

Extended Authority

Date:	September 24, 2018
To:	Toronto Public Library Board
From:	City Librarian

SUMMARY

The purpose of this report is to inform the Toronto Public Library (TPL) Board of a tender award made during the summer when the Board did not meet, to contract with Tritan Inc. for repairs to the pedestrian ramp at Northern District branch (ND) in accordance with TPL specifications.

The total cost for the award is \$485,025.00, excluding Harmonized Sales Tax (HST).

FINANCIAL IMPACT

The award of tender for repairs to the pedestrian ramp at ND is for \$485,025, excluding HST, and is funded by the approved 2018 Multi-Branch Minor Renovation Program. Assuming a contingency of ten percent, this would bring the total cost to \$533,527.50.

As the pedestrian ramp is shared with Stanley Knowles Housing Co-operative Inc., under the lease agreement they will be expected to pay 25 percent of the repair costs.

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

COMMENTS

Water leakage into unit 104 at ND has been experienced since April 2018, and the current tenant has vacated the space.

Working with a consulting engineer, TPL ran a competitive procurement process in July for repairs to the pedestrian ramp to address the water leakage problem and the scope of the work includes:

- pedestrian ramp waterproofing, including removal and reinstallation of existing finishes, and decommissioning/recommissioning heating cables as required to perform the work;
- pedestrian walkway waterproofing, including removal of existing finishes and replacement with concrete paving;

- breezeway ceiling asbestos abatement (area directly below the pedestrian ramp only);
- concrete repairs to the column between the pedestrian walkway and ramp;
- metal skirt and guard rail replacement along the pedestrian walkway.

A total of four bids were received, and Tristan Inc., having the lowest bid, was awarded the contract. The work needed to be completed before the winter, so there was some urgency to award the contract and begin the work.

An award of contract over \$500,000 generally requires Board approval. However, TPL's Financial Control Policy authorizes the City Librarian to exercise the power of the Board to make an award to the lowest bidder during the months that the Board does not meet. The City Librarian is required to report the award to the Board at its next regularly scheduled meeting.

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SIGNATURE

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