

**OFFICE OF THE CITY MANAGER  
LITTLE ROCK, ARKANSAS**

**BOARD OF DIRECTORS COMMUNICATION  
FEBRUARY 21, 2017 AGENDA**

<b>Subject:</b>	<b>Action Required:</b>	<b>Approved By:</b>
SHI/Emergency Incident Reporting and Records Management	Ordinance √ <b>Resolution</b> Approval	
<b>Submitted By:</b>		
Little Rock Fire Department		Bruce T. Moore City Manager
<b>SYNOPSIS</b>	Authorize the City Manager to enter into an agreement with SHI International to provide web-based Fire and EMS Incident Reporting and Records Management.	
<b>FISCAL IMPACT</b>	The total cost is \$228,803 and will be paid over a four (4)-year time frame, funded from Act 833 Funds: Year One - \$78,938; Year Two - \$49,955; Year Three - \$49,955; and Year Four - \$49,955.	
<b>RECOMMENDATION</b>	Approval of the resolution.	
<b>BACKGROUND</b>	The Little Rock Fire Department (LRFD) currently uses an in-house Records Managements System that has not proven to be reliable. Because of the use of advanced technology in the Department's apparatus and accreditation requirements, it is imperative that the LRFD upgrade to a more advanced and reliable system. LRFD would like to enter into an agreement with SHI International to provide records management services. The initial fee of \$78,938 will be for set-up, training, and first year maintenance with a subsequent annual fee of \$49,955 for the remaining three (3) years.	