



Report
Staff Report
 The Corporation of the City of Brampton
 2/21/2024

Date: 2024-02-15

Subject: **Budget Amendment and Request to Begin Procurement for Interior Renovations to 175 Sandalwood Parkway - Ward 2**

Contact: Peter Gabor, Manager, Building Design and Construction

Report number: Public Works & Engineering-2024-167

RECOMMENDATIONS:

1. That the report from Peter Gabor, Manager, Building Design and Construction (BDC) to Committee of Council Meeting of February 21st, 2024, re: **Budget Amendment and Request to Begin Procurement for Interior Renovations to 175 Sandalwood Parkway – Ward 2**, be received;
2. That Council direct staff to proceed with the necessary state of good repair work, security upgrades and interior renovations to accommodate the Automated Speed Enforcement (ASE) Processing Centre staff and operations at 175 Sandalwood Parkway;
3. That the Purchasing Agent be authorized to commence procurements as required to proceed with work necessary to accommodate the ASE Processing Centre staff and operations at 175 Sandalwood Parkway;
4. That Council approve the return of surplus capital funds totaling \$1,500,000 as detailed in the financial section of this report;
5. That a budget amendment be approved to establish a new capital project in the amount of \$1,500,000 for the state of good repair work, security upgrades and interior renovations to accommodate the ASE Processing Center staff and operations at 175 Sandalwood Parkway, with funding of \$1,250,000 to be transferred from Reserve #100-Legacy Fund and \$250,000 from Reserve #4-Asset Repair and Replacement.

OVERVIEW:

- **The City of Brampton has initiated an Automated Speed Enforcement (ASE) system to help improve driver behaviour in reducing speeds on City roads which directly supports Brampton's Vision Zero initiative.**

- **On December 18, 2023, the City acquired the former Alectra office building and property located at 175 Sandalwood Parkway.**
- **The building is ideally suited to accommodate the ASE program staff and equipment within the expected project schedule and with minimal costs, as the building is in good condition and enjoys an existing connection to the PSN network, a prerequisite for all City facilities.**
- **While the building is in good condition, there are State of Good Repair (SOGR) and security items that must be addressed along with the required interior renovation work to be completed before the ASE Processing Centre may begin operations. A project cost estimate of \$1,500,000 has been prepared.**
- **A budget amendment to the 2024 Public Works and Engineering capital budget of \$1,500,000.00 is required, and a new Capital Project created for the Interior Renovations to 175 Sandalwood Parkway.**
- **The Purchasing Agent requires authorization to commence the procurements as described in this report.**

BACKGROUND:

Automated Speed Enforcement (ASE) is an automated system that uses a camera and a speed measurement device to help enforce speed limits in school zones and community safety zones.

Vehicles exceeding the posted speed limit in an ASE-enforced area are photographed by the ASE system, and images are stored and reviewed by a Provincial Offences Officer (POO), and a ticket is mailed to the registered plate holder.

Presently, the City uses Toronto's Joint Processing Centre (JPC) to process the data associated with ASE infractions. As there are processing limitations associated with the JPC that cause delays, Brampton has decided to establish its own processing center, and may also build capacity to process images for other municipalities on a fee for service basis.

The City requires a secured space from where the program can be run and that will house the program staff including a manager, supervisor, clerk, analyst, provincial offences officers and vendor support staff, and necessary equipment. A City facility with access to the PSN fiber network is needed to house the ASE Processing Center.

CURRENT SITUATION:

The City acquired the former Alectra building located at 175 Sandalwood Parkway on December 18, 2023. The building provides an opportunity to locate the ASE Processing Centre in a secure building, with an existing PSN connection.

To support the launch of the ASE Processing Centre at 175 Sandalwood Parkway, certain necessary works need to be carried out in the building and on the property.

State of Good Repair

Staff have thoroughly reviewed the Building Condition Audits (BCA) made available at the time of purchase and have validated those findings through in-person reviews. While the building is in good condition, some state of good repair (SOGR) items have been identified including but not limited to some life safety issues such as installing missing railings on a loading dock and correcting pavers at entrances that may cause a trip hazard, and the testing and repairs to exit and emergency signage and alarms.

The building also lacks a universal washroom that is compliant with the City of Brampton's Accessibility Technical Standards. As part of the SOGR work in 2024, a compliant washroom will be installed.

Other SOGR work is related to general building repairs necessary to extend the life of mechanical, electrical, plumbing, envelope, and other systems of the building.

The essential SOGR items must be addressed before the use of the building by the ASE Processing Centre.

As is the case with all City buildings, SOGR work that has been determined not critical, have been identified as part of an ongoing 10-year SOGR plan that will be addressed through future capital budget submissions.

The total SOGR work required in 2024 is estimated to total \$850,000.

Security Enhancements

Staff have reviewed the building's existing security equipment and determined the existing building security systems needs to be updated to meet COB standards.

The work includes re-keying of all mechanical keys in the building; the installation of exterior CCTV security cameras, the installation of a City of Brampton compliant Access Control System including access card readers, electric strikes etc., and installation or modification of the Intrusion Alarm System.

The total security work required in 2024 is estimated to total \$330,000.

ASE Processing Centre Staff Accommodation

The ASE Processing Centre is planned to be accommodated on the second floor of the 175 Sandalwood Parkway building and be completed by July 1, 2024. The area selected is sufficiently large to meet the current staff requirements and allow for future growth. Critically, it can be easily modified to create a separate and secure area within the building through only minor renovation work. The space will be prepared to initially accommodate thirty staff.

The space will also utilize existing offices and rooms in the secured area of the building to provide the staff with two enclaves, a business center and mailroom, a meeting room, and an IT / LAN room, and a City of Brampton server closet.

To minimize the extent of the work required to accommodate the ASE Processing Center, the existing furniture in the building will be utilized and reconfigured. Changes to interior finished will also be kept to a minimum. This will help to reduce costs and shorten the time required to complete the work needed before the ASE staff can occupy the building.

The possible future expansion of the ASE Processing Center beyond the initial 30 staff, will require additional accommodations planning work and appropriate funding through a future capital budget submission, however, the area that will be made secure as part of the current funding request can reasonably accommodate up to 90 staff.

The total ASE Processing Center accommodations and interior renovation work required in 2024 is estimated to total \$320,000.

CORPORATE IMPLICATIONS:

Financial Implications:

The recommendations in this report require capital investments and will result in a net zero budget impact as the additional required funding will be offset by return of funds from other approved projects as follows:

- \$850,000 from project # 235255-001-Civic Centre TMU,
- \$400,000 from project # 231597-002-Acquisition of 175 Sandalwood,
- and \$250,000 from project # 191650-703-Facility R&R.

A budget amendment is proposed for council approval to establish a new capital project totaling \$1,500,000. This allocation will cover essential tasks including state of good repair work, security enhancements, and interior renovations to accommodate the ASE Processing Center staff and operations at 175 Sandalwood Parkway; with the following funding sources:

- \$1,250,000 to be transferred from Reserve #100-Legacy Fund
- and \$250,000 from Reserve #4-Asset Repair and Replacement.

Staff has indicated that any additional non-critical state of good repair (SOGR) work, will be identified as part of an ongoing 10-year SOGR plan that will be addressed through future capital budget submissions.

Additionally, in 2024, the operating costs for the facility will be absorbed by the Public Works & Engineering Department. For 2025, the annual operating costs along with any other expenditures resulting from this initiative will be incorporated in the 2025 Budget and presented to the Mayor for his consideration.

Purchasing Implications

Procurement processes will be conducted, and purchase approvals obtained in accordance with the Purchasing By-law.

All communication with Bidders involved in the procurements must occur formally, through the contact person identified in the Bid Document.

STRATEGIC FOCUS AREA:

Developing Brampton's ASE Processing Center and increasing the number of ASE cameras throughout the City increases the Health & Well-being of residents by further improving safety by helping to enforce speed limits.

This initiative supports Government and Leadership to Elevate Performance and Service Standards and Advance Technology for Service Delivery by developing the City of Brampton's capability to process ASE infractions in-house.

Utilizing much of the building's existing finishes and furnishings will keep the necessary work to a minimum which supports good Government & Leadership by focusing on efficiency, effectiveness, accountability, and transparency.

CONCLUSION:

The primary purpose of the ASE Processing Center is to help modify driver behaviour in reducing speeds on City roads which directly supports Brampton's Vision Zero initiative.

Carrying out the identified works at the 175 Sandalwood building as described above will allow the ASE Processing Center to begin operations within the anticipated timelines.

The Purchasing Agent be authorized to commence the Procurements as described in this report.

Authored by:

Reviewed by:

Peter Gabor
Manager, Building Design and
Construction

Mitsa Montaser
Director, Building Design and Construction

Submitted by:

Approved by:

Peter Pilateris, M.A.Sc., P.Eng.
Commissioner, Public Works and
Engineering

Marlon Kallideen
Chief Administrative Officer