

Intercom System

Background

The Council employed a contractor to repair the magnetic door systems that failed in 2021, which is now back in full operation. The Intercom system on site has now failed.

The intercom system allows visitors to directly call the tenants first floor office and rear meeting room that the Council hire to groups. It is also connected to the Town Council offices and when the main opening hours have ended, it allows visitors to make the Council Staff aware that a visitor has arrived when they are working on the ground floor.

The contractor that has recently worked on the Town Council's door system was contacted regarding the failure of the intercom and they provided a quote.

Alongside a quote for repair of the system, the Clerk requested a further quote to extend the system into the Council Chamber. Councillors are aware that at evening meetings, there is no way of being notified of a visitor to the Old Court House if the door closes in the main reception area. If the system was extended into the Council Chamber, then prior to each meeting starting, the door would be closed for security of the building. Any late visitors would be able to access by using the intercom system connected to the Council Chamber.

Quotes were presented to the Policy, Resources and Major Projects Committee on 08 March 2022. To repair the intercom system a cost of £996 plus vat had been quoted and to extend the system into the Council Chamber the costs increased to £1850 plus vat.

The Policy Resources and Major Projects Committee agreed that the extension of the system into the Council Chamber was required. They requested that for additional security, cameras and screens to identify visitors was considered and a request was made for this to be added to the quote for consideration.

Quotes

Three companies were contacted for quotes as the value of the work was increasing. All had previously visited site and two quotes have been received.

Quote 1 –

*Install Paxton Standard Surface entry panel with rain hood to outer front door. The panel comes in industry recognised anthracite grey (RAL7021). The Entry panel is IPX5 rated, making it suitable for external use in all weather conditions. A visitor initiates a video call via the bell button on the external panel. Visitor access can be granted via the video Entry monitor fitted in the front office, council chamber, upstairs tenants room or upstairs smaller meeting room, which features an intuitive touchscreen user interface. The internal monitor can be used via either the handset for private calls or in hands free mode. Access to the building can be gained by using a PIN, Code and/or proximity token. Install Paxton software on PC provided by customer. Cost inclusive of Labour and Materials **£ 4042.00 + VAT***

Quote 2 –

Ref: Video Intercom replacement • Removal of the existing intercom system including the main entrance intercom and 3 x handsets. • Re wire the entrance intercom unit. • Installation of new power supply module • Installation of 4 x Video handsets in the following locations: o Main ground floor office o 1 st floor solicitors o 1 st floor meeting room

o Council Chamber • Integrate the new intercom with the current NET2 access control system to allow the front door to release. Total Cost: **£2,592.00** + VAT Notes: • It has been assumed that the cables for the existing handsets are in a usable condition

Recommendation

Two quotes have been received, a third company failed to come with a quote for the work. The Council building is still without an operating system which is used by the tenant and room hirers in meeting room 1. Staff in after 1pm also struggle to be altered when a visitor is trying to access.

The Council are asked to consider accepting Quote 2 at a cost of £2592 plus VAT to repair and extend the system to include video intercom facilities.