



COUNCIL SPECIAL SESSION

Thursday, May 09, 2024 at 4:00 PM

COUNCIL MEMBERS:

Mayor Rick Scholl
Council President Jessica Chilton
Councilor Mark Gundersen
Councilor Russell Hubbard
Councilor Brandon Sundeen

LOCATION & CONTACT:

Zoom Only (details below)
Website | www.sthelensoregon.gov
Email | kpayne@sthelensoregon.gov
Phone | 503-397-6272
Fax | 503-397-4016

AGENDA

CALL SPECIAL SESSION TO ORDER

RECESS SPECIAL SESSION

EXECUTIVE SESSION

An Executive Session is scheduled to take place under ORS 192.660(2)(h) Consult with Counsel/Litigation to discuss the City Council's options in the Toschi et al v. City of St. Helens matter, LUBA No. 2023-085, to either withdraw the challenged decision, reconsider the matter, or take other action. Representatives of the news media, staff, and other persons as approved, shall be allowed to attend the Executive Session. All other members of the audience are asked to leave the Council Chambers.

RESUME SPECIAL SESSION

AUTHORIZE NEXT STEPS

1. Action on Next Steps in the Toschi et al v. City of St. Helens matter, LUBA No. 2023-085

APPROVE AND AUTHORIZE FOR SIGNATURE

2. Amendment No. 1 to Agreement with Columbia County for Police Records Management System

OTHER BUSINESS

ADJOURN

VIRTUAL MEETING DETAILS

Join: <https://us02web.zoom.us/j/83350734931?pwd=MGMMyQIA5Z3pubTRZelVIRUhDcXBzUT09>

Meeting ID: 833 5073 4931

Passcode: 376906

Dial: +17193594580

The meeting location is accessible to persons with disabilities. A request for an interpreter for the hearing impaired or for other accommodations for persons with disabilities should be made at least 48 hours before the meeting to City Hall at 503-397-6272.

Be a part of the vision and get involved...volunteer for a City Board or Commission! For more information or for an application, go to www.sthelensoregon.gov or call 503-366-8217.

**AMENDMENT 1 TO THE INTERGOVERNMENTAL AGREEMENT
BY AND BETWEEN THE CITY OF ST. HELENS, AND
COLUMBIA COUNTY, OREGON FOR A RECORD
MANAGEMENT SYSTEM**

This Amendment 1 is to the Intergovernmental Agreement by and between the City of St. Helens (“City”) and Columbia County (“County”), entered into on June 29, 2023, for a records management system (the “IGA”).

WHEREAS, the City has procured a records management system pursuant to the IGA; and

WHEREAS, additional hardware, software and services are necessary for the effective implementation of the records management system; and

WHEREAS, the additional hardware, software and services are described in Exhibits A and B, which are attached hereto; and

WHEREAS, the parties desire to amend the IGA to address the procurement and cost of the additional hardware, software and services;

NOW, THEREFORE, the parties agree as follows:

1. The IGA is amended as follows:

A. Paragraph 2 is amended to include the following:

The monthly service agreement between the City and MorePower Technology Group for management and maintenance is for a period of twelve (12) months. After the twelve (12) month period the parties have the option to sign an extension with MorePower or find another alternative of their choosing.

B. Paragraph 4 is amended as follows: In addition to the CentralSquare “RMS”, the City will purchase hardware, software and services from MorePower Technology Group (“MorePower Services”) as described in Exhibits A and B. The MorePower Services shall be considered part of the “System” described in the IGA. All hardware purchased from MorePower and listed in quote QWSQ2536-1 will be the sole property belonging to the parties once it has been purchased.

C. Paragraph 5 is amended to add the cost of the MorePower Services to the overall System cost. In addition to the consideration paid for the RMS, the parties will pay the following startup and monthly costs:

Startup costs:

SHPD: \$67,932.18

CCSO: \$67,932.18

One time startup fee:

SHPD: \$850.75

CCSO: \$850.75

Monthly costs:

SHPD: \$1687.94

CCSO: \$1687.94

The County shall remit its share of the periodic payments to the City prior to the time such amounts must be paid by the City to MorePower.

D. Paragraph 6.G is amended to add that City shall clarify in the terms of the MorePower agreements (Exhibits A and B) that the County is a third-party beneficiary to the contracts.

E. Paragraph 6.J is amended to add that the City will include in its contracts with MorePower (Exhibits A and B), the CJIS requirements, which are attached to the IGA.

2. Except as expressly amended herein, the IGA shall remain in full force and effect.

3. Counterparts. This Amendment 1 may be executed in several counterparts, each of which shall be an original, each of which shall constitute one and the same instrument.

4. Effective Date. This Amendment 1 is effective on the date last signed, below.

IN WITNESS WHEREOF, the parties have executed this Amendment 1 on the dates listed below.

CITY OF ST. HELENS

BOARD OF COUNTY COMMISSIONERS

By: _____

FOR COLUMBIA COUNTY, OREGON

Name Printed: _____

Date: _____

By: _____

Casey Garrett, Chair

By: _____

Kellie Jo Smith, Commissioner

Approved as to form

By: _____

Margaret Magruder, Commissioner

By: _____

Office of County Counsel

Date: _____



1-Year MoreAware Essentials RMS Agreement Proposal

Quote Number: QWSQ2563-02

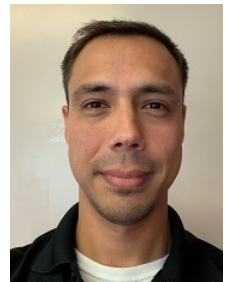
Expiration: 5/30/2024

Prepared For:

Evin Eustice

City of St. Helens

Prepared By:



Chris Leiker
President

888-556-8049

503-556-8105

cleiker@morepowertech.com



Prepared For:

Evin Eustice
 City of St. Helens
 eeustice@sthelensoregon.gov
 265 Strand Street
 PO Box 278
 St. Helens, OR 97051
 5033976272
 (503) 793-2954

QUOTE # QWSQ2563-02

PRESENTED 4/16/2024

PO Number	Payment Terms	Valid Through
TBD	Due upon acceptance	May 30, 2024

Monthly Recurring Fees	Qty	Ext. Price
<i>Service agreement to begin once server hardware is completely installed.</i>		
1-Year MoreAware Essentials Agreement Bundle Included subscriptions: Management of equipment listed in Appendix E - Servers (14 virtual machines & 3 physical nodes) - Firewalls (2) - Network Switches (2) Essentials 3rd Party Software Deployment & Patch Management (per server) Essentials Next-Gen Endpoint Managed Detection & Response (per server) Advanced Network Monitoring (per switch, firewall, wireless controller, & router) Advanced Change Management (per workstation, server, & firewall) 1x Essentials MyGlue Account for Shared IT Documentation 1x Essentials MyITProcess Account for IT Standards, IT Policies, & Strategic Road Maps	1	\$2,126.88

BCDR: Business Continuity and Disaster Recovery	Qty	Ext. Price
<i>by selecting a Datto BCDR subscription, client agrees to a three-year commitment on the appliance and cloud backup subscription. This is separate from the annual MoreAware services.</i>		
Datto BCDR 18TB 3yr lease with 7yr cloud retention (Optional)	-1	-\$1,764.00 (First Monthly Payment) \$1764.00 billed Monthly

Quote Name: 1-Year MoreAware Essentials RMS Agreement Proposal	Qty	Ext	Item #2.
Datto BCDR 18TB 3yr lease with 1yr cloud retention (Optional)	-1	-\$1,694.00 (First Monthly Payment) \$1694.00 billed Monthly	
Datto BCDR 12TB 3yr lease with 1yr cloud retention (Optional - SELECTED)	1	\$1,249.00 (First Monthly Payment) \$1249.00 billed Monthly	

One-Time Fees	Qty	Ext. Price
MoreAware Essentials Agreement Onboarding Fee	1	\$2,126.88
20% Discount for workstation-free environment		-\$425.38

Recurring Amounts: \$3375.88 Billed Monthly

Solution Subtotal	\$5,077.38
Sales Tax	\$0.00
Shipping	\$0.00
Grand Total	\$5,077.38

Acceptance: Quote can be signed below
(for paper copies) or digitally e-signed

Agreement Start: _____

Signature: _____

Date Signed: _____

Appendix A – Scope of Services

Proactive Technology Support

- Application monitoring
- Domain monitoring
- SSL certificate monitoring
- Wireless monitoring
- UPS monitoring
- RAID monitoring
- Performance monitoring
- Services monitoring
- Website monitoring
- Services monitoring
- Cloud services monitoring
- Email blacklist monitoring
- Backup monitoring
- Firewall monitoring
- ISP service monitoring
- IoT monitoring
- NAS monitoring
- SAN Monitoring
- Network switch monitoring
- Printer monitoring
- Virtualization monitoring
- VoIP monitoring
- Periodic UPS tests
- Periodic backup restoration tests
- Server operating system patch management
- Server firmware management
- Server performance management
- Workstation operating system patch management
- Workstation firmware management
- Workstation performance management

Technology Management and Administration

- 3rd Party software administration
- Active directory administration
- Azure active directory administration
- Microsoft 365 administration
- Group Policy administration
- Exchange on-premises administration
- Exchange online administration
- Virtualization administration
- Dynamic network diagramming
- Power management
- Strategic client account management
- Customized network group policies, standards, and profiles
- Hardware & software asset tracking

Reactive Technology Support Services

- Secure media destruction
- E-waste recycling
- Shared help desk system account(s)
- Shared documentation system account(s)
- Shared remote support system account(s)
- Remote support

Essential MPTG Services

- Basic network device monitoring
- Business Endpoint Security licensing
- Business Email Security licensing
- Dark web compromise monitoring
- Disaster recovery licensing & storage

Technology Vendor Relationship Management

- Procurement assistance
- Change management consultation
- Domain tracking
- SSL tracking
- Warranty tracking
- 3rd Party hardware & software implementation support
- Software vendor documentation
- Hardware vendor documentation
- Services vendor documentation

Technology Consulting and Strategic Planning

- Chronic issue(s) mitigation
- IT standards assessment & gap analysis
- IT policies assessment & gap analysis
- Strategic technology roadmaps
- Strategic technology business reviews
- Warranty & aging report

Appendix B – Locations

Services under this Agreement shall only be provided at/to the following location(s):

- 58611 McNulty Way, St. Helens, OR 97051

Appendix C – Out of Scope Service Rates

Days of Service	Hours of Service	Rate
Business Days	Monday through Friday, 8:00 am to 5:00 pm	\$150.00/hour
After Hours	Monday through Friday, 5:00 pm to 11:00 pm Saturday, 9:00 am to 5:00 pm	\$200.00/hour
Overnight	Hours outside of those listed above.	\$250.00/hour
Holidays/Sundays	12:00 am to 11:59 pm	\$300.00/hour

Appendix D – Priorities and Response Times

Priority	Issue	Response Time
Low	No immediate impact on the user or organization. First come, first serve.	Within the next business day
Medium	Some impact on the user or organization, but not affecting mission-critical functions. Scheduled appointments.	Within the same business day
High	ALL MPTG WARRANTY ISSUES. Impacts some user or organization mission-critical functions. Monitored device WARNING notifications.	Within 4 business hours
Critical	Broad organization mission-critical functions affected. Monitored device FAILURE notifications.	Within 30 business minutes

Appendix E – Assets Under Management

	Firewalls:	Manufacturer:	Model:	Serial #:
1.	RMS FW01	WatchGuard	M390	TBD
2.	RMS FW02	WatchGuard	M390	TBD

	Managed Switches:	Manufacturer:	Model:	Serial #:
1.	RMS 350x 12-port SW01	Cisco	SG350XG-2F10	TBD
2.	RMS 350x 12-port SW02	Cisco	SG350XG-2F10	TBD

	Servers:	Manufacturer:	Serial #:	Role:
1.	Inform Routing Server Primary	Virtual Machine	N/A	CAD Production
2.	TTMS/Proxy/CIM Server	Virtual Machine	N/A	CAD Production
3.	Inform RMS Web UI SQL Server	Virtual Machine	N/A	RMS Core Production
4.	Inform RMS Web UI IIS Server	Virtual Machine	N/A	RMS Core Production
5.	RMS Reporting/SSRS Server	Virtual Machine	N/A	RMS Core Production
6.	RMS ElasticSearch Server 1	Virtual Machine	N/A	RMS Core Production
7.	RMS ASH Server	Virtual Machine	N/A	RMS Core Production
8.	Inform RMS Custom Interface #1	Virtual Machine	N/A	RMS Core Production
9.	Inform RMS Custom Interface #2	Virtual Machine	N/A	RMS Core Production
10.	Inform Routing Server Primary	Virtual Machine	N/A	CAD Core Training
11.	TTMS/Proxy/CIM Server	Virtual Machine	N/A	CAD Core Training
12.	Inform RMS Web UI SQL Server	Virtual Machine	N/A	RMS Core Training
13.	Inform RMS Web UI IIS Server	Virtual Machine	N/A	RMS Core Training
14.	RMS ElasticSearch Server	Virtual Machine	N/A	RMS Core Training
15.	HCI Node 1	Scale Computing	TBD	Physical Host
16.	HCI Node 2	Scale Computing	TBD	Physical Host
17.	HCI Node 3	Scale Computing	TBD	Physical Host

	Workstations:	Manufacturer:	Serial #:	Role:	Assigned User:
1.	N/A	N/A	N/A	N/A	N/A

* - Denotes remote work-from-home (WFH) PC

	Wireless Access Points:	Manufacturer:	Model:	Serial #:
1.	N/A	N/A	N/A	N/A

	Email Account:	Display Name:	Role:
1.	N/A	N/A	N/A

	Domains:	Used for Email:	Used for Website:
1.	N/A	N/A	N/A



High Availability RMS Platform Project Proposal

Quote Number: QWSQ2536-02

Prepared By:

Expiration: 5/30/2024

Prepared For:

Evin Eustice

City of St. Helens



Brian Garrison
Business Development
Manager

888-556-8049

503-556-8105

bgarrison@morepowertech.com

Project Scope – Objectives and Deliverables:

1. Procure required hardware.
2. Preconfigure high-availability fail-over compute cluster prior to delivery.
3. Deliver hardware on-site.
4. Install the WatchGuard, Next Generation perimeter security, fail-over firewall cluster.
5. Assemble the Scale Computing HCI platform hardware and integrate into the RMS computing environment.
6. Build the requisite virtual machines for the CentralSquare RMS deployment and provide CentralSquare with login credentials.
7. Update IT Glue documentation with the specifics of the deployment.

Client Prerequisites:

1. Access to the Columbia County data center as scheduled.

Schedule:

1. Proposed Start Date: To be scheduled with the MPTG service coordinator.
2. Proposed Completion Date: To be scheduled with the MPTG service coordinator.

Out-of-Scope Requests:

1. Requests for additional hardware, software or services will be treated as separate from this Statement of Work and will be scheduled and billed separately from this project.

Warranties:

1. All hardware will be covered under the existing manufacturer's warranty.
2. All labor will be warrantied for a period of 14 days following completion of work.

Contacts:

1. Client Main Contact: Evin Eustice.
2. MPTG Main Contact: Josh Tozer.

Completion Criteria:

The following criteria shall be used to determine completion of the project:

1. MPTG has completed the list of tasks, objectives, and deliverables as listed above.
2. The client has signed for completion of the project.
3. The client prematurely terminates the project.

Payment Terms:

1. Payment for all hardware and software is due upon acceptance of this proposal and the associated quote.
2. **Payments not received within 14 days of acceptance of this quote will result in cancellation of the order.**
3. Payment for all fees and services is due upon acceptance of this proposal and the associated quote.
4. Labor charges will be invoiced at the completion of the project or monthly as hours are expended towards the project.

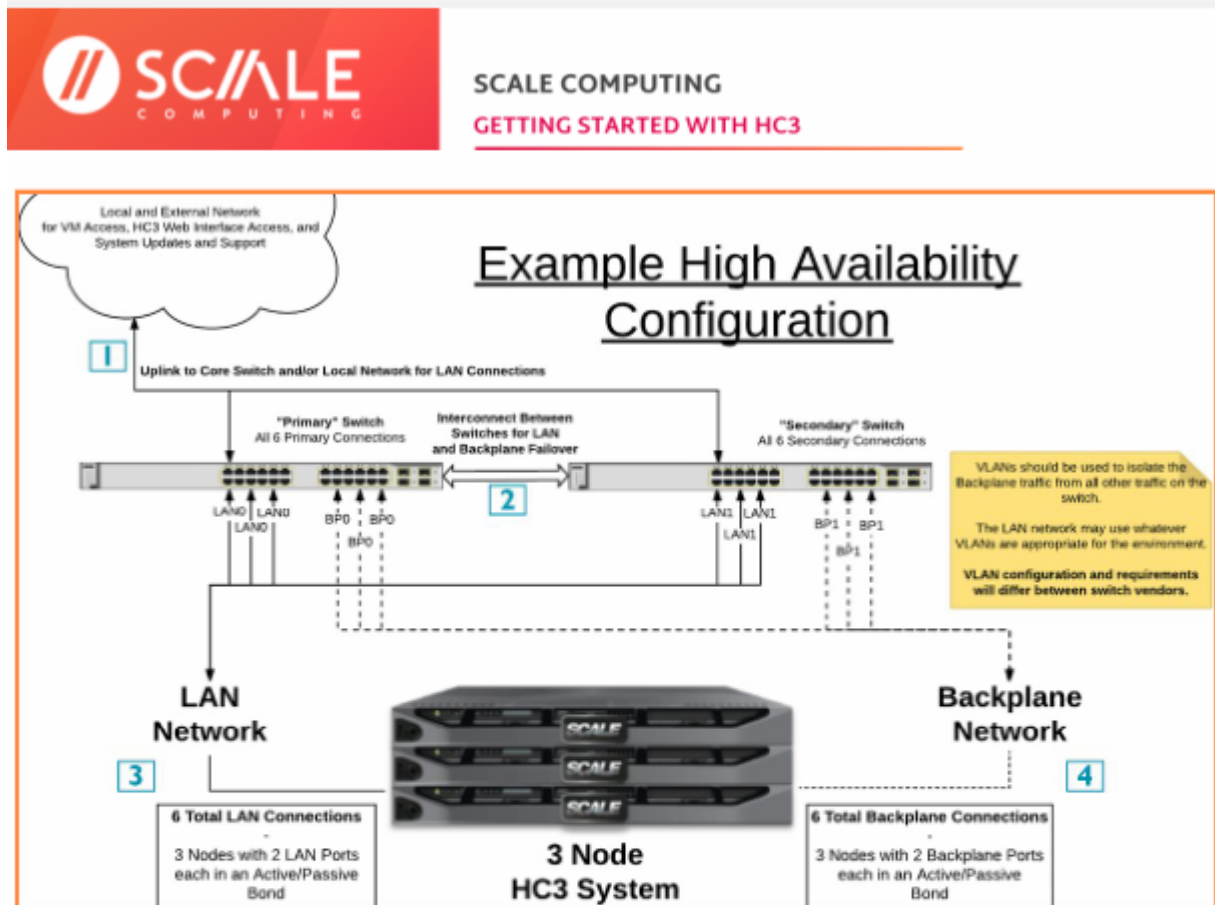
Other Terms and Conditions:

1. All equipment and locations necessary for the performance of the tasks in this proposal will be in-place and accessible by MPTG between the hours of 9:00 am and 5:00 pm Monday through Friday, or as otherwise scheduled and agreed to by the Client and MPTG.
2. Delays caused by the unavailability of Client personnel, facilities, or equipment that affect the implementation schedule may result in additional labor costs to the Client.
3. Neither party will hold the other party responsible for delays caused by circumstances beyond their control.
4. All work is to be performed between the hours of 9:00 am and 5:00 pm Monday through Friday excluding recognized holidays, or as otherwise jointly scheduled.

5. Additional labor charges may be incurred should the Client require work to be performed outside the hours stated above.
6. MPTG will not be responsible for hardware failures that may occur to existing equipment during performance of this project.

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1. **Uplink**—Each switch containing a LAN connection should have an uplink to the local network and/or core switch for VM and HC3 web interface access. The LAN connection should ideally have internet access for system updates and remote support as well.
2. **Interconnect**—The interconnect shown in the image is generic for any physical and/or virtual bridge between the two switches that will allow the LAN and Backplane connections to continue communication in the event that one or more primary NICs may become unavailable. For the duration of the period the secondary port(s) may be active (failover from the primary to the secondary NIC is automated and almost always non-disruptive), it is necessary that the NIC on the secondary switch can continue to communicate with those on the primary switch. This is particularly important on the Backplane network in order for the node in question is not isolated from the system.
3. **LAN Network**—The LAN network is for VM data access, HC3 web interface access, system updates, and remote support access.
4. **Backplane Network**—The Backplane network is for inter-system communication ONLY. The Backplane IPs should be non-public and non-routable in the local network. No outside traffic should ever be able to access the system Backplane network and two or more HC3 systems should NEVER share a backplane switch or VLAN.



Prepared For:

Evin Eustice
City of St. Helens
eeustice@sthelensoregon.gov
265 Strand Street
PO Box 278
St. Helens, OR 97051
5033976272
(503) 793-2954

QUOTE # QWSQ2536-02

PRESENTED 4/16/2024

PO Number	Payment Terms	Valid Through
TBD	Due on acceptance	May 30, 2024

Server Build Pricing for April/May 2024		Qty	Ext. Price
Three Node Scale-Computing HC1350 cluster with five-year software licensing Includes approximately 6% discount from MSRP		1	\$74,843.42
Pooled computing resources - 3x Xeon Silver 4310 - 384GB memory - approx 20TB usable storage, mixed SSD & HDD (~20,000GB)			
Discount from MSRP			-\$4,780.00
(3) XEON SP CPU 3X HDD HC1350 CPNT CHASSIS			
(3) XEON SILVER 4310 2.1G 12C/24T CHIP 2666MT/S			
(24) 16GB DDR4 3200 MHZ RDIMM 16GB MEM DDR4 RDIMM			
(3) 960GB 3.5IN SATA SSD 960GB INT 3.5IN SATA SSD			
(9) 4TB 3.5IN SAS HDD 4TB 3.5IN SASCPNT HDD			
(3) INTEL E810-XXVDA4 SFP28 4PORT CTRLR 10/25GB			
(180) 5 YR LICS AND SW LICS SC//HYPERCORE - 12C STANDARD			

Quote Name: High Availability RMS Platform Project Proposal		Qty	Ext	Item #2.
5-year warranty and services on Scale hardware		1		\$2,359.80
Supporting Hardware		Qty	Ext. Price	
12 PORT 10 GB SFP+ SWITCH CTLR B12-CSC-10X		2		\$4,926.00
1M SFP Cables		13		\$416.00
Tripp Lite PDU Switched 1.9kW 120V 8 5-15/20R L5-20P LX Interface 1URM TAA - Switched - NEMA L5-20P/5-20P - 8 x NEMA 5-15/20R - 120 V AC - Network (RJ-45) - 1U - Horizontal - Rack Mount - Rack-mountable - TAA Compliant		2		\$1,789.64
WatchGuard Firebox M390 Network Security/Firewall Appliance - 8 Port - 10/100/1000Base-T - Gigabit Ethernet - 8 x RJ-45 - 1 Total Expansion Slots - 3 Year Total Security Suite		1		\$9,297.00
WatchGuard Firebox M390 High Availability Firewall - 8 Port - 10/100/1000Base-T - Gigabit Ethernet - 8 x RJ-45 - 1 Total Expansion Slots - 3 Year Standard Support		1		\$2,281.50
<i>10% discount applied to firewalls (approximately \$1,300 savings)</i>				
Windows Licensing		Qty	Ext. Price	
<i>24 users CoSH, 60 users CCSO, 2 buffer Windows Server User CALs: 86 (production) & 86 (disaster recovery) = 172 total SQL Server User CALs: 86 total</i>				
<i>CentralSquare provides Windows Server 2022 Licensing (with Software Assurance) MPTG provides Client Access Licensing (CALs) CentralSquare provides 5 SQL Server Standard Licensing (VM coverage for 5) MPTG provides CALs</i>				
Windows Server 2022 CAL - 1 User CAL - 3 Year (Software) [Commercial] - with Software Assurance		172		\$6,708.00
Microsoft SQL Server 2022 - 1 User CAL (Software Assurance)		86		\$19,694.00
Labor		Qty	Ext. Price	
MPTG Labor Charges - Guaranteed Rate applied				\$9,600.00
Scale Computing - Advanced Install services		1		\$3,949.00
SUP-ADVANCED INSTALL SVCS SVCS-HWANDSW SCALECARE				\$2,950.00

Quote Name: High Availability RMS Platform Project Proposal	Qty	Ext	Item #2.
PROMO SCALE COMPUTING MOVE POWESVCS WINDOWS/LINUX SERVERS ONLY			\$999.00

Solution Subtotal	\$135,864.36
Sales Tax	\$0.00
Shipping	\$0.00
Grand Total	\$135,864.36

Acceptance: Quote can be signed below
(for paper copies) or digitally e-signed

Agreement Start: _____

Signature: _____

Date Signed: _____