

SUNSHINE COAST REGIONAL DISTRICT STAFF REPORT

TO: Committee of the Whole – November 14, 2024

AUTHOR: Ian Hall, General Manager, Planning and Development

SUBJECT: **911 Radio Consulting Services Agreement Value Amendment
(Planetworks Consulting Corporation)**

RECOMMENDATION(S)

- (1) THAT the report titled 911 Radio Consulting Services Agreement Value Amendment (Planetworks Consulting Corporation) be received for information;**
 - (2) AND THAT 911 Radio Consulting Services Agreement with Planetworks Consulting Corporation be amended and increased from \$216,900 to a maximum value of \$226,900 (plus GST);**
 - (3) AND FURTHER THAT the delegated signatories be authorized to execute the contract amendment.**
-

BACKGROUND

SCRD maintains a contract for 911 radio consulting services with Planetworks. This contract provides telecommunications engineering support necessary for 911 system design and maintenance. The current contract expires December 31, 2024 and has a maximum value of \$216,900.

DISCUSSION

Recent project costs associated with the radio loads for the Chapman Creek tower replacement project have increased demand for service for Planetworks. Based on invoicing to November 1, the total contract spend exceeded the maximum value and is now at \$220,527. A further \$6,000 of work is anticipated to be required before year end/end of contract for both routine support and continued capital project support.

This report seeks Board authorization to enter into an amended contract value for 911 Radio Consulting services for the amount of up to \$226,900. Board approval is required as the total contract value is over \$100,000.

Analysis

Staff have continued work on 911 including Chapman Creek tower replacement based on the essential nature of the service. An update report on the Chapman Creek tower project is forthcoming.

Financial Implications

Base budget and capital project funding is in place to address the current and anticipated costs at this time. A project budget amendment for the Chapman tower replacement project may be needed at a future time based on unplanned pre-construction costs.

Timeline for next steps or estimated completion date

This contract is currently in place and expires December 31, 2024.

A tender process for services going forward is being initiated.

STRATEGIC PLAN AND RELATED POLICIES

N/A – operational.

CONCLUSION

This report seeks Board authorization to enter into an amended contract value for 911 Radio Consulting services for the amount of up to \$226,900, an increase of \$10,000.

Reviewed by:			
Manager		CFO/Finance	X – A. Taylor
GM		Legislative	
I/CAO	X – T. Perreault	Purchasing	X – V. Cropp