

# Salt Spring Island Fire Protection District (SSIFPD)

## Staff Report

**Date:** April 12, 2024  
**Subject:** New Fire Hall Project Status Update for March 31, 2024  
**To:** Board of Trustees  
**From:** Rodney Dieleman, CAO

**Issue:** New Fire Hall Project Status Update for March 31, 2024

**Background:**

The Project Steering Committee provides oversight and guidance to the project consultants regarding project specifications, business requirements and ensure the building costs and size to not exceed financial constraints. The Project Steering Committee ensures that the final building meets the needs of the community. The Committee reports to the Board of Trustees each month and publishes a project update on the Salt Spring Fire Rescue website.

The project's current financial estimate is \$12.5 million, fully funded, with no increases to taxes or the Fire Rescue Service budget for the new fire hall construction and financing.

**Project Summary Budget and Expenditures:**

	<b>Budget</b>	<b>Expenditures</b>
Professional Fees: (contracted)	\$ 1,571,002	\$699,100
Construction Financing: (estimated)	\$ 811,700	\$0.00
Construction Cost: (estimated)	\$ 8,708,226	\$0.00
Project Cost: (estimated)	<b>\$ 11,090,928</b>	<b>\$699,100</b>
Project Contingency (12.7%)	\$ 1,409,072	\$0.00
<b>Total Projected Project Cost</b>	<b>\$ 12,500,000</b>	<b>\$0.00</b>
Reserve Capital Funds	\$ 1,800,000	\$699,100
Grant	\$ 1,000,000	\$0.00
Long Term Financing	\$ 9,700,000	\$0.00
<b>Total Project Financing</b>	<b>\$ 12,500,000</b>	<b>\$699,100</b>

On March 31, 2024 expenditures totaling \$699,100.00 have been allocated to building design, civil design, site survey, geotechnical investigations, and associated electrical, structural, and mechanical designs.

The project is now fully designed, and the final drawings have been submitted to the Islands Trust and CRD for the building permit. The building permit process is expected to take 6 to 8 weeks. A comprehensive package of sealed drawings, covering architectural, structural, mechanical, and electrical aspects, along with specifications and schedules, was received. This package was submitted to the CRD building inspector on April 3, 2024.

Following a request from the president of the Salt Spring Construction Association, an informational meeting was held on March 21, 2024 for local contractors interested in participating in the fire hall project. Questions were address by Mr. Hans Hazenboom, the Owners Representative.

The first and largest contract for over \$1.2 million dollars on the project has been tendered and awarded to a local contractor. The contract is for the civil works on the site which includes site leveling, drainage, sewer, water, and electrical conduits, parking lots and overburden removal. This is huge benefit to the local economy and reduces risk for the Fire District by working with local contractors who are not obligated by ferry schedules and are familiar with the site conditions. Work begins as soon as the Ministry of Transportation and Infrastructure approves driveway permits. The highway access permit was applied for on March 21, 2024.

Building Drawings were released for tender on March 18, 2024, with the closing date initially set for April 18, 2024. An extension may be granted upon request from proponents. Construction Manager MKM Projects Ltd. is responsible for the project tendering and contracting. Please contact MKM Projects Ltd. if you have any questions regarding the tending for this project.

A permit for CRD sewer connection has been successfully applied for and granted. Drawings for the sewer line extension have been submitted to the local CRD office. Although there were initial design and CRD requirements discussions, these have been resolved. The drawings have been reviewed by CRD engineers and approved.

The Salt Spring Island Fire Protection District acknowledges the engineers and professionals at the CRD, the Islands Trust, the Ministry of Transportation and Infrastructure, and BC Hydro for their dedication to public safety and adherence to local bylaws. The building permit process can be slow but it is necessary for the best possible outcomes and public safety. Work can begin on the building structure once the building permit is issued.

The Committee encourages the public to attend or monitor monthly Board of Trustee meetings where questions may be asked directly of the Board of Trustees, the CAO and the Fire Chief regarding this project or any operational matters. This is the best method to obtain accurate project information rather than relying on speculations posted to social media.

**Risks:**

A review of the risk register by the project steering committee revealed that many of the design risks have been mitigated but many risks remain at this stage of the project. They have not changed:

- Increasing financing costs. Increases to rates has slowed and are holding for the past couple months.
- Inflation on wages and materials at 4%+
- Product delivery delays and product shortages
- Wet Weather
- Delays in the construction schedule due to unforeseen events.

**Recommendation:**

It is recommended that the Salt Spring Island Fire Protection District Board of Trustees accept this report as information.