19.

STAFF REPORT
ACTION REQUIRED

North York Central Library Teen Space General Contractor - Award of Contract

Date: February 24, 2025

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 tender to Struct-Con Construction Ltd. for the renovation of the teen space on the ground floor of the North York Central Library, which includes a new Youth Hub.

The total value of the commitment is $1,463,392, excluding Harmonized Sales Tax (HST), which is comprised of the tender amount of $1,330,356 plus a 10% contingency of $133,036.

Construction is scheduled to start in March 2025 and the construction period is estimated to be eight months. The construction will be focussed primarily on the teen space on the ground floor and the remainder of the branch will remain open.

RECOMMENDATIONS

The City Librarian recommends that the Toronto Public Library Board:

1. approves an award of contract to the lowest bidder, Struct-Con Construction Ltd., for the renovation of the Teen Space on the ground floor of North York Central Library with a total commitment value of $1,463,392, excluding HST, comprised of:
   a. an award of construction contract at a cost of $1,330,356; and
   b. a 10% contingency of $133,036.

FINANCIAL IMPACT

The total value of the commitment with Struct-Con Construction Ltd. is $1,463,392 excluding HST, which is comprised of the tender amount of $1,330,356 plus a 10% contingency of $133,036.

Funding for the award is available within the Multi Branch Renovation Program in the capital budget.

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

ALIGNMENT WITH STRATEGIC PLAN

The renovation of the Teen Space at North York Central Library supports many strategic plan priorities and goals including Priority 2, *Shared Community Spaces.* This action accelerates enhancements of existing library spaces to meet TPL's Service Delivery Model standards and align with TPL's Youth Services Strategy goals.

ISSUE BACKGROUND

TPL's Service Delivery Model for youth spaces and Youth Hubs is a framework that envisions the possibilities that result from an investment in library infrastructure and service delivery.

Youth Hubs are drop-in spaces (usually branch program rooms) with access to homework help, activities and programs, snacks and a broad range of current technology. They are open after school and during the summer months and are staffed by librarians and other staff. Youth Hub service allows staff to build relationships with teens, offers responsive programs, and connects teens with relevant branch, system and community services. These may include library collections, programs, digital equipment and training, community events and services, and volunteer and employment opportunities.

The Youth Hub at North York Central Library has been operating out of the Auditorium on the second floor of the library. The Youth Hub operates Monday to Friday from 3:30 to 7:00 p.m. The Youth Hub currently attracts 80 – 100 teens per day, (not all at one time) and four to five programs are offered each week.

COMMENTS

The scope of this project was informed by consultation with the Teen Council and youth using the Youth Hub service.

This project will reconfigure the teen space on the main floor to meet the physical requirements for a Youth Hub and allow for improved supervision by branch staff and increased flexibility of how the space can be used. The redesigned teen space will accommodate the full suite of services for teens, access to collections of interest to teens, comfortable seating, study tables and chairs, ample storage and a servery to support the Youth Hub operations.

The Computer Learning Centre will be relocated within the renovated space and a new, relocated staff service desk will be installed. Collections will be moved on to standard library shelving, which will improve organization and access.

This project will also resolve all outstanding accessibility issues as outlined in the Access for Ontarians with Disabilities Act (AODA) and state of good repair issues

for this area of the branch identified in the 2019 Property Condition Assessment Report.

Construction Tender Award

In November 2023, Paul DaCunha Architect Inc. was selected through a competitive process as the architect for this capital project. The architect produced specifications for the required work to issue for tender. The procurement process for the general contractor is described below.

1. The procurement process was conducted in accordance with the Library Board's Purchasing Policy with respect to issuing Request for Tenders (RFTs);
2. Nine prequalified construction firms from TPL's pre-established roster for general contractors were invited to submit tenders for project 286-24-TPL-RFT on December 5, 2024;
3. Seven bidders attended the mandatory site visit on December 12, 2024;
4. Six compliant bids were received on January 30, 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 and found the price to be reasonable in relation to the complexity of the project.

CONTACT

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SIGNATURE

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Vickery Bowles
City Librarian