

**DATE:** May 11, 2015

**FILE:** 0890-20/curling centre

**TO:** Chair and Directors  
Comox Valley Sports Centre Commission

**FROM:** Debra Oakman, CMA  
Chief Administrative Officer

**RE:** Curling Centre renovation project update

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### **Purpose**

The purpose of this staff report is to update the commission on the progress of the Comox Valley Regional District (CVRD) curling centre renovation project.

### **Policy analysis**

At the July 2014 sports centre commission meeting the following motion was passed:

THAT the 2014 – 2018 financial plan and capital expenditure program for Comox Valley recreation complexes function 645 be amended by adding a capital project in the amount of \$1,900,000 in 2014 for building improvements, including architectural and project management services, of the Comox Valley curling centre to be funded by debt financing.

### **Executive summary**

The work completed on the CVRD Curling Centre renovation project to date includes:

#### *Administrative work*

- September 2014 - request for proposals (RFP) to provide engineering and contract management/construction oversight services was issued.
- October 2014 - Bruce Carscadden Architect, in association with Thomas Dishlevoy Architecture Ltd. was retained.
- January 2015 - An invitation to tender for construction of the project was issued.
- March 2015 – board awarded the project contract to Kinetic Construction Ltd.

#### *Site work*

- ice removed
- testing performed on soil under slab
- worker safety orientation
- refrigeration system decommissioned and removed
- pre-construction meeting
- building permit received
- site set up
- initial site meeting
- removal of vinyl siding, insulation and plywood
- carpet removed from second floor lounge
- beams braced.

**Recommendation from the chief administrative officer:**

This report is for information purposes only.

Respectfully:

***D. Oakman***

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Debra Oakman, CMA  
Chief Administrative Officer

Submitted by:

***D. Walters***

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Darcy Walters  
Senior Manager of Recreation Facilities

Concurrence:

***T. Ian Smith***

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T. Ian Smith, MCE  
General Manager of Community Services