



Paramedic Services Committee Report

To: The Chair and Members of the Paramedic Services Committee
From: Cindy Stevenson, General Manager, Emergency & Protective Services
Date: July 16, 2025
Report #: RPT-0284-25
Subject: Construction Status Update 4 on Brant-Brantford Paramedic Services Headquarters
Purpose: For Information

Recommendation

That Paramedic Services Committee receive report RPT-0284-25 Construction Status Update 4 on Brant-Brantford Paramedic Services Headquarters, for information.

Strategic Plan Priority

Strategic Priority 5 - Healthy, Safe, and Engaged Citizens

Impacts and Mitigation

Social Impacts

The Brant-Brantford Paramedic Service is a critical emergency service provider for the Brant-Brantford area. Providing appropriate accommodation to house the service is essential and will result in improved morale, communication, and increased efficiency with having all garage, core service, administration, and community paramedicine functions under one roof.

Environmental Impacts

The site includes a retrofit of an existing vacant office space near the border of Brantford and the County of Brant. Working with GrandBridge Energy will help ensure that energy efficiency is considered in the design of renovations and the new garage space construction.

Economic Impacts

The total annual leases, estimated at \$2,058,647, will be cost-shared between the Province, the City of Brantford, and the County of Brant, with contributions also from the City and County Development Charges. Budgeting for the Phase 1 of the lease, starting in August, is included in the 2025 budget.

Report

Background

In early 2023, staff brought forward details regarding a proposed build-to-suit lease of space at 150 Savannah Oaks Drive, with preliminary concept designs and construction estimates. Committee and the respective Councils approved entering into a lease, in principle, proceeding with the next steps and entering into an Intent to Lease / Memorandum of Understanding (MOU) document.

Following Paramedic Services Committee and Council's approval of report RPT-0281-24 Build to Suit Lease – Paramedic Services Headquarters in May 2024, the lease documents were finalized between the County of Brant and GrandBridge Energy officials. Lease documents were signed in August 2024.

The lease for Phase 1 is a 20-Year Build to Suit Lease with GrandBridge Energy for administrative space at an estimated annual cost of \$633,361, subject to adjustment for actual capital and operating expenses. Phase 1 includes the renovation of 27,448 sq. ft. of office space at 150 Savannah Oaks Drive. This space is being retro-fitted to suit the Paramedic Service's needs for Administrative, Crew, Training, Office, and Storage space.

The lease for Phase 2 is a 20-Year Build to Suit Lease with GrandBridge Solutions for garage facilities at 150 Savannah Oaks Drive at an estimated annual cost of \$1,425,285, subject to adjustment for actual capital and operating expenses. Phase 2 involves the construction of new garage space and an active ambulance base, at 28,524 sq. ft. This space will be brand new construction, designed to accommodate up to 35 vehicles to meet current and future needs of the Service.

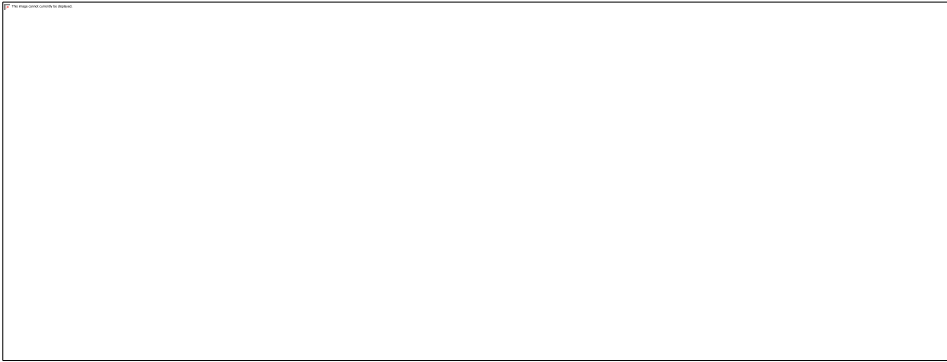
One key element of both lease documents is that final lease amounts will be based on actual costs. The actual cost of construction and financing the construction will be amortized over a forty (40) year period, representing both the base term and the second optional term of the lease. These actual capital costs won't be finalized until the completion of the construction work. The actual cost of operating the County's portion of the facility will be calculated and settled on an annual basis.

The project team includes Colliers Project Leaders as Project Manager, SRM Architects as Architect, Flat Iron Building Group as Construction Manager, and GrandBridge Energy and County of Brant officials. A series of regular meetings have been established and are underway, including bi-weekly construction status meetings lead by the Construction Manager, monthly project status update meetings lead by the Project Manager, and weekly check-in meetings between GrandBridge and the County of Brant. Other meetings are scheduled in between regularly scheduled meetings as required.

Analysis

Project Financial Status

Phase 1 and Phase 2 construction prices have been finalized. The chart below details the difference between the estimate and actual costs for construction costs and annual lease amounts, with no change from the previous update:



Phase 1 contingency was set at 6% of the construction costs, included in the above capital costs. Contingency use for Phase 1 as of July 11, 2025 is as follows:

Contingency Total	\$255,570.00	
Quotes Pending	\$105,095.30	41.1%
Approved	\$148,150.72	58.0%
Remaining	\$2,323.98	0.9%

There are quotes pending on three items, related to HVAC, plumbing and draining revisions, and renovations to existing washrooms.

Phase 2 contingency was set at 10% of the construction costs. The contingency use for Phase 2 as of July 11, 2025 is as follows:

Contingency Total	\$1,344,337	
Quotes Pending	\$103,350	7.7%
Approved	\$6,543.56	0.5%
Remaining	\$1,234,443	91.8%

One item from Phase 2 contingency has been approved to date, regarding framing required for a curtain wall. There is one quote pending to address works required to provide an independent electrical feed for the garage space. At project outset, the initial understanding was that the administrative space would supply the electrical feed to the new garage space; however, with confirmation that the garage space would require a separate address, an independent electrical feed is required.

Phase 2 also included allowances for security, door hardware changes, testing, external signage, and sitework. The allowance use as of July 11, 2025 is as follows:

Allowance Total	\$427,751	
Quotes Pending	\$0	0.0%
Approved	\$197,826	46.2%
Remaining	\$229,924	53.8%

Project Schedule

Colliers Project Leaders have prepared a project milestone summary, updated each month. A master schedule is attached as Attachment 2. The following is the summary as of June, 2025:

Project Milestones	Start Date	Forecast End Date	Actual End Date	% Complete
Project Initiation	10-Jul-23	10-Jul-23	01-Feb-24	100%
Procurement of Construction Manager	05-Dec-23	18-Dec-23	18-Dec-23	100%
Phase 1 & 2 Jurisdictional Approval	28-Nov-24	28-Feb-25	04-Mar-25	100%
Design Phase 1 & 2	01-Jun-24	23-Dec-24	23-Dec-24	100%
Furniture Procurement	18-Jul-25	18-Jul-25		60%
Phase 1 – Tender Scope	18-Dec-23	15-Oct-24	18-Oct-24	100%
Phase 1 – Construction Scope	15-Oct-24	14-Jul-25		90%
Phase 2 – Tender Scope	22-Oct-24	25-Feb-25	25-Feb-25	100%
Phase 2 – Construction Scope	28-Apr-25	30-Jul-26		5%

Completed tasks in the month of June include the following:

Completed Tasks	Start Date	Forecast End Date	Actual End Date	% Complete
Interior Signage Walkthrough	17-Jun-25	17-Jun-25	17-June-25	100%
Site Plan and Water Commissioning Plan Review with City	25-Jun-25	25-Jun-25	25-Jun-25	100%

Phase 1 construction is progressing as planned, with no anticipated changes to completion dates. Furniture procurement is on schedule, with delivery and installation scheduled for the week of July 21, 2025. Phase 2 furniture was procured in advance to avoid anticipated price increase and will be stored on-site. Move-in is on target for August 1, 2025.

The architect recently flagged the existing foyer washrooms as requiring significant repair and recommended expanding the renovation scope. A quote for this work was just received and this is currently under review by County staff to determine scope at the time of authoring this report.

The construction manager recently discovered water damage along the existing building envelope. An environmental consultant will be engaged to further investigate the issue. Remediation could include mould abatement, repair of building envelope and materials.

Administrative staff are planning to move into the new headquarters over the month of August.

Phase 2 is progressing on schedule, noting the Water Commissioning Plan and technical amendment to the site plan are under review by the City for approval.

Due to several rainfall events in June, there was a loss of one weather-related working day on site.

Interior signage needs related to occupancy, placards, wayfinding, and branding was review mid-June. The project manager is working on development of exterior signage design.

Project Risks

Project risks are flagged and actively managed by Colliers. Project risks may impact project scope, cost, and time. Current risks include water intrusion along the existing building envelope and potential for mould, water commissioning plan approval timeline for Phase 2, potential design revisions from site plan amendment for Phase 2 and modified electrical design for Phase 2 feed.

Current Service Limitations

The Paramedic Service continues to operate with significant space limitations both administratively and operationally.

The lease arrangements for both Service locations on Henry St., require lease extensions to the end of Phase 2 project completion. Lease extensions have been granted by both landlords. Service partners are assisting the service with temporary accommodations for vehicle storage as capacity has already been exceeded.

Summary and Recommendations

The new Headquarters are designed to meet the needs of a modern Paramedic Service, with appropriate space for crew lounge, quiet room, peer support room, community paramedicine, offices, locker rooms, gym, meeting space, storage, and multiple training spaces. The project is currently on schedule.

A grand opening will be planned for the new Headquarters once both Phase 1 and 2 are complete. Communications with the public and service partners will continue throughout the project as service locations change.

Paramedic Services Committee will receive future updates on continued progress at future meetings.

Attachments

- 1. 150 Savannah Oaks Drive Phase 1 & 2 Construction Photos June 2025

Reviewed By

Russ King, Chief, Brant-Brantford Paramedic Services
Neil Vanderpost, Deputy Chief, Operations & Logistics

Copied To

Alison Newton, Chief Administrative Officer
Heather Boyd, General Manager, Corporate Services
Ernie Vidovic, Vice-President Operations, GrandBridge Energy

By-law and/or Agreement

By-law Required	No
Agreement(s) or other documents to be signed by Mayor and /or Clerk	No