



City of
Peterborough

To: Members of the General Committee

From: Richard Freymond
Commissioner of Corporate and Legislative Services

Meeting Date: July 19, 2021

Subject: Report CLSFM21-007
Peterborough Police Station Facility Space Needs Study - Next Steps

Purpose

A report to Council to recommend the next steps of the Police Station Facility Space Needs Study.

Recommendations

That Council approve the recommendations outlined in Report CLSFM21-007, dated July 19, 2021, of the Commissioner of Corporate and Legislative Services, as follows:

- a) That, staff be authorized to engage Shoalts and Zaback Architects Ltd. to undertake a Police Station Facility Location Assessment Study at an estimated cost of \$125,000 plus HST of \$16,250 for a total cost of \$141,250; and
- b) That the net cost of \$127,200 be funded by Development Charges – Police in the amount of \$97,700 and a transfer from the Facilities Management Reserve in the amount of \$29,500

Budget and Financial Implications

A new police facility was identified in the City's November 2019 Development Charge (DC) Background Study and as such, the 64% of the cost related to growth is eligible for DC funding.

Chart 1 provides a summary of the proposed Budget for the Police Station Facility Location Assessment Study:

Chart 1 – Proposed Budget

Description	Amount
Base Fee	\$125,000
City's Portion of HST	\$2,200
Net Cost	\$127,200
Funding	
Development Charges - Police	\$97,700
Facilities Management Reserve	\$29,500
	\$127,200

After the proposed transfer, the Facilities Management Reserve will have an uncommitted balance of \$119,542.

The proposed financing for the new Peterborough Police Station is captured in the 2021 Capital Budget Details Book, Reference Number 3-1.05 on page 36. The Committee did not complete its work in sufficient time for inclusion in the Draft 2021 Budget and therefore costs were moved to 2022. The funds being requested in this report are part of the 2022 budget ask for Phase I – Feasibility Study and will move a small part of the project forward.

The full estimated budget requirements are shown in Chart 2 and are spread out over a number of years to ease the capital financing requirements.

Chart 2 – New Peterborough Police Station Budget

Year	Description	Value
2022	Phase I – Feasibility Study	\$500,000
2023	Phase II – Land Purchase & Schematic Design	\$4,000,000
2024	Phase III – Commencement of Detailed Design	\$2,000,000
2025	Phase IV – Construction tender & contract award	\$26,000,000
2026	Pre-commit of construction funding	\$20,000,000
2027	Pre-commit of construction funding	\$15,500,000
	Total Budget	\$68,000,000

Background

Council approved Report CLSFM19-004, dated June 3, 2019 for Peterborough Police Service Facility Space Needs Study Update and Presentation. Recommendation b), deferred the report back to the Facility Space Needs Study Steering Committee and that the Steering Committee work together with the Police Services Board to look at the five options presented and make a recommendation to Council on the suggested next steps.

Shoalts and Zaback Architects Ltd. were the successful proponent to perform the Peterborough Police Station Facility Review Study. City staff would recommend that Shoalts and Zaback be appointed to undertake the Location Study for this work.

Shoalts and Zaback have performed many location assessments and recently performed a similar study for the recently completed Kingston Police Headquarters and are fully experienced in this work and having completed the Peterborough Police Station facility review study are fully aware of the current needs for a new police facility in Peterborough.

Facility Review Committee Recommendation

The following motion was passed at the Facility Review Committee meeting on June 1, 2021:

Whereas the Facility Review Committee was asked to review the needs of Police Service facilities and provide recommendations to the City and the Peterborough Police Board to consider;

Therefore, let it be resolved that the Facility Review Committee recommends to both public bodies that a feasibility study be conducted to identify properties in the downtown area of Peterborough that would address the space requirements of the Police Service.

Police Services Board Recommendation

The following motion regarding the Future Facility Space Requirements – Feasibility Study was passed at the Police Services Board on June 8, 2021:

Whereas according to the Police Services Act, the City of Peterborough, in providing adequate and effective police services, shall be responsible for providing all the infrastructure and administration necessary for providing such services, including vehicles, boats, equipment, communication devices, buildings and supplies. Therefore, let it be resolved that:

The Peterborough Police Services Board endorses and supports the recommendation of the Facility Review Committee to have the City commence a feasibility study to identify properties in the downtown area of Peterborough that

could be used to address current and future facility space requirements of the Police Service in our growing city.

Location Assessment

The Police Station Location Assessment will include an assessment of alternative site locations using a cost/benefit analysis approach. The Location Assessment will involve the high-level assessment of up to seven potential Police Station locations and will undertake a comparative evaluation of the potential benefits, impacts, and risks of each site to determine a preferred site in consultation with the public and approval agencies.

City staff will work with Shoalts and Zaback and provide information on known available sites within the City. All new sites will be located within the boundaries of the City and preference would be given to a downtown location.

The goal of the Police Station Location Assessment is to bring forward to City Council a recommendation for a new Police Station Facility for the City. Once a site is recommended and approved by Council the next phase would be to complete the necessary Environmental Assessment work.

Key Location Assessment Evaluation Factors

To advance a recommendation for the preferred location(s) to meet current and future Police Station facility requirements, Shoalts and Zaback Architects Ltd. shall consider a minimum of factors in the analysis of competing sites:

- a. Official Plan and current zoning requirements, e.g., setbacks, landscape requirements, etc., and the complexity of any land use planning approvals required for each site;
- b. Cost of Land Acquisition – relative comparison of costs to acquire land for sites that are not already owned by the City. Shoalts and Zaback Ltd. will work with the City's Business Development and Real Estate Manager to develop estimated property acquisition costs for private sites included in the assessment;
- c. Site Preparation and Servicing Costs – a high level assessment of potential site servicing costs will be completed for each site, including, but not limited to such items as earth works, potential clean up/remediation, demolition of existing buildings, servicing, and environmental mitigation costs, etc.;
- d. Site Constraints - a list of all known and/or anticipated constraints that may impact the use of a site for developments, e.g., past use and possible contamination, including suggested remediation options, flood plain restrictions, site drainage and soil stability, vegetation impact and other environmental impacts on the site or to adjacent areas, and potential mitigation measures to address constraints, including costs of mitigation;
- e. Potential impact on adjacent land use and neighbourhoods, noise, dust, aesthetics etc.;

- f. Impact on Operating Cost and Logistics;
- g. Size of site and flexibility for future expansion;
- h. Current owner name and address, legal description of the property; and
- i. Other factors suggested by Shoalts and Zaback Architects Ltd.

In completing the evaluation process Shoalts and Zaback Architects Ltd. will:

- a) Undertake site visits and prepare a photo inventory for each site;
- b) Prepare site concept plan, showing how basic facilities could be located on each site, including circulation patterns, etc., to determine feasibility, and to assist in identifying potential costs/impacts, etc;
- c) Consult with the City's Planning Department/ORCA to determine environmental conditions, sensitivities, constraints and/or planning approval requirements for each site;
- d) Consult with the City's Infrastructure and Planning Services Department and/or Hydro One, or "PUSI", to determine any servicing constraints or requirements associated with each site;
- e) Develop high level assessments of site preparation costs, including items like earth moving, potential clean up/remediation work, demolition of existing buildings, cost of servicing, environmental mitigation, etc. It is envisioned that this task will only provide order of magnitude estimates, or a range of values, based on observed site conditions and historical records, recognizing that detailed site investigations and design have not been completed and are not expected at this level of evaluation;
- f) Develop an evaluation framework to compare and evaluate each site in a traceable manner;
- g) Hold a Public Meeting to review each site with stakeholders and obtain public input on various site locations to be used in the evaluation process;
- h) Undertake the site evaluation and rank each site in terms of preference, and prepare a site recommendation for review with Study Team;
- i) Document the site location and evaluation process in a technical report, complete with details on all factors considered, public comments received, and the methodology and results of the evaluation and ranking process; and
- j) Assist in preparation of a Staff Report to City Council on site selection process and attend General Committee and subsequent Council Meeting to answer questions as required.

Timing

It is anticipated that the Location Assessment would be complete within 24 weeks, to allow for a final recommendation to City Staff by January 2022, and subsequent approval of the selected site through City Council in February. The Environmental

Assessment would need to be approved under a separate budget and could be completed by September 2022.

Summary

Staff are suggesting that the next steps in the Police Station Facility Space Needs Study is to engage a consultant to perform a location assessment for a new police facility.

Submitted by,

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Commissioner of Corporate and Legislative Service

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