

Locke Branch Roof Replacement – Award of Contract

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| Date: | May 24, 2022 |
| To: | Toronto Public Library Board |
| From: | City Librarian |

SUMMARY

The purpose of this report is to seek Toronto Public Library Board approval for an award of contract to Nortex Roofing Ltd. for material and labour to provide a new roofing system for the Locke branch.

Roofing specifications for this project were prepared by Toronto Public Library's (TPL) roofing consultant and a competitive procurement process was followed. The total value of the contract with Nortex Roofing Ltd. is \$490,720, excluding Harmonized Sale Tax (HST). Board approval is being sought because if there any scope changes for unknown conditions, this would likely increase the spending to over \$500,000, which would require Board approval.

RECOMMENDATIONS

The City Librarian recommends that the Toronto Public Library Board:

1. approves an award of contract to Nortex Roofing Ltd. for materials and labour to provide a new roofing system at the Locke Branch, with a value of \$490,720, excluding HST.

FINANCIAL IMPACT

The total value of the contract with Nortex Roofing Ltd. is \$490,720, excluding HST, for the roofing project at the Locke branch, and is funded from the Multi Branch Renovation Program (SOG) capital budget.

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

ISSUE BACKGROUND

The roof on the Locke branch is showing signs of failure due to age and is due for replacement. This is consistent with the Property Condition Assessment Report for the branch. TPL's roofing consultant, TSS Building Science Inc. assessed the roof and confirmed replacement is required and worked on preparing specifications for the work. The roof should be replaced prior to the planned interior renovation of the branch, scheduled to start construction in Q1 2023.

COMMENTS

For the award for roof replacement at Locke branch, the following requirements have been met:

- An open call for bids was issued on March 11, 2022;
- Nine roofing construction firms attended the mandatory site visit on March 22, 2022;
- Six compliant bids were received on April 8, 2022;
- Nortex Roofing Ltd. was the lowest bidder meeting all requirements and was the lowest bid received;
- Library staff have reviewed the submission from Nortex Roofing Ltd. and found the price to be reasonable in relation to the complexity of the project;
- The procurement process was conducted in accordance with the Board's Purchasing Policy, with a request for tender process in accordance with instructions to the bidders and bids were received electronically;
- Written acceptance 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 TPL roofing projects, including the roof replacements at Yorkville, Deer Park and Northern District branches. The references provided by Nortex Roofing Ltd. were checked and are satisfactory.

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SIGNATURE

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