

**April 12, 2023**

**To:** Mayor and Members of City Council 202301093  
**From:** Sheryl M. M. Long, City Manager  
**Subject:** **Emergency Ordinance – Emergency Communications Center:  
Moral Obligation Payment to Vector Solutions**

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Attached is an Emergency Ordinance captioned:

**AUTHORIZING** the payment of \$4,185 from Emergency Communications Center General Fund non-personnel operating budget account no. 050x103x0000x7418 as a moral obligation to Vector Solutions for outstanding charges in the form of software as a service for Guardian Tracking software.

This Emergency Ordinance authorizes a payment of \$4,185 from the Emergency Communications Center (ECC) General Fund non-personnel operating budget account no. 050x103x0000x7418 as a moral obligation to Vector Solutions for outstanding charges in the form of software as a service for Guardian Tracking software.

Guardian Tracking is a public safety industry-specific software provided by Vector Solutions to the ECC. This software offers employee performance documentation and tracking and assists in identifying trends and early intervention needs, as well as promoting employee recognition.

The ECC's prior contract with Vector Solutions was nearing expiration when ECC reached out to the vendor to renew the contract, but Vector Solutions was unable to provide a renewal before the new term started. ECC mistakenly continued using the software during contract negotiations.

The Emergency Communications Center is committed to initiating the contract renewal process at least three months before contracts are set to expire to ensure adequate time for review and processing.

The reason for the emergency is the immediate need to pay Vector Solutions for outstanding charges provided to the Emergency Communications Center.

The Administration recommends passage of this Emergency Ordinance.

cc: Andrew M. Dudas, Budget Director  
Karen Alder, Finance Director

Attachment