



SCHOOL DISTRICT NO. 43 (COQUITLAM)

Facilities Department

MEMORANDUM

TO: Chris Nicolls, Secretary-Treasurer/CFO

FROM: Ivano Cecchini, Assistant Secretary-Treasurer

DATE: January 30, 2018

SUBJECT: Educational Learning Centre (ELC)

COPIED TO: District Leadership Team

Recommended Action: That the Board of Education approve the expenditure of up to \$2 million for architect and related consultants for final site selection, undertaking a consultation process and beginning design for a new Educational Learning Centre (ELC) against a total estimated budget of \$33 million.

Background: The current School District executive, educational and administrative functions are mainly dispersed over five locations, most of which are functionally inadequate. Consolidating staff and creating meeting spaces to allow for increased collaboration and professional development opportunities in a new purposefully built and appropriately located Educational Learning Centre (ELC) will improve functional effectiveness and efficiency.

This is consistent with Directions 2020 Strategic Vision Goal #3 and is identified as the number one priority in the Replacement Category of our June 2017 Capital Plan submission.

As an example, our current Board office location does not meet the requirements or needs of the District educational and administrative functions. Noted below are a few of the building deficiencies:

- Several parts of the building are not accessible;
- There is no safe and functional space for an emergency command center – a necessity to ensure the safety of over 35,000 students and employees in the event of an emergency;
- Departmental staff are not all located in proximity to each other and sometimes are located at different sites due to space constraints;
- Less than optimal work spaces (ex: storage rooms and a meeting room were recently converted to office spaces);
- Insufficient parking for both the Board Office and Centennial staff needs;

- Insufficient meeting rooms – the number and level of privacy are not adequate; and
- Significant maintenance upgrading is required.

Process Overview: A Committee was established to undertake a four-stage process as follows:

- Stage 1 – Functional Facility Program
 - Assessment of Departments and Space Requirements
- Stage 2 – Locational Assessment
 - Several options both on school land and other sites were reviewed and short-listed
- Stage 3 – Assessment of Top Relocation Options
 - A high-level analysis has been performed on the shortlisted sites which included: demolition costs; site preparation and foundations; opportunity costs; operational costs; relocation costs; value and use of surplus land
 - It is likely that a phased approach to the development of the ELC is appropriate
- Stage 4 – Summary and Recommendations
 - We are entering the final stage of the process, and prior to finalizing the preferred site staff recommend approving funds for final site selection, undertaking a consultation process, and beginning design

Funding: The estimated cost of the ELC with a targeted completion date of 2020 is approximately \$33 million. 70% of the funding has been secured and is retained in local capital with the balance to be secured over the next four years through lease revenues, investment income and operational surplus.