

To: Toronto Public Library Board – September 18, 2006

From: City Librarian

Subject: **Exercise of Extended Authority – Award of Contract – S. Walter Stewart Branch**

Purpose:

To inform the Toronto Public Library Board of an award of contract for the services of a general contractor for the renovation of the S. Walter Stewart branch, which occurred during the month of July 2006, when the regularly scheduled Board meeting was not held.

Funding Implications and Impact Statement:

The contract amount of \$3,623,080, including applicable taxes of \$205,080, is part of the TPL's approved capital funding.

Recommendation:

It is recommended that the Toronto Public Library Board receive the *Exercise of Extended Authority – Award of Contract – S. Walter Stewart Branch* report for information and award the contract for the renovation of S. Walter Stewart branch to the lowest bidder, Ross Clair (R.O.M.) Contractors Inc., at a cost of \$3,623,080.

Background:

The renovation of the S. Walter Stewart branch was approved as a capital project in the 2006 budget at a value of \$6,500,000. Phillip H. Carter Architect was selected in 2005 for the project.

Since the regularly scheduled Board meeting for July 2006 was not held, and there were no regularly scheduled meetings during the summer months, under Section 6.6 of the Financial Control Policy, *City Librarian – Extended Authority*, the contract was awarded by the City Librarian to the lowest bidder who met the specifications and requirements of the tender. The same section of the policy requires that the award be reported to the Board at the next regularly scheduled meeting.

Comments:

On March 15, 2006, an Expression of Interest and Prequalification advertisement was placed in the Daily Commercial News for general contractors interested in bidding on the S. Walter Stewart branch renovation project. Upon evaluation of the bidders' submissions, sixteen general contractors were identified as best qualified for this project.

On June 9, 2006, tender packages for the renovation of S. Walter Stewart branch were issued to prequalified contractors. On July 13, 2006, the Library received bids from ten of the pre-qualified general contractors.

The tender documentation submitted by the recommended bidder, Ross Clair (R.O.M.) Contractors Inc., has been reviewed by the Phillip H. Carter Architect and TPL staff, and was found to be in conformance with tender requirements.

Conclusion:

Toronto Public Library staff has negotiated a contract with Ross Clair (R.O.M.) Contractors Inc., being the lowest bidder, to renovate the S. Walter Stewart branch.

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Josephine Bryant
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List of Attachments:

Not applicable.