

Capital Budget Monitoring Report – April 30, 2021

Date:	June 22, 2021
To:	Toronto Public Library Board
From:	City Librarian

SUMMARY

The purpose of this report is to provide the Toronto Public Library Board with the Toronto Public Library (TPL) capital expenditures for the four-month period ended April 30, 2021, projected expenditures to December 31, 2021 and a draft timetable for the 2022 capital budget.

As detailed in Attachment 1, capital spending during the first four months of 2021 totalled \$8.180 million or 18.2% of the gross cash flow budget of \$44.994 million, and is projected, on a preliminary basis, to be \$44.789 million or 99.5% spent by the end of the year.

The City will be presenting the consolidated financial results to April 30, 2021 to the Budget Committee meeting on June 17, 2021.

FINANCIAL IMPACT

Based on the \$8.180 million actual spending, the 2021 gross capital budget of \$44.994 million is 18.2% spent as of April 30, 2021.

The year-end forecast of 99.5% budget spending is very preliminary at this time.

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

ISSUE BACKGROUND

TPL's Council-approved [2021 Capital Budget](#) is \$44.994 million gross, which is comprised of \$35.577 million of new cash flows, \$10.746 million of unspent balances carried forward from 2020 and a decrease of \$1.329 million from a technical adjustment to reduce the 2021 cash flow for two projects that were overspent in 2020. Capital expenditure results are usually reported to the Library Board and the City on a quarterly basis, though the City has deferred the first quarter report in 2021 to include April results.

COMMENTS

April 30, 2021 - Capital Budget Spending

The City has introduced a four-month variance report instead of a Q1 report and consolidated financial results to April 30, 2021 is planned for the City's Budget Committee meeting on June 17, 2021.

Attachment 1 includes a list of all active projects, providing 2021 year-to-date and life-to-date project expenditure status as well as projected expenditures to the end of the year, and comments for those projects spending ahead or behind schedule. Capital spending during the first four months of 2021 totalled \$8.180 million or 18.2% of the 2021 approved cash-flow budget of \$44.994 million and is projected to be 99.5% spent by the end of the year.

Inflationary Cost Increases

The cost of lumber, steel and glass has risen significantly during the COVID-19 pandemic, and general contractors are expected to increase their contingencies, which will impact the construction costs for capital projects on the 10-year plan. For the 2022 budget submission, the costing of many capital projects will need to be updated to reflect the increased cost of materials, labour and sub-contractors.

During the 2021 summer break when there is no scheduled Board meeting, the City Librarian has delegated authority to award construction contracts provided there is adequate funding. The construction contract for the Maryvale relocation is expected to be awarded over the summer period. The September Board meeting would include a report of this award, and any other awards that may be required using delegated authority over the summer.

If a construction contract comes in significantly higher than budget, the project budget will be supplemented by a reallocation from the Multi-Branch Renovation Program. Alternatively, the timing of some projects may need to be adjusted. This information, if applicable, would also be presented at the September Board meeting.

Draft 2022 Budget Timetable Overview

The draft timetable for the 2022 capital budget is shown below.

Activity	Schedule
Budget discussion with City finance staff	Aug/Sep, 2021
Board Meeting	September 27, 2021 2022-2031 Capital Budget and Plan Outlook
Board Meeting	October 15, 2021 2022-2031 Capital Budget and Plan Submission
Administrative Review – City Finance, CFO, City Manager	Early/Mid October 2021
Budget Committee Informal Reviews	Early November 2021
Staff Recommended Budget	Late November - Early December 2021
Board Meeting	December 6, 2021
Political Review	
Budget Launch - Budget Committee	Dates TBD
Budget Committee Review	
Public Presentations - Budget Committee	
Budget Committee Wrap-Up	
Budget Committee Final Wrap-Up	
Executive Committee	
City Council	

CONTACT

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SIGNATURE

Vickery Bowles
City Librarian

ATTACHMENTS

Attachment 1: Capital Budget Monitoring Report for the Period Ended April 30, 2021

Toronto Public Library
2021 Capital Budget Monitoring Report
For the Four Month Period Ended April 30, 2021

ATTACHMENT 1

	Project/Sub-Project Name	2021 - Year-to-Date					2021 - Year End				Life To Date				Expected Year of Completion	Comments
		2021 Full Year Budget	Spent		Unspent / (Overspent)		Projected Actuals to Year-end				Budget \$	Actuals \$	Unspent / (Overspent)			
			\$	%	\$	%	\$	% of Budget	On Budget	On Time			\$	%		
			(a)	(b)	(c) =(a) / (b)	(d) =(a) - (b)	(e) = (d) / (a)	(f)	(g)	(h)	(i)	(j)	(k)	(l) = (j) - (k)	(m) = (l) / (j)	(n)
1	Albert Campbell Renovation - Construction	4,907,567	3,346,345	68.2%	1,561,222	31.8%	5,863,196	119.5%	Ⓜ	Ⓢ	20,216,353	11,633,045	8,583,308	42.5%	2022	Construction is progressing very well and it is expected that 2021 expenditures will be ahead of schedule.
2	Answerline and Community Space Rental Modernization	743,605	-	0.0%	743,605	100.0%	743,605	100.0%	Ⓢ	Ⓢ	1,400,000	656,396	743,604	53.1%	2021	
3	Bayview-Bessarion Library Relocation	5,170,818	821,138	15.9%	4,349,680	84.1%	5,170,818	100.0%	Ⓢ	Ⓢ	15,322,000	8,072,592	7,249,408	47.3%	2022	
4	Bridlewood Branch Relocation	92,368	16,170	17.5%	76,198	82.5%	92,368	100.0%	Ⓢ	Ⓢ	7,299,000	23,802	7,275,198	99.7%	2023	
5	Dawes Road Reconstruction & Expansion	466,371	150,220	32.2%	316,151	67.8%	466,371	100.0%	Ⓢ	Ⓢ	24,593,045	5,424,849	19,168,196	77.9%	2026	
6	Digital Experiences (Virtual Branch Services)	1,322,510	120,387	9.1%	1,202,123	90.9%	1,322,510	100.0%	Ⓢ	Ⓢ	7,500,000	1,847,877	5,652,123	75.4%	ongoing	
7	Etobicoke New Construction	351,000	-	0.0%	351,000	100.0%	351,000	100.0%	Ⓢ	Ⓢ	1,416,000	-	1,416,000	100.0%	2022	
8	Integrated Payment Solutions	143,799	7,250	5.0%	136,549	95.0%	143,799	100.0%	Ⓢ	Ⓢ	2,250,000	2,113,451	136,549	6.1%	2021	
9	Maryvale Relocation	1,570,888	5,336	0.3%	1,565,552	99.7%	1,015,336	64.6%	Ⓢ	Ⓢ	2,749,000	82,448	2,666,552	97.0%	2022	Construction tender is expected in summer 2021 with construction to commence in early fall.
10	Multi-Branch Minor Renovation Program	8,550,431	717,630	8.4%	7,832,801	91.6%	6,582,053	77.0%	Ⓢ	Ⓢ	46,900,368	18,476,700	28,423,668	60.6%	ongoing	At its meeting on April 26, 2021, the Board endorsed a budget transfer of \$1.764 million of the 2021 cash flow to the York Woods Renovation project. An in-year budget adjustment has been requested as part of the City's month four variance report. As a result, 77% will be spent by year-end.
11	North York Central Library Phase 2	1,313,365	145,329	11.1%	1,168,036	88.9%	1,313,365	100.0%	Ⓢ	Ⓢ	12,718,000	11,549,965	1,168,035	9.2%	2021	
12	Northern District Renovation - Design	100,000	-	0.0%	100,000	100.0%	-	0.0%	Ⓜ	Ⓜ	251,000	-	251,000	100.0%	2022	Scope and timing of the project is still being investigated
13	Northern District Streetscaping	473,077	-	0.0%	473,077	100.0%	-	0.0%	Ⓜ	Ⓜ	990,000	21,923	968,077	97.8%	2022	Scope and timing of the project is still being investigated
14	Pleasant View Renovation	100,000	-	0.0%	100,000	100.0%	100,000	100.0%	Ⓢ	Ⓢ	635,622	-	635,622	100.0%	2022	
15	Richview Building Elements (SOG)	174,610	-	0.0%	174,610	100.0%	174,610	100.0%	Ⓢ	Ⓢ	3,546,017	61,407	3,484,610	98.3%	2024	
16	Service Modernization and Transformation	1,719,847	243,558	14.2%	1,476,289	85.8%	1,719,847	100.0%	Ⓢ	Ⓢ	6,771,000	548,711	6,222,289	91.9%	ongoing	
17	Technology Asset Management Program	6,772,410	317,997	4.7%	6,454,413	95.3%	6,772,410	100.0%	Ⓢ	Ⓢ	25,452,000	4,620,587	20,831,413	81.8%	ongoing	
18	Toronto Reference Library Renovation	3,693,742	290,147	7.9%	3,403,595	92.1%	3,693,742	100.0%	Ⓢ	Ⓢ	10,710,000	346,405	10,363,595	96.8%	ongoing	
19	Weston Renovation	159,000	-	0.0%	159,000	100.0%	30,000	18.9%	Ⓜ	Ⓜ	641,000	-	641,000	100.0%	2022	A Request for Quotation for Architectural Services will be issued in the late May/early June.
20	Wychwood Renovation	3,280,254	971,145	29.6%	2,309,109	70.4%	3,280,254	100.0%	Ⓢ	Ⓢ	15,795,600	11,018,458	4,777,142	30.2%	2022	
21	York Woods Renovation	3,887,953	1,027,454	26.4%	2,860,499	73.6%	5,953,953	153.1%	Ⓜ	Ⓢ	11,758,000	8,897,501	2,860,499	24.3%	2021	At its meeting on April 26, 2021, the Board endorsed an increase to the total project cost of the York Woods Renovation project. An in-year budget adjustment of \$2.066 million has been requested as part of the City's month four variance report.
Total 2021 Capital Projects Cash Flow Gross		44,993,615	8,180,106	18.2%	36,813,509	81.8%	44,789,237	99.5%	Ⓢ	Ⓢ	218,914,005	85,396,116	133,517,889	61.0%		

On Time
On / Ahead of Schedule
Minor Delays < 6 months
Significant Delays > 6 months

On Budget
>70% of Approved Cash Flow
Between 50% and 70% of Approved Cash Flow
< 50% or >100% of Approved Cash Flow

