	<b>Report Title</b>	Lions Auditorium Kitchen Improvements
	<b>Report No.</b>	RCP 17-53
	<b>Author</b>	Rick Cox, Director of Recreation, Culture & Parks
	<b>Meeting Type</b>	Council Meeting
	<b>Council Date</b>	December 11, 2017
	<b>Attachments</b>	<ul style="list-style-type: none"> <li>RCP 17-24 – Lions Auditorium Kitchen Reno Project Outline</li> </ul>

## RECOMMENDATION

THAT Council receives Report RCP 17-53 – Lions Auditorium Kitchen Improvements;

AND THAT Council authorize staff to proceed with procuring the recommended improvements in accordance with the Town's Purchasing Policy.

## EXECUTIVE SUMMARY

Council directed staff to bring a report forward outlining proposed improvements to the Lions Auditorium before proceeding with procurement. This report provides a recommended program of improvements to the kitchen and seeks approval to proceed.

## BACKGROUND

During the 2017 budget process, Council authorized a capital allocation for improvements to the Lions Auditorium kitchen. Staff provided an update in April (RCP 17-24) identifying the expected components of the improvement project. At the Council meeting of April 10, 2017, Council passed the following resolution:

*Moved By: Councillor Esseltine    Seconded By: Councillor Stephenson  
 THAT Council receives Report RCP 17-24 – Lions Auditorium Kitchen Reno Project Outline for information;  
 AND THAT Staff report back to Council on the kitchen renovation project with a draft RFP when information is available.  
 Carried*

The proposed upgrades include improvements to the usability and energy efficiency of the Auditorium kitchen. The first priority is to update the exhaust hood, fire suppression, electrical infrastructure and ventilation to current code requirements. While there are existing drawings from the original construction, various repairs and changes over the years have not been properly documented. This requires an investment in verifying and documenting the existing infrastructure and preparing digitized base drawings. Once that work is complete, a proper engineering/architectural design can be prepared to ensure all code requirements are met.

Replacing the inefficient dishwasher and walk-in cooler are also a high priority so that the operating costs of the kitchen are lower and the dishwasher is more functional for users of the facility. A new stove including a griddle, a new double door cooler, two rolling holding cabinets and some utility carts have been identified as desirable equipment to make the kitchen more useable for caterers and other functions.

As the proposed improvements are not consolidated into one large renovation, a single RFP is not a practical approach to the project. Preliminary pricing has been obtained from vendors, consultants and contractors to develop the following estimated cost breakdown:

Component	Professional Fees	Construction	Equipment
Pre-project documentation	\$ 12,800		
Ventilation, fire suppression, HVAC & electrical	\$ 14,350	\$ 31,433	\$ 25,718
Stove: 60" 6 burner, 2 oven, raised griddle			\$ 9,300
Dishwasher: 70deg Rise 3-phase door type			\$ 11,800
Walk-in Cooler w/ interior racks, rooftop unit			\$ 16,750
Double sliding door cooler			\$ 3,350
Holding cabinets (2)			\$ 7,150
Utility carts (4)			\$ 1,200
Contingency (10%)			\$ 13,385
Subtotal			\$ 147,235
Net taxes			\$ 2,591.34
Total			\$ 149,826.34



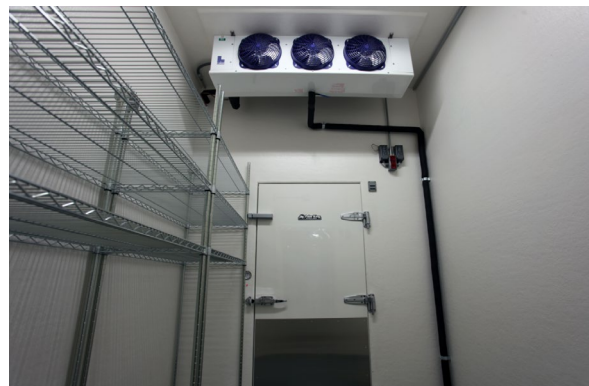
Ventilation hood and fire suppression



60" 6-burner, 2 oven raised griddle range



70°C rise 3-phase door style dishwasher



Walk-in cooler with interior racks, rooftop unit



Holding cabinet



Double sliding door cooler



Utility cart

If Council gives staff approval to proceed with the above components, procurement will be initiated immediately in compliance with the Town's purchasing policy. Work will be scheduled to minimize or avoid impact on facility users and rentals.

The stove and dishwasher that are being removed may have some residual value to be redeployed within the Town's facilities, used as trade-ins or sold through the GovBids surplus equipment website. The existing stainless steel dishwashing tables will be re-used.

### **CONSULTATION/COMMUNICATION**

Local caterers and managers from kitchen facilities in nearby municipalities were contacted to determine the preferred upgrades. Kitchen equipment suppliers, architectural and engineering design firms, and mechanical contractors were contacted to obtain budget pricing.

### **FINANCIAL IMPACT/FUNDING SOURCE**

The 2017 approved budget includes a \$150,000 allocation for improvements to the Lions Auditorium kitchen.

### **COMMUNITY STRATEGIC PLAN (CSP) IMPACT**

This issue paper provides information in alignment with the following Objectives of the Community Strategic Plan:

- Objective 1 – Excellence in Local Government
- Objective 2 – Sustainable Economy
- Objective 4 – Culture & Community