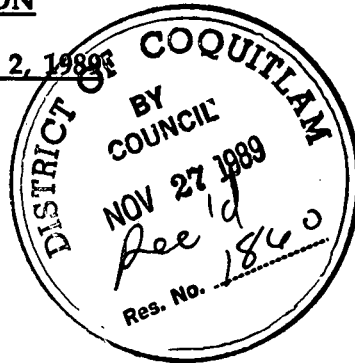


MUNICIPAL HALL BUILDING STEERING COMMITTEE

90

MEETING: 12:00 NOON

THURSDAY, NOVEMBER 2, 1989



PRESENT:

- Mayor Sekora
- Alderman E. Parker
- Alderman J. Kingsbury
- J.L. Tonn - Municipal Manager
- N. Nyberg - Municipal Engineer
- R.A. White - Director, Permits & Licences

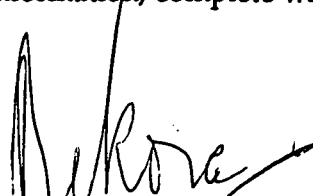
- General discussion took place regarding the role of the Committee and possible processes to follow.
- It was decided that no decision should be made on the Public Safety Building initiative until Port Coquitlam had made a decision regarding their involvement, and conveyed that decision to Coquitlam.
- Jim Tonn initiated that he had requested and expected a response from Port Coquitlam by November 30, 1989.
- Comprehensive soils testing should be planned for all building sites, as well as for subdivision servicing.

**MOVED BY ALDERMAN PARKER
SECONDED BY ALDERMAN KINGSBURY**

- Richard White prepare for the Committee's consideration a recommended development process, to include:
 - The Municipal Hall
 - The Public Safety Building
 - The Como Lake/Mariner Fire Station
 - Pending the results of Parks & Recreation study, the selected recreational component.

CARRIED

- At the next meeting, Richard White will provide the information, complete with a time schedule and funding requirements.



MAYOR SEKORA

NEXT MEETING:

TUESDAY, NOVEMBER 14, 1989

NOON

COUNCIL COMMITTEE ROOM

MUNICIPAL HALL BUILDING STEERING COMMITTEE

MEETING: 12:00 NOON

TUESDAY, NOVEMBER 14, 1989

PRESENT:

- Mayor Sekora
- Alderman J. Kingsbury
- J.L. Tonn - Municipal Manager
- N. Nyberg - Municipal Engineer
- R.A. White - Director, Permits & Licences



- Sketch plans of the new Como Lake/Mariner Fire Station were displayed and presented by R.A. White. Some discussion followed, with agreement on design.

SOLUTION:

- Two outline development processes were presented by Richard White, as requested at the previous meeting.
 - (1) Como Lake Mariner Fire Station.
 - (2) Municipal Buildings - Town Centre.

COMMENTS ON (1)

- Date for public meeting should be set prior to clearing of site. Therefore, a date of December 5, 1989 at 7:00 P.M., in the Council Chambers, has been set.
- R.A. White to prepare notice to residents for Mayor's signature.

COMMENTS ON (2)

- Mayor had some difficulty with completion date, however, in view of size and importance of the project agreed that process should not be rushed, and that Municipal Hall would not likely be our "Centennial project".
- The Committee will look at other possible Centennial projects and possible funding grants available.
- Neil Nyberg suggested that the "District's Town Centre Initiative" is exciting and important enough to the development of Coquitlam, that we should look at documenting the development process, public and private on video tape. The video would be used for public relations by the District and be continually updated through the Town Centre development.

- There was unanimous agreement with the concept, and the Engineering Department will bring forward a budget for the project for consideration of the 1990 Annual Budget.
- It was agreed that we should attempt to get an early response from the Recreation Survey so that, if possible, we can use it to help identify a Centennial project that is achievable by July, 1991.
- Richard White is to bring forward a Lands Reserve By-Law at the next meeting of Council, to provide funds for preliminary consultant selection, testing, site preparation, preliminary design, etc. for the Municipal Building projects in the Town Centre, as well as for on and off-site services, streets and the Lafarge Dyke project.



MAYOR SEKORA

NEXT MEETING:

No date was set for the next meeting of the Committee.

COMO LAKE/MARINER FIRE STATION

- For this project I propose a process similar to that used on the Austin Heights Fire Station.
- The design has already been done by myself, a "cut and paste" of the two (2) previous Fire Stations.
- We will select an architect, structural, mechanical and electrical engineers to prepare working drawings and tender documents.
- The District will do the advertising, tendering, contract award and contract administration.
- The Consultants will be retained to carry on through construction to perform periodic inspections, review of changes and certification of completion.

DEVELOPMENT PROCESS

COMO LAKE/MARINER FIRE STATIONS

<u>ACTION</u>	<u>ACTOR</u>	<u>TIMING</u>	<u>FUNDING</u>
Preliminary Design	R.A. White	Completed 1989-11-14	LSR By-Law #1972,1989 (\$175,000.00)
Approval of Design & Budget	Council & Permits & Licences	Completed 1989-12-11	
Public Information Meeting	Permits & Licences	Completed 1989-12-15	
Select Consultants By Invitation	Permits & Licences	Completed 1989-12-15	
Clear Site By Invitation	Contractor	Completed 1989-12-15	
Select Soils Consultant By Invitation	Permits & Licences	Completed 1989-12-15	
Soils Testing & Report Received	Consultant	Completed 1990-01-15	
Complete Working Drawings, Specifications, etc.	Consultant	Completed 1990-04-15	
Council Approval of Drawings and Cost Estimate	Council	Completed 1990-04-15	

Tendering

District

Completed 1990-05-15

Contract Award

Council

Completed 1990-05-30

Construction

Contractor

**Commence 1990-05-15
Completed 1991-05-30**

**LSR By-Law
(\$1,600,000.00)
(Estimated)**

MUNICIPAL BUILDINGS

TOWN CENTRE

<u>ACTION</u>	<u>ACTOR</u>	<u>TIMING</u>	<u>FUNDING</u>
E. Proposal call for Site Servicing & Soils Testing for Sites, Roads & Dyke	Engineering Department	November 17 to December 1/89	LSR By-Law (\$1,000,000.00) December 4/89
E. Selection & Council Award	Council	Completed 1989-12-04	
Recommendation of Recreation Component of Recreation Centres	Parks & Recreation	Completed 1989-12-08	
Prepare Terms of Reference for Architectural Consultant	Committee and Permits & Licences	Completed 1989-12-15	
Advertising for Architectural Consultants	Committee and Permits &	December 15th to January 15, 1990	
E. Soils Testing Complete	Engineering Consultant	Completed 1989-12-20	
Interview Architects	Committee	Completed 1990-02-15	
Select Architectural Consultant & Award Commission	Committee & Council	Completed 1990-03-01	
E. Engineering Drawings Complete for Site Servicing, Roads & Dyke	Engineering Consultant	Completed 1990-04-15	
E. Tender Engineering Work	Engineering Department	Completed 1990-05-01	
Review Preliminary Drawings	Committee	Completed 1990-05-01	

E. Award Engineering Contract	Engineering Department & Council	Completed 1990-05-15
E. Complete Construction of Engineering Work	Contractor	Completed 1990-10-15
Final Review of Preliminary Drawings, Models, etc. of all Buildings	Committee	Completed 1990-06-01
Presentation to full Council	Committee Architect	Completed 1990-06-08
Selection of Consultant for detailed Drawings of Buildings	Committee & Council	Completed 1990-06-08
Preparation of Contract Documents for Building	Consultant	Completed 1990-12-15
Tendering Each Project	District	Completed 1991-01-15
Award of Contracts	Council	Completed 1991-02-01
Construction	Contractor	Completed 1992-12-31