

COUNCIL AUTHORITY FOR CONTRACT AWARDS SINGLE SOURCE AWARD

Project Award	Single source award to Federal Engineering for consulting services to replace the Fire Communication Computer Aided Dispatch and Fire Record Management systems.
Recommendation	Staff are recommending the single source award to Federal Engineering in the total amount of \$136,734 (excl. HST).
Purpose of Report	As per Section 10.1 of Purchasing By-law No. 061-2018, Council approval is required.
Background information	<p>A Computer Aided Dispatch (CAD) system plays a central role in emergency response by helping Milton Fire & Rescue Service (MFRS) manage and coordinate responses to incidents efficiently. Paired with a Record Management System (RMS), these two software tools work hand-in-hand to support the operational requirements of the division and facilitate annual reporting functionality as required by the Office of the Fire Marshall.</p> <p>The Town's existing RMS and CAD systems were originally installed in 1994 and 2007 respectively and have received incremental software updates since that time to allow the solutions to continue to serve the needs of MFRS. At this time, these tools have been deemed legacy products by their vendor and are no longer receiving active product development and updates. This has led to delayed response in receiving timely support when operational issues are encountered or changes are required within the product. Software changes will be required within these platforms to enable integration with the Town's forthcoming automated fire station alerting (FSA) and next-generation 911 (NG911)-required call handling solution (CHS). These legacy CAD/RMS software products are no longer meeting the operational needs of MFRS. These systems need to be replaced in a timely manner to ensure proper integration with the Town's FSA / CHS and an overall ability to continue to provide efficient and timely emergency response to a rapidly growing community. In order to do this, the Town will need to put together a comprehensive list of technical and operational requirements for a replacement CAD/RMS system that can be put to public tender for prospective solution providers to bid on.</p> <p>Federal Engineering, an independent worldwide public safety and public communications consulting firm, has been actively involved in the MFRS' NG911 project and related technology enhancements since April 2022 (tender 21-587). Additionally, the Town has previously engaged in their expertise to direct and guide the organization through NG911 upgrades and implementations (PDA-092-22). Given the critical nature of the CAD/RMS software and the complexities involved in implementing it, it is imperative</p>

Schedule E

	<p>that the Town continue to work with a consultant who possesses in-depth knowledge and experience specific to MFRS requirements. Federal Engineering has considerable experience providing public safety consulting services in Canada. Having assisted more than 20 agencies across the country, they continue to bring an in-depth understanding of provincial, regional, and municipal regulations, policies, and operating environments to this project.</p> <p>Staff are recommending a single source award to Federal Engineering Inc. to provide consulting services for Fire CAD and RMS replacement services. Their scope of work will include a CAD/RMS needs assessment and requirements building exercise, request for proposal (RFP) development, vendor evaluation and selection, contract negotiations and implementation oversight and support.</p>
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Financial Planning Section: Budget Impact (Note 1)

Account Number(s)	C24110623-A0410-7290
Account Description	Fire Department Emergency Systems
Project Total Budget	\$476,272
Contract Budget	\$ 203,128
Actual (Net of HST Rebate) (Note 1)	\$ 139,141
Variance (Note 2)	\$ 63,987 (F)
Funding Source	Project Variance Reserve

Note 1: Financial impact includes any non-refundable portion of HST.

Note 2: Staff are requesting favourable variance in an amount of \$13,914 to remain in this account to be used for scope changes or future product changes as required.