**SUBJECT**
AMS SASC OFFICE EXPANSION APPROVAL

**MEETING DATE**
JUNE 3\(^{rd}\), 2020

**MOTION**
BE IT RESOLVED THAT AMS Council approve an expenditure of $218,380 from the Capital Projects Fund for the SASC Office Expansion Project.

**PREPARED BY**
Cole Evans – President
Lucia Liang – Vice-President, Finance

**DOCUMENTS**
1. AMS SASC Office Expansion Presentation
2. Revised Project Budget

**DESCRIPTION & RATIONALE**
This is the final approval for release of funds for the AMS SASC Office Expansion Project that was previously discussed in AMS Council on May 13\(^{th}\), 2020.

With lots of enthusiasm from both the SASC team and AMS Council, this project is set to be a landmark expansion for the AMS Sexual Assault Support Centre, virtually tripling its footprint. This project has been developed in collaboration with the SASC team, and planning has been based mainly on their input to ensure we are addressing their organizational needs.

While the total amount remains almost the same as what was presented at the consultation session for this item, some budget lines have changed. Overall construction costs has gone down, and more allocations have been made towards furnishings for the space.

A small amount of funds from this project will also go towards outfitting the new AMS/GSS Health and Dental office, as the two space occupants are switching locations to accommodate this project.

It is not anticipated that this project will encounter any cost or timeline overruns, and is expected to be completed in August 2020.
**BENEFITS**
Reputational, Financial, Sustainable, Social

- Overall expanded capacity for the AMS SASC in virtually all operational areas.
- Affirmation of strong support for the longevity and success of the SASC.

**RISKS**
Financial, Operational, Reputational

- High cost from the Capital Projects Fund, further expenditures this year would require a Code suspension.

**COSTS**
Financial, Resources, Lifecycle

$218,380 from the Capital Projects Fund which has over $2.1 million in reserve.

**TIMELINE**
Implementation Timeline

Completion in August 2020.

**CONSULTATION**
Internal & External Groups

Executive Committee
AMS Sexual Assault Support Centre
Studentcare
SASC Office Expansion Project

Cole Evans, AMS President
May 13th, 2020
A landmark project for the SASC.
04 **Recommendation**
Invest in technology updates and additional workspaces to accommodate the current staff team.

06 **Recommendation**
Consider an alternative office space that would accommodate all staff working in one location and increase the privacy and ease of access for survivors accessing our support services.
Not A New Idea

- 2015 Floorplan of original SASC Office concept in UBC LIFE Building.
- Current SASC location was used as a temp location until a larger location could be used.
- Larger location was never pursued.
Staff Feedback

- Reduced confidentiality due to proximity to elevators and busy hallway intersection.
- Current location limits ability for the SASC to grow the Service.
- Second support room is located on different floor.
- Current location has capacity of 2 support workers and a manager, nowhere near desired capacity.
- Outreach workers work in a different location.
- Frequently mistaken for Health and Dental Office.
- Lack of soundproofing for support environment.
The Project
Location and Guiding Principles

Design Objectives:

- Visible yet invisible.
- Support rooms must be acoustically isolated.
- Inviting and functional space.

Program:

- Reception Area
- Three Support Rooms
- Manager’s Office
- Outreach Office
- Staff and Storage Room
Renderings
Budget Considerations

- Budget carries a 10% contingency line item which is standard for capital projects.
- Significant cost for acoustical treatment of support rooms. There can’t be any compromises on soundproofing for this project, and additional costs associated with specialized consultants are necessary.
- Acoustical partitions, acoustical doors, and other partitions are estimated to make up around $70,000 of the budget.
- Architectural and Mechanical Revisions to make up around $30k-$40k.
- Additional consulting work around $15,000.
- Low incurred costs relating to Studentcare move, less than $10k.
Objectives Met

**Improved Confidentiality.**
SASC Offices are in a secluded location.

**Better Together.**
The SASC Team are all in one space.

**Room to Work.**
Enough capacity to support all staff.

**Growth Potential.**
The SASC Team has room to grow.

**Support Capacity.**
Tripling the in-office support rooms.

**Less Confusion.**
More suitable location for H&D.
Project Timeline

- MAY 13th: AMS Council Consultation
- JUNE 3rd: AMS Council Approval
- JUNE JULY: Construction
- MID AUG: Project Complete
Questions
## SASC & H&D Office Switch

**Date:** May 26, 2020  
**Area:** 1,425.0 SQ. FT. = 159 SQ. YD. = 133 SQ. M

### Disipline Scope of Work

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