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Item No. 12.2.1
Audit & Finance Standing Committee
September 15, 2021

TO: Chair and Members of Audit & Finance Standing Committee

SUBMITTED BY: **- Original Signed -**

Ken Stuebing, Executive Director / Fire Chief

- Original Signed -

Jacques Dubé, Chief Administrative Officer

DATE: July 30, 2021

SUBJECT: **Funding of Station Alerting Project CI210013**

ORIGIN

This report originates from a need to increase the funding available for Capital Account CI210013 to the RFP for station alerting equipment and implementation cost.

LEGISLATIVE AUTHORITY

Halifax Regional Municipality Council approved, Dec 11, 2012, that all budget increases are to be presented to the Audit and Finance Standing Committee, prior to submission to Council.

Halifax Charter, section 93(1) - The Council shall make estimates of the sums that are required by the Municipality for the fiscal year; Halifax Charter, section 79 – The Municipality may spend money for municipal purposes in accordance with this section; Halifax Charter, section 35(2)(d)(i) - The CAO can only authorize budgeted expenditures or within the amount determined by Council by policy; Halifax Charter, section 120(6) - The Municipality may maintain other reserve funds for such purposes as the Council may determine; Halifax Regional Municipality policy on Changes to Cost Sharing for Capital Projects - Changes requiring Council approval; and the Halifax Regional Municipality Reserve Policy - No reserve funds will be expended without the CAO's recommendation and Council approval.

RECOMMENDATION

It is recommended that the Audit and Finance Standing Committee approve the transfer of \$275,000 from capital project CI190005 – Intelligent Dispatching to capital project CI210013 – Station Alerting in the 2021/22 fiscal year.

BACKGROUND

Capital project CI210013 – “*Station Alerting*” has been approved in fiscal 2021/22 capital budget in the amount of \$100,000.

The HRFE Technology Roadmap Steering Committee recognizes that beyond scoping for an RFP, there is no ability to commence project work in 2021/22 due to the funding amount in this fiscal year. Station Alerting is an important project that will have a direct impact on our service to the public. It will enable faster dispatching of firefighters, improved clarity of critical emergency information, accurate record-keeping of our dispatch times, and enhanced emergency response time target reporting to Regional Council.

Capital project CI190005 – “Intelligent Dispatching” can continue with the remaining \$25,000 recommended to commence project initiation and planning in 2021/22. Having Station Alerting proceed ahead of Intelligent Dispatching will allow it to be more successful in fiscal 2022/23. The Intelligent Dispatching project is dependent on current AVL projects that are in progress of being delivered.

DISCUSSION

Staff have begun work on an RFP which consists of implementation, training and support of fire station alerting software, integration with the computer aided dispatch system and installation and testing of all required hardware in HRFE fire stations.

The RFP will focus on the following major components:

- Software which interfaces with Versaterm CAD and communicates audibly and visually fire dispatch information automatically on-air and to specified stations.
- The creation of the relevant interfaces between the Versaterm CAD, and the fire station alerting system.
- Provision of electronic hardware and cabinetry for the primary and back up dispatch centres and the initial 6 career fire stations with an option to add an additional 33 career fire stations.
- Provision of testing of the systems and assist with user acceptance testing, detailing the testing plans and user acceptance plans.
- Provision of training for both internal IT system support staff and users, detailing the scope of the training and the training methodology.

To fund the purchase of the necessary fire station alerting equipment and services, staff is requesting a transfer from capital project CI190005 to increase capital project CI210013.

FINANCIAL IMPLICATIONS

Funding in the amount of \$250,000 is available from Project Account No. C1190005 – Intelligent Dispatching. The budget availability has been confirmed by Finance.

Budget Summary:

Station Alerting – C1210013

Cumulative Available Balance	\$ 100,000
Add: Transfer from C1190005 – Intelligent Dispatching	<u>\$ 275,000</u>
Balance	\$ 375,000

Intelligent Dispatching – C1190005

Cumulative Available Balance	\$ 300,000
Less: Transfer to C1210013 – Station Alerting	<u>(\$ 275,000)</u>
Balance	\$ 25,000

RISK CONSIDERATION

There are no significant risks associated with the recommendation in this report. The risks considered rate low. To reach this conclusion, consideration was given to financial, legal and compliance, and service delivery risks.

COMMUNITY ENGAGEMENT

There are no community engagements required or implications.

ENVIRONMENTAL IMPLICATIONS

There are no environmental implications.

ALTERNATIVES

Option 1: Decline the request to move funding. This would allow the project to draft the RFP for station alerting and post the RFP when additional funding is available. This would delay the procurement process and contract award until 2022/23.

Option 2: HRM approve the RFP to be posted without sufficient funding. This option would allow the RFP to be posted and contract negotiations to proceed in 2021/22. Implementation would commence in 2022/23 when additional funding is approved.

ATTACHMENTS

N/A

A copy of this report can be obtained online at halifax.ca or by contacting the Office of the Municipal Clerk at 902.490.4210.

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