From: Aujla, Bill
Sent: Tuesday, July 12, 2011 11:43 AM
To: Bayne, Ken
Subject: RE: 312 Main

s.13(1)

Bill

From: Bayne, Ken
Sent: Tuesday, July 12, 2011 10:04 AM
To: Aujla, Bill
Cc: Ho, Janson; DAVEY, Michelle
Subject: 312 Main

s.13(1); s.15(1)(a) & (l) and s.17(1)(b) & (c)

Kenneth Bayne, General Manager of Business Planning & Services

City of Vancouver,

Address: 453 West 12th Avenue, Vancouver, BC V5Y 1Z4

Site Address: 300 – 515 West 10th Avenue, Vancouver, BC

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ken.bayne@vancouver.ca

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Bayne, Ken

From: Darshan Kaler <darshan@toggleme.ca>
Sent: Monday, July 25, 2011 12:05 AM
To: Bradshaw, Garrick; Bayne, Ken; DAVEY, Michelle; Lee Malleau; Bryan Buggy
Cc: Darshan Kaler
Subject: Draft Needs Assessment with 312/324 Main Street and the Annex
Attachments: s.12(3)(a); s.13(1); s.15(1)(l) and s.17(1)(c), (d), (e), & (f)
Categories: Green Category

Folks,

s.12(3)(a); s.13(1); s.15(1)(l) and s.17(1)(c), (d), (e), & (f)

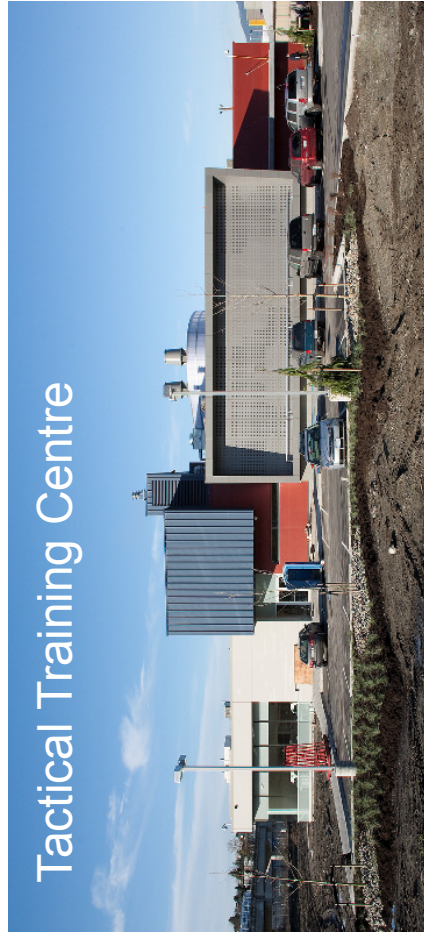
This is the first Draft, so please tell me if I have missed any items that we have previously discussed. The last two pages of this document highlights the conflicting needs and we should prepare another meeting to find the best approach and resolve the conflicting needs.



VPD Accommodation Plan Final Phase

VPD Accommodation Plan

Recent VPD Facilities Upgrades



Slide 2

VPD Accommodation Plan

VPD Accommodation Plan includes:

• Tactical Training Centre (Glen Drive)	\$26.0 million	2009
• Property and Forensic Storage (Glen Drive)	\$30.0 million	2011
• Dog Squad Relocation	\$4.5 million	2010
• Graveley Street	\$15.3 million	2011

Approximately \$75 million since 2007

- Senior government contributions to Glen Drive and Graveley St.
 - \$10 million provincial; \$15 million federal

10 Year Capital Strategy identifies objective of purpose building headquarters facility

VPD Accommodation Plan

Graveley Street Project

1. relocation of administrative and investigative units to Graveley Street
2. re-organization of operational units at 2120 Cambie Street
3. decommissioning of 5 East 8th Ave
4. locate specialty units in DTES
 - Beat Enforcement Team
 - Station NCO's
 - Interview and report writing rooms
 - Crown Liaison Unit
 - High Risk Offenders Unit
 - Sex Trade Worker Liaison
 - Victim Services Unit
 - SisterWatch Project

All benefit from location in the DTES or adjacent to jail and courthouse complex

Recommended Option for DTES

- Recommendation to locate to 312 Main Annex**
- units serving DTES located in neighbourhood
 - move from neighbourhood proved operationally inefficient
 - adjacent to the courthouse and jail
 - support for processing of thousands of arrests annually
 - specialized spaces required already in place
 - lockers/shower rooms, interview rooms, training facility
- s.15(1)(a) & (l)**
- reduce tenant improvement costs
 - some surplus space
 - flexible space for periodic police uses
 - 4th floor (potentially more) available for compatible uses
 - potential shared use of gymnasium

Recommended Option for DTES

Accommodation Issues:

- base building services in 312 Main St
 - most need some level of capital maintenance
 - building “separation” a more expensive option
- need to provide secure Annex space for VPD

s.12(3)(a); s.13(1); s.15(1)(l) and s.17(1)(c), (d), (e), & (f)

Proposal

- | | |
|---|-----------------------|
| • locate VPD on first three floors in Annex | \$2.52 million |
| • undertake required capital maintenance in Annex | \$0.94 million |
| • upgrade base building systems in 312 Main | <u>\$1.04 million</u> |
| | \$4.50 million |

Funding Option

Re-allocation of Capital Funding

- VPD Emergency Generator Replacement \$0.2 million
 - Strategic Facilities Redevelopment \$1.0 million
 - 311 Contact Centre Implementation \$1.3 million
 - Facilities Recapitalization Software \$0.9 million
 - Non Profit Capital Maintenance \$0.5 million
- Total \$3.9 million

Recovery from ISF Program

- Infrastructure Stimulus Fund \$0.6 million
- Total \$4.5 million

Bayne, Ken

From: Darshan Kaler <darshan@kaler.org>
Sent: Wednesday, September 07, 2011 12:52 PM
To: Bayne, Ken
Subject: RFP general contractor?

Ken,
Looking at timing and economy of scale perhaps incorporating the things we are planning to do in 312/324 could be done by the same contractors you hire. It makes the project bigger and could help reduce costs.

So for your RFP process can we discuss if you are open to it to include our plans. I will be sending you the report when I get back in the office as promised.

Regards,
Darshan

From my mobile
www.toggleme.ca

Bayne, Ken

From: Darshan Kaler <darshan@toggleme.ca>
Sent: Wednesday, September 07, 2011 3:51 PM
To: Bayne, Ken
Cc: Lee Malleau; Bryan Buggie; Impey, Patrice
Subject: 312/324 Main Street Report & next steps
Attachments: 312 Renovation - july 22.pdf; CapitalBudget_VTC.xlsx; Draft Needs Assessment with VPD and **s.12(3)(a); s.13(1); s.15(1)(l) and s.17(1)(c), (d), (e), & (f)**

Categories: Green Category

Ken,
Great going over the plan with you today it is clear that timing needs to be better aligned moving forward. As we discussed I believe working closer together and leveraging where we can would be beneficial for both parties. These documents are in Draft stages and Planning stage. Approval for in part or in whole is still required to make sure that assumptions identified will part of the approved plan.

Lots of documents here. As such I would like to take 1 hour of your time to go over them and highlight the important parts. We can schedule something next week to give you some time to take a look at the documents. Please feel free to give me a call if you have any questions.

s.12(3)(a); s.13(1); s.15(1)(l) and s.17(1)(c), (d), (e), & (f)



s.13(1); s.15(1)(a) & (l); and s.17(1)(b), (c), & (d)



Bayne, Ken

From: Bradshaw, Garrick
Sent: Monday, February 14, 2011 8:14 AM
To: Bayne, Ken
Subject: FW: Potenital Use of 312 Main by VEDC

Categories: Green Category

Ken,
s.13(1); s. 15(1)(a) & (l)

Garrick Bradshaw
Director
Facilities Design & Management
City of Vancouver
Tel: 604.873.7616
garrick.bradshaw@vancouver.ca

From: Fast, Roger
Sent: Monday, September 13, 2010 12:15 PM
To: Bradshaw, Garrick; Marsh, Carrie; WUNDER, Kathy; CHERNIWCHAN, Greg
Cc: Bayne, Ken; Palmer, Adam; Flanigan, Michael
Subject: RE: Potenital Use of 312 Main by VEDC

s.13(1)

Roger

From: Bradshaw, Garrick
Sent: Monday, September 13, 2010 12:12 PM
To: Marsh, Carrie; WUNDER, Kathy; CHERNIWCHAN, Greg
Cc: Bayne, Ken; Palmer, Adam; Fast, Roger; Flanigan, Michael
Subject: FW: Potenital Use of 312 Main by VEDC

s.13(1); s. 15(1)(a) & (l)

Garrick Bradshaw
Director
Facilities Design & Management
City of Vancouver
Tel: 604.873.7616
garrick.bradshaw@vancouver.ca

From: Johnston, Sadhu
Sent: Monday, September 13, 2010 11:12 AM
To: Bradshaw, Garrick
Cc: 'Lee Malleau'
Subject: RE: Potental Use of 312 Main by VEDC

Garrick:

s.13(1); s.15(1)(a) & (l); and s.17(1)(b), (c), & (d)

Thanks

Sadhu

From: Bradshaw, Garrick
Sent: Sunday, September 12, 2010 2:21 PM
To: Johnston, Sadhu
Subject: Potental Use of 312 Main by VEDC

Sadhu

s.13(1); s.15(1)(a) & (l) and s.17(1)(b) & (c)

Garrick




Contact	Department	Email
Michelle Davey	VPD	michelle.davey@vpd.ca
Garrick Bradshaw	COV	garrick.bradshaw@vancouver.ca
Bryan Buggey	VEDC	bbuggey@vancouvereconomic.com
Darshan Kaler	VEDC	dkaler@vancouvereconomic.com

s.12(3)(a); s.13(1); s.15(1)(l) and s.17(1)(c), (d), (e), & (f)



The Complex is physically connected throughout the three building. This document will focus between the Annex and 312 Main Street. 

s.12(3)(a); s.13(1); s.15(1)(l) and s.17(1)(c), (d), (e), & (f) 

VPD Needs

s.13(1); s.15(1)(a) & (l) and s.17(1)(b) & (c)



s.13(1); s.15(1)(a) & (l) and s.17(1)(b) & (c)

s.12(3)(a); s.13(1); s.15(1)(l) and s.17(1)(c), (d), (e), & (f)

The base building systems refers to all mechanical, electrical and fire alarm systems. It has been identified that some minor and major upgrades will be required to these systems.

VPD Needs

s.12(3)(a); s.13(1); s.15(1)(l) and s.17(1)(c), (d), (e), & (f)

s.12(3)(a); s.13(1); s.15(1)(l) and s.17(1)(c), (d), (e), & (f)

s.13(1); s.15(1)(a) & (l) and s.17(1)(b) & (c)



VPD Needs


s.13(1); s.15(1)(a) & (l) and s.17(1)(b) & (c)



s.12(3)(a); s.13(1); s.15(1)(l) and s.17(1)(c), (d), (e), & (f)



s.13(1); s.15(1)(a) & (l) and s.17(1)(b) & (c)



s.12(3)(a); s.13(1); and s.17(1)(b) & (c)



Item	Item Request	VPD/COV	VEDC	Mitigation Options
s.12(3)(a); s.13(1); s.15(1)(l) and s.17(1)(c), (d), (e), & (f)				



s.12(3)(a); s.13(1); s.15(1)(l) and s.17(1)(c), (d), (e), & (f)

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7

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s.12(3)(a); s.13(1); and s.17(1)(b) & (c)

s.12(3)(a); s.13(1); and s.17(1)(b) & (c)



s.12(3)(a); s.13(1); and s.17(1)(b) & (c)



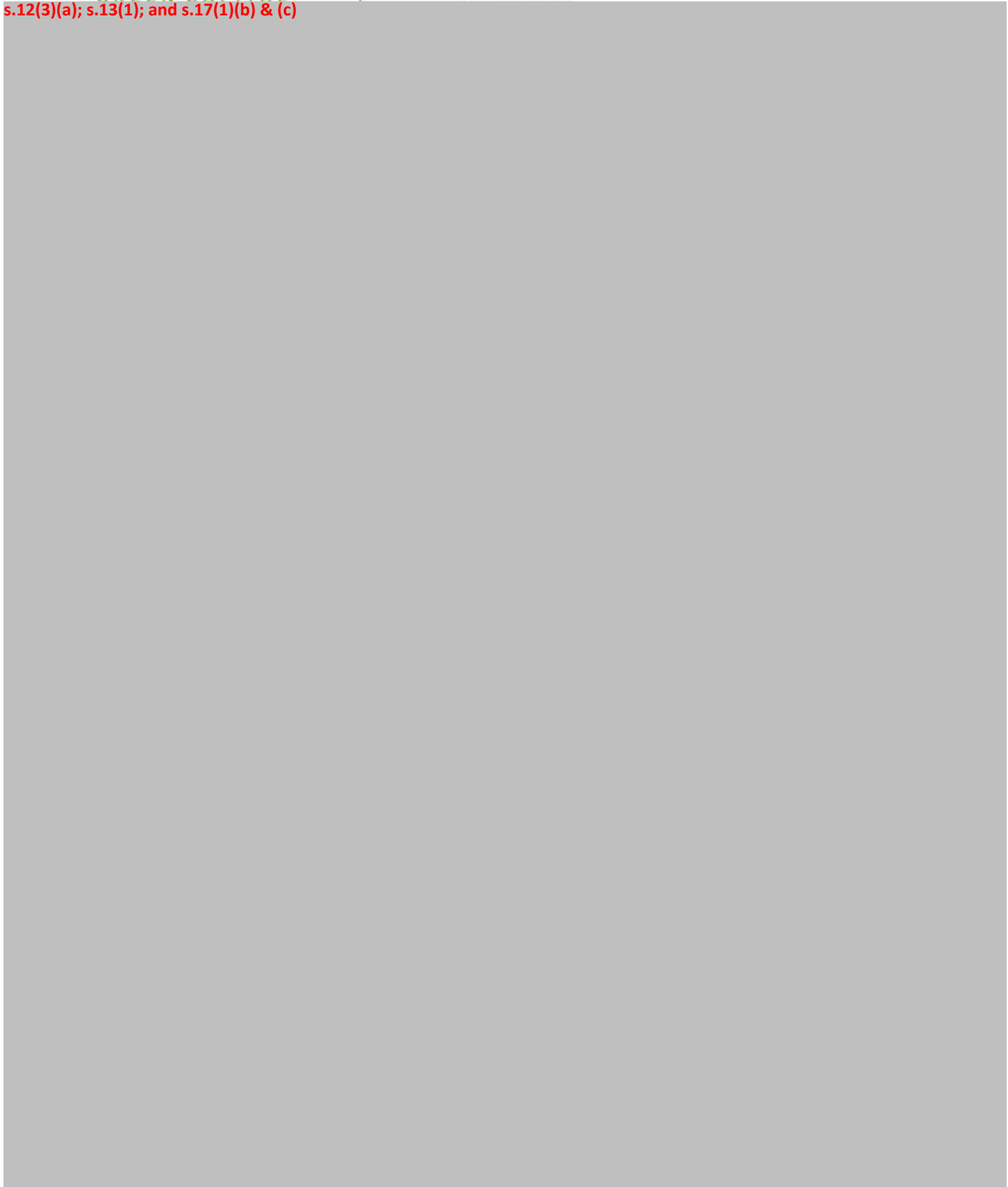
s.12(3)(a); s.13(1); and s.17(1)(b) & (c)



s.12(3)(a); s.13(1); and s.17(1)(b) & (c)



s.12(3)(a); s.13(1); and s.17(1)(b) & (c)



s.12(3)(a); s.13(1); and s.17(1)(b) & (c)

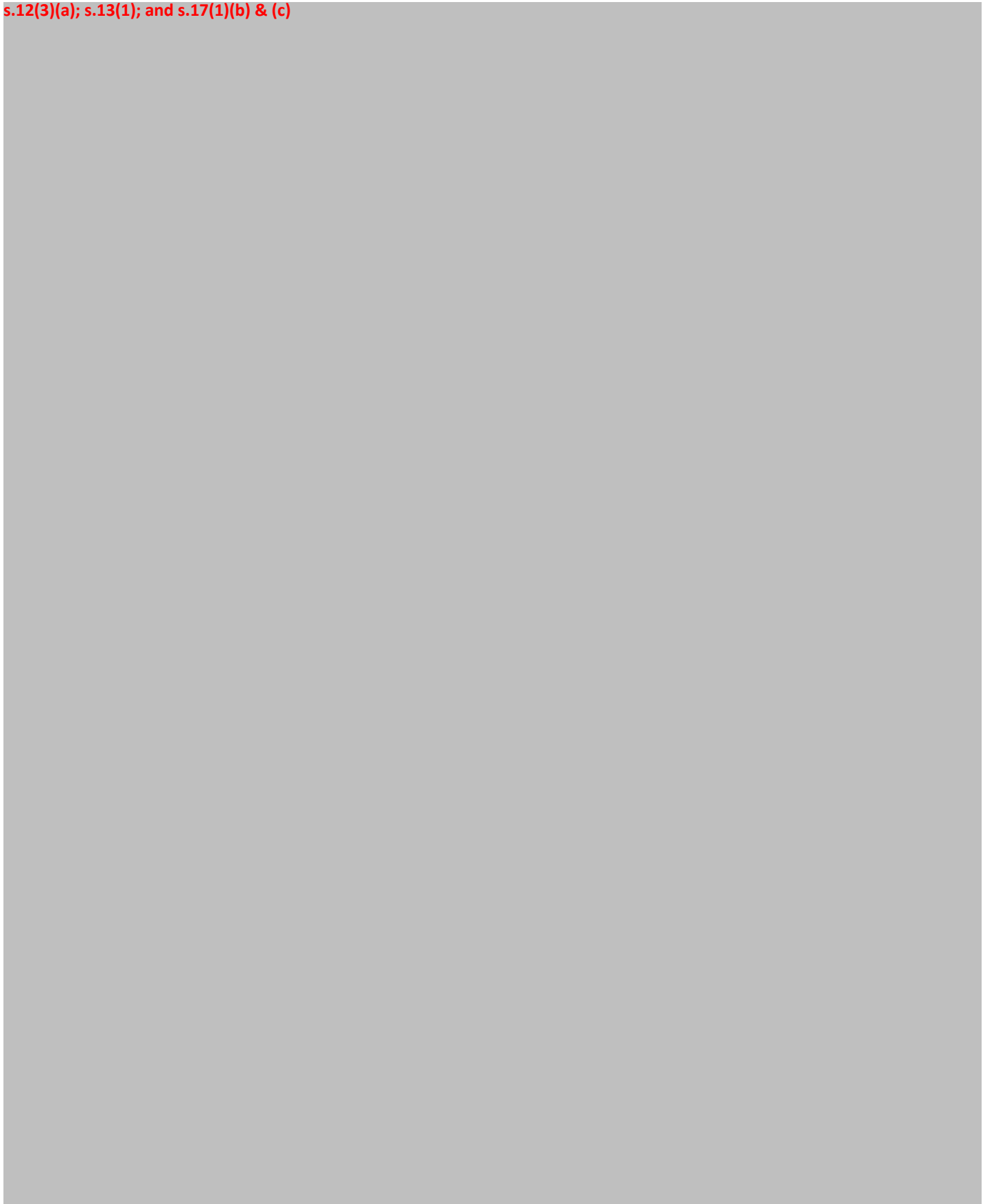


s.12(3)(a); s.13(1); and s.17(1)(b) & (c)





s.12(3)(a); s.13(1); and s.17(1)(b) & (c)



s.12(3)(a); s.13(1); and s.17(1)(b) & (c)





ADMINISTRATIVE REPORT

Report Date: September 20, 2011
Contact: Inspector Michelle Davey, VPD Facilities;
Ken Bayne, General Manager, Business Planning and Services
Contact No.: 604.717.2816
604.873.7223
RTS No.: RTS 09220
VanRIMS No.: 08-2000-20
Meeting Date: October 6, 2011

TO: Standing Committee on City Services and Budgets
FROM: General Manager of Business Planning and Services and the Chief Constable
SUBJECT: 312 Main Street Complex: Report Back on Proposed VPD Use of the Annex Building

RECOMMENDATION

- A. THAT Council approve the relocation of the Beat Enforcement Team and other Vancouver Police Department (VPD) functional units as identified in this report to the Cordova Annex of the 312 Main complex (the "Annex") at a cost of approximately \$4.55 million; source of funding to be from the proceeds of the sale of the former police facility at 5 East 8th Avenue.
- B. THAT the Director of Real Estate Services be authorized to offer the former police facility at 5 East 8th Avenue for sale, with any such transaction subject to a report back to Council, AND THAT the proceeds related to that transaction be allocated first to the improvements contemplated in Recommendation A (\$4.55 million) and the balance being placed in the Capital Facilities Reserve.

COMMENTS OF THE CHIEF CONSTABLE

In the fall of 2010, the City and Vancouver Police Department seized upon an opportunity to relocate many of the Department's investigative and administrative Sections to 3585 Graveley Street, and to re-organize operational Sections into 2120 Cambie Street. This relocation addressed a long-standing need to find improved police facilities, while a long-term plan to move the Department into purpose-built facilities could be developed and executed. As a

result of this change, one facility - 5 East 8th Ave - was declared surplus to the Department's needs.

In the Council report approving the reorganization of VPD accommodation, it was noted that there were departmental units with strong operational connections to the Downtown Eastside, the provincial courthouse and Vancouver jail that would need to remain in the DTES. After a review of options, it was the conclusion of the Joint Facilities Steering Committee (JFSC) that utilizing a portion of the 312 Main Annex building provided the best overall result.

The department acknowledges that the recommendation of this report will result in excess space being available to the department. However, this recommended approach will take advantage of existing facilities in the Annex, will minimize the upgrading and improvement costs and will provide the department with flexibility to mobilize as required to meet the demands for service across the City. The VPD is therefore seeking support for this final portion of the placement of these units in the DTES. Once completed, the VPD will be well positioned with good facilities for the medium term.

CITY MANAGER'S COMMENTS

The recommendations of this report arise from the decision to consolidate the investigative/administrative functions of the VPD to Graveley Street and operational activities to 2120 Cambie. As noted in the report that recommended that work, it was noted that there were department activities that are appropriately located in the DTES / Courthouse-jail area. This report deals with accommodation of these activities in the 312 Main Street Annex at 236 Cordova Street.

In planning this phase of the accommodation, staff have worked to minimize the costs associated with accommodating VPD in the Annex building by taking advantage of infrastructure and facilities that already existed in the building. This has resulted in some surplus space being allocated to VPD which will provide flexibility in the future both in respect to accommodation of alternative or shared uses of the building and for occasional special purpose requirements of the department.

Explicit in this decision, is a commitment to retain the main 312 Main building and the fourth floor of the Annex for alternative uses. Some of the costs identified in this report will be to upgrade and repair base building systems that service both the Annex and main building and will support these potential alternatives. Discussions are ongoing at the staff level about potential uses for this space and Council can expect a report in the near future on the outcome of these discussions.

With approval of the work recommended in this report, Council will have committed almost \$76 million to upgrade police facilities since 2005; including, this project (\$4.5 million), the relocation to Graveley Street (\$15.3 million); the two-phased Glen Drive Facility (\$53.0 million) and relocation of the Dog Squad Kennels and Office (\$4.0 million). Of this amount, approximately \$24.0 million has been recovered through federal and provincial contributions.

The City Manager RECOMMENDS approval of the foregoing.

COUNCIL POLICY

Council approval is required for new capital projects or for reallocation of approved funding within the existing Capital Budget.

Council approval is required for the sale of City property.

PURPOSE

This report seeks Council approval for:

- relocation of the Beat Enforcement Team and other VPD functions requiring a location in the DTES and near the Provincial Courthouse and Jail to three floors in the 312 Main Annex; and
- the offering of the surplus VPD space at 5 East 8th Avenue for sale.

BACKGROUND

On March 2, 2010, Council approved the medium term accommodation plan for the VPD, including relocation of the Department's investigative and administrative functions to City-owned buildings at Graveley and Kootenay Streets (Graveley), realignment of functions at 2120 Cambie and the closure of 5 East 8th Ave. To date, the realignment of VPD activities at Graveley and 2120 Cambie is completed with the exception of the possible relocation of the Professional Services Standard unit from rental space to Graveley.

The March 2010 report included the following comments related to continued police presence in the Downtown Eastside:

The move from 312 Main is a significant move for the City and VPD because after 100 years, the Police Department will not have a major presence in the downtown area. However, there are two units that the Department believes should remain, the Beat Enforcement Team (BET) and the Station Sergeants (Station NCOs).

- *The primary mandate of BET is foot patrol in the Downtown Eastside (DTES). This would be significantly compromised by a move out of the area (2120 Cambie Street would be the alternative). As proximity is the primary concern for BET, finding an alternative deployment location within the DTES will be required should 312 Main Street be completely closed.*
- *Station NCOs are optimally located near the Courts, as they work closely with jail staff and police officers who have people in custody. This small office can easily be relocated with the BET or co-located in the Vancouver Jail.*

Although this council report identified two units that should remain in the DTES, there are several others that have a direct connection to the DTES, the courthouse and jail and a clear operational benefit to being located in the neighbourhood. This conclusion has been reinforced by recent community demand in the DTES and from recent experience with operational ineffectiveness as a result of having moved these functions away from the DTES as part of the Graveley relocation. In addition to the BET and Station Non-Commissioned Officers (NCOs) these units include: the Crown Liaison Unit (CLU); the High Risk Offender Unit (HROU); the Sex Trade Worker Liaison; a Victim Services Office and Sisterwatch Project room; a report writing room in which patrol officers can process reports on arrested subjects; and interview rooms for prisoners processed through the jail. In addition, the VPD requires secure storage for leaded ammunition supplies and firearms currently stored in the basement of 312 Main Street. VPD is seeking their inclusion in the programming for the facility in the DTES.

With this program as a guide, Real Estate Services undertook a search for other potential sites in the DTES area; however none provided sufficient space or proximity to the courthouse and jail to be operationally viable.

The alternative accommodation options were discussed at the JFSC (which includes senior representatives from Financial Services, Business Planning and Services and the VPD) in February 2011. The group supported the need for the identified police functions at a DTES location close to the jail and courthouse and the conclusion that the Annex option was the most operationally feasible location based on the following considerations:

- the primary mandate of the BET is foot patrol by 74 officers in the DTES. This is an essential service in this neighbourhood that would be significantly compromised by a move out of the area.
- the Annex is located across the street from the courts at 222 Main St. which is necessary for the Crown Liaison Unit to operate effectively and convenient for all officers located in the DTES. This would avoid situations where officers, often off-duty and not in uniform, would walk through the DTES to get to court while carrying exhibits such as firearms, other weapons and evidence, etc.
- the proximity of the Annex to the jail is crucial for processing thousands of arrests that are processed annually. The Station NCOs provide quality control and oversight of persons who are in custody and the location has existing equipped and secured interview rooms and report writing space for officers.
- the Annex is an excellent location for the High Risk Offenders Unit, Sex Trade Worker Liaison, Victim Services and Sisterwatch Project. Relocation of these programs proved operationally difficult and they require a physical presence in the DTES.
- the Annex is equipped with infrastructure to support a police operation and has equipped space to house task teams that are periodically established to support VPD initiatives, many of them related to the downtown area.
- the Annex has a recently refurbished on-site parking lot for fleet and member parking as well as for VPD members attending court.

DISCUSSION

It is the recommendation of this report that the VPD programming needs for the Downtown Eastside / Courthouse-Jail area be accommodated in the 312 Main Annex. This will allow VPD to move its final operations from 312 Main Street and make it available for potential alternative uses. Joint use of the complex by public safety and private organizations will present some operational and security challenges, however, with the appropriate service level agreements in place, the arrangements should work for both parties.

1. Relocation of VPD to the Annex

The Annex is four floors, with a total of 40,800 sq ft gross space that was opened in 1978 to augment VPD's space at 312 Main Street as the department grew. Like the main building, the Annex has been used on a 24/7/365 basis over its entire life, however, it is in better overall condition. Space in the building is allocated as follows:

	Gross Area	Common/Service Area	Net Area
Main Floor	11,000	3,300	7,700
2 nd Floor Office Component	8,600	2,500	6,100
2nd Floor Gymnasium (note 1)	3,900	3,900	0
3rd Floor	9,600	2,300	7,300
4th Floor	7,700	1,800	5,900
Total (note 2)	40,800	13,800	27,000

1. 3,900 sq ft of the 2nd Floor is the gymnasium which is not included in the identified needs of the department and has been considered “common” space. This two level facility also reduces the floorspace of the two floors above.

The approach taken to accommodating the VPD was to minimize the tenant and other improvements necessary and therefore the cost of the move. As a result of this approach, the department will occupy an area that exceeds the current standards for office and support space used at other police facilities; approximately 21,000 sq. ft. compared to the approximately 15,000 sq.ft. identified by Facilities Design and Management and the VPD. However, this approach will reduce the cost of housing the VPD in the Annex by taking advantage of existing improvements, including training and locker rooms/showers and secure, fully wired and monitored interview rooms and meeting rooms which are currently spread over three floors of the building and would be costly to duplicate. It will also allow for some flexible space for special police activities that arise from time to time. Taking advantage of existing tenant improvements also maintains flexibility to consider other compatible uses of space and facilities in the Annex in the future. While no detailed costing has been done to identify the costs of further restricting the VPD space in the Annex, it is anticipated these costs would exceed \$1.0 million beyond the current estimate.

The Annex and 312 Main Street are currently serviced by major building systems located in the 312 Main building and to continue operating either building will require some capital maintenance to be undertaken now and further investment over the next few years. For the VPD tenancy in the Annex, the only alternative to this work would be a more costly “separation” of the buildings involving the installation of new stand-alone building systems in the Annex to allow it to be operated independently. The cost of this approach for building systems alone would exceed \$8 million.

The costs associated with the recommended accommodation plan are estimated at \$4.55 million (including hard and soft costs and contingency). This includes \$3.49 million related to the Police tenancy in the Annex and \$1.06 million for capital maintenance recommended for base building systems required to service the Annex as follows:

Tenant Improvements for VPD tenancy in the Annex, including voice and data services and wiring and tenant improvements	\$2.15 million
Capital maintenance in the Annex, including replacement of domestic water pipes; hot water exchanger and roof	\$1.34 million
Capital maintenance in 312 Main to support services to the Annex, including replacement of the fire alarm panel, emergency generator and maintenance of HVAC systems and electrical vault cooling	<u>\$1.06 million</u>
Total	\$4.55 million

These costs include provision for technology, voice and data communications and wiring, minor building modifications related to specialized uses, moving and security costs as well as capital maintenance to ensure that building systems can perform satisfactorily.

As noted, the approach to relocating the VPD in the Annex was to minimize the cost and leave options for longer term changes based on potential future police or other uses of the building. However, even with this approach, it was identified that there would be surplus space in the Annex that could be “locked off” from VPD use and made available to other tenants. With the proposed plan, an estimated 7,700 square feet on the 4th floor will not be used by the

department. Finally, the Annex contains a full gymnasium that continues to serve VPD training needs but which could be made available to other uses once security and support space and required programming support issues are resolved. The renovation work proposed is intended not to jeopardize these uses in the future.

If Recommendation A of this report is approved, it is anticipated that the remaining VPD units could be fully relocated from 312 Main Street to the Annex within approximately 6 months of this approval.

2. 312 Main Street

As identified in the March 2010 Council report, 312 Main St. has functioned as a 24/7 police building since 1954. With the move of the VPD to Graveley, it was the recommendation of the Director of Facilities Design and Management that the building requires either significant recapitalization or decommissioning. A report commissioned to provide a preliminary estimate of costs of recapitalizing the building indicated that the air handling systems, the fire alarm panel/system, the electrical system and domestic and sanitary water systems will all require timely upgrading if the building is to be put to other long term uses. In addition, there is no sprinkler system and both seismic and asbestos issues may have to be addressed if uses other than the current primarily office use were contemplated. These deficiencies were one of the primary reasons for relocating VPD to Graveley Street and they have helped inform the discussions on alternative uses.

In addition to these building condition issues, the City maintains an IT "hub" in 312 Main Street through which several of the City's networks are routed. If 312 Main were decommissioned or sold, this hub would have to be relocated at additional cost. This cost was not explicitly considered in the Graveley Street relocation report. However, if 312 Main is retained, this hub can remain in the secured space.

Discussions are currently underway for a re-purposing of the 312 Main Street building. This would retain the existing building with primarily office uses and with the necessary building deficiencies being addressed in a phased approach over time. Potential uses will be reported to Council in the near future.

3. The Future of 5 East 8th Avenue

With the reorganization of VPD functions at Graveley, 2120 Cambie and in the DTES, the City-owned building at 5 East 8th Ave. has become surplus to the departmental needs and is currently vacant. This building was purpose built for police functions in the 1970s and served as the headquarters of the Co-ordinated Law Enforcement Unit until purchased by the City for the VPD in 2000. The site is currently zoned I-1, which provides for light industrial uses. The land and improvements are assessed at \$8.9 million. No civic uses for this site have been identified. As a result, the Director of Real Estate Services and Director of Facilities Design and Management recommend that this building be offered into the market for sale. Any proposed transaction would be reported back to Council.

FINANCIAL IMPLICATIONS

The recommended option of relocating the identified VPD functions in the Annex building is estimated to cost \$3.49 million for direct tenancy costs and \$1.06 million for basic building system maintenance to support Annex operations. Most of the existing improvements in the

building will be retained. Design work to confirm these costs is currently underway. This cost is in addition to the \$15.3 million that Council approved for the original VPD accommodation program involving the relocation to Graveley Street and reorganization at 2120 Cambie.

The accommodation plan for the VPD is funded in part by the Federal Infrastructure Program which is contributing up to \$5.0 million to offset eligible costs. As this relocation is part of the program approved by the ISF, staff will work to expedite the necessary work to maximize that contribution.

It is recommended that the City's share of the funding be provided by allocating up to \$4.55 million of the proceeds from the lease/sale of the former Police building at 5 East 8th Avenue. The balance of the proceeds would be transferred to the Capital Facilities Reserve and be available for other capital expenditure priorities.

The building operating costs for the Annex are estimated at \$451,000 annually, as follows:

Expenditure Category	2012 Estimate
Maintenance and Janitorial Labour	\$214,000
Maintenance and Janitorial Materials	\$30,000
Contracted Services	\$40,000
Utilities	\$160,000
Insurance	\$7,000
Total	\$451,000

The operating estimates are based on a 24/7/365 operation by the VPD in the Annex and on the assumption that 312 Main St will be re-purposed and the complex operating costs will be shared with future tenancies. If re-purposing does not proceed in the short term, these costs may need to be reconsidered. Funding for these operating costs for 2012 and beyond will be reviewed as part of the 2012 and future operating budget processes.

CONCLUSION

Staff have concluded that a good location for the VPD BET and other functions is the 312 Main St. Annex. Locating VPD in the Annex will allow the department to maintain a presence in the DTES as well as benefit from the adjacency to the courthouse and jail for integral police functions. It is recommended that Council approve this use of the building and the funding necessary to accommodate the VPD. With the departure of the VPD from the 312 Main Street building, this space will become available for alternative uses. Discussions are underway on a proposed re-purposing of the building which will be the subject of a future report.

* * * * *

Vancouver Police Department Functional Deployment in the Annex

There is unanimous concurrence by the JFSC that the Beat Enforcement Team should remain in the DTES in order to be most effective in their service delivery to this community. The Annex of 312 Main St has been identified in this report as the most viable location for BET to provide the most effective service. The location of the Annex not only allows for the effective deployment of BET but is an ideal location for the Station NCO office as it is located across the street from the Vancouver Jail. When a member arrests an individual, he must write a report about the arrest and have the report read and approved by the Station NCO. There is direct communication between the Station NCO and the Jail NCO numerous times per shift about the arrested parties. Having the Station NCO office across the street from the Jail facilitates this communication but also allows the Station NCO to attend the Jail to speak to the NCO in person and vice versa. The Annex of 312 Main St therefore remains the optimal location for this office.

The location of the Annex is also optimal for accessing a prisoner while writing a report. It is current practice for arresting members to attend 312 Main St to write the report. While at 312 Main St, one or both will attend the jail to retrieve prisoner effects, speak to jail staff about special needs of prisoners, or to interview suspects. The Annex is already equipped with interview rooms and the arresting members simply walk their prisoner to the Annex, interview him and walk him back to the jail. When the VPD moved to the Graveley facility, the intent was for members to use the interview rooms at the Graveley facility. However, we now know that the practical application of this use is not feasible. Members would have to attend the jail, remove the prisoner, transport the prisoner to the Graveley facility, conduct the interview then transport him back to jail. This creates numerous issues with security of the prisoner and VPD members, use of time for transport of the prisoner, etc. The 3rd floor of the Annex has 3 interview rooms built to suit this function and requires no renovation. These rooms would be used by all members of the VPD.

When the investigation and report are complete, the report is submitted for review and approval by the Station NCO. The Station NCO not only approves the reports but acts as a resource for all patrol members, to assist with report-writing, providing investigative and interview advice and to monitor overall arrest procedures. As a result of these particular needs related specifically to the Jail and the Station NCO, a report-writing room is required in close proximity to both. This will not only improve the efficiency and productivity of a valuable resource such as a patrol officer; but also contribute to mitigating an area of significant risk to the VPD and City - that of prisoner handling and processing.

An additional requirement of sleeping rooms for BET members was identified when a more recent thorough analysis of space needs for a facility in the DTES was conducted. These do not currently exist in the locker room space occupied by BET staff however have become an essential addition. Members assigned to BET are frequent attendees to court and often have to do so after a nightshift. The sleeping rooms would allow the members to get some sleep before having to attend court following a nightshift.

The move of the VPD to the Graveley facility has revealed that several inefficiencies now exist between the VPD and the DTES community and the VPD and the courthouse, which could not have been predicted at the time of the writing of the March 2010 Report to Council. These inefficiencies are affecting delivery of services to residents in the DTES as well as to

the VPD's participation in the court process. As a result, the VPD has conducted an assessment of these inefficiencies and has moved staff back to 312 Main St to adjust and improve service delivery. In particular, these units include:

1. **Crown Liaison Unit (CLU)** - This unit is comprised of 5 staff members and moved to the Graveley facility as part of the relocation of administrative units from 312 Main St. However, shortly after the move, it was brought to the relocation team's attention that all 5 staff members had to travel to the courthouse at 222 Main St multiple times per day to deliver and retrieve attachments, police/crown correspondence and memos. The obvious inefficiency of having this unit assigned to the Graveley facility became apparent immediately and it was relocated to 312 Main St with the view of having space planned in the DTES BET facility to accommodate it on a permanent basis. It would be inefficient and render the unit ineffective for it to be assigned to the Graveley facility on a permanent basis. By staying at 312 Main St, staff are able to walk back and forth to the courthouse multiple times per day, negating the use of vehicles, allowing them to spend more time on their work and less time travelling between facilities.
2. **High Risk Offender Unit (HROU)** - This unit moved to the Graveley facility as part of the relocation of investigative units from 312 Main St. The bulk of the unit still works at the Graveley facility; however one member is currently working at 312 Main St. This unit has the responsibility to meet with high-risk offenders who are residing in half-way houses, the majority of which are in the DTES or within close proximity. Initially, after the move to the Graveley facility, the HRO member assigned to meet with the high-risk offenders travelled back and forth between Graveley and 312 Main St to meetings, multiple times per day. However, this soon became inefficient and due to traffic conditions, some meetings were missed. The HRO member was relocated to 312 Main St and is now able to deliver a more effective and efficient service. This member would require an interview room on the ground floor of the DTES BET facility to meet with the offenders. Also, it is not a reasonable alternative to require high-risk offenders to travel to Graveley and then be within a few short blocks from residential neighbourhoods and parks. The residents of this neighbourhood expressed their concerns regarding this possibility in May of 2010 and they were assured this would not happen.
3. **Sex Trade Liaison Officer** - The VPD has one member assigned to meet regularly with women working in the Vancouver sex trade. These women are vulnerable and traditionally untrusting of the police. Constable Linda Malcolm has worked very hard to establish a foundation of trust with the women of this particular community and has been very successful. As a result, many of these women who live and work in the DTES will meet with Cst. Malcolm on both a drop in basis and by appointment. They have no means of transportation to take them to either 2120 Cambie St or the Graveley facility. It is not a safe practice for Cst. Malcolm to pick up these women on her own as well and transport them to either facility. Thus, Cst. Malcolm has been relocated to 312 Main St where she continues to work and meet with women involved in the sex trade. It would be most effective if she remained at the DTES BET facility where she could continue to meet with her clients and deliver a very important service to this beleaguered community. She would require a small office that would double as an interview room on the first floor of the DTES BET facility to allow for ease of access in and out of the facility for her clients.

4. **Unisex public washroom** on ground level - Both the HRO member and the sex trade liaison officer will be meeting with clients in the DTES BET facility. While it is recommended that both offices be located on the ground level for ease of access by the clients, for security of not having these clients enter the secure portions of the facility as well as for officer-safety reasons, currently there is no public washroom on the main floor of the Annex. The addition of a single unisex washroom would allow for a more comfortable encounter with police for all clients.
5. **Commissionaire office:** A small office on the first level is requested to house a Commissionaire to allow the VPD to properly secure the facility after hours. Currently, the Commissionaire is stationed at the former Public Service Counter in 312 Main St.

In November 2010 the VPD launched an initiative called "Sisterwatch" in response to a community-identified need to address a perceived inconsistency in the VPD's response to violence against women in the DTES and, to a lesser degree, long-term perceptions lingering from the Pickton serial murders where most of the victims were from the DTES. As a result, the VPD hosted a series of town-hall meetings and has struck a working group to address particular needs and issues affecting the Aboriginal community as well as vulnerable women living in the DTES. This initiative has been extremely successful and is generating some very useful information about crimes targeting women in the DTES.

As a result of this initiative, two recommendations have been brought forward by the working group, which are supported by the Executive and senior management of the VPD:

1. **Access to Victim Services** - One recommendation was to create greater access to VPD's Victim Services staff. Members of the Sisterwatch community did not feel comfortable seeking help from Victim Services staff if they had to be transported to 2120 Cambie St where the Victim Services main office is located. Members of this community also do not have their own means of transportation to get to an alternate police facility outside of the DTES to access services. Thus it is the recommendation that a small office space be located on the ground floor of the DTES BET facility in order to facilitate access to Victim Services staff by this community.
2. **Project room for Sisterwatch** - Project Sisterwatch is so successful at the gathering of information related to crimes against vulnerable women in the DTES that it is expanding to investigate crimes against vulnerable women across the City. The bulk of the work however still resides in the DTES.

As a result of its tremendous success, there is a need to establish a project room dedicated exclusively to investigating crimes related to the Sisterwatch community. Although state of the art project rooms were constructed in the Graveley facility, the location alone is a barrier to investigators meeting with tipsters, informants, victims most of whom reside in the DTES and have no means of travel to either 2120 Cambie St or the Graveley facility. Having investigators travel to the DTES on an almost daily basis creates a tremendous inefficiency as well. A project room dedicated specifically to the investigators assigned to Sisterwatch would provide an efficient means to process evidence and information and meet with people related to these investigations. It would not have to be built to the extent as those at the Graveley facility. It merely needs a meeting room table and data drops for approximately 8 staff. The project room could also be used for other VPD investigations.

Finally, the VPD has a stock of duty ammunition for operational and training needs which is currently stored in the basement of 312 Main St and which will have to be moved to a new location once the building closes. This ammunition is leaded and cannot be stored at the Tactical Training Centre because it is a "green" facility and does not accept leaded ammunition. The proposal is to secure it in the Annex, in an area formerly used as a ballistics lab. The space is adequate to accommodate the supply of ammunition that the VPD is required to maintain and requires minimal renovation. Co-incident with this move, the department will centralize some of firearms storage in the same space.

Parking Requirements

The Annex has a recently renovated underground parkade that has approximately 145 stalls. The VPD requires a total of 100 parking stalls to accommodate the fleet cars associated to the Annex as well as all staff working at the Annex, the VPD Jail and some stalls for members who attend court.

DETAILED SUMMARY OF COSTS FOR BET MOVE TO THE ANNEX

Scope of Work	Approved Funding	Comments
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Tenant Improvements To Move VPD into the Annex

New data centre, VOIP, data closets, data cabling, and fibre rerouting to Annex

Interior renovations, furniture modifications, closet-to-desk wiring, security and move costs

Addition of sleeping rooms, clothes drying area, Victim Services Office, gun cleaning room, first aid room, upgrade to gym HVAC, AV upgrades to meeting rooms
Ammunition Storage Area in Annex, including door replacements, reinforced walls to meet federal regulatory requirements, provision of firearms storage and Asbestos Abatement Allowance

Move Coordination Fees

Design Fees
Design Contingency
Contingency
Permit Fees
Project Management Fees

Net HST
Disbursement/Bonding/Insurance costs to contractor

s.12(3)(a) and s.17(1)(b) & (c)



Sub Total	\$2,150,520
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Capital Maintenance in the Annex

Roof and flashing replacement

Domestic Water Pipe Replacement on 4 floors of the Annex

Domestic Hot Water Replacement

Rehabilitation of womens' showers and renovation to create accessible public washroom on the ground floor
Asbestos abatement

Design Fees

Design Contingency

Contingency

Permit Fees

Project Management Fees

Net HST

Disbursement/Bonding/Insurance costs to contractor

s.12(3)(a) and s.17(1)(b) & (c)

Sub Total

\$1,342,522

Building Systems Replacement in 312 Main

s.12(3)(a) and s.17(1)(b) & (c)

Chiller
Emergency GeneratorFire Panel
Electrical Vault AC Unit
Security for City IT Hub
Asbestos AbatementDesign Fees
Design Contingency
Contingency
Permit Fees
Project Management FeesNet HST
Disbursement/Bonding/Insurance costs to contractor

Sub Totals **\$1,061,399**

Tenant Relocation Costs **\$2,151,000**
Capital Maintenance - Annex **\$1,343,000**
Capital Maintenance - 312 Main **\$1,061,000**

Total Costs **\$4,555,000**

Notes

1 s.12(3)(a) and s.17(1)(b) & (c)

Bayne, Ken

From: Darshan Kaler <DKaler@vancouvereconomic.com>
Sent: Monday, November 21, 2011 11:29 AM
To: Bayne, Ken
Subject: Re: Progress on 312 Main
Attachments: VTC_RFP_DRAFTv1.docx; ATT00001.htm; Draft Needs Assessment with VPD [REDACTED]
s.12(3)(a); s.13(1); s.15(1)(l) and s.17(1)(c), (d), (e), & (f) [REDACTED]

Ken,

s.12(3)(a); s.13(1); s.15(1)(l) and s.17(1)(c), (d), (e), & (f) [REDACTED]

Thanks.

Bayne, Ken

From: Darshan Kaler <DKaler@vancouvereconomic.com>
Sent: Friday, December 16, 2011 4:06 PM
To: Bayne, Ken
Cc: Lee Malleau; Bradshaw, Garrick; Bryan Budgev
Subject: Meeting update s.12(3)(a); s.13(1); s.15(1)(l) and s.17(1)(c), (d), (e), & (f)

Ken,
Thanks for setting up the meeting this week and it's great to see things are moving forward. I wanted to go over the high level time lines and also wanted to get clarification on a few items.

s.12(3)(a); s.13(1); s.15(1)(l) and s.17(1)(c), (d), (e), & (f)



Janson provided me the information and contact I needed and please extend my thanks to him.

We are finalizing our ask and the information you have provided will allow us to properly identify the Capital needs for 2012. Thank you again for your help.

Darshan Kaler
Tech Centre Development

mobile: 604-340-1408

dkaler@vancouvereconomic.com

Suite #402 - 134 Abbott Street, Vancouver BC, V6B 2K4



**Vancouver Economic
Commission** | www.vancouvereconomic.com

To:	Bid Committee
Date of Meeting:	January 20, 2012
From:	Michelle Schouls, Project Manager, Facilities Design and Management, Audrey Baker, Category Manager, Supply Chain Management, Jim Lowood, Contracting Specialist, Supply Chain Management
Department:	Facilities Design and Management
File No.:	Invitation to Tender ("ITT") No. PS20110602 - Tenant Improvements at 312 Main Street and the Annex at 236 Cordova Street

Recommendations
<p>THAT, the City of Vancouver be authorized to enter into a contract with Ledcor Construction Ltd. for Tenant Improvements at 312 Main Street and the Annex at 236 Cordova Street at a cost of \$1,221,500.00, plus applicable taxes. This amount is comprised of the Base Bid plus Separately Priced optional and additional items. Funding is to be provided from the approved source of funds from the proceeds of the sale of the former police facility at 5 East 8th Avenue;</p> <p>AND THAT, the Chief Purchasing Official and the General Manager, Business Planning and Services be authorized to execute and deliver on behalf of the City all legal documents that are required to implement the recommendations.</p>

BACKGROUND

1. Advertising

- (a) ITT No. PS20110602 was issued on December 5, 2011 and closed on January 6, 2012 with three (3) respondents.
- (b) Notices Sent: the Purchasing Section ("Supply Chain Management") sent notices to four (4) pre-qualified vendors. The four vendors were short listed following the evaluations of the Request for Expression of Interest ("RFEOI") No. PS10117 "Pre-Qualifications for General Contractors for the VPD Renovation and Relocation" and notified of this ITT No. PS20110602 directly.
- (c) Bid Closing Date: January 6, 2012.
- (d) Final Date for Acceptance of Tender: March 6, 2012.

2. Purchasing Section Comments

- (a) The tender for the work has been called in accordance with the terms and conditions of the Procurement Policy. The vendor has complied with these same terms. Supply Chain Management agrees with the Department's recommendation to award the tender.
- (b) Name of successful vendor in prior year (or period): Not applicable

- (c) Contract Administration: The senior exempt staff responsible for the delivery of this project is Janson Ho, Associate Director of Facilities Design and Management. The Project Manager is Michelle Schouls, Facilities Design and Management. Vendor Management duties will be supported by Audrey Baker, Category Manager, Supply Chain Management.

3. Finance Section-Comments

Facilities Design and Management and Corporate Budgets have reviewed the financing for the work and concur that funding is available as per Council Report RTS No. 09220, dated September 20, 2011.

Table 1:

Element:	PROJECT BUDGET	COMMITMENTS TO DATE	FORECASTED COMMITMENTS	VARIANCE
Construction	\$3,170,000	\$66,675	* \$1,221,500 (PS20110602) + \$1,878,500 (for Remaining components) = \$3,100,000	\$3,325
Consultants	\$530,000	\$396,600	\$131,000	\$2,400
Soft Costs	\$350,000	\$347,017	0	\$2,983
Contingency	\$500,000	0	** \$500,000	0
Total	\$4,550,000	\$810,292	\$3,731,000	\$8,708

* Other remaining construction components are in the procurement process and will be awarded shortly.

** Please refer to Section 8 of this report for explanation on intended use of contingency. The project cost will be reduced by the unused contingency on project completion.

4. Comments on Recommending Awards less than Three Bids: Not Applicable

4 - Purpose / Description of Tender

The tender provides for the construction and fit-out for the tenancy of the Vancouver Police Department (“VPD”) in levels one to three of the Annex Building at 236 Cordova street. The work will include renovations to accommodate the Beat Enforcement Team and other VPD functions requiring a location in the downtown east side. Scope of work includes:

Base Bid:

- 1) The renovation of office areas and locker rooms to provide revised office layouts, new gun cleaning facilities, drying areas, bunk rooms, evidence storage, secure storage and other areas of levels one to three (1-3) at 236 Cordova street (a total of approximately 20,000 square feet) to accommodate the relocation of a number of VPD departments.
- 2) The replacement of the fire alarm system throughout 312 Main and the Annex at 236 Cordova Street.
- 3) The provision of a new permanent emergency generator.
- 4) Complete replacement of the data systems throughout the first three (3) floors of the Annex, including the provision of a new data room complete with cooling, fire suppression and UPS as well as two (2) new data closets.

Separate Price Items:

- 1) The replacement of the chilled water piping in the Annex.
- 2) The replacement of the air handling unit that serves the gymnasium.
- 3) The addition of a new secure parkade gate in the parkade to provide secure parking for the VPD.
- 4) Abatement of hazardous materials such as lead dust in the old Ballistics lab, office and range, as well as lead paint and lead containing ceramic tiles in areas affected by the renovations. Asbestos abatement will also be occurring where containing ductwork and plumbing pipes are affected by the renovation.

5 - Submissions

Table 2:

Company	City	Base Bid	Separately Priced Optional and Additional Items	Total Bid Amount
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s.17(1)(b) & (c) and s.21(1)

Company	City	Base Bid	Separately Priced Optional and Additional Items	Total Bid Amount
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s.17(1)(b) & (c) and s.21(1)

6 - Evaluation

The detailed designs, tender specifications and contract documents were prepared by Facilities Design and Management staff in collaboration with CEI Architecture and Supply Management staff. The tender process was carried out in accordance with the Procurement Policy by Supply Management.

The work will be administered under a Stipulated Sum Contract formulated on the industry standard CCDC-2 2008 with modifications by the City of Vancouver.

Four vendors were pre-qualified for the project from the previous request for expression of interest. Out of these four, three vendors submitted tenders in response to the ITT. The vendor that did not reply to the ITT, Stuart Olson Dominion Construction Ltd. informed Supply Chain Management on December 15, 2011 that they would not be submitting a bid due to capacity issues.

The lowest bidder is compliant with the terms and conditions of the ITT and is qualified to perform the work acknowledged in the tender package based on satisfactory completion of similar development work within neighbouring municipalities and based on references provided and checked. A complete evaluation of Ledcor Construction Ltd. was completed during the RFEI process in July 2010.

7 - Vendor History

Ledcor Construction Ltd. was the general contractor for the tenant improvements at Crossroads, for a cost of approximately \$2.86 Million. The project managers for this project were highly satisfied with the work performed by this company.

8 - Risks and Considerations

The main risks to this project include cost overruns, schedule and abatement of hazardous materials:

1. Cost overruns - As this project involves the renovation of an existing aging building, unexpected site conditions are to be anticipated. The budget for this project was developed over many months

8 - Risks and Considerations

and with great scrutiny in order scope out only the essential items required to make the building functional for the VPD. A contingency of \$500,000 is included in the project budget to address unforeseen conditions. This contingency will be used for only for unexpected conditions that arise that must be attended to in order to make the facility function safely and appropriately for the required uses.

2. Hazardous Materials - While the scope of asbestos in the buildings is well documented, the discovery of various kinds of lead contamination has been documented in the last two months. The contingency will be utilized to address this as well as any additional hazardous materials that may be encountered in the course of construction.

3. Schedule -Substantial completion of this project has been scheduled for April 2012, with the VPD occupancy in May, 2012. A threat to the schedule includes the possibility of long lead items, such as the generator and HVAC equipment, which can take up to 4 months to procure. The successful contractor will be instructed to order such items immediately upon their retention in order to mitigate this risk. Another threat to the schedule is the process for the abatement of hazardous materials, particularly for the lead abatement, as well as any other unknown hazards that may be encountered in the course of the project. Mitigation of this risk includes identifying the critical path items in the schedule and ensuring all abatement required with regard to those items is carried out first.

9 - Sustainable/Ethical/Environmental and Exceptional Circumstances or Impacts

All new work is to be constructed to LEED gold equivalent standard. This includes the following:

Carpet tiles with high recycled content.

Low VOC adhesives, paints, and fiberglass free insulation.

Energy efficient HVAC equipment.

Low flow plumbing fixtures.

Energy efficient lighting.

Re-use of existing materials, such as useful millwork, doors, and carpet and ceiling tiles that can be repurposed form one area of the building to another.

A Construction Waste Management program will be in place to divert as much demolition waste away from the landfill as possible.

10 - Reasons for Non-Qualification

Not Applicable

11 - Communications and Community Engagement

Not Applicable

12 - Land, Legal and other Concurrent Issues

This work is a follow-through to the recommendations and instructions that Council provided in their approval of Administrative Report RTS 09220 On October 6, 2011.

Prepared by:	Michelle Schouls, Project Manager, Facilities Design and Management, Audrey Baker, Category Manager, Supply Chain Management, Jim Lowood, Contracting Specialist, Supply Chain Management	
CPO Concurrence:	Jim Bornholdt, Chief Purchasing Official	
Finance Budget Office Concurrence:	Neal Stratton	
General Manager Approval:	Ken Bayne, General Manager, Business Planning and Services	
City Manager Approval:	Penny Ballem	
Director of Finance Approval:	Patrice Impey	



MINUTES

COV / VPD Facilities Review Steering Committee

Date: Friday, March 4, 2011
 Time: 1415 hours – 1535 hours
 Location: 2120 Cambie Street, 7th floor Boardroom

VPD Attendees:

Deputy Adam Palmer, *co-Chair*
 Chief Jim Chu
 Deputy Doug LePard, *Operations*
 Insp. Loris Zuccato, *Facilities*
 Drazen Manojlovic, *Director of PR&A*
 S/Sgt. Michelle Davey, *PR&A*
 Kathy Wunder, *Director of IT*

CoV Attendees:

Ken Bayne, *co-Chair, GM of Business Planning & Svcs.*
 Patrice Impey, *GM of Finance & Human Resources*
 Garrick Bradshaw, *Director of Facility Design & Mgmt.*
 John Breckner, *Real Estate Services*
 Robert Skene, *Manager of Facilities*
 Michelle Schouls, *Project Manager*

1. Progress Report – Graveley Transition

Michelle Schouls reported that the project is on schedule, with only small items falling a little behind. She handed out an updated schedule of completed moves and moves still to come. The contingency fund (\$273,000) has generally all been committed. Unexpected conditions and design needs that required change added to costs, but the project is currently on budget.

Graveley - Other than small renovations being done to prepare for moving HR into the Garda space, all planned moves to Graveley have been done. Inspector Zuccato added that significant interview room deficiencies will be addressed. These rooms must be sound proof. An acoustic consultant has been hired and upgrades will be done, possibly in the next couple of weeks. This required a change order – as it was not properly on the tender.

Kootenay – IMS and IT have been moved in. Two more weekend moves will fill the low-rise. These moves are on schedule.

2120 Cambie – Although renovations will continue past the original March 31st deadline, an extension was granted by the Federal Infrastructure Committee and funding is still in place. Garda's late move out of Graveley affected HR's move out of 2120, which then delayed ERT's move into 2120 Cambie to mid-April.

1



Chief Chu added that feedback on 3585 Graveley has been very positive and kudos to the City for delivering such a great facility.

2. BET Facilities

Deputy Palmer opened the discussion by stating that the facility needs of the Beat Enforcement Team's 74 members was of critical concern – VPD needs to maintain a visible presence in the DTES. The Annex was thought to be an operationally suitable location.

A report writing room will be needed in the DTES, close to the jail. An HRO office would also be required close to Main and Hastings due to the nearby halfway houses. Crown Liaison needs to be close to the courts. The realistic space requirement is close to 12,000 square feet in a facility with parking, the court house and jail close at hand.

312 Annex

- The possibility of setting up BET in the 312 Annex was being looked into by Loris Zuccato and Robert Skene. Drawings had been done up to make practical use of space as it exists – once vacated by Traffic. If BET was to move into the Annex, the existing gym and locker room facilities could be used. (Detailed drawings on file.)
- A distinction was made between 312 Main and the Annex. The Annex was described as a much more robust building, having been built in the 1970s.
- Benefits to locating to the Annex: very little renovation required; IT costs would be reduced; removal of City infrastructure in basement of 312 could be delayed; parking is in place and proximity to court house and jail.
- The possibility of sharing the Annex with outside tenants was discussed, but not thought to be a huge obstacle by VPD, as the VPD shares Graveley.
- Ken Bayne stated that the City Manager's office had made preliminary commitments with the Vancouver Economic Development Commission (VEDC) for the Annex and is considering a commercial tenant for 312. VPD's proposal for the Annex space was not a sure thing.

Issues with 312 / Annex Option:

- * Fate of 312 is still not certain – will it be demolished or rented out?
- * There are not just capital costs, but operating costs to keeping 312 and the Annex operational. Garrick Bradshaw pointed out that Annex use would mean 312 must remain standing, as the operating system and maintenance are interrelated (fire, electrical, heat and water). There are no operating funds available for 312 Main beyond 2011. However, no matter where BET moves there will still be ongoing operating costs.
- * Decommissioning of 312 was not in the scope of this project – and

2



- there is significant City infrastructure to be considered.
- * Sale of 312 & Annex could generate funds for a new police facility.
- * \$500,000 has been allotted for move of BET no matter where they go. In total \$800,000 capital was the estimate for the Annex option. This would include moving data, but not the Hub.
- * Garrick Bradshaw stated that Annex could not go to VOIP – a separate system would have to run for the phones.
- * Concern with 312 tenants and the secure IT Network.

Chinatown Plaza

- Drawings had been done of the 118 Keefer Street store front. VPD concern was that the space was too small with the CPC there and that it was too far from the court house and jail.
- It was asked if this location could work if the CPC space was cleared. Chief Chu thought it was potentially viable. DCC Palmer added that there needs to be a Chinese CPC, but it doesn't have to be in the Keefer Street location.

City Analyst Building

- This historic building which houses the Police Museum is City owned and was put forward by Ken Bayne as something to possibly be looked into – even if just to be flushed out. Could it be made functional for the VPD?

Ken Bayne would like analysis to be done on all options. Consideration should be given to: changes to project scope; costs and how to go about getting funding; approval to use a particular site, etc.

BET should continue to operate where it is until a decision is made.

Next steps:

1. Document VPD requirements and refine square footage needs with Robert Skeen.
2. Ken Bayne will be meeting the week of the 28th with Sadhu Johnston and the Chief was invited to join them to discuss the VPD's requirements - without being building specific. Look at all options in the neighbourhood. Will Keefer work if push comes to shove?
3. Kathy Wunder will contact Sherri Wallace to discuss IT issues and plans for the Hub.
4. There is a Council Report expected back on 312 and proposals for its use.



3. Morrison Hershfield Space – 6th Floor Graveley

Ken Bayne

Official word has not yet been received from Morrison Hershfield even though their plans to move out of 3585 Graveley are known. Their agreement states that they must give two months written notice if they are moving out.

The clearing of the 6th floor at Graveley when MH moves out creates an opportunity to lease the space to another commercial tenant or accommodate PSS which would need 6,000 square feet. The VPU is facing long term lease pressures and could be interested in the remaining 4,000 square feet.

Extra space will be leased for PSS on a month to month basis at 525 West 10th to temporarily meet their space requirements. Laris Zuccato and John Breckner will liaise on PSS space and lease issues.

4. Decommissioning of 5 East 8th

Ken Bayne & John Breckner

At the end of April everyone will have moved out of 5 East 8th and the building will be locked down. Kathy Wunder added that VPD's IT equipment will be moved and the cables will be cut, but will be left behind. Michelle Schouls added that clearing out of that site is not part of the relocation budget or scope.

The building transfers to COV Real Estate Services on May 1st – ERT will have moved out on April 22nd. IT would like one extra week to shut things down.

Office furniture – there is no more storage space for furniture. Discussion around keeping some of it for staging – it may be of interest to future tenants.

Next steps:

1. Real Estate Services was asked to provide information re: market value; potential lease value of 5 East 8th.
2. A separate discussion about whether to rent or sell will be set up at the COV.

Bayne, Ken

From: Flanigan, Michael
Sent: Monday, March 07, 2011 4:29 PM
To: Bayne, Ken; Bradshaw, Garrick
Subject: FW: DTES police station - e-mail from Jean Swanson

Categories: Green Category

FYI

From: Flanigan, Michael
Sent: Monday, March 07, 2011 4:29 PM
To: Reimer, Andrea
Cc: Johnston, Sadhu
Subject: RE: DTES police station

Thanks - I never actually received this email as she had spelt my name wrong. Happy to discuss. Both Ken and Garrick should be at the meeting.

Michael

From: Reimer, Andrea
Sent: Monday, March 07, 2011 2:01 PM
To: Flanigan, Michael
Cc: Johnston, Sadhu
Subject: FW: DTES police station

could we talk about this before you get back to Jean, Michael? cc'ing Sadhu as I know he has an interest in the building as well

a

From: s.22(1)
Sent: Monday, March 07, 2011 1:43 PM
To: Michael.flanagan@vancouver.ca
Cc: Reimer, Andrea; Robertson, Gregor; Ballem, Penny; Woodsworth, Ellen
Subject: DTES police station

Hi Michael. I'm emailing you officially on behalf of the Carnegie Community Action Project to say that we would like the city to use the police station on Main St. for 100% social housing to help meet the city's goal, in the DTES Housing Plan, of replacing the 5000 SROs with self contained social housing. We understand that the building will soon be vacated by the police. If it is not in good enough shape to be renovated for social housing, then it could be torn down and replaced with social housing. Either way, it will be much easier to lobby senior governments for social housing money when we have sites allocated for housing. Plus, of course, it is a site that the city already owns so you wouldn't have to spend a lot to buy it. Thanks very much for your consideration of this request. Jean Swanson, Carnegie Community Action Project 604 729 2380

Bayne, Ken

From: Bradshaw, Garrick
Sent: Wednesday, March 30, 2011 5:45 PM
To: Bayne, Ken
Subject: FW: Future Use of 312 Main (Police Building) - comment

Categories: Green Category

Ken
Getting a realistic forecast of the costs is going to be a little complicated. Still think we can come up with something in the time period.

Garrick Bradshaw
Director
Facilities Design & Management
City of Vancouver
Tel: 604.873.7616
garrick.bradshaw@vancouver.ca

From: Ryan, Pat (CSG)
Sent: Wednesday, March 30, 2011 5:39 PM
To: Bradshaw, Garrick
Subject: Fw: Future Use of 312 Main (Police Building) - comment

Garrick

Here are some preliminary comments for 312 Main St.

Pat Ryan

Sent using BlackBerry

From: Westerman, Denise
Sent: Wednesday, March 30, 2011 04:40 PM
To: Ryan, Pat (CSG)
Subject: RE: Future Use of 312 Main (Police Building) - comment

Hi Pat,
This is only a [Preliminary Building Code review](#) without detail file search, no information nor drawings have been submitted at this point.
More detail to follow once we have received a Development Permit application with drawings.

The existing building is a Police Station - group B1 use, non-sprinklered building.

s.12(3)(a); s.13(1); s.15(1)(l) and s.17(1)(c), (d), (e), & (f)

DW

From: Ryan, Pat (CSG)
Sent: Wednesday, March 30, 2011 2:59 PM
To: Westerman, Denise
Subject: Fw: Future Use of 312 Main (Police Building)

Sent using BlackBerry

From: Johnston, Will
Sent: Tuesday, March 29, 2011 01:38 PM
To: Ryan, Pat (CSG)
Subject: FW: Future Use of 312 Main (Police Building)

Hello Pat,
Can you facilitate an answer to the code questions? If there is no change of use, then the upgrades are most likely not extensive.
Thanks,
Will

From: Bradshaw, Garrick
Sent: Tue 3/29/2011 1:06 PM
To: Johnston, Will; Boons, Bill
Subject: Future Use of 312 Main (Police Building)

Bill, Will

s.12(3)(a); s.13(1); s.15(1)(l) and s.17(1)(c), (d), (e), & (f)

Question 1: What upgrade requirements (code, seismic etc) would be triggered by this rezoning? 312 Main was constructed in 1952 and I am not aware of any seismic upgrading since then. The current building does not have a sprinkler system.

Question 2: If we left an element of VPD in 312 and leased out the remainder of the building, would that still trigger the upgrades.

Question 3: Is it possible to separate the Annex from 312 Main. Currently, the HVAC and electrical systems in 312 Main feed the Annex building. Another option would be to install separate systems in the Annex and operate that building independently and then lease out 312 Main.

The Deputy City Manager has requested an update on the potential costs to rehabilitate this building within 2 weeks. To do this, I need an idea of what upgrades would be required in order to develop the cost estimates.

Please give me a call for further clarification.

Garrick Bradshaw
Director
Facilities Design & Management
City of Vancouver
Tel: 604.873.7616
garrick.bradshaw@vancouver.ca



VANCOUVER POLICE DEPARTMENT
OFFICE OF THE CHIEF CONSTABLE
Planning, Research & Audit Section

March 30, 2011

To: Adam Palmer, Deputy Chief Constable, Support Services Division

From: Drazen Manojlovic, Director, Planning, Research & Audit Section

Subject: VPD functions required to be in the Downtown Eastside (DTES)

This report will list what VPD functions need to be located within the DTES and briefly discuss the feasibility of housing these functions at the Annex (the newer building attached to 312 Main St.) and the property that currently houses the Chinese Community Policing Centre (CPC) and Pro-Vision Realty and Insurance Services (note: as of March 30th, an empty storefront beside Pro-Vision now has an Elections Canada sign in place).

Background

As you are aware the VPD is in the final stages of completing its move to the Graveley/Kootenay Street facilities (Graveley), re-locating sections at 2120 Cambie Street (2120) and closing 5 E8th Avenue. By all accounts these moves are proceeding well.

Since the initial concept of moving to Graveley was first discussed, it was always a position of the VPD to maintain a policing presence somewhere in the DTES. This presence would focus on those functions that have a clear operational benefit to being located in the DTES. Specifically, the functions are: the Beat Enforcement Team (BET); Crown Liaison Unit (CLU); High Risk Offender Unit (HROU); Sex Trade Worker Liaison; Station Non-Commissioned Officers (NCOs); interview rooms; and a patrol report writing room (an area for any patrol officer to access a computer and complete a report).

As part of the initial discussions, it was also envisioned that 312 Main Street would be completely vacated. The eventual post-VPD, use of the site would be part of a larger, long-term discussion that the City of Vancouver would eventually decide. The VPD would like the site to be considered as a future location for the VPD.

Current Status

As previously mentioned, the various moves to Graveley and 2120 are proceeding well and the VPD has been working with CoV Facilities staff to find a location that would meet the Department's needs. In the interim, the functions listed on page 1 have been located inside the first floor of 312 Main St as they await a new home in the DTES. The location of the Annex is ideal from a purely police operations perspective:

- It is located very close to the courts at 222 Main St. which is very much needed for the CLU and very convenient for all officers located in the DTES;
- It is also located proximal to the Jail which is crucial for processing of thousands of arrests that come through the Jail annually and the Station NCOs provide quality control and oversight of persons who are in custody;
- Because the Annex is at 312 Main St. it is an excellent location for the BET, HROU and Sex Trade Worker Liaison – all of these functions require a physical presence in the DTES;
- Parking is convenient and available for fleet, member parking (all members assigned to the functions described in this report along with Jail staff; soon to be paid parking), and parking for any VPD member attending court;
- The Annex already provides interview rooms, lockers and a modest weight-room.
- The Annex also is already configured to meet the Department's requirements in terms of IT and telecommunications; and,
- Unused portions of the Annex and 312 Main St could be shut down to reduce operating costs.

However, the VPD acknowledges that remaining at the Annex may not be sustainable for two reasons:

- 1) A VPD presence at the Annex would limit the CoV's options in terms of what the site can be immediately used for as well as affect mid- to long-term options; and,
- 2) The CoV does not have any funding to cover operating costs for 312 Main St. after this year. Even if the VPD only used the Annex portion of the 312 Main St. site, all of the mechanical and electrical systems to support the Annex are situated within 312 Main; thus to house VPD functions only in the Annex, 312 Main St. would still be required to be operated. However it must be recognized that regardless of the eventual location of VPD functions in the DTES, there will be on-going operating costs.

As previously mentioned, the VPD has been working with CoV staff to find an alternate location for the VPD and a potential site has been identified at 118 Keefer Street. This location is good given its relative proximity to the courts. The facility is mostly vacant with the notable exception of two current tenants: the Chinese CPC and Pro-Vision (notwithstanding the probability that Elections Canada is now a third temporary tenant).

This facility, if it was completely vacant, has a total square footage of 9,042 sqft. For this facility to be considered viable, arrangements would have to be made to obtain the

space currently occupied by the Chinese CPC, Pro-Vision, and possibly Elections Canada – understatedly, this may prove to be problematic.

The Chinese CPC is an important and long-standing pillar in Vancouver's CPC structure. They are very active with significant support from the Chinese business community and politically engaged individuals. Although I cannot envision a serious objection from the Chinese community to re-locating our functions in Chinatown; nonetheless, relocating their CPC might be fraught with difficulty because: a) the minimum space requirement for a CPC is 1,000 sqft and the current Chinese CPC is approximately 1,800 sqft, b) it will be politically sensitive, and c) it likely won't be resolved quickly.

Furthermore it is questionable if the square footage at this site would meet the Department's needs. The following chart lists the existing needs of the VPD function (plus common areas):

Function	Current Sqft
HROU office and interview room	300
Station NCO office and administrative support	350
Sex Trade Worker Liaison office	180
BET office & administrative support	600
BET NCO offices (5 NCOs)	1000
CLU office	360
General patrol report writing room	2900
2 public single-use washrooms	200
Men's shower & locker room	2000
Women's shower & locker room	800
Lunch room	400
Meeting/project room	450
Copy area	150
General storage	250
Wet clothing room	110
Communal (kit bag) storage	300
Parade room	400
Weight room	850
Data/Electrical	100
4 Interview rooms (hard)	400
4 Monitoring rooms	360
First Aid Room	200
Total	12660

Based on these current needs, the location at 118 Keefer, again assuming if it was completely vacant, would only support 71% of these functions (in terms of square footage). However, neighbouring this site is a vacant retail space at 106 Keefer St. (which is across a laneway from 118 Keefer) that has a square footage of 2,054. If this space were acquired then it makes the combined locations of 118 and 106 Keefer (a

combined 11096 sqft) more viable from an operational perspective; however this only accommodates 88% of our current needs and is not likely that any space requirements can be reduced.

Next Steps

At the last Joint VPD/CoV Facilities Steering Committee meeting, it was clear that CoV preferred having the flexibility of utilizing 312 Main St and the Annex for future use which ideally means a total VPD vacancy from this site. CoV may have options to lease 312 Main St and/or the Annex to a tenant (such as the Vancouver Economic Development Corporation).

Although there are certain security issues that would have to be resolved (e.g. physical access to floors, access to secure power/data lines, etc.), it also is possible that the CoV may lease the 312 Main St. building while VPD continues to run operations out of the Annex. This is something the VPD would be agreeable to provided that the security issues are resolved.

However, if remaining at the Annex is not a viable alternative then the only other options are is:

- Relocate to 118 and 106 Keefer, which only provides 88% of the VPD's current square footage needs and presupposes that the Chinese CPC, Pro-Vision, and Elections Canada (probably) can be vacated; or,
- CoV Facilities identifies another suitable location in the DTES.

Respectfully submitted,

Drazen Manojlovic, Director
Planning, Research & Audit Section

VPD Consolidation at the Cordova Annex

AGENDA

- Background
- VPD Program in the Annex
- Annex Facility
- Annex Renovation and Rehabilitation
- Project Financial Summary
- 312 Main Rehabilitation

Background

- March 2, 2010 - Council approved VPD move to Graveley/Kootney buildings at a cost of \$15 million.
- October 6, 2011 - Council approved the relocation of the Beat Enforcement Team and other VPD functional units to the Cordova Annex of the 312 Main Complex at a cost of \$4.55 million

s.12(3)(a); s.13(1); and s.17(1)(b) & (c)

VPD Program Use of the Annex

- The Council Report of 2010 identified the need to maintain a VPD presence in the DTES
 - Initially this included the BET and Station NCOs/Report Writing
- VPD presence was increased to additional functions including:
 - Crown Liaison Unit - 5 pers
 - Ammunition and Weapons Storage
 - Sex Trade Worker Liaison
 - High Risk Offenders Unit
 - Victims Services
 - Sister Watch

Approx 11 pers

Cordova Annex

- 40,800 sq ft Opened in 1978
- Large male and female change room space
- 3,900 sq ft gymnasium - used for physical fitness testing
- 4 floors - the intent is to house VPD the first 3 floors
- Alternative uses being considered for the 4th floor include:
 - VEDC
 - Relocation of Parking Enforcement from downtown rental space (potential savings of approx \$420,000 upon lease expiry in 2012)
- The annual operating cost of the Annex* is estimated at \$451,000

* Includes common systems in 312 Main

Cordova Annex

- Facility is in fair to good condition generally, but there are some capital maintenance issues that need to be addressed:
 - Roof and flashing replacement
 - Domestic water piping replacement
 - Rehabilitation of the women's showers
 - Asbestos abatement
- The Annex is tied mechanically and electrically to the 312 Main building. The following base building systems servicing the Annex remain located in 312 Main
 - Fire Alarm panel
 - Chiller
 - Main Electrical Vault and cooling system

These systems require replacement or upgrading in order to sustain VPD operations in the Annex

- HUB

Annex Renovation and Rehabilitation

- This program is comprised of:
 - Tenant Improvements/Renovations in the Annex
 - Budget - \$2.15 m
 - Capital Maintenance in the Annex
 - Budget - \$1.34 m
 - Capital Maintenance in 312 Main to support the Annex
 - Budget - 1.06 m
- Total Estimated Cost \$4.55 million

Tenant Improvements

- Interior Renovations to include:
 - Office areas and report writing work stations
 - New data centre, VOIP, data closets and cabling
 - New fibre connection
 - Locker replacement (using lockers from 5E8th)
 - Sleeping Rooms
 - Evidence storage
 - gun cleaning room
 - ammunition and weapons storage
 - Accessible washroom
 - Furniture modifications and moves
 - Hazardous materials abatement (asbestos, lead)
 - Security gate in parkade

Capital Maintenance in the Annex

- Fire alarm system replacement - bundled in T/I contract
- Emergency generator replacement - bundled in T/I contract
- Chilled water (HVAC) re-piping - bundled in T/I contract
- Domestic water re-piping
- Roof Replacement
- *locker Room Upgrades*

Capital Maintenance in 312 Main

- Fire alarm system replacement - bundled in T/I contract
- Replacement of emergency generator transfer switch - bundled in T/I contract
- Chiller rehabilitation

This work will benefit both the Annex and 312 Main

Project Financials

Project Budget

		Commitments to Date	Forecasted Commitments	Variance
		1,221,500	-	-
		-	570,000	-
		-	550,000	-
		-	371,500	-
		66,675	-	-
		-	387,000	-
Construction	3,170,000	1,288,175	1,878,500	3,325
Consultants	530,000	396,600	131,000	2,400
Soft Costs	350,000	347,017	-	2,983
Contingency	500,000	-	500,000	-
Total	\$ 4,550,000	\$ 2,031,792	\$ 2,509,500	\$ 8,708

312 Main Rehabilitation

- Full rehabilitation of 312/324 Main is estimated at \$22.4 m (James Bush & Associates - Apr 2011)
 - Hazardous Materials Remediation \$2.0 m
 - Building Code Upgrades \$6.7 m
 - Building Systems Upgrades \$5.4 m
 - Base Building Upgrades \$1.8 m
 - Common Area Improvements \$1.3 m
 - Design, Fees, Contingency etc.. \$5.2 m
- Approx \$500,000 of these costs are being addressed in the Annex Project
- Tenant Improvements \$8.1 m

312 Main Rehabilitation

Not all of this work needs to be done prior to re-purposing and re-occupying 312 Main

Depending upon the use, lease term and phased occupancy plan, a significant amount of this work can be deferred, and some, such seismic upgrading (\$4.7m) - not done at all.

s.12(3)(a); s.13(1); and s.17(1)(b) & (c)

VPD Consolidation at the Cordova Annex

QUESTIONS ???