



BOARD OF SUPERVISORS  
AGENDA LETTER

Agenda Number:

Clerk of the Board of Supervisors  
105 E. Anapamu Street, Suite 407  
Santa Barbara, CA 93101  
(805) 568-2240

**Department Name:** Fire  
**Department No.:** 031  
**For Agenda Of:** 12/7/21  
**Placement:** Administrative  
**Estimated Time:**  
**Continued Item:** No  
**If Yes, date from:**  
**Vote Required:** 4/5

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**TO:** Board of Supervisors  
**FROM:** Department Mark A. Hartwig, Fire Chief / Fire Warden  
Director 805-681-5500  
Contact Info: Rob Heckman, Deputy Fire Chief of Administration  
805-681-5501  
**SUBJECT:** Agreement between the Santa Barbara County Fire Protection District and CentralSquare Technologies, LLC for the Development and Configuration of a CAD System for the Regional Fire Communications Facility (RFCF)

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**County Counsel Concurrence**

As to form: Yes

Other Concurrence: Risk Management

As to form: Yes

**Auditor-Controller Concurrence**

As to form: Yes

**Recommended Actions:** That the Board of Supervisors, acting as the Board of Directors of the Santa Barbara County Fire Protection District:

- a) Approve and authorize the Chair to execute a Phase 1 System Purchase Agreement (Attachment A) with CentralSquare Technologies, LLC (CentralSquare), for services to build a Computer Aided Dispatch (CAD) system, as part of the RFCF, for a total contract amount not to exceed \$596,566.00; and
- b) Approve and authorize the Fire Chief or designee to approve up to a 10% contingency with CentralSquare, in an amount not to exceed \$59,656.00, for any changes that may be required to the scope of work to complete the integrated public safety software solution; and
- c) Approve Budget Revision Request BJE #0007870 (Attachment B); and
- d) Find that the above actions are not a project under the California Environmental Quality Act (CEQA) pursuant to CEQA Guidelines section 15378(b)(2) in that they involve continuing administrative or maintenance activities, and CEQA Guidelines section 15378(b)(5), in that

they involve organizational or administrative activities of government that will not result in direct or indirect physical changes in the environment.

**Summary Text:**

The Santa Barbara County Fire Protection District (Fire District) is requesting that your Board approve an agreement for the purchase of an integrated Computer System (System) on a subscription basis consisting of a CAD system and any additional applications, including applicable interfaces, software, equipment, and services. This System will initially include a subscription CAD/Mobile solution for configuration and training purposes and then become an on-premise production CAD/Mobile solution, including hardware.

The County has made a sizable investment in effort and money in developing the current CentralSquare CAD system into a workable platform for its regional responsibilities and local fire-medical-rescue dispatch. That investment can be leveraged by replicating much of what has been developed in the existing CAD in the RFCF CentralSquare CAD system. Purchasing a new CAD system would require extensive re-construction of what has already been developed for the existing CAD.

The selection of CentralSquare as the RFCF CAD system provider is financially advantageous because CentralSquare is not creating an entirely new CAD system for the County. Additionally, upon the Sheriff's Office approval, CentralSquare has agreed to transfer specific licenses from the Sheriff's Office to the Fire District due to the fact that fire and ambulance resources will be dispatched from the RFCF. This will result in significant savings in staff resources, license and implementation fees.

**Background:**

This Purchase Agreement is the first phase (Phase 1) of a larger, two-phase project which will conclude with the District operating a fully functional Computer Aided Dispatch (Inform CAD) System in Live Operations.

Phase 1 is limited to creating the District's cloud-hosted CAD test and training system. Phase 1 allows the District to build its System, conduct testing and end-user training, and otherwise prepare the CAD system for live operations. Configuration work completed in Phase 1 will be replicated in the on-premise CAD system (Phase 2). Upon completion of Phase 2, the Phase 1 hosted environment will be decommissioned. The Phase 2 agreement will be brought to the Board for consideration for approval in the near future. The Fire District elected to bring forward the CAD configuration in phases to be fiscally responsible. The cloud-based Phase 1 configuration vs. the premise installation of Phase 2 allowed for training on the System without requiring a premature investment in a full CAD system before going live.

This proposed CAD project was presented to the Executive Information Technology Committee (EITC) in August of 2021 and was approved to move forward for approval from the County Board of Supervisors.

**Performance Measure:** The pricing and services for Phase 1 are based upon a project duration of thirty-six (36) months.

**Contract Renewals and Performance Outcomes:** Phase 1 is a stand-alone contract without renewals. The maintenance contract will be identified in the Phase 2 contract. All performance objectives are outlined in the Statement of Work.

**Fiscal and Facilities Impacts:**

Budgeted: Yes

**FY 21/22 Cloud Hosted CAD System**

PHASE 1 Description	Fund 2280 Fire Protection District	
	One -Time	On-Going
Subscription Fees	\$ 307,588	\$ -
Implementation Fees	123,825	-
License Fee	84,900	-
Project Management	35,100	-
Travel	26,475	-
First Year Maintenance	18,678	-
	<u>\$ 596,566</u>	<u>\$ -</u>

**Fiscal Analysis:**

In FY 21/22, the total cost for the cloud-hosted CAD system is \$596,566. The Fire District captured a total of \$300,000 in the FY 21/22 budget and is requesting that the Board of Supervisors approve Budget Revision #0007870, in the amount of \$296,566, to fully fund the first phase of CAD system.

**Key Contract Risks:**

Risk analysis of Attachment A determined that this contract would be a medium risk: The County has been using similar CAD software provided by the Central Square for over 10 years; the complexity of the contract requirements is low; the contract costs are for basic license and implementation fees; and the contract is not controversial.

**Special Instructions:**

Please provide a copy of the executed Agreement and certified, stamped Minute Order to Rob Heckman, Deputy Chief, Fire District.

**Attachments:**

- A. Phase 1 System Purchase Agreement between CentralSquare Technologies, LLC and the Santa Barbara County Fire Protection District for the development and configuration of a CAD system
- B. Budget Revision Request BJE #0007870

**Authored by:**

Rob Heckman, Deputy Fire Chief of Administration

**cc:**

Mark A. Hartwig, Fire Chief / Fire Warden

Shawna Jorgenson, CFO, Fire District

Matt Farris, Support Services Division Chief, Fire District