



FOR RECOMMENDATION TO THE ACADEMIC BOARD

STRICTLY CONFIDENTIAL

TO: Planning and Budget Committee

SPONSOR: Gail Milgrom, Director, Campus and Facilities Planning

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DATE: April 4, 2013 for April 17, 2013

AGENDA ITEM: 12

ITEM IDENTIFICATION:

Report of the Project Planning Committee for the University of Toronto Libraries High-Density Library Storage Facility Expansion at the Downsview Campus – Financial and Planning Implications and Funding Sources

JURISDICTIONAL INFORMATION:

Capital projects over \$3 million and up to \$10 million will be considered by the Planning and Budget Committee and recommended to the Academic Board for consideration and approval in principle (i.e. site, space plan, overall cost and sources of funds). It is expected that such projects will be placed on the Board's consent agenda and be confirmed by the Executive Committee of the Governing Council. If a project will require financing as part of the funding, the project proposal must be considered by the Business Board.

BACKGROUND:

This item anticipates that the motion before the Committee to recommend for approval in principle the Project Planning Committee Report for the University of Toronto Libraries (UTL) High-Density Library Storage Facility Expansion at the Downsview Campus, dated April 3, 2013, has been approved. As well it is anticipated that the project scope, an expansion of the storage facility by two bays, totalling approximately 1, 670 gross square metres (gsm) (approximately 1, 288 net assignable square meters (nasm)), has also been approved in principle.

FINANCIAL AND PLANNING IMPLICATIONS:

a) Total Project Cost Estimate

The total estimated cost for the project of expansion by two bays is \$ 6,450,000 which includes estimates or allowances for:

- o Construction costs (assuming a lump sum type of tender to qualified general contractors in the month of December 2013)
- o Contingencies

- Taxes
- Assumes adequate site servicing provided during phase 1
- Landscaping
- Permits and insurance
- Professional fees, architect, engineer, misc consultants, project management
- Supply and installation of specialized steel shelving
- Miscellaneous costs - signage, security.
- Commissioning
- The project is fully funded – no financing costs during design & construction. Refer to cashflow estimate

b) Operating Costs

The current (2012) annual operating cost (including utilities) for the existing UTL facility is \$84/GSM. It is anticipated that this rate will apply to the new phase of the building as well (totaling an additional \$140,280 per annum). Existing staffing complement of the facility will not change with this expansion. Annual building operating costs will be included in the U of T Library cost bin.

c) Funding Sources

As with the first module, constructed in 2005, the capital cost for the Expansion of the UTL Downsview Library Storage Unit is to be funded centrally by the University as this facility will indirectly be used to support all academic units on all three campuses. The \$6.45 million will be funded by an allocation from the operating budget, as recommended by the President’s Divisional Advisory Committee as part of the 2013-14 budget planning process.

RECOMMENDATIONS:

Be It Recommended to the Academic Board:

THAT the project scope to expand the existing high density library storage facility at Downsview Campus, as outlined in the Project Planning Report dated April 3, 2013, at a total project cost of \$6.45 million be approved with funding by an allocation from the University’s operating budget.