City Council Agenda Item

Title of Agenda Item: Council Discussion and Approval of the purchase of a Record Management Software System - Procurement/Fire & EMS Department

Submitted By: Fire & EMS

Date Submitted: 03-03-2025

Work Session Date: 05-19-2025

Council Meeting Date: 05-19-2025

Background/History:

Fire & EMS is requesting a records management software system that will allow Fire & EMS to accurately maintain and track equipment inventory, and other multifaceted responsibilities, including fire/medical incident reporting and data analysis. Additionally, the software will interface with 911 Dispatch through the existing Central Square software system. There are annual fees associated with the interfacing systems and will consist of annual renewals for three years.

Fire & EMS is requesting to piggyback from the cooperative agreement with Hillsborough County, Florida and EPR Systems. The total cost over a three (3) year period is $106,746; as follows:

Startup and Year 1 costs are as follows: $24,030 EPR Systems and $17,656 Central Square – total $41,686.

Each Annual Recurring Costs are as follows: $20,530 EPR Systems and $12,000 for Central Square – annual total $32,530

Fund 100: General Operating

Action Requested from Council: Approval of the purchase of a Record Management Software System

Cost $106,746   **Budgeted for:** __X__ **Yes** _____ **No**

Financial Impact: