

**COUNCIL AUTHORITY FOR CONTRACT AWARDS  
SINGLE SOURCE AWARD**

<b>Project Award</b>	Single Source award for the Supply and Delivery of the Metasys User Interface Building Automation System Software Upgrade
<b>Recommendation</b>	<b>Staff are recommending the single source award to Johnson Controls for the supply and delivery of the Metasys user interface building automation system software upgrade in the total amount of \$54,555 (exclusive of HST)</b>
<b>Purpose of Report</b>	As per Section 10.1 of Purchasing By-law No. 061-2018, Council approval is required.
<b>Background information</b>	<p>Johnson Controls provides and supports Building Automation Systems (BAS) at a number of facilities;</p> <ol style="list-style-type: none"> <li>1. Milton Town Hall</li> <li>2. Milton Operations Yard</li> <li>3. Milton Fire Station One (1)</li> <li>4. 555 Industrial Drive</li> <li>5. Sherwood Community Centre</li> </ol> <p>The Building Automation Systems software is proprietary to Johnson Controls, and provides control over the building systems and provides building data in a usable way to increase effectiveness and lower operational costs.</p> <p>The operating system (proprietary based software) that controls the Heating, Ventilation, And Cooling (HVAC) mechanical equipment for the above five facilities no longer supports current updates, and requires an essential upgrade to bring the system up to date to maintain operability.</p> <p>The current delivery lead-time is 60 days or sooner from receipt of order. The Town intends to have the upgrade complete by the end of Q2 in 2024.</p> <p>Staff are recommending a single source award to Johnson Controls to perform this scope of work in order to update existing software.</p>
<b>Financial Planning Section: Budget Impact</b> (Note 1)	
<b>Account Number(s)</b>	C58112724-N0260-7555
<b>Account Description</b>	Town Hall BAS Software upgrade
<b>Project Total Budget</b>	\$1,187,446
<b>Contract Budget</b>	\$55,000

<b>Actual</b>	\$55,515
<b>Variance</b> (Note 2)	\$515 (U)
<b>Funding Source</b>	Reallocation of line items within the project

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

Note 2: The unfavourable variance will be managed through the reallocation of other expenditure lines within the project.