

Fire Hall Replacement Partnership Opportunity

Request for Expression of Interest

Issue Date: Wednesday, July 26, 2023.

Signed letter and completed REOI Information Forms (Appendix A) marked “**Fire Hall Replacement Partnership Opportunity**” will be received at the City of Fernie by email to planning@fernie.ca or delivered to City Hall, PO Box 190, 501-3rd Avenue, Fernie, BC up to 4:00 PM Mountain Standard Time, Friday, August 25, 2023, to solicit possible partnerships from interested public members and organizations as part of the pre-planning stages for a new fire hall site. The intent of this process is to explore and discuss opportunities for facility co-use partnerships through shared capital funding models and/or offer potential private sites for consideration for the new fire hall.

Please submit all inquiries to Lisa Janssen, Director of Asset Management, PO Box 190, 501 – 3rd Avenue, Fernie BC V0B 1M0, by telephone to 250.423.6817, or by email to planning@fernie.ca

Closing Date: 4:00 PM MDT, Friday, August 25, 2023.

The City of Fernie reserves the right to cancel this Request for Expression of Interest for any reason whatsoever without any liability to the City of Fernie.

NOTE: It is the Proponent’s responsibility to check the City’s website for any addenda.

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1. Opportunity

The City of Fernie is issuing a Request for Expression of Interest to solicit possible partnerships from interested public members and organizations as part of the pre-planning stages for a new fire hall site. The intent of this process is to explore and discuss opportunities for facility co-use partnerships through shared capital funding models and/or offer potential private sites for consideration for the new fire hall.

Submissions will be reviewed by the City of Fernie and a project specific Community Working Group (CWG) once the Request for Expression of Interest (REOI) closes. The CWG will report their findings and recommendations to the Project Team for consideration, which will then be submitted to Council for a final decision. The selected partners should expect to join and participate in engagement session(s) with the Project Team, where deemed appropriate. Initial engagement with selected potential partners will be occurring in early September following the closure of the REOI period and review by the Project Team and CWG.

2. Background

Fire and emergency service is an essential service for the safety and well-being of any community. The first Fernie Fire Department was established in 1904 with a contingent of 100% volunteer members. Since that time, the Service has grown to include over 40 paid on call / volunteer members, a full-time Fire Chief, a Deputy Chief, and eight full-time fire fighters. The current Fernie Fire and Emergency Services Department (FFESD) responds to over 400 emergency calls per year and serves over 10,000 residents.

The City of Fernie previously had a fire hall located at 692 3rd Ave, Fernie BC that was not purpose-built and had significant issues with the facility structure and function and no longer met current requirements for a fire hall. This led to it being decommissioned in 2022. At that time, the FFESD was temporarily relocated to operate out of the Operations Facility at 1492b Railway Ave, where it resides today. As such, the City of Fernie is now looking to select or procure a site for a new fire hall and is considering partnership with other users – public or private, if they are found to be suitable.

Previous site selection studies have been completed however, this is the first time the City has put out a public call for partners to ensure a transparent and inclusive analysis of all current opportunities.

2.1. Vision and Mandates

Vision

The City of Fernie looks to gauge interest in possible partnerships from public members and organizations as an opportunity to explore facility co-use partnerships through shared capital funding models and/or offer potential private sites for consideration for the new fire hall.

Mandates

- Ensure the health and safety of the community and the members of the Fire Department are addressed.
- Support current emergency service delivery levels as well as future growth.
- Provide a recognized industry standard fire protective facility consistent with legislated and regulatory requirements to serve the community.
- Plan for a financially achievable and sustainable project.
- Create a community serving and community building project that invokes civic pride.

2.2. Timeline of Pre-Planning Process

TASK	DATE
Issuance of the REOI	July 24 th , 2023
REOI Response Deadline	August 25 th , 2023
REOI Interviews with Suitable Proponents	August 26 th – September 2023
Site Selection	September – November 2023
Facility Concept Design	December 2023
Draft Planning Report	February 2024

3. Evaluation Criteria

Evaluation Criteria will be used by the City of Fernie and the Fire Hall Replacement Community Working Group (CWG) to review and assess submissions for suitability. There are separate criteria set out for potential site offerings and for potential co-use partners.

Potential Site Offerings

- The applicant must be the landowner of the land being proposed OR an authorized representative of the site being put forward.
- Land ideally is located within the City of Fernie municipal boundary, however, land adjacent to the City boundary will be considered if determined to be suitable.
- The proponent must be interested in helping to realize the Project Vision above.
- Financial feasibility of the site, including but not limited to costs to re-zone and re-develop.
- Suitability considerations of site, including but not limited to:
 - Proximity to the FFESD service areas;
 - Unhindered access to the site;
 - Timely availability;
 - Potential for growth and / or multi-use;
 - Land adjacent to vacant or under-utilized City of Fernie land; and

- Size (ideally larger than 1.5 acres).
- Sustainability and long-term use.
- No existing conflicts of interest.

Potential Co-Use Partners

- The proponent must be interested in helping to realize the Project Vision above.
- Use and operations are compatible to the FFESD operations.
- Possible opportunities to share capital and operating costs.
- Opportunities to bolster a multi-use, community-serving facility.

Proponents that meet evaluation criteria will be contacted for inclusion in the project engagement process.

4. Submission Requirements

Submissions interested in Potential Site Offerings should respond to the REOI by submitting a signed letter and completing the accompanying Information Form, which should include the following:

- Contact information.
- A Biographical Statement (a brief description of who you are)
- A Statement of Interest, including:
 - A summary of why your site would be a good location for a new fire hall
 - A summary of why you or your organization would be a suitable candidate as a co-user of the site and/or multi-use facility, if applicable.
 - What role you want to play in this project.
- A description of your proposed site, including:
 - Site location / municipal address
 - Site area
 - Copy of land title confirming land ownership

Submissions interested in Potential Co-Use should respond to the REOI by submitting a signed letter and completing the accompanying Information Form, which should include the following information:

- Contact information
- A Biographical Statement (a brief description of who you are)
- A Statement of Interest, including:
 - A summary of why you or your organization would be a suitable candidate as a co-user of the site and/or multi-use facility, if applicable.
 - What role do you want to play in this project?
- A description of your organization seeking to co-locate on a site with the new fire hall that includes:
 - A description of your organization (if applicable), including mandate and mission
 - A history of the organization (if applicable) including years of operation, and range of projects
 - List of Directors or Executives

Applicants may apply to both criteria using the same **Information Form**.

5. Project Team

City of Fernie (Landowner and Service Provider)

The City of Fernie (CoF) is the current landowner of the Operations Centre where the fire hall resides today. CoF and Council are also the approving authority for developments within the municipality and the authority overseeing the FFESD.

ISL Engineering (Project Manager)

ISL is leading and project managing this project on behalf of the City of Fernie.

Fernie Fire and Emergency Services Department (FFESD) (Site User)

FFESD is the operator and user of the fire hall.

Arcadis (Planning, Engagement, and Architectural Services)

Arcadis is an international multi-disciplinary design firm specializing in Architecture, Interior Design, Planning, Landscape Architecture, and Engineering. Arcadis is providing planning, public engagement and consultation, and architectural services for this project.

Community Working Group (Advisory)

The purpose of the Community Working Group (CWG) is to add insight to the development of a new fire hall throughout the site procurement and planning phase and to ensure community input and support in the site selection process. The Committee will represent a cross-section of those individuals living in the City of Fernie and use the FFESD.

6. Limitations

Any Respondent making a submission in response to this REOI does so fully accepting the following provisions:

- This REOI is a request for information only, it is not a procurement document.
- The information contained in this REOI is intended for information purposes only to assist interested parties in assessing whether to respond to such request.
- The Respondent must disclose to the City any potential conflict of interest that might compromise this process.
- All information provided by or obtained in connection with this REOI (that is not publicly available) must be treated in a confidential manner and is not to be used for any other purpose other than responding to this REOI.
- The Project Team may proceed as it determines in its sole discretion, including to discontinue or invalidate this REOI and including to re-issue or proceed with a further REOI and the Project Team will not be responsible for any losses or costs incurred by any respondent as a result thereof.
- Where the Project Team in its discretion, considers that such report or request necessitates a change to this REOI, the Project Team will prepare and issue an appropriate addendum to this REOI.
- The Project Team reserves the right to terminate this REOI at any time for any reason.

7. Appendix A – Information Form



Information Form

Appendix A of Request for Expression of Interest

Fire Hall Replacement

YOUR INFORMATION			
FIRST NAME		LAST NAME	
TITLE			
ORGANIZATION			
STREET ADDRESS			
CITY		PROVINCE	
POSTAL CODE		TELEPHONE	
EMAIL		FAX	

APPLICATION CHECKLIST				
Potential Site Offerings Proposals:				
<input type="checkbox"/> Biographical Statement	<input type="checkbox"/> Statement of Interest	<input type="checkbox"/> Description of Site (including site location and area)	<input type="checkbox"/> Copy of Land Title	<input type="checkbox"/> Conflict of Interest Question (Below)
Potential Co-Use Proposals:				
<input type="checkbox"/> Biographical Statement	<input type="checkbox"/> Statement of Interest	<input type="checkbox"/> Description of Individual / Organizations	<input type="checkbox"/> Conflict of Interest Question (Below)	
<input type="checkbox"/> For Organizations: <ul style="list-style-type: none">• Description of your organization, including mandate and mission• History of the organization, including years of operation• List of Board of Directors or Executives, as appropriate				
<p>Applicants may be disqualified if current or past interests may give rise to an actual or potential conflict of interest arising from the applicant's duties or knowledge and their vested interests. Do you believe there may be a conflict of interest arising from your response to this EOI?</p> <p><input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>If yes, please explain:</p>				

FERNIE FIRE HALL REQUESTS FOR EXPRESSIONS OF INTEREST
INFORMATION FORM

You may use the form below or append your own if you require more space.

RELEVANT INFORMATION

1. Biographical Statement (Brief description of who you are)

2. Statement of Interest (Why is your organization / site a good fit?)

3. Description of Site (If applicable)

4. Description of Individual / Organization (If applicable)

FERNIE FIRE HALL REQUESTS FOR EXPRESSIONS OF INTEREST
INFORMATION FORM

X

Applicant's Signature

Date

Signed letters and completed Information forms should be submitted via email to planning@fernie.ca or delivered to City Hall, PO Box 190, 501 3rd Avenue, Fernie BC by 4:00 PM MST, Friday, August 25, 2023.