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To: Toronto Public Library Board – September 20, 2004

From: City Librarian

Subject: **Exercise of Extended Authority – Award of Contract - Toronto Reference Library, Ground Floor, Phase 4**

Purpose:

To inform the Toronto Public Library Board of an award of tender to employ the services of a General Contractor for the renovation of the Toronto Reference Library, Ground Floor, Phase 4, as per Toronto Public Library's drawings and specifications, commencing August 2004 when a Board meeting was not scheduled.

Funding Implications and Impact Statement:

The tender amount of \$969,420, including applicable taxes of \$63,420, is part of the Library's 2004 approved capital funding.

Recommendation:

It is recommended that the Toronto Public Library Board receive for information the *Exercise of Extended Authority – Award of Contract -Toronto Reference Library, Ground Floor, Phase 4* report for the award of tender to the lowest bidder, Newgen Construction Corporation, for the renovation of the Toronto Reference Library, Ground Floor, Phase 4, at a cost of \$969,420, including applicable taxes.

Background:

The renovation of the Toronto Reference Library, Ground Floor, Phase 4 was approved as a capital project in the 2004 budget at a value of \$1,306,000, including applicable taxes.

As there was not a scheduled Board meeting in August 2004, under Section 6.6 of the Financial Control Policy, *City Librarian – Extended Authority*, the tender was awarded to the lowest bidder who met the specifications and the requirements of the tender. That same section of the policy requires that the award be reported to the Board at the next regularly scheduled meeting.

Comments:

On May 19, 2004, an Expression of Interest and Pre-qualification advertisement was placed in the Daily Commercial News for General Contractors interested in bidding on the Toronto Reference Library, Ground Floor, Phase 4 renovation project. Upon evaluation of the bidders' submissions, eight general contractors were identified as best qualified for this project.

On August 5, 2004, Toronto Public Library received quotes from five of the pre-qualified general contractors.

The tender documentation submitted by the recommended bidder has been reviewed by the firm of Moriyama & Teshima Architects and Toronto Public Library staff, and was found to be in conformance with tender requirements.

Conclusion:

Library staff has negotiated a contract with Newgen Construction Corporation, being the lowest bidder, to renovate the Toronto Reference Library, Ground Floor, Phase 4.

Contact:

Larry Hughsam, Director, Finance & Treasurer; Tel: 416-397-5946; Fax: 416-393-7115;  
E-mail: [lhughsam@tpl.toronto.on.ca](mailto:lhughsam@tpl.toronto.on.ca)

Linda Mackenzie, Director, Research & Reference Libraries, Tel: 416-393-7133;  
Fax: 416-393-7083; E-mail: [lmackenzie@tpl.toronto.on.ca](mailto:lmackenzie@tpl.toronto.on.ca)

Bruce Barnett, Senior Manager, Facilities; Tel: 416-395-5881; Fax: 416-395-5916;  
E-mail: [bbarnett@tpl.toronto.on.ca](mailto:bbarnett@tpl.toronto.on.ca)

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Josephine Bryant  
City Librarian

List of Attachments:

Not applicable.