The Corporation of the Town of Orangeville

Report to Library Board

To: Chair and Members of the Board

From: Darla Fraser, Chief Executive Officer

Date: September 27, 2023

Report #: 23-16

Subject: Revisions to the Scope of 2023 Capital Project 20320.1300

Recommendation:

That report 23-16 Revisions to the Scope of 2023 Capital Project 20320.1300 be received;

And that the Board approve the proposed change to the scope of Capital Project 20320.1300 Computer Hardware and direct staff to seek Council approval.

Purpose:

To provide the Board with the opportunity to set the direction and the priorities for investment in technical equipment for use in the library.

Background:

Recent changes to the Information Technology (IT) have resulted in the ability for divisions and local boards to assume responsibility for their business specific portion of IT capital requirements. The Library Board is requesting a change the description and scope of the Capital Project 20320.1300 Computer Hardware in the amount of $ 57,241.

These funds were approved by Council based on the following description in the 2023 budget. The original scope/description for the use of the funds was (1) Replacement of 40 computers that are out of warranty and beyond useful life. (2) Replacement of TV/Monitors at Alder and the Mill St Library. (3) Telephone System Replacement. However, on further investigation, there was no requirement for the Library Board to budget for computer replacements or telephone system replacements as these assets are managed corporately; budgeted and replaced by a corporate IT Capital Account.

Re-allocating these funds will enable the Board to bring an enhanced level of technology for the newly renovated Mill Street Library. These items all support the

Strategic Plan goal to: Design welcoming and accessible spaces to inspire discovery and ignite curiosity with innovative technology.

The proposed new use of these funds is still focused on technology and hardware; however, it is specific to the technical needs of the library. This is the preliminary list with further investigation required for more accurate pricing.

Figure 1: Proposed list of items to be purchased with descriptions and estimated costs

#	Description	Estimated Cost
1	Wired Meeting/Study Pod	$ 15,000
2	Laptop Lending Kiosk	$ 12,500
3	Makerspace wiring	$ 10,000
4	Touch Screen Computers for Public to Access the Catalogue	$ 5,000
5	Cameras for Mill – new sight lines	$ 5,000
6	Wireless printing capability both branches	
7	Display Screens – meeting rooms and lobby	$ 9,741
9	Accurate foot traffic counters – both locations	
10	Range extender for Wi-Fi at Alder	
	Capital Project 20320.1300	**$ 57,241**

Financial Impact:

There is no change to the total financial impact of this project, originally approved for 2023, the only change is to the specific items (information technology) to be purchased for the library.

Strategic Alignment:
Direction: Discover
Objective: Invest in tools and technology for hands on learning.

Prepared and respectfully submitted by,
Darla Fraser,
Chief Executive Officer