

REPORT  
Regular Council Meeting  
1992 JUNE 15

THE CORPORATION OF THE DISTRICT OF BURNABY

CIVIC DEVELOPMENT COMMITTEE

HIS WORSHIP, THE MAYOR  
AND ALDERMEN

Re: Edmonds School - North Wing Upgrading

RECOMMENDATIONS:

- 1.0 THAT Council approve the firm of Hoffart Myles Architecture for the proposed building study and evaluation of Edmonds School - North Wing.
- 2.0 THAT Council authorize the expenditure of an amount not to exceed \$22,000 from the Land Assembly and Development Fund for consulting services related to Edmonds School - North Wing Upgrading.

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"1.0 Background Information

On 1992 January 09, the Civic Development Committee received a report from the Director Planning and Building, to initiate the process for upgrading Edmonds School to provide a Community Resource Centre. The recommendation contained in that report stated 'THAT the Civic Development Committee forward this report to Council for its information.'

On 1992 January 20, the Civic Development Committee forwarded a report to Council with a recommendation that a consultant be retained to initiate, coordinate, and supervise a building study, and prepare a coordinated report outlining the necessary remedial and upgrading works to be done.

Staff prepared Terms of Reference for the project, and on 1992 April 03, Architectural firms were requested to submit proposals to provide full architectural services for the preparation of a building study, to determine the magnitude and nature of improvements required in the upgrading of the North Wing of Edmonds School.

The building will be made available to the Municipality in the early fall of 1992. Preparatory to the Municipality taking title to the Edmonds North Wing and making space available as a Community Resource Centre, there are a number of investigative tasks that must be undertaken. This work needs to be done with the recognition that the centre would not be operating as a free-standing facility, but rather as an immediate and attached neighbor to the Edmonds Elementary School which occupies the larger south wing facility.

The purpose of this initiative is not to develop an overall upgrading or modernization program for the Edmonds North Wing facility. Rather, it is to identify and cost those essential improvements required in relation to life/safety/subdivision matters on the assumption that the building will accommodate the Community Resource Centre use for a period of up to ten years.

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AGENDA 1992 JUNE 15

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- DIRECTOR FINANCE
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It is assumed that the Community Resource Centre uses will occupy the existing spaces in the facility without requiring extensive alterations to the spaces.

### 2.0 Proposed Phasing

Since the extent of upgrading is unknown at this stage, staff is proposing a phased approach. Phase one of the project will include:

- a survey of the building, including structural components, building systems, roof condition, and other safety and security components of the building, to determine essential upgrading work required for life/safety/subdivision issues in relation to the ten year use assumption;
- a hazardous materials survey to determine whether or not the School Board has fulfilled its obligations under the Agreement for the removal of asbestos;
- an assessment of existing services and utilities in the North Wing and adjacent municipal lands including recommendations for necessary upgrades, modifications, or separations in recognition of the intended change of use and ownership;
- an identification of respective maintenance and operational responsibilities involving shared facilities between the School Board and the Municipality and areas for possible operating agreements. This will involve input from various Municipal Departments (ie. Legal, Planning and Building, and Engineering);
- the preparation of a recommended building/grounds improvement program based on the above assessments together with projected cost estimates for each improvement phase.

In Phase one, the Consultants will also prepare preliminary drawings and provide costing information necessary for the planning and design development in Phase two.

Upon completion of Phase one, staff will submit a detailed report to the Civic Development Committee for their review and comment.

Phase two will include detailed design, contract documents, tendering and contract administration.

Costing for Phase two of the project will be provided upon completion of the Consultant's report for Phase one.

### 3.0 Architect Selection

In response to the request for proposals, staff toured the facility with representatives of five architectural firms and their sub-consultants who subsequently submitted proposals to the Purchasing Agent.

Representatives from the Planning and Building Department and the Engineering Department, examined the proposals in detail. The Firm of Hoffart, Myles Architecture demonstrated the ability and resources to undertake such a project. Of the qualified firms, Hoffart, Myles Architecture provided a proposal which contained the lowest fee structure.

Staff have contacted other clients who have employed the Firm. The comments received were favourable with respect to their attention to detail and the professional approach they bring to the project.

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It is anticipated that the total estimated cost for Phase 1 of the project will be approximately \$22,000 which is comprised of the following:

Consultant's fees (includes architectural structural, mechanical, electrical, and landscape consultants) Disbursements	\$12,240
Environmental Consulting Services (Hazardous Materials)	\$ 1,500
Quantity Surveying Services	\$ 2,500
Contingency (15%)	\$ 2,700
GST (3%)	\$ 615
TOTAL	\$21,055

In conclusion, the Major Civic Building Project Coordination Committee recommends that the Corporation of the District of Burnaby enter into a Client/Architect Agreement with the firm of Hoffart Myles Architecture for the work, and that Council authorize the expenditure in the amount of \$22,000. Sufficient appropriated funds are on hand in the Land Assembly and Development Program under the category 'Edmonds School - Resource Centre' to finance these works."

Respectfully submitted,

Alderman D.R. Corrigan  
Chairman

Alderman D. Evans  
Member

Alderman E. Nikolai  
Member

