



Memorandum

Date: January 31, 2020
To: Planning and Facilities Committee
From: Mitch Van Aller, Director of Operations

Action Item: Annual Facility Grant (AFG) Plan for 2020/2021 through 2024/2025

1.0 ISSUE STATEMENT

The Annual Facility Grant Plan is prepared yearly by staff for approval by the Board of Education.

2.0 RELEVANT BOARD MOTION/DIRECTION

None.

3.0 BACKGROUND

In the provincial fiscal year of April 2019 through March 2020, the Ministry of Education granted School District No. 23 approximately \$3.8 million in the Annual Facility Grant (AFG), intended for minor capital improvements required to ensure the long-term viability of our existing physical plant. Most of the expenditures were for upgrades of mechanical systems, roofing replacements and facility upgrades.

Ministry directives state:

"A school board may expend its annual facility grant for the purpose of:

- upgrading or replacing existing building components throughout the expected economic life of an existing capital asset;*
- enhancing the service potential of an existing capital asset or a component of an existing capital asset by correcting deficiencies in design or construction, and unsafe conditions;*
- significantly lowering the associated operating costs of an existing capital asset; or,*
- extending the life of an existing capital asset or a component of an existing capital asset beyond its original life expectancy.*

A school board is responsible for managing its annual facility grant funds to enable any emergent health and safety expenditures to be addressed within a fiscal year.

Examples of ineligible use of annual facility grants include:

- building expansions resulting in increases to gross facility area or nominal capacity;*
- building acquisitions;*
- site acquisitions; or,*
- acquisition of equipment, furnishings, personal computers, servers, local area network connections, or vehicles and their accessories."*

The Ministry of Education requires that all of the AFG funding must be expended by March 31st of the provincial fiscal year. In addition, the Ministry previously directed school districts to move future major mechanical projects to the official Five Year Major Capital Plan.

4.0 POINTS FOR CONSIDERATION

The Operations Department has continued to update the five year plan based on the expectation that grant funding levels will remain consistent. Operations staff will ensure that the funds are utilized in a way to maximize the long-term benefit to the Central Okanagan School District.

This included, but was not limited to, review by:

- Operations maintenance staff and managers.
- Specific consultants (i.e. roofing, mechanical, electrical, etc.).
- Liaison with specialty groups such as Student Support Services and Information Services to discuss their unique District-wide needs.
- Comparison to the Ministry of Education Computerized Asset Management System (CAMS).

The Operations management team then met to view each line item, evaluating and setting priorities for each group. The entire plan was then reviewed with the Superintendent and the Secretary-Treasurer. The final plan is then reviewed by the Planning and Facilities Committee, and then forwarded to the Board of Education for final approval. Again this year, the requirement is to completely expend all funds by the March deadline.

5.0 OPTIONS FOR ACTION

1. Recommend that the Board of Education approve the plan as submitted, subject to receipt of an AFG funding announcement.
2. Ask staff to revise the plan to meet additional specific Committee-directed needs.

6.0 FOLLOW-UP/REVIEW

Upon Board of Education approval, Operations will assign projects to staff pending a future announcement of an Annual Facility Grant from the Ministry of Education. No major expenditures will be made until funds are secured. Should a reduced funding level be subsequently announced, we will prioritize the highest rated items from the projects supported by the Board, and provide the Planning and Facilities Committee with an updated list of projects as an Information Item at a subsequent meeting.

7.0 DIRECTOR'S COMMENTS

The plan is a guideline and must be regularly managed. Emergent critical needs (e.g. large mechanical failures) can cause funds to be redirected. As each item is further investigated, the scope of work can change, which may increase or decrease substantially the costs of a project. This can result in the delay of a particular project until a future year. This is definitely a five year plan that evolves and changes on a regular basis. Larger projects usually require a substantial amount of design before tendering, which often results in projects being phased for study and designed one year with tendering and completion the next year. Funding previously provided by the Provincial Government was not nearly sufficient enough to meet all the demands in the system.

8.0 STAFF RECOMMENDATION

THAT: The Planning and Facilities Committee recommends to the Board:

THAT: The Board of Education approve the Annual Facility Grant Plan for 2020/2021 through 2024/2025, as attached to the Agenda and presented at the February 5, 2020 Planning and Facilities Committee Meeting.

9.0 APPENDICES

Appendix A - February 5, 2020 draft of the Annual Facility Grant Plan, 5 year plan
Appendix B – February 5, 2020 draft of the annual Facility Grant Plan Descriptions, 2020/2021
Appendix C - February 5, 2020 graph of the Annual Facility Grant Plan, 2020/2021
Appendix D – Ten Year History of the Annual Facility Grant Funds.

APPENDIX A

AFG Planning 2020/21

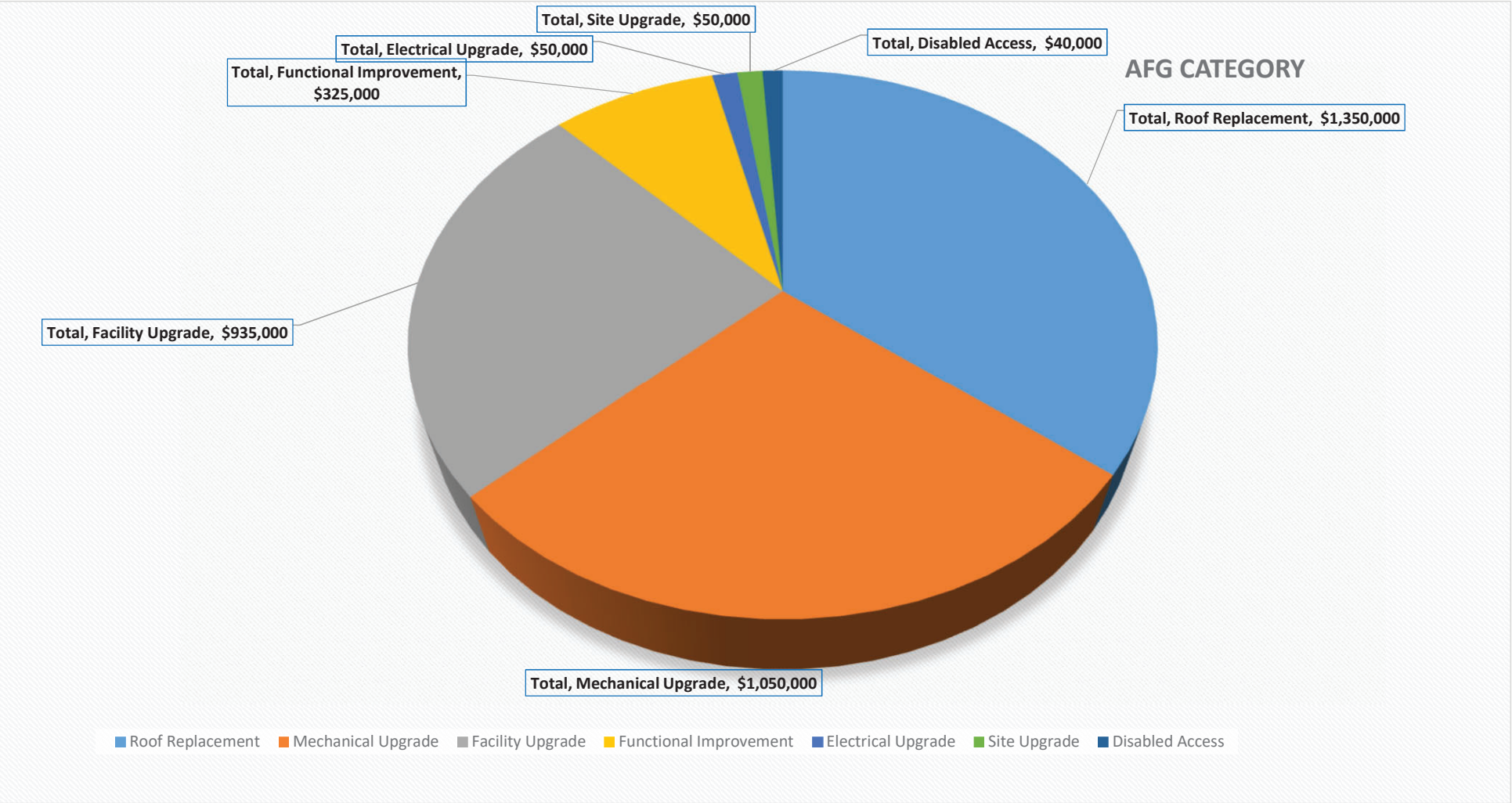
2020/2021 2020/21 Projects	2021/2022 2021/22 Projects	2022/2023 2022/23 Projects	2023/2024 2023/24 Projects	2024/2025 2024/25 Projects	
\$0	\$0	\$0	\$0	\$0	
\$3,800,000	\$17,750,475	\$400,000	\$11,072	\$0	
\$0	\$6,318,871	\$0	\$0	\$0	
\$0	\$0	\$771,694	\$187,538	\$0	
\$0	\$11,959,932	\$13,491,565	\$7,394,380	\$4,717,324	
\$3,800,000	\$36,029,278	\$14,663,259	\$7,592,990	\$4,717,324	\$68,802,851

CATEGORY	LOCATION	PROJECT DESCRIPTION	Estimate
Site Upgrade	Aspen Grove Fields	Sump pump not on on rails. Pump needs electrical to be relocated above ground. Presently, to lift out pump, electrician has to go into sump to disconnect pump.	\$50,000
Mechanical Upgrade	Dease Road Site	HVAC - Wood and Paint Shop HVAC unit at life expectancy. Suggested to split to two units for energy savings.	\$400,000
Facility Upgrade	Springvalley Middle	Washroom upgrade dividers/fixtures	\$215,000
Facility Upgrade	George Pringle Elementary	Flooring upgrade including corridors (check joist and subfloor condition).	\$70,000
Functional Improvement	George Pringle Elementary	Office renovation to increase security	\$300,000
Facility Upgrade	Hollywood Rd Educ Services	Link Corridor / renovations - Fire alarm & security upgrade	\$300,000
Roof Replacement	Hudson Road Elementary	Roofing Replacement section D	\$500,000
Facility Upgrade	Hudson Road Elementary	Convert Computer lab to Classroom as requested	\$50,000
Electrical Upgrade	Hudson Road Elementary	CNG Compressor Power Service	\$50,000
Mechanical Upgrade	K.L.O. Middle	HVAC Upgrade -Mutli-Zone Unit Replacement. Added controls to mechanical system.	\$650,000
Roof Replacement	Kelowna Secondary	Roofing Replacement section C, G, H	\$600,000
Functional Improvement	Mount Boucherie Secondary	Add 10 parking spots	\$25,000
Facility Upgrade	Mount Boucherie Secondary	Phase three - Washroom upgrade dividers/fixtures	\$200,000
Roof Replacement	Portable Classrooms	Portable Classroom re-roofing project	\$250,000
Disabled Access	SD23	H/C accessibility upgrades(to be finalized with Sudent Support Services)	\$40,000
Facility Upgrade	Belgo Elementary	Gym Floor Replacement	\$100,000

APPENDIX B

PROJECT DESCRIPTION

CATEGORY	LOCATION	PROJECT DESCRIPTION	Estimate
Site Upgrade	Aspen Grove Fields	Sump pump not on on rails. Pump needs electrical to be relocated above ground. Presently, to lift out pump, electrician has to go into sump to disconnect pump.	\$50,000
Mechanical Upgrade	Dease Road Site	HVAC - Wood and Paint Shop HVAC unit at life expectancy. Suggested to split to two units for energy savings.	\$400,000
Facility Upgrade	Springvalley Middle	Washroom upgrade dividers/fixtures	\$215,000
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Facility Upgrade	Hollywood Rd Educ Services	Link Corridor / renovations - Fire alarm & security upgrade	\$300,000
Roof Replacement	Hudson Road Elementary	Roofing Replacement section D	\$500,000
Facility Upgrade	Hudson Road Elementary	Convert Computer lab to Classroom as requested	\$50,000
Electrical Upgrade	Hudson Road Elementary	CNG Compressor Power Service	\$50,000
Mechanical Upgrade	K.L.O. Middle	HVAC Upgrade -Mutli-Zone Unit Replacement. Added controls to mechanical system.	\$650,000
Roof Replacement	Kelowna Secondary	SBS Modified Bitumen Membrane, Renewal	\$600,000
Functional Improvement	Mount Boucherie Secondary	Add 10 parking spots	\$25,000
Facility Upgrade	Mount Boucherie Secondary	Phase three - Washroom upgrade dividers/fixtures	\$200,000
Roof Replacement	Portable Classrooms	Portable Classroom re-roofing project	\$250,000
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Facility Upgrade	Belgo Elementary	Gym Floor Replacement	\$100,000



Row Labels	Sum of Estimate
Roof Replacement	\$ 1,350,000
Mechanical Upgrade	\$ 1,050,000
Facility Upgrade	\$ 935,000
Functional Improvement	\$ 325,000
Electrical Upgrade	\$ 50,000
Site Upgrade	\$ 50,000
Disabled Access	\$ 40,000
Grand Total	\$ 3,800,000

AFG YEAR
2020/2021
2021/2022
2022/2023
2023/2024

REQUIREMENT PRIORITY
1- Immediate
0- Complete
2- Short Term
3- Long Term

APPENDIX D

AFG ALLOCATIONS

YEAR	AMOUNT
2019-2020	\$3,793,643.00
2018-2019	\$3,793,643.00
2017-2018	\$3,693,367.00
2016-2017	\$3,626,516.00
2015-2016	\$3,626,517.00
2014-2015	\$3,626,516.00
2013-2014	\$3,693,368.00
2012-2013	\$3,693,368.00
2011-2012	\$3,693,368.00
2010-2011	
2009-2010	
2008-2009	\$3,746,623.00
2007-2008	\$3,746,623.00
2006-2007	\$3,614,000.00
2005-2006	\$3,588,494.00

