



STAFF REPORT ACTION REQUIRED

14.

Wychwood Branch – Architect – Increase of Contract Value

Date:	June 18, 2018
To:	Toronto Public Library Board
From:	City Librarian

SUMMARY

The purpose of this report is to request Toronto Public Library Board approval to increase the contract value for architectural services to \$963,230 [excluding Harmonized Sales Tax (HST)] as per the Library's Request for Proposal (RFP) TPL 014-2014 for the Wychwood Branch capital project. The current award to Shoalts & Zaback Architects is for \$476,200 and was based on a previous construction cost estimate. The new construction cost estimate and project budget approved at the April 30, 2018 Board meeting has resulted in an increase in the value of the architect award. The value of the contract has now increased over \$500,000 and therefore requires the approval of the Toronto Public Library Board.

RECOMMENDATIONS

The City Librarian recommends that the Toronto Public Library Board:

1. approves an increase to the contract value with Shoalts & Zaback Architects Ltd., for architectural services for the Wychwood Branch capital project based on fees of 7.3 percent of the construction tender amount plus construction contingency, to \$963,230 (excluding HST).

FINANCIAL IMPACT

The approved capital budget for the Wychwood Branch capital project is \$15,796,000.

The total contract of \$963,230 for architectural services is part of the approved capital budget. The award is based on the fee of 7.3 percent applied to the construction tender amount, plus construction contingency.

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

ALIGNMENT WITH STRATEGIC PLAN

The renovation of Wychwood Branch helps to achieve various strategic plan priorities and goals including:

- *increase access to in-branch services and spaces through responsive service hours and new options to expand public and community space*
- *advance State of Good Repair projects to provide welcoming, well-maintained and efficient public space*
- *create in-branch environments that connect neighbourhoods and communities, offering opportunities for partnerships, civic engagement and resident participation.*

DECISION HISTORY

At the April 30, 2018 Toronto Public Library Board meeting, the Board approved an increase in the Wychwood Branch capital project budget of \$5.633 million for a total project cost of \$15.796 million.

<https://www.torontopubliclibrary.ca/content/about-the-library/pdfs/board/meetings/2018/apr30/14-2018-2027-capital-budget-adjustments-wychwood.pdf>

ISSUE BACKGROUND

Wychwood Branch is an approved capital project for Toronto Public Library. The project is required to modernize this 6,381 square foot branch and to address a significant State of Good Repair backlog. The renovation also includes an expansion that increases the branch size to 17,072 square feet. Open since 1916, this heritage property was renovated in 1978 and underwent a small retrofit in 1995. The branch is in need of significant updating and redesign in order to deliver modern library services, including access to new digital technologies. Exterior improvements will increase use and community engagement. Renovation and redesign of the program room will improve this much needed community space.

COMMENTS

Shoalts & Zaback Architects Ltd. were hired to provide architectural services for the renovation and expansion of the existing Wychwood Branch in September 2014, through a competitive request for proposal (RFP) process. The RFP process was conducted in two-phases. All of the RFP submissions were evaluated and scored in Phase 1. Phase 2 involved interviews of the shortlisted firms. Shoalts & Zaback Architects Ltd. received the highest score in evaluation process.

The value of the current contract is \$467,200 based on an initial estimated construction cost of \$6,400,000. The increase in the size of the branch expansion and inflationary construction costs resulted in a revised project budget to \$15,796,000. As a result the estimated value of the fee for architectural services is \$963,230 based on a construction budget of \$13,194,940.

The revised value of the contract requires Toronto Public Library Board approval.

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SIGNATURE

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