

Town of Riverview



Date: February 3, 2026
From: Parks, Recreation, Facilities & Community Relations
Prepared by: David Shea

Project #26-134 – Town-Wide Security System Upgrade

Background

The Town currently operates a range of security camera and access control systems across municipal facilities. Over time, these systems have become increasingly fragmented, with varying levels of capability, age, and integration. This has resulted in operational inefficiencies, inconsistent monitoring and recording standards, and growing challenges related to system management, maintenance, and long-term planning.

As municipal facilities continue to expand in scale and complexity, there is a need to modernize and standardize security infrastructure to support public safety, protect municipal assets, and enable consistent operational practices across departments. A unified, Town-wide solution would allow for centralized management, improved reliability, enhanced system functionality, and better alignment with current technology standards.

Staff undertook a review of existing conditions and future requirements and determined that a comprehensive replacement and standardization of camera and access control systems is the most effective long-term approach. The proposed project includes updated camera hardware, recording equipment, cabling where required, access control integration, and centralized system management across multiple municipal facilities. This investment will improve operational efficiency, reduce lifecycle maintenance complexity, and support the Town's broader objectives related to safety, service delivery, and responsible asset management.

Procurement Approach

Staff are recommending the use of an alternative procurement pathway for this project, in accordance with Regulation 2014-93 under the Procurement Act and the Town's Procurement Standard.

An open competitive procurement process was not pursued for the following reasons:

Security and Public Safety Considerations: Competitive tendering would require disclosure of sensitive system architecture, camera locations, access control logic, and network integration details, creating unnecessary security risk.

Confidential and Privileged Information: The scope involves systems that protect staff, residents, public assets, and critical infrastructure, and therefore includes information that should not be publicly disclosed.

Technical Compatibility and Standardization: A single-vendor, Town-wide deployment is required to ensure interoperability, cybersecurity integrity, centralized management, and consistent operational procedures.

Risk Mitigation: Introducing multiple vendors or platforms would increase cybersecurity exposure, training requirements, lifecycle costs, and long-term maintenance risks.

These conditions align with exemptions under Sections 158(c) and 159(1)(b) of the Procurement Standard, as well as applicable provisions of the Canadian Free Trade Agreement allowing non-competitive procurement where necessary to protect public security or where technical compatibility limits viable suppliers

Vendor Selection

Following site assessments, internal consultations, and vendor research, Innovative Solutions Inc. was identified as the preferred supplier to deliver the proposed solution.

Innovative Solutions has provided budgetary pricing within the Town’s established capital plan that reflects a Town-wide deployment approach, including hardware, software, installation, and system configuration across multiple facilities. The proposed solution meets the Town’s operational, cybersecurity, and scalability requirements while supporting long-term standardization across departments.

Financial Considerations

The total estimated project cost is approximately \$387,000 (excluding tax) based on vendor pricing. This estimate excludes certain variables such as lift requirements, networking upgrades, and UPS units.

To address these uncertainties and ensure responsible risk management, staff recommends an additional allocation of \$45,000, which includes contingency for installation variables, inflationary pressures, and system integration requirements.

Proposed Cost Before HST (from submitted proposal)	\$386,781.23
Design and Construction Contingency	\$45,000.00
Non-Refundable (NR) portion of HST	\$18,523.41
Total Proposed Cost	\$450,304.64
Savings/Overage	\$9,695.36

Recommendation

I recommend that Riverview Town Council approve the use of the alternative procurement process and award Project 26-134 - Town-Wide Security System Upgrade to Innovative Solutions Inc. in the amount of \$386,781.23 plus HST and further authorize the Mayor and Town Clerk to sign all related agreements and documentation.

David Shea
Director, Parks & Recreation

Colin Smith
Chief Administrative Officer