Memorandum

CITY OF DALLAS

DATE: January 20, 2017

TO: Honorable Members of the Public Safety Committee:
Adam Medrano (Chair), B. Adam McGough (Vice Chair), Sandy Greyson, Tiffinni A. Young, Jennifer S. Gates, Philip T. Kingston

SUBJECT: **Upcoming Agenda Item 6: Authorize (1) an acquisition contract for the purchase and implementation of a fire inspection system in the amount of $210,490; and (2) a five-year service contract for hosting, maintenance, and support for a fire inspection system in the amount of $1,017,405 - Xerox Government Systems LLC, most advantageous proposer of three - Total not to exceed $1,227,895**

The Dallas Fire-Rescue (DFR) Fire Inspection Division has historically had to navigate multiple operating systems during day-to-day activities related to pertinent data. The Fire Marshal's Office uses five primary systems to monitor, update, and perform daily activities (POSSE, FireBase - an in-house written application, SAP Pay1, Advantage, and CRMS). This format makes efficient staff utilization, statistical reporting, and interaction with other City of Dallas departments problematic. Additionally, tactical information related to an occupancy or location (hazardous materials, special needs residency, etc.) is vital to field personnel when dispatched to an incident. The absence of instant information access results in a compromise of safety to all members of DFR. Furthermore, the lack of an encompassing technology system brings about lost City of Dallas revenues. **This disconnect between systems was a key finding of <u>non-compliance</u> during the 2011 and 2014 Audit (A12-005).**

Specifically, the City Auditor's Office strongly mandated the following stipulation and correction: *"Implement a formal process to monthly reconcile the data included in the computer systems used in the inspection process to ensure that inspections that occurred are documented, permits are processed correctly, appropriate fees collected, and that these fees are applied to the appropriate accounts."*

A Business Technology Request (BTR) was initiated in 2013 to purchase software that could encompass scheduling, occupancy management, analytics, personnel staff training and certifications, accounts receivable and local data transfer applications. These components will facilitate interfaces between the current inspection data, Posse, Pay1, and CRMS. The measurable value will incorporate personal safety and accountability, increased revenues, reduction of permit turn-around times, increased work efficiency, access to inspection information from one location, and the ability to push out this information to respective City of Dallas departments (i.e. pre-fire planning data, permit information, occupancy loads, and other inspection records). Communication and Information Services (CIS) approved BTR in 2015.

The Dallas Fire-Rescue Department is seeking the support and recommendation from the Public Safety Committee to authorize this fire inspection system. This item will be placed on the January 25, 2017, City Council Agenda.

Eric D. Campbell

Eric D. Campbell
Assistant City Manager

cc: Honorable Mayor and Members of the City Council   Mark McDaniel, Acting First Assistant City Manager
     A.C. Gonzalez, City Manager   Jill A. Jordan, P.E., Assistant City Manager
     Larry Casto, City Attorney   Joey Zapata, Assistant City Manager
     Craig D. Kinton, City Auditor   M. Elizabeth Reich, Chief Financial Officer
     Rosa A. Rios, City Secretary   Sana Syed, Public Information Officer
     Daniel F. Solis, Administrative Judge   Elsa Cantu, Assistant to the City Manager – Mayor & Council