

FIRE STAFF REPORT

FSR-007/2022

TO: Mayor Gibson and Members of Council
FROM: M. Alcock, Fire Chief/CEMC
DATE OF MEETING: June 21, 2022
SUBJECT: Central Fire Station – Project Management Progress Report #1

RECOMMENDATION(S):

THAT Fire Staff Report FSR-007/2022: Central Fire Station – Project Management Progress Report be received as information;

EXECUTIVE SUMMARY:

The Central Fire Station Project Manager, Urban Environmental Management (UEM) has prepared a progress report for Council's information.

BACKGROUND

The project manager is tasked with tracking the projects costs, forecasting expenses and managing risks. Additionally, they provide regular progress reports to the project team, stakeholders and approval authorities (Council).

DISCUSSION:

UEM has prepared a Monthly Project Progress Report (Appendix 'A') to highlight the progress, changes, and risks to the project to date. UEM has also prepared a Memo (Appendix 'B') regarding the Architect's (Prime Consultant's) Responsibilities for Errors and Omissions.

Moving forward, future progress reports will be included in Council's Information Packages.

FINANCIAL CONSIDERATIONS:

None at this time.

OTHERS CONSULTED:

- 1) Strategic Leadership Team (Internal Project Team)
- 2) Project Manager – UEM Consulting.

ATTACHMENTS:

Appendix 'A' - Monthly Summary Report No. 1 as prepared by UEM Consulting.

Appendix 'B' - Memo- re. Architect's Responsibilities for Errors and Omissions as prepared by UEM Consulting.

Respectfully submitted by,

Approved by,

Morgan Alcock
Fire Chief/CEMC

William Kolasa
Chief Administrative Officer