



**STAFF REPORT  
ACTION REQUIRED**

**Relocation of Perth/Dupont to 299 Campbell Ave - Award of Contract**

**Date:** February 26, 2024

**To:** Toronto Public Library Board

**From:** City Librarian

**SUMMARY**

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The purpose of this report is to seek Toronto Public Library Board approval to award a construction tender to Rossclair Contractors Inc. for the construction of the new branch at 299 Campbell Ave. This branch is the new location of the Perth/Dupont Branch.

The total value of the commitment is \$4,445,980.00, excluding Harmonized Sale Tax (HST), which will be funded by the capital budget.

Construction is scheduled to start in March 2024. The construction period is estimated to be 12 – 18 months. The Perth/Dupont branch will remain open during the construction. The branch will close for a short duration once construction is completed for the relocation of library materials and branch setup.

## RECOMMENDATIONS

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

1. approves an award of contract to the lowest compliant bidder, Rossclair Contractors Inc., for the construction of 299 Campbell Ave. with a total value of \$4,445,980. [excluding Harmonized Sales Tax (HST)], comprised of:
  - a. an award of construction tender at a cost of \$4,041,800; and
  - b. a contingency of \$404,180.

## FINANCIAL IMPACT

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The total value of the commitment with Rossclair Contractors Inc. is \$4,445,980 (excluding HST), which is comprised of the tender amount of \$4,041,800, plus a contingency of \$404,180.

Funding for the award is available from the approved Perth/Dupont – 299 Campbell Avenue Capital Project budget.

The Director, Finance & Treasurer has reviewed this financial impact statement and agrees with it.

## ALIGNMENT WITH STRATEGIC PLAN

The construction of the new location for the Perth/Dupont Branch supports many strategic plan priorities and goals including:

- Advancing State of Good Repair projects to provide welcoming, well-maintained and efficient public space;
- Creating branch improvements that connect neighbourhoods and communities, offering opportunities for partnerships, civic engagement and resident participation; and
- Increasing access to public and community spaces.

## DECISION HISTORY

At its meeting on November 18, 2013, the Board approved the proposed Perth/Dupont Branch relocation.

At its meeting on September 14, 2014, the Board authorized staff to work with the local councillor and developer to negotiate terms for relocation of the Perth/Dupont branch to 299 Campbell, subject to Board approval of the negotiated terms and the proposed development receiving the appropriate planning approvals. TPL was to retain the proceeds from the sale of the current property, receiving the remainder of the funding from Section 37 agreements or funding from other non-TPL sources or the City.

On November 15, 2015, as part of the zoning application for 299 Campbell Avenue, the owner of the property entered into an Agreement pursuant to Section 37 of the Planning Act with the Chief Planner and Executive Director, City Planning, in consultation with the City Solicitor, the City Librarian and the Ward Councillor the following community benefit:

“The owner shall convey, freehold, 930 m<sup>2</sup> of usable shell space and one parking space in the proposed development, to the City for a cost of \$1.1 million, to be used by Toronto Public Library Board as a neighbourhood branch. Further, the Owner agrees to construct the 930 m<sup>2</sup> of shell space that would be conveyed to the City.”

At its meeting on [November 23, 2015](#), the Board approved the terms and conditions for the relocation of the Perth/Dupont branch to a development at 299 Campbell Avenue and a revised capital budget for the new branch.

## ISSUE BACKGROUND

During the summer of 2013, the local councillor apprised library staff of a potential new mixed-use development at 299 Campbell Avenue and asked staff to comment on this site as a potential location for the branch and provide information about typical neighbourhood branch requirements.

The property at 299 Campbell Avenue is located at the corner of Dupont Street and Campbell Avenue, approximately 350 meters or a four-minute walk from the current branch location at 1589 Dupont Street.

In October 2013, the councillor advised that, subject to community consultation and necessary approvals, it would be possible to relocate the Perth/Dupont branch to a 10,000 square foot space on grade facing onto Dupont Avenue as part of the development of 299 Campbell Avenue. Library staff then met with the councillor, city planner and developer.

The developer (TAS) proposed to build the building shell for the branch in accordance with the Library's requirements. The Library would then be responsible for designing and developing the interior spaces, similar to what is done for other leasehold improvements across the system.

The councillor held a public consultation meeting on November 5, 2013 to advise the community of the potential development and relocation of the library branch. Approximately 50 local residents attended the community meeting and those in attendance expressed support for re-locating the Perth/Dupont branch to a 10,000 square foot facility on grade looking out onto Dupont Street, at 299 Campbell Avenue.

In November 2013, the Board authorized staff to work with the local councillor and developer to negotiate terms for re-locating the Perth/Dupont branch to 299 Campbell Avenue, subject to Board approval of the negotiated terms

Building Arts Architects were engaged in May 2017, through a competitive RFQ, for architectural services related to the library interior. Public and staff consultation commenced in January 2018 with an open house, followed by a series of focus groups. The final design was revealed to the community in July 2018.

## **COMMENTS**

The Perth/Dupont branch is located in Ward 9 and serves a population of 22,943.

The Perth/Dupont branch is a former semi-detached residential building. The branch was first opened in 1977 and moved to its present location in 1983. In 2002, Perth/Dupont underwent state of good repair upgrades with new flooring, a

new HVAC system, painting and some new furniture and shelving. The store front façade was replaced in 2016. Other repairs are made as necessary through the Library's annual maintenance program.

TPL's Service Delivery Model is a framework to envision the possibilities that result from an investment in library infrastructure and service delivery. Neighbourhood branches provide collections and services that meet many of the needs of the immediate community. The Service Delivery Model identifies 10,000–20,000 square feet as the optimum size for a neighbourhood branch. At its current size of 3,626 square feet, the Perth/Dupont branch does not meet the minimum standard size of 10,000 sq. ft.

This project will resolve all outstanding accessibility issues as outlined in the Access for Ontarians with Disabilities Act (AODA) and state of good repair issues for this branch identified in the 2019 Property Condition Assessment Report.

The new location of the Perth/Dupont branch at 299 Campbell Ave will include:

- A single floor 10,000 square foot flexible design that will provide barrier free access for the public, options for study and seating, and functional programming space for branch and community use;
- Improved zoned areas for teens in particular, as well as areas for children, adults and seniors, will be created, including an interactive early literacy centre for children aged 0-5 and their caregivers;
- Public washrooms and a universal washroom;
- More access to technology through an increase to desktop computers, improved access to Wi-Fi connectivity and device charging in furniture throughout the branch;
- Redesigned service delivery space, staff work areas and lunch room; and
- Library signage with the new brand identity installed on the building.

An invitational request for tender was issued to the Library's eight pre-qualified general contractors on December 5, 2023 and the closing date was January 18, 2024. Three bids were received. Rossclair Construction Inc. submitted the lowest compliant bid.

Construction is scheduled to start this winter and the branch will open in the new location in Q2 of 2025. The existing branch will remain open during construction.

Library service will not be offered for approximately six weeks to relocate service from the current branch location to the new facility.

## **Construction Tender Award**

For the award to Rossclair Contractors Inc. the following requirements have been met:

1. An open procurement was issued on February 5, 2021 as a Request for Supplier Qualification for the Roster for General Contractors for projects in the range of \$2,500,000 - \$9,100,000;
2. Eight shortlisted construction firms were invited to tender the project 198-23-TPL\_RFT on December 5, 2023;
3. Four bidders attended the mandatory site walkthrough on December 14, 2023.
4. Three compliant bids were received on January 18, 2024. One bid was received after the tender closing and therefore was disqualified;
5. Rossclair Contractors Inc. was the lowest bidder meeting all requirements and was the lowest bid received;
6. Library staff and consultants have reviewed the submission from Rossclair. and found the price to be reasonable in relation to the complexity of the project;
7. The procurement process was conducted in accordance with the Board's Purchasing Policy, with a request for tender process in accordance with instructions to the bidders and bids were received electronically using Bonfire; and
8. Written acceptance was received that the General Contractor and all their sub-contractors will comply with the City of Toronto's Fair Wage Policy.

The recommended bidder has successfully completed TPL construction projects, including the renovation of North York Central Library Phase 2. The references provided by Rossclair Contractors Inc. were checked by TPL staff and were satisfactory.

## **CONTACT**

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## **SIGNATURE**

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Vickery Bowles  
City Librarian