

**City of Culver City, California
Agenda Item Report**

Meeting Date: January 10, 2011		Item Number: <u>C-3</u>	
CITY COUNCIL AGENDA ITEM: Approval of a Professional Service Agreement with Blackboard Connect, Inc. (Formerly the NTI Group) for the Connect CTY System.			
Contact Person/Dept.: Ron Iizuka		Phone Number: (310) 253-6258	
Fiscal Impact: Yes ☒ No ☐		General Fund: Yes ☐ No ☒	
Public Hearing: ☐		Action Item: ☐ Attachments: ☐	
Commission Action Required: Yes ☐ No ☒		Date: _____	
Public Notification : Meetings and Agendas – City Council (01/05/11)			
Department Approval: Don Pedersen (12/30/10)		City Attorney Approval: Carol Schwab (01/04/11)	
Chief Financial Officer Approval: Jeff Muir (by M. Noller) (01/05/11)		City Manager Approval: John M. Nachbar (01/05/11)	

RECOMMENDATION:

Staff recommends the City Council approve a professional services agreement with Blackboard Inc (formerly the NTI Group) for subscription to Blackboard Connect (formerly CTY Connect Services) for emergency notification services

BACKGROUND:

In July of 2007 the City entered into an agreement with the NTI Group to provide the City with a mechanism to reach members of the community, many local governments, schools and businesses using an “auto dial” system to provide community messages or alerts to pre-arranged numbers and e-mail addresses. This system is also known as a “reverse 911” system.

During the past few years that we had the opportunity to use the service we have had a very positive response from the community. It has allowed City departments to send out very important messages to the community alerting them of an incident that could impact their lives.

Blackboard Inc. has provided the City with a platform in which the community has a direct line to important information regarding any emergency or incident that may occur in the City. Blackboard Inc. has provided all the services that were agreed to in the past contract. The City has developed a positive working relationship with the company and their representatives who work directly with City staff.

City of Culver City, California
Agenda Item Report

DISCUSSION:

During the first three years of this contract the City has benefited greatly from the services provided by implementing this program for the community. It has been a useful tool in the planning and management of emergency preparedness and allows the community to have almost instant information regarding any type of an incident that could take place.

The system is simple to operate and has been used by several city departments for items ranging from emergencies, community alerts, or internal notification to city personnel of emergency mobilization plans.

Culver City Municipal Code Section 3.07.085.A exempts professional services from the formal competitive bidding requirement, provided competitive quotations are obtained whenever practical, as determined by the City Manager. Under the circumstances and given the cost reduction that is being offered, staff believes, and the City Manager concurs, it is in the best interest of the City to maintain the existing relationship with Blackboard Connect, Inc.

FISCAL ANALYSIS:

Sufficient funds are available in the City Council Adopted Budget for Fiscal Year 2010/2011 for this agreement. The recurring cost has been \$33,080 each year for the term of the agreement.

During the review of this current agreement that expired June 30, 2010, Blackboard Connect agreed to lower the base cost per household from \$2.19 to \$1.91. This will allow the new agreement to be lowered by 12.8%. The cost of the new agreement is \$30,560 plus a support fee of \$957.13 for a total of \$31,517.13. This will be a costs savings of \$1,562.87 per year compared with the price structure of the prior agreement. Staff has confirmed with Blackboard Connect that the prices quotes are valid until the proposed expiration of the agreement (June 30, 2014).

ATTACHMENTS:

None.

MOTION:

That the City Council:

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Agenda Item Report

1. Approve a professional services agreement with Blackboard Connect to provide the City with emergency notification system in an amount not to exceed \$32,000 annually and for a term expiring on June 30, 2014; and
2. Authorize the City Attorney to review/prepare the necessary documents; and,
3. Authorize the City Manager to execute such documents on behalf of the City.