

**North York Central Library – Granite Cladding
Rehabilitation – Award of Tender**

Date:	April 20, 2015
To:	Toronto Public Library Board
From:	City Librarian

SUMMARY

To request Toronto Public Library Board approval to award the tender for the restoration of the exterior granite panels at North York Central Library, as per the Library's Request for Tender TPL 020-2015.

It is recommended the contract for the granite cladding restoration at North York Central Library be awarded to the lowest bidder, Maxim Group General Contracting Ltd.

RECOMMENDATIONS

The City Librarian recommends the Toronto Public Library Board:

1. awards the contract to the lowest bidder, Maxim Group General Contracting Ltd., for the rehabilitation of the exterior granite cladding at North York Central Library, at a cost of \$492,442.00, which includes a contingency of \$50,000 [excluding Harmonized Sales Tax (HST)]; and
2. authorizes and directs the appropriate Library staff to take the necessary action to give effect thereto.

FINANCIAL IMPACT

The total amount of \$492,442.00, which is made up of the tender amount of \$442,442, plus the contingency of \$50,000 (excluding HST), will be funded by the Council approved capital budget for North York Central Library project of \$15,974,000. The rehabilitation of the granite cladding was not anticipated at the time the budget for the North York Central Library project was set. The rehabilitation is considered a health and safety issue requiring prompt action, and therefore is funded out of the project budget. An adjustment to the project budget will be proposed during the 2016 budget planning process.

The Director, Finance & Treasurer, has reviewed this financial impact statement and is in agreement with it.

COMMENTS

The poor condition of the structural steel supports for the granite panels, at grade, was identified by Great West Life (GWL), during an exterior restoration project they were working on at the shared facility. The facility at 5120 Yonge Street is shared by the City of Toronto, Toronto Public Library and GWL. The poor condition was considered to be a safety concern.

GWL reported this information to both the City of Toronto and the Toronto Public Library and the poor condition was confirmed during the Property Condition Assessment conducted in 2014. The City of Toronto retained Reid Jones Christoffersen Consulting Engineers, through a competitive process, to undertake a condition assessment of the exterior granite panel cladding system in the summer of 2014. The final engineering report was completed in the winter of 2015 and recommended a wholesale replacement of the exterior granite panel cladding sealants, wholesale repairs to localized split-pin dowel anchors and localized replacement of exterior granite panels exhibiting cracks and repair of panels exhibiting spalling.

Consulting Engineers for the Project

Read Jones Christoffersen Consulting Engineers were hired by the Toronto Public Library to provide engineering services for the restoration of the exterior granite panel project in February of 2015, through a competitive request for quotation (RFQ) process. Their scope of work was to create tender documents for the exterior granite panel restoration and full construction contract management for the restoration scope of work.

Pre-qualification of Restoration Contractors

The pre-qualification process precedes the call for tender where the nature and complexity of the work involved warrants the effort to pre-select the most experienced and qualified contractors. On February 27, 2015, an advertisement was placed in the Daily Commercial News for restoration contractors interested in bidding on this project.

Restoration contractors interested in being pre-qualified to bid on the project had to submit the following:

- completed CCA Document no. 11, Contractor's Qualification Statement (a standard form for obtaining information on capacity, skill and experience of contractors bidding on building construction projects);
- resumes of senior management, the project manager and site superintendent to be assigned to the project;
- letter from a nationally recognized surety company stating total bonding limit, current bonding committed, and confirming availability of required bonding for this project: 50% performance bond and 50% labour & material payment bond;
- detailed description of the contractor's health and safety policy and written confirmation that all health and safety policies will be followed for the duration of the project;

- submissions of the most recent CAD7 – Calculations and Profiles issued by WSIB (the CAD-7 program compares an expected accident cost and expected frequency count to the actual numbers for a firm);
- current Certificate of Insurance; the Library requires a minimum third-party liability of \$5 million per occurrence and automobile liability insurance of \$5,000,000;
- three references from previously completed and/or presently under exterior restoration projects.
- written acceptance that the General Contractor will comply with the City of Toronto's Fair Wage Policy.

The pre-qualification process included an assessment by the Engineers and Library staff, based on the submitted documentation and exterior restoration experience of previous performance in a number of areas, including but not limited to similar work, scheduling, construction management, workmanship, final completion, correction of deficiencies and health and safety. Contractors with a negative assessment of submission requirements or previous performance were not recommended as pre-qualified. A total of 11 submissions were received. Upon evaluation of the bidders' submissions, seven restoration contractors were identified as best qualified for the North York Central Library project. The evaluation was conducted by Library staff and the Engineers.

Request for Tenders

A Request for Tenders is used to obtain bids for exterior restoration projects, whenever the requirements can be precisely defined and the expectation is the lowest bid meeting the requirements specified in the Request will be accepted. On March 24, 2015, the Request for Tenders was issued to the seven pre-qualified bidders. The bid documents, prepared by the Engineers, were supplied to all prequalified bidders. All bidders had to attend a mandatory information meeting on March 25, 2015. The bid documents comprised the following documents:

- List of Prequalified Bidders;
- Instruction to Bidders;
- Available Project Information;
- Stipulated Price Bid Form;
- Unit Prices Bid Form Supplement;
- Alternative Prices Bid Form Supplement;
- List of Subcontractors Bid Form Supplement;
- Addenda issued prior to Bid Closing Time;
- Agreement between Owner and Contractor;
- Definitions given in the agreement;
- General Conditions of the agreement;
- Amendments to the agreement;
- Specifications as listed in the project manual for this project;
- Schedules as listed in the project manual and as listed in the list of drawings;
- Drawings as listed in the list of drawings.

On April 9, 2015, the Library received tenders from seven of the pre-qualified restoration contractors. One bid of the seven was submitted late and was not accepted. The Engineers and Library staff analysed the three lowest bids (three in case the lowest bid did not meet all requirements) to ensure that all requirements were met:

- Pre-qualified bidder;
- Attended mandatory meeting;
- Submitted a hard copy of the bid in a sealed envelope, which included:
 - a bid bond form, for 10% of bid price, valid for 120 days;
 - an agreement to bond issued by bonding company (performance and labour & material bond);
 - unconditional bid;
 - completed & sealed stipulated price bid form;
 - acknowledges all addenda issued as part of the call for tenders;
 - completed & dated unit prices bid form supplement;
 - completed & dated alternative prices bid form supplement;
 - completed & dated list of subcontractors bid form supplement;
 - confirmation of pre-qualified subcontractors, where required.

Award of Tender Recommendation

For the recommended contract award, the following requirements have been met:

1. The bidder recommended for award, is the lowest bidder, meeting all tender requirements, and was the lowest bid received;
2. The Director, Finance and Treasurer agrees with the financial impact information;
3. Library staff have reviewed the submission and found the price to be reasonable and within the available budget;
4. The tender process was conducted in accordance with the Board's Procurement Policy, including a public call for pre-qualification of restoration contractors, a tender process in accordance with instructions to the bidders and a public opening of bids.

The recommended bidder, Maxim Group General Contracting Ltd., has successfully completed exterior restoration projects for the Consulting Engineering firm of Reid, Jones, Christoffersen. The references were checked by the Engineer and were satisfactory.

Awards of tender under \$500,000 do not require Library Board approval under typical circumstances. However, given the current award value of \$492,442 and considering the nature of the work, there is a greater risk of uncovering hidden conditions requiring rehabilitation that could bring the total cost over \$500,000, which would require Board approval. With the Board approval of the award of tender, the Financial Control Policy gives staff the authority to authorize expenditures by an additional 10% of the award amount.

CONTACT

Ron Dyck; Director, Information Technology & Facilities Management; Tel: 416-393-7104;

E-mail: rdyck@torontopubliclibrary.ca

Gail Rankin; Senior Manager, Facilities Management; Tel: 416-395-5881;

E-mail: grankin@torontopubliclibrary.ca

SIGNATURE

Vickery Bowles
City Librarian