

TO: MAYOR & COUNCILLORS
FROM: DEPUTY GENERAL MANAGER FINANCE
RESPONSIBLE DEPARTMENT(s): INFORMATION TECHNOLOGY
SUBJECT: **CC – DISPATCH AND FIRE STATION ALERTING SOLUTION**
PURPOSE: To obtain Council approval for a Contract Change (CC) for the Dispatch and Fire Station Alerting Solution project.

RECOMMENDATION

THAT a contract change to Helix Advanced Communications & Infrastructure, Inc. o/a Westcan Advanced Communications Solutions, for an estimated cost of \$51,856 including taxes, as outlined in the report titled “CC – Dispatch and Fire Station Alerting Solution” dated June 24, 2025 be approved;

THAT final payment will be based on the actual quantity of goods and services delivered and hourly rates submitted.

1.0 POLICY SECTION

The City’s Change Order Policy requires Council’s approval for change orders, which individually or when accumulated with prior change orders, increases the total value of the contract by \$500,000.

2.0 EXECUTIVE SUMMARY

This recommendation is to approve a contract change of \$51,856 including taxes. Further details are outlined in Attachment 1.

The contract change is required to deliver a higher resiliency Dispatch Console and Recording solution. The additional, redundant hardware has been added to the design to provide higher resiliency for mitigating the risk of hardware failures.

3.0 BACKGROUND

Following a Request for Proposal (RFP) in May 2024, the City awarded a contract for the Dispatch and Fire Station Alerting Solution project to Helix Advanced Communications & Infrastructure, Inc. o/a Westcan Advanced Communications Solutions in the amount of \$835,096 including taxes.

The scope of this contract is to supply and deliver a Dispatch and Fire Station Alerting Solution.

Since the award of this contract, there has been one contract change, for a total cost of \$11,141 including taxes. These contract changes were approved under the City’s previous Change Order Policy and were for designing a higher resiliency Dispatch Console and allowing radio recording with the existing recording solution.

4.0 GENERAL INFORMATION

The estimated total contract value is \$898,093 including taxes.

City staff have reviewed the change and believe it appropriately addresses the City's needs at a fair cost.

5.0 COMMUNICATION AND COMMUNITY ENGAGEMENT

RFP #077-04-24 Dispatch and Fire Station Alerting Solution was publicly advertised. Upon closing, the City received a total of two submissions.

6.0 FINANCIAL CONSIDERATIONS

Funding for this work is included in the 2025 – 2029 Financial Plan under Information Technology, NextGen 911 Deployment project with an overall plan of \$1,665,200. This contract change will be accommodated under WBS element AEA.0138 (\$51,855.22 including taxes).

Respectfully submitted,

Ratan Grewal, Deputy General Manager Finance

ATTACHMENTS

Attachment 1 – Contract History

REPORT CONTRIBUTORS

This report was prepared by Scott Lovas, Assistant Manager, Procurement Services, and reviewed by Michael Huynh, Senior Manager Corporate Applications, Information Technology and Sophan Lum, Senior Manager, Procurement Services – Capital.