ImageTrend Elite Records Management System

CITY COUNCIL PRESENTATION

JUNE 20, 2023

What is ImageTrend ?

- 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.

Procurement – Sole Source

- ImageTrend has provided a Sole Source letter that has been accepted by the purchasing manager.

- The Sole Source justification is based on the department's use of the software for multiple areas of records management.

- The software helps keep all the data together and organized in a single platform, ensuring seamless integration from module to module for all records management needs.

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

Available funding sources for new contract

- FY 23/24 EMS Proforma Budget
  - **EMS Budget includes additional - $25,000**

- Current ImageTrend Contract Budget $21,400.00

  Current funding $21,400 + Additional EMS Records Management funding = $46,400

Contract Highlights

Master Software and Services Agreement

CONTRACT NUMBER: 00006974.0

BETWEEN

Burleson Fire Department
828 S.W. Alsbury Blvd.
Burleson, Texas 76028

AND

IMAGETREND

ImageTrend, LLC
20855 Kensington Blvd.
Lakeville, Minnesota 55044

1. Software / Service Agreement purchase contract
   - Business Associate Agreement Attachment (HIPAA)
   - Data Exchange – Send HIPAA Data to Emergicon for billing

2. Terms - 36-month agreement with renewal option

3. Implementation Cost - $11,115.00

4. Reoccurring Cost - $40,094

5. Total Year One - $51,209.00 - Includes implementation cost

6. Total Year Two – $42,901 – 7% increase annually

7. Total Year Three - $45,904 - 7% increase annually

8. **Total not to exceed for 36-month Contract - $140,014.00**

Council Action Requested

Approve

- Staff recommends approval of the 36-month contract using existing operating budget
- Not to exceed $140,014.00

Questions
Comments