

ARCHIVES STRATEGY

Consultant's Findings on Facility Options

Option #	Description	Estimated Cost (Class 3)
Option 1	Construct a new building for the Archives to meet needs for up to 20 years.	\$22.3 million
Option 2a	Two Archives sites: a City-owned downtown site for public access with additional storage space at an offsite location.	\$25.8 million
Option 2b	Similar to Option 2a, but downtown location leased.	\$20.0 million (not including lease)
Option 3	Similar to Option 1: construct a new building to meet needs for up to 10 years, with an expansion in 10 years.	\$23.7 million
Option 4	Renovation of 380 William Ave. for Archives.	\$13.3 million (not including hazmat removal)

In 2019-2020, the City's Archives and Records Control Branch engaged Cornerstone Planning Group to review the facility needs of the Archives and to develop several options to meet these needs.

The options were developed with the following assumptions:

- All options should be prepared with a Class D estimate (Opinion of Probable Cost; equivalent to Class 3 estimate of -20% to +30%).
- All options should be for a 20-year planning horizon.
- Both consolidated (one site for archival records, services, and programs) and distributed (two sites: one for public access and a second for additional offsite storage) models should be considered.
- Review suitability of 380 William Ave. for the Archives.
- The estimated cost does not include purchase of the property.

Note: Estimated costs are preliminary and should not be viewed as the final or total project costs.

Option 1: Construct a new building for the Archives to meet needs for up to 20 years

Option 1 provides ideal space for the City of Winnipeg Archives, offering a new, purpose-built facility that securely houses 20 years' worth of collection growth in a climate-controlled vault alongside inviting public spaces. This option positions the City's Archives to best carry out its mandate to connect citizens, clients, and City administration with its historical records in an accessible, modern, and efficient facility. Option 1 requires higher initial build costs than the other options reviewed but provides long-term value as a permanent home for the City's rich archival collection with room to grow.

Key Features	A new, purpose-built facility that securely houses the collection in a climate-controlled vault, room for growth, and inviting public spaces; supports current and improved program needs.
Benefits	Built to ideal specification. Includes 20-year growth horizon.
Drawbacks	High initial cost No identified site.
Unknowns	Availability of site with central location, time required to secure location.

Option 2a: Two Archives sites

Option 2a involves the distribution of major components of the Archives.

- The public-facing component will act as a “storefront” and will be centrally located in Winnipeg in order to be accessible by the majority of Winnipeggers. It will house a part (approximately 25%) of the collection, along with public programming spaces such as a multi-purpose lobby area, classroom, and a reading room.
- The majority of the collection (approximately 75%) and the specialist Archival spaces (Processing, Digitization Lab, Conservation Lab, and Cold Storage) would be in an offsite location, presumably at a lower cost than the downtown location.

Key Features	Distribution of operations between a downtown site (storefront) and an offsite location to store the majority of the collection. Includes climate-controlled vault for 25% of holdings onsite (remaining 75% at separate facility). Supports current and improved program needs.
Benefits	Smaller storefront easier and quicker to secure; includes 20-year growth horizon.
Drawbacks	Assumes two new builds needed. Most costly of all 4 options. Space/equipment/staffing duplication over two sites. Clients may need to request records 1-3 days in advance. Risk of loss and damage to records due to frequent transport Significant work needed to transition to this model of service delivery.
Unknowns	Availability of site for both downtown and offsite locations.

Option 2b: Two Archives sites (one Leased)

Similar to Option 2a, Option 2b involves the distribution of major components of the Archives.

- The public-facing component will act as a “storefront” and will be a leased facility that is centrally located in Winnipeg in order to be accessible by the majority of Winnipeggers. It will house a part (approximately 25%) of the collection, along with public programming spaces such as a multi-purpose lobby area, classroom, and a reading room.
- The majority of the collection (approximately 75%) and the specialist Archival spaces (Processing, Digitization Lab, Conservation Lab, and Cold Storage) would be an offsite location, presumably at a lower cost than the downtown location.

Key Features	Similar to Option 2a, except downtown site (storefront) would be leased. Also includes an offsite location to store the majority of the collection. Includes climate-controlled vault for 25% of holdings onsite (remaining 75% at separate facility) Supports current and improved program needs.
Benefits	Smaller storefront easier and quicker to secure. Includes 20-year growth horizon, potential for lower upfront costs.
Drawbacks	Assumes long-term lease option is available, space/equipment/staffing duplication over two sites. Clients may need to request records 1-3 days in advance. Risk of loss and damage to records due to frequent transport Significant work needed to transition to this model of service delivery.
Unknowns	Availability of leased space downtown and site for offsite location.

Option 3: Construct a new building to meet needs for up to 10 years, with an expansion in 10 years

Similar to Option 1, Option 3 provides ideal space for the City of Winnipeg Archives, offering a new, purpose-built facility that securely houses 10 years’ worth of collection growth in a climate-controlled vault (as opposed to 20 years’ worth of growth in Option 1) alongside inviting public spaces.

Key Features	Similar to Option 1: offers a new, purpose-built facility that securely houses the collection in a climate-controlled vault, inviting public spaces; supports current and improved program needs.
Benefits	Built to meet the needs of the archives. 10-year growth horizon with option to expand at a later date.
Drawbacks	Minimal cost savings. No identified site (assumes central location with ideal access)
Unknowns	Availability of site with central location, time required to secure location.

Option 4: Renovation of 380 William Ave. for Archives

Option 4 is the renovation of the Archives' former home in the Carnegie Library at 380 William Ave. This unoccupied heritage building is owned by the City of Winnipeg and in search of a suitable tenant. Many stakeholders, archival enthusiasts, and the public cannot separate the City of Winnipeg Archives from the old Carnegie Library. To many, this cherished, currently empty building is the only appropriate location for the City's Archives. However, the building was built in 1903, and does not meet modern building code standards (including accessibility), nor does it have appropriate environmental control systems to support the special needs of an archive.

Key Features	Renovate the Carnegie Library (380 William Ave.) to include a climate-controlled vault to securely house the collection and meet current and improved program needs.
Benefits	Supports ideal specifications. Includes 20-year growth horizon. Best value for money of all options explored. Highest and best use of a City-owned heritage building. Places program in a site with deep community connections.
Drawbacks	Will require extensive renovations to meet the program needs of the Archives.
Unknowns	The consultant's analysis used information from 2010 and included no site visit or building code review. To address these issues, the City contracted Pico Architecture to update the information (specifications, designs, and construction costs). This work verifies the consultant's findings and confirms that 380 William Ave. meets the functional requirements of the Archives.

Options not yet identified

While the consultant found that Option 1 and Option 4 were most suitable, the City of Winnipeg is still exploring its options.

The Public Service is presenting the options that are currently identified. We plan to recommend one of these options for Council's consideration. Ultimately, it is Council's decision regarding how to move forward which may include exploring additional options in the future.