



TO: Mayor Linda Gorton
FROM: Jason G. Wells, Fire Chief
DATE: August 31, 2023
SUBJECT: PSTrax Proposal

The Division of Fire and Emergency Services requests authorization to amend the agreement with Station Automation, Inc. (dba PSTrax) by adding the controlled substances tracking module. The initial term of the agreement is three years, with one automatic renewal for one year. There is a 365-day money-back guarantee to ensure satisfaction with the system. At the end of the initial term (or any subsequent renewal term), either party may give the other party written notice of its intent to terminate the agreement by providing at least 30 days' notice.

PSTrax is the industry-leading Operations Readiness and Logistics Management system for Fire and EMS agencies. PSTrax provides a platform that enables the department to track all apparatus, equipment, inventories, and controlled substances in one place and is the only stand-alone company specifically focused on operations checks and logistics management for Fire and EMS agencies.

The addition of this module will allow the division to manage our controlled substance inventory in the same system that other equipment and assets are managed.

What is the cost in this budget year and future budget years?

The cost for this FY is: \$6,600

The cost for future FY is: \$5,500 (Annual Maintenance)

Are the funds budgeted? Account 1101-505702-5712-75101

Director/Commissioner: Wells/Armstrong

