



## STAFF REPORT ACTION REQUIRED

14.

### Toronto Reference Library Capital Project – Construction Tenders Pre-Approvals

<b>Date:</b>	September 21, 2009
<b>To:</b>	Toronto Public Library Board
<b>From:</b>	City Librarian

#### **SUMMARY**

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To request Toronto Public Library Board authorization to award the tenders for the second phase of construction on the Toronto Reference Library (TRL) capital project. The Library Board is asked to approve costs to a set dollar limit, which is within the available funds for the capital project. Library staff will report to the tender awards to the Board on a quarterly basis.

#### **RECOMMENDATIONS**

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**The City Librarian recommends that the Toronto Public Library Board:**

1. authorizes appropriate Library staff to award tenders for the second phase of the Toronto Reference Library (TRL) capital project, up to a \$6,560,000 total of all awarded tenders [excluding Goods and Services Tax (GST)]; and
2. directs the Library staff to report to the Board all tender awards for phase one of the TRL capital project, on a quarterly basis.

#### **Implementation Points**

The report of tender awards for the TRL capital project will be made on a quarterly basis, the timing to coincide with the quarterly capital budget variance reports. The award of tenders will be made to the lowest price bidders.

#### **FINANCIAL IMPACT**

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The dollar limit of \$6,560,000 (excluding GST) for construction tender awards is within the Library's available funds for the TRL capital project.

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

## **DECISION HISTORY**

At the Library Board's October 20, 2008 meeting, staff presented a report, *Toronto Reference Library Capital Project – Construction Management Process*, notifying the Board that the Library would be using a construction management contract for the project. The report outlined how this process differs from the general construction contract (stipulated price contract) used in most of the Library's construction projects and what the benefits are to the Library Board. The report noted that the Library Board would be asked to approve costs to a set dollar limit, based on availability of funds. Multiple approvals are expected in this project, over the life of the project.

At the Library Board's April 20, 2009 meeting, the Board approved the award of contract for construction management to Eastern Construction, for the duration of the project, at a fee of approximately \$2,120,627 (excluding GST). The contract with Eastern Construction details the services provided by Eastern, which include pre-construction services and general contract management.

## **ISSUE BACKGROUND**

The TRL renovation project will allow the Library to renovate and retrofit the 31-year-old building over the next five years. The construction on all floors and reconfiguration of all public service areas will have a major impact on the functioning of the Library. The library will remain open to the public during construction, which will require coordination of construction and service relocations. This second phase will include renovation of the first floor along Yonge Street, the entrance to the Library and the gallery space.

## **COMMENTS**

Given the complexity of the TRL renovation project and the phased approach, the Library determined that the best approach would be to manage the construction through a construction management contract, which is a change from the Library's standard practice, of a stipulated price contract. One of the benefits to the Library is that the construction management firm, Eastern Construction, will be issuing tenders for work on a schedule that keeps the project moving as quickly as possible, keeping in mind the need to maintain public service. Tenders for the project will be issued as needed, not for the project as a whole at the outset. Authorizing Library staff to approve the tenders awards, to a total dollar limit, provides the ability to keep the project moving forward. The award of tenders would be made to the lowest bidders.

## **CONTACT**

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## **SIGNATURE**

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City Librarian