

FACILITIES & BUILDING COMMITTEE
PUBLIC MEETING AGENDA

DATE: WEDNESDAY, MARCH 3, 2021

TIME: 4:30 PM

<https://sd38.zoom.us/j/69609113888>

Passcode: 888218

The Richmond Board of Education acknowledges and thanks the First Peoples of the hən̓qəmiṇəm (hun-ki-meen-um) language group on whose traditional and unceded territories we teach, learn and live.

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- 1. ADOPT AGENDA**
 - 2. TERMS OF REFERENCE**
 - 3. APPROVE MINUTES**
Attachment: Minutes of meeting held February 3, 2021
 - 4. FACILITIES PLANNING UPDATE [standing item]**
Attachment – Executive Director, Facilities Services
 - 5. RICHMOND PROJECT TEAM UPDATE [standing item]**
Attachment – Executive Director, Facilities Services
 - 6. FACILITIES SERVICES BRANCH UPDATE**
Attachment – Executive Director, Facilities Services
 - 7. MINUTES FOR INFORMATION**
 - (a) CHILD CARE DEVELOPMENT ADVISORY COMMITTEE MEETING**
Nil
 - 8. NEXT MEETING DATE – WEDNESDAY APRIL 7, 2021**
 - 9. ADJOURNMENT**

Facilities and Building Public Committee Meeting

Message:

As we move into this new calendar year, the Board is aware that many committees and working groups have new members and representatives, so we would like to remind participants in our meeting of the terms of reference for this committee and also of how we interact with each other during meetings.

We pride ourselves in this district on always interacting with each other in a respectful way that adheres to our district code of conduct. We do this by engaging in constructive and respectful dialogue at all times. When we disagree, we do so in a manner that maintains the dignity of all involved and we address concerns according to district processes. This is a workplace for many members of the committee and we are also committed to ensuring a safe and respectful work environment for all our employees at all times. We're looking forward to our collective work with you all this year.

13.2 Terms of Reference

13.2.3 *Facilities and Building Committee* may consider matters pertaining to:

- Building purchase, construction and sale, maintenance and district facilities, transportation and custodial services;
- Develop and recommend to the Board long-term plans for accommodating the District's needs related to sites and buildings;
- Make recommendations to the Board regarding the annual Capital Budget submission to the Ministry of Education;
- Community use of school facilities;
- Naming and renaming of board properties; and
- Other matters referred to it by the Board.

School District No. 38 (Richmond)
7811 Granville Avenue, Richmond, BC V6Y 3E3

FACILITIES AND BUILDING COMMITTEE MEETING MINUTES

Minutes of a **PUBLIC** meeting of the Facilities and Building Committee held via Zoom Meeting Link, Richmond, BC, on Wednesday, February 3, 2021 at 5:00 p.m.

Present:

Ken Hamaguchi, Committee Chairperson
Norm Goldstein, Committee Vice-Chairperson
Heather Larson, Trustee Member
Rick Ryan, Deputy Superintendent
Roy Uyeno, Secretary Treasurer
Frank Geyer, Executive Director, Facilities Services
Rob Laing, Executive Director, Learning and Business Technologies
Mike Beausoleil, Director, Facilities Operations
Jonathan Ho, Manager, Energy and Sustainability, Facilities Services*
Thi Nguyen, Energy Specialist, Facilities Services
Liz Baverstock, President, Richmond Teachers' Association
Steve Wenglowski, 2nd Vice President, Richmond Teachers' Association
Roger Corbin, Richmond Management Administrative Professional Staff
Joel Canlas, Richmond Management Administrative Professional Staff
Andrew Scallion, President, Richmond District Parents Advisory Committee
Wanda Plante, Executive Assistant (Recorder)

*present for a portion of the meeting

The meeting began by introductions of attendees at 5:01 pm.

1. APPROVAL OF AGENDA

The agenda was amended and approved to incorporate a Covid-19 Facilities update within Item 4.

2. APPROVAL OF MINUTES

Minutes from the November 4, 2020 meeting were approved as circulated.

3. ENERGY AND SUSTAINABILITY UPDATE

The Manager, Energy and Sustainability spoke to his power point presentation as included with the agenda package and provided an update on:

- Energy Management Update
- SD38 Energy Use Trends
- District Sustainability and Climate Action Plan

He highlighted the district's energy management portfolio and managing target initiatives for electrical use and natural gas consumption and advised of annual key project LED lighting upgrades at schools, including the recently commissioned Level 2 Electric Vehicle Charging stations at the School Board Office. The Manager, Energy and Sustainability noted the significance of behaviour change in addition to technical and operational support as components for success in reaching targeted goals.

4. LONG RANGE FACILITIES PLAN (LRFP)

The Executive Director, Facilities Services spoke to his report as included with the agenda package and noted that it was determined following a review of space suitability for childcare at elementary schools, that only one proposed 30 months to school-age daycare at Tait Elementary was suitable for proceeding to application for Child Care Rapid Renovation funding pursuant to the program. He further noted that this is an opportunity for the district to utilize provincial funding to create new childcare spaces in existing underutilized facilities. Planning staff have been developing cost estimates, including minor renovations, furniture and outdoor space improvements at both locations in support of the application. The Executive Director, Facilities Services then advised that short and long-term space strategies for non-school facilities are also being planned and noted that discussions with the City and developer of the Lansdowne Park Mall regarding a potential school site for 2033 are ongoing. Work is beginning on the 2022/2023 Five-Year Capital Plan for review and approval by the Board in June 2021.

COVID-19 Facilities Update

An overview was provided by the Executive Director, Facilities Services that we are continuing to ensure cleaning and disinfecting of spaces and high touch surfaces is being done with our complement of building custodians in our facilities and advised that the implementation of electrostatic sprayers has worked well. He confirmed that rental of our school gymnasiums has been made available to the City of Richmond as part of our joint use agreement and further noted that they must comply with current PHO health and safety orders and restrictions. The Executive Director, Facilities Services also confirmed the contract extension with Maple Leaf Disposal for maintenance of our portable hand washing stations.

Discussion ensued regarding mechanical ventilation.

5. RICHMOND PROJECT TEAM UPDATE

An overview of several completed major seismic upgrade projects was provided by the Executive Director, Facilities Services as well as confirmation of Ministry funding for building envelope remediation for Mitchell elementary was announced.

The Executive Director, Facilities Services will inquire into seismic committee meetings involving RTA stakeholder participation.

6. MINUTES FOR INFORMATION

(a) CHILD CARE DEVELOPMENT ADVISORY COMMITTEE MEETING

Meeting minutes from December 2, 2020, October 7, 2020, September 9, 2020 and March 4, 2020 were attached for information.

7. NEXT MEETING DATE – WEDNESDAY MARCH 3, 2021

8. ADJOURNMENT

The meeting adjourned at 5:59 pm.

Respectfully Submitted,

Ken Hamaguchi, Chairperson
Facilities and Building Committee

Report to the Facilities & Building Committee PUBLIC

DATE: 03 March 2021
FROM: Frank Geyer, Executive Director, Facilities Services
SUBJECT: Facilities Planning Update

The following report is for information only. No further action on the part of the Facilities & Building Committee (FBC) is required at this time.

Planning staff continue to work on other strategic recommendations contained in the Long Range Facilities Plan, including:

- Rapid Child Care Renovations Program:
 - Planning and Operations staff have prepared and issued a Request for Expressions of Interest to child care providers for the operating of a '30 months to school age' daycare located at Robert J. Tait Elementary;
 - Planning staff, in consultation with school principals and maintenance and operations staff, have been developing the scope and cost estimates for minor renovations, furniture and outdoor space improvements at Tait in support of a funding application under the Rapid Child Care Renovations Program (due by 15 March 2021);
- Short- and long-term space planning for District administration (non-school facilities);
- Continued discussions with City and developer of Lansdowne Park Mall regarding potential school site for 2033;
- Continuing work on the 2022/2023 Five-Year Capital Plan for Board review and approval in June 2021; and
- Proposed amendments to the LRFP for Board review and approval in June 2021.

Frank Geyer, PEng, FMA
Executive Director, Facilities Services

Report to the Facilities & Building Committee PUBLIC

DATE: 03 March 2021

FROM: Frank Geyer, Executive Director, Facilities Services

SUBJECT: Richmond Project Team Update

Major Capital Projects

1. William Cook Elementary Seismic Upgrade, Partial Replacement & Addition (\$13.9 Million)

- Project complete; project closure report submitted to the Ministry of Education; City upgrading its pump station which impacts the frontage of the school site and won't be complete until Summer 2021.

2. Hugh Boyd Secondary Seismic Upgrade & Partial Replacement (\$10.7 Million)

3. Robert J. Tait Elementary Seismic Upgrade (\$7.6 Million)

4. W.D. Ferris Elementary Seismic Upgrade (\$8.5 Million)

- Projects complete; project closure reports submitted to the Ministry of Education.

5. Mitchell Elementary Seismic Upgrade & Partial Replacement (\$11.4 Million)

- Work on replacement wing of school well underway.
- Building envelope remediation of 1992 Block approved and funded by Ministry of Education to proceed to construction; work integrated into the seismic project.
- Substantial completion by September 2021.

6. Manoah Steves Elementary Seismic Upgrade & Partial Replacement (\$12.8 Million)

- Work well underway; original office block demolished with replacement block construction underway; substantial completion by September 2021.

7. F.A. Tomsett Elementary Seismic Upgrade & Addition (\$11.4 Million)

- Work on the new wing of school well underway, along with seismic work in existing building.
- New child care facility, funded by the Childcare BC New Spaces Fund, out for tender and building permit.
- Targeting substantial completion of both facilities by January 2022.

8. Maple Lane Elementary Seismic Upgrade (\$6.7 Million)

- Work well underway; trending to substantial completion ahead of January 2022 target.

9. James McKinney Elementary Seismic Upgrade (\$12.6 Million)

- Work well underway; targeting substantial completion by May 2022.

10. James Whiteside Elementary Enhanced Seismic Upgrade (CFPA Stage - \$17.3 Million)

- Minister announced project approval 21 January 2021; project manager, design consultants and construction manager assigned; targeting substantial completion by March 2023.

11. William Bridge Elementary Seismic Upgrade (CFPA Stage - \$16.1 Million)

- Minister announced project approval 21 January 2021; project manager, design consultants and construction manager assigned; targeting substantial completion by June 2023.

Minor Capital Projects (greater than \$200,000)

1. Roofing Replacement Program (AFG - \$2.05 Million)

- Work complete at all sites.

2. Mechanical System Upgrades

- Chiller replacement at H.J. Cambie construction underway, targeting completion by July 2021 (SEP - \$550,000).
- Rooftop heating unit replacements at Burnett, Palmer, McNair and McRoberts complete (AFG - \$260,000).
- Direct digital control system upgrade at McNair complete (SEP - \$230,000).
- Boiler upgrades at Spul'u'kwuks and Wowk complete (AFG - \$220,000).

3. Lighting Upgrades

- Work substantially complete at Richmond Secondary, working on deficiencies (2020/2021 SEP - \$450,000).
- Work underway at Westwind and Hamilton, targeting completion by April 2021 (AFG - \$300,000).

4. Painting Program (\$262,500)

- Work complete at all sites.

5. Playground Upgrades (\$250,000)

- New adventure playgrounds completed at Bridge and Gilmore.

Local Capital Projects

- Code upgrade at District Resource Centre in Rideau Park designed and scheduled for Summer 2021.

*Frank Geyer, PEng, FMA
Executive Director, Facilities Services*

Report to the Facilities & Building Committee PUBLIC

DATE: 03 March 2021

FROM: Frank Geyer, Executive Director, Facilities Services

SUBJECT: Facilities Services Branch Update

The following report is for information only. No further action on the part of the Facilities & Building Committee (FBC) is required at this time.

Updates since the 03 February 2021 Facilities & Building Committee:

- New roofing technician started 16 February 2021, hiring new painter;
- Lead in water report completed for 2020/2021 for submission to the Ministry of Education by 31 March 2021 deadline (refer to Appendix A).

Frank Geyer, PEng, FMA
Executive Director, Facilities Services

Appendices

APPENDIX A - Water Quality Update

Background

In February 2017, the Ministry of Education mandated that all BC school districts perform lead testing in domestic water sources for at least 1/3 of schools each year. All Richmond School District water sources were tested within nine months of the mandate, with the results submitted to both the Ministry of Education and Vancouver Coastal Health. The acceptable level of lead at that time was 0.010 mg/L. After testing was completed, 32 sites were identified with at least some “Priority 1” (direct drinking sources, i.e. drinking fountains) water sources and/or “Priority 2” (kitchen and classroom sinks) water sources that exceeded the acceptable level of lead.

Mitigation Strategy

Based on the results of the testing, the following preventative measures were implemented:

- Removal and decommissioning of failed fixtures
- Re-piping to fixtures
- Replacement of old drinking fountains with new drinking fountains, bottle filling stations or combination units (bottle fillers/fountains)
- Installation of more bottle filling stations
- Removal of classroom sink “bubblers” (drinking fountains)
- Flushing Program

The District continues to focus on Priority 1 fixtures and where feasible/practical, Priority 2 fixtures while on site.

Flushing Program

The flushing program remains in place with dedicated staff performing flushing and documentation. The program includes daily and weekly flushing protocols.

“Do not Drink” stickers have been installed at all sites for Priority 2 sources. Schools are given the option whether they wish to use those fixtures for drinking or cooking. Schools are responsible for flushing and documentation of classroom fixtures.

Testing Process and New Acceptable Levels

On April 1 2019, the Ministry of Health revised its standard of acceptable lead level change from 0.010 mg/L to 0.005 mg/L. As of September, 2018, the District had 11 sites (20% of schools) with at least some Priority 1 sources not meeting Ministry of Health acceptable lead levels and 21 sites (39% of schools) with at least some Priority 2 sources not meeting acceptable lead levels.

The District completed testing of all Priority 1 and Priority 2 water sources between February and April 2020, and since the change in standard of acceptable lead level effective April 1, 2019 along with continual replacement of piping and fixtures, the number of sites with at least one Priority 1 water source not meeting acceptable lead levels has dropped to 4 (7%), however the number of sites with at least one Priority 2 water source not meeting acceptable lead levels is 25 (46%).

These results have been submitted to the Ministry of Education and Vancouver Coastal Health 31 March 2020 and will be resubmitted by 31 March 2021 as mandated.

Conclusion

The District is continuing mitigation including repair and installation of additional bottle filling stations, re-piping of domestic water systems as stand-alone renewal/upgrade projects and as part of seismic upgrades. Since 2011, Facilities Services has installed 98 bottle filling stations that provide students, staff and the public with safe drinking water in our facilities. In addition, the flushing program in place continues to address fixtures that have not been mitigated to ensure safe drinking water.

We are also in regular contact with Vancouver Coastal Health to report our findings and discuss current and future measures.