



**Contra
Costa
County**

To: Contra Costa County Fire Protection District Board of Directors
 From: Lewis T. Broschard III, Chief, Contra Costa Fire Protection District
 Date: March 10, 2020

Subject: New Fire Inspection Records Management System

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Fire Chief, or designee, to execute (1) a Master Lease and Services Agreement with Calytera, US, Inc., for fire prevention inspection software and support for the period March 11, 2020, through March 10, 2025, in an amount not to exceed \$420,000, and (2) a contract with Vision33 Inc., for implementation, hosting, and support of Calytera Amanda fire inspection software system for the period March 11, 2020, through March 10, 2025, in an amount not to exceed \$607,000.

FISCAL IMPACT:

The District budgeted for the implementation, hosting, and support of a new fire inspection records management system in the current fiscal year and will continue to recommend appropriate budgetary appropriations for this project over the next five years. The District's Fire Prevention Bureau charges fees for fire safety inspections, permitting of specific operations, and plan review services. The records management system cost is considered when calculating the fire prevention fees so they reflect the District's actual costs of providing services.

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY
ADMINISTRATOR

☐ RECOMMENDATION OF BOARD
COMMITTEE

Action of Board On: **03/10/2020** ☒ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

VOTE OF SUPERVISORS

AYE: John Gioia, Director
 Candace Andersen, Director
 Diane Burgis, Director
 Karen Mitchoff, Director
 Federal D. Glover, Director

I hereby certify that this is a true and correct copy of an action taken and entered on the minutes of the Board of Supervisors on the date shown.

ATTESTED: March 10, 2020

David Twa, County Administrator and Clerk of the Board
of Supervisors

Contact: Chris Bachman, Assistant
 Fire Chief/Fire Marshal, 925-941-3300

By: June McHuen, Deputy

cc:

BACKGROUND:

The Contra Costa County Fire Protection District (District) conducts fire safety inspections and the permitting of specific operations and plan review services for the Contra Costa County Fire Protection District, in accordance with the California Fire Code (CFC). These operations include annual fire and life safety inspections of occupancies required by the Health and Safety Code and the California State Fire Marshal. Additionally, these operations also include, but are not limited to, life safety inspections, plan review for construction projects, and issuing permits as identified in the CFC for various activities (e.g., operating places of public assembly, schools, adult and child care facilities, and the production and handling of hazardous materials).

The District currently uses a records management system to track inspection data but needs an upgraded and more robust system to improve the quality of the records and allow for the automation of initial data loading and updates. A new records management system was also recommended by the Contra Contra County Civil Grand Jury in a report issued in May 2019. The report was issued subsequent to the ghost ship fire that occurred in Oakland, California.

The software vendor, Calytera, offers Amanda Editions Enterprise software system that provides advanced reporting and analytics and an online public access portal. Vision33 Inc. will implement, host, and support the software.

The Calytera software and services agreement obligates the District to indemnify, defend, and hold Calytera harmless against any claim to the extent arising from the District's gross negligence or willful misconduct, and limits the vendor's liability to the County to the amount County pays under the contract except to the extent of a party's gross negligence or intentional misconduct.

The Vision33 Inc. contract limits the vendor's liability arising out of or in connection with the contract or any deliverables provided to \$1,000,000. Payments are non-refundable except to the extent of any damages finally awarded to District by a court or by way of settlement of a contract dispute.