



CITY OF COLWOOD

*Municipal Complex
Feasibility Study*



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Municipal Complex Feasibility Study

COUNCIL WORKSHOP, JUNE 14, 2023

AGENDA:

- Feasibility Study Process
- Challenges and Opportunities of the site
- Proposed Master Plan for the overall site
- The Public Works Building



Feasibility Study Process

OCTOBER
2021

MID OCTOBER - MID NOVEMBER
2021

MID NOVEMBER
- MID DECEMBER
2021

JANUARY 2022

FEBRUARY-APRIL 2022

PHASE 1

PHASE 2

UNDERSTAND THE CURRENT STATE, CONTEMPLATE THE IDEAL

DEFINE THE FUTURE STATE

Start-Up & Project Planning

Identify Decision Maker(s), Engagement Process

Current State Analysis

Operations Site Walk-Through

Desktop studies

Existing Site/Building/Program Overview Analysis

Strategic Visioning

Workshop 1
Project Vision & Planning Objectives(Virtual)

Deliverable: Current State/Project Vision Summary

Future State

Interviews with Department Representatives

Develop Future State Program for Departments

Deliverable: Future State Program

Approve Future State Program

Preliminary Blocking Options

Develop 3 Future Accommodation Concept Blocking Options

Workshop 2
Gaming (Virtual): Functional Concept Site Blocking Options

Finalize Preferred Future Accommodation Concept Option

Budgeting & Final Report

Finalize Master Plan & Develop Phasing Concepts

Develop Class D Cost Estimates

Presentation to Council - May 2nd

Deliverable: Final Facility Feasibility Report - May 10th



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Challenges and Opportunities



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Challenges



Challenges

Addressing the issues of legacy buildings, infrastructure and temporary buildings with components that have reached their end of life or are not facilitating current and future operations.



LEGACY/TEMPORARY FACILITIES

- Aging buildings with limited staff support spaces such as meeting space, and not appropriately sized lunch or break areas, locker/changing facilities
- Use of temporary trailers to accommodate growth in Public Works administrative and associated support spaces

OPERATIONS

- Public works administration staff and support spaces are spread across several buildings in the yard
- Public works storage is spread throughout the yard in a mix of enclosed, covered and uncovered accommodations
- Lack of adequate maintenance bay/workshop space to meet current needs

SITE INFRASTRUCTURE

Site is currently on septic

**WISHART
ELEMENTARY
SCHOOL**

Challenges

Addressing the issues of legacy buildings, infrastructure and temporary buildings with components that have reached their end of life or are not facilitating current and future operations.

Addressing site circulation and congestion concerns, including safety on site and access to the functional areas from the surrounding roads.



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TRAFFIC & WAYFINDING

- Single access road, serving staff, public, fleet and school circulation that dead-ends: Tipton Ave
- Public circulate through the main operational portion of the public works yard to access the branch drop-off area

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Site is currently on septic

WISHART ELEMENTARY SCHOOL

PUBLIC WORKS YARD

CITY HALL

Challenges

Addressing the issues of legacy buildings, infrastructure and temporary buildings with components that have reached their end of life or are not facilitating current and future operations.

Addressing site circulation and congestion concerns, including safety on site and access to the functional areas from the surrounding roads.

Considering the impact of increased operational activity on neighbours (ex: sightlines, odour, traffic)



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NEIGHBOURS

- Wishart Elementary School to the south
- Single family Residential to the north, east and west
- Undeveloped area to the north-west

SITE INFRASTRUCTURE

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PUBLIC WORKS YARD

CITY HALL

WISHART ELEMENTARY SCHOOL

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Opportunities



Opportunities

Consolidate public works functions currently dispersed in temporary and legacy structures into a purpose-built facility

**PUBLIC
WORKS YARD**

CITY HALL

SUPPORT CRITICAL FUNCTIONS & ADJACENCIES

Right-size functional components to meet current and future operational needs

Identify synergies, consolidate like-functions and share resources across working groups to streamline work flows

Maximize the capacity of the site through vertical solutions

Provide efficient, covered storage solutions to protect materials and equipment



Opportunities

Consolidate public works functions currently dispersed in temporary and legacy structures into a purpose-built facility

—

Provide modernized facilities to best support the City of Colwood's evolving needs

—



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MODERN FACILITIES

Promote Health & Wellness

Improve staff support spaces such as meeting rooms, lunchrooms, locker/changing facilities, drying rooms, mudrooms, fitness areas and relaxation spaces.

Incorporate inclusive design, including gender inclusivity and accessible design

Opportunities

Consolidate public works functions currently dispersed in temporary and legacy structures into a purpose-built facility

Provide modernized facilities to best support the City of Colwood's evolving needs

Improve site circulation and access for greater efficiency and safety

Expand functional components in the northern and eastern sections of the site which are underutilized



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TRAFFIC & WAYFINDING

Provide distinct Public Works circulation to separate industrial flow from general staff and public flow

Opportunities

Consolidate public works functions currently dispersed in temporary and legacy structures into a purpose-built facility

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Provide modernized facilities to best support the City of Colwood's evolving needs

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Improve site circulation and access for greater efficiency and safety

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Expand functional components in the northern and eastern sections of the site which are underutilized

—

Enhance public engagement with the site, further encouraging community partnerships

—

COMMUNITY PARTNERSHIPS

Community Garden

Park-like setting

SUPPORT CRITICAL FUNCTIONS & ADJACENCIES

Right-size functional components to meet current and future operational needs

Identify synergies, consolidate like-functions and share resources across working groups to streamline work flow and reduce space footprint.

Maximize the capacity of the site through vertical solutions

Provide efficient, covered storage solutions to protect materials and equipment

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Master Plan



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Overall Layout

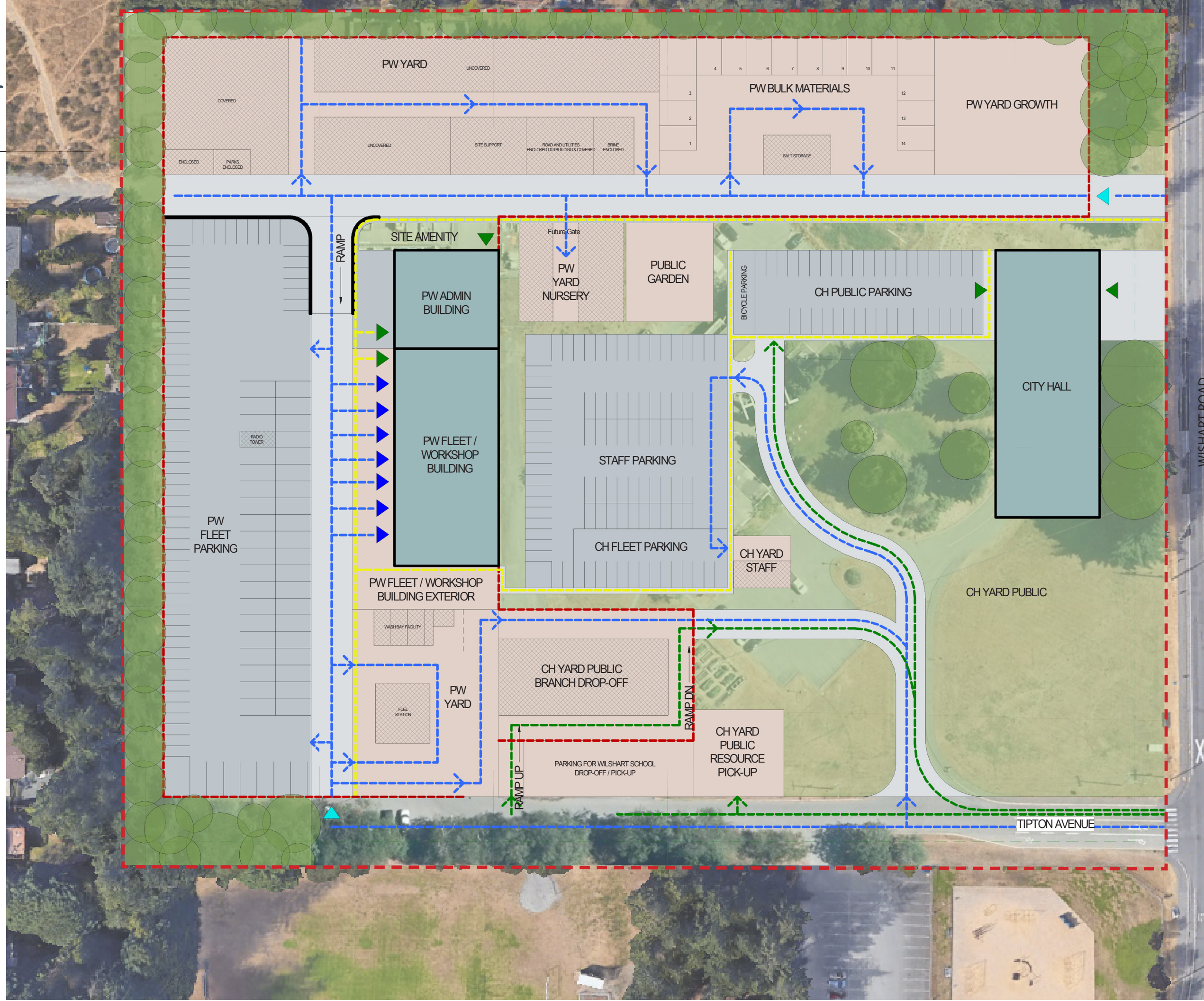
New access road separating Public Works vehicle circulation from City Hall and public

Consolidated modern building for Public Works administration and operations

Growth space beyond 30 year horizon for Public Works

Can be phased to allow for continual operations as well as funding priorities

Maintains the park like setting for public use and enhances public use components, such as Branch Drop-off, Resource pick-up and community garden





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Public Works Building



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Public Works Building

Phase I Core Work:

Construct new Public Works Building and associated servicing.

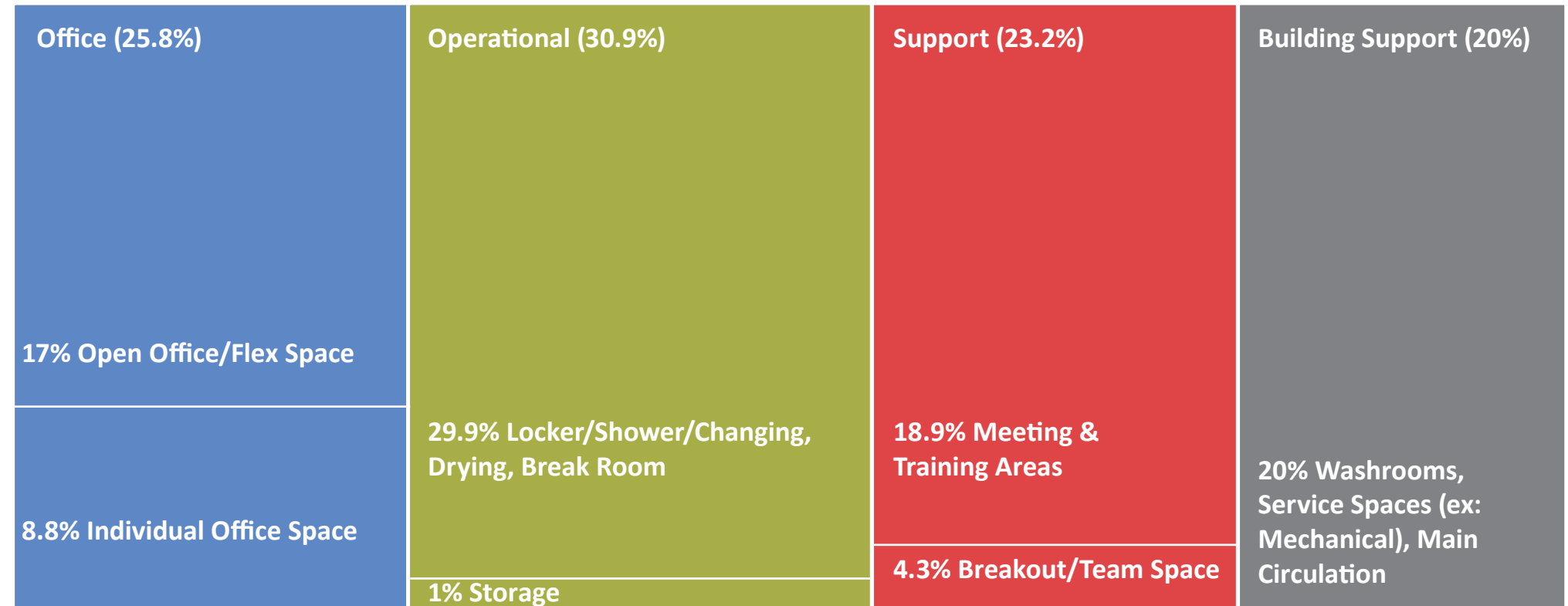
Construct new north access road and ramp.

Clear additional areas for next phase



Public Works Building

Space Breakdown: 30 Year Growth Projection Building - 973sqm gross area



Key Features:

Proposed in Phase 1 to replace the temporary facilities/trailers that staff are currently operating from

Building area based on 30 year need projection: 973sqm. Anticipated that growth area in building would be used to accommodate other City Departments until space is needed by Public Works.

2 storey structure, with key operations spaces on the ground floor (ex: locker/changing areas) and administrative support spaces on the 2nd floor (offices and workstations)

Post Disaster Structure: a community hub built to withstand natural disasters and serve as an EOC support.

Net Zero ready construction, focussed on sustainability and demonstrating climate leadership

Estimated Construction Cost: \$8,857,453.31 (2024)

Office: (sized for 30yr growth)

- Individual dedicated offices
- Dedicated workstations
- Shared workstations
- Lobby/reception
- Copy/Print room

Operational: (sized for 30yr growth)

- Locker Room (Gear/PPE)
- Shower/Changing Rooms
- Mudroom
- Drying Room
- Laundry Room
- Coverall Lockers
- Multipurpose Lunch Room
- First Aid Room
- Work Order Pick-up
- Secure File Storage

Support:

- Emergency Operations Centre & Storage Room
- Meeting Rooms (2)
- Flex Space: Community Use/ Briefing Room
- Phone/Focus Room
- Informal Meeting Area
- Wellness Room

Building Support:

- Washrooms
- Bldg Service Spaces (Mechanical, Electrical, Communications, Sprinkler/Water Entry)
- Main Circulation

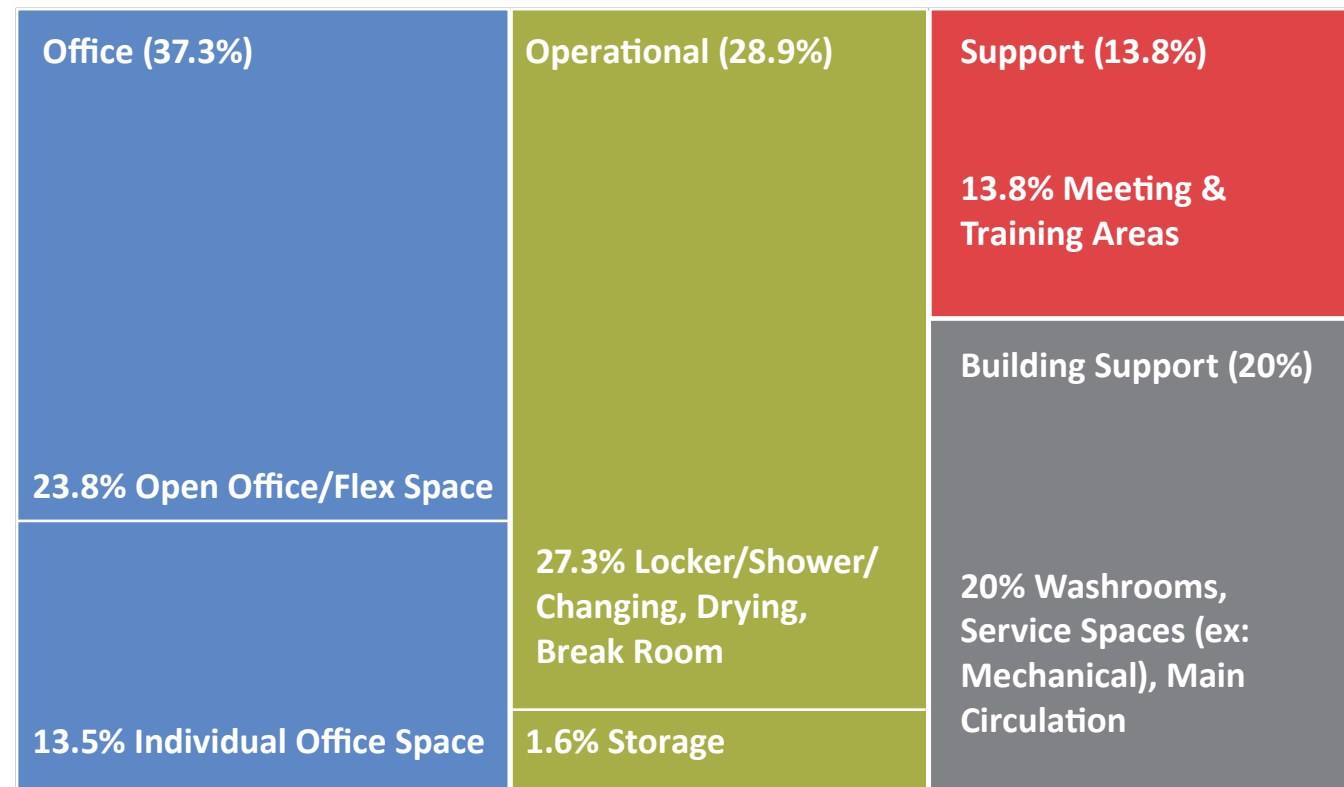


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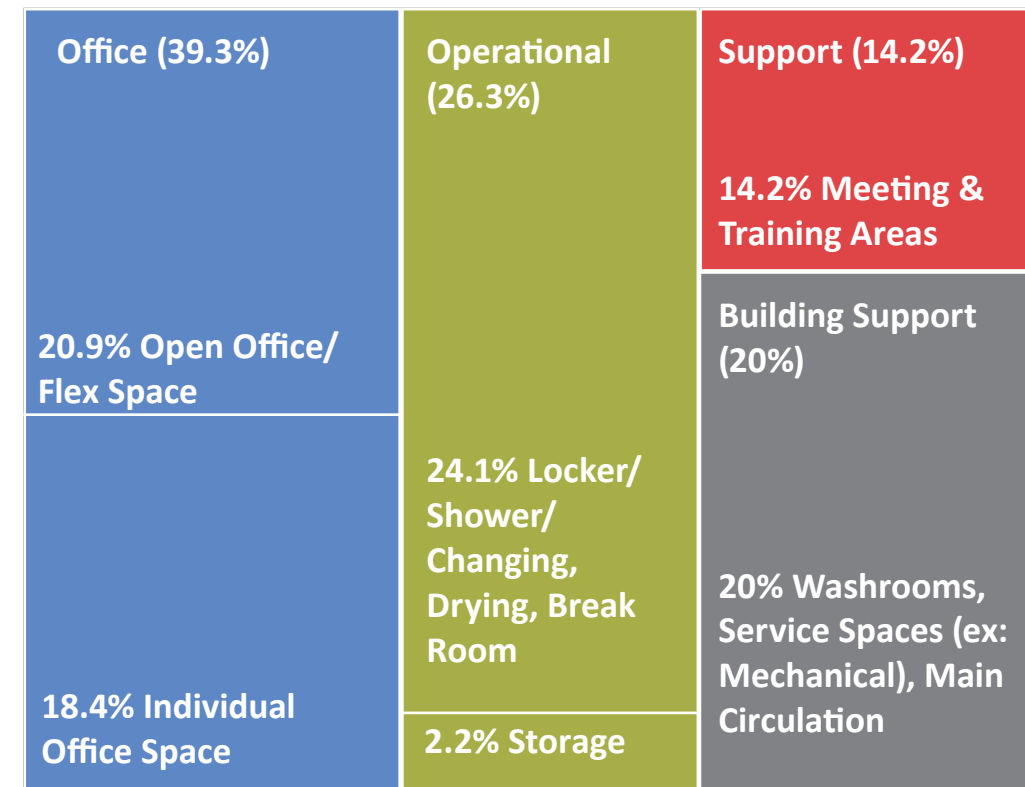
Discussion

Public Works Building

Space Breakdown: 10 Year Growth Projection Building - 636.1 sqm gross area



Space Breakdown: Current Needs Building - 467.2 sqm gross area



Growth from 10yr to 30yr not included in:

- Workstations
- Lockers/Changing/Showers
- Drying Room
- Multipurpose Lunch Room

Areas not included:

- Mudroom
- Laundry Room
- Flex Space: Community Use/Briefing Room
- Phone/Focus Room
- Informal Meeting Area
- Wellness Room
- EOC Storage

Areas not included:

- Growth in workstations, offices, locker/changing/showers, drying, multipurpose lunch room
- Mudroom
- Laundry Room
- Coverall Lockers
- Lobby/Reception
- Flex Space: Community Use/Briefing Room
- Phone/Focus Room
- Informal Meeting Area
- Wellness Room
- Meeting Room (only 1 allowed for)
- EOC Storage

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Site Prep

Early Site Works:

Clearing areas to make ready for new access road and Public Works Building



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Phase 1

Core Work:

Construct new Public Works Building and associated servicing.

Construct new north access road and ramp.

Clear additional area for next phase

Optional Work:

Relocate existing Branch Drop-off to new location outside of the Public Works Yard boundary

Construct Community Resource Pick-up adjacent to new Branch Drop-off location.

Relocate existing Community Garden to final location north of City Hall.



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Phase 2

Core Work:

Remove existing temporary trailer administration buildings at south end of site.

Construct yard areas at north of site

Construct interim Public Works staff parking lot at north-east of site.

Clear fleet parking and material laydown south of new Public Works Building to make ready for next phase.

Fleet Parking to be temporarily accomodated at south and north end of site.



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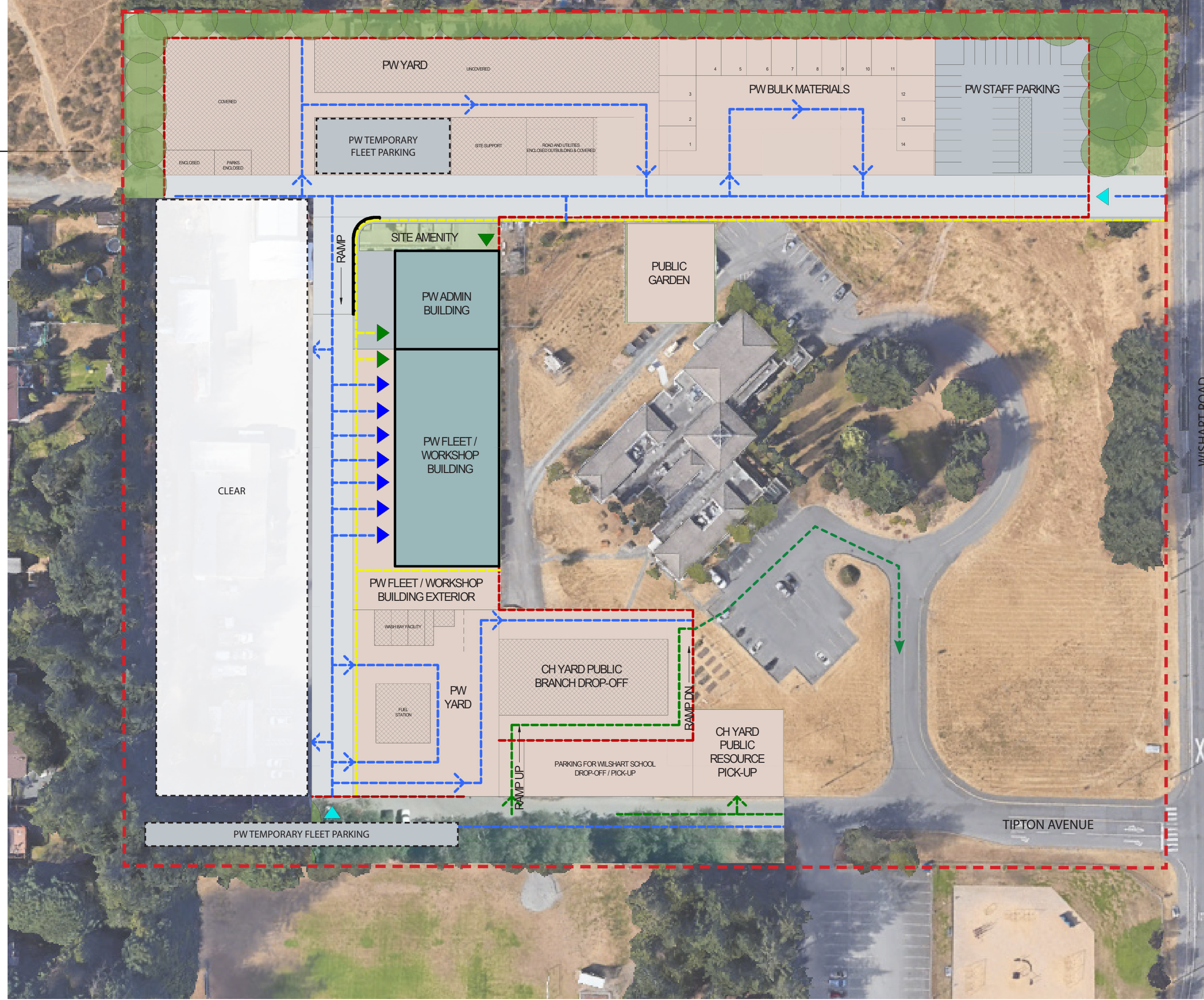
Phase 3

Core Work:

Construct new Fleet Maintenance Workshop building and associated exterior spaces

Construct new washbay facility and yard circulation south of new Fleet Maintenance Workshop building.

When new construction complete, demolish existing fleet/workshop building to make ready for next phase. Clear additional areas on west of site in readiness for fleet parking build out.



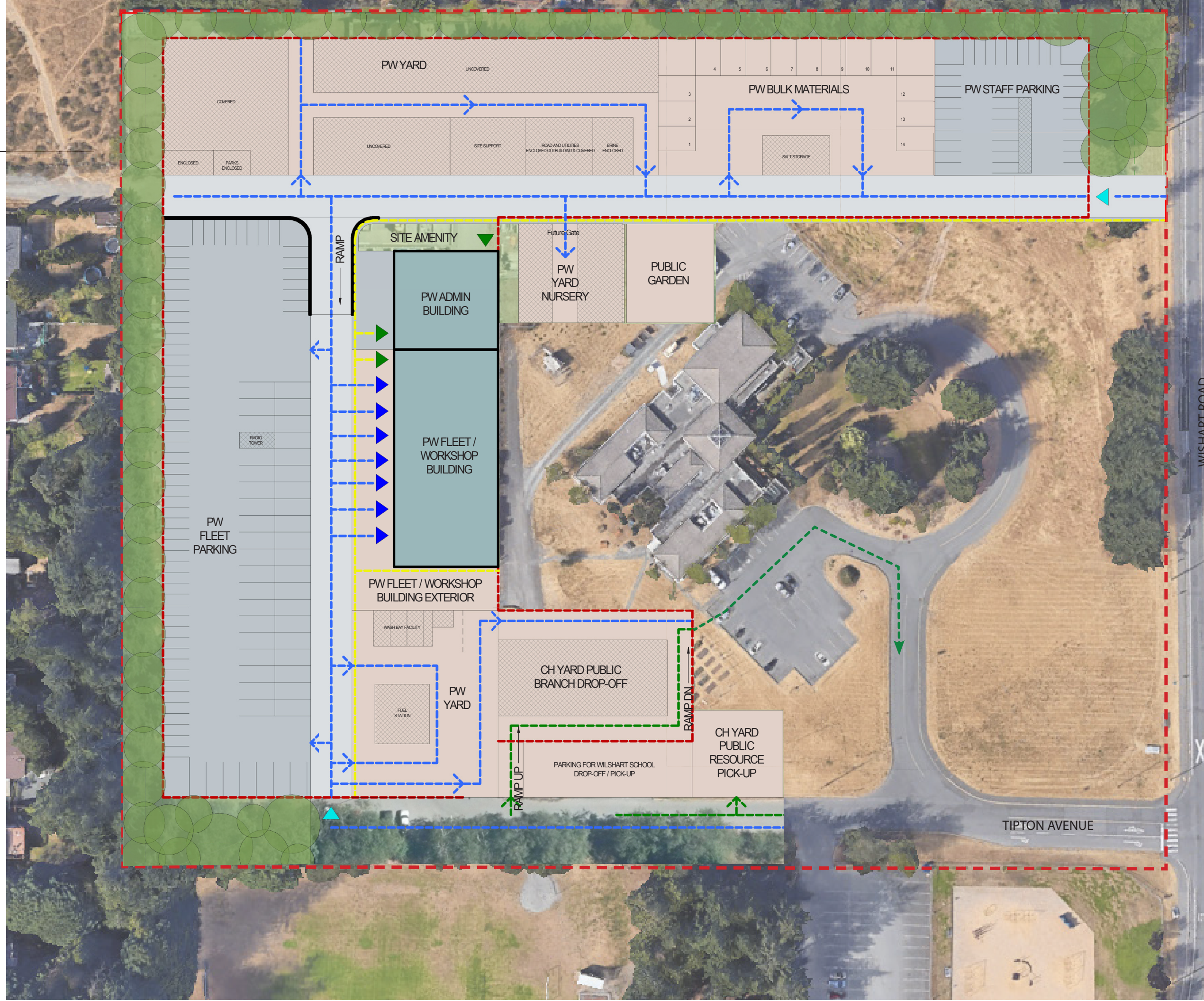
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Phase 4

Core Work:

Construct new Nursery facility

Construct new fleet vehicle surface parking lot and relocate fleet vehicles from temporary parking locations as area becomes available.



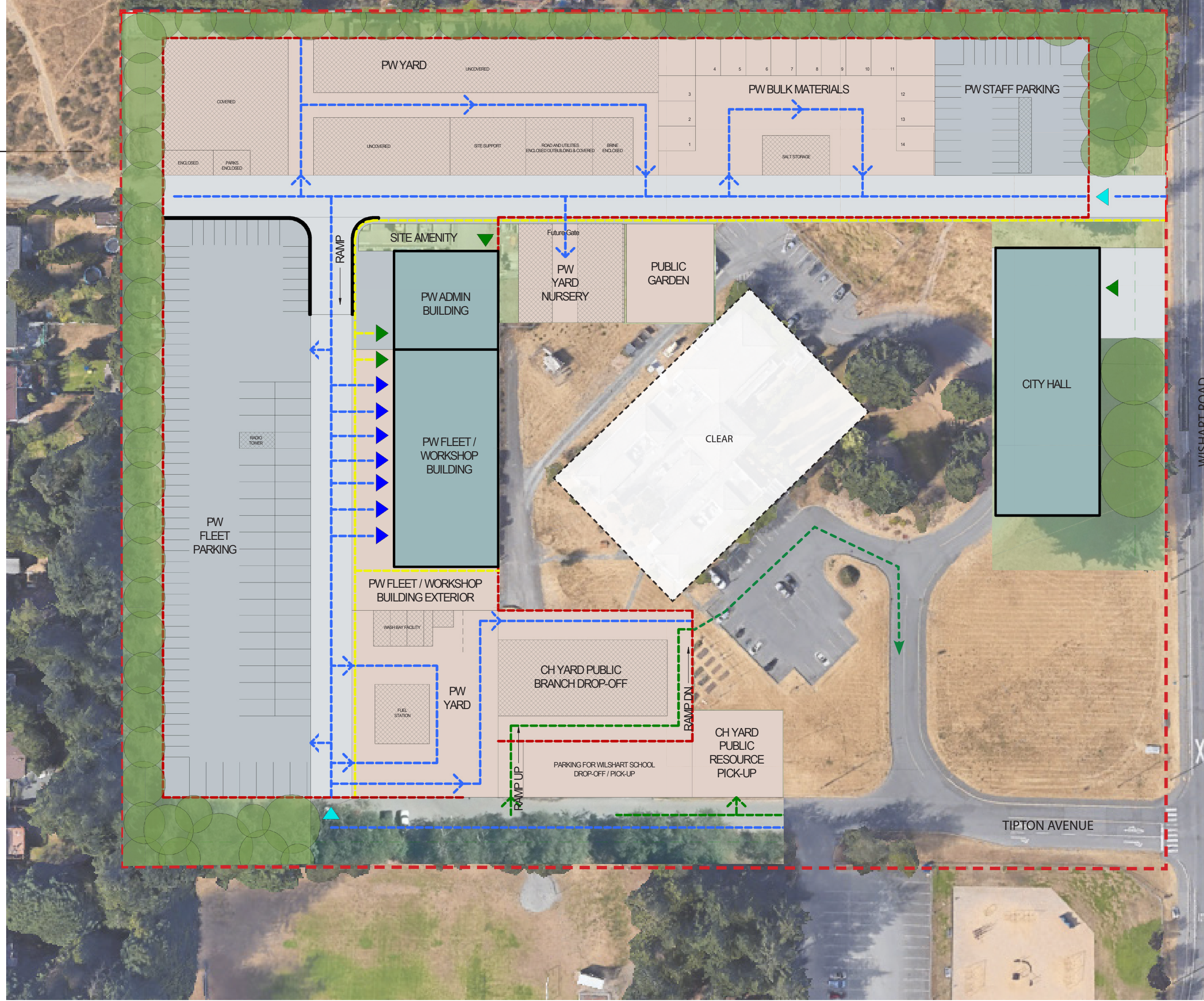
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Phase 5

Core Work:

Construct new City Hall Building.

Once new City Hall is complete, demolish existing City Hall Building and make ready for next phase.



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Phase 6

Core Work:

Construct new surface parking lots for staff and public.

Revise secure line of Public Works Yard to convert interim Public Works staff parking into growth yard space.

