



**CITY OF WAUKESHA**

**Administration**

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<b>Committee:</b> Information Technology Board	<b>Date:</b> 5/1/2019
<b>Common Council Item Number:</b> #19-0601	<b>Date:</b> 5/7/2019
<b>Submitted By:</b> Chris Pofahl, IT Director	<b>City Administrator Approval:</b> Kevin Lahner, City Administrator <b>KML</b>
<b>Finance Department Review:</b> Rich Abbott, Finance Director <b>RA</b>	<b>City Attorney's Office Review:</b> Brian Running, City Attorney <b>BER</b>
<b>Subject:</b> <b>Review and Act on the approval of the purchase of Check It for an annual cost of \$ 3,075, and authorize the Mayor to sign this contract and all future purchase orders of goods or services under our agreement with Target Solutions.</b>	

**Details:**  
City of Waukesha Fire Department (City of Waukesha) is replacing Red Alert (the existing system) with Check It for performing daily maintenance inspections of trucks, tools, medical supplies, drugs, and other items logged in inventory records.

**Options & Alternatives:**  
Continue to use Red Alert

**Financial Remarks:**  
This system replaces the existing system and will save the City about \$ 1,000 a year in annual support and maintenance. Because this is replacing an existing system, the costs associated with this product were included on the 2019 IT Operational budget in 1916.52440.

**Executive Recommendation:**  
City Administrator recommends approving the contract with Target Solutions

