



**STAFF REPORT  
ACTION REQUIRED**

**Fire and Life Safety Services – Increase to Contract**

**Date:** January 27, 2025

**To:** Toronto Public Library Board

**From:** City Librarian

**SUMMARY**

---

The purpose of this report is to seek Toronto Public Library Board approval to increase the total value of the contract with Eurotech Safety Inc. for Fire and Life Safety services.

The increase to the value of the contract with Eurotech Safety Inc. is \$1,467,242 excluding Harmonized Sales Tax (HST), for the period 2024-2027 for additional inspection and repair costs. The five-year commitment increases from \$692,929.00 to \$2,160,171.00.

At the close of year three of the contract, an analysis was completed which showed deficiency repairs at several branches with aging systems exceeded original estimated costs and cumulative costs for annual inspections and deficiency repairs at smaller branches also exceeded original cost estimates.

The increased value to years four and five of the contract includes the addition of newly renovated and reopened branches, expected deficiencies and repairs resulting from more thorough inspections, known aged systems, and planned system replacements.

## RECOMMENDATIONS

---

### **The City Librarian recommends that the Toronto Public Library Board:**

1. approves an increase to the commitment with Eurotech Safety Inc. for the supply of Fire and Life Safety services for an amount of \$1,467,242 excluding Harmonized Sales Tax (HST), which increases the total value of the contract from \$692,928.90 to \$2,160,171.00.

## FINANCIAL IMPACT

The value of the five-year commitment with Eurotech Safety Inc. will increase by \$1,467,242.00, which increases the total commitment value from \$692,929.00 to \$2,160,171.00.

Description	2022 Board Approved Amount	Increase value for Inspections	Increase Value for Deficiency Repairs	Total Increase	Revised Contract Value
Year 1 Inspections & Repair Contingency	\$136,943.00	\$62,241.75	\$202,056.78	\$264,298.53	<b>\$401,241.53</b>
Year 2 Inspections & Repair Contingency	\$136,943.00	\$62,241.75	\$276,100.98	\$338,342.73	<b>\$475,285.73</b>
Year 3 Inspections & Repair Contingency	\$136,943.00	\$88,844.75	\$180,954.90	\$269,799.65	<b>\$406,742.65</b>
Year 4 Inspections & Repair Contingency	\$141,050.00	\$88,844.75	\$197,861.88	\$286,706.63	<b>\$427,756.63</b>
Year 5 Inspections & Repair Contingency	\$141,050.00	\$88,844.75	\$219,249.71	\$308,094.46	<b>\$449,144.46</b>
	\$692,929.00	\$391,017.75	\$1,076,224.25	\$1,467,242.00	<b>\$2,160.171.00</b>

The \$286,706.63 cost increase for year 4 is included in the 2025 operating budget and the annual increases in cost for Annual Fire and Life Safety Inspections will be included in future budgets.

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

## ALIGNMENT WITH STRATEGIC PLAN

Fire and Life Safety services are the inspection, testing, maintenance, and repairs to the fire alarm, sprinkler, standpipe, special suppressions, fire extinguisher, emergency lighting and fire hydrants in all TPL buildings. As part of Toronto Public Library's (TPL's) commitment to providing shared community spaces, the Fire and Life Safety services contract ensures TPL facilities meet safety standards.

## DECISION HISTORY

After issuing a Request for Proposal (RFP), TPL contracted with M-L Fire & Burglary Alarm Ltd. for Fire and Life Safety services between April 1, 2014, and March 31, 2019. The award was made under the City Librarian's authority.

As part of the shared service initiative, in 2019, TPL began working with the City of Toronto on a joint procurement for Fire and Life Safety services. The City's procurement process was delayed and TPL was advised to engage the services of JD Collins Fire Protection Company on an interim basis through a non-competitive procurement process. The services of JD Collins were utilized on a month-to-month basis for Fire & Life Safety testing, inspections, repairs and services calls to ensure compliance with the Fire Code.

In May 2021, the City of Toronto issued a public joint RFP for Fire and Life Safety services which included inspection, testing, maintenance, and repairs to fire alarms, sprinklers, standpipes, special suppressions, fire extinguishers and fire hydrants.

Twelve compliant proposals were submitted. The proposals were evaluated according to the criteria listed in the RFP: credibility; capability; quality and cost. Based on the proposals and the pricing, Eurotech Safety Inc. achieved the highest score in the evaluation process and was awarded the contract by the City.

On [February 28, 2022](#), the Board awarded TPL's portion of the Fire and Life Safety services contract to the selected vendor, Eurotech Safety Inc. Fire and Life Safety services are the inspection, testing, maintenance, and repairs to the fire alarm, sprinkler, standpipe, special suppressions, fire extinguisher, emergency lighting and fire hydrants in all TPL buildings.

## COMMENTS

At the close of year three of the contract, an analysis was completed which showed deficiency repairs at several branches with aging systems exceeded original estimated costs. Cumulative costs for annual inspections and deficiency repairs at smaller branches also exceeded original cost estimates.

Based on this analysis, the increased value to years four and five of the contract is due to:

- adding newly renovated and re-opened branches for regular inspections and anticipated repairs
- anticipating higher volumes of deficiencies and related costs in years four and five based on:
  - Recent experience with thorough and rigorous inspections uncovering more deficiencies;
  - Anticipated repairs to aged systems in some branches;
  - The complexity of new Fire and Life systems and corresponding costs for inspections and repairs;
  - The planned replacement of Fire and Life systems at select branches to address state-of-good repair backlog; and
  - An additional 5% to year five of the contract for rising labor and material costs and inflationary pressures.

TPL regularly reviews requirements for Fire and Life Safety and under the guidance of the City and adjusts services as required.

## CONTACT

Alyssa Van Graft, Director, Enterprise Projects and Facilities Management,  
Tel: 416-395-5541; Email: [avangraft@tpl.ca](mailto:avangraft@tpl.ca)

## SIGNATURE

---

Vickery Bowles  
City Librarian