



City of Moose Jaw

COMMUNICATION # CC-2019-0082

TITLE: Marquee Sign Replacement Funding

TO: City Council

FROM: Department of Parks and Recreation

DATE: June 26, 2019

PUBLIC: This is a Public Document.

RECOMMENDATION

THAT the Moose Jaw Cultural Centre Marquee Sign Replacement Project be approved at a total cost of \$62,289.55 (plus applicable taxes and overhead); and,

THAT \$24,813.05 (plus applicable taxes and overhead) be funded from the Moose Jaw Cultural Centre Large Equipment Reserve to cover the sign replacement; and,

THAT \$37,476.50 (plus applicable taxes and overhead) be funded from PR 47 to cover the structural improvements required for the frame.

TOPIC AND PURPOSE

To request authorization from City Council to fund \$24,813.05 of the Moose Jaw Cultural Centre Marquee Sign Replacement Project through the Moose Jaw Cultural Centre Large Equipment Reserve.

BACKGROUND

- The Marquee Sign Replacement Project was approved in the 2016 Parks and Recreation Department capital budget in the amount of \$43,000.00.
- The design of the sign was not fully completed in 2016 and the project was carried to the 2017 capital budget.
- The final design of the sign was approved by City Council on September 11, 2017 through a recommendation from the Heritage Advisory Committee with the project continuing to be funded through the Parks and Recreation Department capital budget.

- The project was awarded to Brysen (Steady Metal Works) in October 2017. The Material for the Marquee Sign is a 44W series steel with a sandblasted and powder coated steel which is long lasting, corrosion resistant, durable and suitable for outdoor use.
- The project was carried to 2018 with the fabrication of the sign being completed in April 2018 at a cost of \$24,814.05 plus taxes.
- In May/June 2018 an analysis was completed on the structural steel frame to determine the maximum size and weight of the sign that the existing frame could accommodate. The result of the analysis was the existing frame structure did not meet the current requirements of the National Building Code of Canada (2015) and that approximately \$40,000.00 would be required to update the frame.
- The Parks and Recreation Department used some of the remaining budget to complete the structural drawings for the new frame. The drawings were completed by 49 North Building Solutions.
- Once the drawings were complete, the project was put on hold as there were not enough budget dollars remaining to complete the required alterations for the frame.
- During the 2019 capital budget deliberations, the Parks and Recreation Department requested the additional budget required to complete the project. (Approx. \$13,500) Once the additional funding was approved, the frame alterations were awarded to Brysen Steady Metal Works in the amount of \$30,354.32 plus taxes.
- In May 2019 the new Director of Parks and Recreation met with the Cultural Centre to discuss a separate project and it was discovered that the Centre potentially had funding available for the Marquee Sign through their Large Equipment Reserve.
- In June 2019 it was confirmed with the Finance Department that there was funding being put aside in the Large Equipment Reserve therefore the Parks and Recreation Department approached the Cultural Centre to see if they would be willing to fund a portion of the project through that reserve.

DISCUSSION

The total cost of the project is as follows:

Sign - \$24,813.05

Engineered Frame - \$37,476.50

TOTAL = \$62,289.55 plus taxes and overhead

The Parks and Recreation Department has \$56,442.18 in approved budget for the project. After receiving quotes on the frame replacement, it was determined that additional funding would be required therefore \$15,000.00 was transferred from another project that was going to come in under budget within the same capital category. This transfer occurred before it was determined that the Cultural Centre had funds available and will be reversed. It is also important to note that this project was never slated to proceed with unbudgeted funds.

The Moose Jaw Cultural Centre has \$44,799.51 identified in their Large Equipment Reserve for the sign replacement. On June 18, 2019, the Moose Jaw Cultural Centre held a board meeting where they passed a motion agreeing to transfer \$24,813.05 from their Large Equipment Reserve to cover the sign portion of the project. They had originally discussed transferring the remaining \$19,986.46 to their Equipment Reserve Control Account but they have since been directed that the remaining balance needs to stay in their Large Equipment Reserve for the future replacement of the sign including the Mae Wilson Theatre Sign.

Because of the recent staff turnovers within the Parks and Recreation Department and at the Cultural Centre, it has been difficult to identify how the Large Equipment Funding was not identified prior to the project being approved in 2016 through the Parks and Recreation Department capital budget.

The project is currently expected to be completed by the end of July.

OPTIONS TO RECOMMENDATION

City Council can deny the use funds from the Moose Jaw Cultural Centre Large Equipment Reserve and have the Parks and Recreation Department fund the entire project.

BYLAW OR POLICY IMPLICATIONS

The purchasing process and budget transfers described in the report are in accordance to the City of Moose Jaw City Administration Bylaw and Purchasing Policy.

FINANCIAL IMPLICATIONS

If access to the Moose Jaw Cultural Centre Large Equipment Reserve is approved, the Parks and Recreation capital budget for this project will be approximately \$10,000 under budget. The Moose Jaw Cultural Centre Large Equipment Reserve will also have a remaining balance of \$19,986.46 for the future replacement of the Marquee sign and Mae Wilson Theatre sign.

PRESENTATION

VERBAL: X

A verbal presentation will be provided, and City Administration will be available to answer questions regarding the request.

ATTACHMENTS

- i. June 25, 2019 Letter from Moose Jaw Cultural Centre

Report Approval

Written by: Derek Blais, Director of Parks and Recreation
Approved by: Myron Gulka-Tiechko, City Clerk/Solicitor
Reviewed by: Brian Acker, Director of Financial Services
Approved by: Jim Puffalt, City Manager
Approved by: Fraser Tolmie, Mayor

To be completed by the Clerk's Department only.

Presented to Regular Council or Executive Committee on _____.

No. _____ Resolution No. _____