



Office of the City Manager

CONSENT CALENDAR  
June 25, 2024

To: Honorable Mayor and Members of the City Council  
From: Dee Williams-Ridley, City Manager  
Submitted by: David Sprague, Fire Chief  
Subject: Contract: Vector Solutions for Fire Records Management Software

RECOMMENDATION

Adopt a Resolution authorizing the City Manager to execute a piggyback contract and any amendments with Vector Solutions using the National Purchasing Partners (NPP) contract No. PS21095 in an amount not to exceed \$200,000 for Fire Department Records Management from July 1, 2024 through March 24, 2027 with one (1), three (3) year option to extend.

FISCAL IMPACTS OF RECOMMENDATION

Funding will be recommended for appropriation through the first amendment through the FY25 appropriations ordinance using funds from the Departments baseline budget including General Fund or Measure FF.

CURRENT SITUATION AND ITS EFFECTS

The Department has had a long-standing relationship with Vector Solutions and utilizes this software to maintain employee records related to fire service training and education.

BACKGROUND

On October 14, 2020 National Purchasing Partners (NPP) issued RFP No. 2050 for the procurement of “Municipal Safety Equipment and Supplies for Government”. The RFP was published in the Daily Journal of Commerce (OR) and USA Today. The RFP closed January 15, 2021 and contracts were awarded on March 5, 2021. NPP Contract No. PS21095 with Vector Solutions started on March 24, 2021 and ends on March 24, 2027. This is a publicly solicited contract established through an RFP process conducted by a Lead Public Agency and satisfies Berkeley’s formal competitive bid requirements.

ENVIRONMENTAL SUSTAINABILITY AND CLIMATE IMPACTS

There are no identifiable environmental effects associated with the subject of this report.

RATIONALE FOR RECOMMENDATION

The City has a long-standing relationship and investment with Vector Solutions as the primary records management platform for fire and emergency medical services certification, training and education.

ALTERNATIVE ACTIONS CONSIDERED

None

CONTACT PERSON

David Sprague, Fire Chief, (510) 981-3473

Attachments:

1: Resolution

RESOLUTION NO. ##,###-N.S.

CONTRACT: VECTOR SOLUTIONS FOR FIRE RECORDS MANAGEMENT  
SOFTWARE

WHEREAS, the Fire Department is responsible for a wide-range of disciplines and thus conducts a broad spectrum of training and education to ensure employees are properly prepared to respond, and

WHEREAS, there are certifications, licenses, evaluations, and on-going continuing education that all have to be administered and tracked, and

WHEREAS, the Department has a long-standing relationship and investment in the Records Management System provided by Vector Solutions, and

WHEREAS, on October 14, 2020 National Purchasing Partners (NPP) issued RFP No. 2050 for the procurement of "Municipal Safety Equipment and Supplies for Government". The RFP was published in the Daily Journal of Commerce (OR) and USA Today. The RFP closed January 15, 2021 and contracts were awarded on March 5, 2021, and

WHEREAS, NPP Contract No. PS21095 with Vector Solutions started on March 24, 2021 and ends on March 24, 2027. This is a publicly solicited contract established through an RFP process conducted by a Lead Public Agency and satisfies Berkeley's formal competitive bid requirements.

NOW THEREFORE BE IT RESOLVED, by the Council of the City of Berkeley that the City Manager is authorized to execute a contract and any amendments with Vector Solutions using the National Purchasing Partners (NPP) contract No. PS21095 in an amount not to exceed \$200,000 for Fire Department Records Management from July 1, 2024 through March 24, 2027 with one (1), three (3) year option to extend.

