

**REPORT TO REGIONAL WATER SUPPLY COMMISSION  
MEETING OF WEDNESDAY, NOVEMBER 20, 2024**

**SUBJECT Capital Project - Field Operations Centre Building**

**ISSUE SUMMARY**

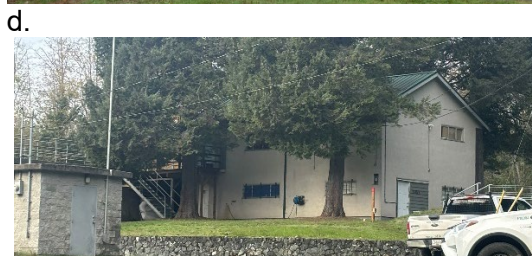
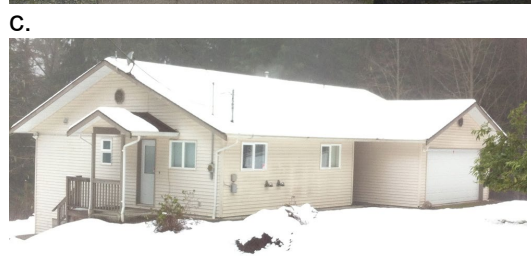
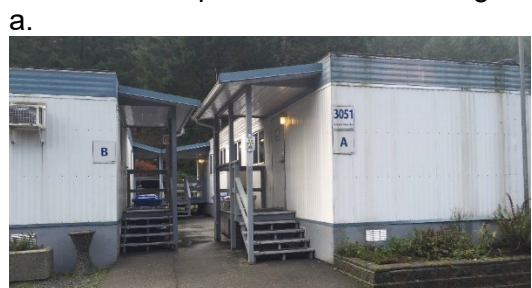
To provide information and an update about the Field Operations Centre Building Capital Project.

**Background**

The Capital Regional District (CRD) Watershed Protection division and the Water Quality field sampling program currently work out of old temporary workspaces. The Watershed Protection division (27 Full Time Equivalent (FTE) plus eight seasonal staff) is responsible for managing the 20,611 hectares (ha) of forested Water Supply Area (WSA) lands for the production and protection of high-quality source water including providing safe access to all water supply infrastructure on the lands. The Water Quality field sampling program (3.4 FTE) monitors water quality in all WSA reservoirs, major tributaries; as well as throughout the water transmission and distribution system collecting hundreds of samples for analysis and conducting hundreds of field tests per week.

Watershed Protection (WP) and Water Quality (WQ) field sampling operations are being conducted out of an array of workspaces:

- a. two trailers at the Goldstream entrance to the WSA (office space)
- b. a house at the Goldstream entrance (field staff change rooms and workstations)
- c. a house at the Sooke entrance to the WSA (hydrology and geoscience lab space)
- d. a house in Regional Parks at Humpback Reservoir (water quality field operations)
- e. office space at 479 Island Highway Integrated Water Services (IWS) (office space)

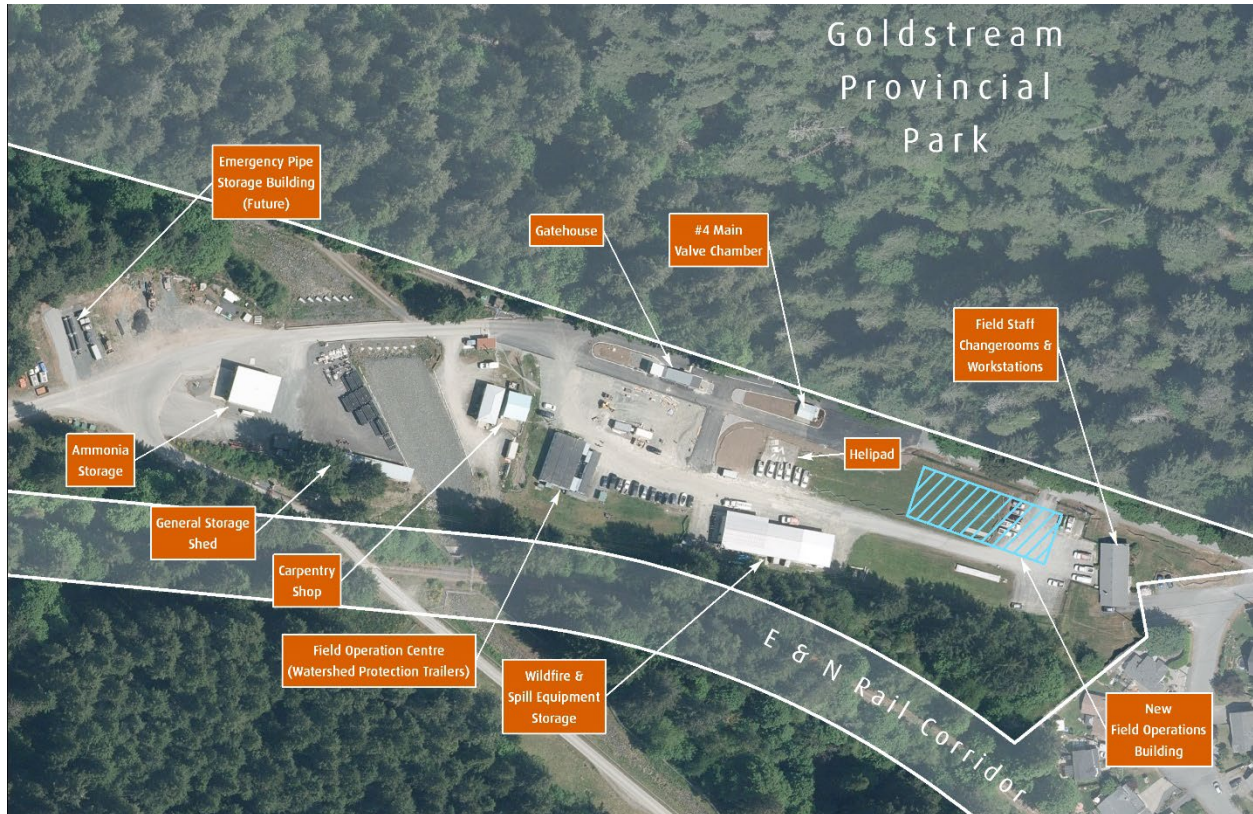


A plan to design and build centralized operational and office workspaces at the Goldstream site (see Goldstream site overview below) began in 2017 with the completion of a Function and Needs Assessment for the departments; an Inventory and Condition Assessment of existing facilities;

and a proposed program of facility upgrades and cost estimates to meet the department's needs. Two of the recommended facility upgrades have already been completed with a third underway:

- Wildfire and Spill Equipment Storage – bays extension – completed 2020
- New Gatehouse, Gates, Entry and Exit Roads - completed 2023
- Emergency Pipe Storage Building (in progress)

The Goldstream Site entrance to the Greater Victoria WSA:



The largest function and need identified for the IWS department at the Goldstream site is for office and operational space for the WP division and WQ field sampling program. The existing dispersed and temporary workspaces do not reflect the ongoing core work that is required to be conducted at this location for the sustainable management of the Regional Water Supply (RWS) System. IWS and CRD corporately also have need for a large meeting room for training purposes and an alternate Emergency Operations Center.

Funding was requested and approved through the RWS capital program, predominantly beginning in 2023, to design and construct new workspace at the Goldstream site. The following sections provide an overview of the current plans, process and timeline for the project.

### Project Oversight and Management

The project is being overseen by a Project Oversight Committee consisting of the CRD Chief Administrative Officer, Chief Financial Officer, General Manager IWS, Senior Manager Watershed Protection and Senior Manager Facilities Management and Engineering Services. The project is being managed and delivered by the CRD Facilities Management and Engineering Services team.

### Funding

The remaining budget for the project is made up of \$5 million in revenue from the sale of the Goldstream IWS gravel pit to the City of Langford in 2022 (final payment installment to be received January 2025) and \$6.5 million in RWS capital funding as well as \$3 million in CRD corporate funding for the large meeting/alternate EOC space as well as some flexible office space. No additional borrowing process is required as the project is already funded through existing capital programs.

### Project Delivery Method

The project is being delivered using a Design-Build methodology. A competitive pre-qualification resulted in one successful proponent. The proponent and project team have been advancing design using a collaborative approach to ensure the facility meets operational needs. In spring 2025, the proponent will provide a proposal for final costing which includes completing detailed design and construction. Having a collaborative approach allows the team to continually look at opportunities to design the building with the best overall value for items such as site layout and HVAC equipment (value engineering).

### Siting and Design

Staff have been working with the design-build contract team to progress design proposals and plans that meet the CRD's requirements, design terms of reference and the CRD Green Building policy. The Green Building Policy calls for new CRD buildings to be low carbon, use energy and water efficiently, minimize waste and utilize green infrastructure. The current planned siting, a rendering and floor plans for a two storey 14,400 total square feet building are shown in Appendix A. The plans are shown for context only and may yet change.

The design-build team have a target deadline to submit a building and development permit application to City of Langford by the spring of 2025. No public hearing is required for the applications to progress.

### Sanitary Service

The current site uses two small septic fields to manage wastewater. The closest municipal sanitary line is located approximately 570 metres to the east of the site. Staff have been working with the City of Langford and the design-build team to estimate cost to the project of bringing sanitary to the site compared with developing a new septic tank/field system. If budget allows, bringing sanitary service to the site is preferred.

### Schedule

The current schedule calls for submission of a building permit application late February 2025 with a goal to break ground during the summer of 2025 and complete construction in 2026. A Design-Build contract will be brought forward for approval in early 2025.

## **CONCLUSION**

The capital project to design and construct a new Field Operations Centre building at the Goldstream entrance to the Greater Victoria Water Supply Area to support core Regional Water Supply work and some corporate needs is progressing. The building is currently expected to begin construction in the second half of 2025 and be completed by end of 2026. The Commission and Board will be kept updated on the project through scheduled capital projects' reporting.

**RECOMMENDATION**

There is no recommendation. The report is for information only.

Submitted by:	Annette Constabel, M.Sc., RPF., Senior Manager, Watershed Protection
Submitted by:	Chaz Whipp, P.Eng., CEM, Manager Structures & Systems
Concurrence:	Alicia Fraser, P. Eng., General Manager, Integrated Water Services
Concurrence:	Ted Robbins, B. Sc., C. Tech., Chief Administrative Officer

**ATTACHMENT(S)**

Appendix A: Conceptual Draft building siting, 3D rendering, and floorplans