

CITY OF YUBA CITY  
STAFF REPORT

**Date:** January 18, 2022  
**To:** Honorable Mayor & Members of the City Council  
**From:** Fire Department  
**Presentation By:** Jesse Alexander

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**Summary**

**Subject:** Purchase of ESO Fire Records Management Software (RMS)  
**Recommendation:** A. Adopt a Resolution authorizing the sole source purchase of ESO Fire Records Management Software (RMS) and enter into a 60-month advance payment term in the amount of \$152,027.25  
B. Authorize the Finance Director to use funds from the American Rescue Plan Act account 2560-69201 in the amount of \$152,027.25  
**Fiscal Impact:** \$152,027.25 American Rescue Plan Act account, 2560-69201

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**Council's Strategic Goal:**

This purchase addresses the City Council's Public Safety Strategic Goal, by replacing an essential software component for the Fire Department.

**Purpose:**

Purchase of ESO Fire Records Management Software (RMS) to replace the Fire Department's current records management software that retires in December 31, 2022, and to enter into a 60-month advance payment for ESO software.

**Background:**

In the summer of 2021, the Yuba City Fire Department (YCFD) was informed that our current Fire Records Management Software (FIREHOUSE) would be sunseting all FIREHOUSE products and customer support in the future. FIREHOUSE records management software is the primary mechanism that the Fire Department uses for tracking all emergency response data, including, but not limited to, fire personnel, time stamps for emergency response, narratives for actions taken during the Incident, fire investigation reports, and all fire inspection records. YCFD was formally notified on October 25, 2021, that sunset of FIREHOUSE would occur on December 31, 2022, and that FIREHOUSE installed on local servers and devices will not receive customer support in 2023. ESO recently purchased FIREHOUSE and decided to retire FIREHOUSE services due to its growing security risk and that it does not meet current National Fire Incident Reporting System (NFIRS) submission rules. In addition

to FIREHOUSE, ESO also purchased Emergency Reporting System (ERS), which is another common records management software utilized by Fire Department agencies. ESO is also informing Fire agencies that ERS is also retiring.

**Analysis:**

ESO has acquired two of the most common Fire RMS systems with FIREHOUSE and ERS, and thus limiting the options for alternatives; however, this resulted in some benefits for making a transition to ESO. The primary advantage is the transfer and migration of data from FIREHOUSE to ESO, which would prevent the loss of essential records that are required for NIFRS and legal purposes. Yuba City's Computer Automated Dispatch (CAD) requires an interface between CAD and Fire's RMS. Utilizing ESO Fire RMS will allow YCFD to utilize our current interface for FIREHOUSE and thus preventing this additional purchase. ESO Fire RMS is a cloud based, which allows access through a web browser versus a local client that allows for increased security and access when remotely accessing for fire inspections and pre-fire plans.

YCFD and the City's Information Technology Departments recommends to sole-source with ESO Fire RMS and enter into a 60-month advance payment contract. There are one-time and recurring fees for making the transition from FIREHOUSE to ESO Fire RMS; however, there are discounts for migrating from FIREHOUSE to ESO and entering into a long-term contract versus year-to-year. YCFD will receive a reimbursement from our current FIREHOUSE contract; however, the exact amount will not be known until the full transition occurs. Below is a breakdown of costs:

<u>12-Month Contract</u>		<u>60-Month Contract</u>	
Total One-Time Fees:	\$12,875.00	Total One-Time Fees:	\$12,875.00
Total Recurring Fees:	\$34,096.00	Total Recurring Fees:	\$170,480.00
Discounts:	-\$9,915.55	Discounts:	-\$31,327.75
Total Fees:	\$37,055.45	Total Fees:	\$152,027.25

**Fiscal Impact:**

\$152,027.25 American Rescue Plan Act account, 2560-69201

**Alternatives:**

- 1) Approve the supplemental appropriation for a 12-month contract with ESO Fire RMS
- 2) Do not approve the supplemental appropriation and direct staff to find an alternative funding source.
- 3) Do not authorize the purchase of ESO Fire RMS.

**Recommendation:**

1. Adopt a Resolution authorizing the sole source purchase of ESO Fire Records Management Software (RMS) and enter into a 60-month advance payment term in the amount of \$152,027.25.
2. Authorize the Finance Director to use funds from the American Rescue Plan Act account 2560-69201 in the amount of \$152,027.25

**Council's Strategic Goal:**

This purchase addresses the City Council's Public Safety Strategic Goal, by replacing an essential

software component for the Fire Department.

**Attachments:**

1. ESO Resolution

Prepared By:  
Jesse Alexander  
Fire Chief

Submitted By:  
Diana Langley  
City Manager

# ATTACHMENT 1

**RESOLUTION NO. \_\_\_\_**

**RESOLUTION OF THE CITY COUNCIL OF THE CITY OF YUBA CITY  
AUTHORIZING THE SOLE SOURCE PURCHASE OF ESO FIRE RECORDS  
MANAGEMENT SOFTWARE AND ENTER INTO A 60-MONTH ADVANCE  
PAYMENT CONTRACT**

WHEREAS, the Yuba City Fire Department is requesting authorization to purchase ESO Fire Records Management Software and enter into a 60-month advance payment contract; and

WHEREAS, the Yuba City Fire Department's current Records Management will retire on December 31, 2022 and no longer be supported by ESO; and

WHEREAS, the Fire Department requests approval to utilize \$152,027.25 from the American Rescue Plan Act for the purchase of ESO Fire Records Management Software; and

WHEREAS, the City has met the requirements to sole source the software purchase pursuant to City Purchasing Policies section 8-8.4.2; and

WHEREAS, the City Council now desires to authorize the sole source purchase of ESO Fire Records Management Software and enter into a 60-month contract

NOW, THEREFORE, be it resolved by the City Council of the City of Yuba City as follows:

Section 1. The above recitals are true and correct, and are hereby incorporated herein by this reference.

Section 2. The City Council hereby approves the sole source purchase of ESO Fire Records Management Software. The City Council finds that a sole source award is appropriate on grounds including that ESO is the sole authorized manufacturer the Fire and EMS software, the product is one which Fire Department staff already has familiarity such that retraining costs and time will be reduced, and the requested records management software has unique performance and quality specifications which are essential to Department operations and which are not available in comparable products. The City Council further finds that the proposed price for the records management software is reasonable and the purchase of the records management software is in the best interests of the City. As such, the City Council hereby approves the sole source purchase of ESO Fire Records Management Software through ESO, Inc. The City Manager is authorized to entered into an agreement for the same, in an amount not to exceed \$152,027.25, subject as to approval as to legal form by the City Attorney.

Section 3. The City Council approves the authorization of the Finance Director to use funds from the American Rescue Plan account 2560-69201 in the amount of \$152,027.25.

The foregoing Resolution was duly and regularly introduced, passed, and adopted by the City Council of the City of Yuba City at a regular meeting thereof held on the 18th day of January, 2022.

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AYES:

NOES:

ABSENT:

ATTEST:

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Dave Shaw, Mayor

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Ciara Wakefield, Deputy City Clerk

APPROVED AS TO FORM  
COUNSEL FOR YUBA CITY:

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Shannon Chaffin, City Attorney  
Aleshire & Wynder, LLP