

| Agenda Item | cover sheet

for consideration by the Apex Town Council

Item Type: CONSENT AGENDA

Meeting Date: September 23, 2025

Item Details

Presenter(s): Trevor Materasso, Deputy Chief of Police

Department(s): Apex Police Department

Requested Motion

Motion approve an agreement with TargetSolutions Learning, LLC. d/ba Vector Solutions to provide software services for Guardian Tracking related to employee personnel training documentation and performance management, effective until June 30, 2026, and authorize the Town Manager, or their designee, to execute on behalf of the Town.

Approval Recommended?

Yes

Item Details

Through its Police Department the Town is seeking to contract with TargetSolutions Learning, LLC. d/b/a Vector Solutions, a company that provides software services for Guardian Tracking used to maintain employee personnel training documentation and performance management.

By centralizing performance documentation, commendations, and early warning indicators, the system allows supervisors to recognize positive work, identify potential concerns before they escalate, and provide timely coaching and support. This proactive approach reduces liability, supports officer wellness, and fosters public trust by ensuring consistent, fair, and well-documented leadership practices.

The projected cost of the contract for the year is \$6,140.00. A delay in receiving contracts from the Vendor due to internal personnel movement, contracts received on August 20th, 2025. Council approval is needed to ratify the oral agreement to begin services and to approve the written contract for continuing services throughout the year.

Attachments

- CN2-A1: Agreement - TargetSolutions Learning, LLC d/ba Vector Solutions - Software Services for Guardian Tracking - effective until June 30, 2026

