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## City Council Regular Meeting

**DEPARTMENT:** Fire/EMS

**FROM:** K.T. Freeman, Fire Chief

**MEETING:** June 20, 2023

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**SUBJECT:**

Consider 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 not to exceed \$140,014. (Staff Contact: K.T. Freeman, Fire Chief)

**SUMMARY:**

The Burleson Fire/EMS system has been using ImageTrend as its records management system since 2017. However, we now need to renegotiate the contract with ImageTrend to provide an enhanced level of service for EMS Transport Services. Member Cities who are currently operating under the Medstar system are allowed to use ImageTrend services that are provided through the Medstar negotiated contract. Due to Burleson Fire/EMS transitioning out of the MedStar system effective 10-01-2023, this requires a new contract and reconfiguration of the records management system that will be only used by Burleson Fire/EMS and serves the specific needs of the City.

The new system will incorporate several additions and modifications. For example, one module includes an export feature to Emergicon for EMS transport billing purposes. Another valuable feature establishes a connection with local hospitals to transmit patient care records. In addition to, the software will meet the department's requirements for fire incident reports, investigations, inspections, inventory management, equipment checklists, and a daily staffing module. The software interfaces with the City's Computer Aided Dispatch System (CAD), and data is seamlessly transferred for calls for service.

The funding for this project is included in the current FY 22/23 operating budget and has been included in the EMS transport financial proforma costs. No additional funding will be required to fund the contract services requested. The term of the contract is for 3 years.

**OPTIONS:**

- 1) Approve as presented
- 2) Deny

**RECOMMENDATION:**

Staff recommends approval

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

N/A

**FISCAL IMPACT:**

Annual payment will be made from Information Technology Budget 6108001-63506 – 3 year contract, Year 1 \$51,209.00, Year 2 \$42,901, and Year 3 \$45,904. Total Contract - \$140,014.00

**STAFF CONTACT:**

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