

Jack Rabinovitch Reading Room – Toronto Reference Library – Award of Tender

Date:	September 23, 2019
To:	Toronto Public Library Board
From:	City Librarian

SUMMARY

The purpose of this report is to request Toronto Public Library (TPL) Board approval to award the tender to employ the services of a General Contractor for the renovation of 2,885 square feet on the fourth floor of the Toronto Reference Library to create a new Reading Room and Writer's Suite, and programming space as per TPL's drawings and specifications tendered for this project.

Working with the Toronto Public Library Foundation, TPL has accepted a donation of books from the personal library of Jack Rabinovitch, numbering approximately 2,000 items, as well as memorabilia, art, and photo albums. The new reading room will create a space to house and display this collection in recognition of Jack Rabinovitch and his contribution to promoting and profiling Canadian literature. The reading room and associated spaces will not only replace the existing Writer's Discussion Room and Writer's Lounge, which host the Writer in Residence as well as programming for aspiring authors, they will also provide new study and programming space for library customers.

The TPL Foundation, along with its generous donors, has secured \$500,000 to support the construction project and has committed to raising another \$500,000 for programming in the new space.

RECOMMENDATIONS

The City Librarian recommends that the Toronto Public Library Board:

1. approves a commitment with BDA Inc. to construct the new Jack Rabinovitch Reading Room on the fourth floor at the Toronto Reference Library with a total value of \$634,700, excluding Harmonized Sales Tax (HST), comprised of:
 - a. an award of construction tender, being the lowest bid, at a cost of \$577,000; and
 - b. a contingency of \$57,700.

FINANCIAL IMPACT

The total value of the commitment is \$634,700, which is comprised of the tender amount of \$577,000 plus a contingency of \$57,700 (excluding HST). The Toronto Public Library Foundation, along with generous donors, have secured funding for approximately \$500,000 to support this construction project. The balance of the funding for the project will be provided by the approved multi-branch renovation program budget.

The Foundation has also committed to raise a further \$500,000, which will be used to support programming at the Jack Rabinovitch Reading Room.

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

DECISION HISTORY

At the October 29, 2018 meeting, the Board approved the [Naming Recognition of Jack Rabinovitch Reading Room](#).

ALIGNMENT WITH STRATEGIC PLAN

This work is in alignment with Strategic Plan Priority 2: Breaking down barriers to access and driving inclusion through enhancing access to facilities and physical spaces.

COMMENTS

The new Reading Room will be a newly designed and constructed space located on the fourth floor of the Toronto Reference Library and will encompass:

- the Writer's Suite, a space that will provide a co-working environment for aspiring authors to focus on their work alongside the Writer in Residence;
- a programming space;
- Mr. Rabinovitch's personal book collection and memorabilia.

Award of Tender Recommendation

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

1. BDA Inc. is the lowest bidder, meeting all tender requirements and was the lowest bid received.
2. Library staff have reviewed the submission and found the price to be reasonable in relation to the complexity of the project.
3. The tender process was conducted in accordance with the Board's Purchasing Policy.
4. 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 a number of Toronto Public Library projects, including the renovation of Parkdale branch, Guildwood branch and Steeles branch. As noted in the Extended Authority – York Woods Branch – Award of Tender report at this meeting, BDA Inc. was awarded the construction tender for the York Woods project over the summer.

The references were checked by the consultant architect and were satisfactory.

Due to limited square footage of the project relative to the size of the floor plate on the fourth floor of the Toronto Reference Library, there is not expected to be any significant service disruption. The tender documents included for the requirement of noisy work to take place outside of branch open hours. The construction is scheduled to begin in October 2019.

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SIGNATURE

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