CITY COUNCIL REPORT

TITLE:
DESIGN & BUILD FIRE HALL NO.2 ANNEX EXPANSION

PRESENTER:
Terry Parlow

DEPARTMENT:
Fire & Emergency Services

ATTACHMENTS:

DATE:
11/6/2026

CLEARANCE / APPROVALS:
troy tripp

Terry Parlow	General Manager
Dave Wardrop	City Manager

RECOMMENDATION(S):

That the proposal from Crane Steel Structures Ltd., to design and construct the Fire Hall No. 2 annex expansion, for a total bid price of $593,470.00 (net of GST) be accepted.

and further, that the additional funding requirements of $250,000 be expended from the Municipal Buildings Reserve.

BACKGROUND:

Brandon Fire and Emergency Services is scheduled to receive a new fire truck in 2027. The existing aerial truck will be retained, creating the need for additional indoor storage.

The City issued Proposal No. L-05/26 to design and build an addition for the existing storage facility at Fire Hall No. 2. The proposed addition will provide approximately 2,236 square feet of space and three vehicle bays.

Three (3) proposals were received:

Bidder:	
Century Group Inc	$1,260,000.00
Jacobson Commercial Ltd	947,742.73
Crane Steel Structures Ltd	691,881.75

Bids included separate pricing for water and sewer servicing. The separate price from Crane Steel Structures Ltd to complete the water and sewer servicing was $65,465.00.

Administration recommends proceeding with the project without the water and sewer servicing at this time to maintain project schedule ensuring that Fire and Emergency vehicles have adequate shelter from the elements, limiting service disruptions and premature deterioration of asset life cycles.

ANALYSIS:

Expanding the existing storage facility is the recommended option. It provides the required storage and makes the best use of the existing site, while providing additional storage for future equipment.

Crane Steel Structures Ltd. submitted a proposal of $593,470 with optional pricing to add water and sewer serving to the building for $65,465. A total budget of $650,000 is recommended, providing $56,530 for contingency and other project costs.

As the proposal exceeds the original project budget, the optional water and sewer servicing will not be included in the contract award. Where practical, the building will be constructed to allow these services to be added in the future.

LEGISLATIVE REQUIREMENTS:

As per the Tendering and Procurement Policy, Council approval is required when the contract value cannot be accommodated within the current year's Financial Plan. As the low bid from Crane Steel Structures Ltd.

surpasses the amount in the 2026 Financial Plan, Council approval is required.

The contractor will be responsible for the required permits and approvals. A zoning variance is also expected to be required.

STRATEGIC ALIGNMENT:

The project supports Council's priorities for community well-being and sustainable service delivery by providing the facilities needed to support Brandon Fire and Emergency Services.

FINANCIAL IMPACT:

The 2026 Financial Plan includes a total budget for this project of $400,000. The funding source of the project is the Fire Fighting Equipment Reserve.

The estimated project total is $650,000, including engineering and contingency. The additional funding requirement is proposed to be allocated from the Municipal Buildings Reserve.

The Municipal Building Reserve has a projected balance of $1,663,431 at the end of 2026 considering current commitments. The Fire Fighting Equipment Reserve does not have sufficient capacity to accommodate this additional requirement with a projected balance of $208,000 at the end of 2026.

RISK ASSESSMENT:

If the project does not proceed, suitable indoor storage may not be available when the new fire truck arrives in 2027.

Other risks include the zoning variance, utility upgrades, site conditions, material delivery, and maintaining Fire Hall operations during construction. The proposed budget includes contingency to help manage these risks.

COMMUNICATION STRATEGY:

Following Council approval, Administration will notify Crane Steel Structures Ltd. and complete the contract documents.

CONCLUSION:

It is recommended that the proposal submitted by Crane Steel Structure Ltd. to carry out Design & Build Fire Hall No.2 Annex Expansion, at a cost of $593,470 (net of GST) be accepted;

And further, that $250,000 be authorized to be expended from the Municipal Buildings Reserve.