

**From:** "Johnston, Sadhu" <Sadhu.Johnston@vancouver.ca>

**To:** "Direct to Mayor and Council - DL"

**CC:** "City Manager's Correspondence Group - DL"  
"Kassam, Nick" <Nick.Kassam@vancouver.ca>  
"Pickard, Gail" <Gail.Pickard@vancouver.ca>

**Date:** 11/6/2019 3:02:50 PM

**Subject:** Memo - West End Community Centre and King George Secondary School - Notice of intent to proceed with RFP

**Attachments:** WECC KGSS Master Plan - Memo to Boards and Council - 2019-11-05 (2).pdf

Dear Mayor and Council,

The attached memo provides an update on the next steps in the process for preparing a Master Plan for the renewal of West End Community Centre and King George Secondary School. This is a collective effort involving staff from Vancouver Board of Education, Vancouver Board of Parks and Recreation, and the Vancouver Public Library Board.

Should you have any questions, please contact Nick Kassam, General Manager, Real Estate and Facilities Management at 604.871.6859 / [Nick.Kassam@vancouver.ca](mailto:Nick.Kassam@vancouver.ca).

Best,  
Sadhu

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Pronouns: he, him, his



*The City of Vancouver acknowledges that it is situated on the unceded traditional territories of the Musqueam, Squamish, and Tsleil-Waututh peoples.*

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## MEMORANDUM

November 6, 2019

**TO:** Vancouver City Councillors  
Park Board Commissioners  
Vancouver School Board Trustees  
Vancouver Public Library Board Members

**CC:** Sadhu Johnston, City Manager  
Paul Mochrie, Deputy City Manager  
Suzanne Hoffman, Superintendent of Schools, Vancouver Board of Education  
Malcolm Bromley, General Manager, Vancouver Board of Parks and Recreation  
Christina de Castell, Chief Librarian, Vancouver Public Library

**FROM:** Nick Kassam  
General Manager, Real Estate and Facilities Management

**SUBJECT:** West End Community Centre and King George Secondary School  
Notice of intent to proceed with RFP

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Dear Councillors, Commissioners, Trustees, and Board Members,

The purpose of this memo is to provide notice of the City's intention, working together with staff from the Vancouver Board of Education, Vancouver Board of Parks and Recreation, and the Vancouver Public Library Board, to issue a public Request for Proposal (RFP) in November to procure a consultant team to assist in preparing a Master Plan for the renewal of the West End Community Centre (WECC) and King George Secondary School (KGSS) site.

The master plan will be an opportunity to work with site partners and the community in developing a shared vision for the renewal of the site, and will serve as a guiding document for future stages of work including detailed building design, site design and construction. This project is included in the City's 2019-2022 Capital Plan with \$10 million allocated towards the Master Plan and design of the first phase to the WECC, and will proceed with joint funding from the Vancouver Board of Education (VBE).

This project is a key step towards realizing commitments through the West End Community Plan that calls for additional amenity space to accommodate the growing population in the area. It also addresses VBE needs identified through the Long Range Facilities Plan to accommodate growth at KGSS.

The 4.4 acre subject site hosts a secondary school with a 375 nominal student capacity, an approximately 60,000 square foot community centre that includes a non-regulation sized ice rink, the approximately 5,000 square foot Joe Fortes Branch Library, a playfield, tennis courts, and a combination of underground and surface parking. The site comprises two properties

owned by the VBE and the City managed under reciprocal lease agreements, with the VBE owning the majority share of around 70% of the total land area. The WECC is currently jointly operated by the Vancouver Board of Parks and Recreation and West End Community Centre Association. The Joe Fortes Branch Library is operated by the Vancouver Public Library, and KGSS is operated by the VBE.

Existing KGSS and WECC services will be reviewed through the master plan process that will include robust stakeholder and public engagement and consultation with MST. Public benefits within the renewed civic centre are to be confirmed through the master planning process and will include a larger secondary school to accommodate approximately 1000 nominal capacity, a community centre with a full NHL-sized ice rink, an approximately 20,000 square foot public library, a 69-space child care, and a 4-bay fire hall, outdoor play fields and public green space.

We are proceeding based on the following schedule, and will report back to partner Boards and Council at key milestones throughout the project.

Milestone	Target Delivery Date
Scope Definition, RFP and Consultant Procurement	Fall 2019
Stage 1 – Start-up and Project Planning <ul style="list-style-type: none"> <li>• Community and stakeholder interviews to inform Engagement Plan</li> <li>• Approved Work Plan, Engagement Plan and Schedule</li> </ul>	Winter 2019/2020
Stage 2 – Visioning <ul style="list-style-type: none"> <li>• Community and stakeholder engagement</li> <li>• Visioning report</li> </ul>	Spring – Fall 2020
Stage 3 – High-Level Functional Program <ul style="list-style-type: none"> <li>• Community and stakeholder engagement</li> <li>• Functional Programming Report</li> </ul>	Fall 2020
Stage 4 – Master Planning <ul style="list-style-type: none"> <li>• Community and stakeholder engagement</li> <li>• Concept Options</li> <li>• Preferred Option</li> <li>• Final Master Plan Report</li> </ul>	Fall 2020 - Summer 2021

Regards,



Nick Kassam  
 General Manager, Real Estate and Facilities Management

604.871.6859 | [nick.kassam@vancouver.ca](mailto:nick.kassam@vancouver.ca)