



FINANCIAL & ADMINISTRATIVE SERVICES

DATE: February 19, 2025

TO: Trey Davis, City Manager

FROM: Robin Spencer, Contracts Analyst

DEPARTMENT: Financial & Administrative Services
Procurement Services Division

SUBJECT: Requesting approval to extend Interlocal agreement 2016 for Everbridge community notification system for the Fire Department

Background:

The Procurement Services Division received a request from Guilford County to extend the terms of the initial agreement of Contract 00061-09-16-181. Guilford County negotiated a contract for a three-year renewal subscription renewal with Everbridge, Inc. to issue mass emergency notifications through a reverse 911 system. The cost of this Interlocal agreement is shared between Guilford County, the City of High Point, and the City of Greensboro. Funds are paid to Guilford County to reimburse them for the City’s annual apportionment. North Carolina Statute § 160A-461 states that “Interlocal cooperation authorized. Any unit of local government in this State and any one or more other units of local government in this State or any other state (to the extent permitted by the laws of the other state) may enter into contracts or agreements with each other in order to execute any undertaking. The contracts and agreements shall be of reasonable duration, as determined by the participating units, and shall be ratified by resolution of the governing board of each unit spread upon its minutes.” The Procurement Service Division is waiving the requirements for this vendor to provide a Certificate of Insurance, as they will not be physically working on City property.

Recommendation:

The Procurement Services Division concurs with the recommendation of the Fire Department to extend contract number 00061-09-16-181 with Guilford County and the City of High Point to provide a mass community notification subscription with Everbridge, Inc. It is estimated that the City of Greensboro’s apportionment of the service contract will be \$40,851.30 annually. The estimated total contract value for this three-year contract is \$122,553.90.

Outreach:

- Solicitation is not applicable.

Financial information:

- Guilford County Contract Number: 00061-09-16-181
- Account Number: 101-95-9510019.5429
- Contract Effective Dates: November 2, 2024 – November 2, 2027
- FY25
- Annual Estimated Cost: \$40,851.30
- Total Estimated Award: \$122,553.90