

FOCUS ON REAL PROPERTY

Volume 9, No. 2

Fall 2001

Thank you to the Department of National Defence for their generous support and sponsorship of this issue.

A PRACTICAL PERSPECTIVE ON INDOOR MOULD PROBLEMS

Shawn Gill, NRC

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In the previous issue (Winter 2001), the article on indoor mould outlined the prevalence, underlying cause, and health implications associated with excessive mould growth in buildings. This article will review the principles involved in investigating and resolving mould problems in the workplace.

Moulds are naturally occurring organisms that are ubiquitous. They therefore exist in the indoor environment. In modern well-maintained buildings, their airborne population is usually less than their outdoor prevalence, but they should not be given an opportunity to grow in the workplace. That is, there should be no source of mould amplification - a term sometimes used in the trade.

Many of the mould-related allergy-like symptoms presented by workers are non-specific, being caused by a number of other biological and biochemical contaminants, including dust mites. For this reason, it is necessary to develop a hypothesis for a building's indoor air quality (IAQ) problem(s) based upon information gained from a site visit. In some cases, it may not be apparent whether there is a mould problem (as distinct from other allergens) or that the symptoms are even specific to the workplace. However, some indicators of mould propagation may be readily apparent. A history of flooding, leaks, or condensation should be investigated. Discoloured ceiling tiles, visible mould colonies on gypsum board and wood surfaces, or the telltale musty smell, are highly indicative. On the other hand, mould growth may be obscured, occurring in heating, ventilating and air conditioning (HVAC) equipment, pipe lagging above false ceilings, or in the interstitial wall cavities. Mould abatement costs can escalate rapidly if problems are not intercepted promptly. An experienced investigator

should be retained as soon as it appears there is a potential mould problem.

A qualified specialist, conducting a more detailed inspection of the building and its mechanical equipment, and using a variety of testing approaches, can determine if there is a mould problem, its significance, and whether it is localized or endemic to the entire structure. If mould growth is apparent, there may be little value in pursuing a sampling program, and instead develop a thorough and cost effective remediation program. Otherwise, a sampling program is warranted, particularly when staff symptoms are consistent with a mould problem, or when complaints can be associated with water damage. Because mould counts, [as determined by colony forming units (CFU) cultured in the laboratory and expressed as CFU/m³ of air] can be highly variable, both indoors and out, the laboratory results must meet criteria that distinguish normally occurring flora from a significant problem. There are no explicit threshold limit values (TLV) analogous to the TLV limits for chemical compounds. For example, the presence of one or more species of fungi from indoor samples, but not outdoor samples, suggests the presence of a source of amplification within the building. The persistent findings of toxic fungi such as *Stachybotrys atra*, and toxic *Aspergillus*, *Penicillium* and *Fusarium* species, indicates the need for further action. Pathogenic species such as *Cryptococcus neoformans* and *Aspergillus fumigatus* - often associated with bird or bat droppings accumulating at air intakes - should not be present. In recent years, protocols have been developed to analyse indoor air samples for specific microbial volatile organic compounds that are produced during mould growth.

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FOCUS

A Newsletter for the
Real Property Institute
of Canada



ISSN 1195-7816

FOCUS on Real Property

Fall 2001 – Volume 9, No. 2

This newsletter is published by the Real Property Institute of Canada.

EDITORIAL POLICY

The objective of the newsletter is to help readers locate primary sources of information. To that end, facts and opinions are summarized, and do not necessarily reflect the subtleties of source data. The views expressed are not necessarily those of the contributors' organizations, or of other organizations that may have similar programs. Nor are they necessarily those of the Real Property Institute of Canada, or the editorial staff.

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MESSAGE FROM THE PRESIDENT

Murray Ballantine, PWGSC

It is time to make plans to attend the 2001 Real Property Conference scheduled for November 20-21. It is shaping up to be the best yet. George Plank and the Conference Committee have been creative in their approach this year. I am certain that you will find it very interesting and useful. I look forward to seeing you there.

Subsequent to my last message, we received the final report of our auditors. The report indicated that our financial position was not as strong as indicated by the preliminary information that was available to us at the time of the last Conference. As a result, the Board has focused on improving the financial position of the organization and has limited RPIC activities to the Conference and professional development courses that generate a surplus. To avoid a repeat, we have instituted improved financial reporting and management practices. Given this experience, we are reviewing our development plans for RPIC to ensure that any new initiatives will be financially sustainable.

It is with regret that I advise you that, for personal reasons, two of our Board members, Steve McFaul, First Vice-President, and Judy

Larkin have decided to resign. I want to thank both Steve and Judy for their significant and extensive contributions to the creation and development of RPIC and their work on the Real Property Conference over the past many years.

There are many opportunities for RPIC to grow and contribute to the professional management of real property in the public sector. Examples are: providing networking opportunities for individuals within the public sector real property community; working with Treasury Board Secretariat on its professional development initiative in the materiel and real property sector; and brokering courses developed by one department to the public sector real property community at large.

In closing, RPIC is a major contributor to the real property community and its impact will continue to grow. I want to thank all our volunteers and sponsors that are helping us achieve our successes. Our 2001 Real Property Conference is just one example – so be sure to attend. ■

A PRACTICAL PERSPECTIVE ON INDOOR MOULD PROBLEM

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The results of the surface and air-sampling regime will indicate the extent of the problem, for which a remediation strategy may be tailored to the circumstances. Mould cleanup technology has borrowed heavily from asbestos abatement. The general principles are simple: protect the workers with adequate filters, contain the contaminated area, remove and bag contaminated materials and clean up the work site after the infected materials have all been removed. It is important to appreciate that while mould growth is caused by excessive moisture, it is not sufficient that mould amplification merely be arrested. Because mould spores containing mycotoxins can lie dormant for years, as much of the affected material as possible must be removed. The process involves the removal of building materials and a thorough cleaning of all affected surfaces, including ductwork. Where extensive contamination has been allowed to go unchecked, the cleanup can be expensive,

intrusive, and disruptive. It is therefore essential that, as a matter of practice, leaks and condensation be addressed immediately.

Ultimately, the best method to combat mould is to prevent it from finding an environment in which it can thrive. This speaks to the importance of diligent and sound housekeeping practices. In the event that a mould infestation does occur, it does not always need to be treated like the plague. Healthy individuals are not likely to be infected from mould exposure, but prolonged exposure will result in allergenic or toxic reactions. Small localized moisture problems can be treated by maintenance personnel without fanfare before mould growth can become established. It is usually the existence of chronic moisture conditions left unattended that result in serious mould infestations. ■

GUEST EDITORIAL

*Rem Westland, DND
RMC 8475*

As the Past President of the Institute, and as one who had numerous opportunities to address you through FOCUS while President, I am very pleased to have this opportunity once again because of an innovation proposed by the Institute and taken up by the Department of National Defence.

The innovation is to have federal departments, at their option, sponsor an edition of FOCUS and then use that edition to speak to RPIC members across the country but also most particularly to RPIC members who are also employees of the department working in the realty business. I was especially pleased to receive the support from DND which I needed to take up this opportunity. It confirmed to me that DND values what RPIC does, and appreciates that RPIC can be used to communicate effectively with DND employees.

The articles in this edition of FOCUS, which describe DND realty initiatives, are interesting on their own account. I congratulate those involved in the initiatives described in those articles, and I thank those who took the time to write about the efforts made.

The articles are particularly interesting, in my view, because they represent DND initiatives in the realty business of the federal government which covers much more ground than the articles themselves. In short, DND is proving itself to be a place where innovation (within the limits of policy, of course) is becoming the order of the day. We are setting an example for ourselves and for others in our business. We are proving that we are the best in the business and that we earn the trust and confidence of our department and of government managers in the central agencies.

DND manages well over half of all the realty of the federal government which is subject to daily transactions (only Parks Agency holds more, but most of that is park land). Because we at DND manage such a large portfolio, we must be very good at what we do. If we do not provide data desired by the government by a prescribed time, it means the government as a whole has missed its targets for well over half of the assets it is reporting upon. If we fail to implement policies such as disposal of land correctly, it means the government has failed to implement its own policies for most of its disposals.

For departments and agencies involved in the disposal of federal land, including Indian and Northern Affairs Canada, Public Works and Government Services Canada, Canada Lands Company, and others, the intentions and the transactions of DND are the main, if not the only, source of meaningful business. We are by far the largest contributor of surplus land where the land will be developed for alternative use. DND land is almost always converted to new uses, raising all kinds of disposal issues which DND must deal with and in all cases of which DND is again often the only face of the government for those kinds of issues.

I could go on.

Next-To-Bottom line: DND managers of realty are key to the success of the government's overall reputation on the management of public lands.

We have reason to feel very challenged; to feel that much of what the government wants to achieve depends upon us; and that we must always be good at what we do.

Bottom line: As we do this, at the end of every day our motivator is to hear the Canadian Forces members and leadership say: "thanks guys; we are getting the best realty support for our operations domestically and abroad that we can get." Our CF colleagues have some of the toughest jobs in the country and have taken on some of the greatest sacrifices. ■

ADAPTING TODAY'S WORKPLACE FOR TOMORROW'S WORKER

If you have not yet registered to attend the 14th Annual Real Property Conference, November 20-21, 2001, there is no need to delay any longer!

This year's Conference Committee chose the theme "Adapting Today's Workplace for Tomorrow's Worker" based on recommendations made by the attendees of last year's Conference. This program is designed to address the questions that are being raised by you – the day-to-day practitioner of real property and facilities management. Some of the highlights of this year's program are the following:

- The Conference Keynote Address, to be given on Tuesday, November 20, 2001, will be delivered by David Foot, international best selling author, lecturer and university professor. Mr. Foot's book *Boom, Bust and Echo* was an international sensation upon its release in 1996, reaching the top of the Best Seller list in 1996 and 1997! Mr. Foot will speak to attendees of this year's Conference on how understanding demographics enables us to track what will influence our lives in the future.

- Up to 17 workshop sessions for participants to choose from. Sessions cover a wide range of topics. (Please see the Preliminary Program included with this issue of the Newsletter for more details.)

- Sessions to appeal to all areas and disciplines within the real property and facilities management communities.

- The third Annual Gala Dinner will be held at the stately Museum on Nature on Tuesday, November 20, 2001. Each year, the Gala Dinner continues to be a "must see" event – if you've not attended in previous years, be sure to include this special evening out in your agenda. RPIC is pleased to once again welcome as our very special guest the Honorable Madame Lucienne Robillard, President of the Treasury Board of Canada.

- The Annual Awards ceremony is again being held in conjunction with the Gala Dinner. The RPIC Awards acknowledge the innovation and hard work of the members of our community. Come join us for this evening of celebration and recognition!

Be sure to send in your registration today and guarantee your spot at this year's Conference! ■

MEET YOUR BOARD OF DIRECTORS 2000-2001

The RPIC Board of Directors is a volunteer board comprised of members from across Canada. If you have any questions about RPIC or its activities, please contact the Board Member in your area.

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WINDSOR RESERVE FACILITIES — AN INNOVATIVE SOLUTION

**Nancy Shaver, Senior Realty Advisor,
Directorate Realty & Engineering
Policy, DND**

The current Windsor Reserve facilities comprise three buildings located in three separate sites in Windsor, Ontario:

- Three Reserve units are housed in the Major F.A. Tilston, VC Armoury. The building no longer meets operational requirements. The site is leased from the city and in accordance with a 1900 agreement between DND and the City the building will retrocede to the City of Windsor when no longer required;
- Windsor Airport Facility is leased from the City and is also used by the three Army Reserve units identified above, for vehicle storage and maintenance. The lease expires in 2003. The site is insufficient in size to accommodate the four Reserve units for regular training. The City is not interested in renewing the lease as they plan on expanding at the Windsor Airport.
- HMCS HUNTER is occupied by the Naval Reserve. The site is owned by DND but is insufficient in size to accommodate the four Windsor Reserve units.

In 1996 DND commissioned a study of options to accommodate the Reserve units in the City of Windsor. That study did not investigate the partnering concept and concluded that, at that time, the most cost-effective solution that satisfied operational requirements was to construct a new consolidated reserve facility. This would require the purchase by DND of approximately 1.5 hectares of land and new construction at an estimated cost of \$17,900,000. Due to the indicative cost estimate and the financial constraints on the Department, the project was deferred.

In the fall of 2000, DND learned that the City of Windsor had a project for a police

training facility that to date did not have high enough priority within the municipal budgeting process to allow for a dedicated facility to be constructed. Initial meetings identified the opportunity for a joint use facility. The City owns the land (approximately 7.28 hectares). The majority of the space required for operational requirements is fully compatible. There would be 100% utilization, with the police needs focusing on the day time operations and the Canadian Forces mostly evening and weekend use.

The business case completed in the fall of 2000 addressed four options: Partner with the City of Windsor to build a new combined Armoury/Police training facility; build a new separate DND facility; lease an existing facility in Windsor; and lease to own a facility in Windsor. The business case determined that the most cost effective, the most operationally effective and the lowest risk solution is to partner with the City of Windsor to build a new combined Windsor Armoury/Police training facility.

The lease will include an option at the end of the twenty-year term to extend the Term for four (4) additional periods of five (5) years each, provided that one (1) years written notice to exercise such right is given to the Lessor. A committee made up of representatives from the City of Windsor and DND will meet each year to discuss recapitalization options. The lease will also cover emergency use situations.

DND will occupy 5,142 square metres (gross) of space to house the Windsor Reserve Units. The Windsor Police will occupy 1,708 square metres (gross). The total combined facility will be 6,850 square metres (gross). Of this total combined space 1,200 square metres will be equally shared between the Department of National Defence and the Windsor Police.

This is an example of how different levels of government can work innovatively while making the best use of taxpayers' dollars.

The individual needs of the partners will allow for maximum use of the facility. The police service training will take place primarily during the day while Reserve units and Cadets will be in-house in the evenings and on weekends.

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SEWAGE TREATMENT PLANT OPTIMIZATION PROGRAM

Bob Hardy, Chief Civil Engineer, DND

In March 1995 DND initiated a Sewage Treatment Plant Optimization Program (STPOP) for mechanical plants operated at CF Bases and Wings across Canada. The multi-year program was continued under the Department's Sustainable Development Strategy as a jointly-funded initiative by various National Defence Headquarters and realty managers and administrators within the Environmental Commands (Army, Navy and Air Force). The program's objective was to assist operators and managers to achieve effluent standards and promote environmental stewardship. The program's mission was "to promote environmental protection through skills transfer as measured by improved and compliant effluent quality at least cost". STPOP was implemented in five phases over the period from May 1995 to its

completion in March 2001 with a fund expense of \$1.6 M over six years.

The first phase consisted of a two-year pilot at CFB Borden and 8 Wing Trenton. In the second phase, STPs were prioritized for evaluation. In the third phase, teams consisting of civilians and Water, Fuel, and Environment (WFE) technicians evaluated each plant's operation, design, maintenance, and administration to determine the unique combination of performance-limiting factors (PLFs). The most common PLFs included a lack of familiarity of plant needs on the part of facility managers, inadequate monitoring to accurately characterize performance, and a lack of application of concepts and testing to process control on the part of operators.

During the fourth phase, Facilitation Teams transferred skills and supported staff in improving practices and implementing minor design upgrades. As a result, plant staff improved effluent quality, improved accuracy and reliability of reported data, enhanced operational skills, and reduced capital and operating costs at some plants. At one facility, technical activities ceased because a focus for process control training could not be established. Existing federal guidelines were not clear about the need for the plant to reduce effluent phosphorus concentrations below 1.0 mg/L and staff were concerned about the potential impacts of chemical addition on the landfarming of sludge. In addition, the success of on-site skills transfer is contingent on the support of plant managers, operators, and, in particular, plant supervisors.

Data reporting and review, development of Standard Operating Procedures, and annual site visits were utilized in the final phase, following on-site optimization, to help sustain performance improvements. Lack of staff continuity in plant operations and management following the completion of technical assistance caused deteriorated performance at one facility. Following the completion of STPOP on March 31, 2001, an initial follow-up program has been funded within ADM (IE) for FY 01/02. The objectives are to ensure maintenance of optimized plant performance, to disseminate best-practices and lessons-learned and to identify desirable future monitoring activities, policies and guidelines. A water optimization program was also initiated to take advantage of the knowledge and experience gained during STPOP.

In summary, the Sewage Treatment Plant Optimization program and the efforts and activities at the Bases/Wings resulted in improved performance for DND's major plants and brought effluents into compliance. The program saved \$12 M in capital costs and \$385 K in annual operating costs. ■

TRAINING NEWS

Tara Robinson, CLC

Thanks for making the Spring Training a success! PWGSC will be offering the Introduction to Real Property Management Framework course to its employees across the country in the Fall and has invited other government departments to attend at the low cost of \$300.00. This is an excellent course that provides the decision-making machinery (internal to a department) necessary for the prudent management of real property as a portfolio. It is highly recommended that you take advantage of this opportunity so be sure to check the RPIC web site and the mail for details on when the course will be in your region.

The committee continues to work on a number of initiatives for the real property community. One initiative is the introduction of BREAKFAST MEETINGS in the National Capital Region. These sessions will provide our members with both an opportunity to hear from a variety of real property experts from both the federal government and the private sector and to network with their colleagues regarding the issues facing real property professionals in the federal government. It is hoped that these meetings will be a great success and spread across the country! The first breakfast meeting is scheduled for October 11, 2001...watch for details in the mail and on the RPIC web site.

In order to better address the professional development and training needs of our members, the committee is also in the process of developing a strategy and workplan with the goal of making RPIC the key source of information on professional development and training for federal real property professionals. We will keep you posted on our progress.

We welcome your suggestions for professional development and training opportunities, so please feel free to contact us. Suggestions can be submitted to the RPIC Secretariat by fax at 613-729-6206 or by E-mail to <rplic@thewillowgroup.com>. ■

THE SEAFORTH ARMOURY CONCEPT

David Voisey, Realty Policy and Plans Advisor, DND

The Seaforth Armoury is located in downtown Vancouver adjacent to the Burrard Street Bridge and within close proximity to Granville Island. The proposed concept focuses upon a potential joint mixed-use development project on DND lands using private sector financing and marketing to maximize or “leverage” the value from underutilized portions of realty assets. This would be undertaken through the construction of a mixed-use joint public/private facility. The revenue streams derived from the private sector use of the underutilized portions of the site can be directed to reduce departmental ongoing operational and holding costs.

The general approach was first raised by the Vancouver Board of Trade for the Seaforth Armoury as a means to enhance and maintain the heritage characteristics of the facility by the use of private capital. The private sector would develop the mixed-use capacity afforded by the site to generate a revenue stream. The developer would acquire the opportunity of realizing a profit and the long-term operational integrity for the department on the site would be maintained.

A specific study was undertaken on the Seaforth Site in Vancouver to see how the project could work. Future mixed-use assumptions were based upon a high density Floor Space Ratio considered achievable through altered zoning over the whole site. The study showed that potential future uses included: the construction of new facilities of sufficient size to consolidate all of the lower mainland armouries on the site; a commercial retail strip at street level; a low rise condominium building on top of a garage structure; and, a high rise residential tower to the rear of the site. The project demonstrated that the potential value of a long-term lease generated by the transfer of the air space parcel (by sale or pre payment of long-term lease) would be in the order of \$13 million. This sum could be used to cover the costs of consolidation of

the DND lower mainland armouries depending upon recommendations from the Land Force Reserve Restructuring study (LFRF) or for other DND realty initiatives. The market situation has subsequently changed from the time of the initial study but the principles remain the same.

The potential project for Seaforth was submitted to and received Preliminary Project Approval from the Treasury Board. In effect TB endorsed the proposal subject to DND seeking Effective Project Approval when the impact of the recommendations of the LFRF study are known for the site. Whether or not an actual project will be developed for the Seaforth Armoury and the armouries in the lower mainland of BC will be dependent upon the eventual findings of the LFRF study and therefore has yet to be confirmed. The concept, however, is adaptable to other DND locations.

The policy principles brought to the Minister’s attention were:

- Realty assets no longer required for program purposes must be disposed by sale.

This approach is contingent on the basis that the RA in question has underutilized capacity yet the entire property (footprint) is still required for operational purposes and that the operational need can be substantiated as such. The concept would also be applicable if the underutilized capacity cannot be severed from the main parcel. In the case of the Seaforth the site footprint is required for DND infrastructure and vehicle storage, the excess capacity comes in the form of utilizing the air rights through maximized zoning potential.

- Federal leasing should be for the shortest period possible.

There are numerous examples of long-term leases in federal departmental agency transactions when and where appropriate conditions exist. As long as the prime property is required for ongoing operational use a reasonable timeframe would be calculated for a reasonable profit from the capital investments. In reference to

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WINDSOR RESERVE FACILITIES – AN INNOVATIVE SOLUTION

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Although the potential partnering between the Army Reserves and the Windsor Police provides for a win/win situation from a realty perspective, this location does not satisfy the Navy’s requirement. The Navy is investigating a partnering arrangement with the Port Authority on the waterfront. The proposed waterfront property offers the use of the Mill Cove Marina on the Detroit River including boat launching capability and dry storage.

Treasury Board officials were briefed, policy issues were addressed and they subsequently approved the Department of National Defence entering into a twenty (20) year lease, with four five-year renewal options with the City of Windsor to house the Windsor Reserve Units in a joint-use facility shared with the Windsor Police. The lease arrangement includes up-front payments totalling \$9,646,568 over the first three years to cover the Department of National Defence share of the construction costs commencing in September 2001 and annual lease payment for O&M, Utilities and Taxes based on actual costs thereafter. The overall saving to DND of this partnership approach will be approximately \$8 million (\$6 million over the first 3 years and \$2 million over the 20 year lease). ■

THE SEAFORTH ARMOURY CONCEPT

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the Seaforth pilot this time frame could be anywhere between 20 to 50 years depending upon whether or not the marketable space was developed as retail or residential.

- Competition with the Private Sector

Any proposal brought forward by DND must be transacted in a fair and open process and the transaction must insure that the proponents will not achieve any subsidies through their use or Crown land (i.e. that the proponents would all be subject to the local

standards and by laws). Proposals should be tested via discussions with such agencies such as the local Board of Trade, the City or Municipality and through the political network to insure that any unknown sensitivities can be identified and addressed. DND itself would not implement a mixed-use development project but would pass it to a more appropriate federal agency with real property development expertise and capability.

- Revenues from Property must be used for recapitalization of Infrastructure Revenues derived from mixed-use joint development initiatives must be used for

recapitalization of infrastructure or to offset capital or O&M costs. Revenues cannot be diverted to subsidize non-realty asset related operational needs.

While no two realty asset situations will be exactly the same and will differ in terms of location, size, marketability, value, timing and long-term operational need, there are a number of tests that can be employed to determine if there exists a joint-use development opportunity or not. While the following is not all encompassing it is offered to provide a general indication:

- There is an established ongoing operational requirement for the whole site.
- The site is not used to its full capacity (either in terms of space or usage). This could apply particularly in cases of costly heritage facilities with building capacities on the site.
- The underutilized portion(s) of the property cannot be severed and sold.
- The site has relatively low density usage in areas surrounded by high density (one or two stories in areas in close proximity to high-rise developments).
- There would be a market for private sector interest in the site (can be measured by development and trends within general area or expressions of interests received from third parties).
- There could be compatible private sector usage in buffer zone areas that would not compromise Departmental operations.
- In summary – to make it work the realty must have at least one attribute (value, location, size etc.) that would be of interest to the private sector to make an investment in a joint-use partner approach.

DND is actively working on the Seaforth concept. Once a consolidated statement of requirements has been confirmed, a request for proposals will be sought from the private sector. This is anticipated by late fall of this year. ■

Notice

Real Property Institute of Canada – Annual General Meeting (AGM) Held in conjunction with the 14th Annual Real Property Institute of Canada Conference

When: Wednesday November 21, 2001, 12h30 – 14h00

Where: Ottawa Congress Centre, Colonel By Salon

The AGM is open to all members of the Institute. Come meet the members of the RPIC Board of Directors and learn of the activities planned for the Institute for 2001-2002.

All documentation for the meeting will be distributed in advance of the AGM.

DND ELECTRICITY PURCHASE CONTRACT IN ALBERTA

Jag Rai, Chief Electrical Engineer, DND

The Alberta Government passed the Electric Utilities Amendment Act in 1998 to deregulate and restructure the province's utility industry. The deregulated market was scheduled to commence 01 January 2001. On 27 October 2000, DND learned that it was not eligible for the Regulated Rate Option (RRO) with the announcement on eligibility criteria for the RRO by the Alberta Department of Resource Development (ARDR). However on 01 November 2000, ARDR issued the deadline of 11 December 2000 to select a retailer after which the ARDR would assign a supplier at pool (i.e., spot) market rates.

Based on the need to select a supplier, within less than six weeks, to ensure contract coverage by 01 January 2001, a Request For Proposal (RFP) was prepared in-house in Ottawa by DND/ADM (IE) National Energy Advisory Group in consultation with Area Engineer (A Engr), Land Force Western Area Head Quarter (LFWA HQ) Edmonton. At the same time that

the RFP was being prepared in Ottawa to cover all 200+ accounts in the province of Alberta, all the field activities among different commanding officers of Calgary, Cold Lake, Edmonton, Suffield and Wainwright were being coordinated by LFWA HQ in Edmonton.

The RFP was issued directly to the 17 firms registered as suppliers. The ARDR regulates the suppliers of electricity and bids could only be solicited from the registered suppliers. The RFP and the process followed were consistent with Government Contract Regulations for competitive contracting. The electricity purchase contract was successfully awarded to ENMAX Energy Corporation before the deadline, allowing DND to enjoy extensive cost avoidance and obtain budget certainties for business planning purposes.

There were numerous significant challenges faced during this process. In addition to the time limitation and lack of critical information,

existing Delegated Authorities for Utility contracts did not apply. Treasury Board Secretariat (TBS) advised that the matter could not be brought to TB in a timely fashion and that the Minister of National Defence (MND) would have to determine if the economic opportunity represented by the cost avoidance was sufficient to justify approving the contracts. The MND, after due review, authorized the Commanding officers to enter into the contract. Subsequently, the TB approved the Minister's submission.

All these challenges were managed successfully as a result of having a sound knowledge base, good leadership, exemplary cooperation between different levels within DND and positive timely responses from TBS. ■

Treasury Board Secretariat Information Sessions

in partnership with The Real Property Institute of Canada

New Policy on Disposal of Federal Real Property

On the 13th of June, 2001, the new policy on the disposal of surplus real property was approved. The new policy provides for the sharing of disposal proceeds, a strengthened management regime, and an increase in Ministers' transactional authorities.

Why should you attend?

■ Are you involved in the disposal of your department's real property?

■ Do you need more information on the changes to the disposal policy?

This information session is your opportunity to receive first-hand news on the details of the policy and how it affects you as a real property manager or practitioner.

Sessions are free to attend – but seating is limited!

These half-day sessions are open to all public sector employees working with real property. There is no cost to attend the information session but seating is limited. Please register in advance to guarantee your spot.

Ottawa, ON
Thursday, September 20, 2001

Vancouver, BC
Tuesday, September 25, 2001

Edmonton, AB
Friday, September 28, 2001

Halifax, NS
Friday, October 12, 2001

Toronto, ON
Friday, October 19, 2001

Montréal, QC (French)
Tuesday, October 23, 2001

FOR MORE INFORMATION CONTACT

Real Property Institute of Canada
1485 Laperrriere Avenue
Ottawa, Ontario K1Z 7S8
Tel.: 613-729-6117 Fax: 613-729-6206
Web site: www.rpic-ibic.ca

RPIC Recognition

Recognition objectives

To acknowledge service and outstanding contribution to the federal real property community or field.

Recognition Categories

1. Service (group or individual)

Description:

Persons receiving a Service Recognition will have made a significant contribution by, for example, leadership in community affairs, or advancing the development of the real property field.

What we are looking for:

Nominees should demonstrate a high level of personal involvement and effort, as well as leadership.

2. Lifetime Achievement (individual)

Description:

Persons receiving a Lifetime Achievement Recognition will have demonstrated exceptional and sustained contribution by, for example, spearheading a major advancement for the community or the real property field, or making a variety of important contributions over a lengthy period of time.

What we are looking for:

Nominees should demonstrate an outstanding level of personal involvement, effort, leadership, and achievement over a sustained period of time.

Entry Requirements

1. Completed entry form.
2. A single page outline of the nominee's contribution including a brief history of his or her personal involvement.
3. Deadline for submission: October 15, 2001

Recognition

Framed certificates are presented to the winners at the annual Real Property Conference, and announced in the **FOCUS** newsletter. Up to six (6) recognitions may be given in one year.

Real Property Institute of Canada

Nomination Form for the Real Property Recognitions

Deadline: October 15, 2001



The undersigned hereby nominates:

Name(s) of Individual(s):

Recognition Category:

Highlight of Contribution:

Names(s) and Co-ordinates:

** Print name exactly as it should appear on the certificate should it be awarded.*

Name*	Title	Phone and Fax#	E-mail

to be considered as candidate(s) for the Real Property Institute of Canada Recognitions.

Nominator's Name and Title (please print)

Nominator's Signature

Date

Nominator's Telephone, Fax and E-mail

A one-page outline of the contribution is attached - MANDATORY

**MAIL OR FAX
THIS FORM
TODAY!**

AWARDS and RECOGNITION PROGRAM – RPIC
1485 Laperriere Avenue
Ottawa, ON
K1Z 7S8

FAX: 613-729-6206
Tel.: 613-729-6117
E-mail: <rpic@thewillowgroup.com>
Web site: <www.rpic-ibic.ca>

RPIC Award

Award Objective

To acknowledge the contributions made by individuals and teams in setting a high standard and contributing to the real property field through innovation, achievement, quality, and leadership.

Award Categories

1. Comprehensive Planning (group and/or individual)

Description:

Typical entries in this category may include: policies or programs, legislation or regulation, strategic plans, management plans, development plans, land use plans, capital plans, portfolio plans, and business plans.

What we are looking for:

Projects should demonstrate innovation, achievement, quality, and leadership in some or all of the following: analysis, synthesis, partnering, consensus building, communications, environmental stewardship, and support of program objectives. Projects must have been endorsed.

2. Best Practices (group and/or individual)

Description:

Typical entries in this category may include a best practice that centres on: design, construction, acquisition or disposal, facility management, improved economy, efficiency and/or effectiveness, re-capitalization, renovation, and decommissioning.

What we are looking for:

Projects should demonstrate innovation, achievement, quality, and leadership in some or all of the following: research, analysis, project management, partnering, communications, environmental practice, sensitivity to heritage, and use of technology. Projects must have been implemented.

Entry Requirements

1. Completed entry form.
2. A one-page project statement that describes your project and how it merits an award. Completed components of multi-phased projects may be submitted.
3. Names, titles, and responsibilities of those involved in the project.
4. Project documentation may be submitted.
5. Deadline for Submission: October 15, 2001

Awards

Framed certificates are presented to the winners at the annual Real Property Institute of Canada Conference and announced in the **FOCUS** newsletter. Up to six (6) awards may be given in one year.

Real Property Institute of Canada

Nomination Form for the Real Property Awards

Deadline: October 15, 2001



The undersigned hereby nominates:

Name of Project:

Award Category:

Highlight of Achievement:

Individual or Team:

Names(s) and Co-ordinates:

** Print name exactly as it should appear on the certificate should it be awarded.*

Name*	Title	Phone and Fax#	E-mail

to be considered as candidate(s) for the Real Property Institute of Canada Awards.

Nominator's Name and Title (please print)

Nominator's Signature

Date

Nominator's Telephone, Fax and E-mail

- A one-page outline of the accomplishments is attached – MANDATORY
 Other documentation is attached – OPTIONAL

**MAIL OR FAX
THIS FORM
TODAY!**

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