

CAPITAL PROJECT CHARTER

YEAR:	2023-24
CHARTER NUMBER:	POLI-006 (UPDATED April 2025)
CHARTER NAME:	Policing Services Building Accommodations
LEAD DEPARTMENT:	Emergency Services

TYPE:	Choose one: <input type="radio"/> RMR <input checked="" type="radio"/> GROWTH	
	This is a growth project as its main purpose is to keep up with community growth/service demands.	
ASSET CATEGORY:	Choose one: <input checked="" type="radio"/> Civic Facilities <input type="radio"/> Master Plan, Studies, & Other <input type="radio"/> Roads & Other Engineered Structures <input type="radio"/> Historical/Cultural	<input type="radio"/> Parks & Trails <input type="radio"/> Mobile & Other Equipment <input type="radio"/> Land & Land Improvements
SCOPE STATEMENT:	The scope of this project includes a small renovation and parking lot expansion at the main RCMP Detachment as well as a renovation on the 1 st floor of Beaudry Place. This new space is required to house policing services staff (RCMP and Municipal Employees) and is estimated to accommodate needs up to 2027.	

PROJECT CHARTER JUSTIFICATION:	<p>This project is required to provide short-term accommodations for human resource and policing program growth within Policing Services while endeavoring to stay compliant with the Municipal Police Service Agreement with Public Safety Canada.</p> <p>In 2021 the City hired Stephens Kozak ACI to conduct a Policing Services Building Accommodations needs and feasibility study. This study identified several design shortcomings that exist within the current spaces at Maloney and Beaudry Place including but not limited to safety/security deficiencies, significant parking and storage limitations as well as total square footage shortfalls.</p> <p>The intent of this project is to remedy urgent health, safety and security deficiencies as well as complete other necessary renovations that will provide tolerable space for police operations within the \$5M budget, while longer term policing building accommodation planning is completed.</p> <p>The targeted scope of the project includes:</p>
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	<p><u>Maloney Place</u></p> <ul style="list-style-type: none"> - Parking Lot expansion (started in 2022 and to be finished in summer of 2023) - Cell block safety and security upgrades - Front Counter safety and security upgrades - Locker room reconfigurations - Limited expansion of building footprint to address secure firearm, weapons and equipment storage needs - Small reconfiguration of Primary 911 Center/space <p><u>Beaudry Place</u></p> <ul style="list-style-type: none"> - Policing take over of 1st floor and necessary renovation of 1st floor space to meet policing standards and needs - Replacement of outdated workstations on the 2nd floor of Beaudry Place. <p><u>Other Associated Items</u></p> <ul style="list-style-type: none"> - Moving costs - Other office workstation/desk/furniture and IT equipment additions as required - Small renovation at St. Albert Place to accommodate displaced Community Services/FCSS staff and service delivery needs. <p>Administration intends that there will be flexibility in the targeted and intended scope to ensure that the costs do not exceed the budget. As a result, some areas listed above may not get completed if detailed design and cost estimates don't allow for it. However, Administration also intends to include other renovation areas or items that are not listed above, if during the renovation process, they are deemed to be reasonable and necessary for policing operations and can be completed within the total allotted project budget.</p> <p>This project and the anticipated timeline may be affected by the following factors:</p> <ul style="list-style-type: none"> • RCMP Security Clearance requirement delays • RCMP Facility Security review/approval delays • Greater than anticipated construction costs • Availability of qualified contractors • Increased construction times as a result of keeping both buildings operational
<p>STRATEGIC PLAN & CORPORATE BUSINESS PLAN ALIGNMENT:</p>	<p>Council Priority: 4. Infrastructure Investment</p> <p>Activity: N / A</p> <p>Administrative Priority: N / A</p> <p>Activity: N / A</p>

STAKEHOLDER IDENTIFICATION:	Public Works Infrastructure & Development Services – Capital Projects Office RCMP St. Albert Victim Services																																													
TIMELINE:	2023: Detailed design work and preparation/award of tender 2023 through 2026: Construction Completion and Move																																													
FINANCIAL INFORMATION:	<table border="1"> <tr> <td>Investment Year</td><td>2022</td><td>\$</td><td>5,000,000</td></tr> <tr> <td></td><td>2023</td><td>\$</td><td>-</td></tr> <tr> <td></td><td>2024</td><td>\$</td><td>-</td></tr> <tr> <td></td><td>2025</td><td>\$</td><td>1,710,000</td></tr> <tr> <td></td><td>2026</td><td>\$</td><td>-</td></tr> <tr> <td></td><td>2027</td><td>\$</td><td>-</td></tr> <tr> <td></td><td>2028</td><td>\$</td><td>-</td></tr> <tr> <td></td><td>2029</td><td>\$</td><td>-</td></tr> <tr> <td></td><td>2030</td><td>\$</td><td>-</td></tr> <tr> <td></td><td>2031</td><td>\$</td><td>-</td></tr> <tr> <td></td><td>Total</td><td>\$</td><td>6,710,000</td></tr> </table>	Investment Year	2022	\$	5,000,000		2023	\$	-		2024	\$	-		2025	\$	1,710,000		2026	\$	-		2027	\$	-		2028	\$	-		2029	\$	-		2030	\$	-		2031	\$	-		Total	\$	6,710,000	See Capital Project Worksheet for details.
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OPERATIONAL IMPACTS:		<input type="radio"/> Yes <input checked="" type="radio"/> No If yes, refer to Operating Impacts Worksheet for details.																																												
ASSOCIATED OPERATING BUSINESS CASE:		N/A																																												

CAPITAL PROJECT WORKSHEET

PROJECT COMPONENT Specify year(s)	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031
Land Determined Costs										
Concept Planning										
Detailed Planning and Design	\$50,000									
Site Servicing										
Strucure/Building Construction	\$3,750000			\$1,100,000						
Landscaping										
Construction Management										
Commissioning and QA/QC										
Contingency	\$ 750,000			\$ 610,000						
Public Participation Activities										
Equipment										
TOTAL	\$ 5,000,000	\$ -	\$ -	\$1,710,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

Comments: