



**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 7, 2023

Subject: Contract with Locality Media, Inc. (dba First Due Corporation) for Fire Prevention Software

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Fire Chief, or designee, to execute a contract with Locality Media, Inc., dba First Due Corporation, in an amount not to exceed \$486,500 for fire prevention software to manage State Fire Marshal mandated occupancy inspections and other calls for service in the Fire District, for the period of March 15, 2023, through March 14, 2026, with two one-year extension options to March 14, 2028.

FISCAL IMPACT:

100% CCCFPD General Fund \$101,300 for the first year and \$96,300 for each subsequent year.

BACKGROUND:

The Fire District needs fire prevention software to manage State Fire Marshal mandated occupancy inspections; and to manage and track community care licensing fire inspections, complaints, and other calls for service. The software has the ability to issue permits and invoices for the services rendered. First Due Corporation will further expand our pre-incident planning of all occupancies throughout the Fire District and include an interface for both Operations and Prevention to update critical information.

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY

☐ RECOMMENDATION OF BOARD

ADMINISTRATOR

COMMITTEE

Action of Board On: **03/07/2023** ☒ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

VOTE OF SUPERVISORS

AYE: John Gioia, District I Supervisor

Candace Andersen, District II
Supervisor

Diane Burgis, District III Supervisor

Ken Carlson, District IV Supervisor

Federal D. Glover, District V
Supervisor

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 7, 2023

Monica Nino, County Administrator and Clerk of the Board of Supervisors

Contact: Regina Rubier (925)
265-3055

By: Stacey M. Boyd, Deputy

cc:

First

BACKGROUND: (CONT'D)

Due Corporation was selected through a competitive bid process and was awarded the contract not only on the lowest bid, but they also best met the needs of the Fire District.

Despite the quantity of properties the District needs to reference, the proposed contract includes a set annual fee. This fee does have an annual inflation rate that may be increased no more than 5% annually during the term of this Agreement.

CONSEQUENCE OF NEGATIVE ACTION:

If the agreement is not approved, the Fire District would have to continue with its current software system, the fees for which are substantially higher than the fees for this product.