



## Cover Memorandum/Staff Report

**File #:** 19-003  
6.N.3.

**Agenda Date:** 1/15/2019

**Item #:**

**TO:** Mayor and Commissioners  
**FROM:** Neal de Jesus, Fire Chief  
**THROUGH:** Mark R. Lauzier, City Manager  
**DATE:** January 15, 2019

APPROVAL OF RESOLUTION NO. 20-19 TO AWARD A CITY STANDARD AGREEMENT WITH ESO SOLUTIONS, INC. FOR ELECTRONIC PATIENT CARE REPORTING SOFTWARE SERVICES

### **Recommended Action:**

Motion to approve Resolution No. 20-19 to award a city standard agreement with ESO Solutions, Inc. for electronic patient care reporting software services.

### **Background:**

The City of Delray Beach ("City") procured an electronic patient reporting software ("ePCR") solution called SafetyPAD in 2015. The SafetyPAD software replaced pen and paper forms with electronic forms that are completed using tablets. The Delray Beach Fire-Rescue ("DBFR") Firefighter Paramedics complete pertinent patient information (such as name, call location, description of call, patient vitals, etc.) via these tablets while on a call, which saves time and ultimately leads to a higher quality of care and more accurate patient records. This software also ties into the EMS billing system, which serves as a source of revenue for the City.

After market research, the City designated SafetyPAD as the city standard software for its ePCR needs. Other ePCR solutions are not feasible for the City at this time, as the transition would require the purchase of new hardware (tablets) and training of DBFR personnel.

Under this Agreement, the City is billed per record that is entered in to the software; per device per month for device management; per month for the computer-aided design interface; and a lump sum based on the number of faxes transmitted each month. Training is also offered under this Agreement. The City historically has been billed an average of \$1,500 per month. As it's difficult to forecast future bill amounts, as they are directly related to the number of calls fulfilled by DBFR. Therefore, this request includes a contingency of \$20,000, which is in alignment with the City's current approved budget amount. In total, staff anticipates an initial two-year agreement value of \$44,000 based on the budgeted amount of \$22,000 per fiscal year. This Agreement also provides the option to renew for up to three additional years. Therefore, the possible contract value over the potential five-year term is \$110,000.

This motion is in accordance with City Code of Ordinances Section 36.02, Commission Approval Required and Purchasing Policies; Limited or No Competition Acquisitions.

### **Attachments:**

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1. Agreement
2. Resolution
3. Legal Review Checklist
4. Approved City Standard Memo

**City Attorney Review:**

Approved as to form and legal sufficiency.

**Funding Source/Financial Impact:**

Funding is available from 001-22-150-526.54-11 - Books Pubs Subs & Memberships Subscriptions.