

COLLABORATIVE ACTIVITIES

(Puget Sound Fire/Enumclaw Fire)

EFFECTIVE DATE (January 1, 2023)

EXHIBIT A

Technology Management Services.

- 1. PSRFA shall provide the District with the following services:**
 - 1.1. Administrative**
 - 1.1.1.** Budget planning
 - 1.1.2.** Hardware and software contract management
 - 1.1.3.** Equipment life-cycle management for core components
 - 1.1.3.1.** Workstation life-cycle negotiable by partner agency
 - 1.1.4.** Inventory management
 - 1.1.5.** Coordination with 911 dispatch agency
 - 1.2. Base Network Infrastructure**
 - 1.2.1.** Physical network connections to PSRFA (currently Kent) network
 - 1.2.2.** Authentication (Active Directory, file access, etc.)
 - 1.2.3.** File services (based on space used)
 - 1.2.3.1.** File archiving
 - 1.2.4.** Print services
 - 1.3. Professional Support Services**
 - 1.3.1.** IT service desk and ticketing system
 - 1.3.2.** Network support and maintenance
 - 1.3.3.** Application and database support and maintenance
 - 1.3.3.1.** List all applications in place at the time of the agreement
 - 1.3.3.2.** List all applications that will come into play during the duration of an agreement
 - 1.3.3.3.** Provide for annual adjustment to the application support list and thus cost of support
 - 1.4. Office 365**
 - 1.4.1.** Licensing Options
 - 1.4.1.1.** Email only or
 - 1.4.1.2.** Email and Office products
 - 1.4.2.** Barracuda
 - 1.5. End User Hardware and Peripherals**
 - 1.5.1.** Workstation support and maintenance
 - 1.5.2.** Mobile laptop/notebook support and maintenance
 - 1.5.3.** Printer support and maintenance
 - 1.5.4.** Antivirus protection
 - 1.6. Ordering and Billing**

1.6.1. PSRFA orders/installs, partner agency is directly billed

2. Services Excluded

2.1. Administrative

2.1.1. Public records requests

2.1.2. Emergency after-hours support

2.2. Significant Projects

2.2.1. The addition of new infrastructure components

2.2.2. The addition of new applications or significant upgrade of existing application

2.3. Unexpected Expenses

2.3.1. The purchase of any additional hardware and/or software as the result of partner organization growth

2.4. Extraordinary Circumstances

2.4.1. Those services needed due to fire, flood, earthquake, flood, tsunami, and acts of God.

3. Access

3.1. District will provide PSRFA access to all facilities as needed to provide services under this agreement.

3.2. Any identification/keys/codes needed for access to District facilities will be provided by the partner agency at no cost to PSRFA

4. Fees and Rates

Base Fee. The annual base fee for the services identified in Section 1 shall be \$ 40,951.31

4.1. The District shall pay 1/12th of the fee monthly.

4.2. Labor. The hourly rate for labor shall be 80 dollars per hour. This rate will be applied to mutually agreed to services performed outside of the scope of Section 1 above.

4.3. Mileage Fee. The District shall reimburse PRSFA for mileage resulting from site visits to District facilities at the current IRS mileage rate.

4.4. Although the PSRFA has provided the District guidance on services excluded from this agreement in Section 2 it should be understood that the PSRFA will consider requests from the District to perform services listed in Section 2 on a case by case basis. Such additional services agreed to by both parties will be billed on a time and materials basis.

5. **Term.** This Collaborative Activities Exhibit A shall be effective on execution by both parties and shall continue until December 31, 2023.

PUGET SOUND REGIONAL FIRE AUTHORITY

ENUMCLAW FIRE DEPARTMENT

By Matthew L Morris
Matthew L Morris (Jan 19, 2023 14:05 PST)
Matthew Morris, Fire Chief

By :
Randy Fehr, Fire Chief

Dated: Jan 19, 2023

Dated: Randy Fehr