



STAFF REPORT INFORMATION ONLY

Extended Authority Awards

Date: September 19, 2022

To: Toronto Public Library Board

From: City Librarian

SUMMARY

The purpose of this report is to inform the Toronto Public Library Board of two awards made during the summer under the extended authority of the City Librarian. Both awards involved a competitive procurement process for construction services.

The Purchasing Policy provides extended authority to the City Librarian to exercise the authority of the Board to make an award during the Board's summer recess, provided certain conditions are met, and the award is reported to the Board.

FINANCIAL IMPACT

The contract with Direct Construction Company Ltd. for Armour Heights Interior Renovation is for a value of \$682,300, excluding harmonized sales taxes (HST), which is funded by the Multi-Branch Renovation Program (SOGP).

The contact with Damane Construciton for Elevated Platforms at Toronto Reference Library is for a value of \$517,500, excluding HST, which is funded by the Toronto Reference Library capital project.

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

ALIGNMENT WITH STRATEGIC PLAN

The renovation of branches help to achieve various strategic plan priorities and goals including:

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

EQUITY IMPACT STATEMENT

The branch renovations will improve the ability of the Library to provide existing and new services to all equity seeking groups within the catchment areas.

ISSUE BACKGROUND

The Purchasing Policy and Financial Control Policy have provisions which authorize the City Librarian to make awards with a value of greater than \$500,000 because the City Librarian's general commitment authority is \$500,000, during the months when there are no scheduled Board meetings provided that: there was a fair and transparent competitive procurement process; the award is to the proponent providing the best value; and the award is reported to the Board.

COMMENTS

As the value of both awards are beyond the City Librarian's general commitment authority of \$500,000, the awards were made using the City Librarian's extended authority during the Board's summer recess, and the details of the awards are described below.

Armour Heights Interior Renovation

The Armour Heights project is for the complete interior renovation of the 2,988 square foot (278 square metre) branch, located in a joint use facility with Parks, Forestry and Recreation Division at 2140 Avenue Road. The branch was last renovated in March 1998 and this current renovation is required to address a number of State of Good Repair issues including barrier free requirements.

An invitational request for tender (227-22-TPL-RFT) was issued to the Library's eight pre-qualified general contractors. All general contractors submitted a bid, and seven were compliant. Direct Construction Company was selected as the lowest compliant bidder with a bid of \$682,300.

Elevated Platforms at Toronto Reference Library

This project will design and build elevated access systems (ladders and platforms) at Toronto Reference Library which will allow Library staff and contractors to safely access spaces in order to perform maintenance and capital work on building system components located in elevated work areas.

As a result of an open public request for proposal (176-22-TPL-RFP), the Library received three proposals. After a thorough evaluation of the proposals, Damane Construction was the highest scoring proponent and therefore awarded the contract with a value of \$517,500.

CONTACT

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SIGNATURE

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