


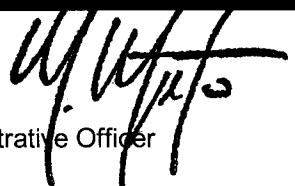
Request for Decision City Council



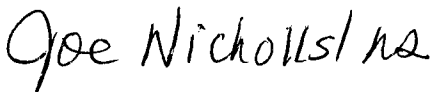
Type of Decision									
Meeting Date	December 13, 2006				Report Date	December 8, 2006			
Decision Requested	<input checked="" type="checkbox"/>	Yes	<input type="checkbox"/>	No	Priority	<input checked="" type="checkbox"/>	High	<input type="checkbox"/>	Low
	Direction Only				Type of Meeting	<input checked="" type="checkbox"/>	Open	<input type="checkbox"/>	Closed

Report Title
INTERCON SECURITY - ACCESS CONTROL SYSTEM

Budget Impact / Policy Implication	Recommendation		
<table border="1"> <tr> <td><input checked="" type="checkbox"/></td> <td>This report has been reviewed by the Finance</td> </tr> </table> <p>Funding has been identified from surplus funds in the 2004 EMS capital project envelope.</p>	<input checked="" type="checkbox"/>	This report has been reviewed by the Finance	<p>WHEREAS the EMS Division requires a security system to control access to drug cabinets, Centre Lionel E. Lalonde Centre and other Emergency Service facilities; and</p> <p>WHEREAS a committee has recommended the standardization of our security system with Intercon Security Ltd. a current vendor of record with the City; and</p> <p>THAT Council approve the standardization of EMS security systems with a current vendor of record Intercon Security Ltd across the City; and</p> <p>THAT Council authorize the Chief of Emergency Medical Services to execute this purchase in the amount of \$207,658 from surplus funds in the 2004 EMS capital project envelope.</p>
<input checked="" type="checkbox"/>	This report has been reviewed by the Finance		
Background Attached	Recommendation Continued		

Recommended by the Department	Recommended by the C.A.O.
 Alan Stephen General Manager Infrastructure and Emergency Services	 Mark Mieto Chief Administrative Officer

Date: December 8, 2006

Report Prepared By	Division Review
 Joseph Nicholls Chief of Emergency Medical Services	Name Title

Executive Summary

With the development of the Centre Lionel Lalonde (CLELC) Emergency Services Centre in Azilda, the need for a security access system for Emergency Medical Services as well as, Police Services, Fire Services and the Emergency Operations Centre was identified as a priority.

Staff from EMS, Police Services and Supply and Services explored the marketplace to find a security solution for Fire Services, the Emergency Operations Centre (EOC) and Emergency Medical Services' (EMS) operational areas. It is staff's recommendation that the access control security system at CLELC be standardized with Intercon Security Ltd. who has been a vendor of record with Police Services since 1997.

This standardization will optimize security access in the EMS, Fire and the Emergency Operations Centre areas, while ensuring that front end costs are eliminated as a result of utilizing the existing Intercon server infrastructure already purchased and upgraded by Police Services. Additionally, this standardization will enable EMS, Fire Services and the Emergency Operations Centre to obtain preferred pricing due to economies of scale. In addition, this vendor has already established a proven track record with the City.

Background

As part of the development of the Centre Lionel E. Lalonde Centre (CLELC), the need for a security access system for Emergency Medical Services, Fire Services, the Emergency Operations Centre and Police Services was identified as a priority. At CLELC, Emergency Services will share sensitive operational areas with the general public that contain significant City assets such as fleet vehicles, controlled medications, inventory and equipment. In order to ensure the effective control and safeguard of City assets, at the Centre Lionel E. Lalonde Emergency Services Centre, a proper access and control system must be installed.

The Emergency Medical Services Division utilizes several medications on a daily basis in the delivery of advanced patient care protocols. In accordance with applicable legislation, some of these medications require stringent security measures to be in place. Currently, the EMS Division ensures the physical security of controlled medications by utilizing an access controlled drug cabinet security system. In addition, this security system monitors and controls access to the ten (10) Emergency Service Stations. This system uses a combination of proximity cards for building access and proximity cards in conjunction with biometric technologies for the drug cabinets.

The Intercon security access system with iCLASS™ technology will enable the EMS Platoon Chief to enroll or upgrade an employee's card and biometric data into the system without travelling to each station location. Our current manual enrollment process requires the EMS Platoon Chief to travel to each of the ten (10) stations and requires approximately eight (8) hours to complete.

Date: December 8, 2006

In October 1997, Greater Sudbury Police Services awarded a contract to Intercon Security Ltd. for the installation of a door access control system on all floors of the newly renovated Police Headquarters including the secured parking access. Since this installation, the system supplied by Intercon has been operating without any failures and has proven highly effective without the necessity or costs associated with an annual maintenance agreement. This fact alone will result in significant savings to the City, as annual maintenance agreements representing 10-30% of the system's value will not be required.

Based on the proven track record of this vendor and its product, Police Services elected to expand their use of the Intercon Security System to the LELC in order to manage door access and security. To address the addition of the LELC onto the current Intercon system, Police Services was required to upgrade their IT infrastructure including software and associated licensing. The system up-grade installed by Police Services can accommodate and control up to 256 system doors.

This fall, the EMS Division explored the market place to find suitable vendors capable of supplying a controlled access security system for EMS, the Emergency Operations Centre, and Fire Services at the LELC. It was determined that a vendor would be required to move the existing twelve (12) drug cabinets from EMS Headquarters at McFarlane Lake to CLELC and install iCLASS™ biometric readers. In addition, the vendor would be required to install controlled card access for the twenty one (21) identified doors in the EOC, Fire and EMS operational areas.

Simplex Grinnell, Chubb Security Systems and Intercon Security Ltd were contacted regarding this project. However, Simplex Grinnell who is the current EMS vendor did not bid. The local Chubb Security Systems dealer expressed interest in the project initially and met with both Supply and Services and Police Services to review the scope of the project. Upon review of the project, Chubb Security Systems concurred that a second supplier for CLELC would not be economically effective as it would result in a duplication of costs to address the front end IT infrastructure. Therefore, Chubb Security Systems elected not bid on this project.

Staff from EMS, Police Services and Supply and Services met to review the options available in order to address the security needs of Emergency Services at LELC. As a result of these meetings, City staff have recommended that Fire Services, the Emergency Operations Centre and EMS join with Police Services in utilizing the existing Intercon security access system in order to ensure that security requirements are addressed.

This recommendation to standardize the security system for Emergency Services within the City including the Centre Lionel E. Lalonde Centre, as well as the ten (10) Emergency Service satellite stations is based upon the following information:

- Intercon security access system has been operating for the (10) years at Police Headquarters without a maintenance agreement and without a service failure to date. The continuation of this practice will yield savings estimated to be \$24,000 or more per year to the City, as annual maintenance agreement costs will be avoided.
- The cost savings achieved through the utilization of existing Police Services IT infrastructure will create an economic efficiency while retaining capacity for future growth.
- The use of the iCLASS™ reader and card technology, will improve efficiency within the EMS Division and streamline the employee/card enrollment process.
- Police Services has over ten (10) years operational experience with the Intercon system and this coupled with the availability of a local technician, makes its operationally effective to standardize security and access system under one (1) vendor.

Date: December 8, 2006

The City's Supply and Services section has been involved in this project and supports the direction of this project and the committee's recommendation. Supply and Services has requested that the Greater Sudbury Police Services assume a 'lead role' in the purchasing of the security system and that funding for the project be allocated from the accounts of Emergency Medical Services and Police Services, respectively. On November 6, 2006, the Greater Sudbury Police Services Board met and approved the Police Services' portion of funding requirements for this project.

The Emergency Medical Services Division is in a position to fund the standardization of the security system at CLELC on behalf of Fire Services, the Emergency Operations Centre and EMS based upon the quotation provided by Intercon Security Ltd. as follows:

Lionel E. Lalonde Protective Services Centre	\$148,622
Emergency Services Stations	
<ul style="list-style-type: none"> • Levack • Chelmsford • Val Therese • Capreol • Walden • Long Lake • Van Horne • Leon • Minnow Lake • Garson 	\$54,036
2% Project Contingency	\$ 5,000
(less GST) TOTAL:	\$207,658

The security access system standardization, up-grade and expansion for EMS, Fire Services and the Emergency Operations Centre, is to be funded in the amount of \$207,658 (including a contingency fee and PST) from identified surplus funds in the EMS 2004 capital envelope.



Request for Decision City Council





Type of Decision									
Meeting Date	December 13, 2006				Report Date	December 6, 2006			
Decision Requested	X	Yes		No	Priority	X	High		Low
	Direction Only				Type of Meeting	X	Open		Closed

Report Title
ESA Continuous Safety Service Agreement

Budget Impact / Policy Implication		Recommendation	
X	This report has been reviewed by the Finance Division and the funding source has been identified.		
<p>Funds for this Agreement would be included in the 2007 Operating Budget.</p>		<p>That the City enter into a Continuous Safety Service Agreement (CSSA) with the Electrical Safety Authority (ESA), for a three-year term (September 1st, 2006 to August 31, 2009) with a year one cost estimate of \$187,472.00 all in accordance with the attached report; and</p> <p>That the General Manager of Infrastructure and Emergency Services be authorized to execute the Continuous Safety Service Agreement.</p>	
X	Background Attached	Recommendation Continued	

Recommended by the Department	Recommended by the C.A.O.
 Alan Stephen General Manager of Infrastructure & Emergency Services	 Mark Mieto Chief Administrative Officer

Date: December 1, 2006

Report Prepared By	Division Review
 Connie Scott <i>for</i> Secretary to the Acting Director Assets and Solid Waste	 Danielle Braney Acting Director of Assets and Solid Waste

The Electrical Safety Authority (ESA) is the former inspection branch of the former Ontario Hydro. It has legislated powers under the Electricity Act to enforce the Ontario Electrical Safety Code (OESC).

The Code has several key sections dealing with Inspection Requirements, as outlined below:

Rule 2-004 - Inspection

- (1) A contractor shall file with the inspection department a completed application for inspection of any work on an electrical installation:
 - (a) Before or within 48 hours after commencement of the work whether or not electrical power or energy has been previously supplied to the land, building, or premises on which the work was performed: and
 - (b) Shall pay the fees prescribed by the inspection department.

Rule 2 -006 - Periodic Inspection

- (1) An application for inspection may be made by the owner, owner's agent or occupant of any manufacturing, mercantile, or other building where electrical installation work of a routine nature in connection with the maintenance or operation of the building or the plant therein is required to be performed at frequent intervals.
- (2) Acceptance of the application by the inspection department shall authorize the commencement and carrying out of such work during the period for which the acceptance is issued and Rule 2-004 does not apply.
- (3) Upon request, an inspection shall be made at such time and in such manner as the inspection department determines.

Rule 2-022 requires that all electrical equipment be approved by a certification organization, eg. CSA

Rule 2-003 - Record of Electrical Installation Work

The owner, owner's agent, or operator shall maintain a record of all electrical installation acceptable to the inspection department in any public building, commercial or industrial establishment, apartment house or other building in which the public safety may be involved, and shall produce this record to any inspector at any time and from time to time upon request, as specified by the inspection department.

Date: December 1, 2006

The Ontario Electrical Safety Code currently provides two options to facilitate the inspection of electrical work performed as required by the Electricity Act.

Option 1 - Individual Permits (Rule 2-004)

or

Option 2 - Annual Periodic Inspection Program (Rule 2-006)

Until now the City has been purchasing the services of the ESA as an Annual Periodic Inspection Program (Option 2 above). The Service Agreement that expired at the end of August 2005 was extended to allow City staff to review departmental concerns and needs and further assess which option would provide the most efficient and economical way of complying with the legislation.

Based on the 2,700 estimated number of inspections required by the City on an annual basis and ESA's schedule of fees, Option 1 would annually cost the City approximately \$249,750 and Option 2 would annually cost the City \$187,472.

ESA will provide the following services as part of this agreement:

- 1) Complete a visual electrical safety review on all City owned facilities.
- 2) Provide annual scheduled inspections to examine all maintenance work carried out during this Agreement.
- 3) Provide OESC interpretation and advice.
- 4) Provide OESC training and electrical awareness training to both City staff and contractors.
- 5) Provide Field Equipment Approvals.
- 6) Provide inspection of new electrical installations and special events.

It is proposed that this Agreement be for a three-year period starting January 1st, 2007 at an annual fixed cost of \$187,472. This is slightly less than the former contract which varied from \$189,281 in 2004 to a projected total of \$199,588. An additional fee of \$69 for inspecting every special event must be budgeted separately by the departments. Over the past few years, this has totalled on average \$10,000 per year. The frequency of inspections has been adjusted to best reflect critical needs. For example large public facilities will be inspected more often than small unoccupied buildings.

Date: December 1, 2006

Departments will share in the cost of the contract on a pro-rata basis as follows:

Public Works	12 %	\$22,496.64
Water/Waste Water	23 %	\$43,118.56
Assets	4 %	\$ 7,498.88
Transit	3 %	\$ 5,624.16
Airport	1 %	\$ 1,874.72
Leisure Services	27 %	\$50,617.44
Cemeteries	2 %	\$ 3,749.44
Libraries	3 %	\$ 5,624.16
Economic Development	3 %	\$ 5,624.16
Fire	13 %	\$24,371.36
Human Resources	8 %	\$14,997.76
Pioneer Manor	1 %	\$ 1,874.72

Total Cost per annum **\$187,472.00**

The funds for the CSSA would be included in the individual departments current Operating Budgets. The list of facilities is also being updated.

Both ESA and City staff acknowledge that electrical safety is paramount to both organizations. ESA by means of this CSSA will assist City staff to comply with the requirements of the OESC and to identify electrical defects and hazards. Staff recommends that the City enter into this Agreement as it is the most economical and efficient manner in which to comply with the legislation.