



City of Richmond

Report to Committee

To: Community Safety Committee

Date: August 11, 2010

From: Phyllis L. Carlyle
General Manager, Law & Community Safety

File: 03-1000-18-023/Vol 01

Re: ADDENDUM TO THE E-COMM FIRE RECORDS MANAGEMENT SYSTEM AGREEMENT

Staff Recommendation

That the Chief Administrative Officer and the General Manager of Law and Community be authorized to execute the addendum to the City's Fire Records Management System agreement with E-Comm.

Phyllis L. Carlyle
General Manager, Law & Community Safety
(604-276-4104)

FOR ORIGINATING DEPARTMENT USE ONLY			
ROUTED TO:	CONCURRENCE		CONCURRENCE OF GENERAL MANAGER
Law	Y <input checked="" type="checkbox"/> N <input type="checkbox"/>		
REVIEWED BY TAG	YES CVC <input checked="" type="checkbox"/>	NO <input type="checkbox"/>	REVIEWED BY CAO
			YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>

Staff Report

Origin

Richmond and Vancouver, the original parties to an agreement with E-Comm, have been asked by E-Comm to sign an addendum to the existing 2005 Fire Records Management System agreement. The addendum allows for the inclusion of additional cities and minor, but important, modifications to the governance and operational model.

Council authorization is requested to allow the Chief Administrative Officer and the General Manager of Law & Community Safety to execute the addendum agreement on behalf of the City.

Findings Of Fact

In 2005, the City of Richmond entered into a service agreement with E-Comm for the provision of a Fire Records Management System (RMS) along with the City of Vancouver.

The cities of New Westminster, Delta, and Port Moody are existing E-Comm clients that have recently joined the RMS. Coquitlam is a new E-Comm client that also has access to the RMS. The addendum agreement would allow cities to participate in the RMS, who are not Class A or B shareholders of E-Comm. Richmond and Vancouver are both Class A shareholders who participate in E-Comm's fire records, computer automated dispatch programs, and use their equipment.

The governance in the original agreement is being modified to change the authority for the on-going management and operation of the RMS from the "Fire Services Committee" to the "Management Committee". The Management Committee will be comprised of only Fire Department representatives who are RMS participants, which differs from the current Fire Services Committee. Richmond continues to play a strong leadership role in the development of the Fire RMS with its current Fire Chief serving as the past and present Fire Services Committee and Management Committee Chair.

Richmond's Fire Chief continues to promote and encourage other cities to join the RMS project which decreases Richmond's costs. The need for each City to execute addendum agreements to add new cities into the RMS agreement in the future will not be required as it has been addressed in the proposed addendum.

Financial Analysis

Richmond has realized financial benefits of approximately \$50,000 in a reduction of their E-Comm levies due to the inclusion of new cities into the Fire RMS.

Financial Impact

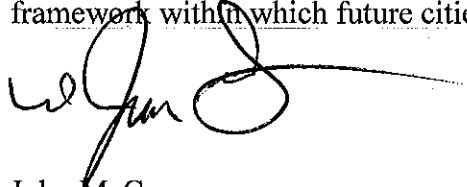
None.

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Conclusion

The proposed changes to the Fire RMS Agreement are positive and create a fair and appropriate framework within which future cities can participate in the Fire RMS project at E-Comm.

A handwritten signature in black ink, appearing to read "John McGowan", with a long horizontal flourish extending to the right.

John McGowan
Fire Chief, Richmond Fire-Rescue
(604-303-2734)

SP