



## CITY OF VANCOUVER

### ADMINISTRATIVE REPORT

Date: March 7, 2006  
Author: Clyde Hosein  
Phone No.: 7616  
RTS No.: 5746  
VanRIMS No.: 03-1000-11  
Meeting Date: March 21, 2006

TO: Vancouver City Council

FROM: The Director of Facilities Design and Management in consultation with the Chief Constable, Vancouver Police Department

SUBJECT: VPD's Forensic Storage and Force Options Training Facilities: Award of Consulting Contract

#### RECOMMENDATION

THAT Council approve the appointment of DGBK Architects as architects for Vancouver Police Department's Forensic Storage Facility and Force Options Training Centre at a fee of up to 5.55 percent of construction cost to be undertaken in phases for report back on the Training Centre as set out herein; said fees to be in accordance with Architectural Institute of British Columbia (AIBC) fee scale; and agreement satisfactory to the Director of Legal Services;

FURTHER THAT the above architects be authorized to retain structural, mechanical, electrical and landscape consultants satisfactory to the Director of Facilities Design and Management based on fees set by the Association of Professional Engineers of British Columbia; source of funding to be (i) the existing Capital Budget (for the Police Training Facility) and (ii) the 2006 Capital Budget, in advance (for the Forensic Storage Facility).

#### CHIEF CONSTABLE AND GENERAL MANAGER'S COMMENTS

The Chief Constable and General Manager of Corporate Services RECOMMEND approval of the foregoing.

## COUNCIL POLICY

Consulting services above \$30,000 in value are awarded by Council.

## PURPOSE

The purpose of this report is to seek Council's approval to award the contract for consulting services for the design of VPD's Forensic Storage Building and Force Options Training Facility to DGBK Architects in association with Rebanks Pepper Littlewood Boyd Architects, for report back on the Force Options Training Facility.

## BACKGROUND

Force Options Training Facility:

Prior to the development of the 2003-2005 Capital Plan, VPD completed a major review of its long term operational strategy and facility requirements. This review identified several facilities priorities of VPD. The highest priority flowing from the review was an upgrade to its officer training facilities.

VPD currently conducts firearms training at an open private range located in Port Coquitlam. Classroom training is carried out in its downtown offices. This range does not comply with the Provincial Firearms Act and has been given a temporary extension by the Attorney General on the understanding that VPD would construct a new facility within a short time. Currently VPD is on a month-to-month contract at this site. The current range facility does not meet VPD's training needs and its location does not allow police officers to attend routinely to practise. In light of the travel time VPD's members are unable to practice regularly, increasing the number of officers that fail "Cold Qualify" to Provincial Standards.

It currently takes approximately one hour each way to travel to the range and, as this travel time is "on duty", it is estimated that the new range will allow more efficient deployment of sworn staff each year. It is also anticipated that the province will soon mandate qualifications twice a year. This requirement, if adopted, will double the amount of travel time. The time saved by the downtown range will be utilized for further necessary training and/or classroom training on the designated qualifying days.

In 2001 an Officer Safety Training Centre Steering Committee comprising representatives from the City, VPD, Royal Canadian Mounted Police (RCMP), and Police Services was created to assess opportunities and benefits arising from a joint-use facility.

Subsequently, in 2003 the City entered into a Letter of Understanding with the RCMP, VPD and Police Services to assess site and location options, develop funding principles, governance options and common standards for firearms, and to prepare a business plan for consideration by the respective governing bodies for a regional joint-use facility.

The 2003-2005 Capital Plan included funding of \$9.0 million toward the training facility cost, subject to finalization of a business plan for a joint facility.

In 2005, DGBK Architects, in association with Rebanks Pepper Littlewood Boyd Architects, were selected from an open proposal call to prepare a report on potential sites, a preliminary functional program and preliminary cost estimates for a Lower Mainland Force Options Training Centre. This preliminary work is now complete.

Over a period of 18 months staff from the RCMP and City examined various needs for a joint-use facility. Initially the discussions focussed on a jointly managed facility that would meet firearms and tactical training needs of both departments and provided capacity to accommodate other local police forces, provincial corrections and sheriff staff and the private sector, with the City providing financing for the facility. However, these arrangements did not work for the RCMP and the City agreed to take on an ownership and management role in the facility with the RCMP being a preferred user with costs based on the same formula as applied to the Vancouver Police Department.

In October 2005, the City presented a facility design and pricing proposal to the RCMP. However, by January 2006, the City and VPD were advised by the RCMP that they could not proceed with the joint facility proposal due to budgetary concerns. The RCMP have chosen to meet their firearms training requirements at a facility to be developed in Chilliwack.

As a result of this notification, staff scaled the joint program to meet the long term requirements of VPD. The proposed facility includes 25-meter and 50-meter ranges, control tactics room, simulators, classrooms and administration space, totalling approximately 45,000 SF (see Appendix "A"). Space has also been provided for use by other agencies (Independent Municipal Forces, Sheriffs, Bailiffs, Custom Inspectors, Transit Police and Armoured Car Guards) on a pay as you go basis.

In 2004, the Property Endowment Fund purchased a 4.79 acre industrial site at Glen Drive at 5th Avenue for \$4.5 million. This site has since been determined to be a good location and within close proximity of VPD's offices for the Training Centre. The Training Centre will occupy approximately 50 percent of this site and land costs will be included in the project budget.

The 2006-2008 Capital Plan submissions included a request from VPD for \$11.5 million to supplement the existing funding (\$9.0 million) allocated in the 2003-2005 Capital Plan for a VPD Force Options Training Centre. The Capital Plan Staff Review Group recommended that in light of discussions which were underway at the time with the RCMP for a shared facility, and although there was a demonstrated need for the facility, that a business plan be developed and reported to Council at a future date, with an alternative source of funding.

In order to prepare the business plan it is necessary to prepare schematic designs and finalize the layout in concert with the Forensic Storage Facility (see below). Thus, it is being recommended that DGBK Architects be retained prepare the necessary preliminary designs and cost estimates necessary for the business plan. This will also allow the Forensic Storage Facility to proceed in a timely manner.

### Forensic Storage Facility:

VPD's storage facilities include storage for forensic identification, forensic video, computer crime, crime laboratories, police stores and document storage. VPD's Property Office currently occupies approximately 26,000 square feet in five locations. The office received 41,000 items for storage in 2003 and is experiencing an 18 percent growth annually. Recent advances in the area of DNA are expected to increase storage demands. A 2002 internal study concluded that the Property Office was substandard with respect to space, fire protection, security, movement of items and building access. As well, the storage facilities are not post-disaster ready.

The 2006-2008 Capital Plan includes \$17.0 million to construct replacement storage facilities totalling approximately 83,000 square feet for property, evidence and information storage and for investigation of impounded vehicles.

VPD's storage and laboratories requirements are as follows:

#### 1. Evidence

- Storage vaults for valuables, drugs, alcohol and weapons with specialized storage equipment and controlled access and monitoring;
- Climatically controlled DNA freezers and cooling vaults with controlled access climate monitoring alarms;
- A forensic drying locker room with processing area and equipment for processing and handling of wet evidence;
- An overnight property drop-off room with security lockers;
- Exhibit processing area;
- Secured access public counter for intake or release of property;
- Forensic testing bays for 20 vehicles;
- DNA bays equipped with sterilization equipment;
- Vehicle lockers for major crime vehicles; and
- Additional storage for 30 vehicles awaiting release.

#### 2. Property Office

The Property Office is responsible for receiving, storing and safekeeping of all found and seized property and evidence as well as the release to owners after VPD's processes are completed. Requirements are mandated by legislation and VPD procedures.

Types of items include cash and valuables, drugs, weapons, DNA, Biohazard and chemical hazard, explosives, depreciable exhibits, vehicles and sensitive electronics; some items must be separately stored for reasons of hazard, controlled access, safety or continuity for court purposes.

#### 3. Forensic Laboratories

Forensic laboratories to be located in close proximity to the evidence storage facility. VPD's forensic laboratories include Firearms/Toolmark, Photographic, Power, Biochemical, Light and Vehicle Labs, Office and analysis areas.

#### 4. Stores Office

A centralized Stores Office for the procurement, storage and issuing of all VPD's uniforms, equipment, office supplies, etc.

#### 5. File Management

File storage requirements for file and archive files management and storage.

The Capital Plan Financial Planning Group recommended that the project be phased with the first phase comprising the Property and Evidence Storage and Information Management, totalling approximately 83,000 square feet. The second phase comprising the forensic laboratories, totalling approximately 48,000 square feet, currently located in 312 Main Street, will be considered in future Capital Plans. The labs must be co-located with the evidence storage in light of the constant interaction between the two departments. In the interim a suitable delivery system will be implemented to ensure proper chain of custody.

### ARCHITECT AND CONSULTANT FEES

From an open proposal call for the pre-feasibility study from architects and consultants experienced in the design of police, public safety and storage facilities the firm of DGBK Architects in association with Rebanks Pepper Littlewood Boyd Architects of Toronto were selected from eight (8) submissions. To date, their work related to massing studies and programming has been satisfactory and has met all the deliverables of the City and VPD.

DGBK Architects have proposed a fee of 5.55 percent of the Construction Budget in accordance with the AIBC fee scale for the total design to the construction phase for each of the two facilities. As noted earlier, DGBK Architects work on the Force Options Training Facility will be limited to Schematic Design only (15 percent of total fee) to a level suitable for development of a business plan. Further design work of the training facility will not proceed until final approval of the facility is in place.

DGBK Architects were required to submit proposals from at least three consulting firms for structural, mechanical, electrical and landscaping consulting services. Once a final selection of the consultants is made by the architects in consultation with the City, the consultant's fees will be incorporated in the architect's contract. Consultants' fees will be based on the tariff of fees as set by the Association of Professional Engineers of British Columbia, and insurance satisfactory to the Director of Risk and Emergency Management.

### FINANCIAL IMPLICATIONS

The design services recommended in this report will be funded from the Police Capital Budget arising from the 2000-2002 Capital Plan (Police Training Facility) and from the 2006 Capital Budget (advance approval) arising from 2006-2008 Capital Plan.

As noted in the report design of the Force Options Training Centre will be limited to schematic design only. Once conceptual planning work and estimates of the proposed Force Options Training Centre is complete, VPD will report back to Council on its business case for the project including source(s) of funding required to supplement the \$9.0 million existing capital funding.

Since approval of the projects, staff is aware of the unusual escalation costs that the projects might force over the next couple years. Thus, projects will be planned to incorporate these concerns, including consideration of further phasing if necessary.

#### **ENVIRONMENTAL IMPLICATIONS**

The projects will be designed to LEED™ Gold standard pursuant to the City's policy.

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APPENDIX "A"

