

DATE: September 18, 2025

TO: 911 Emergency Response Advisory Committee

FROM: Andy Ancho, Reno Fire Department, Division Chief of Emergency Management,

SUBJECT: REQUEST FOR APPROVAL FOR funding the purchase of First Due fire response software that will provide CAD data and routing to responding resources, pre-incident planning, and high-risk occupant related data management for Reno Fire Department in the amount of \$42,329.91.

SUMMARY

Reno Fire Department is requesting continued funding for the purchase of software that will interconnect CAD data to a suite of applications that will enhance the information available to responding resources.

BACKGROUND

The First Due software suite provides several capabilities to Reno Fire Department and Reno Communications Center. This software allows for the department, residents, and occupants throughout the community to create fire pre-plans that will enhance the information available to responders during various emergency incidents. This data is automated through GIS and assessor's data and is customizable. It also allows real-time CAD data to be transmitted to responders including locations, routing, and critical information updates that are entered by dispatchers. Firefighters will be able to access this critical data while responding so that they may more efficiently, accurately, and safely deliver critical services. With the approval of this purchase, the software and systems would continue to be available throughout the region, with data available across jurisdictions to mutual aid agencies. Staff analysis of the functionality of this software and the limited use of 911 surcharge funds has determined that this meets the intended purpose of those funds. The applicable NRS allows for the purchase of "*software necessary to operate the enhanced telephone system*" with the telephone system being defined as "*technology, facilities, or equipment used for transmitting information from an emergency responder to the user or from the user to an emergency responder*". The First Due software will meet that definition by providing mapping, routing and other location information necessary to get responders to the incident. Furthermore, the preplanning software, GIS data, and assessor information will automatically make information available to the responders that would otherwise have to be verbally ascertained from the user. This will clearly enhance the system and the efficacy of the emergency service delivery. This funding for this software has been approved annually since FY20/21 for both Reno Fire Department and Truckee Meadows Fire Protection District.

The attached payment voucher reflects the following:

- RFD payment for First Due Software in FY24 (one-payment): \$42,329.91.

NRS APPLICABLE

NRS 244A.7645 provides approval of costs associated with maintenance, upgrade, and replacement of equipment necessary for the operation of the enhanced telephone system.

In addition, this funding would also be in compliance with NRS 244A.7645 (3).

STAKEHOLDER REVIEW(s)

Stakeholders are solely the Reno Fire Department.

PREVIOUS ACTION

Reno Fire Department obtained initial approval for reimbursement for this software at the May 20, 2021 meeting of the Washoe County 911 Emergency Response Advisory Committee and has been approved every year since. Additionally, previous purchases of software to enhance PSAP communications has been approved by the board on various occasions.

FISCAL IMPACT

The Enhanced 911 Fund is a special revenue fund which receives revenue pursuant to NRS 244A.7643 in the form of telephone surcharges collected to support the emergency reporting system. Budget authority exists within the E911 Fund to support the automated size-up, pre-incident planning and high-risk occupant related data management software subscription. The total cost for the subscription was \$42,329.91.

RECOMMENDATION

It is recommended that the E911 Emergency Response Advisory Committee approve the request for funding for an automated size-up, pre-incident planning and high-risk occupant related data management software subscription for Reno Fire Department in the amount of \$42,329.91.

POSSIBLE MOTION

Motion to approve funding the purchase of First Due fire response software that will provide CAD data and routing to responding resources, pre-incident planning, and high-risk occupant related data management for Reno Fire Department in the amount of \$42,329.91.

Invoice 4884

 1 Documents



Invoice Batch	
Batch Department	0400 - Finance
Batch Date	06/12/2025
Batch Number	2025-00002974
Batch Description	PO'S 4
Created by User	Haney, Victoria
Invoice	
Status	Paid
Invoice Department	0400 - Finance
Invoice Number	4884
Invoice Description	FIRST DUE SIZE-UP SUBSCRIPTION
Invoice Date	06/15/2025
Due Date	06/20/2025
G/L Date	06/20/2025
Received Date	
Terms	
Hold Payment Reason	

Payment Information	
Bank Account	General Accounts Payable
Payment Type	Check
Payment Number	83706
Payment Date	06/20/2025
Confirming EFT	
Manual Check	
Check Sort Code	
Check Code	
Remittance Information	
Vendor	8725 - LOCALITY MEDIA INC
Contact Name	LOCALITY MEDIA INC
Description	
Address	PO BOX 782840 PHILADELPHIA, PA 19178-2840
Email Address	andreas@firstduesizeup.com

Invoice Net Amount	
Invoice Amount	\$42,329.91
Discount	
Freight	
State Tax	
County Tax	
City/Local Tax	
Retainage	
Invoice Net Amount	\$42,329.91

Ship To

P.O. Box 1900
One E. First Street, 4th Floor
Reno, NV 89505

Bill To

P.O. Box 1900
1 East First Street
12th Floor
RENO, NV 89505

September 18, 2025, E911 Committee Meeting

Purchase Order

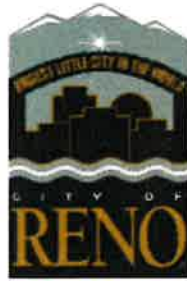
No. 2025-00001500

DATE 06/09/2025

VENDOR NO. 8725

Vendor

LOCALITY MEDIA INC
107 7TH ST
GARDEN CITY, NY 11530



PURCHASE ORDER NUMBER MUST APPEAR ON
ALL INVOICES, SHIPPERS, BILL OF LADING AND
CORRESPONDENCE

DELIVER BY
SHIP VIA
FREIGHT TERMS
PAGE 1 of 1
ORIGINATOR: Parshall, Cassandra

APPROVED
By Marcie Wood at 7:50 am, Jun 10, 2025

REFERENCE #

QUANTITY	UNIT	DESCRIPTION	UNIT COST	TOTAL COST
1.0000	Each	SERVICES - SOFTWARE/SUBSCRIPTIONS 00100-1403-9000 - Prepaid, other 42,329.91 00100-0900-0920-7400-2000	42,329.9100	\$42,329.91
SUBTOTAL				\$42,329.91
SALES TAX				\$0.00
TOTAL DUE				\$42,329.91

COMPLETE

David Cochran
David Cochran (Jun 9, 2025 14:34 PDT)

APPROVED BY/TITLE

RECEIVED BY

Special Instructions

**INVOICE****Bill To**

Reno Fire Department, City of (NV)
1 E 1st St
Reno NV 89501
United States

Ship To

Reno Fire Department, City of (NV)
1 E 1st St
Reno NV 89501
United States

Invoice #

4884

Date

06/15/2025

Due Date

07/31/2025

Terms

Net 30

Term (Months)

12.0

P.O. Number**Qty****Date****Item**

1

07/01/2025

First Due Suite

First Due Size-Up Subscription - Renewal for the period 7/1/2025 to 6/30/2026
Includes access to FIRST DUE features and functionality as outlined in the attached Statement of Work plus maintenance and upgrades within the subscription term.

For renewal subscription period 7/1/2025 - 6/30/2026

Subtotal

USD \$42,329.91

Tax

USD \$0.00

Total

USD \$42,329.91

00100-0900-0920-7400-2000

Balance Due**USD \$42,329.91****Payment Instructions**

USD Wire/ACH - Bank: Wells Fargo Bank - Account Number: 4192384907 - Routing Number: 121000248

CAD Wire - Bank: Wells Fargo Bank - Account Number: 3330004515 - Wells Fargo SWIFT BIC: WFBIUS6A - Intermediary SWIFT BIC: BOFMCAM2

Check - Check Payable To: Locality Media Inc. dba First Due - Remit to: PO Box 782840 Philadelphia, PA 19178-2840

accounting@firstdue.com