

South Bay Cities Council of Governments

February 14, 2022

TO: SBCCOG Steering Committee

FROM: Jacki Bacharach, SBCCOG Executive Director

SUBJECT: Alert South Bay

Adherence to Strategic Plan:

Goal A: Environment, Transportation and Economic Development. Facilitate, implement and/or educate members and others about environmental, transportation and economic development programs that benefit the South Bay.

STATUS

Since the last city managers' meeting, SBCCOG staff have been working with Alert South Bay staff and the city attorneys to determine how the regional contract with Everbridge will take place. Here are some of the steps that have been taken and where we are heading:

- The city attorneys are negotiating with Everbridge. Everbridge has agreed to prepare a scope of work for the regional contract with the SBCCOG that will start on May 1. According to Everbridge, cities with time left on their individual contracts with Everbridge will be credited for unused services on the regional contract. For cities with individual contracts expiring before May 1, Everbridge has agreed to renew those agreements for a year and then similarly credit the cities for the unused services on the regional contract. You should check with your individual city attorneys on whether a renewal is needed. Below is a list of the contract termination dates for reference:
 - City of Carson: 3/30/2024
 - City of El Segundo: 3/29/2022
 - City of Gardena: 3/27/2022
 - City of Hawthorne: 3/3/2022
 - City of Hermosa Beach: 2/28/2022
 - City of Inglewood: 2/28/2022
 - City of Lomita: 3/24/2022
 - City of Manhattan Beach: 3/27/2022
 - City of Palos Verdes Estates: 4/9/2022
 - City of Rancho Palos Verdes: 3/12/2022
 - City of Redondo Beach: 3/27/2022
 - City of Rolling Hills: 3/24/2023
 - City of Rolling Hills Estates: 2/28/2022
 - City of Torrance: 12/2/2023

- This month, **February**, the SBCCOG Board of Directors will be asked to approve their intent to take over the administration of the Everbridge master contract and related program. Further, the budget for the Everbridge master contract and related program will be determined and finalized.
- During **March**, cities' approval of the regional Everbridge contract and related program is needed. The city attorneys are developing a resolution for city council approval authorizing the SBCCOG to contract with Everbridge on their behalf and authorizing the expenditure of a certain amount of funds on the master Everbridge contract, Soraya Sutherlin's services (current administrator), and SBCCOG's administrative services.
- In **April**, the SBCCOG Board will be asked to finalize their approval of a master agreement with Everbridge and the related program, including a separate contract with Soraya Sutherlin and the SBCCOG. Both the master agreement with Everbridge and the agreement with Soraya will be effective as of May 1.

RECOMMENDATION

That the Board of Directors approve their intent to assume the administration of the Everbridge master contract and related program on the timetable described above.