



Committee Report

To: Councillor Garry Michi, Chair and
Members of the Museum Committee

From: Cathy McGirr
Director, Museum & Cultural Services

Date: January 26, 2023

Re: Request for Transfer of Reserve Funds, Security & Monitoring
System

Staff Recommendation:

That the purchase of the new security and monitoring system at the cost of \$35,922, be approved and financed from the Museum Building Reserve Account.

Background:

The current security and monitoring system at the museum has been in place since the museum re-opened in 2005. Over the past few years, we have completed some upgrades to the system, however, we have recently been experiencing more frequent issues.

We have also been advised by our current provider that the system is obsolete and as of March 31st, 2023 they can no longer guarantee that replacement parts will be available. This also means that any failure of equipment would result in a loss of security and monitoring of the building.

While we originally anticipated replacement of the system in 2024, we are now concerned that waiting to replace will put the museum at risk. We have secured two quotes, one from the current vendor and one from a local vendor who is also providing service to the museum and other county facilities.

Quotes received to date:

1. Troy Life & Fire Safety \$35,922 +HST, \$725 annual monitoring fee
2. TYCO Integrated Fire and Security O/a Johnson Controls, Inc. \$35,982 + HST + Annual Service \$3,534 +HST.

Under regular circumstances an RFQ process under the purchasing policy would be undertaken. However, we are recommending immediate replacement to avoid potential failure of the security system as it is unrepairable after March 31st, 2023.

After consultation with purchasing to ensure seamless monitoring service we would need to move forward with a provision for exemption under 7.1.1 Single and Sole Sourcing, 7.1.1 a, the supply involves an emergency purchase.

By proceeding with an immediate purchase, this will allow for the necessary equipment to be ordered and installed prior to March 31, 2023 pending any supply chain issues.

Financial/Staffing/Legal/IT Considerations:

The Museum Building Reserve Account totaling \$63,751.45 will be reduced by the estimated amount of \$35,922. There are no staffing, legal or ITS considerations associated with this report.

Interdepartmental Consultation:

Interdepartmental consultation has occurred with Corporate Services (Finance and Purchasing)

Link to Strategic Goals and Elements:

Goal #2 - Leverage Technology

Approved for Submission:

Derrick Thomson
Chief Administrative Officer