



**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: August 10, 2021

Subject: Software and Services Agreement for Laserfiche Support and Integration

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Fire Chief, or designee, to execute a software and services agreement with ECS Imaging, Inc., in an amount not to exceed \$55,000 for integration and support services for the Laserfiche document management system, for the period August 10, 2021, through August 9, 2024.

FISCAL IMPACT:

Budgeted; 100% District General Operating Fund.

BACKGROUND:

The Contra Costa County Fire Protection District (District) brings in plans and specifications for evaluation of compliance with State and Local codes, and is required to keep those plans for the life of a building. The District also conducts inspections of both new and existing buildings, and generates paperwork demonstrating compliance with various codes and standards. These documents need to be kept for a period of years as well. Because of the number of pages received, storage of these documents takes up an extraordinary amount of space, and so scanning of the documents is the most cost effective long term solution for the District. The District uses Laserfiche software to store the

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY
ADMINISTRATOR

☐ RECOMMENDATION OF BOARD
COMMITTEE

Action of Board On: **08/10/2021** ☒ 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: August 10, 2021

Monica Nino, 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:

scanned documents in its document record system. Contractor provides ongoing

BACKGROUND: (CONT'D)

support of the Laserfiche software. Contractor will upgrade the existing "United" version of Laserfiche to "Avante" and provide permitting and inspection software system integration services as required for real-time data exchange. The Laserfiche software license agreement includes a limitation of liability clause that limits Laserfiche's liability to County to no more than the amount paid to Laserfiche in the twelve months preceding the claim.