



AGENDA REPORT

TO: Edward D. Reiskin,
City Administrator

FROM: Reginald D. Freeman,
Fire Chief

SUBJECT: Agreement between Oakland Fire
Department and Tablet Command

DATE: October 12, 2022

City Administrator Approval 

Date: Oct 20, 2022

RECOMMENDATION

Staff Recommends That The City Council Adopt A Resolution Authorizing The City Administrator To Enter Into A Three Year Professional Services Agreement With Tablet Command, To Provide The Oakland Fire Department With A Mobile Incident Command And Response Information Technology System, For The Period Of November 1, 2022 Through October 31, 2025, At A Cost Of Sixty Thousand Dollars (\$60,000), With An Option To Extend The Agreement For Two Years At A Cost Of Thirty Thousand Dollars (\$30,000) Per Year, For A Total Authorized Contract Amount Not To Exceed One Hundred And Twenty Thousand Dollars (\$120,000); And (2) Waiving The Multi-Step Solicitation Process, And Local And Small Business Enterprise (L/SBE) Program Requirements For The Proposed Contract With Tablet Command

EXECUTIVE SUMMARY

Tablet Command is a mobile incident command and response solution that increases situational awareness, speeds incident response, streamlines incident management and improves firefighter safety and accountability.

City Council approval of this resolution will authorize the City Administrator to enter into an agreement with Tablet command, for a five year period in an amount not to exceed \$120,000, for the implementation of their mobile incident response and management solution. The implementation cost and first year of service is \$29,750 with an annual subscription cost estimated to be \$13,500 a year after implementation.

BACKGROUND / LEGISLATIVE HISTORY

The Oakland Fire Department currently relies on paper and pencil or dry easers boards to manage incidents, firefighter accountability, and critical checklist and incident benchmarks. By utilizing Tablet Command, OFD will be able to move away from paper and pencil for a modern,

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mobile incident command platform that will allow for better firefighter accountability and incident management.

ANALYSIS AND POLICY ALTERNATIVES

Tablet Command is a mobile incident command and response solution that increases situational awareness, speeds incident response, streamlines incident management and improves firefighter accountability. With Tablet Command, an incident commander can tap and drag responding apparatus onto an emergency scene, track progress against critical checklists, and timestamp every maneuver and benchmark throughout an incident.

Vendor Selection Process

Oakland Municipal Code (“OMC”) Section 2.04.042.A requires that the City Administrator conduct a competitive multiple-step solicitation process for the acquisition of any computerized or information technology systems. OMC section 2.04.042.D provides that the City Council may waive the competitive process upon a recommendation of the City Administrator and finding and determination by the City Council that it is in the best interests of the City to waive the solicitation processes.

It is in the best interest of the City to waive the multiple-step solicitation process because Tablet Command is the software platform that all Alameda County fire and emergency service organizations will be using for the foreseeable future, allowing the Oakland Fire Department to be directly linked to other mutual aid jurisdictions during emergencies.

If the contract is not authorized, the Fire department will continue to utilize outdated incident management techniques of paper and pencil and/or dry erase boards with no true firefighter accountability nor incident management tools.

FISCAL IMPACT

The requested authorization is for a total non-to-exceed amount of \$120,000 over a five year period. This five-year period covers an up-front implementation and training costs of \$29,750. The standard subscription cost is \$13,500 per year however the department has built in extra funds in the not to exceed amount in case additional subscriptions are needed or the vendor makes nominal increases to the costs over the five-year period. This item is currently budgeted for in the current fiscal year, and funds will be expended thru the General Purpose Fund (1010), Support Services Organization (20816), Miscellaneous Contract Services Account (54919), and Emergency Response Support Services Program (PS26).

For future years, OFD will include in the budget development process a request to cover the annual subscription cost of \$13,500.

PUBLIC OUTREACH / INTEREST

No public outreach is required for the adoption of this resolution.

The public stands benefits from a well equip fire department that utilizes proven technologies to manage incidents reducing the impact to the citizens of Oakland by preserving life and property.

COORDINATION

The Oakland City Attorney's Office and the City's Budget Bureau participated in the preparation of the agreement, agenda report and resolution.

SUSTAINABLE OPPORTUNITIES

Economic: The adoption of the resolution has no economic impact.

Environmental: The adoption of the resolution has no environmental impact.

Race and Social Equity: There are no race and equity considerations related to the adoption of this resolution.

ACTION REQUESTED OF THE CITY COUNCIL

Staff Recommends That The City Council Adopt A Resolution Authorizing The City Administrator To Enter Into A Three Year Professional Services Agreement With Tablet Command, To Provide The Oakland Fire Department With A Mobile Incident Command And Response Information Technology System, For The Period Of November 1, 2022 Through October 31, 2025, At A Cost Of Sixty Thousand Dollars (\$60,000), With An Option To Extend The Agreement For Two Years At A Cost Of Thirty Thousand Dollars (\$30,000) Per Year, For A Total Authorized Contract Amount Not To Exceed One Hundred And Twenty Thousand Dollars (\$120,000); And (2) Waiving The Multi-Step Solicitation Process, And Local And Small Business Enterprise (L/SBE) Program Requirements For The Proposed Contract With Tablet Command

For questions regarding this report, please contact Matthew Nichelini, Assistant Chief, Field Operations Division at (510) 238-4051.

Respectfully submitted,


Reginald D. Freeman, Fire Chief