

Extended Authority – York Woods Branch – Award of Tender

Date:	September 23, 2019
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 construction tender award made during the summer under the delegated authority of the City Librarian, to contract with BDA Inc. for the renovation of York Woods branch and theatre.

The total value of the commitment is \$9,398,400, excluding Harmonized Sales Tax (HST), comprised of the construction contract of \$8,544,000 and contingency of \$854,400.

FINANCIAL IMPACT

The award of tender to the lowest bidder, BDA Inc., for the renovation of York Woods Library, is for a construction contract of \$8,544,000. When combined with the contingency of \$854,400, this brings the total commitment value to \$9,398,400, excluding HST.

Funding for the award is from the approved York Woods capital project, with a total budget of \$10.2 million.

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

ALIGNMENT WITH STRATEGIC PLAN

The renovation of 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.

EQUITY IMPACT STATEMENT

York Woods branch is located in one of the City's designated priority neighbourhoods. To minimize the impact of the closure on the community, space will be leased at York Gate Mall, 1 York Gate Blvd, to provide alternate library service. The Library will be able to continue to provide access to some library services, including computers, wifi, library collections, holds, and material returns. There will also be the continued operation of the Youth Hub and other library programs.

Also, the York Woods tender award has some social procurement provisions, including the hiring of at least one worker from within the community, and the requirement that a certain percentage of trades shall be comprised of apprentices from equity-seeking communities.

DECISION HISTORY

At the May 28, 2018 Board meeting, the [architectural contract](#) was awarded to Diamond and Schmitt Architects Inc. for the design of the York Woods branch renovation.

At the February 25, 2019 meeting, the Board endorsed a [lease agreement](#) for 3,000 sq. ft. of space at York Gate Mall, 1 York Gate Blvd., for 26 months in order to provide alternate service during the closure of the branch.

At the June 17, 2019 meeting, the Board approved the [closure of the branch](#) for approximately 24 months for construction.

ISSUE BACKGROUND

The project is a complete renovation of the branch & theatre, including all state of good repair items, AODA requirements, mechanical, electrical and communications infrastructure. The existing theatre was built in 1993 and the last renovation of the branch was in 1995.

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, a Kids Stop and a youth hub. There will also be multi-purpose program space to support newcomer services, co-sponsored programs and partnerships.

COMMENTS

Construction Tender Award

For the construction tender award to BDA Inc., the following requirements have been met:

1. BDA Inc. is the lowest bidder, meeting all tender requirements, and was the lowest bid received.
2. Library staff have reviewed the submission and found the price to be reasonable in relation to the complexity of the project.
3. The tender process was conducted in accordance with the Board's Purchasing Policy, including a public call for pre-qualification of General Contractors, followed by a tender process in accordance with instructions to the bidders. Bids were received electronically, using Bonfire.
4. Written acceptance was received 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 a number of Toronto Public Library projects, including the renovation of Woodside Square branch, Steeles branch, the Beeton Auditorium at the Toronto Reference Library and Guildwood branch. The references were checked by the architect and were deemed satisfactory.

Under section 7.2 *Authority to award – City Librarian – extended authority* of the Purchasing Policy, the City Librarian may exercise the authority of the Board to make an award during the Board's summer recess, provided there is available funding and the procurement process was conducted in a fair and transparent manner. This contract was awarded in August under the City Librarian's delegated authority to ensure that exterior work required in the scope of work could be started during the warmer months of the year. While the majority of this project is for interior renovations, there are some key components of the scope that should be completed before the winter. This includes the relocation of the electrical transformer and the foundations for the addition of the new entrance vestibule.

Branch Closure

The York Woods library will be closing in September 2019. The estimated closure will be for approximately 24 months. The local Councillor has been informed of the closure and alternate service plan. Closure information is currently posted in the branch and will be on the Toronto Public Library website. Customers with York Woods branch as a home location will be notified of the temporary branch closure through e-mail blasts or automated telephone calls.

CONTACT

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SIGNATURE

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