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**STAFF REPORT
ACTION REQUIRED
** Revised ****

Bridlewood Branch Relocation - Award of Tender

Date: October 25, 2022

To: Toronto Public Library Board

From: City Librarian

SUMMARY

The purpose of this report is to seek Toronto Public Library Board approval to award a construction tender to BDA Inc. for the new relocated and expanded Bridlewood branch.

The total value of the commitment is \$8,771,532, excluding Harmonized Sale Tax (HST), which will be funded by the capital budget.

The current location within the Bridlewood Mall will remain open during the construction of the new branch. A short closure is anticipated for the eventual moving and set up of the new branch.

RECOMMENDATIONS

The City Librarian recommends that the Toronto Public Library Board:

1. approves a commitment with BDA Inc. for the construction of the new relocated and expanded Bridlewood branch with a total value of \$8,771,532, excluding HST, comprised of:
 - a. an award of construction tender, being the lowest bid, at a cost of \$7,974,120; and
 - b. a contingency of \$797,412.

FINANCIAL IMPACT

The contract with BDA Inc., who was the lowest bidder, for the construction of the new relocated and expanded Bridlewood Library is for a value of \$7,974,120 and when combined with the contingency of \$797,412, brings the total commitment to \$8,771,532, excluding HST. The value of the tender is higher than expected and this is likely due a combination of supply chain issues, high inflation environment and a tight labour market.

While the award for construction came in about \$1 million greater than the budget for the construction, there is sufficient overall budget in the Bridlewood Renovation and Expansion capital project to fully fund this construction award and associated architectural fees of approximately \$267,000. However, additional project funding will be required for other elements of the project such as furniture, fixtures, technology and equipment for the youth hub, which will be required over 2023 and 2024. The 2023 capital budget submission, which is contained in a separate report at this meeting, includes an \$800,000 cost increase for the Bridlewood capital project and staff will closely monitor the budget requirements for the construction and completion of the project.

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

ALIGNMENT WITH STRATEGIC PLAN

The renovation of branches supports many strategic plan priorities and goals including:

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

DECISION HISTORY

On February 22, 2021, the Board approved the [Bridlewood Branch Relocation - New Lease Agreement](#). The Board endorsed a new twenty-year lease at Bridlewood Mall for an expanded Bridlewood branch in a different and improved location within the mall. The proposed lease for approximately 20,000 square feet (sq. ft.) represents a 12,000 sq. ft. or 150% expansion.

On June 8, 2021, City Council considered [Toronto Public Library - Lease Agreement at 2900 Warden Avenue](#) and approved the new lease for Bridlewood branch.

COMMENTS

Bridlewood is currently a 7,690 sq. ft. neighbourhood branch in Bridlewood Mall at 2900 Warden Ave. Although having been relocated several times for expansion, the branch has stayed within the mall since 1976 due to easy access and mall-provided services such as public washrooms, parking and security. At 7,690 sq. ft., the branch is undersized and unable to deliver the full range of services to the community. Bridlewood branch is currently one of the busiest neighbourhood branches.

The branch will relocate to the upper level on the north end of the mall and occupy approximately 20,000 sq. ft. and this larger size is in line with the Service Delivery Model. Toronto Employment and Social Services will occupy the space adjacent to the branch. The larger Bridlewood branch will provide: revitalized public services areas; increased programming and community meeting space; and zoned areas for adult, teens and children. The branch will also incorporate customer service improvements including a Learning Centre, quiet study spaces, an interactive early literacy centre for children aged 0 – 5 and a Youth Hub.

An invitational request for tender was issued to the eight pre-qualified general contractors on September 15, 2022 and the closing date was October 14, 2022. Six bids were received. The lowest compliant bid was from BDA Inc.

Construction is scheduled to start this fall and be completed in Q4 of 2023. There will be no branch closure during the execution of this project. A short closure is anticipated for the eventual moving and set up of the new branch.

Construction Tender Award

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

1. Eight pre-qualified construction firms were invited to tender on project 252-22-TPL-RFT Bridlewood Library Renovation on September 15, 2022.
2. Six compliant bids were received on October 14, 2022.
3. BDA Inc. was the lowest bidder meeting all requirements and was the lowest bid received;
4. Library staff and consultants have reviewed the submission from BDA Inc. and found the price to be reasonable in relation to the complexity of the project; and
5. 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.
6. Written acceptance 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 other Toronto Public Library construction projects, including the renovation of Steeles and Guildwood, and are currently completing the renovation and expansion of York Woods branch. The references provided by BDA Inc. were checked by the consultant architect and TPL staff and were satisfactory.

CONTACT

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SIGNATURE

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