19.

STAFF REPORT
ACTION REQUIRED

Pleasant View Branch Expansion and Renovation Project – Increase to Architect Contract

Date: June 23, 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 contract value for architectural services with Lebel & Bouliane Inc. for the Pleasant View Branch Expansion and Renovation project.

After an open, competitive procurement process, a contract was awarded for $282,554, excluding Harmonized Sales Tax (HST) under the City Librarian's delegated authority as per Toronto Public Library's (TPL's) procurement policies. Additional services such as sub-consultant services (structural, mechanical and electrical engineering), state of good repair (SOGR) work, and branding was added to the consultant's base contract. This resulted in an increase of $236,380 for a revised contract value of $518,934, excluding HST. These changes were approved under the City librarian's delated authority as per TPL's procurement policies.

The project is now at the construction phase, with the construction contract to be awarded. As per contractual obligations, the architectural services contract requires a fee adjustment based on the construction value at the end of the

tender phase. This results in an amendment totaling $282,924, bringing the revised contract value to $801,858, excluding HST. Approval of this amendment will ensure third party architectural services continue to be provided throughout the construction phase of the Pleasant View project, including contract administration services.

RECOMMENDATIONS

The City Librarian recommends that the Toronto Public Library Board:

1. approve an increase to the contract with Lebel & Bouliane Inc. for architectural services for the Pleasant View Branch Expansion and Renovation project in the amount of $282,924, excluding HST, which increases the contract value to $801,858, excluding HST.

FINANCIAL IMPACT

The current approved contract value with Lebel & Bouliane Inc. totals $518,934. As the Pleasant View branch project proceeds to the construction phase, a fee adjustment of the construction value is required to align with the architect contract. This has resulted in a need to amend the current contract by a total of $282,924, which brings the total contract value to $801,858, excluding HST.

Funding for this increase is available in the updated project budget for the Pleasant View Branch Expansion and Renovation project within the TPL 2025-2034 Capital Budget and Plan.

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

DECISION HISTORY

On January 27, 2025, the Board approved report Pleasant View Branch Property – Partial Transfer of Property to the City of Toronto, to transfer ownership of 0.40 metres of property along Van Horne Avenue frontage of the Pleasant View branch to the City of Toronto to comply with Transportation Services' Right of Way.

At its meeting on February 28, 2022, the Board adopted report 2022-2031 Capital Budget and Plan – Adoption, which included the Pleasant View project.

BACKGROUND

In January 2022, TPL publicly issued Request for Proposal (RFP) 246-21-TPL-RFP for architectural services for Pleasant View branch renovation project. Lebel & Bouliane Inc. achieved the highest score and was granted the contract.

The contract between Toronto Public Library and Lebel & Bouliane Inc., approved on June 7, 2022, includes an architectural fee adjustment based on bid price, with a final adjustment based on the awarded total construction cost, less fees previously billed.

Fee adjustments to the architectural services contract approved to date via delegated authority totals $236,380. These adjustments include additional services provided by the sub-consultants (structural, mechanical and electrical engineering), state of good repair (SOGR) work, and branding. This brings the revised contract value to $518,934, excluding HST.

This report is requesting additional amendments to the contract to account for architectural fee adjustments allowed for under the contract at the bid stage (based on the construction tender award), as well as contingency to address conditions that may arise during the construction phase. These adjustments result in a requested contract amendment of $282,924, for a total revised contract of $801,858, excluding HST. Approval of these additional amendments will ensure TPL retains Lebel & Bouliane Inc. throughout the construction phase, allowing for continued services and contract administration, and supporting the Pleasant View project in realizing the benefits it brings to both TPL's services and the community.

COMMENTS

The Pleasant View Branch Expansion and Renovation project provides for architectural design services, including partial demolition and expansion at the northwest and east areas of the building, and a full interior renovation.

The existing Pleasant View branch is a one storey, 7,000 sq. ft. neighbourhood branch. This small branch serves a catchment population of approximately 12,000 people. In 2024, the branch had over 59,311 visits with an increase of 13.4% over 2023. To meet the growth of the community and increased demand on services, the expansion and renovation of the Pleasant View branch will add approximately 3,000 sq. ft. bringing the overall branch to 10,000 sq. ft. This brings the branch up to the minimum standard for a neighbourhood branch as per the Library's Service Delivery Model.

The expansion and renovation of the Pleasant View branch will significantly enhance library service to the community by increasing the size of the library with improved multifunctional interior spaces, a welcoming new entrance, additional and increased options for study and seating, as well as enhanced outdoor spaces. This allows TPL to enhance provision of library service to all equity deserving groups within the catchment of the branch.

CONTACT

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SIGNATURE

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