



**Stevensville Town Council Meeting  
Agenda for  
THURSDAY, JULY 24, 2025  
6:30 PM  
206 Buck Street, Town Hall**

1. Call to Order and Roll Call
2. Pledge of Allegiance
3. Public Comments (Public comment from citizens on items that are not on the agenda)
4. Approval of Minutes
  - [a.](#) Budget Workshop Meeting Minutes 07/08/2025
5. Approval of Bi-Weekly Claims
6. Unfinished Business
  - [a.](#) Discussion/Decision: Awarding Bid for IT Services
7. New Business
  - [a.](#) Discussion/Decision: Resolution No. 570 a Resolution of the Stevensville Town Council to Dispose of Certain Town Property
  - [b.](#) Discussion/Decision: Scheduling Budget Workshops
  - [c.](#) Discussion/Decision: Permission to Bid on a Sewer Jet Unit
8. Board Reports
9. Town Council Comments
10. Executive Report
11. Adjournment

## **Welcome to Stevensville Town Council Chambers**

We consider it a privilege to present, and listen to, diverse views.

It is essential that we treat each other with respect.

We expect that participants will:

- ✓ Engage in active listening
- ✓ Make concise statements
- ✓ Observe any applicable time limit

We further expect that participants will refrain from disrespectful displays:

- ✗ Profanity
- ✗ Personal Attacks
- ✗ Signs
- ✗ Heckling and applause

## **Guidelines for Public Comment**

Public Comment ensures an opportunity for citizens to meaningfully participate in the decisions of its elected officials. It is one of several ways your voice is heard by your local government. During public comment we ask that all participants respect the right of others to make their comment uninterrupted. The council's goal is to receive as much comment as time reasonably allows. All public comment should be directed to the chair (Mayor or designee). Comment made to the audience or individual council members may be ruled out of order. Public comment must remain on topic, and free from abusive language or unsupported allegations.

During any council meeting you have two opportunities to comment:

1. During the public comment period near the beginning of a meeting.
2. Before any decision-making vote of the council on an agenda item.

Comment made outside of these times may not be allowed.

Citizens wishing to speak during any public comment period should come forward to the podium and state their name and address for the record. Comment may be time limited, as determined by the chair, to allow as many people as possible to comment. Comment prior to a decision-making vote must remain on the motion before the council.

**Thank you for observing these guidelines.**

**File Attachments for Item:**

a. Budget Workshop Meeting Minutes 07/08/2025

## **Stevensville Budget Workshop Minutes**

**for TUESDAY, JULY 08, 2025, 6:00 PM 206 Buck Street, Town Hall**

### **CONDENSED MINUTES**

1. Call to Order and Roll Call

Mayor Michalson called the meeting to order. Councilmembers Barker, Brown, Bragg and Smith were all present.

2. New Business

a. Fiscal Year 2025/2026

Mayor Michalson: introduced new business item a. FY 2025/2026 revenues that you have in front of you right now.

Robert Underwood: introduced the revenues. First I will show you a list of all of our funds, the ones that we are going to talk about tonight are in white and the ones that we will talk about tomorrow are grayed out. here is where the revenues are, cash that we have to have in reserve, cash on hand, investment income, tax revenue and what the cash will be in the end in that fund. Something that we are going to add this year is a street capital asset fund, this will allow us to take 25% of the gas tax money and move it into an equipment asset fund. We can always use that money for equipment but only 25% of the total. So, this is a way to build up that fund.

Mayor Michalson: so, every time we get a gas tax check you will take 25% of that and put it into this?

Robert Underwood: we will do it one time a year, we will ask the council do a budget amendment this year to take the 25% and put it into the fund, about \$22,000.00.

Jeff Motley: why wouldn't we do that for the fire department.

Robert Underwood: this is only gas tax money.

Jeff Motley: we don't get any gas tax money?

Robert Underwood: no, only for street repairs or equipment for streets. This fund will just give us a better way to track the money.

Mayor Michalson: so, we are going to take \$12,000.00 for the street sweeper to pay for it out of that fund.

Robert Underwood: yes. any questions with the chart? Let's start with the general fund. This is everything that everyone has asked for and everything that we have to spend, this is not trimmed down. When we come back in two weeks you guys get to say what stays and what goes. We need to have about 25% in reserve. Cash in the bank and investment income all for the general fund.

Councilmember Brown: do we have that sheet.

Robert Underwood: I can make a copy, that included the salaries at a 2.5% raise. At this point we are saying we are at \$104,000.00 short. Next we are going to look at our revenues for the general fund. Mills, the state sends the county the amount, the county sends it to us and then we fill out the sheet and request the number of mills.

Jenelle Berthoud: we just got the postcard in the mail that shows the amount that we are all going to get back and then the state is still calculating figures before sending out to us.

Robert Underwood: went over licensing and permitting and all over revenues. Reviewed pool revenue and courts. The court fines have been going down in the last ten years. I hope that this year we are going to go up. Then there is miscellaneous revenue, we don't know where it is going to come from. That is the general fund, questions. Rest of these we can go through pretty quick, easy funds. This is the TIFDT district. We have not spent any money out of that fund.

Mayor Michalson: we will this month, \$17,000.00.

Robert Underwood: planning fund comes from the building fund; it is just an estimate. TEDD fund, we should get about \$17,000.00 this year. Good thing about this fund, the last ten years the airport has been paying off a loan and this money has helped with that. The loan is now about \$7,000.00. Building code enforcement this is from the fees that we get from permits.

(side discussion about numbers on the sheet)

Robert Underwood: the next five are lighting districts, it is a formula, here is the balance, here is the expenditure, 15% increase and you have to have 30% on hand. About three to four years ago they came in and put in LED lights and even though the rates have gone up the bill is finally going down. All this is the electrical bill.

Jenelle Berthoud: there will be additional users when the phase 2 of Twin Creeks is built out.

Robert Underwood: police training fund, this is the money that we get from the state and the same amount goes to the fire, we just don't know how much it is going to be. Just for training. Here is the gas money that we get every month, \$7,500.00 per month. Took the total and took out the 25%.

Mayor Michalson: lets say we want to do a street project we can go ahead and pull out of that capital asset.

Robert Underwood: this is for equipment.

Mayor Michalson: so, you could do a budget amendment and put it back into the fund to do a paving project.

Robert Underwood: yes. nothing in the capital improvement funds for police and fire and here is the fireman disability. Then we are going to look at the general fund for, this is all broken down, here is the council budget, then here is the 2.5% increase to wages. Office supplies, training and actual expenditures throughout the year. I am going to highlight one and it is First Call; it has not doubled because of the service it is because of the cyber security. You have travel based on last year.

Councilmember Barker: the training services for when we go to conference do we need to up this. Two went last year.

Robert Underwood: that is a good question. Here are the numbers that we spent last year if you think that we need to add more.

Councilmember Barker: I think that it is very important that we all go to that conference and we always take something away from it. I know that Councilmember Brown did not go due to the fact that she is not moving on. I think that it is...

Councilmember Brown: can I do a happy dance now.

Robert Underwood: we can bring this up.

Councilmember Barker: and lodging is going to be going up.

Jenelle Berthoud: it is in Billings this year, so it is going to be more.

Councilmember Barker: in the past at least two people.

Robert Underwood: the mayors budget, the .gov, Netchex and First Call and his travel was based on this last year. Are they paying for your training this year?

Mayor Michalson: not for May but they do for October.

Robert Underwood: court stays about the same, the biggest increase that they have is First Call and they are asking for a raised bench again, you get to pick and choose to leave that in there. Prosecution services.

Jenelle Berthoud: we just put out on RFQ for prosecution.

Robert Underwood: administration, big part of it is First Call. Legal services for the town. It goes up and down.

Mayor Michalson: we are going to get some of those legal services back from Berta's Farm.

Robert Underwood: we had a water leak so that is being looked at. Police department, this other number was when there were four officers. They need new computers but that is not in this budget so looking at the reserve association to do that. Next is fire department, wages, pension, and the administration for the fire department. Checking of pumps on the apparatuses. We talked about rural paying for utilities on there side. Station at the airport, we need to talk to the chief about these requests. Supplies for about \$7,500.00.

Councilmember Barker: so, there is \$4,000.00 for this year. What are the plans for it?

Mayor Michalson: one set of gear.

Robert Underwood: there is a grant for that, but I will get with Chief about that. This could be on the pick and choose list. Physicals, it will be on the pick and choose list. Training services for \$4,000.00 you guys get to decide on this. This is the portion of public works that comes out of general fund. Streets is another subsection.

Mayor Michalson: street signs.

Robert Underwood: a better way to keep track. These are streetlights in town that we just pay for not part of a lighting district. Cemetery have asked for a new lowering device and some irrigation pipes. Irrigation water about the same cost, money set aside for the pump. Parks, the wages have gone up a bit since we hired the new parks director his wage went up a bit. Pavilion roof, we did receive a donation for the bathrooms so that money is in there and we cannot use that money that they gave us for anything else then what they gave it to us for.

Councilmember Brown: I thought that we were turning the pavilion in on the insurance.

Gina Crowe: yes, I am waiting to hear back from them and then the disaster fund. It is not set in stone. If MMIA rejects the bids then it could go to the disaster funds.

Robert Underwood: trees, after the wind event and that cost. we just don't have the money to do it.

Mayor Michalson: we actually got some bids?

Gina Crowe: almost \$70,000.00 dollars.

Councilmember Barker: looks like some people are doing it themselves on Main Street.

Robert Underwood: pool, about \$9,000.00 for wages, that is going to change don't have as many lifeguards to work. Splash Pad, have \$10,000 but just spent \$2,000 on a light so that money is going quick. all of those expenses in the general is about \$950,000.00 and we need to cut about \$104,000.00 and that is with the 25% reserve. We go six months without a big tax check, and you have to pay the bills.

Mayor Michalson: what does it do with a 20% reserve, what were we last year?

Robert Underwood: last year we were 18%, and you can't go above 30%.

Mayor Michalson: what is the lowest you can go?

Robert Underwood: last year at 18% they were looking at us. If you are looking for a balanced budget then you need to look at cutting \$104,000.00. like I did last year, I ask the department heads to cut again and then come back with the mayors recommendation in two weeks and then the department heads will come in and say what they want and need.

Councilmember Bragg: that is with the 2.5%.

Councilmember Barker: what about at 2.0%?

Robert Underwood: general fund changes about \$1,000.00 to the general fund. The last thing would be these other funds, and they are pretty self-explanatory. Training, firearm supplies. Tomorrow night we will talk about water, sewer and airport. We will talk about rates and where we are at now. We base the rates on the budget.

Councilmember Barker: I know that Tim's wages are up there, have we looked to see if there is anybody out there.

Robert Underwood: we have a contract.



Jenelle Berthoud: there isn't anyone else out there with those certifications.

Robert Underwood: you can only spend that money in that fund. We only have enough in the fund to keep it going, which is no longer a finding.

Mayor Michalson: any questions?

Councilmember Brown: \$104,000 is a lot of money.

Robert Underwood: we have to give this back to the department heads and have them go through it.

Councilmember Brown: I wonder how many retired people are using the tax relief for property taxes.

Robert Underwood: for sure, they say that the tax revenue is going to go down but from what the mayor said it should not affect the small towns.

Mayor Michalson: to answer your question, the entitlement share account is what the state gives to cities and town on lost revenue on property taxes, vehicles and they kick that in and use a formula.

Councilmember Brown: a lot of people are using it now; it is based on their income. There are a lot of people doing it now.

Mayor Michalson: if there are no other questions we will make a motion.

Jenelle Berthoud: do you still want to propose a budget workshop for the 23<sup>rd</sup>?

Mayor Michalson: we can do that.

Councilmember Bragg: I will not be here that week. 21-25 vacation.

Mayor Michalson: 29<sup>th</sup>?

Councilmember Barker: would like to see it on the agenda.

Jenelle Berthoud: Mayor let me know what you would like to do. Councilmember Barker would like to put that on an agenda.

Mayor Michalson: I don't have to have the councils permission to set a budget workshop, but I do it out of curtesy to the council and we all need to be at workshops.

Councilmember Brown: put it on the agenda of the 24<sup>th</sup> for the 29<sup>th</sup>.

Jenelle Berthoud: what time on that agenda item.

Councilmember Barker: 6:00 pm.

3. Adjournment

Councilmember Brown: move to adjourn.

Councilmember Barker: 2<sup>nd</sup>.

**APPROVE:**

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**Bob Michalson, Mayor  
Town Clerk**

**ATTEST:**

**Jenelle S. Berthoud,**

**File Attachments for Item:**

a. Discussion/Decision: Awarding Bid for IT Services



## Stevensville Town Council Meeting

### Agenda Item Request

**To be submitted BEFORE Noon on the Wednesday immediately preceding the Thursday agenda publishing deadline (8-days ahead of the meeting).**

<b>Agenda Item Type:</b>	Unfinished Business
<b>Person Submitting the Agenda Item:</b>	Bob Michalson
<b>Second Person Submitting the Agenda Item:</b>	
<b>Submitter Title:</b>	Mayor
<b>Submitter Phone:</b>	
<b>Submitter Email:</b>	
<b>Requested Council Meeting Date for Item:</b>	07/24/2025
<b>Agenda Topic:</b>	Discussion/Decision: Awarding Bid for IT Services
<b>Backup Documents Attached?</b>	Choose an item.
<b>If no, why not?</b>	
<b>Approved/Disapproved?</b>	Approved
<b>If Approved, Meeting Date for Consideration:</b>	07/24/2025
<b>Notes:</b>	<p>The town council at their regularly scheduled town council meeting on 06/26/2025 received two bids for IT services. The administration recommends awarding the bid to First Call.</p> <p>At the 07/10/2025 town council meeting the council tabled the awarding of the bid for IT services to First Call until further clarification regarding Cyber Security.</p> <p>An email was sent to all councilmembers on 07/11/2025 from Finance Director Gina Crowe that email is attached to this agenda item and explains the optional cyber security.</p>



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Email: [bscwsell@firstsolution.com](mailto:bscwsell@firstsolution.com)

Web: [www.firstsolution.com](http://www.firstsolution.com)

## **We have prepared a quote for you**

### **IT MSP ES 1 Agreement Quote with Enhanced Defenses**

Quote # 1007061  
Version 2

**Prepared for:**

**Town of Stevensville**

Bob Michalson  
[bob@townofstevensville.com](mailto:bob@townofstevensville.com)



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## IT MSP ES 1 Agreement Quote with Enhanced Defenses

**Prepared by:**

**First Call Computer Solutions**

First Call Business Services

(406) 721-6462

Fax (406) 721-4551

bscwsell@firstsolution.com

**Prepared for:**

**Town of Stevensville**

206 Buck Street

Stevensville, MT 59870

Bob Michalson

(406) 274-1946

bob@townofstevensville.com

**Quote Information:**

**Quote #: 1007061**

Version: 2

Delivery Date: 06/23/2025

Expiration Date: 07/31/2025

### Executive Overview

Please find First Call Computer Solution's response to the bid request for IT managed services.

Microsoft licensing fees are invoiced separately including Windows Defender. (required for Enhanced Defenses) Pricing provided in the RFP response document.



### Agreement (Monthly Recurring)

Product Details

Quantity



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### Agreement (Monthly Recurring)

Product Details	Quantity
<b>Managed IT Agreement - Essential + Remote and Field Support</b> Better Way Managed IT Agreement - Professional Ingredients and Full Support <ul style="list-style-type: none"><li>- Proactive Microsoft 365 Security Policy Management</li><li>- Microsoft 365 Security Monitoring</li><li>- Microsoft 365 Managed Detection and Response (MDR)</li><li>- Managed Security Basics - Hardware, Software and Services</li><li>- Backup Services - Hardware, Software and Services.</li><li>- Enhanced Defenses</li><li>- Microsoft Tenant Security Management</li><li>- Monitoring of users logins for anomalies</li><li>- Standard Security configuration for the Tenant</li><li>- Updates to security configuration as needed</li><li>- Policy creation and enforcement as needed by security configuration</li><li>- Response by our SOC team to any detected breach or anomalous activity</li><li>- MDR *requires separate licensing from Microsoft</li><li>- Configuration of MDR</li><li>- Deployment of MDR</li><li>- Management of MDR</li><li>- SOC response to incidents detected by the MDR</li><li>- Optional Cloud Backup Services - Software and Storage</li><li>- Professional IT Alignment Services</li><li>- IT Support (Remote and on-site)</li><li>- Professional Services (Separate Charges Apply - No Project Labor or Additional Hardware/Software Included)</li></ul> <p>First Call has quoted the Agreement based on your organization having:</p> <p>5 Locations requiring firewalls 4 locations requiring secure wireless 8TB of Cloud Backup Storage 22 Windows Endpoints (Windows Servers and Windows PCs 23 End Users</p>	<b>1</b>



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## Agreement (Monthly Recurring)

Product Details	Quantity
<b>SonicWall TZ350W FWaaS Monthly Service-AGSS</b>	5
SonicWall TZ350 Wireless-AC - Advanced Edition - security appliance - GigE - Wi-Fi - Dual Band - Monthly Rental Service	
<b>Single Domain - DarkWeb Monitoring Service</b>	1
DarkWeb Monitoring of your Domain helps improve your security profile by identifying potential security gaps caused by user accounts and/or passwords that have been exploited in the DarkWeb.	
<b>Single User - Phish Testing &amp; Security Awareness Training</b>	23
Phish testing helps improve your understanding of security vulnerabilities within your workforce to allow you to focus your security awareness training investments.	
<b>Synology 2-Bay DiskStation DS224+ (Diskless)</b>	1
Synology 2-Bay DiskStation DS224+ (Diskless)	
<b>Seagate 8TB IronWolf 7200 rpm SATA III 3.5" Intern Rental</b>	2
8TB Storage Capacity - 3.5" Form Factor SATA III 6 Gb/s Interface - 256MB Cache - 7200 rpm - Up to 210 MB/s Data Transfer Rate - 1 Million Hours MTBF - Workload Rate: 180TB per Year - 8760 Power-On Hours per Year - 600,000 Load/Unload Cycles Rental	
<b>Cloud Storage 250GB Block WL</b>	17
250 GB blocks of cloud storage Cloud backups provide additional business continuity protections against ransomware, malware and worst case scenarios: flood, fire, electrical damage, employee sabotage and system theft.	
<b>Microsoft 365 Backup per Seat</b>	23
Microsoft 365 Seat Backup Actual	
OR	
Microsoft 365 Seat Backup Quota	





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### Agreement (Monthly Recurring)

Product Details	Quantity
Acronis Cyber Protect Cloud - Workstation	14
Workstation Backup Actual	
OR	
Workstation Backup Quota	
Subtotal: \$2,500.00	

#### PROPOSAL:

- This proposal is valid for thirty days from the Date Submitted and shall expire without execution.

#### AGREEMENT TERMS AND CONDITIONS:

- Credit cards, ACH or recurring e-check payments are REQUIRED for all recurring agreements unless annually pre-paid.
- First Call offers a 1.5% discount on all agreements paid 12 months in advance.
- All Pre-payments must be made in cash, by check or e-check.
- Agreement Invoices are prepared and payments are made in advance of the month the service is performed.
- Prior to commencement of Services, First Call will present and review the Master Customer Agreement and Coverage Detail Document.
- The Master Customer Agreement and a Coverage Detail document must be executed and on file before First Call is able to provide services.

#### AGREEMENT TERM & TERMINATION

- Agreement Term is 36 months.
- Early Termination Fee of 2 times the monthly Agreement Fee.
- Customer may, at its option, terminate this agreement at any time by providing written notice to First Call outlining any failures to comply with the agreement. If First Call addresses any failures within 30 days, the notice of termination is null and void.
- Customer and First Call may mutually agree to terminate this agreement at any time.

#### Price Adjustments

Both parties reserve the right to request price adjustments to the agreement at any time based on the following conditions:

- A significant change in endpoint count (increase or decrease of more than 10%)
- Changes to site locations requiring firewall or backup infrastructure additions or reductions

These price adjustments will be discussed in good faith and documented through a written agreement or addendum before implementation.

Additionally, backup storage is billed in 250GB increments, and clients are charged monthly based on actual usage.



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First Call Computer Solutions

Town of Stevensville

Signature: \_\_\_\_\_

Name: First Call Business Services

Title: vCIO

Date: 06/23/2025

Signature: \_\_\_\_\_

Name: Bob Michalson

Date: \_\_\_\_\_



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## **Proposal for IT Managed Services**

**Submitted to:** Town of Stevensville

**Date:** 6/24/25

**Point of Contact:** Jenelle Berthoud, Town Clerk

### **First Call Computer Solutions**

500 N. Higgins Avenue

Missoula, MT 59802

406-721-4592

[Csmith@firstsolution.com](mailto:Csmith@firstsolution.com)



6/20/2025

Town of Stevensville,

Thank you for the opportunity to respond to your Request for Quote for outsourced IT services and for the opportunity to serve you and the community through secure, and reliable IT and communications.

Our proposed solution builds on our current partnership and elevates the Town's cybersecurity (both locally and in the cloud) through enhanced defenses.

First Call Computer Solutions has proudly supported the Bitterroot Valley for over two decades, with a strong and growing client base that includes municipal, financial, healthcare, and private-sector organizations throughout the region

Our team actively participates in the Bitterroot Chamber of Commerce and local community initiatives, reinforcing our investment in the area's long-term success.

We understand the operational challenges of rural municipalities and are dedicated to delivering IT and cybersecurity outcomes that are aligned with local priorities, budget realities, and public service commitments.

Our approach— **"Aligned for Success: Securely Managed IT for Your Team and Operations"**—is built on delivering predictable outcomes and alignment with your needs.

Sincerely,



**Conor Smith**

First Call Computer Solutions  
500 N. Higgins Avenue  
Missoula, MT 59802  
406-721-4592 | csmith@firstsolution.com



## **1. Company Overview**

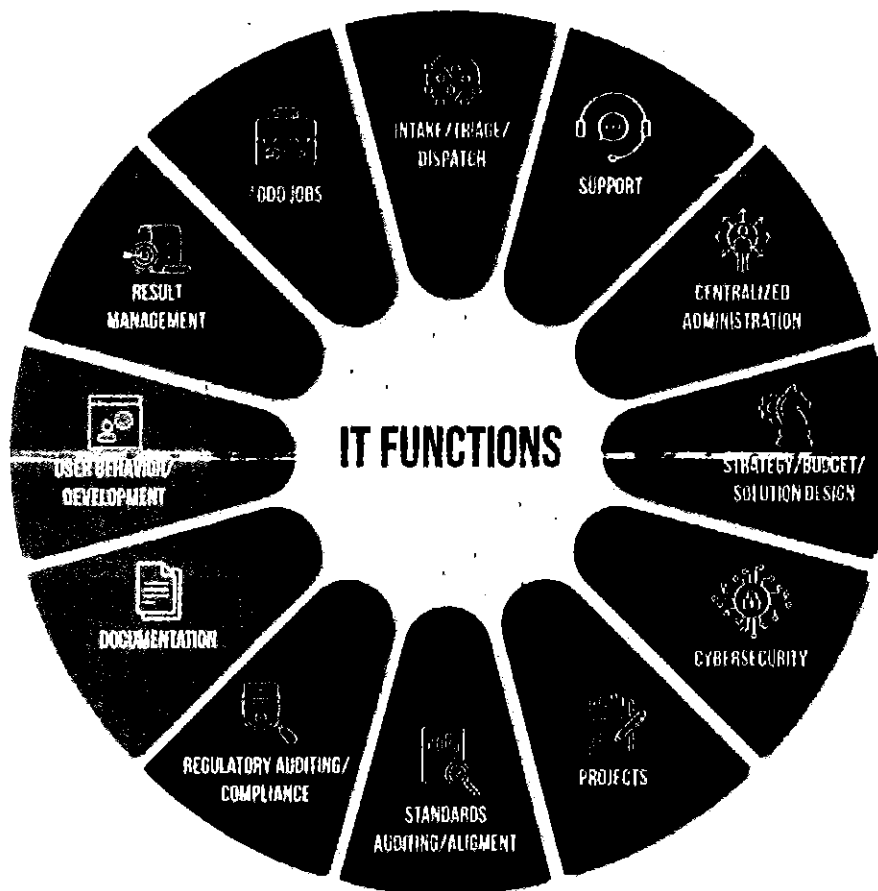
First Call Computer Solutions is Montana's leading IT Managed Services Provider (MSP), serving over 150 clients across government, nonprofit, and commercial sectors. Our team of 50+ professionals provides strategic IT management, cybersecurity solutions, cloud services, unified communications and support to organizations and their users. We are long time members of the League of Cities and Towns. We support, manage and secure other municipalities as large as City of Hamilton and as small as Town of Circle.

### **Certifications & Partnerships:**

- Microsoft Gold Partner
- Dell Gold Partner
- SonicWall Gold Partner
- CompTIA A+, Network + and Security+ Certified Engineers
- Allworx Phone System Partner

## 2. Approach & Methodology

First Call provides a proactive, security-first approach to IT services, ensuring reliability, compliance, and efficiency through key functions:



We utilize best-in-class tools to maintain operational excellence and work closely with our clients strategically and operationally.



### 3. Key Personnel

#### Executive Team:

- **President and CEO:** Conor Smith
  - [\(11\) Conor Smith | LinkedIn](#)
- **Professional Services Manager:** Mike Dotson
  - [\(2\) Mike Dotson | LinkedIn](#)
- **CISO and VP of Security Services:** Chris Sellers
  - [\(11\) Chris Sellers | LinkedIn](#)
- **CFO:** Alex Mustard
  - [\(11\) Alex Mustard | LinkedIn](#)

#### Dedicated Steering and Client Management Team:

- **Virtual Chief Information Officer (vCIO)**
- **Technology Alignment Manager (TAM)**

#### Technical Team:

- **Support Engineers with 24/7/365 availability**
- **Professional Service Engineers**
- **Central Services Engineers**

### 4. Service & Coverage Details – Essential IT and Cybersecurity Agreement

#### Managed Security - Hardware, Software and Services

- **Endpoint Detection and Response (EDR)**
- **Remote Monitoring & Alerting**
- **Firewall Hardware**



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- Firewall Security Services
- Dark Web Monitoring
- Security Awareness Training
- Phish Testing
- Patch Management
- 3rd Party General Application Updates
- IT Admin Account Password Management
- Backups Encryption
- Central Services
- Enhanced Defenses
  - Windows Defender
  - Microsoft Tenant Security Controls
  - Managed Detection and Response (MDR)

### **Backups/Business Continuity – Hardware, Software and Services**

- Onsite Server Backup Software
- Onsite Server Backup Hardware
- Offsite Server Cloud Backup
- Microsoft 365 Backups
- 6-month offsite retention
- File Recovery
- File System, Operating System or System Failure Recovery

### **IT Support**

- Help Desk
- Field Support
- Active Directory / Google Apps / Office365 Accounts Management
- Mobile Device Email Set up

### **IT Strategy & Consulting:**

- IT roadmap planning & budgeting





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- Asset lifecycle management
- Dedicated customer success team
- Proactive engineering & technology alignment reviews

For more detail visit: [The Essentials Agreement | First Call Computer Solutions](#) ★

## 5. Pricing

Our proposal is based on **Essentials 1 Managed Services** agreement and is based on the organization having:

- 22 PC's and Servers
- 5 Locations requiring firewalls
- 4 locations requiring secure wireless
- 8 TB of Cloud Backup Storage
- 23 users of Microsoft 365 .GOV users

Service	Monthly Cost
Essentials Managed Services with Enhanced Defenses and Remote and Onsite Support	\$ 2500.00
<b>Microsoft 365 Licenses (Annual Subscription)</b>	
	<b>Monthly Cost</b>
M365 Subscriptions	\$ 575.00
M365 Enhanced Defenses Security Licensing	\$ 66.00

*Additional costs for project labor and non-covered hardware and software will be quoted and invoiced separately upon approval.*

### **Project Rates:**

*Level 1 Project Tech 150.00 / hour*

*Level 2 Project Tech 180.00 / hour*



Level 3 Project Tech 210.00 / hour

## 6. Term and Termination

This agreement is structured as a 36-month term with an early termination penalty equivalent to two months of service fees if exited at any point during the term. The fixed monthly pricing is subject to adjustment by either party in response to material changes in scope, including a  $\pm 10\%$  change in the number of managed devices, additions or reductions in firewall-managed locations, modifications to Microsoft 365 licensing, and increases or decreases in data cloud backup storage requirements. (see quote for additional details)

## 6. Advisement of Future Feature and Benefits of the Managed IT and Cybersecurity Agreement

A key upcoming feature includes access to a centralized online training platform. This platform will offer on-demand training modules on Microsoft 365 applications, emerging technologies such as Generative AI, and also empower clients to create, assign, and track custom internal training programs—enhancing organizational knowledge and compliance.

Additionally, First Call is expanding support around Cybersecurity Insurance preparedness. We are incorporating tools and advisory services to evaluate current cybersecurity controls against leading insurance policy requirements. This includes gap assessments, documentation alignment, and guidance to strengthen your risk posture, improving both policy eligibility and claim defensibility.

## 7. Breakdown of Staffing

Role	Team Size	Function
Executive Leadership	3	Strategic and executive leadership



Role	Team Size	Function
Support Engineers (Tier 1–3)	11	Remote and onsite IT support, troubleshooting, and escalation
Support & Triage Management	2	Oversight of support and triage workflows
Triage and Dispatch Specialists	3	Initial issue intake, prioritization, and dispatch
Technology Alignment Managers	4	Onsite standards reviews, documentation, proactive issue identification
Virtual CIOs	5	Strategic IT planning, budgeting, and client alignment
Central Services Engineers	2	Monitoring, alerting, patching, backups
Professional Services Team	7	Projects, implementations, and infrastructure engineering
Security Services (SOC/SAM/vCISO)	4	Cybersecurity monitoring, alignment, and strategy
Accounting & Finance	5	Billing, accounting, procurement, and CFO oversight
Business Development	2	Client acquisition, proposals, and sales coordination
Website and Digital Marketing Services	3	Marketing strategy, content development, digital campaigns
Quality & Administration	3	Operational support, internal process



## 8. Optional Advanced Cybersecurity and Compliance Services

First Call offers an Advanced Security Agreement (AS1.0) as an optional add-on for organizations seeking to elevate their cybersecurity posture and align with state, federal, or insurance-driven compliance frameworks such as CJIS, NIST, or FFIEC.

Services Include:

- Security Information and Event Management (SIEM)
- 24/7 Managed Detection and Response (MDR) via U.S.-based SOC
- Virtual Chief Information Security Officer (vCISO)
- Security Alignment Manager (SAM)
- Compliance Gap Assessments & Strategy Development
- Support for Regulatory Exams and Cyber Insurance Reviews

Pricing:

Monthly Fee: \$1,500-\$2,500 a month depending on final coverage and compliance requirements.

These services are ideal for municipalities and critical infrastructure operators seeking a defensible, standard-aligned cybersecurity program with ongoing expert oversight.

## 8. Supporting Documentation

- Quote #1007061

- Insurance Certificates – please see separate email correspondence from 3<sup>rd</sup> party vendor.

## Jenelle Berthoud

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**From:** Gina Crowe  
**Sent:** Friday, July 11, 2025 11:30 AM  
**To:** Samantha Bragg; Stacie Barker; Cindy Brown; Wallace Smith  
**Cc:** Bob Michalson; Jenelle Berthoud  
**Subject:** Cyber Security Update  
**Attachments:** First Call Agreement 7-11-2025.pdf; First Call Quote 2025.pdf

**Follow Up Flag:** Follow up  
**Flag Status:** Flagged

Good morning,

The Quotes for First Call were confusing because one quote has the monthly agreement for IT services and the other has the quote for the monthly agreement PLUS the .GOV emails which we currently pay for, as well as the OPTIONAL Cyber Security amount. As discussed in last night's meeting here is what First Call stated:

Page 10 of the RFP, item 8 refers to *Optional Advanced Cybersecurity and Compliance Services*. This section is simply meant to inform the Town that additional, higher-level security services are available if ever needed. These services are typically suited for organizations with strict regulatory requirements (such as defense contractors, banks, credit unions) and are *not* included in the proposed IT agreement.

The attached IT agreement already includes strong, standard cybersecurity protections for your office and cloud environments (email, Microsoft systems, etc.).

***The Advanced Security Services are entirely optional and would be considered an add-on, not a replacement or requirement.***

As for the Project Rates, any project that meets the purchasing agreements will be brought to the council for approval.

I apologize for the confusion, I hope this provides more clarity. Please let me know if you have any questions.

Warm Regards,

Gina Crowe  
**Director of Finance & HR**  
Town of Stevensville  
206 Buck St  
Stevensville, MT 59870  
406-777-5271 Ext 103  
finance@townofstevensville.gov

**File Attachments for Item:**

a. Discussion/Decision: Resolution No. 570 a Resolution of the Stevensville Town Council to Dispose of Certain Town Property



## Stevensville Town Council Meeting

### Agenda Item Request

**To be submitted BEFORE Noon on the Wednesday immediately preceding the Thursday agenda publishing deadline (8-days ahead of the meeting).**

<b>Agenda Item Type:</b>	New Business
<b>Person Submitting the Agenda Item:</b>	Bob Michalson
<b>Second Person Submitting the Agenda Item:</b>	Stephen Lassiter, Public Works Supervisor
<b>Submitter Title:</b>	Mayor
<b>Submitter Phone:</b>	
<b>Submitter Email:</b>	
<b>Requested Council Meeting Date for Item:</b>	07/24/2025
<b>Agenda Topic:</b>	Discussion/Decision: Resolution No. 570 a Resolution of the Stevensville Town Council to Dispose of Certain Town Property
<b>Backup Documents Attached?</b>	Yes
<b>If no, why not?</b>	
<b>Approved/Disapproved?</b>	Approved
<b>If Approved, Meeting Date for Consideration:</b>	07/24/2025
<b>Notes:</b>	A public notice will run in the Bitterroot Star on 7/9/25 and 7/23/25.

**RESOLUTION NO. 570**

**A RESOLUTION OF THE STEVENSVILLE  
TOWN COUNCIL TO DISPOSE OF  
CERTAIN TOWN PROPERTY**

**WHEREAS**, the item herein of town owned property have served its useful life for the Town of Stevensville purposes and needs are no longer being used or operated by the Town; and,

**WHEREAS**, the Town does not anticipate using or operating said property at any time in the future; and,

**WHEREAS**, Montana Code Annotated 7-8-4201 authorizes the Town Council to sell, dispose of, donate or lease any property belonging to the Town; and,

**NOW THEREFORE, BE IT RESOLVED**, that the following item will be disposed of:

1. Tennant 830XP Street Sweeper

DATED this 24<sup>th</sup> day of July 2025, after motion and second at a regular meeting of the Stevensville Town Council.

**Approved:**

**Attest:**

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**Bob Michalson, Mayor**

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**Jenelle S. Berthoud, Town Clerk**



**File Attachments for Item:**

b. Discussion/Decision: Scheduling Budget Workshops



## Stevensville Town Council Meeting

### Agenda Item Request

**To be submitted BEFORE Noon on the Wednesday immediately preceding the Thursday agenda publishing deadline (8-days ahead of the meeting).**

Agenda Item Type:	New Business
Person Submitting the Agenda Item:	Bob Michalson
Second Person Submitting the Agenda Item:	
Submitter Title:	Mayor
Submitter Phone:	
Submitter Email:	
Requested Council Meeting Date for Item:	07/24/2025
Agenda Topic:	Discussion/Decision: Scheduling Budget Workshops
Backup Documents Attached?	Choose an item.
If no, why not?	
Approved/Disapproved?	Approved
If Approved, Meeting Date for Consideration:	07/24/2025
Notes:	Budget Workshops for August.

**File Attachments for Item:**

c. Discussion/Decision: Permission to Bid on a Sewer Jet Unit



## Stevensville Town Council Meeting

### Agenda Item Request

**To be submitted BEFORE Noon on the Wednesday immediately preceding the Thursday agenda publishing deadline (8-days ahead of the meeting).**

<b>Agenda Item Type:</b>	New Business
<b>Person Submitting the Agenda Item:</b>	Bob Michalson
<b>Second Person Submitting the Agenda Item:</b>	Stephen Lassiter, Public Works Supervisor
<b>Submitter Title:</b>	Mayor
<b>Submitter Phone:</b>	
<b>Submitter Email:</b>	
<b>Requested Council Meeting Date for Item:</b>	07/24/2025
<b>Agenda Topic:</b>	Discussion/Decision: Permission to Bid on a Sewer Jet Unit
<b>Backup Documents Attached?</b>	Yes
<b>If no, why not?</b>	
<b>Approved/Disapproved?</b>	Approved
<b>If Approved, Meeting Date for Consideration:</b>	07/24/2025
<b>Notes:</b>	The Town of Three Forks has items for surplus and one of those items has come back for a second round of bidding. It is a 2003 S.E.C.A. Sewer Jet Unit, Model 747-FR2000. The Town of Stevensville would bid \$26,000.00. The original minimum bid was \$40,000.00 when it was in their first round of bidding.

## City of Three Forks – Surplus Sale Items

Resolution of Intent to Declare Certain Property as Surplus No Longer Necessary to Conduct City Business and Authorizing Its Sale or Disposal.

- **2003 S.E.C.A. Sewer Jet Unit** (Model 747-FR2000)

