

**CONFIRE**

STAFF REPORT

DATE: July 21, 2026

FROM: Nathan Cooke, Interim Executive Director

BY: Renan Mamaril, MIS Director
Erika Torres-Murillo, Staff Analyst II

TO: CONFIRE Administrative Committee

SUBJECT: Purchase – Central Square CAD Positions

Recommendation

Approve the purchase of Central Square software licenses and associated subscription fees for an additional nineteen (19) CAD positions for the Valley Communications Center (VCC), for the not-to-exceed amount of \$135,375, for the period of September 1, 2026, through March 31, 2028.

Background Information

Nineteen (19) additional CAD licenses with their associated subscription fees are needed to support our move to the new VCC. The new dispatch floor includes more workstations for ECNS, IFT, and Ambulance Dispatchers, as well as the new Supervisor position, all of which require proper licensing under our CAD vendor agreement.

The 19 licenses will provide CAD access for ECNS, IFT Dispatchers, Ambulance Dispatchers, and the Supervisor, as well as cover the training room. These licenses ensure full functionality and operational readiness across all newly added dispatch workstations, completing the licensing requirements for the expanded environment at the new Valley Communication Center.

Financial Impact

The total initial costs for the license subscription fees will be \$135,375 and will be funded from Fund 5020-EMS. This purchase price will cover the dates from September 1, 2026, to March 31, 2028. The recurring annual costs thereafter will be approximately \$85,000.

This purchase meets the sole source purchasing requirements as we have an existing agreement with Central Square, and they are the sole distributor of the software.

Attachments

- Central Square Quote – Q-262728
- 2026_07_Non-Competitive Justification Form – Central Square (CAD Positions)