

AGENDA ITEM REPORT

DATE: April 7, 2026
DEPARTMENT: Public Safety
REQUESTER: Benjamin Abes
TITLE: Approve Piggyback for Emergency Medical Services Reporting Software & Services

I. MOTION REQUESTED

- A. Approve Piggyback No. PB260174CMJ to utilize pricing on the State of Minnesota – Sourcewell Cooperative Master Agreement No. 030425-IMG with ImageTrend LLC, for Public Safety Software Master Agreement No. 030425, for the purchase of Emergency Medical Services Software, on an as-needed basis, through the contract expiration date of October 31, 2029, and any renewals or extensions approved by State of Minnesota – Sourcewell, as approved in the departments' annually adopted budgets.
- B. Authorize the Chair to execute the contract documents on behalf of the Board of County Commissioners.
- C. Grant the County Manager or designee the authority to renew the contract for up to three additional one-year terms, and to execute all associated documents, as approved in the department's annual adopted budgets, if doing so is in the best interest of Lee County.

II. ITEM SUMMARY

Approves a piggyback agreement to use pricing on the State of Minnesota contract with ImageTrend LLC to purchase a comprehensive, cloud-based emergency medical services (EMS) software platform. The system includes an electronic patient care reporting (ePCR) solution that supports clinical documentation and regulatory compliance, and complementary modules for patient outcome tracking, critical care transport documentation, and community paramedicine programs. The platform also includes advanced data analytics and reporting tools. This single, integrated solution will replace four existing standalone systems and result in similar costs with improved long-term cost controls, including an escalation clause not to exceed 3 percent per year, yielding cost savings in the late years of the contract term. The total contract amount is \$1,284,087.51 with recurring monthly payments for the first sixteen months and annual payments for the second and third year.

Using the piggyback method allows the County to take advantage of large-scale contract volume discounts. The County benefits from a shorter timeframe because a competitive procurement process has already been conducted. A market analysis was completed and the purchase under this contract will represent savings of \$945,157.28 or 45.46% over the full term of the contract.

III. BACKGROUND AND IMPLICATIONS OF ACTION

The State of Minnesota solicited Request for Proposal No. 030425 on March 04, 2025, that went through the competitive procurement process for the purpose of purchasing Public Safety Software. ImageTrend LLC was awarded a four-year contract with the option of three additional one-year renewals on August 20, 2025.

This agreement will provide a unified, modern EMS software platform that enhances clinical documentation, operational efficiency, and data-driven decision-making. By implementing the ImageTrend system, the department will standardize processes and data management across multiple functions, replacing several existing contracts that are set to expire within the calendar year. This consolidation reduces system fragmentation, improves interoperability between services, and ensures consistent reporting, ultimately strengthening service delivery, compliance, and overall public safety outcomes.

With the existing contracts up for renewal, all agreements were facing significant cost escalations during the renewal term, with annual escalators ranging from 3 to 5 percent. This new agreement limits the annual escalation to no more than 3 percent.

IV. FINANCIAL INFORMATION

Current Year Dollar Amount:	\$125,000
Included in the Current Budget?:	Yes
Fund:	General Fund

Comments: The total contract amount is \$1,284,087.51 with recurring monthly payments for the first sixteen months and annual payments for the second and third year.

Is this a revenue or expense item? Expense
Is this Discretionary or Mandatory? Mandatory
Will this item impact future budgets?
Program: Public Safety
Project:
Account Strings: KF5260100100.503460
Fund Type? General Fund

V. RECOMMENDATION

Approve

ATTACHMENTS:

PB260174CMJ - ImageTrend-Lee County Agreement-Vendor Executed, PB260174CMJ - ImageTrend-Lee County Quote, PB260174CMJ - Piggyback Summary Form with MA

REVIEWERS:

Benjamin Abes, Public Safety
Mary Tucker, Procurement
Benjamin Abes, Public Safety
Anne Henkel, Budget Services
Peter Winton, County Manager
Andrea Fraser, County Attorney
Amanda Condomina, County Manager

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