
City Council Regular Meeting

DEPARTMENT: Information Technology
FROM: Hugo Rodriguez, Deputy Chief Technology Officer
MEETING: March 24, 2025

SUBJECT:

Consider and take possible action on a three-year contract with ImageTrend, LLC for the purchase of a master software and services agreement for the Fire/EMS Department records management system in the amount of \$173,012.39. (*Staff Contact: Hugo Rodriguez, Deputy Chief Technology Officer*)

SUMMARY:

ImageTrend serves as the records management software for the Fire Department, facilitating the management of critical departmental records, including fire reports, patient care reports, fire inspections, and other essential documentation. In addition to records management, ImageTrend provides daily staffing software that supports the department's operational needs. Furthermore, its integration with the Public Safety CAD (Computer-Aided Dispatch) system ensures a seamless transfer of data related to emergency service calls, enhancing efficiency and response coordination. The Fire Department first implemented ImageTrend in 2017 to manage patient care records and expanded its use to include fire records in 2019.

The ImageTrend software is funded through the Support Service Fund as part of the annual budgeting process.

- **Total Year 2025:** \$55,314.26
- **Total Year 2026:** \$56,859.00
- **Total Year 2027:** \$60,839.13
- **Total for Three-Year Contract:** \$173,012.39

RECOMMENDATION:

Staff recommends approval of a three-year contract with ImageTrend, LLC for the purchase of a master software and services agreement for the Fire/EMS Department records management system in the amount of \$173,012.39.

PRIOR ACTION/INPUT (Council, Boards, Citizens):

N/A

REFERENCE:

N/A

FISCAL IMPACT:

Proposed Expenditure/Revenue: Expenditure
Account Number(s): 6108001-63506
Fund: Support Services Fund
Account Description: Computer Software M&R

STAFF CONTACT:

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