



Legislation Text

File #: 13-0419, **Version:** 1

TO:

Honorable Mayor and Members of the City Council

THROUGH:

David N. Carmany, City Manager

FROM:

Robert D. Espinosa, Fire Chief

Ken Shuck, Battalion Chief

SUBJECT:

One-year Renewal of Fire Records Management System (RMS) Support and Maintenance Contract with Fire Information Support Services, Inc. in the Amount of \$25,582.00.

WAIVE FORMAL BIDDING, APPROVE

RECOMMENDATION:

Staff recommends that the City Council a) waive formal bidding per Municipal Code Section 2.36.130 (professional services) and b) approve the renewal of a one-year Fire Records Management System (RMS) maintenance contract with Fire Information Services, Inc. in the amount of \$25,582.00

FISCAL IMPLICATIONS:

Sufficient funds are available in the Fire Department Budget to renew the annual maintenance agreement.

DISCUSSION:

This system is used for fire and rescue reports, staff scheduling, training records, fire prevention inspections, and personnel records. Renewal of this contract is necessary in order to obtain technical assistance with upgrades and repairs to the system as well as data compilation that is reported to the State of California and the National Fire Incident Reporting System.

Since inception, the Fire Department has incurred on-going maintenance costs associated with the automated system's software and hardware. This maintenance costs is offered at the same prices as last year's contract and continues the agreement until June 30, 2014.

Fire Information Support Services, Inc. has assisted the City in numerous hardware upgrades and software updates; they are familiar with the system's configuration down to the component level. This vendor has consistently performed well, is responsive, and has provided excellent support during the last 11 years. This is the only vendor in our area that provides this type of specialized Fire RMS support. Therefore, staff recommends that the Council approve a one-year maintenance contract to Fire Information Support Services, Inc. in the amount of \$25,582.00. Because these professional services are valued over the \$20,000.00 formal bid limit, the contract is exempt from bidding if City Council approval is obtained as allowed by Municipal Code Section 2.36.130

(professional services). In addition, the City may cancel the contract at any time without cause if necessary.

CONCLUSION:

Staff recommends that the City Council a) waive formal bidding per Municipal Code Section 2.36.130 (professional services) and b) approve the renewal of a one-year Fire Records Management System (RMS) maintenance contract with Fire Information Services, Inc. in the amount of \$25,582.00

Attachment:

1. Contract with Fire Information Support Services, Inc.