

CITY OF DANBURY  
PURCHASING DEPT.  
155 DEER HILL AVE.  
DANBURY, CT 06810

Board of Awards – Hybrid Meeting

Date: April 11, 2023

To: D. Garrick, L. Pinter, R. Edwards, V. Werner, D. Day, T. Hughes, M. Cassavechia, F. Carvalho, D. Natale

From: C.J. Volpe, Jr., Purchasing Agent

A Board of Awards has been scheduled as follows for the item(s) listed below:

Place: Purchasing Dept. (In-Person/Video/Telephone Conference)

Date: Wednesday, April 12, 2023

Time: 10:00 A.M.

If you are unable to attend, please contact the Purchasing Department as soon as possible.

Item

- 1 RFQ #21-22-04-13 "Polygraph Exam Services – Human Resources Dept."
- 2 Bid #10-21-22-05 "On-Call Engineering Services for Water Transmission, Distribution and Treatment System Upgrades and Improvements and Sanitary Sewage Collection and Treatment System Upgrades and Improvements – Amended Fee Schedule Requests – Wright-Pierce and Tata & Howard"
- 3 Bid #02-22-23-08 "RFP – On-Call Sports Facilities Design Services"
- 4 "Renewal of Annual Incident Management, Communications & Mass Notification System – Office of Emergency Management"
- 5 "Engineering Services for 100 Reserve Road Application Review – Health & Human Services Dept."

PLEASE NOTE THAT PURSUANT TO CITY ORDINANCE, ATTENDANCE BY THE DEPARTMENT HEAD OR IMMEDIATE ASSISTANT IS REQUIRED

Back-up information for each item attached

Public may view or listen to this meeting – details on the following page

Join Zoom Meeting

<https://us02web.zoom.us/j/85782658459?pwd=UHNGNXlvKzV3T0JrRHJpd0RhdUhBZz09>

Meeting ID: 857 8265 8459

Passcode: 667876

One tap mobile

+19294362866,,85782658459#,,,,\*667876# US (New York)

+13017158592,,85782658459#,,,,\*667876# US (Washington DC)

Dial by your location

+1 929 436 2866 US (New York)

+1 301 715 8592 US (Washington DC)

+1 305 224 1968 US

+1 309 205 3325 US

+1 312 626 6799 US (Chicago)

+1 646 931 3860 US

+1 669 900 6833 US (San Jose)

+1 689 278 1000 US

+1 719 359 4580 US

+1 253 205 0468 US

+1 253 215 8782 US (Tacoma)

+1 346 248 7799 US (Houston)

+1 360 209 5623 US

+1 386 347 5053 US

+1 507 473 4847 US

+1 564 217 2000 US

+1 669 444 9171 US

Meeting ID: 857 8265 8459

Passcode: 667876

Find your local number: <https://us02web.zoom.us/j/kXfYsXaBd>

City of Danbury

Purchasing Department

RFQ #21-22-04-13 "Polygraph Examination Services - Human Resources Dept."

BID RESULT FORM

PDD Solutions Polygraph Service	Cost per exam	Liberty Hill Investigations, LLC	Unit price
Conditional Offer Testing: Monday – Friday, 8am – 4pm Evening / Weekend / Holiday	\$ 350. \$ 375.	Applicant Pre-employment exam Break Out (3 charts) Specific issue (PE)	\$ 335. \$ 335. \$ 150.
Retesting - Specific issue comparison exam (upon request)	\$ 400.	Pre-Screening 3 Issue: Pre-Offer 1 <sup>st</sup> 3 issue* Pre-Offer 2 <sup>nd</sup> 3 issue* *determined by requesting agency	\$ 300. \$ 150.
"No show" appointment fee	\$ 100.	CT POSTC post offer pricing: Pre-Employment Screening Pre-Employment Breakout Pre-Employment Specific Issue Test	\$ 335. \$ 335. \$ 150.

Awarded to: Liberty Hill Investigations  
By: D. B. Bole per BOA Date: May 11, 2022

1-1



Deborah Natale <d.natale@danbury-ct.gov>

**Renewal - RFQ #21-22-04-13 "Polygraph Exam Services - HR Dept."**

1 message

Deborah Natale <d.natale@danbury-ct.gov>

Wed, Apr 5, 2023 at 3:46 PM

To: "Liberty Hill Investigations, LLC" <libertyhillinvestigations@gmail.com>

Good Afternoon Mr. Curtis,

The referenced RFQ is expiring next month, and we have an option to renew for an additional year.

Please advise if you would be willing to hold your bid pricing (see attached) for the additional year through 05/10/2024.

Please respond by April 17th.

If you have any questions, please do not hesitate to contact me.

Thank you,  
Debbie

--  
Deborah J. Natale  
Assistant Purchasing Agent  
City of Danbury  
155 Deer Hill Ave  
Danbury, CT 06810  
203 797 4571  
d.natale@danbury-ct.gov

polygraph liberty hill22-23.pdf  
51K

1-2



Deborah Natale <d.natale@danbury-ct.gov>

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**Renewal - RFQ #21-22-04-13 "Polygraph Exam Services - HR Dept."**

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Liberty Hill Investigations, LLC <libertyhillinvestigations@gmail.com>  
To: Deborah Natale <d.natale@danbury-ct.gov>

Thu, Apr 6, 2023 at 9:20 AM

Good morning Ms. Natale,

Yes, I will keep the bid price as found in RFQ #21-22-04-13.

Thank you and have a great weekend.

Jim Curtis  
Liberty Hill Investigations  
Polygraph Services

[Quoted text hidden]

\* Executed 5/31/2022

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**CONTRACT FOR PROFESSIONAL SERVICES PROVIDED BY  
ON-CALL CONSULTANTS – Bid No. 10-21-22-05**

THIS CONTRACT is made and entered into this 31<sup>st</sup> day of May in the year Two Thousand Twenty Two by and between the City of Danbury, Connecticut, a municipal corporation, having its principal office at 155 Deer Hill Avenue, Danbury, Connecticut 06810 hereinafter designated as the "CITY" and Tata & Howard, Inc., a Connecticut corporation, having its principal office at 37 Brookside Road, Waterbury Ct 06708, hereinafter designated as the "CONSULTANT".

WITNESSETH: That the CONSULTANT has agreed and by these presents does agree with the said CITY for the considerations herein mentioned and contained, to perform the proposed work in the manner and under the requirements further specified in this contract.

**Section 1. WORK TO BE PERFORMED.**

Consultant shall provide, or cause to be provided, the services set forth in the Request for Qualifications On-Call Consultants City Project No. 21-12, Bid No. 10-21-22-05, and the response to the request dated November 18, 2021, and submitted by the Consultant, and the services set forth in contract addendums as may be submitted and provided from time to time by the Consultant in its capacity as an "On-Call Consultant". The Request for Qualifications and the Response to the Request and any subsequent contract addendums submitted pertaining to specific services to be performed by the Consultant are attached hereto and made a part hereof as Exhibit A, and any future submissions shall be referred to sequentially as Exhibit A-1, A-2 and so forth.

**Section 2. TIME OF BEGINNING AND COMPLETING WORK.**

Work to be performed hereunder shall commence upon the written authorization to proceed by the General Supervisor. CONSULTANT shall perform the required services, per the approved Scope of Services, estimated budget and schedule.

CONSULTANT is not responsible for delays caused by factors beyond the CONSULTANT'S reasonable control, including but not limited to delays because of strikes, lockouts, work slowdowns or stoppages, accidents, acts of God, failure of any governmental or other regulatory authority to act in a timely manner, failure of the CITY to furnish timely information or approve or disapprove of the CONSULTANT'S services or work product promptly, or delays caused by faulty performance by the CITY, or by contractors of any level. When such delays beyond the CONSULTANT'S reasonable control occur, the CITY agrees the CONSULTANT is not responsible for damages, nor shall the CONSULTANT be deemed to be in default of this agreement.

**Section 3. COMPENSATION.**

The total compensation for services related to the work will be in accordance with the rates set forth in the fee schedule, which may be amended on an annual basis subject to CITY review and approval (if no agreement on amended rates can be reached, the CITY reserves the right to cease the assignment of future work to the CONSULTANT) and as subject to adjustment, as provided in Section 16 below. Said fee schedule is attached hereto as Exhibit B and made a part hereof. The CITY will pay all invoices due to CONSULTANT within forty five (45) days from the date of receipt of said invoice. All invoices are to include employee names, pay rates and hours worked during the pay period. Direct costs billed to the City shall be accompanied by receipts and back up data. City will not pay direct costs related to air travel, hotel stays or meals, unless previously approved by the General Supervisor in extraordinary circumstances.

As described in Section 26 of this contract, subcontractors/subconsultants may be retained by the CONSULTANT, with approval by the CITY, for work (test borings, site surveys, laboratory analyses, etc.) that cannot be handled by the CONSULTANT's office. The CONSULTANT can invoice the CITY for no more than the actual cost of each subcontractor/subconsultant plus up to a 15% markup.

The CITY may withhold from the CONSULTANT so much of any approved payments due it as may be in the judgment of the CITY necessary (a) to assure the payment of just claims then due and unpaid of any person supplying labor or materials for the work; or (b) to protect the CITY from loss due to defective work now remedied. The CITY shall have the right, as Agent for the CONSULTANT to apply any such amounts so withheld in such manner as the CITY may deem proper to satisfy such claims, or to secure such protection. Such application of such money shall be deemed payments for the accounts of the CONSULTANT.



Chick Volpe <c.volpe@danbury-ct.gov>



### Fwd: Updated WP Billing Rates

1 message

David Day <d.day@danbury-ct.gov>

To: Volpe Chick <c.volpe@danbury-ct.gov>

Cc: Steven Hallowell <steve.hallowell@wright-pierce.com>, Brian Messner <brian.messner@wright-pierce.com>, Brenda Schlemmer <b.schlemmer@danbury-ct.gov>

Mon, Apr 10, 2023 at 10:58 AM

Chick,

See Wright-Pierce request for approval of 2023-24 Billing Rates. I find that the rates are acceptable as they are generally in line with our other on-call consultant's rates.

Please put this on the next BOA.

Thanks,

Dave

----- Forwarded message -----

From: Steven Hallowell <steve.hallowell@wright-pierce.com>

Date: Mon, Apr 10, 2023 at 10:42 AM

Subject: Updated WP Billing Rates

To: David Day <d.day@danbury-ct.gov>

Cc: Brian Messner <brian.messner@wright-pierce.com>

Good morning David

As discussed last week, please find attached, our updated billing rates for our labor and non-labor expenses. These rates will remain in effect until April 2024. Should you have any questions, please feel free to call/email Brian Messner or me.

Steven C. Hallowell, PE  
Wright-Pierce | Vice President  
office 407.906.1776 | cell 407.747.9934 or 207.751.6048  
[cid:image001.png@01D96B99.2969ACE0]<https://www.wright-pierce.com/>

David Day, P.E.  
City of Danbury

2-1

Superintendent of Public Utilities  
203-797-4539  
203-796-1590(fax)

Privileged and Confidential - This transmittal may be a confidential attorney-client communication or may otherwise be privileged or confidential. If it is not clear that you are the intended recipient, you are hereby notified that you have received this transmittal in error; any review, dissemination, distribution, or copying of this transmittal is strictly prohibited.

3 attachments

**WRIGHT-PIERCE**  **image001.png**  
Engineering a Better Environment 6K

 **noname**  
82K

 **WP BillingRates-April 2023.pdf**  
49K

2-2



**BILLING RATES**

The following labor rates and non-labor costs are provided as requested.

Accounting/Billing Classification	Hourly Billing Rate (Range)
Principal / Engineering Manager	\$ 190.96 - \$ 275.08
Sr. Project Manager and Project Manager	\$ 141.66 - \$ 256.21
Senior Professional Engineer	\$ 151.36 - \$ 246.21
Project Engineer	\$ 84.07 - \$ 160.77
Project Architect	\$ 115.50 - \$ 195.40
Landscape Architect	\$ 129.36 - \$ 149.36
Resident Project Representative	\$ 92.40 - \$ 174.82
Senior Engineering Technician	\$ 98.59 - \$ 179.52
Engineering Technician	\$ 83.90 - \$159.56
GIS Technician	\$ 85.81 - \$151.69
Sr. CADD and CADD Designers	\$ 97.86 - \$147.69
Architectural Technician	\$ 81.31 - \$127.01
Senior Administrative and Office Assistant	\$ 82.27 - \$ 119.95
Engineering Intern	\$ 70.00 - \$ 80.00
Administrative and Office Assistant	\$ 79.28 - \$ 89.24

*Table Note: The listed rates are current as of April 2023. They are based on salary costs for Wright-Pierce employees within each classification, multiplied by our salary multipliers. Actual billing rates are based on the actual salary costs of individuals assigned to the project. These rates are effective until April 2024, at which time they may be adjusted to reflect annual employee salary raises.*

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**Section 2**  
**SECTION TITLE**

<b>Non-Labor Billing Rates</b>	
<b>Description</b>	<b>Job Cost Rate Per Unit</b>
Mileage	IRS Rate
Vehicle Rentals	At Cost
Meals and Tips	At Cost
Room	At Cost
Field Phone	At Cost
Misc. Fees	At Cost
Cadd Bond	\$.15/sq. ft.
Mylar	\$1.50 sq. ft.
Photocopies	\$.15/copy
Printing/Reproduction Cost	At Cost
Total Station Equipment	\$25.00/hour
Survey Auto Level	\$15.00/day
Other Survey Equipment	\$25.00/day
Grade Stakes	\$2.45/each
Monuments	At Cost
Field Notebooks	\$20.00/each
Other Field Supplies	At Cost
Other Office Supplies	At Cost
Postage	At Cost
Subcontracts	1.1 x Cost



Chick Volpe <c.volpe@danbury-ct.gov>

**Fwd: Billing Rates**

1 message

David Day <d.day@danbury-ct.gov>

To: Volpe Chick <c.volpe@danbury-ct.gov>

Cc: Les Pinter <l.pinter@danbury-ct.gov>, Robin Shepard <r.shepard@danbury-ct.gov>

Mon, Apr 3, 2023 at 5:49 PM

Chick,

See T&H request for approval of 2023 Billing Rates. I find that the rates are acceptable as they are generally in line with our other on-call consultant's rates.

Please put this on the next BOA.

Thanks,

Dave

----- Forwarded message -----

From: Karen Gracey <KGracey@tataandhoward.com>

Date: Tue, Mar 7, 2023 at 2:10 PM

Subject: Billing Rates

To: David Day <d.day@danbury-ct.gov>

Cc: Jenna Rzasa <JRzasa@tataandhoward.com>, David Lombardo <dlombardo@tataandhoward.com>

Hi David,

We are so sorry to hear about Charlie. Please pass along condolences from all of our T&H staff to you and the City.

We wanted to reach out to you regarding the billing rates for the Kenosia project. We understand that the invoices for last year were not in accordance with our approved billing rates and we apologize for that. January and February 2023 invoices have not been sent yet because we need to discuss the approved 2023 rates. Therefore, we request that we provide a credit in the next invoice upon finalization of the 2023 rates which will include January and February billing. The total credit on the next invoice will be \$537.34. Hopefully, this will be acceptable as we have closed the year for 2022. Attached are our requested bill rates for 2023 along with the titles and billing categories for individual staff members. Please let us know if you have time to discuss and we can set up a call.

**Karen Gracey, P.E. (MA)**

Co-President

Pronouns: She/Her



**TATA & HOWARD**

67 Forest Street  
Marlborough, MA 01752  
D: (508) 219-4021

C: (617) 312-1304

**Help save the environment: think before you print.**

**Confidentiality Notice:** This message, including any attachments is intended only for the designated recipient(s). It may contain confidential or proprietary information and may be subject to legal privileges. If you are not the intended recipient, you may not use, distribute, or copy any portion of or attachment to this message. If you have received this message in error, please notify the sender, delete the message, and destroy any copies. Thank you.

David Day, P.E.  
City of Danbury  
Superintendent of Public Utilities  
203-797-4539  
203-796-1590(fax)

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**3 attachments**

**T&H\_Employees\_BillingRateCategories\_Master 0223.pdf**  
21K

**Current Billing Rates 2023.pdf**  
20K

2.6

**CITY OF DANBURY PROJECTS  
TATA & HOWARD EMPLOYEES AND CORRESPONDING BILLING RATE CATEGORY**

Name	Title	Billing Rate Category
Karen L. Gracey	Co-President	Project Officer
Jenna Rzasas	Co-President	Project Officer
Jon Gregory	Vice President	Project Officer
Justine Carroll	Vice President	Project Officer
Ronald Ponte	Vice President	Project Officer
Ryan Neyland	Vice President	Project Officer
William S. Andres	Associate	Associate
David J. Lombardo	Associate	Associate
Jack Wattu	Senior Project Manager	Senior Project Manager
Robert Sims	Project Manager	Project Manager
Steven H. Daunais	Project Manager	Project Manager
James V. Hoyt	Project Manager	Project Manager
Matthew Morganelli	Project Manager	Project Manager
Allison M. Shivers	Senior Project Engineer	Senior Engineer
William J. Grant	Senior Project Engineer	Senior Engineer
Kathryn Carreira	Project Engineer	Project Engineer
Molly Caruso	Project Engineer	Project Engineer
Matthew Barry	Project Engineer	Project Engineer
Harold Hill	Project Engineer	Project Engineer
Kaitlin Slowick	Senior Project Designer	Senior Project Designer
Wiktor Tomkiewicz	Senior Project Designer	Senior Project Designer
Colton Johnson	Project Designer	Project Designer
Mitchell Garon	Project Designer	Project Designer
Kasey Kenyon	Project Designer	Project Designer
Matthew O'Dowd	Project Designer	Project Designer
Michael Kaczowka	Project Designer	Project Designer
Jordan Alexander	Engineer II	Engineer II
Jucar Lopes	Engineer II	Engineer II
Juliette Burcham	Engineer II	Engineer II
Kirsten Hummell	Engineer II	Engineer II
Matthew Carter	Engineer II	Engineer II
Kimberly Frary	Engineer I	Engineer I
Nolan Davis	Engineer I	Engineer I
Kaitlyn Calhoun	Engineer I	Engineer I
Kai Kapossy	Engineer I	Engineer I
Jeff Barnas	Engineer I	Engineer I
Judy Soda	Administrative Assistant	Administrative Assistant

2.8

## Current Billing Rates

Category	Current Hourly Rates
Project Officer	\$225 - \$295
Subject Matter Expert	\$225 - \$295
Associate	\$208 - \$231
Construction Manager	\$158 - \$225
Sr. Project Manager	\$227 - \$231
Project Manager	\$180 - \$198
Sr. Engineer	\$180 - \$235
Project Engineer/Sr. Project Engineer	\$142 - \$173
Senior Project Designer	\$130 - \$138
Project Designer	\$123 - \$135
Engineer II	\$110 - \$112
Engineer I	\$106 - \$109
Field Technician	\$109 - \$125
Resident Observer	\$103 - \$120
Administrative Assistant	\$81-\$85
Intern	\$61 - \$72

Mileage is charged at IRS mileage rate (currently 65.5¢ per mile); tolls and parking are charged at cost.

Subcontractor rates and other direct project expenses will be invoiced at cost plus 10 percent.



**Bid# 02-22-23-08 "RFP -On-Call Sports Facilities Design Services"**  
**Bid Date: Wednesday March 22, 2023 2:00 PM**

1. Thomas G. Ahneman, PE, LS, Principal  
Ahneman Kirby LLC  
1171 East Putnam Avenue  
Riverside, CT. 06878  
203-869-7707
2. Kevin Fuselier, PLA, LEED GA, Principal Landscape Architect  
SLR  
99 Realty Drive  
Cheshire, CT. 06410  
203-271-1773
3. John J. Amato, P.E., President  
JJA Sports  
88 Chamberlain Road  
Westford, MA. 01886  
978-682-0247
4. Donald H. Fletcher, P.E. Senior Vice President  
Barton & Loguidice  
247 Route 100, Suite 2000D  
Somers, NY. 10589  
914-232-3646
5. Mike Moonan, RLA, LEED AP, Project Manager  
Clough, Harbour & Associates, LLP  
400 Capital Boulevard, Suite 301  
Rocky Hill, CT. 06067  
860-257-4557
6. Cheri Ruane, FASLA Design Discipline Leader, Vice President  
Weston & Sampson  
712 Brook Street, Suite 103  
Rocky Hill, CT. 06067  
860-513-1473



Chick Volpe <c.volpe@danbury-ct.gov>

### Bid # 02-22-23-08 "RFP- On-Call sports Facilities Design Services

1 message

Tom Hughes <t.hughes@danbury-ct.gov>

To: Chick Volpe <c.volpe@danbury-ct.gov>

Cc: Daniel Petrovich <d.petrovich@danbury-ct.gov>

Wed, Apr 5, 2023 at 6:22 PM

Chick

We received six RFP's for Bid # 02-22-23 On-Call Sports Facilities Design Services. Construction Services and the Engineering Department reviewed the submitted RFP's . We have selected two firms we would like to place on next week's BOA to award for On-Call Sports Facilities Design Services.

JJA Sports, LLC

John Amato, P.E.

88 Chamberlain Road

Westford , MA 01886

Barton & Loguidice, D.P.C.

Donald H. Fletcher, P.E.

247 Route 100

Suite 2000D

Somers, NY 10589

--

Regards,

Thomas H. Hughes III

Superintendent of Construction Services

City of Danbury Public Works Department

3.1



CITY OF DANBURY, CT  
 BID #02-22-23-08 "RFP - ON-CALL SPORTS FACILITIES DESIGN SERVICES"

SELECTION COMMITTEE SCORING SUMMARY SHEET

	<u>AHNEMAN KIRBY</u>	<u>SLR</u>	<u>JJA SPORTS</u>	<u>BARTON &amp; LOGUIDICE</u>	<u>CLOUGH HARBOUR</u>	<u>WESTON &amp; SAMPSON</u>
T. HUGHES	455	825	975	900	875	705
K. HIGGINS	440	820	975	830	850	820
D. PETROVICH	385	850	975	875	850	790
TOTAL	1280	2495	2925	2605	2575	2315

(1)

(2)

3.2

4



155 North Lake Avenue, Suite 900  
Pasadena, CA 91101 USA

tel: +1-818-230-9700  
fax: +1-818-230-9505

www.everbridge.com

## Quotation

### Prepared for:

Matthew Cassavechia  
City of Danbury  
375 Main St.  
Danbury CT 06810  
United States  
Ph: (203) 730-6392  
Fax:  
Email: m.cassavechia@danbury-ct.gov

**Quote #:** Q-127859  
**Date:** 3/14/2023  
**Expires On:** 6/29/2023  
**Confidential**

**Salesperson:** Brendan Cahill  
**Phone:**  
**Email:** brendan.cahill@everbridge.com

### Contract Summary Information:

Contract Period:	12 Months
Contract Start Date:	6/30/2023
Contract End Date:	6/29/2024

QTY	Product Code	Description	GSA Classification	Price
84,894	101-11-11-0254-000	Mass Notification Base - Tier 3	GSA Product	USD 15,434.96
84,894	101-01-11-0206-000	Incident Management - Incident Communications - IMIC MN Corp 13	GSA Product	USD 4,745.26

### Pricing Summary:

Year One Fees:	USD 20,180.22
One-time Implementation and Setup Fees:	USD 0.00
Professional Services:	USD 0.00
<b>Total Year One Fees Due:</b>	<b>USD 20,180.22</b>

### Messaging Credits Summary:

	Initial Credits Allowance	Additional Credits Purchased	Total Credits
Year 1	2,500,000	0	2,500,000

### Terms & Conditions

- Additional rates apply for all international calls.
- Quote subject to terms & conditions of GSA Contract No. GS-35F-0692P and the GSA Approved End User License Agreement ("EULA"), the latter of which is attached hereto and incorporated by reference.
- Subject to sales taxes where applicable.
- The supplemental notes below, if any, supplied in this Quote are for informational purposes and not intended to be legally binding or override GSA Contract No. GS-35F-0692P, or the EULA.

4-1

Please, Sign, Date and Return:

Signature:

Date:

\_\_\_\_\_

Name (Print):

Title:

\_\_\_\_\_

\_\_\_\_\_

Please, Sign, Date and Return:

Signature:

Date:

\_\_\_\_\_

Name (Print):

Title:

City of Danbury

Director, Emergency Management

155 North Lake Avenue, Suite 900  
Pasadena, CA 91101 USA  
Tel: +1-818-230-9700  
Fax: +1-818-230-9505

THANK YOU FOR YOUR BUSINESS!



4-2

**Everbridge, Inc.**  
**GSA Approved End User License Agreement**

This End User License Agreement ("**Agreement**") is entered into by and between Everbridge, Inc. ("**Everbridge**") and an Ordering Activity, an entity entitled to order under GSA Schedule contracts as defined in GSA Order ADM 4800.2H, as may be revised from time to time ("**Customer**"), effective on the date of signature by an authorized signatory on the Quote or other ordering document ("**Effective Date**"). Everbridge and Customer are each hereinafter sometimes referred to as a "**Party**" and collectively, the "**Parties**."

**1. SERVICE.**

**1.1 Orders.** Everbridge shall provide Customer access to its proprietary interactive communication solutions (the "**Solutions**") subject to the terms and conditions set forth in this Agreement and the description of services and pricing provided in the applicable quote (the "**Quote**"). If applicable, Everbridge shall provide the training and professional services set forth in the Quote. Collectively, the Solutions and professional services are referred to as the "**Services**". Everbridge shall provide Customer with login and password information for each User (as defined below) and will configure the Solution to contact the maximum number of Contacts (as defined below) or Users, as applicable depending on the Solutions ordered. Unless otherwise provided in the applicable Quote or documentation, Services are purchased as annual subscriptions.

**1.2 Users; Contacts.** "**Users**" are individuals who are authorized by Client from time to time to use the Solutions for the purposes of sending notifications, configuring templates, reporting or managing data, serving as system administrators, or performing similar functions, and who have been supplied user identifications and passwords by Client. Users may include employees and contractors of Customer or an Included Department. "**Included Department**" means any enterprise department, office, agency, or other entity that receives a majority of its funding from the same general or enterprise fund, as applicable, as the Customer. "**Contacts**" are individuals who Customer contacts through the Solutions and/or who provides their personal contact information to Everbridge, including through an opt-in portal. If applicable to the particular Solution, the number of Users and/or Contacts that may be authorized by Customer is set forth on the Quote.

**2. PAYMENT TERMS.** Customer shall pay the fees set forth in the Quote ("**Pricing**"). All pricing must be consistent with the Schedule Price List. If Customer exceeds the usage levels specified in the Quote, then Everbridge may invoice Customer for any overages at rates consistent with the Schedule Price list. Professional Services must be used within 12 months from date of purchase.

**3. RESPONSIBILITIES.**

**3.1 Users.** Customer shall undergo the initial setup and training as set forth in the Implementation – Standard inclusion sheet provided with the Quote. The Implementation sheet provides a detailed list of the services included as part of the implementation purchased and the corresponding timelines. Customer shall be responsible for: (i) ensuring that Users maintain the confidentiality of all User login and password information; (ii) ensuring that Users use the Services in accordance with all applicable laws and regulations, including those relating to use of personal information; (iii) any breach of the terms of this Agreement by any User; and (iv) all

communications by Users using the Solutions. Customer shall promptly notify Everbridge if it becomes aware of any User action or omission that would constitute a breach or violation of this Agreement.

**3.2 Customer Data.** "**Customer Data**" is all electronic data transmitted to Everbridge in connection with the use of the Solutions, including data submitted by Contacts. Customer Data provided by Customer shall be true, accurate, current and complete, and shall be in a form and format specified by Everbridge. Customer shall have sole responsibility for the accuracy, quality, integrity, legality, reliability, and appropriateness of all Customer Data. Customer represents that it has the right to authorize and hereby does authorize Everbridge and its "**Service Providers**" to collect, store and process Customer Data subject to the terms of this Agreement. "**Service Providers**" shall mean communications carriers, data centers, collocation and hosting services providers, and content and data management providers that Everbridge uses in providing the Solutions. Customer shall maintain a copy of all Customer Contact data that it provides to Everbridge. Customer acknowledges that the Solutions are a passive conduit for the transmission of Customer Data and Everbridge shall have no liability for any errors or omissions or for any defamatory, libelous, offensive or otherwise objectionable or unlawful content in any Customer Data, or for any losses, damages, claims, suits or other actions arising out of or in connection with any Customer Data sent, accessed, posted or otherwise transmitted via the Solutions.

**4. TERM.** This Agreement will commence on the Effective Date and will continue in full force and effect until all executed Quotes have terminated.

**5. TERMINATION; SUSPENSION.**

**5.1 Termination by Either Party.** [Intentionally Deleted]

**5.2 Termination by Everbridge.** [Intentionally Deleted]

**5.3 Suspension.** Everbridge may suspend, with or without notice, the Solution or any portion for (i) emergency network repairs, threats to, or actual breach of network security; or (ii) any legal, regulatory, or governmental prohibition affecting the Solution. In the event of a suspension, Everbridge shall use its best efforts to notify Customer through its Customer Portal and/or via email prior to such suspension and shall reactivate any affected portion of the Solution as soon as possible.

**6. PROPRIETARY RIGHTS.**

**6.1 Grant of License.** Everbridge hereby grants to Customer, during the term of this Agreement, a non-exclusive, non-transferable, non-sublicensable right to use the Solutions subject to the terms and conditions of this Agreement. Upon termination of this Agreement for any reason, the foregoing license shall terminate automatically and Customer shall discontinue all further use of the Solutions.

**6.2 Restrictions.** Customer shall use the Solutions solely for its internal business purposes and shall not make the Solutions available to, or use the Solutions for the benefit of, any third party except as expressly contemplated by this Agreement.

Customer shall not: (i) copy, modify, reverse engineer, de-compile, disassemble or otherwise attempt to discover or replicate the computer source code and object code provided or used by Everbridge in connection with delivery of the Solutions (the "Software") or create derivative works based on the Software, the Solutions or any portion thereof; (ii) merge any of the foregoing with any third party software or services; (iii) use any Everbridge Confidential Information to create a product that competes with the Software; (iv) remove, obscure or alter any proprietary notices or labels on the Software or any portion of the Solutions; (v) create internet "links" to or from the Solutions, or "frame" or "mirror" any content forming part of the Solutions, other than on Customer's own intranets for its own internal business purposes; (vi) use, post, transmit or introduce any device, software or routine (including viruses, worms or other harmful code) which interferes or attempts to interfere with the operation of the Solutions; (vii) use the Solutions in violation of any applicable law or regulation; or (viii) access the Solutions for purposes of monitoring Solutions availability, performance or functionality, or for any other benchmarking or competitive purposes.

**6.3 Reservation of Rights.** Other than as expressly set forth in this Agreement, Everbridge grants to Customer no license or other rights in or to the Solutions, the Software or any other proprietary technology, material or information made available to Customer through the Solutions or otherwise in connection with this Agreement (collectively, the "Everbridge Technology"), and all such rights are hereby expressly reserved. Everbridge (or its licensors where applicable) owns all rights, title and interest in and to the Solutions, the Software and any Everbridge Technology, and all patent, copyright, trade secret and other intellectual property rights ("IP Rights") therein, as well as (i) all feedback and other information (except for the Customer Data) provided to Everbridge by Users, Customer and Contacts, and (ii) all transactional, performance, derivative data and metadata generated in connection with the Solutions.

## 7. CONFIDENTIAL INFORMATION.

**7.1 Definition; Protection.** As used herein, "Confidential Information" means all information of a Party ("Disclosing Party") disclosed to the other Party ("Receiving Party"), whether orally, electronically, in writing, or by inspection of tangible objects (including, without limitation, documents or prototypes), that is designated as confidential or that reasonably should be understood to be confidential given the nature of the information and the circumstances of disclosure. Confidential Information includes without limitation, any personally identifiable Customer Data, all Everbridge Technology, and either Party's business and marketing plans, technology and technical information, product designs, reports and business processes. Confidential Information shall not include any information that: (i) is or becomes generally known to the public without breach of any obligation owed to the Disclosing Party; (ii) was known to the Receiving Party prior to its disclosure by the Disclosing Party without breach of any obligation owed to the Disclosing Party; (iii) was independently developed by the Receiving Party without breach of any obligation owed to the Disclosing Party; or (iv) is received from a third party without breach of any obligation owed to the Disclosing Party. The Receiving Party shall not disclose or use any Confidential Information of the Disclosing Party for any purpose other than performance or enforcement of this Agreement without the Disclosing Party's prior written consent, unless (but only to the extent) otherwise required by a governmental authority. The Receiving Party shall not disclose any Confidential Information of the Disclosing Party except: (i) to the personnel of the Receiving Party or its parent, subsidiary or

affiliate organizations having a need to know; or (ii) to the personnel of the Receiving Party's consultants and service providers having a need to know, and only then if such consultants and service providers are bound by confidentiality and non-disclosure commitments substantially similar to those contained herein. Each Party agrees to protect the Confidential Information of the other Party with the same level of care that it uses to protect its own confidential information, but in no event less than a reasonable level of care.

## 8. WARRANTIES; DISCLAIMER.

**8.1 Everbridge Warranty.** Everbridge shall use commercially reasonable efforts to provide the Services herein contemplated. To the extent professional services are provided, Everbridge shall perform them in a professional manner consistent with industry standards.

**8.2 Disclaimer.** NEITHER EVERBRIDGE NOR ITS LICENSORS WARRANT THAT THE SOLUTION WILL OPERATE ERROR FREE OR WITHOUT INTERRUPTION. WITHOUT LIMITING THE FOREGOING, IN NO EVENT SHALL EVERBRIDGE HAVE ANY LIABILITY TO CUSTOMER, USERS, CONTACTS OR ANY THIRD PARTY FOR PERSONAL INJURY (INCLUDING DEATH) OR PROPERTY DAMAGE ARISING FROM FAILURE OF THE SOLUTION TO DELIVER AN ELECTRONIC COMMUNICATION, HOWEVER CAUSED AND UNDER ANY THEORY OF LIABILITY, EVEN IF EVERBRIDGE HAS BEEN ADVISED OF THE POSSIBILITY OF SUCH DAMAGE. THIS AGREEMENT DOES NOT LIMIT OR DISCLAIM ANY OF THE WARRANTIES SPECIFIED IN THE GSA SCHEDULE 70 CONTRACT UNDER FAR 52.212-4(O). IN THE EVENT OF A BREACH OF WARRANTY, THE U.S. GOVERNMENT RESERVES ALL RIGHTS AND REMEDIES UNDER THE CONTRACT, THE FEDERAL ACQUISITION REGULATIONS, AND THE CONTRACT DISPUTES ACT, 41 U.S.C. 7101-7109.

**8.3 Customer Representations and Warranties.** Customer represents and warrants that during use of the Solutions, Customer shall (i) clearly and conspicuously notify Contacts of the way in which their personal information shall be used, and (ii) have primary safety and emergency response procedures including, without limitation, notifying 911 or equivalent fire, police, emergency medical and public health officials (collectively, "First Responders"). Customer acknowledges and agrees that Everbridge is not a First Responder, and that the Solutions does not serve as a substitute for Customer's own emergency response plan, which in the event of an actual or potential imminent threat to person or property, shall include contacting a First Responder prior to using the Solutions. Customer represents and warrants that all notifications sent through the Solutions shall be sent by authorized Users, and that the collection, storage and processing of Customer Data, and the use of the Solutions, as provided in this Agreement, will at all times comply with (x) Customer's own policies regarding privacy and protection of personal information; and (y) all applicable laws and regulations, including those related to processing, storage, use, disclosure, security, protection and handling of Customer Data.

## 9. INDEMNIFICATION.

**9.1 By Customer.** [Intentionally Deleted]

**9.2 By Everbridge.** Everbridge shall indemnify and hold Customer harmless from and against any Claim against Customer, but only to the extent it is based on a Claim that the Solution directly infringes an issued patent or other IP Right in a

country in which the Solution is provided to Customer. In the event Everbridge believes any Everbridge Technology is, or is likely to be the subject of an infringement claim, Everbridge shall have the option, at its own expense, to: (i) to procure for Customer the right to continue using the Solution; (ii) replace same with a non-infringing service; (iii) modify such Solution so that it becomes non-infringing; or (iv) refund any fees paid to Everbridge and terminate this Agreement without further liability. Everbridge shall have no liability for any Claim arising out of (w) Customer Data or other Customer supplied content, (x) use of the Solution in combination with other products, equipment, software or data not supplied by Everbridge, (y) any use, reproduction, or distribution of any release of the Solution other than the most current release made available to Customer, or (z) any modification of the Solution by any person other than Everbridge.

**9.3 Indemnification Process.** Customer shall (a) promptly give notice of the Claim to Everbridge once the Claim is known; (b) cooperate with Everbridge's efforts to defend and settle the Claim; and (c) provide Everbridge with all available information and reasonable assistance in connection with the defense of the Claim.

**10. LIMITATION OF LIABILITY.** Except for breaches of Section 6, neither Party shall have any liability to the other Party for any loss of use, interruption of business, lost profits, costs of substitute services, or for any other indirect, special, incidental, punitive, or consequential damages, however caused, under any theory of liability, and whether or not the Party has been advised of the possibility of such damage. Notwithstanding anything in this Agreement to the contrary, in no event shall Everbridge's aggregate liability, regardless of whether any action or claim is based on warranty, contract, tort, indemnification or otherwise, exceed amounts actually paid by Customer to Everbridge hereunder during the 12 month period prior to the event giving rise to such liability. Customer understands and agrees that these liability limits reflect the allocation of risk between the Parties and are essential elements of the basis of the bargain, the absence of which would require substantially different economic terms. This clause shall not impair the U.S. Government's right to recover for fraud or crimes arising out of or related to this Agreement under any federal fraud statute. Furthermore, this clause shall not impair nor prejudice the U.S. Government's right to express remedies provided in the schedule contract (i.e. Price Reductions, Patent Indemnification, Liability for Injury or Damage, Price Adjustment, Failure to Provide Accurate Information).

## 11. MISCELLANEOUS.

**11.1 Non-Solicitation.** As additional protection for Everbridge's proprietary information, for so long as this Agreement remains in effect, and for one year thereafter, Customer agrees that it shall not, directly or indirectly, solicit, hire or attempt to solicit any employees of Everbridge; provided, that a general solicitation to the public for employment is not prohibited under this section.

**11.2 Force Majeure; Limitations.** See GSA Schedule 70 contract and individual ordering document.

**11.3 Waiver; Severability.** The failure of either Party hereto to enforce at any time any of the provisions or terms of this Agreement shall in no way be considered to be a waiver of such provisions. If any provision of this Agreement is found by

any court or other authority of competent jurisdiction to be invalid, illegal or unenforceable, that provision shall, to the extent required, be deemed deleted and the remaining provisions shall continue in full force and effect.

**11.4 Assignment.** Neither this Agreement nor any rights granted hereunder may be sold, leased, assigned (including an assignment by operation of law), or otherwise transferred, in whole or in part, by Customer, and any such attempted assignment shall be void and of no effect without the advance written consent of Everbridge, which shall not be unreasonably withheld.

**11.5 Governing Law.** This Agreement shall be governed and construed in accordance with the federal laws of the United States of America.

**11.6 Notices.** Either party may give notice at any time by any of the following: letter delivered by (i) nationally recognized overnight delivery service; (ii) first class postage prepaid mail; or (iii) certified or registered mail, (certified and first class mail deemed given following 2 business days after mailing) to the other party at the address set forth below. Either Party may change its address by giving notice as provided herein. Invoices shall be sent to the Customer's contact and address following Customer's signature below.

**11.7 No Third-Party Beneficiaries.** There are no third-party beneficiaries to this Agreement.

**11.8 Entire Agreement.** [Intentionally Deleted]

**11.9 Marketing.** Everbridge shall obtain Customer's express written consent in order to reference Customer's name and logo as an Everbridge customer in Everbridge publications, its website, and other marketing materials.

**11.10 Survival.** Sections 2, 3.2, 5.2, 6, 7, 9-11 and the applicable provisions of Exhibit A shall survive the expiration or earlier termination of this Agreement.

**11.11 Counterparts.** This Agreement may be executed in one or more counterparts, all of which together shall constitute one original document. A facsimile transmission or copy of the original shall be as effective and enforceable as the original.

**11.12 Export Compliant.** Neither Party shall export, directly or indirectly, any technical data acquired from the other pursuant to this Agreement or any product utilizing any such data to any country for which the U.S. Government or any agency thereof at the time of export requires an export license or other governmental approval without first obtaining such license or approval.

**11.13 Equal Employment Opportunity.** Everbridge, Inc. is a government contractor and is subject to the requirements of Executive Order 11246, the Rehabilitation Assistance Act and VEVRAA. Pursuant to these requirements, the Equal Opportunity Clauses found at 41 Code of Federal Regulations sections 60-1.4(a) (1-7), sections 60-250.4(a-m), sections 60-300.5 (1-11) and sections 60-741.5 (a) (1-6) are incorporated herein by reference as though set forth at length, and made an express part of this Agreement.

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EXHIBIT A  
Additional Business Terms

*The following additional business terms are incorporated by reference into the Agreement as applicable based on the particular products and services described in the Customer's Quote.*

**If Client Is Ordering Nixle® Branded Products or Community Engagement:**

1. Client grants to Everbridge a non-exclusive, royalty free, worldwide and perpetual right and license (including sublicense) to (a) use, copy, display, disseminate, publish, translate, reformat and create derivative works from communications Client sends through the Solutions for public facing communications to citizens, other public groups and public facing websites, including social media (e.g., Google®, Facebook®) (collectively, "Public Communications"), (b) use and display Client's trademarks, service marks and logos, solely as part of the Public Communications to Contacts who have opted in to receive those Communications, and on other websites where Everbridge displays your Public Communications, as applicable, and (c) place a widget on Client's website in order to drive Contact opt-in registrations.

**If Client Is Ordering Everbridge Branded Products:**

1. **Data Feeds.** Notwithstanding anything to the contrary in this Agreement, to the extent that Customer has purchased or accesses Data Feeds, the sole and exclusive remedy for any failure, defect, or inability to access such Data Feed shall be to terminate the Data Feed with no further payments due. No refunds shall be granted with respect to such Data Feed. In addition, such feeds are provided solely on an "AS IS" and "AS AVAILABLE" basis and Everbridge disclaims any and all liability of any kind or nature resulting from any inaccuracies or failures with respect to such Data Feeds. "Data Feed" means data content licensed or provided by third parties to Everbridge and supplied to Customer in connection with the Solution (e.g., real time weather system information and warnings, 911 data, third party maps, and situational intelligence).
2. **Incident Management/IT Alerting.** For Customers purchasing the Incident Management or IT Alerting Solution, unless designated as unlimited: (a) Customers may only designate the number of Users set forth on the Quote, and such individuals shall only have the access rights pursuant to such designation and role; (b) Incident Administrators shall have the ability to build incident templates, report on incidents, and launch incident notifications; (c) Incident Operators shall only have the ability to launch or manage incidents; (d) IT Alerting Users shall have the ability to build, launch or manage incidents as well as participate in an on-call schedule to receive IT outage notifications, and (e) Customer shall be provided the number of incident templates purchased pursuant to the Quote. "Incident Administrator" means an individual who is authorized by Client as an organizational administrator for the Incident Management or IT Alerting Solution. "Incident Operator" means an individual who is authorized by Client as an operator of the Incident Management or IT Alerting Solution.

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EXHIBIT B  
IPAWS- CMAS/WEA Addendum

*This addendum is incorporated by reference into the Agreement as applicable based on the purchase of IPAWS-CMAS/WEA services on the Quote.*

1. IPAWS Authorization: Client represents and warrants to Everbridge that any employee, agents, or representatives of Client who access IPAWS-OPEN using Client's credentials provided by FEMA (each, an "IPAWS User"), are authorized by FEMA to use IPAWS-OPEN, have completed all required training, and Client has executed an IPAWS Memorandum of Agreement ("MOA") with FEMA. Client shall contact Everbridge immediately upon any change in Client or any IPAWS User's right to access IPAWS-OPEN. Client shall only access IPAWS-OPEN using its designated credentials and FEMA issued digital certificate ("Digital Certificate"). Client acknowledges and agrees that Everbridge shall not have access to its credentials and that Client assumes full responsibility for maintaining the confidentiality of any credentials issued to it.
1. Credentials: Client shall load and maintain within its Everbridge account Organization, its Digital Certificate, COG ID, and Common Name. Client authorizes and requests Everbridge to use the foregoing stored information to connect Client to IPAWS-OPEN.
2. Messaging: Client acknowledges and agrees that: (i) upon submission of messages to IPAWS-OPEN, Everbridge shall have no further liability for the distribution of such message, and that the distribution through IPAWS-OPEN, including, but not limited to, delivery through the Emergency Alert System or the Commercial Mobile Alert System, is in no way guaranteed or controlled by Everbridge; (ii) Everbridge shall not be liable as a result of any failure to receive messages distributed through IPAWS-OPEN; (iii) IPAWS may include additional features not supported through the Everbridge system, and Everbridge shall not be required to provide such additional features to Client; and (iv) Client shall be solely responsible and liable for the content of any and all messages sent through IPAWS-OPEN utilizing its access codes.
3. Term: Client acknowledges and agrees that access to IPAWS-OPEN shall be available once Client has provided Everbridge with the Digital Certificate and any other reasonably requested information to verify access to the system. Upon termination of the Agreement access to IPAWS-OPEN shall immediately terminate.



"Engineering Services for  
100 Reserve Rd Application  
Review - Health & Human  
Services Dept"

awaiting proposal -  
Fuss & O'Neill on-call  
contract engineer