

Report to Corporate Services Committee

To: Chair and Members
Corporate Services Committee

From: Anna Lisa Barbon, CPA, CGA
Deputy City Manager, Finance Supports

Subject: SS-2023-252 New Fibre Network Service Installation for Fire Station No. 15

Date: October 3, 2023

Recommendation

That, on the recommendation of the Deputy City Manager, Finance Supports, the following actions **BE TAKEN** with respect to the new fibre network service installation required for the new Fire Station No. 15 at 2340 Old Victoria Rd.

- a) Approval **BE GIVEN** to execute a Single Source purchase as per section 14.4 (d) and (e) of the City of London's Procurement of Goods and Services Policy;
- b) Single Source negotiated price **BE ACCEPTED** to secure the installation of the new fibre network service required for the operation of the new Fire Station No. 15 for a total price of \$113,850.00 (excluding HST) from Rogers Communications Canada Inc.
- c) Civic Administration **BE AUTHORIZED** to undertake all the administrative acts that are necessary in connection with this purchase;
- d) Approval hereby given **BE CONDITIONAL** upon the Corporation entering into a formal contract or having a purchase order, or contract record relating to the subject matter of this approval in accordance with Sections 14.4(d)(e) and 14.5(a)(ii) of the Procurement of Goods and Services Policy; and
- e) That the funding for this purchase **BE APPROVED** as set out in the Source of Financing Report attached, hereto, as Appendix A.

Executive Summary

This report is submitted to seek Council approval of the cost of the new fibre network installation for Fire Station No. 15 from Rogers Communications Canada Inc. using the single source provisions found in section 14.4 (d) & (e) of the Procurement of Goods and Services Policy.

Linkage to the Corporate Strategic Plan

Strengthening our Community

Londoners have access to the services and supports that promote well-being, health, and safety in their neighbourhoods and across the city.

- Increase neighbourhood safety.

Building a Sustainable City

London's infrastructure is built, maintained, and operated to meet long-term needs of our community.

- Improve London's resiliency to respond to potential future challenges.

Leading in Public Service

Londoners experience exceptional and valued customer service.

- Increase responsiveness to our customers.
- Increase efficiency and effectiveness of service delivery.

Analysis

1.0 Background Information

Fire Administration developed a Fire Master Plan and, after analysis of call volumes and trends, it was determined that Station 15 would be the priority in the south-east quadrant of the City, located at 2340 Old Victoria Rd.

As a new build site, no telecommunication carriers have internet service currently available at the Station 15 location.

1.1 Previous Reports Related to this Matter

- [Recommendation to award RFP 21-24 Network Connectivity](#) (CSC, May 31, 2021)

2.0 Discussion and Considerations

In 2021, further to the report linked in section 1.1, the City awarded contract C21-081 to Rogers Communications Canada Inc. to provide wide area network services to connect City sites. That contract encompasses monthly recurring fees associated with both existing and future site network connections but does not explicitly encompass costs for new build connectivity that are required for Fire Station 15.

It is in the interest of Information Technology Services (ITS) and the City to maintain a homogeneous wide area network wherever possible, as this allows for more efficient and cost-effective network operations.

2.1 Procurement Process

During preliminary discussions with Rogers Communications Canada Inc. to coordinate network service to the site of the new Station 15 it was discovered that the service required was not in close proximity to 2340 Old Victoria Rd. Installation of the required 1000 Mbps Ethernet Fibre Network and related construction costs was estimated by Rogers Communications Canada Inc. at \$103,500.00, contingency is estimated at 10% for a total estimated cost of \$113,850.00. The service is required for the operation of the new Station 15 and has been recommended as a single source supplier for the reasons noted in sections 14.4 (d) & (e) of the Procurement of Goods and Services Policy:

- 14.4 d. There is a need for compatibility with goods and/or services previously acquired or the required goods and/or services will be additional to similar goods and/or services being supplied under an existing contract (i.e. contract extension or renewal);
- 14.4 e. The required goods and/or services are to be supplied by a particular supplier(s) having special knowledge, skills, expertise or experience.

As per Section 14.5 a) ii) of the Procurement of Goods and Services Policy, Committee and City Council must approve a single source award greater than \$50,000, unless otherwise permitted by the Policy.

3.0 Financial Impact

The total funding required for the new fibre network installation for Fire Station No. 15 from Rogers Communications Canada Inc. is \$113,850.00 (excluding HST). This amount is based on an estimated construction cost of \$103,500.00 provided by Rogers

Communications Canada Inc. plus a 10% contingency of \$10,350.00. The full amount will be funded from the account for the new build. (FS1087)

Recurring monthly charges for the 1000 Mbps Ethernet Fibre Network service will be covered under the existing service contract C21-081 held by Information Technology Services in the amount of \$650.00 per month for a term of 60 months, starting date not yet confirmed.

Funding details for this purchase are outlined in the Source of Financing attached as Appendix A

Conclusion

In accordance with section 14.4 (d) & (e) and 14.5 a) ii) of the Procurement of Goods and Services Policy, Facilities in conjunction with the London Fire Department and Information Technology Services is requesting approval of a single source procurement to Rogers Communications Inc.

Prepared by: **James McCloskey**
Manager, Information Security and Network Services

Richard Hayes
Acting Fire Chief

Ashley Howard
Manager, Facilities Design and Construction

Submitted by: **Lynda Stewart**
Director, Fleet and Facilities

Recommended by: **Anna Lisa Barbon, CPA, CGA**
Deputy City Manager, Finance Supports

cc: Cheryl Smith, Deputy City Manager, Neighbourhood and Community-Wide Services
John Paradis, Deputy City Manager, Enterprise Supports
Mat Daley, Director, Information Technology Services
Steve Mollon, Senior Manager, Procurement & Supply

Attached: Appendix A – Source of Finance

Appendix "A"

#23194

October 3, 2023

(Award Contract)

Chair and Members

Corporate Services Committee

RE: SS-2023-252 New Fibre Network Service Installation for Fire Station No.15

(Work Order 2554411)

Capital Project FS1087 - Fire Station 15 - New Station

Rogers Communications Canada Inc. - \$113,850.00 (excluding HST)

Finance Supports Report on the Sources of Financing:

Finance Supports confirms that the cost of this project can be accommodated within the financing available for it in the Capital Budget and that, subject to the approval of the recommendation of the Deputy City Manager, Finance Supports, the detailed source of financing is:

Estimated Expenditures	Approved Budget	Committed To This Date	This Submission	Balance for Future Work
Engineering	457,434	457,434	0	0
Land Acquisition	421,633	0	0	421,633
Construction	2,977,533	0	115,854	2,861,679
Total Expenditures	\$3,856,600	\$457,434	\$115,854	\$3,283,312

Sources of Financing

Debenture Quota	1,361,380	161,474	40,896	1,159,009
Drawdown from City Services Fire Reserve Fund (Development Charges) (Note 1)	452,900	295,960	74,958	81,983
Debenture Quota (Serviced through City Services - Fire Reserve Fund (Development Charges)) (Note 1)	2,042,320	0	0	2,042,320
Total Financing	\$3,856,600	\$457,434	\$115,854	\$3,283,312

Financial Note:

Contract Price	113,850
Add: HST @13%	14,801
Total Contract Price Including Taxes	128,651
Less: HST Rebate	-12,797
Net Contract Price	\$115,854

Note 1: Development charges have been utilized in accordance with the underlying legislation and the approved 2019 Development Charges Background Study and the 2021 Development Charges Background Study Update.

Note 2: There will be additional operating costs of \$650.00 per month.


Jason Davies
Manager of Financial Planning & Policy

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