



**Ministry of Public Safety and  
Solicitor General**

**Ministry of Citizens' Services  
Shared Services BC**

**REQUEST FOR QUALIFICATIONS  
for  
SURREY PRETRIAL SERVICES CENTRE  
EXPANSION PROJECT**

**RFQ #3225**

**VOLUME 1  
PROJECT BRIEF**

**April 28, 2010**

## Table of Contents

1.	Introduction .....	3
1.1	Purpose of this Project Brief.....	3
1.2	Project Team .....	3
2.	The Project .....	4
2.1	Background to the Project.....	4
2.2	Project Objectives.....	4
2.3	Project Overview – Description of the Project.....	5
2.4	Competitive Selection Timeline.....	6

## 1. INTRODUCTION

### 1.1 Purpose of this Project Brief

This Project Brief provides background information on the Surrey Pretrial Services Centre Expansion Project (the “Project”). The Project will be procured as a public private partnership (“PPP”). The Ministry of Citizens’ Services, Shared Services BC (“SSBC” or the “Authority”), has engaged Partnerships British Columbia Inc. (“Partnerships BC”) to manage the Competitive Selection Process for the Project. Partnerships BC was established by the Government of B.C. to evaluate, structure and implement public private partnership solutions which serve the public interest. Additional information about Partnerships BC is available at [www.partnershipsbc.ca](http://www.partnershipsbc.ca)

This Project Brief, and all comments included in it, is intended only as a convenient summary and reference describing the Surrey Pretrial Services Centre Expansion Project, the Authority, and the anticipated procurement process. **The Project Brief is not included as part of the Request for Qualifications (“RFQ”) or Request for Proposals (“RFP”), and is not intended to be included with, or referred to in any way in interpreting the requirements of, the RFQ, the RFP, the Project Agreement, or to in any way define or describe any party’s rights with respect to the project.**

### 1.2 Project Team

#### 1.2.1 Shared Services BC

Shared Services BC, a division within the Ministry of Citizens’ Services, works with its clients (government ministries and broader public sector customers) to develop an understanding of their needs, and to manage delivery of appropriate accommodation solutions. As well, SSBC provides responsible stewardship of the portfolio of owned and leased properties entrusted to its management.

SSBC will own and manage the Facility on behalf of the Ministry of Public Safety and Solicitor General.

*Additional information about SSBC is available at: [www.accommodationandrealstate.gov.bc.ca/](http://www.accommodationandrealstate.gov.bc.ca/)*

#### 1.2.2 PSSG

The Ministry of Public Safety and Solicitor General (“PSSG”) is responsible to maintain and enhance public safety in every community across the province of British Columbia. The portfolio of the Ministry includes adult custody and community corrections facilities.

PSSG is responsible for all aspects related to operating the correctional program within the Facility, including employing all of the correctional services staff.

*Additional information about PSSG is available at: [www.pssg.gov.bc.ca/corrections/index.htm](http://www.pssg.gov.bc.ca/corrections/index.htm).*

## **2. THE PROJECT**

### **2.1 Background to the Project**

#### **2.1.1 Corrections in B.C.**

The mission of PSSG is to ensure the security and economic vitality of communities through protective and regulatory programs.

PSSG carries out this mandate through the enforcement of laws and court orders; increasing public safety through offender management and control; and regulation of certain industries and activities to ensure that people are, and believe they are, safe in their communities.

B.C. Corrections Branch provides supervision of offenders in the community, supervision of those persons on bail while awaiting trial, and custodial accommodation for offenders sentenced to custody and for persons remanded to custody awaiting trial. The B.C. Corrections Branch also supervises offenders awaiting transfer to federal prison, federally sentenced offenders transferred to provincial jurisdiction, and individuals detained under the *Federal Immigration Act*. The provincial corrections system is responsible for accommodating offenders serving sentences of up to two years less a day. Longer sentences are served in federal facilities.

#### **2.1.2 Need for Capacity**

Correctional centres in B.C. have reached maximum capacities - the inmate population is at a record high and is forecast to continue to rise. The Adult Custody Division of Corrections requires additional capacity, without delay, to accommodate this rising population. The Surrey Pretrial Services Centre Expansion Project will support initial demand through the immediate addition of 180 high-security inmate cells.

### **2.2 Project Objectives**

#### **2.2.1 Project Objectives**

The following objectives have been established to guide the development of the Project:

- Capacity - Provide additional, safe and secure correctional centre capacity by November 2013.
- Facility Environment - Provide a positive environment that supports the retention of staff and supports the dignity and respect of all occupants.
- Business Continuity - Minimize impacts of renovation and construction on custodial program operations.
- Innovation - Improve custodial program delivery and facility performance through innovation in design, construction, and operations.

- Facility Integration - Deliver a single, consolidated custodial program through facility design and building systems integration.
- Operational Reliability - Minimize the frequency of facility performance failures and their associated impacts on custodial program operations.
- Program Integration - Support current and evolving custodial programs and practices of the Province of British Columbia.
- Sustainability - Achieve Provincial requirements for building sustainability in a manner that is appropriate for a custodial environment (i.e., LEED® Gold certification, minimize greenhouse gas emissions, Wood First Act and related policy and guidance).

### Sustainability and Environmental Stewardship

**All new corrections facilities have been mandated to meet a LEED® Gold standard and to be registered under the LEED® Gold certification level.**

All new corrections facilities are required to be designed in accordance with principles of sustainability as established by the British Columbia Climate Action Secretariat and the Canadian Green Building Council's (CaGBC) LEED® Green Building Rating System for New Construction 1.0.

Sustainable design principles include the ability to:

- Optimize site potential;
- Minimize non-renewable energy consumption;
- Use environmentally preferable products;
- Protect and conserve water;
- Enhance indoor environmental quality; and
- Optimize operational and maintenance practices.

The Authority anticipates that utilizing a sustainable design philosophy will encourage decisions at each phase of the design process that will reduce negative impacts on the environment and the health of the occupants, without compromising the operations of the Facility.

### Wood First

As contemplated by the Wood First Act (British Columbia), the private partner will be required to use wood in the Project, consistent with Wood First legislation.

## 2.3 Project Overview – Description of the Project

### 2.3.1 Capital Cost

It is expected that the capital cost of the Project will be approximately \$100 million dollars.

### 2.3.2 Site

SSBC has acquired a parcel of land from the City of Surrey of sufficient size, and with the appropriate zoning, to accommodate the addition.

### 2.3.3 Physical Asset

The SPSC Expansion Project will add 180 high-security inmate cells to the existing 149-cell facility. The 180 cells will be organized within five living units, each containing 36 cells. The expansion will consist of one pod of four living units, and a second pod of one living unit grouped, with a segregation unit and a health care area.

Preliminary planning indicates that the new Facility will comprise:

Gross Floor Areas	Square Meters
New Construction	9,500
Renovations	4,800
<b>Total Gross Floor Area</b>	<b>14,300</b>

Renovations to the existing facility will consist of expansions to:

- Programs;
- Food services;
- Staff services; and
- Administration.

As well, the admissions/discharge and visiting areas will be reorganized as a result of the renovations.

### 2.3.4 Facility Management Services

The private partner will provide facilities maintenance services for the entire Facility; lifecycle rehabilitation in the addition as part of the DBFM agreement; and lifecycle rehabilitation in the existing building on a demand, or required, basis as negotiated with the Authority.

## 2.4 Competitive Selection Timeline

The following is the Authority's estimated timeline for the Competitive Selection Process and the Project:

Activity	Timeline
Introductory Project Meeting	May 18, 2010
RFQ Closing Time	June 22, 2010
Respondent interviews/presentations (optional)	July 12, 2010

<b>Activity</b>	<b>Timeline</b>
Announce Shortlist	July 2010
Issue RFP and Draft Project Agreement to Proponents	July 2010
Issue Final Draft Project Agreement	October 2010
Closing Date for Proposals	January 2011
Selection of Preferred Proponent	February 2011
Financial Close	March 2011
Construction Commences	April 2011
Occupancy	November 2013