



Amendment request to ImageTrend Contract

CITY COUNCIL PRESENTATION

SEPTEMBER 18, 2023

Amendment request and
brief reminder
of what ImageTrend provides

- The request before the Council is to approve a change order to a contract previously authorized on June 20, 2023, which pertains to ImageTrend.
- The request includes updates to improve HIPAA compliance by adding single sign on for users, IP address restrictions, and additional hospital connections.
- ImageTrend is the records management software used by the fire department to maintain various department records, including fire reports, patient care reports, fire inspections, and more.
- Additionally, ImageTrend currently provides the departments daily staffing software
- The Public Safety CAD (Computer Aided Dispatch) system is seamlessly connected with ImageTrend to facilitate the transfer of data and records pertaining to emergency calls for service.
- The fire department started using ImageTrend in 2017 for patient care records, and in 2019 expanded its use to include fire records. The software was initially purchased through a master contract managed by Medstar.
- Due to the City's transition away from Medstar services, there is a need to establish an independent contract directly with ImageTrend for this software service.
- In addition, the fire department requires a hospital and billing interface to transmit patient care records, which is essential for EMS transport services.
- The cost of this service has been included in the annual operating budget and will continue to be funded accordingly.



FD Records Management

- Fire Reports
- Electronic Patient Care Reports - (EPCR)
- Quality Assurance Quality Improvement (QAQI)
- Fire Inspections
- Fire Investigations
- Inventory
- Daily Equipment Checklist
- Report Writer / Data
- CAD interface
- Hospital Interface
- Billing Interface

PRICE SHEET AND WORK ORDER ATTACHMENT

The prices below are based on the following SaaS transaction volumes, as provided by Client:
5,000 Incidents annually

One Time Fees

Description	SKU	Unit Price	Qty	Extended Amount
Microsoft Azure Active Directory SSO Setup	ELT.003.002.031	\$2,475.00	1	\$2,475.00
Direct Messaging Connection Fee - Per Agency Connection	ELT.002.010.029	\$200.00	8	\$1,600.00

Total One-Time Fees: \$4,075.00

Recurring Fees

Description	SKU	Unit Price	Qty	Extended Amount
IP Address Restriction	ELT.001.002.061	\$3,000.00	1	\$3,000.00
Microsoft Azure Active Directory SSO	ELT.001.002.076	\$3,825.00	1	\$3,825.00

Total Recurring Fees: \$6,825.00

TOTAL YEAR 1: \$10,900.00

Send Invoices To:

Casey Davis
cdavis@burlesontx.com
828 SW Alsbury Blvd.
Burleson, TX 76028

Payment Terms:

1. "One Time Fees" are due once upon contract signature.
2. "Recurring Fees" are annual fees which are due once upon contract signature and recur each year.
3. The Recurring Fees will escalate in price annually by 7% beginning one year from the last signature hereto and each year thereafter.
4. ImageTrend may temporarily suspend performance (e.g. cease to provide access, hosting, support) due to Client's breach of contract provided Client shall have 30 days to cure such breach before ImageTrend may suspend performance.
5. ImageTrend may charge to Client a late fee of 1.5% per month, or the highest rate allowed under the law, whichever is lower, on any overdue amounts. Client also agrees ImageTrend may charge to Client all reasonable costs and expenses of collection, including attorneys' fees where, in ImageTrend's discretion, payments are consistently deficient or late.
6. All Annual SaaS Fees are based upon anticipated transaction volumes (as provided by Client) and are subject to an annual usage audit. ImageTrend reserves the right to increase fees in accordance with increased transaction volume per the Unit Price listed in the tables above.
7. ImageTrend will not be responsible for third-party fees related to this Agreement unless specifically outlined by this Agreement.

Amendment Request

To enhance the security of sensitive protected health information in compliance with HIPAA recommendations, IT has suggested the following additions:

Single Microsoft Azure Active Directory SSO: This addition will ensure consistent password protection for all system users and facilitate easy removal of user access when required. It streamlines this function, particularly when an employee leaves the city.

IP Address Restriction: Implementing this measure will restrict program access to approved devices within the city network only. This helps safeguard the system from unauthorized access.

In addition to these security enhancements, there is also a need to incorporate additional hospital connections.

The financial implications are as follows:

June 20th Council Approved the current contract for (36-month): \$140,014.00

Requested Amendment increases the contract by: \$26,528

New amended contract request for: \$166,542



Council Action Requested

Approve

- Staff recommends approval of an amendment to The ImageTrend Contract # CS05135-06-2023 to increase contract by \$26,528 for a total amount not to exceed \$166,542 over 36 months



Questions Comments
