



SUNSHINE COAST REGIONAL DISTRICT



**REGULAR BOARD MEETING
TO BE HELD ELECTRONICALLY IN ACCORDANCE WITH
MINISTERIAL ORDER M192 AND TRANSMITTED VIA
THE BOARDROOM OF THE SUNSHINE COAST REGIONAL DISTRICT
OFFICES AT 1975 FIELD ROAD, SECHELT, B.C.**

THURSDAY, JUNE 10, 2021

AMENDED AGENDA

CALL TO ORDER 2:00 p.m.

AGENDA

1. Adoption of agenda

MINUTES

2. Regular Board meeting minutes of May 27, 2021

Annex A
Pages 1 – 14

BUSINESS ARISING FROM MINUTES AND UNFINISHED BUSINESS

3. AAC Committee Member Vacancies (Planning and Community Development Committee recommendation No. 11 of May 20, 2021 referred from the May 27, 2021 Regular Board meeting)

Annex B
p 15

PRESENTATIONS AND DELEGATIONS

4. Kylie Hutchinson and Tim Howard, Transportation Choices Sunshine Coast -
Regarding Tips for Attracting Cycle Tourists to the Coast

Annex C
pp 16 - 17

REPORTS

5. Corporate and Administrative Services Committee recommendation Nos. 1-7, 9 and 15-16 of May 27, 2021 (*recommendation Nos. 8 and 10-14 previously adopted*)

Annex D
pp 18 - 23

- 5a. **⇒ADD** Infrastructure Services Committee recommendation Nos. 3-7 and 9-10 of June 10, 2021

pp 23a - c

- 5b. **⇒ADD** RFP 2161304 Reconstruction Pool Facility Fire Sprinkler System Award Report (Sechelt Aquatic Facility) – Manager, Facility Services and Parks (item 11 referred from the June 10, 2021 Infrastructure Services Committee)

pp 23d - h

6. Request for Exemption to SCRD Noise Control Bylaw No. 597 for Jakes Construction Ltd. for Work Related to Sechelt Airport Paving Report – Corporate Officer

Annex E
pp 24 - 26

COMMUNICATIONS

MOTIONS

- 7. Notice of Motion: Roberts Creek (Area D) Advisory Planning Commission Appointment (Director Tize)

THAT Eric Ansley be appointed to the Roberts Creek (Area D) Advisory Planning Commission for the remainder of the two-year term.
(Voting – Electoral Area Directors – 1 vote each)

- 8. Notice of Motion: Sechelt Public Library Board Appointments (Chair Pratt)

THAT Director Lee be the SCRD appointee to the Sechelt Public Library Board and that Chair Pratt be the Alternate SCRD appointee to the Sechelt Public Library Board for the remainder of the 2021 term.
(Voting – All Directors – 1 vote each)

BYLAWS

- 9. *Sunshine Coast Regional District Zoning Amendment Bylaw No. 310.192, 2020*
 – ***first and second reading***
(Voting – Electoral Area Directors – 1 vote each)

Annex F
 pp 27 - 28

DIRECTORS' REPORTS

Verbal

NEW BUSINESS

IN CAMERA

ADJOURNMENT

Recommendation No. 3 *Contract Sechelt Landfill Drop-off Remediation Project – Financial Update*

THAT the report titled Contract Sechelt Landfill Drop-Off Remediation – financial update be received;

AND THAT the contract with Summit Earthworks Inc. for the Sechelt Landfill Drop-off Remediation be increased in the amount of \$128,779 up to \$1,028,541 (plus GST);

AND THAT the delegated authorities be authorized to execute this contract;

AND THAT the Sechelt Landfill Drop-Off Remediation budget be increased by \$158,779 to \$1,659,155 (\$128,779 from short-term debt and \$30,000 from existing operational budget) for the remediation/construction phase of the project;

AND THAT the Sunshine Coast Regional District authorize up to \$1,247,667 to be borrowed, under Section 403 of the Local Government Act, from the Municipal Finance Authority, for the purpose of the Sechelt Landfill Drop-off Remediation project;

AND THAT the loan be repaid within five years with no rights of renewal;

AND THAT the 2021-2025 Financial Plan be amended accordingly;

AND FURTHER THAT these recommendations be forwarded to the June 10, 2021 Regular Board Meeting.

Recommendation No. 4 *Comprehensive Landfill Engineering Consulting Services Contract - Update*

THAT the report titled Comprehensive Landfill Engineering Consulting Services Contract – Update be received;

AND THAT the contract with XCG Consulting Limited for general landfill engineering services be increased by \$30,000 to \$337,000 (excluding GST);

AND THAT the delegated authorities be authorized to execute the contract;

AND FURTHER THAT these recommendations be forwarded to the June 10, 2021 Regular Board meeting.

Recommendation No. 5 *SCRD Book Recycling Program Update*

THAT the report titled SCR D Book Recycling Program Update be received;

AND THAT the SCR D's book recycling program annual budget be increased by \$10,000 to \$24,400 for 2021 and 2022;

AND THAT the 2021 shortfall and 2022 contract increases be funded from Regional Solid Waste [350] 2022 taxation;

AND THAT the 2021-2025 Financial Plan be amended accordingly;

AND FURTHER THAT these recommendations be forwarded to the June 10, 2021 Regular Board meeting.

Recommendation No. 6 *Tipping Fee Updates at SCRD Solid Waste Facilities – Additional Information for Consideration*

THAT the report titled Tipping Fee Updates at SCRD Solid Waste Facilities – Additional Information for Consideration be received for information;

AND THAT the tipping fee for Passenger tire rim removed be increased from \$3 to \$5 per tire;

AND THAT the tipping fee for Passenger tire on rim be increased from \$8 to \$10 per tire;

AND THAT the tipping fee for Medium Truck tire rim removed be increased from \$18 to \$20 per tire;

AND THAT the tipping fee for Medium Truck tire on rim be increased from \$36 to \$42 per tire;

AND THAT a tipping fee for Tires Filled with Foam, accepted at Sechelt Landfill only, be established at \$18 per tire;

AND THAT Tires Filled with Foam be added to the definition of Controlled Waste;

AND THAT these tipping fees be incorporated into a future amendment of Bylaw 405;

AND FURTHER THAT these recommendations be forwarded to the June 10, 2021 Regular Board meeting.

Recommendation No. 7 *Tipping Fee Updates at SCRD Solid Waste Facilities – Additional Information for Consideration*

THAT a tipping fee for metal appliances with Ammonia (fridges etc.) be established at \$80 per unit;

AND THAT these tipping fees be incorporated into a future amendment of Bylaw 405;

AND FURTHER THAT these recommendations be forwarded to the June 10, 2021 Regular Board meeting.

Directors Lee, McMahon and Toth opposed

Recommendation No. 9 *Award Report – Three Year Geographic Information Systems (GIS) Software Contract Renewal*

THAT the report titled Award Report – Three Year Geographic Information Systems (GIS) Software Contract Renewal be received;

AND THAT the SCRD enter into a sole-source-provider contract with ESRI Canada for 3 years starting June 1, 2021 for a license for software usage, maintenance and support subscription services for a total value up to \$106,872 (plus GST);

AND THAT the delegated authorities be authorized to execute the contracts;

AND FURTHER THAT this recommendation be forwarded to the June 10, 2021 Regular Board Meeting.

Recommendation No. 10 *RFP 2161304 Reconstruction Pool Facility Fire Sprinkler System Award Report (Sechelt Aquatic Facility)*

THAT the report titled RFP 2161304 Reconstruction Pool Facility Fire Sprinkler System Award Report (Sechelt Aquatic Facility) be received for information;

AND THAT the report be deferred to the June 10, 2021 Regular Board meeting.

SUNSHINE COAST REGIONAL DISTRICT STAFF REPORT

TO: Infrastructure Services Committee – June 10, 2021

AUTHOR: Ken Robinson, Manager, Facility Services and Parks

SUBJECT: RFP 2161304 RECONSTRUCTION POOL FACILITY FIRE SPRINKLER SYSTEM AWARD REPORT (SECHELT AQUATIC FACILITY)

RECOMMENDATIONS

THAT the report titled RFP 2161304 Reconstruction Pool Facility Fire Sprinkler System Award Report (Sechelt Aquatic Facility) be received;

AND THAT the Sechelt Aquatic Centre Fire Sprinkler System Repair or Replacement project budget be increased from \$180,200 to \$707,753 (plus GST), with the increase of \$527,553 and total project be funded from Municipal Finance Authority (MFA) 5-year Equipment Finance Loan;

AND THAT a loan of up to \$702,553 for a term of 5 years be requested through the Municipal Finance Authority Equipment Financing Program under section 403(1)(a) of the *Local Government Act* (Liabilities Under Agreement) to fund the Sechelt Aquatic Centre Fire Sprinkler System Repair or Replacement.

AND THAT the 2021-2025 Financial Plan be amended accordingly;

AND THAT a contract for reconstruction of fire sprinkler system at Sechelt Aquatic Centre be awarded to Strategic Mechanical Inc. DBA Strategic Mechanical for up to \$699,778 (plus GST);

AND THAT the delegated authorities be authorized to execute the contract;

AND FURTHER THAT this recommendation be forwarded to the Regular Board Meeting of June 10, 2021.

BACKGROUND

Staff have been working diligently to plan and tender for the replacement of the Sechelt Aquatic Centre following discovery earlier this year that piping has been compromised by microbiologic corrosion. Replacement, rather than repair, was confirmed as required after comprehensive inspection.

In February, a project budget of \$180,200 was established based on consulting engineer advice.

Request for Proposal 2161304 Reconstruction Pool Facility Fire Sprinkler System was published on April 16, 2021 and closed on May 14, 2021.

This report presents results and recommends direction to complete the project.

DISCUSSION

Request for Proposal (RFP) Process and Results

Purchasing received one proposal and the evaluation team consisted of 4 team members. The committee reviewed and scored the proposal against the criteria set out in Section 7.2 of the RFP. Staff recommend that a contract be awarded to Strategic Mechanical Inc. DBA Strategic Mechanical who met the specifications as outlined in the RFP and was best price overall.

<u>Name</u>	<u>Total Value of a Contract</u>
Strategic Mechanical Inc. DBA Strategic Mechanical	\$ 636,162.00 (before GST)

Strategic Mechanical's successful bid exceeds the \$180,200 project budget.

Market conditions including, especially, the price of steel/piping are certainly a factor in the bid received.

SCRD relies on current, professional costing advice when available, as construction technology and costs change over time. SCR D's recreation 20-year capital plan had projected a sprinkler system replacement at the Sechelt Aquatic Centre would be required in 2037 with a contract value of approximately \$243,000.

Options and Analysis

Based on the bid received, the total project cost for this unplanned capital project is:

Engineering costs	\$ 7,975 (plus GST)
Construction value	\$636,162 (plus GST)
Contingency @ 10%	\$ 63,616 (plus GST)
Total	\$707,753 (plus GST)

Staff have explored several alternatives in order to reduce the financial implications of this project. Alternatives have been analyzed with input from our consulting engineer and from the Sechelt Fire Department.

Action must be taken to address building fire protection if the facility is to remain in operation.

Option 1: Award & Proceed - Recommended

Proceed with project as tendered at a construction contract cost of \$636,162 plus a 10% project contingency of \$63,616 for a total construction cost of up to \$699,778 plus GST. The entire sprinkler system will be replaced later this summer as part of annual maintenance shutdown.

Option 2: Install Additional Fire Protection Equipment & Phase Sprinkler Replacement

Proceed with the project in three phases over a three-year period beginning in 2021. This would require a temporary linear heat detection system to be installed.

In addition to costs below, this option could require an additional facility shutdown and is anticipated to raise insurance costs until the new sprinkler system is complete.

The following proposed phased approach and cost estimates were provided by the consulting engineer:

Phase One (2021)

- Replace sprinkler piping in mechanical, electrical and chemical rooms duplicated with the existing sprinkler piping remaining. Estimated Cost \$20,000.
- Installation of new fire alarm system and temporary linear heat detection system on the existing sprinkler piping in the pool area, change rooms, community room, fitness room, lobby and office spaces. Estimated Cost \$100,000. Staff estimate up to an additional \$30,000 for a rope access contractor to install heat detection cables over the pool areas, this is based from costs for a recently tendered similar project.

Phase one estimated total cost \$150,000 plus GST.

Phase Two (2022)

- Replace sprinkler piping in pool area and connect to new sprinkler installed in phase one. Estimated Cost \$63,000. This portion of the project would require scaffolding to access sprinkler piping at an estimated additional cost of \$100,000.
- Remove temporary linear heat detection system from pool area. Estimated Cost \$5,500.

Phase two estimated total cost \$168,500 plus GST.

Phase Three (2023)

- Replace sprinkler piping in remaining areas of facility. Estimated Cost \$64,000
- Remove temporary linear heat detection system in remaining areas of facility. Estimated Cost \$5,500

Phase three estimated total cost \$69,500 plus GST.

Estimated complete phased project cost is \$388,000 plus 30% project contingency of \$116,400 for a total of \$504,400 plus GST.

Current market conditions and construction inflation reduce staff's confidence level in this estimate. Based on bid response, a 3-year project cost of up to \$750,000 might be reasonable.

Timeline for next steps or estimated completion date

If Option 1 is directed, the contract award will be made. Estimated completion date is September 24, 2021 which aligns with 2021 Sechelt Aquatic Center Annual Maintenance closure plan.

Other options would require new tendering processes to be conducted, and are anticipated to result in a change or extension to shutdown dates. In all cases, staff strive to schedule work to not interfere/minimize interference with programming.

Communications Strategy

Project decisions/facility implications will be communicated to patrons, user groups and staff.

STRATEGIC PLAN AND RELATED POLICIES

N/A - operational

CONCLUSION

The SCRD received one proposal for RFP Request for Proposal 2161304 Reconstruction Pool Facility Fire Sprinkler System.

Staff recommend proceeding with Option 1 and award of the contract to Strategic Mechanical with incremental funding from an increased MFA Equipment Financing Program loan.

Reviewed by:			
Manager	X - K. Robinson	CFO/Finance	X – T. Perreault
GM	X – I. Hall	Legislative	
CAO	X – D. McKinley	Purchasing	X – V.Cropp

Option 3: Install Additional Fire Protection Equipment & Delay Sprinkler Replacement

Proceed with installation of temporary linear heat detection system in 2021 and sprinkler replacement project to 2022, with a retendering process.

This option is acceptable to Sechelt Fire Department and is the lowest-cost/most-practical way for the facility to remain open during phased sprinkler work. The period of increased insurance costs would be extended.

The estimated cost to install a new fire alarm system with temporary linear heat detection for all areas of the facility is \$130,000.

While this approach has the potential to attract additional bidders and possibly result in better overall project value, bids would need to come in substantially lower than the current bid in order to offset the cost of installing the new fire alarm system with temporary heat detection.

This option would involve creating a new project. The question of funding for a future sprinkler system replacement would remain.

Financial Implications

Total project cost exceeds approved funding for this project. In order to proceed with Option 1 an additional \$527,553 is required.

Having consider any and all funding approaches, staff recommend that additional funding of up to \$527,553 be borrowed through the Municipal Finance Authority Equipment Financing Program under section 403(1)(a) of the Local Government Act (Liabilities Under Agreement) to fund the Fire Sprinkler System Repair or Replacement. Considerations include the impacts from the 2021 reduction of \$500,000 to the capital renewal fund for the Recreation Facilities, deferral of projects to fund prior overages and upcoming funding needs for critical infrastructure.

The initial project was funded through \$5,200 of taxation and \$175,000 through short term debt in the 2021-2025 Financial Plan. Based on the revised scope and project cost of \$707,753 the estimated debt repayment and taxation implications are as follows:

	2021	2022	2023	2024	2025	2026
Original Project Debt Payment	\$26,860	\$35,806	\$35,806	\$35,806	\$35,806	\$8,930
Increase in Debt Repayment	\$9,124	\$108,128	\$108,128	\$108,128	\$108,128	\$99,030
Total Estimated Debt Payment	\$35,984	\$143,934	\$143,934	\$143,934	\$143,934	\$107,960
Taxation Required*		\$153,058	\$143,934	\$143,934	\$143,934	\$107,960

**2021 taxation shortfall for increase to debt repayment will be recovered in 2022.*

This option has a taxation implication at approximately \$0.68 (2021)-\$2.74 (2022) per \$100,000 of taxation and doesn't further reduce operational and capital reserves.