

**MEMORANDUM OF UNDERSTANDING FOR USE OF
THE COUNTYWIDE MASS NOTIFICATION SYSTEM**

This Memorandum of Understanding for Use of the Countywide Mass Notification System (“MOU”) is made and entered into by and between the Board of County Commissioners of Johnson County, Kansas (“County”) and the City of Lenexa, Kansas, the City of Olathe, Kansas, the City of Overland Park, Kansas, and Water District Number 1 of Johnson County, Kansas (“WaterOne”) (the County, the Cities, and WaterOne are collectively referred to as the “Participants”).

1. PURPOSE

The purpose of this MOU is to establish mutually agreeable terms and conditions for the use of the Countywide Mass Notification System (“System”). On March 1, 2012, the County issued a request for proposal (RFP No. 2012-003) for a hosted mass notification system. The purpose of this System will be to provide mass notifications to the estimated 550,000 residents of Johnson County for emergency and non-emergency notifications issued by the County, cities located in the County’s boundaries, utility companies that provide services to County residents, and other potential participating entities that are governmental agencies. Mass notifications will be provided using common communication methods such as telephone and internet. Each of these Participants requires the ability to issue emergency notifications to their citizens and employees and also to provide subscription options for a variety of non-emergency notifications.

2. PARTIES

- A. System Administrator. The County will be the lead agency and will be responsible for contracting with the selected vendor on RFP No. 2012-003. The County will serve as the overall system administrator for the System and will be responsible for managing and coordinating with the vendor regarding implementation services and support and maintenance of the System. The Cities of Lenexa, Olathe, and Overland Park, and WaterOne will use the System once it is successfully implemented.
- B. Participants. The County, the Cities of Lenexa, Olathe, and Overland Park, and WaterOne are the initial Participants in the System. To be a Participant, an entity must be a governmental agency or utility located within the County’s boundaries and must participate in the cost sharing of the System as set forth in this MOU. Participants must agree in writing to comply with the terms and conditions of this MOU and to cooperate in the use of the System. Additional Participants may be added in the future subject to written acceptance of all terms and conditions in this MOU and participation in the cost sharing of the System.
- C. Nonparticipating Agencies. Nonparticipating Agencies are governmental agencies and utilities located within the County’s boundaries that are not Participants but who require the ability to issue emergency mass notifications under specific circumstances through a request to a Participant.

3. SCOPE AND USE

Use of the System and its data, including but not limited to contact information, shall be governed by the terms and conditions set forth in the Public Mass Notification System Policies and Guidelines (“Policies and Guidelines”) approved by the Steering Committee, as hereinafter defined, attached hereto as Exhibit A. Each Participant, including each of its agents, officers, employees and representatives with access to the System, agree to the terms and conditions contained in the Policies and Guidelines. The Policies and Guidelines may only be modified by majority vote of the Steering Committee.

Participant’s use of the System is limited to using the System to distribute business communications to Participant’s own internal resources and to communicate emergency and non-emergency notifications to the public. Any other uses not authorized by the vendor agreement are prohibited. No other uses are authorized. Each Participant agrees to comply with all federal, state, and local laws and regulations applicable to its use of the System.

4. OWNERSHIP AND CONFIDENTIALITY

The System may utilize the 911 database only for emergency notifications. The information contained in the 911 database should be treated as confidential and shall not be disclosed or utilized except by authorized personnel for purposes of emergency notifications.

Each Participant agrees to share with and provide to the System its notification communication data, records, and information, including but not limited to all contact-related information, data, and records for non-employees (“Participant’s Data”). Each Participant agrees to maintain the confidentiality of all related records and information provided to the System by the other Participants pursuant to all state and federal laws and regulations related to privacy, confidentiality, and non-disclosure of records that currently exist or exist at any time during the term of this MOU. All Participants will have use of all System data including all Participant’s Data. Participants shall not disclose other Participant’s Data to any third parties. The County, as System Administrator, will be the custodian of all Participant’s Data. The County shall not disclose Participant’s Data to any third parties except with the express written approval of that Participant or as required by the Kansas Open Records Act, K.S.A. 45-215 et seq. (“KORA”), or any applicable federal or state laws, or court order.

Each Participant retains ownership of its own employee contact-related information, data and records. Each Participant shall be responsible for maintaining and updating its employee data. Upon termination of this MOU or of a Participant’s participation in this MOU, such Participant shall be entitled to remove and/or delete all of its employee data from the System.

If a Participant other than the County receives a KORA request or other documentation requesting or requiring disclosure of its own notification communication data, information, or records, the Participant shall respond to such request, except that under no circumstances shall Participant’s response include or pertain to other Participant’s Data except as otherwise required by the Kansas Open Records Act, K.S.A. 45-215 et seq. (“KORA”), or any applicable federal or

state laws, or court order. If the County receives a KORA request or other documentation requesting or requiring disclosure of notification communication data, information, or records, the County shall notify any Participants whose data may be included in such request. The County shall attempt to consult and coordinate with any such Participants in responding to such request but the County shall respond as required by law. The County may respond to KORA requests or other documentation requesting or requiring disclosure of other data, information, reports, or records regarding the System subject to KORA, any applicable federal or state laws, or court order.

5. COST SHARING

- A. Implementation Costs. The Participants agree that they desire to cooperate in providing and supporting the System by sharing in the costs of implementation, operation, and maintenance of the System. Upon selection of a vendor to perform the services set forth in RFP No. 2012-003, the County will negotiate the terms and conditions of the contract with the selected vendor including the costs for licensing, implementation services, hosting, training, System software and hardware and other System equipment, support and maintenance, and any other costs related to acquisition, implementation, and maintenance of the System. Each Participant agrees to pay a share of these costs, which amount is based upon the current population of the Participant, as listed in Exhibit B. The County will be the contracting party and will be responsible for making payments upon receipt and acceptance of deliverables under the agreement with the vendor without requiring additional, specific authorization of the Participants. Following the County's payment to the vendor, the County will invoice each Participant (other than itself) in the appropriately corresponding amount listed in Exhibit B. . Each Participant agrees to pay such amount to the County within thirty (30) days of receipt of the invoice.
- B. Ongoing Costs. Ongoing costs directly related to operation of the System following implementation, including but not limited to hosting fees and maintenance and support, shall be shared among the Participants. The County, as System Administrator, will be responsible for receiving and initially paying such costs as they are billed by the vendor. Following each such annual payment to the vendor, the County will invoice each Participant (other than itself) in the amount listed in Exhibit B for the corresponding year based upon the Participant's population. . Each Participant agrees to pay such amount to the County within thirty (30) days of receipt of the invoice. No additional, specific authorization of the Participants shall be required for routine hosting fees, maintenance, support and similar costs required to keep the System operational. Prior to the conclusion of the third year of this MOU, the Steering Committee shall review and adopt an updated cost sharing allocation to address the ongoing costs after Year 3. Upon its adoption by the Steering Committee, such updated cost sharing allocation will replace the current Exhibit B. When reasonably practicable, the System Administrator will use its best efforts to provide advance notice to the Participants of increases in ongoing operational costs.
- C. Additional Costs. Prior to incurring additional System costs not included in subsections A and B but subject to cost-sharing, an affirmative vote of a majority of the Steering

Committee shall be required. Such additional costs may include, but are not limited to, customizations, modifications, and enhancements made subsequent to implementation, additional training, or hardware, software, and equipment replacements, updates, and improvements. Upon such affirmative vote, the County will be the contracting party for such additional enhancements, customizations, services, hardware, software, or equipment, and will be responsible for making payments upon receipt and acceptance of deliverables under any agreements with the vendor without requiring additional, specific authorization of the Participants. Following each payment to the vendor, the County will invoice each Participant (other than itself) in an amount agreed upon by the Steering Committee. Each Participant agrees to pay such amount to the County within thirty (30) days of receipt of the invoice.

- D. Individual Participant Costs. Participants may elect to add additional functionality related to their use of the System. Any Participant doing so shall be solely responsible for the costs of such additional functionality and shall directly work with the County to develop and execute an amendment to the contract with the vendor for such functionality.
- E. Cash Basis/Budget. The Participants understand and agree that the Participants are only obligated to make payments under this MOU as may be lawfully made from funds budgeted and appropriated for the purposes as set forth in this MOU during the Participant's current budget year. In the event a Participant does not so budget and appropriate the funds, the Participants acknowledge and agree that such lack of funding shall be deemed a termination by such Participant and the termination provisions of Section 8 shall apply.
- F. Increase in Number of Participants. In the event the number of Participants increases during the term of this MOU, the additional Participants shall pay the amount listed in Exhibit B for their population base. The full annual amount set forth in Exhibit B shall be due from any such additional Participants regardless of the point during the annual billing cycle that they join this MOU.
- G. Billing Cycle. The timing of the annual billing cycle shall be determined by the contract between the County and the vendor.

6. STEERING COMMITTEE

The Mass Notification System Steering Committee ("Steering Committee") shall be made up of: (1) one representative designated by each Participant, who shall be the voting members of the Steering Committee; (2) two at-large non-voting members, who shall be elected by the voting members of the Steering Committee; and (3) a chairperson, to be appointed by the County Manager. The chairperson shall not vote on any matter unless a tie vote exists. The Steering Committee shall meet at least once per year. The Steering Committee may meet as often as necessary to vote on matters coming before the Committee including the addition of Participants pursuant to Section 9. The Steering Committee shall be responsible for administering this MOU. With the exception of the chairperson, if a designated Committee representative cannot attend the annual meeting, a proxy may be sent in his or her place.

7. ACCOUNTING

The County agrees to and shall maintain accurate books and records to account for all expenditures directly related to the System and subject to cost-sharing. Such books and records shall be made available for inspection by any Participant upon request.

8. TERM AND TERMINATION

This MOU shall be effective upon execution by all the Participants, approval of the Attorney General, and filing with the Department of Records and Tax Administration (in its capacity as Register of Deeds) and the Kansas Secretary of State, whichever occurs last. It is contemplated that the term of this MOU shall be perpetual; however, the County may terminate this MOU upon not less than one hundred eighty (180) days prior written notice to all other parties. Upon termination by the County, one or more of the remaining Participants shall have the option of assuming the System contract with the vendor so long as the vendor is agreeable and the County is released from any further liability under the contract and this MOU. In the event there is no such assumption and release, then this MOU shall terminate according to the County's notice.

Each Participant may terminate its individual participation in this MOU without cause upon not less than one hundred eighty (180) days prior written notice to all other parties. Each Participant may individually terminate its participation in this MOU for cause upon thirty (30) days prior written notice to the County if the County fails to cure a default under this MOU after a reasonable opportunity to cure. Upon termination, the terminating Participant shall stop using the System and shall relinquish to the County all System access, user accounts, passwords, and any System data, records or information. The terminating Participant's Data, except for Participant's employee contact-related information, data and records, shall remain in the System and shall be available to the County for notification use as needed. The terminating Participant shall be entitled to remove and/or delete all of its employee data from the System. Termination by a Participant shall not relieve such Participant of the cost-sharing obligations set forth in this MOU for eligible costs incurred prior to termination, nor shall a terminating Participant be entitled to a refund of any amounts paid hereunder.

In the event a Participant breaches the terms and conditions of this MOU, the Steering Committee shall have the authority to take reasonable action to enforce the terms and conditions of this MOU, including termination of a Participant for cause upon thirty (30) days prior written notice to the Participant if the Participant fails to cure a default under this MOU after reasonable opportunity to cure.

Except as provided above, upon termination, each Participant shall retain personal property owned by it. It is not contemplated that Steering Committee will acquire or own equipment under this MOU.

9. ADDITIONAL PARTICIPANTS

Any non-participating agency that meets the criteria for being a Participant may become a Participant by joining this MOU through approval by majority vote of the Steering Committee and execution of a written agreement accepting and agreeing to the terms and conditions of this MOU. As of the effective date of such agreement, the agency shall become a Participant with all the same rights, benefits, and obligations under this MOU. New Participants shall be responsible for paying for any costs of joining the System that may be imposed by the vendor within thirty (30) days of receipt of an invoice for such costs. The System Administrator shall bill new Participants in the amount listed in Exhibit B for the corresponding population of the new Participant and the year in which the new Participant joins. New Participants agree to pay the full annual amount for the year in which they join regardless of the time during the annual billing cycle in which they join. New Participants agree to pay any amounts that become due and payable under the terms of this MOU following the effective date of any such new Participant's agreement to join. New Participants agree to pay any such amounts described in this paragraph to the County within thirty (30) days of receipt of an invoice from the County.

10. INDEMNIFICATION

To the extent permitted by law, each party to this MOU shall indemnify and hold harmless the other parties from any and against all claims, losses, damages or costs to the extent caused by the negligent or intentional act, error, or omission of such party, its officers, employees or agents, in performing under this MOU or its use of the System. Under no circumstances shall any party be liable for any indirect, incidental, special, punitive, or consequential damages or losses resulting from or arising out of or connected with this MOU or related to the services provided or performed pursuant to this MOU or its use of the System. Nothing in this MOU shall be deemed to waive or abrogate any immunity or other limitation from liability under the Kansas Tort Claims Act.

11. PERSONNEL

The County's and each Participants' employees providing services under this MOU shall remain employees of such party for all purposes and shall not be deemed employees of any other party under any circumstances.

12. NOTICES

Any notices required or permitted by this Agreement shall be in writing and shall be sent by U.S. mail, facsimile, or hand-delivery to the following addresses:

TO THE COUNTY: Johnson County Emergency Management & Communications
Attn. Walt Way, Director
11880 S Sunset Dr.
Olathe, KS 66061
Fax: 913-826-1018

TO THE PARTICIPANTS: As set forth below each Participant's signature.

13. CONTROLLING LAW AND VENUE

This Agreement shall be governed by and construed in accordance with the laws of the State of Kansas and venue shall be in the district court of Johnson County, Kansas.

14. ENTIRE AGREEMENT, WAIVER, AND AMENDMENT

This Agreement contains the entire understanding between the parties and supersedes all prior agreements or understandings between the parties with respect to the subject matter hereof. The waiver of any breach of any provision of this Agreement shall not constitute a waiver of any subsequent breach of the same or other provisions herein. Any modification or waiver of any provision in this Agreement shall not be effective unless made in writing and agreed to and signed by all the parties.

15. SEVERABILITY

Should any provision of this MOU be determined to be void, invalid, unenforceable or illegal for whatever reason, such provision(s) shall be null and void; provided, however, that the remaining provisions of this MOU shall be unaffected thereby and shall continue to be valid and enforceable.

16. ASSIGNMENT

No party shall assign, transfer, convey, subcontract, resell or otherwise dispose of this Agreement or any of the rights and obligations hereunder.

17. EXECUTION IN COUNTERPARTS

It is contemplated that this MOU shall be executed in multiple counterparts by the County and the Participants rather than circulating a single document among the Participants. Each counterpart when executed shall be deemed to be an original, and all of which together shall constitute one and the same agreement.

BOARD OF COUNTY COMMISSIONERS
OF JOHNSON COUNTY, KANSAS

Ed Eilert, Chairman

ATTEST:

Stephen Powell, Clerk of the Board

APPROVED AS TO FORM:

Cynthia Dunham, Assistant County Counselor

CITY OF OVERLAND PARK, KANSAS

Carl Gerlach, Mayor

ATTEST:

Marion Cook, City Clerk

APPROVED AS TO FORM:

ADDRESS FOR NOTICE PURPOSES:

City of Overland Park, Kansas
ATTN: City Clerk
8500 Santa Fe Drive
Overland Park, KS 66212

CITY OF LENEXA, KANSAS

Michael Boehm, Mayor

ATTEST:

David Bryant, City Clerk

APPROVED AS TO FORM:

ADDRESS FOR NOTICE PURPOSES:

City of Lenexa, Kansas
ATTN: City Clerk
12350 West 87th Street Parkway
Lenexa, KS 66215

CITY OF OLATHE, KANSAS

Michael Copeland, Mayor

ATTEST:

Donald Howell, City Clerk

APPROVED AS TO FORM:

ADDRESS FOR NOTICE PURPOSES:

City of Olathe, Kansas
ATTN: City Clerk
100 East Santa Fe
Olathe, KS 66051

WATER DISTRICT NUMBER 1 OF JOHNSON COUNTY, KANSAS

Robert Olson, Chairman

ATTEST:

Printed Name & Title: _____

APPROVED AS TO FORM:

ADDRESS FOR NOTICE PURPOSES:

Water District Number 1 of Johnson County, Kansas
ATTN: _____
10747 Renner Boulevard
Lenexa, KS 66219

EXHIBIT A

ALERT Johnson County Public Mass Notification System Policy and Guideline

Effective:

I. PURPOSE

The purpose of this document is to provide governance and guideline on the use and administration of a Countywide Public Mass Notification System, hereinafter referred to as “System”. This document is intended to be general, describing countywide policies, jurisdictional roles and responsibilities and activation guidelines rather than specific procedures. The step-by-step procedures for activation and use will be maintained in a separate document maintained by each Participant. The written procedure of any Participant must be in compliance with this policy.

II. SYSTEM DESCRIPTION

The primary intent of the System is to disseminate early warning and time sensitive information to county businesses and residents during time of an emergency event. The System is only one component of the County and Local Public Warning Systems. As deemed fit by County and Local authorities, the System should be used in conjunction with the other public warning mechanisms including, but not limited to, Emergency Alert System and sirens.

The System is available 24/7 and has been pre-loaded with countywide geographic maps. Citizens have the option to opt-in and provide contact information via self-registration from County and Participant websites. Upon Participant decision to activate, the System will be used to send a message, describing the situation and recommended action the public should take, to affected businesses and households via telephone, e-mail and/or text.

Johnson County is the Administrator of the system and will take appropriate measures to ensure that the System is in a state of operational readiness at all times. It is the responsibility of all Participants to maximize citizen benefits from the System.

While the County’s intent for implementing and maintaining the System is for “emergency” use, Participants may optionally use the system to disseminate non-emergency notifications to citizens and organization resources within its jurisdiction.

III. GOVERNANCE

Johnson County will manage the System as a countywide asset under the rules and protocols approved by the Mass Notification Steering Committee, hereinafter referred to as “Steering Committee” and agreed upon by each Participant when they opt into the system.

Use of the System by each Participant is contingent upon that Agency abiding by the contract with the mass notification vendor, and the protocols established by the Steering Committee.

The System utilizes contact information entered in the self-registry or from vendor provided contact databases. The information contained in the database is confidential and shall not be disclosed or utilized except by authorized personnel for the purpose of mass notifications.

Johnson County is responsible to ensure that the provisions of the contract are implemented properly. Authorized users must respect the integrity of the database, understand the privacy issues and fully comply with the policies and protocols outlined in this document. If violations of

the contract provisions or the Steering Committee-approved protocols are made by an individual or Participant, Johnson County Department of Emergency Management and Communications reserves the right to disable that individual's or Participant login(s).

IV. AUTHORIZED USE

The System is designed to be a countywide asset, available to all municipalities in the County for emergency use. Only Participants are allowed to access and activate the System for emergency and non-emergency use. Nonparticipating Agencies may contact the Johnson County Department of Emergency Management and Communications to request activation of the System for emergency events.

A. Emergency Use

Use of the System for emergency activity contains two components: (1) the need to disseminate critical, safety-related information to individuals within a short timeframe, and (2) communicating with safety-responder staff, volunteers and involved parties about an approaching or present emergency event.

Emergency Public Notifications are limited to:

1. Imminent or perceived threat to life or property
2. Disaster notifications
3. Evacuation notices
4. Public health emergencies
5. Public safety emergencies
6. Any notification to provide emergency information to a defined community

As a general rule, the System is to be used when the public is being asked to take some action (e.g. evacuate, prepare to evacuate, shelter in place, boil tap water before drinking, missing child, notification of closure of the incident). The following criteria should be utilized to assist with determining the need to issue an alert:

1. Severity. Is there a significant threat to public life and safety?
2. Public Protection. Is there a need for members of the public to take a protective action in order to reduce loss of life or substantial loss of property?
3. Warning. Will providing warning information assist members of the public in making the decision to take proper and prudent action.
4. Timing. Does the situation require immediate public knowledge in order to avoid adverse impact?
5. Geographical area. Is the situation limited to a defined geographical area? Is that area of a size that will allow for an effective use of the system, given the outgoing call capacity?
6. Are other means of disseminating the information inadequate to ensure proper and time delivery of the information?

If the answer to ALL of these questions is "Yes", then an activation of the System for emergency purposes is warranted.

Emergency Response Notifications are limited to:

1. Contacting first responders to advise of an emergency
2. Contacting first responders to report for duty due to an emergency
3. Contacting key staff regarding an emergency or crisis situation

4. Contacting agency employees to report at a different time or location (or provide an update) due to an emergency
5. Exercises

Emergency considerations:

1. Notification shall clearly state situation is an emergency
2. Short messages are recommended.
3. Always provide a phone number, website or other information sources where the public can obtain additional or updated information
4. An all clear notification should be sent when applicable

B. Inter-Department Communication

Participants may use the System for non-emergency inter-departmental business communications as needed. It is recommended that Participants identify where this would add value to their operations and establish separate written protocols and procedures for this use (e.g. First Responder call-outs or notifications).

C. Non-Emergency Public Use

Use of the System for non-emergency public announcements requires pre-authorization from the Participant. Non-emergency use shall be consistent and in compliance with the non-emergency guidelines included within. Participants who contract to use the System for non-emergency activity agree to give precedence to emergency notification call-outs by delaying or terminating non-emergency notification sessions if needed to increase emergency message success.

Non-emergency **public** notification use is **prohibited** for any of the following purposes:

1. Any message of commercial nature
2. Any message of a political nature
3. Any non-official business (e.g. articles, retirement announcements, etc.)

Non-emergency considerations:

1. Citizens can become desensitized if they receive too many government messages
2. Clearly identify sender or announcement as non-emergency

VI. AUTHORIZED SYSTEM USERS

In general, those authorized to make notifications will be designated staff in the Participating Agency Public Safety Answering Points and key individuals in City and County departments.

System Administrator: The Johnson County Department of Emergency Management and Communications will act as the Countywide Public Mass Notification System Administrator. This Administrator is responsible for providing logins and procedural training to County Users of the System.

County User: Designated Johnson County personnel will be setup as “County” users. County Users will have permission to access and launch notifications to all jurisdictions within Johnson County consistent with the Steering Committee-approved protocols.

Participant Administrator: A minimum of one designated Administrator will be required for each Participant. This Administrator is responsible for providing logins and procedural training to Participant Users of the System. This individual will be the primary Participant contact for Johnson County concerning the System.

Participant User: Participants may have an unlimited number of users. Participant Users will be authorized and managed by the Participant Administrator. Participant Users will have permission to access and launch notifications consistent with the Steering Committee-approved protocols.

VII. ACTIVATION OF THE SYSTEM

In general, each Participant is responsible for launching messages to affected citizens and businesses within their jurisdiction. Determination of authority to request activation of the System rests with the Participant. Detailed activation procedures shall be included in Participant Operations Procedure documents.

A. Public Notifications

1. Johnson County is authorized to use the System to send notifications of countywide emergencies to any and all residents within the County's geographic boundaries. Upon sending a countywide notification, the County User making the notification will as soon as possible notify the Participants that mass notifications have been sent by the County to residents of their jurisdictions.
2. Other than countywide emergency notifications, public notifications are the responsibility of the Participant. In the event that the geographical location of an incident crosses jurisdictional boundaries, the Participant User must establish contact with the appropriate local jurisdictions/agencies and inform them that a mass notification message will be sent. The County will be responsible for activating emergency notifications for any Nonparticipating Agencies.
3. If a Participant experiences difficulty in sending an **emergency** notification, Johnson County is available to act on the Participant's behalf.
4. Participants are authorized to develop pre-established notification lists and messages to meet their individual needs. These lists may include special populations (e.g. in-home care, schools, etc.) or those susceptible to certain risks. It is the responsibility of the Participant to create, maintain and update these lists.

B. Emergency Response and Inter-Department Notifications

1. Each Participant is authorized to create employee and department call lists and pre-recorded messages.
2. It is the sole responsibility of each Participant to maintain these lists and to launch notifications as deemed necessary.

VIII. MAINTENANCE AND SUPPORT

Johnson County Emergency Management and Communications will be the primary point of contact for vendor support.

IX. ROUTINE TESTING

Participants may choose to test the system on a quarterly or bi-annual basis with their internal employee pool.

All external contacts will be tested once annually based on their test rotation schedules (see below). External Email tests will include brief reminder to keep contact information current."

External Testing Scheduled (first Wednesday of the assigned month)

Month Last Name Starts With

JAN A, B, C, D
 MAR E, F, G, H
 APR I, J, K, L
 JUN M, N, O, P
 AUG Q, R, S, T
 OCT U, V, W, X, Y, Z

Test exercises will be geared towards insuring that use of the System in an emergency is optimized. This includes testing operational readiness, activation procedures and system effectiveness as well as validating data and system processes. Through test exercises, System Administrators and Users will be able to observe the mode of operation to augment and refresh System and process knowledge.

Specific test exercise routines, roles, responsibilities and schedule will facilitated by Johnson County Emergency Management and Communications.

Revision History:

Revision Date	Author	Description
	Steering Committee	Document originated

EXHIBIT B

Participants in the Countywide Mass Notification System provided under contract with Everbridge Inc., will be assessed the following base annual fees for usage of the system.

Population Range	Year 1 Cost	Year 2 Cost	Year 3 Cost
100,000+	\$28,000	\$24,500	\$24,500
45,000 to 99,999	\$15,000	\$13,000	\$13,000
25,000 to 44,999	\$ 7,500	\$ 6,000	\$ 6,000
Under 25,000	\$ 5,000	\$ 4,500	\$ 4,500