



## Legislation Text

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**File #:** 2023-0063, **Version:** 2

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**Purchasing Type:** Sole Source (SS)

**Public Hearing:** YES  NO

**Department:** Purchasing & Contracting

**AGENDA ITEM:**

**Commission District(s):** ALL

SS - Records Management System Maintenance and Software Support Services (Sole Source-Multiyear Contract): for use by Fire Rescue. Consists of professional services, hosting, software and technical support for an all-inclusive Records Management Solution for Emergency Medical Services and National Fire Incident Reporting System. Awarded to Image Trend, Inc. Amount Not To Exceed: \$522,781.31.

**Information Contact:** Michelle Butler, Procurement Manager

**Phone Number:** (404) 687-3581

**PURPOSE:**

Contract consists of providing five (5) years of annual maintenance, professional services, hosting, software and technical support for an all-inclusive Records Management Solution for Emergency Medical Services and National Fire Incident Reporting System and the addition of Investigations and Vault modules.

**RECOMMENDATION:**

Recommend approval of the sole source with:

Image Trend, Inc., 20855 Kensington Blvd., Lakeville, MN 55044

Amount Not To Exceed: \$522,781.31

and authorize the Chief Executive Officer to execute the contract and all associated documents.

**ADDITIONAL INFORMATION:**

1. Contract Effective Date:	Date of Execution
2. Contract Expiration Date:	December 31, 2027
3. Amount Spent on Previous Contract:	\$663,095.49
4. Funding:	General Operating (FR)