

CITY OF HAMILTON

***PUBLIC WORKS DEPARTMENT
Operations and Waste Management Division***

TO: Chair and Members Public Works Committee	WARD(S) AFFECTED: CITY WIDE
COMMITTEE DATE: May 7, 2012	
SUBJECT/REPORT NO: Forestry Building Renovations - 1301 Upper Ottawa Street - (PW12037) - (City Wide)	
SUBMITTED BY: Gerry Davis, CMA General Manager Public Works Department	PREPARED BY: Mike McNamara (905) 546-2424 Extension 3919
SIGNATURE:	

RECOMMENDATION

- (a) That renovations to the Forestry operations building located at 1301 Upper Ottawa Street be approved;
- (b) That staff be authorized to issue a Fixed Price - Request for Proposals for the renovations;
- (c) That a new Project ID - Forestry Yard Renovations be created and that it be funded from Project ID 4451053444, 2010 Annual Tree Planting in the amount of \$1,900,000 and Project ID 4451153444, Street Tree Planting Program in the amount of \$200,000 to give a total project value of \$2,100,000.

EXECUTIVE SUMMARY

The Forestry operations building located at 1301 Upper Ottawa Street (map attached as Appendix A) was first constructed in 1968 as the Upper Ottawa landfill administrative building and has received limited maintenance since that time. A 2009 Facility Condition Assessment recommended replacement of several major components including, but not limited to, the roof, the boiler and auxiliary systems, radiators, water heaters and electrical system components.

In addition to the major components requiring replacement / upgrade, the building no longer meets the accommodation requirements of the existing staff. In an effort to reduce costs while a comprehensive solution was being developed, a mobile

**SUBJECT: Forestry Building Renovations - 1301 Upper Ottawa Street
(PW12037) - (City Wide) - Page 2 of 5**

construction trailer has been rented for use as office and locker space for five forestry investigators. Additionally two shipping containers have been purchased to enhance locker space in order to store the safety and climbing equipment of Arborist staff as there is no suitable space within the building.

Several options have been explored to address the deficiencies of the existing building. These range from complete demolition and reconstruction to basic renovation and renewal. The cost for complete demolition and reconstruction is considered unaffordable at approximately \$6 million which includes replacement accommodations and vehicle service bays.

Staff have determined that the most cost effective way to address the building deficiencies is to renovate the existing building, add to the existing square footage to accommodate adequate locker, lunch room and administrative space and upgrade the existing systems to meet the needs of the Forestry Section for the next 10 to 15 years with total project costs not to exceed \$2.1M. Funds are available within the existing capital budget and the recommendation will authorize the reallocation of funds to a new Project ID.

Alternatives for Consideration - See Page 4

FINANCIAL / STAFFING / LEGAL IMPLICATIONS

Financial: The funding for this project is available within the existing Capital budget. It is recommended that a new Project ID - Forestry Yard Renovations be created and that it be funded from Project ID 4451053444, 2010 Annual Tree Planting in the amount of \$1,900,000 and Project ID 4451153444, Street Tree Planting Program in the amount of \$200,000 to give a total project value of \$2,100,000.

Staffing: N/A

Legal: N/A

HISTORICAL BACKGROUND

The current forestry operations maintenance building was constructed in 1968. For subsequent years, it was utilized as an administrative building by the Region of Hamilton Wentworth for the Upper Ottawa landfill. The landfill was eventually closed in 1980 and the building was taken over by District 4 - Roads. In 1991, Forestry Operations moved into the location.

The Forestry Section's maintenance yard is located at 1301 Upper Ottawa Street, adjacent to the Traffic Operations yard. All Forestry operations are run out of this location, with the exception of tree planting which is run out of the Shaver Road yard in Ancaster.

The Forestry yard and building are in extremely poor shape. There has been limited maintenance performed since the building was constructed and only basic maintenance has been performed since Forestry staff occupied the site in 1991.

In 2009, a Facility Condition Assessment was performed on the main building and roadways. Depending on the condition of the elements identified, repairs were recommended to be performed in the current year or forecasted to be performed within the subsequent twenty-five years. It is proposed that the short term repairs / upgrades be performed as part of the renovations.

In 2010, the Forestry Section rented an office trailer which is currently housing the Forestry investigators due to limited office and locker space within the building. Two shipping containers have also been purchased to provide locker space for the front-line staff's climbing and safety equipment.

Limited maintenance has started at the site with the vehicle service bays which were deemed hazardous in 2008 due to unstable walls. The service bay walls were temporarily stabilized and reconstruction of the structure by Facility Services started in late 2011 with completion expected by mid 2012.

POLICY IMPLICATIONS

The Public Works Business Plan - *Innovate Now*

Implementing the recommendations from this Report will assist Public Works in building on the Corporate vision drivers of the Business Plan as follows:

- Communities (Services our communities connect with and trust)
In order to be recognized as the centre of environmental and innovative excellence in Canada, Hamilton strives to be the leader in the “greening” and stewardship of the city. By having all Forestry tree trimming operations working out of a central location, service delivery efficiencies are maintained.
- Finances (Sound financial management for the long haul)
Issuing a Fixed Price RFP will ensure that a new Forestry Operations maintenance building will be constructed within budget. Additionally, renovating the existing building, versus demolition and constructing a new building is much more cost effective (\$2 million vs. \$6 million).

RELEVANT CONSULTATION

The following sections have been consulted in the preparation of this report:

- Asset Management Section of Public Works
- Facility Services Section of Public Works
- Finance and Administration
- Procurement

ANALYSIS / RATIONALE FOR RECOMMENDATION

The building is not large enough to accommodate existing staff and is also in poor condition. The 2009 Facilities Condition Assessment identified the following items for replacement:

- Main building high roof;
- Men's washroom partitions, due to extensive corrosion on the metal partition framing;
- Boiler and its auxiliary system to avoid possible leaks and to ensure adequate heat supply to the building;
- Hydronic radiators and unit heaters;
- Domestic water heaters to ensure continued domestic hot water supply to the building;
- Various electrical components in the electrical system and replacement of the original secondary switchgear components to ensure continued power supply to the building.

The building also requires updates to accommodate the existing staff. This includes:

- The men's washroom and locker facilities cannot accommodate existing staff levels and the female facilities cannot accommodate further increases to female staff
- The five Supervisors are working together in office space that only has room to accommodate four
- A construction trailer has been rented and is currently used for office and locker space for the forestry investigators due to insufficient space within the building
- Two 8 x 20' storage shipping containers were purchased and are currently utilized for staff lockers to store safety and climbing equipment due to insufficient space within the building

ALTERNATIVES FOR CONSIDERATION

Should Council elect not to approve staff's recommendation in this report, Council could direct staff to submit a capital funding request for 2013.

Staff did submit a 2012 capital budget request in the amount of \$3,000,000 to renovate the existing forestry operations building. This request was outside of the annual Capital block funding received by Forestry and therefore, did not make the recommended list for capital projects.

Staff has also investigated relocating Forestry Operations to alternate City yards; however, there are no other yards available that would accommodate the number of staff and yard space required.

CORPORATE STRATEGIC PLAN

Financial Sustainability

- ◆ Delivery of municipal services and management capital assets/liabilities in a sustainable, innovative and cost effective manner
- ◆ Address infrastructure deficiencies and unfunded liabilities

Growing Our Economy

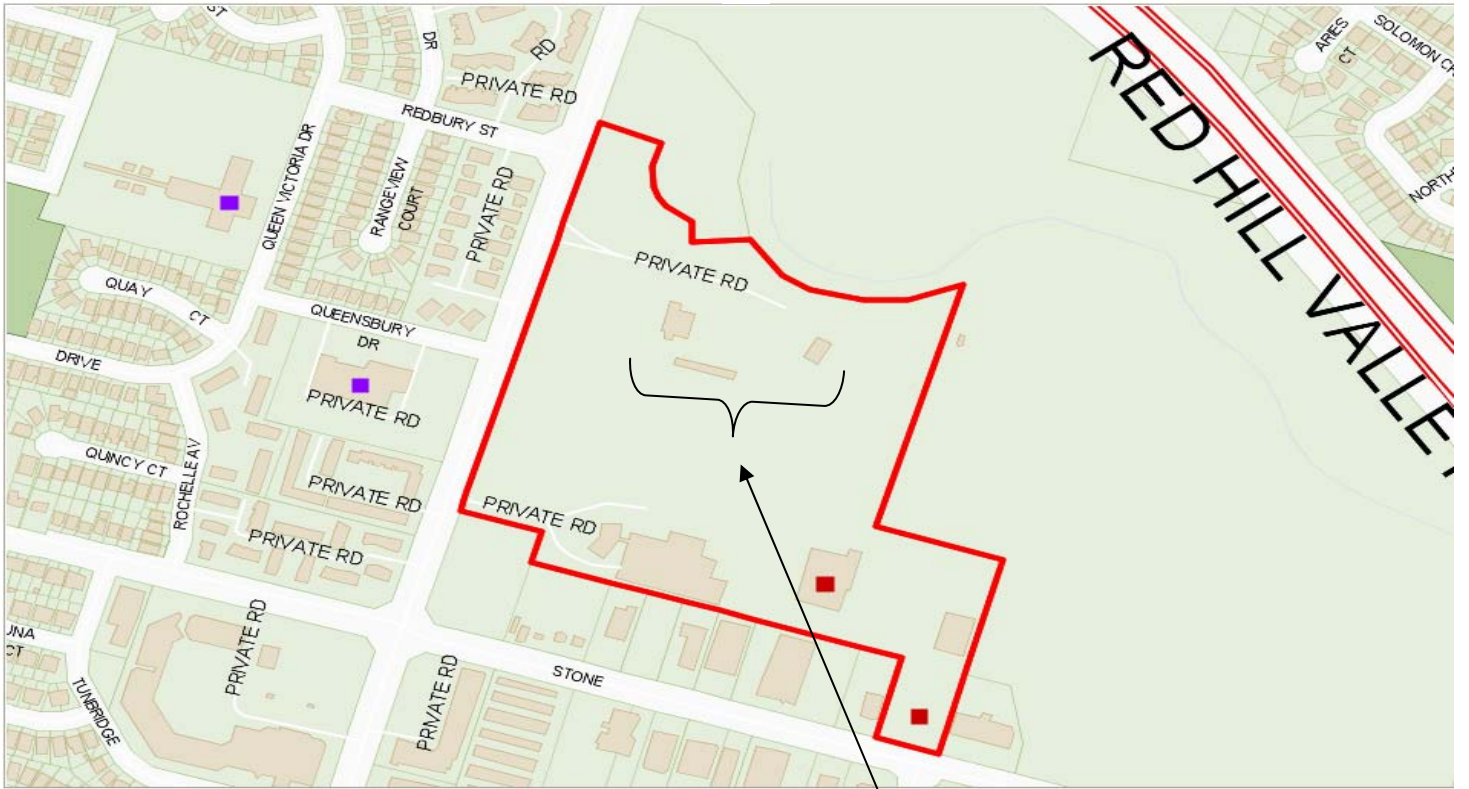
- ◆ Newly created or revitalized employment sites
- ◆ An improved customer service

Healthy Community

- ◆ Plan and manage the built environment

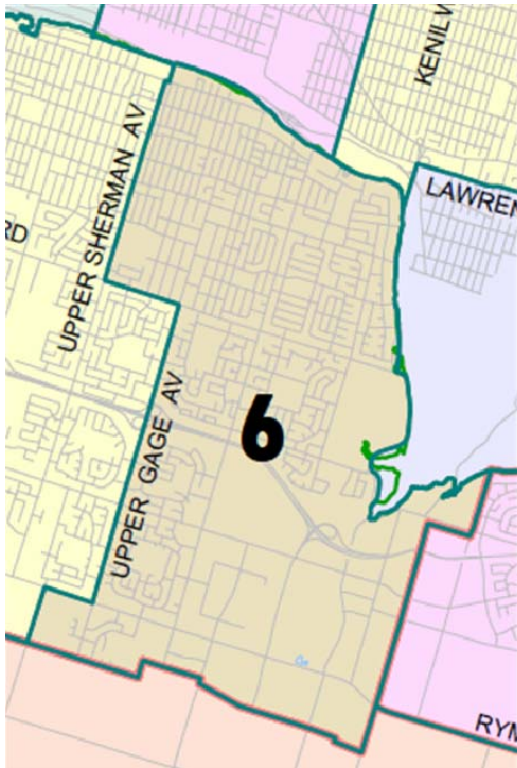
APPENDICES / SCHEDULES

Appendix A: Location Map



**1301 Upper Ottawa Street
FORESTRY Buildings**

KEY MAP



LOCATION PLAN

**1301 Upper Ottawa Street
Forestry Building Renovations**

Operations & Waste Management Division
PUBLIC WORKS DEPARTMENT

LEGEND

_____ **Forestry Building Renovations**

SCALE
NOT TO SCALE

DATE
May 7, 2012

**APPENDIX A
REPORT PW12037**