

THE CORPORATION OF THE DISTRICT OF BURNABY

AD HOC MUNICIPAL HALL STUDY COMMITTEE

HIS WORSHIP, THE MAYOR  
AND ALDERMEN

1989 JULY 13

MADAM/GENTLEMEN:

REPORT OF THE AD HOC MUNICIPAL HALL STUDY COMMITTEE

RE: SELECTION OF A CONSULTANT TO PREPARE A FEASIBILITY AND CONCEPT  
ANALYSIS AND FACILITY PROGRAM FOR A NEW OR EXPANDED MUNICIPAL COMPLEX  
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RECOMMENDATIONS:

1. THAT Council concur with the recommendation of the Ad Hoc Municipal Hall Study Committee for the appointment of Busby Bridger Architects to provide architectural services for the completion of a feasibility and concept analysis and facilities program for a new or expanded municipal complex.
2. THAT Council authorize the execution of the appropriate Client/Architect Agreement necessary to retain the firm of Busby Bridger Architects.

REPORT

Subsequent to the approval of the report from the Major Civic Building Project Co-ordination Committee to the Ad Hoc Municipal Hall Study Committee dated 1989 May 15, interviews were conducted with the five firms selected for further consideration.

As a result of the interview process, two firms, Busby Bridger Architects, and Howard/Yano Architects, were selected by the Project Co-ordination Committee as possessing the necessary qualifications and skills within the firm and the assembled team, to complete this work. Members of this Committee conducted a further review of the qualification of the two firms and their identified team members which included a tour of several facilities identified by the firms as representing their conceptual, organizational and architectural abilities.

The firm of Busby Bridger Architects, along with the identified team members (see Attachment #1), displayed a clear understanding and appreciation of the issues at hand and an organized, professional approach to the investigation of these complex issues. During the selection process they demonstrated a superior ability to advise on the future role of municipal government and the optimum course of action to meet the physical space needs over the next twenty years. At its meeting of 1989 June 30, the Ad Hoc Municipal Hall Study Committee adopted the June 23 report of the Major Civic Building Project Co-ordination Committee recommending the hiring of Busby Bridger Architects, to complete the Stage One study in accordance with the terms of reference.

INTERNAL DISTRIBUTION:

:AGENDA 1989 JULY 24  
:COPY - MUNICIPAL MANAGER  
- DIR. ADMIN. & COMM. SERV.  
- DIRECTOR ENGINEERING  
- DIRECTOR FINANCE  
- DIR. PL. & BLDG. INSP.  
- DIR. REC. & CULT. SERVICES  
- CHIEF BLDG. INSP.

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A meeting was held on 1989 June 19 between the Project Co-ordinator, Peter Busby and Paul Bridger to ensure that a mutual understanding of the terms of reference and anticipated scope of work existed. This initial stage of investigation and analysis will result in the documentation of alternatives and a recommended approach to meet the immediate and anticipated future needs of the municipal complex. The completed documents will consist of concept sketches, a facilities program, and estimated costs, in a form suitable to establish a short- and long-term course of action which could be used to undertake Stage Two, the necessary architectural refinement of the concept through to detailed design and working drawings for implementation. The recommended commission of Busby Bridger Architects ends with the completion of Stage One. Stage Two, architectural design, will be part of a future commission, subject to the approval of Council and a separate selection process.

Busby Bridger Architects have submitted a preliminary work schedule (see Attachment #2) outlining the anticipated tasks and associated time frames with a completion date of 1990 January 31. Due to the complex and diverse nature of the Stage One study, an initial workshop session is planned to discuss and clarify the intended scope of work and the required level of documentation, community involvement, presentations, and contractual arrangements, leading to establishment of an appropriate fee structure prior to the commencement of work. As recommended by the Architectural Institute of B. C., fees for this type of work are normally based on an hourly charge for actual time spent. Preliminary discussions with Busby Bridger Architects indicates the total anticipated fees for completion of their assignment (Stage One) to be approximately \$200,000.00 based on the present understanding of the scope of work. As outlined in the report to Council dated 1988 November 23, funds for this project are available in the Capital Budget for the Municipal Hall Complex - building upgrading and asbestos removal.

With the approval of Council, the Project Co-ordinator will proceed with the completion of the Client/Architect Agreement. The Project Co-ordinator will reply to all firms thanking them for their interest and advising them of the selected firm.



Alderman F. G. Randall, Chairman



Alderman E. Nikolai

Alderman J. M. Sawicki

 GRH/jce  
Attach.

cc: Municipal Manager  
Director Administrative & Community Services  
Director Planning & Building Inspection  
Director Engineering  
Director Recreation & Cultural Services  
Director Finance  
Chief Building Inspector  
Purchasing Agent  
Municipal Clerk

**BUSBY BRIDGER ARCHITECTS**

1989.05.30

**RE: BURNABY MUNICIPAL HALL**

A Corporate  
Partnership

1216 Granville St.  
Vancouver  
British Columbia  
Canada V6Z 1M4

Tel: 604 683 8446  
Fax: 604 683 8730

**TEAM:**

**Architecture, Planning and Team Co-ordination:**

Busby Bridger Architects

- Peter Busby
- Paul Bridger

**Strategic Options:**

Coriolis Consulting Corp.

- Jay Wollenberg

Professor Alan Artibise

- Director of the School of Community and Regional Planning  
University of British Columbia,

**Programming:**

Cornerstone Planning Group Limited

- Simon Richards

**Cost & Schedule:**

Hanscomb Consultants Inc.

- Andrew Collins

**Structural:**

Bush, Bohlman & Partners

- Lorne C. Bohlman

**Mechanical:**

D. W. Thomson Consultants Ltd.

- Peter Marsh

**Electrical:**

Gaarder, Lovick Engineering

- Per Gaarder

**Environmental Pollutants:**

Pinchin Harris Holland

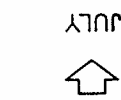
- Allan Johnson

**Landscape Architects:**

Durante & Partners

- Jane Durante

**SCHEDULE**



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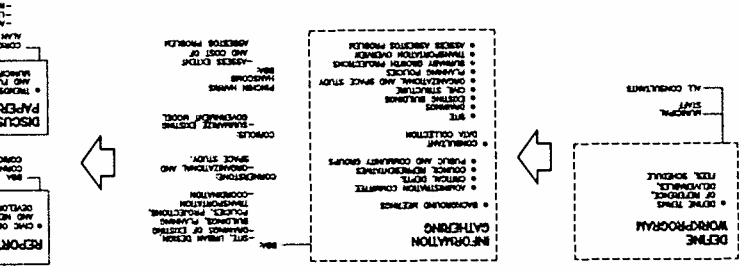
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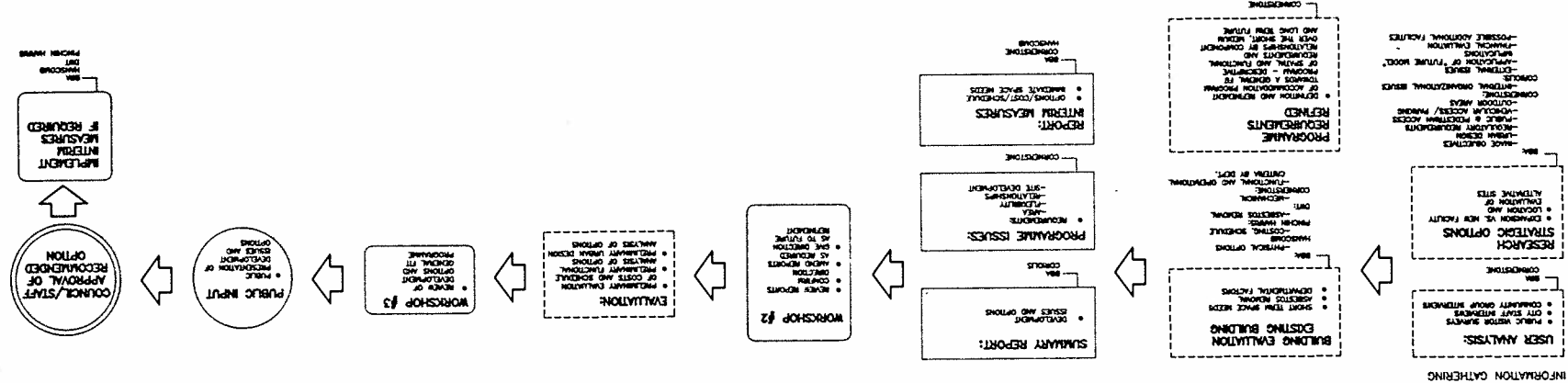
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**TASKS**

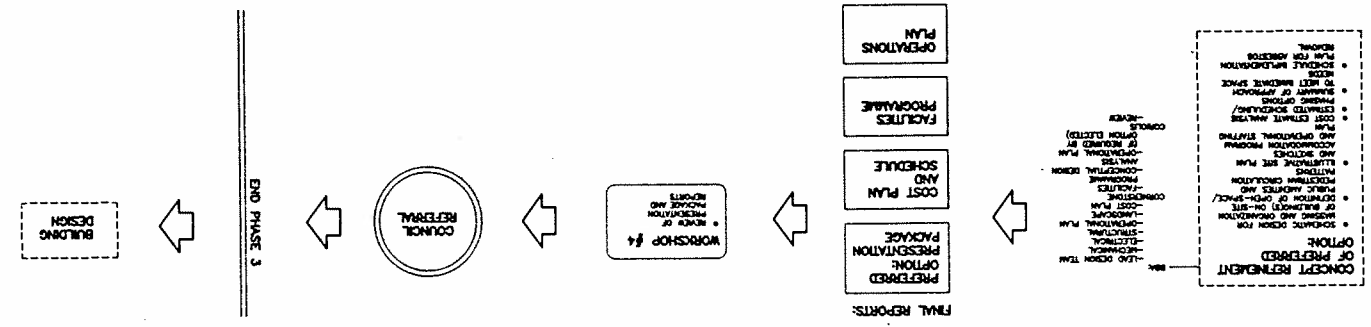
**PHASE 1: MODEL FUTURE MUNICIPAL GOVERNMENT**



**PHASE 2: ANALYSE DEVELOPMENT ISSUES AND OPTIONS**



**PHASE 3: CONCEPT REFINEMENT**



**ATTACHMENT #2**

<p>PROJECT No. 89029</p> <p>BUSBY BRIDGER ARCHITECTS</p> <p>218 CRAWFORD ST. WILLOWDALE ONT. M2H 1A3 CAN.</p>	<p>CORPORATION OF BURNABY</p> <p>DISTRICT OF BURNABY</p>		<p>PROGRAMME</p> <p>MUNICIPAL HALL REDEVELOPMENT</p>	<p>SCALE</p> <p>DATE</p> <p>PROJECT No. P-001</p> <p>DESIGNED BY</p> <p>CL</p> <p>CL</p> <p>CL</p>
			<p>101</p>	

SCHEDULE

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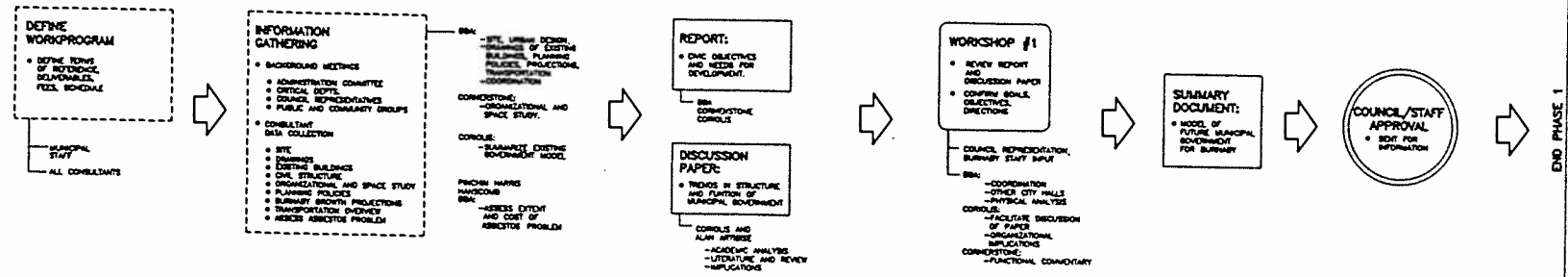
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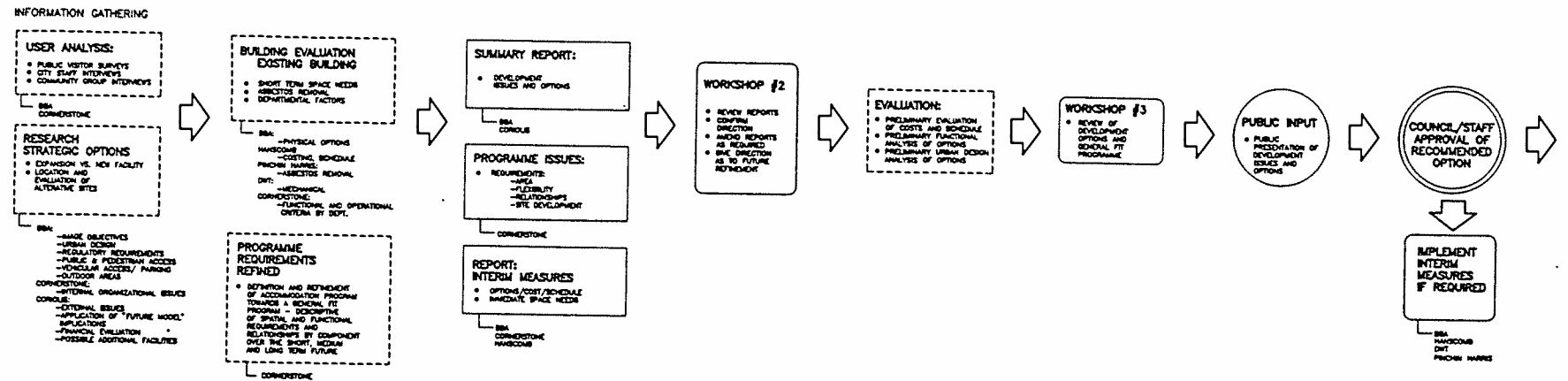
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TASKS

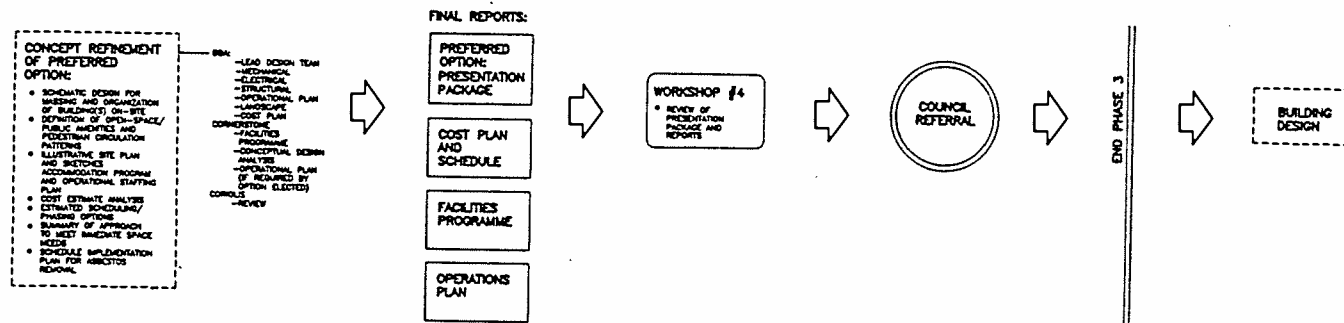
PHASE 1: MODEL FUTURE MUNICIPAL GOVERNMENT



PHASE 2: ANALYSE DEVELOPMENT ISSUES AND OPTIONS



PHASE 3: CONCEPT REFINEMENT



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END PHASE 2

ATTACHMENT #2

CORPORATION OF DISTRICT OF BURNABY	
PROJECT #	89029
BUSBY-BRIDGER ARCHITECTS 1216 GRANVILLE ST. VANCOUVER, B.C. V6Z 1S3 8446	
MUNICIPAL HALL REDEVELOPMENT	
WORK PROGRAMME	
SCALE	DRAWING #
1:1	P-001

