



336 Pacific Avenue, Shafter, CA 93263
Meeting Held In-Person and Via Zoom and Livestream on YouTube.

**AGENDA
SPECIAL MEETING
SHAFTER CITY COUNCIL
THURSDAY, JULY 6, 2023**

NOTICE TO THE PUBLIC:

Any documents produced by the City and distributed to a majority of the City Council regarding any item on this agenda will be made available in the City Clerk's Office during normal business hours at City Hall located at 336 Pacific Avenue, Shafter CA. In addition, such documents will be posted on the City's website at www.shafter.com.

CALL TO ORDER: 6:00 PM

ROLL CALL: Mayor Givens
Mayor Pro Tem Prout
Council Member Alvarado
Council Member Espinoza
Council Member Olvera

APPROVAL OF AGENDA:

PUBLIC COMMENT:

Those persons wishing to speak on any item included on the agenda, or on any matter within the subject matter jurisdiction of the City Council, are invited to speak from the podium and address the City Council. Speakers are limited to five minutes unless additional time is needed for translation. Please state your name and address for the record before making your presentation.

CONSENT CALENDAR:

All items on the consent calendar are considered routine and non-controversial by staff and will be approved by one motion if no member of the Council or public wishes to comment or ask questions. If comment or discussion is desired by anyone, the item will be removed from the consent calendar and will be considered in the listed sequence with an opportunity for any member of the public to address the Council concerning the item before action is taken.

1. Council ratification of the purchase of OnSolve CodeRED Mass Notification System in the amount of \$12,820, for a three-year license contract.

RECESS:

CLOSED SESSION:

1. **PUBLIC EMPLOYEE PERFORMANCE EVALUATION:** Pursuant to California Government Code, Section 54957. Title: City Attorney.
2. **PUBLIC EMPLOYEE PERFORMANCE EVALUATION:** Pursuant to California Government Code, Section 54957. Title: City Manager.

ADJOURNMENT:

Pursuant to the Americans with Disabilities Act, if you need special assistance to participate in a City Council Meeting, please contact the City Clerk at (661) 746-5000 at least three (3) days prior to the meeting or time the special services are needed to allow City staff in making reasonable arrangements to provide you with access to the meeting. Any public record, relating to an open session agenda item, that is distributed within 72 hours prior to the meeting is available for public inspection in the City Clerk's Office at Shafter City Hall, 336 Pacific Ave., Shafter, CA 93263. This is to certify that this Agenda notice was posted at City Hall and Police Dept. by 5:00 p.m., June 30, 2023. Yazmina Pallares, S/S, City Clerk

REMOTE PUBLIC PARTICIPATION IS ALLOWED IN THE FOLLOWING WAYS, SEE BELOW FOR INSTRUCTIONS.

1. You are strongly encouraged to observe the City Council meetings live via YouTube <https://www.youtube.com/user/CityofShafter/>
2. If you wish to make a comment on a specific agenda item or public comment, please submit your comment via email by **6:00 PM on July 6, 2023** to the City Clerk at CityClerk@shafter.com
3. If you wish to make a written comment to the City Clerk, 336 Pacific Avenue, Shafter, CA 93263.
4. If you wish to make a comment during the live meeting, callers must first register with the City Clerk at 661-746-5012 before the meeting begins to receive instructions and the call- in number and code. Please call by 5:00pm on the Monday prior to the City Council meeting to allow ample time for sign up. You will need to provide your name, phone number and the item number you wish to address.
5. All public comments are provided to the City Council and applicable Staff, for review and consideration by the Board prior to taking action on any matters listed on the agenda and are incorporated into the official record of the City Council meeting.



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**NOTICE OF
SPECIAL MEETING OF THE SHAFTER CITY COUNCIL**

NOTICE IS HEREBY GIVEN that a special meeting of the City Council of the City of Shafter will be held on **July 6, 2023**. The meeting will convene at **6:00 PM**, in the Council Chamber at Shafter City Hall, 336 Pacific Avenue, Shafter, California and via teleconference and Livestream on YouTube. Said special meeting shall be for the following purpose:

CONSENT CALENDAR:

1. Council ratification of the purchase of OnSolve CodeRED Mass Notification System in the amount of \$12,820, for a three-year license contract.

RECESS:

CLOSED SESSION:

1. **PUBLIC EMPLOYEE PERFORMANCE EVALUATION:** Pursuant to California Government Code, Section 54957. Title: City Attorney.
2. **PUBLIC EMPLOYEE PERFORMANCE EVALUATION:** Pursuant to California Government Code, Section 54957. Title: City Manager.

Yazmina Pallares, City Clerk

Affidavit of Posting Special Meeting Notice

This is to certify that this Special Meeting Notice was posted at City Hall and the Police Department by 5:00 p.m., June 30, 2023. Further information regarding this Agenda Notice is available at City Hall, 336 Pacific Ave., Shafter, CA.

Yazmina Pallares, S/S, City Clerk

Dated: June 30, 2023



CITY OF SHAFTER CITY COUNCIL REPORT

MEETING DATE: July 6, 2023

FROM: Gabriel A. Gonzalez, City Manager

PREPARED BY: Rachel Zermeno, Community Engagement Manager

SUBJECT: Council ratification of the purchase of OnSolve CodeRED Mass Notification System in the amount of \$12,820, for a three-year license contract.

RECOMMENDATION

Council find the action is not defined as a “project” per Section 15378(b)(4) of the CEQA Guidelines; ratify the CodeRED Mass Notification System purchase as described in the attached order.

BACKGROUND

The purpose of a mass notification system is to communicate critical information in real-time via phone (cell and landline), text, and email to the public. These systems facilitate crucial communications. CodeRED is designed to communicate critical information in a defined geographic area quickly. CodeRed not only has the ability to send emergency mass notifications out to the public but it also can be used to communicate general information related to local government affairs.

Purchasing a mass notification system will offer the City and its residents two essential benefits. First, a mass notification system would allow the City to deliver time-sensitive information regarding interruptions to critical public services like water shutoffs or emergency notifications regarding threats like fires or significant accidents. Second, a mass notification system would help the City communicate non-urgent information of general interest, such as planned street closures, seasonal parking restrictions, special events, or public health announcements.

After Staff viewed the CodeRED demonstration and reviewed the recommendations from three agencies, Staff felt CodeRED was superior in its optimization of communicating general information; user-friendly, it allows targeted communication down to a single resident, property owner, or business, and has flexible, flawless, robust controls on how and when citizens are notified.

Federal, State, and County Emergency Alerts and Warnings. Having Shafter use a mass notification system would be in addition to the existing system of alerts and messages sent by the federal government, the State of California, and Kern County. Therefore, alerts sent via FEMA Integrated Public Alert and Warning System (IPAWS) and the National Weather Service are broadcast independently of our system. Similarly,

CONSENT CALENDAR

Council ratification of the purchase of OnSolve CodeRED Mass Notification System in the amount of \$12,820, for a three-year license contract.

Amber Alerts or Shelter-in-Place Orders issued by the governor or the County of Kern would not be affected by the City's use of a mass notification system.

ANALYSIS

The system's primary use is to disseminate messages about the health or safety of a community. We currently use Blackboard Connect for our internal and agenda notifications to the public. CodeRED will replace Blackboard considering CodeRED is a more robust utility tool. The total cost of CodeRED for three years is \$12,818.33, including one-time implementation and training costs. Currently, the City is using Blackboard Connect with an annual cost of \$6,015. By replacing Blackboard Connect with CodeRED, we will have savings of \$1,993 a year and expand our ability to geo-target an area and get information distributed in real time.

FISCAL IMPACT

None. The application replacement will generate a modest saving.

CEQA ANALYSIS

The action is not defined as a "project" per Section 15378(b)(4) of the CEQA Guidelines because the action is the ratification of the CodeRED Mass Notification System purchase and therefore, it is governmental fiscal activity that does not involve any commitment to a specific project that can result in a potentially significant impact and not subject to CEQA.

APPROVED BY THE CITY ATTORNEY

Not Applicable

ALTERNATIVES

None.

NEXT STEPS

None.

ATTACHMENTS

1. OnSolve CodeRED Contract 2023



ORDER FORM

This Order Form documents the purchase of Subscription Services and other Services being purchased by the customer listed below ("Customer") from OnSolve, LLC ("OnSolve"), and is entered into as of the date the Customer signs (the "Effective Date").

Initial Term: 3.00 year(s) commencing on the Effective Date

Renewal Term: 1.00 year(s)

Customer Information	Company Name:	City of Shafter, CA
	Street Address:	336 Pacific Ave
	City, State, Zip, Country:	Shafter, CA, 93263, US
Billing Contact Purchase Order Number	Company Name:	City of Shafter, CA
	Name:	Accounts Payable
	Street Address:	336 Pacific Ave.
	City, State, Zip, Country:	Shafter, CA, 93263, US
	Phone:	(661) 746-5001
	Email:	ap@shafter.com
Primary Contact <i>Note: this contact will be setup in the Services as an Administrator.</i>	Name:	Rachel Zermeno
	Title:	Assistant City Manager
	Phone:	(661) 746-5000
	Email:	rzermeno@shafter.com

Subscription Service Fees

Critical Communications

Item/Description	Order Term*	Qty	Annual Price**	Term Total
OnSolve CodeRED Core Flex Bundle - Service Area: City of Shafter, CA; Population 20,678. A population increase above 10% may result in increased pricing.	07/01/2023 - 06/30/2026	1	\$4,022.78	\$12,068.33
Transactions: Included U.S. SMS Segments (7,500 combined Emergency/General)	07/01/2023 - 06/30/2026	1	\$0.00	\$0.00
Transactions: Included U.S. Voice Minutes (15,000 combined Emergency/General)	07/01/2023 - 06/30/2026	1	\$0.00	\$0.00
Transactions: Unlimited Email, Mobile App (push notifications) per year	07/01/2023 - 06/30/2026	1	\$0.00	\$0.00

Item/Description	Order Term*	Qty	Annual Price**	Term Total
Transactions: U.S. SMS Pack & Additional 100K U.S. SMS segments, per year	07/01/2023 - 06/30/2026	1	\$0.00	\$0.00
Transactions: U.S. Voice Minute Pack & Additional 100K U.S. Voice minutes, per year	07/01/2023 - 06/30/2026	1	\$0.00	\$0.00
CodeRED Premium Data	07/01/2023 - 06/30/2026	1	\$0.00	\$0.00
Critical Communications Subscription Fees				\$12,068.33

Non-Recurring Service Fees

Item/Description	Qty	Unit Price**	Total
Implementation – Critical Communications: Assigned Project Manager (PM) with up to 10 hours of structured implementation activities over 1 month. One comprehensive virtual training for Administrators covering the feature set outlined in the contract. Training is to be held within the first 6 months, with access to the recording of that session available for 90 days from date of recording. Access to documentation, videos, and free training webinars that provide on-demand training options continually for the duration of the contract.	1	\$750.00	\$750.00
Non-Recurring Service Fees			\$750.00

ORDER TOTAL

\$12,818.33

*Without increasing the Fees, OnSolve may adjust the Order Term dates above based on the Effective Date, provided that the length of the Term does not change.

**The fees shown above may have been rounded to two decimal places for display purposes. As many as ten decimal places may be present in the actual price. The totals for this order were calculated using the actual price, rather than the fees displayed above, and are the true and binding totals for this order.

All pricing is in US Dollars unless otherwise specified

Transaction Fees

The Critical Communications Subscription Service includes the bundled and/or block purchased Short Message Service (SMS), Voice, Facsimile (Fax), Pager, and/or Email ("Transactions") indicated above. If fees have been prorated then the quantity of any annual Transactions that are included will also be prorated accordingly. Unused bundled and/or block purchased Transactions do not roll over year-to-year. Use that exceed the bundled and/or block purchased Transactions will be billed on a calendar quarterly basis at the rates specified below. International Transaction rates are available upon request.

- Voice/Pager overage rate for U.S. is \$0.05/minute.
- SMS overage rate for U.S. is \$0.02/segment.
- Fax overage rate for U.S. is \$0.05/page.

Service Description – Critical Communications

Onsolve CodeRED Core Flex Bundle:

Core Package

- **Alerting**

- Base Alert and Alert Scheduling: Create and send Alerts via supported modalities in real-time, or Schedule for delivery at a later time.
- Multi-Language Text to Speech (TTS): Create and send Alerts in 29 supported languages.
- Polling/Surveys: Used to poll Alert recipients by providing response options. Responses are reviewable in real-time.

- **Contact Management**

- Dynamic Groups: Used to create groups that use Contact common criteria (e.g., office, department, employee, etc.) to define membership. Group membership is updated automatically if Contact criteria changes.
- Import Static Groups and Contacts: Used to Import a standard CSV file of Contact data.
- Map and Location based Grouping: Use GIS and flexible mapping tools with existing recipient address data to create a reusable, dynamic distribution list based on shapes drawn on the map and the type(s) of Contact addresses chosen. The group of Contacts will change over time as Contacts are added (or removed) with locations in the defined map area of the group.
- Loading and annual updates of E911, utility or other data (supplied by the client) for public alerting.

- **Mobile**

- CodeRED Mobile Recipient App - Geofence alerting to public recipients.

- **Reporting**

- Audit Log: Provides a searchable and exportable record of all data updates, Alert initiations and other key actions, including sign-in.
- Real-Time Reporting: Reports for feature and/or account-specific details, as well as Contact, group and Alert data.

- **Security & Access**

- Single Sign On (SSO): An integration that enables users to authenticate to the OnSolve User Interface with a singular ID/password used for multiple applications.

- **Service & Administrative**

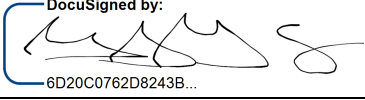
- Transport Layer Security (TLS) Encryption: Enables secure encrypted communication.
- User Interface renders in 29 languages/dialects: Arabic, Chinese (simplified and traditional), Czech, Danish, Dutch, English (U.S. and U.K), Finnish, French (France and Canada), German, Greek, Hindi, Hungarian, Italian, Japanese, Korean, Norwegian, Nynorsk, Polish, Portuguese (Brazil and Portugal), Romanian, Russian, Spanish (Mexico and Spain), Swedish, Turkish, and Thai.
- Dedicated Workspace: URL (<https://<company name>.onsolve.net>).

n/a

n/a

All Services being purchased by Customer in this Order Form shall be exclusively governed under the OnSolve standard terms and conditions set forth at the following URL: <https://www.onsolve.com/legal/TC-Government/> (the "Terms"). In the event of a conflict between the Terms and this Order Form, the terms of this Order Form shall control.

City of Shafter, CA

By:  DocuSigned by:
6D20C0762D8243B...

Name: Gabriel Gonzalez

Title:

Date: 6/21/2023