



**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: March 21, 2023
Placement: Administrative
Estimated Time:
Continued Item: No
If Yes, date from:
Vote Required: 4/5

TO: Board of Directors, Santa Barbara County Fire Protection District
Board of Supervisors

FROM: Department Mark A. Hartwig, Fire Chief / Fire Warden 805-681-5500
Director
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 an on-premises CAD System for the Regional Fire Communications Center**

County Counsel Concurrence

As to form: Yes

Auditor-Controller Concurrence

As to form: Yes

Other Concurrence: Risk Management, Purchasing

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 2 System Purchase Agreement (Attachment A) with CentralSquare Technologies, LLC (CentralSquare), for services, software licenses, hardware, and support for a Computer Aided Dispatch (CAD) system, as part of the Regional Fire Communications Center (RFCC), for a total contract amount not to exceed \$1,227,267.37, and approve and authorize the Fire Chief to execute Addendum G, Consent to Assignment of Software Licenses; 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 \$122,726.74, 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 #0008712 (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.

That the Board of Supervisors:

- e) Approve and authorize the Chair to execute Addendum G to the Phase 2 System Purchase Agreement, Consent to Assignment of Software Licenses.

Summary Text:

The Santa Barbara County Fire Protection District (Fire District) is requesting that your Board approve an agreement for the purchase of Phase 2 of an integrated Computer Dispatch System (System) on-premise solution consisting of a CAD system and any additional applications required for the operation of the System and integration with applicable existing systems, including interfaces, software, equipment, and services. A working CAD system comprises CAD software (licensed by CentralSquare) and an array of hardware, including server components such as hard drives, network cards, switches, power supplies, and cabling. CentralSquare can procure the hardware for this project and has included hardware costs as part of the Purchase Agreement, as requested by the Fire District. In addition, CentralSquare will stage and configure all hardware to meet the CAD system requirements. This will provide a turn-key solution for the CAD system, ensuring that all components function as a cohesive unit. While the Fire District could separately procure the hardware components necessary through a competitive bid process, procurement through CentralSquare ensures that all components are compatible and the CAD system is delivered as a working setup. This arrangement puts the entire burden of delivering the complete CAD system on time on CentralSquare, versus a piecemeal approach that may result in delays due to supply chain or hardware compatibility issues. The Fire District's Information Technology (IT) unit will support the CAD system through third-party warranties and post-implementation support agreements. The Fire District's business plan to depreciate the equipment and component replacement budget aligns with the manufacturers' expected life cycles and warranty periods.

In December 2021, your Board approved a subscription CAD/Mobile solution for configuration and training purposes (Phase 1). Approval of the Recommended Actions will authorize the Fire District to purchase and transition to the on-premise production CAD/Mobile solution, including the purchase and setup of hardware (Phase 2).

Background:

The County Sheriff's Office has been utilizing a CentralSquare CAD system for dispatch since 2006. 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 Phase 1 of this project in the RFCC CentralSquare CAD system. Purchasing a new CAD system would require extensive reconstruction of what has already been developed for the existing CAD. Additionally, the Sheriff's Office approved, and CentralSquare has agreed to transfer, specific licenses from the Sheriff's Office to the Fire District because fire and ambulance resources will be dispatched from the RFCC. This will result in significant savings in staff resources, licenses, and implementation fees.

This Purchase Agreement is the second phase (Phase 2) of a two-phase project which will conclude with the District operating a fully functional Computer Aided Dispatch (Inform CAD) System in Live Operations.

- Phase 1 was limited to the creation of the District's test and training System in an externally hosted cloud environment. This System allows the District to configure its system, conduct testing, conduct end-user training, and otherwise prepare its System for Phase 2.
- Phase 2 is the installation and configuration of the District's complete CAD System on-premise at the District's new dispatch Center when it is completed. Configuration work completed in Phase 1 will be moved to the on-premise Equipment fully configured to conduct Live Operations. There will be a limited Functional Acceptance Test and System Integration Test of the completed on-premise System to ensure the System is ready for Live Operations. Upon completion of Phase 2, the externally-hosted environment will be decommissioned.

The Phase 2 agreement is being brought to the Board for consideration for approval to ensure competitive pricing without escalation, even though Phase 2 will begin in Q-4 of 2023. The Fire District elected to bring forward the CAD configuration in phases to be fiscally responsible. The externally hosted 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 complete CAD system before going live.

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

Performance Measure: The Phase 2 contract has a term of five (5) years with a three (3) year extension period by mutual agreement.

Contract Renewals and Performance Outcomes: All performance objectives are outlined in the Statement of Work.

Fiscal and Facilities Impacts:

Budgeted: Phase 1 is budgeted, and Phase 2 is unbudgeted.

Fiscal Analysis:

Phase 2		Fund 2280 Fire Protection District		
Description:	One-Time Phase 2 Total	On-Going	Maintenance	
		& Subscription		
Software License Fee(s) Total:	\$ 396,127.68			
Implementation Service Fee(s)				
Total:	\$ 98,475.00			
Project Management (CST) Fee(s)	\$ 57,765.00			
System Hardware/Software Service Fee	\$ 70,140.00			
System Hardware Fee(s)	\$ 448,327.67			
Annual Maintenance Fee(s)(Year 1)	\$ 67,722.57	\$		57,964.57
Phase 1				
Subscription Fees	\$ 1,408.55	\$		1,408.55
Annual Maintenance	\$ 18,678.00	\$		18,678.00
Software Licenses Annual Maintenance	\$ 34,258.38	\$		44,016.38
Tax on Hardware	\$ 34,364.52			
Totals	\$ 1,227,267.37	\$		64,102.93

The Fire District requests that the Board of Supervisors approve Budget Revision #0008712, in the amount of \$1,227,267.37, to fully fund Phase 2 of the CAD system. The Phase 1 portion of the contract has not yet been budgeted, as such, and additional \$480,357 has been captured in BJE 0008712 to fund the full costs associated with this project. the District is requesting to fund \$1,609,157 in the current fiscal year for Phase 1 and 2.

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 CentralSquare for over ten 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 rush a copy of the fully executed agreement and minute order via email to Rob Heckman, Deputy Chief, Fire District at rheckman@countyofsb.org no later than March 27th. Please also provide a hard copy of the certified, stamped minute order to Rob Heckman, Fire District.

Attachments:

- A. Phase 2 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 #0008712

Authored by:

Rob Heckman, Deputy Fire Chief of Administration

cc:

Mark A. Hartwig, Fire Chief / Fire Warden

Shawna Jorgenson, Deputy Director/CFO, Fire District

Sergio Sanchez, Support Services Division Chief, Fire District