

York Woods Branch Renovation – Architect Award of Contract

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| Date: | May 28, 2018 |
| To: | Toronto Public Library Board |
| From: | City Librarian |

SUMMARY

The purpose of this report is to request Toronto Public Library Board approval to award the contract for architectural services, as per the Library's Request for Proposal (RFP) TPL 125-2017 for the York Woods Branch capital project.

It is recommended that the contract for architectural services for the York Woods Branch project be awarded to Diamond Schmitt Architects, having achieved the highest total score in the evaluation for a fee of 9.45% of the estimated construction budget.

RECOMMENDATIONS

The City Librarian recommends that the Toronto Public Library Board:

1. awards the contract to Diamond Schmitt Architects, for architectural services for the York Woods Branch capital project based on fees of 9.45 % of the estimated construction budget of \$6,600,000 resulting in a cost of approximately \$623,700, excluding Harmonized Sales Tax.

FINANCIAL IMPACT

The Council-approved capital budget for the York Woods Branch project is \$8,344,000, of which the current estimated construction portion of the capital budget is approximately \$6,600,000.

The total contract of \$623,700 for architectural services is also part of the approved capital budget. The award is based on the fee of 9.45% applied to the estimated construction budget of \$6,600,000 resulting in a cost of approximately \$623,700.

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

ALIGNMENT WITH STRATEGIC PLAN

The renovation of the York Woods Branch helps to achieve various strategic plan priorities and goals including:

- increasing access to in-branch services and spaces through responsive service hours and new options to expand public and community space;
- advancing State of Good Repair projects to provide welcoming, well-maintained and efficient public space;
- creating in-branch environments that connect neighbourhoods and communities, offering opportunities for partnerships, civic engagement and resident participation;
- building capacity to deliver elearning, and interactive distance learning services.

BACKGROUND

York Woods Branch is a two-storey 42,176 square-foot facility, which opened in 1970 and includes a theatre that was opened in 1995. As one of 17 District branches, it serves a diverse community in the north-west area of the City. It is also located in Glenfield-Jane Heights, one of the City's Neighbourhood Improvement Areas. The Metrolinx Finch West LTR is scheduled to be completed in 2023, and will result in development and growth in the community.

The branch is very busy and plays an important role in the community by providing programming, study space, computers and wifi, and hosts cultural and arts events in the 260-seat theatre. The large community of newcomers to the area is well served by the branch's multilingual collections and programs. The revitalization and reprogramming of interior spaces will continue to support efficient operations and deliver modern library services.

COMMENTS

The scope of the York Woods project includes an interior redesign and renovation of the ground and second floors of the branch, and a modernization of the theatre. The primary focus of the renovation will be the revitalization of the facility's interior, and reprogramming of space to support the delivery of enhanced services to meet the changing needs and expectations of library users. Significant state of good repair requirements identified in the 2014 property condition assessment will be addressed, including a retrofit and upgrade of all building systems and infrastructure. The interior design will maximize flexibility by ensuring that the spaces are adaptable. The branch will include a Digital Innovation Hub, Discovery Zone, and a Kids Stop. There will also be multipurpose program space created to support newcomer services, co-sponsored programs and partnerships.

York Woods Branch and theatre will be closed for approximately 24 months during the renovation, and an alternate service plan will be developed.

Procurement Process and Results

A Request for Proposals (RFP) for Architectural Services was issued in December 2017 and was advertised on the TPL website, and the Biddingo and MERX online bid posting sites. A total of nine submissions were received.

The RFP process two-phased as the nature and complexity of the work that is required warrants the establishment of a short list of qualified architects in Phase 1, followed by interviewing the short-listed firms in Phase 2. Architects who responded to the RFP included the following documentation in their responses:

- Mandatory Submission Form acknowledging receipt and review of all pertinent documents and binding covenant to provide services in accordance with RFP documents;
- Price Detail Form;
- Firm's experience with at least three projects of a similar nature, scope and scale in the last seven years;
- Architect's ability and capacity to perform the work;
- Person(s) in firm responsible for this project and on the project team, including relevant experience, expertise and role;
- Sub-consultants proposed, including expertise and experience of each sub-consultant and coordination techniques to be used;
- Experience in working with public sector or not-for-profit clients;
- Proven track record in public consultation;
- Proven reputation in the design of functional interiors that encompass all current design concepts to respond in a dynamic and meaningful way to the requirements of the public;
- Expertise with Toronto Green Development Standard;
- Contract administration, including ability to meet project schedule and supervise a contract while project is under construction;
- Architect's experience and methods used for budgeting and financial controls; and
- Three client references.

A short list of the two highest scoring firms was established based on the evaluation of the submissions in Phase 1. The short-listed proponents were invited to attend a confidential interview and make a presentation in accordance with the provisions of the RFP. Each firm was required to address the following in their presentation:

- Personnel who would be involved in the project, and their roles;
- Vision for the York Woods Branch renovation project;
- How the firm would ensure that the building design would meet the needs of the various project stakeholders;
- How the firm would approach assessing the building's potential for renovation; and
- Strategies employed by the firm to ensure that schedules are realistic, and budget and schedules are met.

The recommended firm, Diamond Schmitt Architects, achieved the highest total score in the evaluation. References were checked by the Library and were satisfactory. Diamond Schmitt Architects is a leading Canadian full-service practice. They have significant expertise in library planning and construction of state-of-the-art facilities throughout Canada

and worldwide. They have successfully completed three Toronto Public library projects in the last 17 years, including Maria A. Shchuka, Brentwood and most recently North York Central Library. The firm is recognized for design excellence and responsibly managing complex institutional projects.

The approved capital budget is \$8,344,000; however, the project is at a very early stage, and as work proceeds on the planning and scoping, the project will be further refined, and additional reports brought forward to the Board for approval, as required. If the construction costs increase, or other work is required, such as furniture, shelving or millwork, the fee paid to Diamond Schmitt Architects would not exceed 9.45%.

CONCLUSION

With the selection of Diamond Schmitt Architects, work on the York Woods Branch capital project will begin immediately, starting with detailed building assessments and design development, followed by public consultation. This project will be a multi-year project, with the branch being closed during the construction period. The plan is to complete the design in 2018 with a view to completing working drawings and tender by the middle of 2019 and starting construction in the second half of 2019.

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SIGNATURE

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