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STAFF REPORT
ACTION REQUIRED

Deer Park Branch General Contractor - Award of Contract

Date: February 24, 2024

To: Toronto Public Library Board

From: City Librarian

SUMMARY

The purpose of this report is to seek Toronto Public Library Board approval to award a construction contract to Struct-Con Construction Limited for the renovation and upgrade of administrative spaces and HVAC upgrades at the Deer Park branch.

The total value of the commitment is $867,028, excluding Harmonized Sales Tax (HST), which is comprised of the tender amount of $788,207 and a 10% contingency of $78,821.

Work is scheduled to commence in the spring of 2025. As work is being conducted in administrative spaces, a branch closure is not currently planned nor anticipated.

RECOMMENDATIONS

The City Librarian recommends that the Toronto Public Library Board:

1. approves a commitment with Struct-Con Construction Limited for the renovation and upgrade of administrative spaces and HVAC upgrades at the Deer Park branch with a total value of $867,028, excluding HST, comprised of the following:
   a. an award of construction contract at a cost of $788,207 based on being the lowest total compliant price; and
   b. a 10% contingency of $78,821.

FINANCIAL IMPACT

The total value of the commitment with Struct-Con Construction Limited for renovation and upgrades of administrative spaces and HVAC upgrades at the Deer Park branch is $867,028, excluding HST, which is comprised of the tender amount of $788,207 and a 10% contingency of $78,821.

Funding for this award is available from the Multi-Branch Renovation Program capital budget.

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

ALIGNMENT WITH STRATEGIC PLAN

The renovation of the Deer Park administrative areas supports many strategic plan priorities and goals including Priority 2 *Shared Community Spaces* action to accelerate enhancements of existing library spaces to meet TPL's Service Delivery Model standards. The renovation of the administrative areas focuses on staff by advancing state of good repair work and providing them with spaces they need to collaborate, learn and thrive.

ISSUE BACKGROUND

Four areas on the administrative floors of the Deer Park branch have been recently vacated by tenants. TPL is planning on utilizing these spaces as workspaces for administrative staff teams who currently do not have adequate space. The scope of work includes demolition, retrofit, and new efficient interior layout of select areas on the second and third floor.

Through the design of the new administrative spaces, it was determined that the HVAC system required an upgrade before staff would be able to occupy the new spaces. Therefore, the HVAC roof-top unit replacement will be completed within the same contract as the administrative space renovations.

COMMENTS

The construction tender award to Struct-Con Construction Limited has met the following requirements:

1. The procurement process was conducted in accordance with the Library Board's Purchasing Policy, with respect to a Request for Tender (RFT) and bids;
2. Nine prequalified construction firms from TPL's pre-established roster for general contractors were invited to submit tenders for project 142-24-TPL-RFT on November 26, 2024;
3. Seven bidders attended the mandatory site visit on December 4, 2024;
4. Seven compliant bids were received on January 15, 2025, using the TPL's e-procurement solution;
5. Struct-Con Construction Ltd. was the lowest bidder meeting all requirements of the RFT; and
6. Library staff have reviewed the submission from Struct-Con Construction Ltd. and found the price to be reasonable in relation to the complexity of the project.

The work being completed within the scope of this project is not expected to require or result in a branch closure.

CONTACT

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SIGNATURE

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Vickery Bowles
City Librarian