

**2013 - 2022 Capital Budget and Plan Submission –  
Revised**

<b>Date:</b>	September 12, 2012
<b>To:</b>	Budget Committee
<b>From:</b>	City Librarian

**SUMMARY**

---

The purpose of this report is to present to the Budget Committee the revised 2013 – 2022 capital budget and plan submission. The submission has been amended to reflect the acceleration of renovations at 1076 Ellesmere to accommodate the relocation of the Library Processing Centre and the addition of three new building renovation projects for the Brookbanks, Centennial and Perth/Dupont branches. These projects are all non-debt funded, and their addition to the capital plan does not impact the timing of other capital projects.

**RECOMMENDATIONS**

---

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

1. approves the revised 2013 - 2022 capital budget submission of \$12.968 million debt (\$33.297 million gross) for 2013 and \$173.683 million debt (\$257.680 million gross) over 2013 - 2022 as detailed in Attachment 1, which has been amended to include the following projects, which do not impact debt:
  - a) Library Processing Centre Relocation to 1076 Ellesmere with revised cash flows of \$0.250 million in 2012, \$6.000 million in 2013 and \$3.080 million in 2014;
  - b) Brookbanks Renovation with cash flows of \$0.924 million in 2020 and \$5.330 million in 2021;
  - c) Centennial Renovation with cash flows of \$0.223 million in 2020 and \$2.728 million in 2021; and
  - d) Perth/Dupont Renovation with cash flows of \$0.288 million in 2020 and \$3.616 million in 2021.

## FINANCIAL IMPACT

The revisions to the 2013 - 2022 capital budget and plan submission impacts gross cash flow requirements, but have no impact on the debt levels approved by the Board at its June 25, 2012 meeting. As detailed in the table below, the capital submission has been revised for four projects: Library Processing Centre Relocation, Brookbanks Renovation, Centennial Renovation and Perth/Dupont Renovation with total gross cash flow additions of \$6.000 million in 2013, \$3.080 million in 2014, \$1.435 million in 2020 and \$11.674 million in 2021.

Revised 2013 - 2022 Capital Submission Summary													
(\$000's)													
	2013	2014	2015	2016	2017	Total 2013- 2017	2018	2019	2020	2021	2022	Total 2018- 2022	Total 2013- 2022
GROSS													
June 25 2012 Board approved subm.	27,297	23,585	20,488	21,865	23,110	116,345	24,170	27,311	24,126	21,557	22,313	119,477	235,822
Revisions													
Library Processing Centre Relocation	6,000	3,080				9,080					(331)	(331)	8,749
Brookbanks Renovation						-			924	5,330		6,254	6,254
Centennial Renovation						-			223	2,728		2,951	2,951
Perth/Dupont Renovation						-			288	3,616		3,904	3,904
Subtotal	6,000	3,080	-	-	-	9,080	-	-	1,435	11,674	(331)	12,778	21,858
Revised Total Gross Request	33,297	26,665	20,488	21,865	23,110	125,425	24,170	27,311	25,561	33,231	21,982	132,255	257,680
DEBT (unchanged)													
June 25 2012 Board approved	12,968	15,230	16,450	17,238	18,065	79,951	18,933	18,933	18,933	18,933	18,000	93,732	173,683
Exceeds City Debt Targets	2,000	2,000	2,000	2,000	2,000	10,000	2,000	2,000	2,000	2,000	2,000	10,000	20,000

Details of the revised capital budget and plan request of \$12.968 million debt (\$33.297 million gross) for 2013 and \$173.683 million debt (\$257.680 million gross) over 2013 - 2022, are presented in Attachment 1.

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

## DECISION HISTORY

At its meeting on June 25, 2012, the Board approved a 2013 submission of \$12.968 million debt (\$33.297 million gross) and \$173.683 million debt (\$257.680 million gross) over 2013 – 2022.

In approving the acquisition of the First Parliament Site through a land swap agreement, City Council, at its meeting on July 11, 2012, approved the acceleration of the relocation of the Library Processing Centre to 1076 Ellesmere. The approved funding is for \$9.330 million with cash flows of \$0.250 million in 2012, \$6.000 million in 2013 and \$3.080 million in 2014, to be funded from the City's Land Acquisition Reserve Fund, and the Library's debt target will be reduced by an equal value in 2022 and beyond.

## COMMENTS

The capital budget and plan submission has been amended for four projects: acceleration of the relocation of the Library Processing Centre; Brookbanks Renovation; Centennial Renovation; and Perth/Dupont Renovation, which will not impact the timing of existing projects as there is no debt funding. The table below provides a summary of the budget and corresponding funding sources:

2013 - 2022 Capital Submission Summary - Revised (\$000's)													
	2013	2014	2015	2016	2017	Total 2013-2017	2018	2019	2020	2021	2022	Total 2018-2022	Total 2013-2022
Buildings - Gross	29,109	22,217	15,382	16,699	17,794	101,201	18,780	22,313	20,503	28,113	16,804	106,513	207,714
IT - Gross	4,188	4,448	5,106	5,166	5,316	24,224	5,390	4,998	5,058	5,118	5,178	25,742	49,966
<b>Total Gross Request</b>	<b>33,297</b>	<b>26,665</b>	<b>20,488</b>	<b>21,865</b>	<b>23,110</b>	<b>125,425</b>	<b>24,170</b>	<b>27,311</b>	<b>25,561</b>	<b>33,231</b>	<b>21,982</b>	<b>132,255</b>	<b>257,680</b>
Non-Debt Sources of Funding													
- Development Charges	5,223	3,587	930	2,326	2,117	14,183	3,049	6,130	3,713	1,976	1,554	16,422	30,605
- Section 37 and Dev. Contrib.	678	1,008	1,100	-	800	3,586	-	-	509	2,091	-	2,600	6,186
- Public Arts Work	-	495	-	-	-	495	-	-	-	-	-	-	495
- Land Acquisition City Reserves	6,000	3,080	-	-	-	9,080	-	-	-	-	-	-	9,080
- Capital Financing City Reserve	-	347	-	233	-	580	-	-	-	-	-	-	580
- Transfer from Library Operating Budget	1,888	1,948	2,008	2,068	2,128	10,040	2,188	2,248	2,308	2,368	2,428	11,540	21,580
- Donations	6,540	970	-	-	-	7,510	-	-	98	7,863	-	7,961	15,471
<b>Total Non-Debt Funding</b>	<b>20,329</b>	<b>11,435</b>	<b>4,038</b>	<b>4,627</b>	<b>5,045</b>	<b>45,474</b>	<b>5,237</b>	<b>8,378</b>	<b>6,628</b>	<b>14,298</b>	<b>3,982</b>	<b>38,523</b>	<b>83,997</b>
<b>City Debt Unchanged (\$2 million/year above target)</b>	<b>12,968</b>	<b>15,230</b>	<b>16,450</b>	<b>17,238</b>	<b>18,065</b>	<b>79,951</b>	<b>18,933</b>	<b>18,933</b>	<b>18,933</b>	<b>18,933</b>	<b>18,000</b>	<b>93,732</b>	<b>173,683</b>
<b>Incremental Operating Impacts</b>	<b>(153)</b>	<b>873</b>	<b>1,018</b>	<b>44</b>	<b>76</b>	<b>1,858</b>	<b>996</b>	<b>817</b>	<b>120</b>	<b>150</b>	<b>56</b>	<b>2,139</b>	<b>3,997</b>
<i>FTEs</i>	<i>(4.5)</i>	<i>20.0</i>			<i>3.3</i>	<i>18.8</i>	<i>13.0</i>		<i>1.0</i>			<i>14.0</i>	<i>32.8</i>

The 2013 - 2022 capital plan will inform the new 2014 Development Charges By-law and the additional projects will be eligible for development charges funding.

A brief description of each project is provided below and full business cases are included as Attachment 2.

### Library Processing Centre Relocation

To secure the First Parliament Site located at 271 Front St E. and 25 Berkley St., City Council approved a land swap with City-owned land that included 281 Front Street E., the location of the Library Processing Centre and some facility operations. To facilitate the agreement, Council also approved the acceleration of the capital project to relocate the Library Processing Centre to 1076 Ellesmere, which would need to be expanded. Expansion of the 1076 Ellesmere location would provide a new location for these operations. The co-location would facilitate high volume materials handling and distribution service while reducing overall square footage by 18,000 square feet.

At its meeting of July 11 and 12, 2012, City Council approved a \$9.330 million capital project to expand the Ellesmere facility with cash flows of \$0.250 million in 2012, \$6.000 million in 2013 and \$3.080 million in 2014. The 2012 - 2014 cash flow requirements will be funded from the City's Land Acquisition Reserve Fund and TPL's future debt targets will be reduced by an equal value in 2022 and beyond.

Additional details on Council approvals regarding the First Parliament Site and the relocation of the Library Processing Centre will be covered in a separate report to the September 24, 2012 Board meeting.

#### Brookbanks Library Renovation

The Brookbanks Library project is a renovation of a three-level neighbourhood branch built in 1968 and an expansion from 7,933 square feet to 10,000 square feet, to address significant building deficiencies, accessibility issues, bring the facility up to standard and to meet the needs of an expanding community. Building deficiencies were identified most recently in a consultant's study (S2S 2009).

The \$6.254 million gross (\$0 debt) to fund the Brookbanks Renovation project in 2020 and 2021 will be funded by \$0.973 million Development Charges, \$1.5 million Section 37 contributions and \$3.781 million of additional Section 37 or third party funding.

The timing and scope of the project will be dependent on the actual receipt of funding and may be adjusted in future years. It may become part of a two-phase project with the library renovation proceeding in phase 1 and the addition of recreation facilities in phase 2 to create a joint-use facility.

#### Centennial Library Renovation

The Centennial Library project is a renovation of a neighbourhood branch to address significant building and functional deficiencies most recently identified in a consultant's report (S2S 2009) and to expand the main floor from 6,866 square feet to 10,000 square feet as part of a joint-use facility with an arts centre, business incubator and connection to the neighbouring arena and park.

The \$2.951 million gross (\$0 debt) to fund the Centennial Renovation project in 2020 and 2021 will be provided by \$0.683 million Development Charges and \$2.268 million of additional Section 37 or third party funding.

The opportunity to partner with the Nia Centre for the Arts, Economic Development and Parks, Forestry and Recreation is being explored further through a feasibility study. The Nia Centre for the Arts has capital funding (\$2.2 million) from the Youth Challenge Fund to build an arts centre. Also, the local Councillor has met with Library and Foundation staff to discuss fundraising opportunities for this potential project.

The timing and scope of the project will be dependent on the actual receipt of funding and may be adjusted in future years.

#### Perth / Dupont Library Renovation

The Perth/Dupont Library project is a renovation and redevelopment of the current facility to create a two-storey accessible branch of approximately 6,500 square feet, to replace the existing 3,627 square feet aging and undersized storefront branch. Building deficiencies were most recently identified in a consultant's study (S2S 2009). The new branch will support efficient operations with self-service circulation and will include a program room, increased seating and computer workstations, increased individual and new group study space, increased collections and a larger children's area and a reading garden.

The \$3.904 million gross (\$0 debt) to fund the Perth/Dupont Renovation project in 2012 and 2021 will be provided by \$0.892 million Development Charges, \$1.1 million Section 37 funding and \$1.912 million of additional Section 37 or third party funding.

Local residents interested in improving services and facilities formed a Junction Triangle Library Expansion Citizen Committee. The Committee undertook a public survey to determine what local citizens want in an expanded branch and to raise awareness, and is committed to a community fundraising campaign. An agreement has been made with the TPL Foundation to support the community fundraising efforts.

At the November 29, 2011 meeting, Council approved that benefits from a development on 830 Lansdowne Ave be secured in Section 37 funds in the amount of \$1.1 million to be applied to reconstruction, expansion and/or necessary repairs for Perth/Dupont Branch.

The timing and scope of the project will be dependent on the actual receipt of funding and may be adjusted in future years.

#### Operating Impacts

The acceleration of the Library Processing Centre Relocation project will result in an operating impact of \$0.062 million. The addition of the three renovation projects at Brookbanks, Centennial and Perth/Dupont will result in an operating impact totalling \$0.100 million. The operating impacts are preliminary estimates and will be refined in future budgets. There are no staffing cost increases.

## Community Infrastructure Improvement Fund (CIIF)

The Government of Canada has announced a new Community Infrastructure Improvement Fund (CIIF) as part of their commitment to strengthening public infrastructure. CIIF funding is available to the City under the municipal government stream, and Library projects can be included in the City's application.

The City has requested the Library to submit projects that would qualify for CIIF funding of up to \$1 million. Because the completion deadline for projects is March 31, 2014, the Library has submitted a proposal to the City to accelerate a portion of its multi-branch SOGR program. Two million dollars of future multi-branch projects are being accelerated to 2012 and 2013, with the CIIF program contribution of \$1 million. If this proposal is approved later this year, Council will make an adjustment to the Library's capital budget.

## **CONCLUSION**

The revisions to the 2013 - 2022 capital budget and plan submission impacts gross cash flow requirements, but it has no impact on the debt levels approved by the Board at its June 25, 2012 meeting and does not affect the timing of other projects.

The revised capital budget and plan request of \$12.968 million debt (\$33.297 million gross) for 2013 and \$173.683 million debt (\$257.680 million gross) over 2013 - 2022, as detailed in Attachment 1, which continues to exceed the City debt targets by \$2 million each year and a total of \$20 million over 2013-2022.

## **CONTACT**

Larry Hughsam; Director, Finance & Treasurer; Tel: 416-397-5946; Fax: 416-393-7115;  
Email: [lhughsam@torontopubliclibrary.ca](mailto:lhughsam@torontopubliclibrary.ca)

## **SIGNATURE**



---

Jane Pyper  
City Librarian

## **ATTACHMENTS**

- Attachment 1: Revised 2013 - 2022 Capital Budget Submission – Gross and Debt Funding
- Attachment 2: Business cases for new and accelerated projects

PROJECT NAME	PROJECT INFORMATION					CITY DEBT										TOTAL 2013-2022							
	Cost Est.	Develop Charges	Other Funding	Debt	TOTAL 2013-2016	TOTAL 2017-2018	TOTAL 2019-2020	TOTAL 2021-2022	TOTAL 2013-2016	TOTAL 2017-2018	TOTAL 2019-2020	TOTAL 2021-2022	TOTAL 2013-2016	TOTAL 2017-2018	TOTAL 2019-2020		TOTAL 2021-2022						
1 Toronto Reference Library	25,281	2,653	12,550	10,078	9,570	1,343	-	-	-	-	-	-	3,030	373	-	-	-	3,403	-	-	-	-	16,386
2 Tech Asset Mgmt Prog (TAMP)	38,166	-	21,580	16,586	3,368	3,448	3,856	3,916	4,068	18,874	4,140	3,748	3,808	3,868	3,928	19,482	38,166	1,932	1,500	1,500	1,500	1,500	16,386
3 Virtual Branch Services (VBS)	11,800	-	-	11,800	800	1,000	1,250	1,250	1,250	5,550	1,250	1,250	1,250	1,250	1,250	6,250	11,800	1,250	1,250	1,250	1,250	1,250	11,800
4 Multi-Branch Renovation Program (SCGR)	29,143	1,392	-	27,751	2,500	2,500	3,065	3,078	3,000	14,143	3,000	3,000	3,000	3,000	3,000	15,000	29,143	2,856	2,856	2,856	2,856	2,856	27,751
4a Additional \$20M to reduce SCGR harkline	20,000	-	-	20,000	2,000	2,000	2,000	2,000	2,000	10,000	2,000	2,000	2,000	2,000	2,000	10,000	20,000	2,000	2,000	2,000	2,000	2,000	20,000
5 Mount Dennis Renovation	4,303	137	-	4,166	1,577	-	-	-	-	1,577	-	-	-	-	-	1,577	4,303	1,577	-	-	-	-	1,577
6 Fort York New Construction	9,192	4,701	4,491	-	3,194	3,301	-	-	-	6,495	-	-	-	-	-	6,495	9,192	-	-	-	-	-	1,577
7 Fairview Renovation	4,411	1,015	-	3,398	1,376	718	-	-	-	2,094	-	-	-	-	-	2,094	4,411	1,681	718	-	-	-	2,399
8 Library Processing Centre Renovation to 107th Element Construction	9,330	-	9,330	-	8,000	3,080	-	-	-	8,000	-	-	-	-	-	8,000	9,330	-	-	-	-	-	-
9 Scarborough Civic Centre New Construction	8,797	5,340	-	3,457	2,385	3,883	1,137	-	-	7,405	-	-	-	-	-	7,405	8,797	-	2,718	629	-	-	3,347
10 Abcon Renovation	15,007	671	-	14,336	157	4,949	6,740	3,055	-	14,901	-	-	-	-	-	14,901	15,007	-	4,541	6,740	3,055	-	14,336
11 Bridlewood Renovation	2,400	350	2,050	-	350	-	1,100	-	800	2,250	-	-	-	-	-	2,250	2,400	-	-	-	-	-	-
12 Bayview Relocation	7,041	2,323	580	4,138	6,341	590	-	-	-	6,341	590	-	-	-	-	6,900	7,041	-	-	1,182	2,476	-	590
13 Wychwood Renovation	3,606	115	-	3,491	-	96	1,003	2,507	-	3,606	-	-	-	-	-	3,606	3,606	-	984	2,507	-	-	3,491
14 St. Clair/Silverthorn Renovation	2,305	172	-	2,133	-	-	166	1,068	1,073	2,305	-	-	-	-	-	2,305	2,305	-	78	982	1,073	-	2,133
15 Sanderson Renovation	5,239	318	-	4,921	-	-	106	1,448	3,409	4,963	-	-	-	-	-	4,963	5,239	-	-	1,236	3,409	-	4,963
16 North York Central Renovation	16,259	983	-	15,276	447	-	375	72	-	16,259	375	3,113	3,349	3,333	14,812	16,259	16,259	-	-	264	-	-	14,812
17 St. Lawrence Relocation	16,582	8,530	-	8,052	3,398	5,588	5,590	1,946	-	15,134	-	-	-	-	-	15,134	16,582	-	-	-	2,403	-	8,052
18 Albert Campbell Renovation	11,757	525	-	11,232	860	-	-	-	-	11,097	4,788	3,697	-	-	-	11,757	11,757	-	-	-	660	-	11,097
19 Davies Road Renovation	9,375	1,861	-	7,514	-	-	-	-	423	423	3,113	3,039	2,800	-	-	8,379	9,375	-	2,753	1,961	2,800	-	7,514
20 Weston Renovation	7,307	233	-	7,074	-	-	-	-	-	8,328	324	62	838	3,963	2,110	7,307	7,307	-	265	-	-	-	7,074
21 Parliament Street Renovation	6,908	419	-	6,489	-	-	-	-	-	8,398	395	65	942	3,995	1,511	8,908	6,908	-	65	-	918	3,995	1,511
22 Northern District Renovation	10,774	481	-	10,293	-	-	-	-	-	3,398	-	476	55	2,808	3,398	3,398	10,774	-	-	-	-	-	2,808
23 Guildwood Relocation	7,393	1,773	-	5,620	-	-	-	-	-	2,465	-	-	306	57	2,042	2,465	7,393	-	-	-	-	-	832
24 Brookbanks Renovation	6,254	973	5,281	-	-	-	-	-	-	6,254	-	924	5,330	-	-	6,254	6,254	-	-	-	-	-	-
25 Centennial Renovation	2,951	683	2,268	-	-	-	-	-	-	2,951	-	223	2,728	-	-	2,951	2,951	-	-	-	-	-	-
26 Penh/Dupont Renovation	3,904	892	3,012	-	-	-	-	-	-	3,904	-	-	288	3,618	-	3,904	3,904	-	-	-	-	-	-
Total 2013 Capital Submission	235,485	36,540	61,142	197,803	33,297	26,665	20,488	21,865	23,110	124,425	24,710	27,311	25,561	33,231	21,882	122,255	235,485	12,968	15,230	16,450	17,238	18,065	79,591
CITY DEBT TARGET																		10,968	13,230	14,450	15,238	16,065	
																		10,968	13,230	14,450	15,238	16,065	
																		10,968	13,230	14,450	15,238	16,065	
																		10,968	13,230	14,450	15,238	16,065	
																		10,968	13,230	14,450	15,238	16,065	
																		10,968	13,230	14,450	15,238	16,065	
																		10,968	13,230	14,450	15,238	16,065	
																		10,968	13,230	14,450	15,238	16,065	
																		10,968	13,230	14,450	15,238	16,065	
																		10,968	13,230	14,450	15,238	16,065	
																		10,968	13,230	14,450	15,238	16,065	
																		10,968	13,230	14,450	15,238	16,065	
																		10,968	13,230	14,450	15,238	16,065	
																		10,968	13,230	14,450	15,238	16,065	
																		10,968	13,230	14,450	15,238	16,065	
																		10,968	13,230	14,450	15,238	16,065	
																		10,968	13,230	14,450	15,238	16,065	
																		10,968	13,230	14,450	15,238	16,065	
																		10,968	13,230	14,450	15,238	16,065	
																		10,968	13,230	14,450	15,238	16,065	
																		10,968	13,230	14,450	15,238	16,065	
																		10,968	13,230	14,450	15,238	16,065	
																		10,968	13,230	14,450	15,238	16,065	
																		10,968	13,230	14,450	15,238	16,065	
																		10,968	13,230	14,450	15,238	16,065	
																		10,968	13,230	14,450	15,238	16,065	
																		10,968	13,230	14,450	15,238	16,065	
																		10,968	13,230	14,450	15,238	16,065	
																		10,968	13,230	14,450	15,238	16,065	
																		10,968	13,230	14,450	15,238	16,065	
																		10,968	13,230	14,450	15,238	16,065	
																		10,968	13,230	14,450	15,238	16,065	
																		10,968	13,230	14,450	15,238	16,065	
																		10,968	13,230	14,450	15,238	16,065	
																		10,968	13,230	14,450	15,238	16,065	
																		10,968	13,230	14,450	15,238	16,065	
																		10,968	13,230	14,450	15,238	16,065	
																		10,968	13,230	14,450	15,238	16,065	
																		10,968	13,230	14,450	15,238	16,065	
																		10,968	13,230	14,450	15,238	16,065	
																		10,968	13,230	14,450	15,238	16,065	
																		10,968	13,230	14,450	15,238	16,065	
																		10,968	13,230	14,450	15,238	16,065	
																		10,968	13,230	14,450	15,238	16,065	
																		10,968	13,230	14,450	15,238	16,065	
																		10,968	13,230	14,450	15,238	16,065	
																		10,968	13,230	14,450	15,238	16,065	
																		10,968	13,230	14,450	15,238	16,065	
																		10,968	13,230	14,450			





### Toronto Public Library Capital Project – Business Case Library Processing Centre Relocation to 1076 Ellesmere

- |                              |   |
|------------------------------|---|
| 1. Division:                 | Facilities  |
| 2. Ward:                     | 37  |
| 3. Councilor:                | Michael Thompson  |
| 4. Project Name:             | 1076 Ellesmere Reconstruction   |
| 5. Project Lead:             | Director, IT & Facilities, Ron Dyck<br>Facilities Senior Manager, Gail Rankin   |
| 6. Expected Start Date:      | 2012  |
| 7. Expected Completion Date: | 2014  |
| 8. Project Cost Gross:       | \$9.330 million   |
| 9. Category Designation:     | <input type="checkbox"/> State of Good Repair<br><input checked="" type="checkbox"/> Growth Related<br><input type="checkbox"/> Service Enhancement |
| 10. Category Type:           | Status 2 - Prior Year   |

#### 11. Project Description:

**Size:** Expansion of the existing 20,400 sq. ft. facility at 1076 Ellesmere to approximately 57,000 sq. ft. to accommodate the relocation of the Library Processing Centre.

With the relocation of the Library Processing Centre currently located at 281 Front St and occupying 54,643 sq. ft, the current facilities at 1076 Ellesmere will expand by 36,600 sq. ft. to approximately 57,000 sq. ft. resulting in a net reduction of 18,043 sq. ft.

**Nature of Project:** The Bibliographic Services department and the Facilities Maintenance Operations located at 281 Front Street need to be relocated to allow for the City Council approved land swap in order for the City to acquire 271 Front Street. Expansion of the 1076 Ellesmere location would provide a new location for these operations. The co-location would facilitate high volume materials handling and distribution service.

The existing building was constructed in 1968 to service the administrative needs of the Scarborough Public Library System. The building currently provides operational space for Facilities Management, Facilities Maintenance Operations and Distribution Services.

**Scope:** First year (2012) funding will provide for project development and architectural design. Subsequent cash flows will allow for construction of the expanded facility. Operationally the existing building will be the centralized hub for Distribution Services, which supports the sorting and distribution of branch collections and materials, which includes the use of automated materials handling systems. The expanded facility will accommodate the Bibliographic Services department from 281 Front Street, which will free up that site for the City Council approved land swap for the First Parliament site.

# Toronto Public Library

## Capital Project – Business Case

### Library Processing Centre Relocation to 1076 Ellesmere

#### 12. Project Justification:

**Facility Needs:** Construction of an expanded facility that will accommodate the relocation of Bibliographic Services with the existing Facilities Management and Distribution Services operations at 1076 Ellesmere.

#### **Service & Program Needs:**

The Bibliographic Services department processes (ordering, receiving, cataloguing, labeling of library materials) approximately 85,000 new items annually. The volume of activity drives the space requirements for staff, automated materials handling, and library materials inventory.

#### 13. Supplementary Information

A Feasibility Study was completed in 2011, which explored the development potential of the 281 Front Street location and estimated space requirements for a combined operation at 1076 Ellesmere.

#### 14. Financial Summary

##### Financial Summary

Current Sq.Ft      20,400 s.q. ft.

Proposed Sq.Ft.    57,000 s.q. ft.

Cash Flow (\$000s)	Life To Date 2012	2013 - 2022 Capital Plan		Project Total	%
		2013	2014		
Gross Cash Flow	250	6,000	3,080	9,330	
Funding Sources					
Land Acquisition Fund	250	6,000	3,080	9,330	100%
City Debt	-	-	-	-	0%
	250	6,000	3,080	9,330	100%
Operating Impact (\$000s)	Life To Date 2012	2013 - 2022 Capital Plan		Project Total	
		2013	2014		
Salaries & Benefits	-	-	-	-	
Collections	-	-	-	-	
Equipment, Materials and Services	-	-	62	62	
Revenue	-	-	-	-	
Operating Impact	-	-	62	62	
FTE's	-	-	-	-	

# Toronto Public Library

## Business Case - Capital Project 2013-2022 Plan

### Brookbanks Branch Renovation

1. Division: Don Mills/Pape Danforth/S. Walter Stewart Area
2. Ward: 34
3. Councillor: Denzil Minnan-Wong
4. Project Name: Brookbanks Reconstruction
5. Project Lead(s): Director Branch Libraries Anne Bailey  
Facilities Mgr: Gail Rankin
6. Expected Start Date: 2020
7. Expected Completion Date: 2021
8. Project Cost Gross: \$6.254 Million
9. Category Designation: ☒ State of Good Repair  
☒ Growth Related  
☐ Service Enhancement
10. Category Type: Status 6 New - Future Year

11. **Project Description:**

**Size:** 7,933 square foot neighbourhood branch (1968) expansion to a 10,000 square foot neighbourhood branch.

**Nature of Project:** Renovation and expansion of a three level neighbourhood library to address significant building deficiencies, bring the facility up to standard and to meet the needs of an expanding community. Building deficiencies were identified most recently in a consultant's study (S2S 2009). The redevelopment may become part of a two phase project with the renovation of the library proceeding in Phase 1 and the addition of recreation facilities in Phase 2 to create a joint use facility.

The timing of the project will be dependent on actual receipt of Section 37 funding and may be adjusted in future years.

**Scope:** In order to renovate and expand the existing library, a complete retrofit or reconstruction will be required including structural work to bring all service areas onto one level. The proposed project would result in a one floor barrier free neighbourhood library of approximately 10,000 square feet at grade with separate public entrance, accessible washrooms, and programming space.

12. **Project Justification:** The Branch is a 7,933 square foot facility constructed in 1968. The building was retrofitted in 1995. Building deficiencies were identified most recently in a consultant's study (S2S 2009). It is undersized in comparison to the 10,000 to 15,000 square foot range stipulated in the Library's Service Delivery Model for neighbourhood branches. The proposed project provides an opportunity to address accessibility and state of good repair issues and to bring it up to current building and service standards. A feasibility study was completed in 2008 and meetings with City staff were held in 2010 about a potential Section 37 project for the redevelopment of the Brookbanks Branch library site.

**Facility Needs:** The building is not accessible and service is provided on three levels. The public washroom and meeting facilities are located on the lower level and are accessible by stairs or an outdated and difficult to use electronic stair lift. The space is not well laid out or configured to maximize service opportunities and efficient operations. There is inadequate study space, computer space, a lack of suitable, accessible multifunctional space for programs, partnerships, art exhibits and meetings.

# **Toronto Public Library**

## **Business Case - Capital Project 2013-2022 Plan**

### **Brookbanks Branch Renovation**

**Service & Program Needs:** The catchment population is 34,617, well over the minimum of 25,000 for neighbourhood branches. The current facility will be challenged to provide service to additional residents from two new developments in the immediate vicinity of the library Parkwoods Plaza at 1965-1977 York Mills Road and Valley Woods located at 35-53 and 101-113 Valley Woods Road and 1213-1229 York Mills Road.

The project would include outdoor space for reading and library programs, community meeting space with after hours access, space for library programs and partnerships, group and quiet study space, lounge space and zoned areas for library customers and services including areas children, teens, and adults. The children's area will include a KidsStop. The size of the collection will be increased, more public access computers will be added.

#### 13. Supplementary Information

##### **Delay of Project:**

Building deficiencies not addressed will result in further deterioration, risk of unexpected breakdown, higher costs and health and safety issues. Delay in updating building infrastructure could lead to damaged equipment and cabling resulting in below standard performance and downtime. Further delay will result in continued service limitations due to inadequate barrier free access and demand exceeding capacity of branch to accommodate user needs, in particular programming space, study space, adequate children's area, computer workstations and electronic resources and no accessible washrooms.

# Toronto Public Library

## Business Case - Capital Project 2013-2022 Plan

### Brookbanks Branch Renovation

#### 14. Financial Summary

##### Financial Summary

Current Sq.Ft      7,933 s.q.ft.

Proposed Sq.Ft.    10,000 s.q.ft.

Cash Flow (\$000s)	Life To Date 2012	2013 - 2022 Capital Plan		Project Total	%
		2020	2021		
Gross Cash Flow	-	924	5,330	6,254	
Funding Sources					
Development Charges	-	415	558	973	16%
S. 37 Funding	-	509	991	1,500	24%
Other Sources of Funding	-		3,781	3,781	60%
City Debt	-	-	-	-	0%
	-	924	5,330	6,254	100%
Operating Impact (\$000s)	Life To Date 2012	2013 - 2022 Capital Plan		Project Total	
		2020	2021		
Salaries & Benefits	-	-	-	-	
Collections	-	15	15	30	
Equipment, Materials and Services	-	11	11	22	
Revenue	-	-	-	-	
Operating Impact	-	26	26	52	
FTE's	-	-	-	-	

# Toronto Public Library

## Business Case - Capital Project 2013-2022 Plan

### Centennial Renovation

1. Division: Agincourt/Barbara Frum/Fairview Area
2. Ward: 10
3. Councillor: James Pasternak
4. Project Name: Centennial Renovation
5. Project Lead(s): Director Branch Libraries Anne Bailey  
Facilities Mgr: Gail Rankin
6. Expected Start Date: 2020
7. Expected Completion Date: 2021
8. Project Cost Gross: \$2.951 Million
9. Category Designation: ☒ State of Good Repair  
☒ Growth Related  
☐ Service Enhancement
10. Category Type: Status 6 New - Future Year

#### 11. Project Description:

**Size:** Approximately 6,986 square feet excluding basement (1966) and 3,000 square feet addition to main floor.

**Nature of Project:** Renovate the library and expand to 10,000 square feet on the main floor as part of a joint use facility with an arts centre, business incubator and connection to the neighbouring arena and park. Building deficiencies were most recently identified in a consultant's report (S2S 2009). Lower level to be used for program and meeting space.

The timing of the project will be dependent on the actual receipt of Section 37 funding and any additional funding and may be adjusted in future years.

**Scope:** The project will address deficiencies of the building envelope including foundations, roofing and other structural deficiencies and will also address electrical components and lighting, plumbing, exterior surfaces, energy efficiency of the heating, ventilating and air conditioning system and replacement of the elevator. Improvements to security and IT infrastructure including branch cabling and power management are necessary. A feasibility study indicates the potential of a joint project with increased size and with new common areas. Modifications to floor plan layouts and move of the program room and washrooms to the main floor will enhance barrier free access to services. The revitalization of all public service areas and meeting spaces is also planned, along with materials handling and customer service improvements.

#### 12. Project Justification:

**Facility Needs:** No renovation has taken place since 1997. Building deficiencies were most recently identified in a consultants study (S2S 2009). The project is considered necessary as a means to upgrade branch mechanicals and cabling capacity so that the neighbourhood branch can continue achieving its services objectives. Renovation will advance achieving the City's goal to address the City's building infrastructure state of good repair backlog, and to respond to contemporary public library requirements including but not limited to improved display of library materials, improved computer access, wireless internet access, and program, reading and study space for all age groups. The joint use project will bring a 46 year old neighbourhood branch to a state of good repair.

# **Toronto Public Library**

## **Business Case - Capital Project 2013-2022 Plan**

### **Centennial Renovation**

**Service & Program Needs:** As a neighbourhood branch in former North York, Centennial serves a catchment population of 45,793 including the Bathurst Finch priority community. A growing community of newcomers to the area is served by branch multilingual collections and programs. Outreach and programming activities are well established however demand for program space and partnerships outstrips supply. The potential of a joint use facility with an enhanced range of program partnerships will support community development in this underserved area.

#### 13. Supplementary Information

**Delay of Project:** Building deficiencies not addressed will result in further deterioration, risk of unexpected breakdown, higher costs and health and safety issues. Delay in updating building infrastructure could lead to damaged equipment and cables resulting in below standard performance and downtime. Further delay to the initiation of this project will result in service limitations due to the inadequate barrier free access and demand exceeding capacity of the branch to accommodate current user needs, in particular related to programming, study space and electronic resources.

# Toronto Public Library

## Business Case - Capital Project 2013-2022 Plan

### Centennial Renovation

#### 14. Financial Summary

##### Financial Summary

Current Sq.Ft      6,986 s.q.ft.

Proposed Sq.Ft.    10,000 s.q.ft.

Cash Flow (\$000s)	Life To Date 2012	2013 - 2022 Capital Plan		Project Total	%
		2020	2021		
Gross Cash Flow	-	223	2,728	2,951	
Funding Sources					
Development Charges	-	192	491	683	23%
Other Sources of Funding	-	31	2,237	2,268	77%
City Debt	-	-	-	-	0%
	-	223	2,728	2,951	100%
Operating Impact (\$000s)	Life To Date 2012	2013 - 2022 Capital Plan		Project Total	
		2020	2021		
Salaries & Benefits	-	-	-	-	
Collections	-	-	-	-	
Equipment, Materials and Services	-	9	9	18	
Revenue	-	-	-	-	
Operating Impact	-	9	9	18	
FTE's	-	-	-	-	



# Toronto Public Library

## Business Case - Capital Project 2013-2022 Plan

### Perth/Dupont Renovation

10. Division: Bloor/Brentwood/Richview Area  
11. Ward: 18  
12. Councillor: Ana Bailao  
13. Project Name: Perth/Dupont Reconstruction  
14. Project Lead(s): Director Branch Libraries Anne Bailey  
Facilities Mgr: Gail Rankin  
15. Expected Start Date: 2020  
16. Expected Completion Date: 2021  
17. Project Cost Gross: \$3.904 Million  
18. Category Designation: ☒ State of Good Repair  
☒ Growth Related  
☐ Service Enhancement  
10. Category Type: Status 6 New - Future Year

12. Project Description:

**Size:** 3,627 sq. ft. neighbourhood branch (located in this storefront since 1983)

Nature of Project:

**Scope:** Redevelop the current facility to create a two storey accessible branch of approximately 6,500 square feet. The new branch will include a program room, increased seating and computer workstations, increased individual and new group study space, increased collections, a large children's area with interactives and a reading garden plus self-service circulation to support efficient operations.

The timing of the project will be dependent on the actual receipt of Section 37 funding and any additional sources of funding and may be adjusted in future years

12. Project Justification:

#### Facility Needs:

Refurbished in 2002 this branch is undersized for a neighbourhood branch. Rebuilding on the current site will enlarge the branch to 6,500 sq. ft, bringing the branch closer to the TPL standard for a neighbourhood branch of 10,000 to 15,000 sq. ft. Building deficiencies were most recently identified in a consultant's study (S2S 2009).

The branch lacks accessible washrooms and an accessible program room. The project is necessary to provide efficient library service and barrier free access and will replace an aging double store front not equipped or designed to be a contemporary library. Shelving, doors, windows, are at the end of their life; the building envelope including the foundations, exterior walls and roof are in need of replacement; the HVAC system needs upgrades, plumbing needs replacing, electrical systems need replacing including lighting and alarms. All interior finishes, flooring, furnishing and millwork need replacing.

The new building will meet contemporary public library requirements with improved display of library materials, improved computer access, reading and study space, larger children's area, and be accessible to all. Eight computers will be added and the collection size will increase by 3,800. As well the program room will be equipped with modern projection technology.

# **Toronto Public Library**

## **Business Case - Capital Project 2013-2022 Plan**

### **Perth/Dupont Renovation**

#### **Service & Program Needs:**

Perth Dupont is a neighbourhood branch in the south-west sector of Toronto (before amalgamation) and serves an immediate community of over 22,092 residents. The area is undergoing revitalization with a number of residential building projects now underway which will increase the population and library use. The branch is aging and is very undersized to meet the requirements of a modern library. The current levels of usage are low in comparison to other branches and the branch requires investment to keep it open and bring it up to standard. Outreach and programming activities are well established and target the elementary schools in the neighbourhood and the library serves as a hub for the growing local community. Adding an elevator will enable the branch to have accessible washrooms and programming space.

#### 14. Supplementary Information

##### **Delay of Project:**

Building deficiencies not addressed will result in further deterioration, risk of unexpected breakdown, higher costs and health and safety issues. Delay in updating building infrastructure could lead to damaged equipment and cabling resulting in below standard performance and downtime. Further delay will result in continued service limitations due to inadequate barrier free access and demand exceeding capacity of branch to accommodate user needs, in particular programming space, study space, adequate children's area, computer workstations and electronic resources and no accessible washrooms.

# Toronto Public Library

## Business Case - Capital Project 2013-2022 Plan

### Perth/Dupont Reconstruction

#### 14. Financial Summary

##### Financial Summary

Current Sq.Ft      3,627 s.q.ft.

Proposed Sq.Ft.    6,500 s.q.ft.

Cash Flow (\$000s)	Life To Date 2012	2013 - 2022 Capital Plan		Project Total	%
		2020	2021		
Gross Cash Flow	-	288	3,616	3,904	
Funding Sources					
Development Charges	-	221	671	892	23%
S. 37 Funding	-	-	1,100	1,100	28%
Other Sources of Funding	-	67	1,845	1,912	49%
City Debt	-	-	-	-	0%
	-	288	3,616	3,904	100%
Operating Impact (\$000s)	Life To Date 2012	2013 - 2022 Capital Plan		Project Total	
		2020	2021		
Salaries & Benefits	-	-	-	-	
Collections	-	7	7	14	
Equipment, Materials and Services	-	8	8	16	
Revenue	-	-	-	-	
Operating Impact	-	15	15	30	
FTE's	-	-	-	-	

