

# Memo



Date: April 13, 2011  
File: 0500-41  
To: City Manager  
From: Building Services Manager  
Subject: Staff Relocation Resulting from Fire at the City Park Pavilion Building

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## Recommendation:

THAT Council receives the report from the Building Services Manager dated April 13, 2011 regarding the staff relocation resulting from the fire at the City Park Pavilion Building.

AND FURTHER THAT the 2011 Financial Plan be amended to fund the relocation costs of \$140,000 for staff from the Insurance Deductible Reserve.

## Purpose:

The approval of the budget amendment to accommodate the most beneficial and lowest cost option for accommodating City staff displaced due the fire at the City Park Pavilion Building.

## Background:

A fire causing extensive damage to the City Park Pavilion building occurred on March 6, 2011. Fifteen staff have been displaced by the fire and are currently working within City Hall utilizing free workstations and meeting rooms. This short-term emergency accommodation in City Hall has kept the Design & Construction department functional while a longer term solution could be found.

After analyzing a variety of accommodation options the most beneficial and lowest cost solution is to relocate the Design & Construction department to the City-owned Bruckal Building. This building will remain part of the City inventory for the next 3-5 years and the second floor is currently unoccupied.

Other intended uses for the Bruckal building include swing space to accommodate a City Hall 3<sup>rd</sup> floor renovation which would provide enough capacity to move Design & Construction back to City Hall. Although unknown at this time, there is the expectation, some of these costs will be recovered from the fire insurance settlement pertaining to the "extra expense" coverage.

Timing of the move will depend on the availability of a contractor to bring the hard wired fiber connection into the Bruckal Building. Current estimates show the timing to be 8-9 weeks.

**Financial/Budgetary Considerations:**

Fit up costs to support the relocation include installing a hard wired fiber connection to the building to support large data transfer requirements (\$85,000), furniture (\$32,000) and maintenance (\$23,000 painting, lighting and cleaning).


**Internal Circulation:**

Manager, Risk Management,  
Manager, Information Services  
Director, Corporate Services

**Considerations not applicable to this report:**

Legal/Statutory Authority:  
Legal/Statutory Procedural Requirements:  
Existing Policy:  
Financial/Budgetary Considerations:  
Personnel Implications:  
External Agency/Public Comments:  
Community & Media Relations Comments:  
Alternate Recommendation:

Submitted by:

  
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M. Johansen, Manager, Building Services

Approved for inclusion:



Doug Gilchrist, Director, Real Estate & Building Services

cc: Director, Corporate Services  
Director, Financial Services  
Director, Infrastructure Planning  
Manager, Risk Management  
Manager, Information Services  
Director, Design & Construction Services  
General Manager, Community Services  
General Manager, Corporate Sustainability