



## Staff Report

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**Report To:** West Elgin Community Centre Board of Management  
**From:** Lee Gosnell, Manager of Operations & Community Services  
**Date:** 2024-03-13  
**Subject:** Arena Renovation Design - RFP

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### **Recommendation:**

That the West Elgin Community Centre Board of Management receives the report from Lee Gosnell, Manager of Operations & Community Services; And

That the West Elgin Community Centre Board of Management directs staff to seek proposals for the design of building renovations as shown in Option 4 attached to this report.

### **Purpose:**

The purpose of this report is to seek the Boards' approval for creation of a 'Request for Proposal' regarding architectural design work for arena upgrades as proposed by the renovation sub-committee.

### **Background:**

Since West Elgin's success in the 2023 Kraft Hockeyville competition, a building renovation committee has been working to develop options for use of the awarded funds. The group considered core suggestions from the original application, as well as suggestions from user groups and arena staff. Four options were created which involved varying degrees of complexity. Items considered included the addition of 2 changerooms, washroom renovations, expansion of the warm room, creation of a second floor above the warm room, repurposing of the canteen area, and the addition of a new entrance/office on the front of the building.

Staff met with a structural engineer to confirm whether these options were feasible from a construction standpoint. While all items considered are achievable, the engineer did note that certain projects, such as the addition of a second floor over the warm room would be very costly. The engineer also noted that many of the project details, such as accessibility standards, emergency access and estimated costs would be addressed through the architectural design process. Therefore, if the Board is in agreement with recommendations put forth by the arena renovation committee, staff recommend moving to the next phase of this project by selecting an Architect to expand on the ideas as presented in option 4.

### **Financial Implications:**

There are no financial implications outside of staff time to create and administer the process. All proposals will be brought to the Board with a recommendation to move forward with a preferred candidate. Funds will be allocated at that time.

**Alignment with Strategic Priorities:**

<b>Infrastructure Improvement</b>	<b>Recreation</b>	<b>Economic Development</b>	<b>Community Engagement</b>
<input type="checkbox"/> To improve West Elgin's infrastructure to support long-term growth.	<input checked="" type="checkbox"/> To provide recreation and leisure activities to attract and retain residents.	<input type="checkbox"/> To ensure a strong economy that supports growth and maintains a lower cost of living.	<input type="checkbox"/> To enhance communication with residents.

Respectfully submitted by,

## Report Approval Details

Document Title:	Arena Renovation Design - RFP - 2024-11-Operations Community Services.docx
Attachments:	
Final Approval Date:	Mar 11, 2024

This report and all of its attachments were approved and signed as outlined below:

**No Signature - Task assigned to Terri Towstiuc was completed by workflow administrator Jenn Vanesse**

Terri Towstiuc