



# University of Toronto

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CAPITAL PROJECTS DEPARTMENT

TO: Business Board

SPONSOR: John Bisanti, Chief Capital Projects Officer  
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DATE: June 7<sup>th</sup>, 2004 for June 17<sup>th</sup>, 2004

AGENDA ITEM: 7(f)

## **ITEM IDENTIFICATION:**

**Capital Project – Library Storage Facility (Phase 1) at Downsview**

## **JURISDICTIONAL INFORMATION:**

Pursuant to Section 5.2. (b) of its Terms of Reference, the Business Board approves expenditures for, and the execution of, approved Capital Projects.

## **PREVIOUS ACTION TAKEN:**

Business Board approved \$1 million expenditure for design and site development on March 1, 2004.

Other Board and Committee approvals included:

- Planning & Budget - February 3, 2004
- Academic Board – February 26, 2004
- Governing Council – March 29, 2004

## **HIGHLIGHTS:**

The University of Toronto has intentionally directed over the years valued resources to build and protect a library collection that is today consistently ranked with the very best libraries in the North America. The investment has been considerable; to protect this investment requires that serious attention now be given to the establishment of a library storage facility to house the backlog of approximately 1,000,000 volumes and to also allow for the increased storage of volumes through to 2020. It is estimated that the complete facility should accommodate some 5,000,000 volumes.

The planned facility will be constructed on the Downsview campus off Dufferin Street, north of the 401. The concept is to build the first module to accommodate an initial 2,000,000 volumes and thereafter to construct additional modules expanding the facility, with each additional module, by a further 1,000,000 volumes capacity to achieve the 5,000,000 capacity level. The subsequent three modules could be added in years 2009, 2013 and 2017 respectively. The proposed construction for the first module will provide some 2700 gross square metres with an interior height of some 9-10 metres to maximize the storage within a minimal footprint. Temperature and humidity conditions also need to be suitably controlled within defined limits to prevent deterioration of the housed investment. High density racking systems will be used, interconnected by elevated walkways. Filing and retrieval of material will be done manually and provided daily. In addition to the storage facility, administrative offices, a reading room, shipping and receiving areas as well as a processing area are planned to service the facility.

The precise location of the facility at the Downsview site will be developed in collaboration with the Institute of Aerospace Studies. The siting of the facility should benefit from the use of existing or extended access roads and allow for some fencing, as needed, to enhance the security of the site for all University of Toronto activities.

#### **FINANCIAL AND/OR PLANNING IMPLICATIONS:**

The total capital cost to develop and construct the facility is estimated at \$6,000,000. The funding for the project will be from the University's operating budget (i.e. UIIF).

The current schedule requires that the project be tendered in August and awarded the beginning of September.

#### **RECOMMENDATION:**

THAT the Interim Vice-President – Business Affairs be authorized:

- (i) to execute the Library Storage Facility Project (Phase I) on the Downsview Campus at a cost not to exceed \$6,000,000 with full funding of the cost from the University's operating budget (i.e. UIIF), and
- (ii) to arrange such interim and long-term financing as required from either internal or external sources.