

**PALM BEACH COUNTY  
BOARD OF COUNTY COMMISSIONERS  
AGENDA ITEM SUMMARY**

**Meeting Date:** July 22, 2014  Consent  Regular  
 Public Hearing  Workshop  
**Department:**  
**Submitted by:** Information Systems Services  
**Submitted for:** Information Systems Services

**I. EXECUTIVE BRIEF**

**Motion and Title: Staff recommends motion to:**

- A. Approve** the Interlocal Agreement for network services with the East Central Regional Wastewater Treatment Facilities Operation Board (“ECR Board”), a legal entity created under the terms of Chapter 163, Fla. Stat; and
- B. Authorize** the County Administrator or his designee, ISS Director, to approve and execute Task Orders associated with these services, up to a maximum dollar value of \$50,000 per Task Order.

**Summary:** The ECR Board has requested network services at their wastewater treatment plant where the City of West Palm Beach is the operating agent. This agreement takes effect on July 22, 2014 and will increase FY 2014 revenues by \$100 and requires the ECR Board to reimburse the County \$21,327 for installation costs. The Florida LambdaRail LLC has approved connection of the ECR Board via the City of West Palm Beach to the Florida LambdaRail network. District 7 (PFK)

**Background and Justification:** This agreement will provide network connectivity to the ECR Wastewater Treatment Plant located near Roebuck Road and the Florida Turnpike. The ECR Board is a creation of an Interlocal government agreement between the City of West Palm Beach, the City of Lake Worth, the City of Riviera Beach, the Town of Palm Beach, and Palm Beach County. Its purpose is to manage the wastewater treatment facilities serving the residents of these municipalities.

Since 2008, the Board of County Commissioners has approved agreements for network services with more than 40 government, education and non-profit organizations. These agreements provide access to the Florida LambdaRail network and commodity pricing for Internet access which reduces costs and increases network bandwidth for the County and all interconnected organizations. Such collaboration projects support the more efficient utilization of taxpayer-funded resources.

This is one of many examples of shared services agreements that Palm Beach County has with non-profit organizations, local governments, tax districts, and educational institutions. A list of all existing ISS service agreements with external agencies is included as Attachment 2.

**Attachments:**

- 1. Interlocal Agreement with the ECR Board (3 originals)
- 2. ISS Service Agreements with External Agencies

**Recommended by:** Steve Borden 6-20-14  
Department Director Date

**Approved by:** Chau 6/22/14  
County Administrator Date

## II. FISCAL IMPACT ANALYSIS

### A. Five Year Summary of Fiscal Impact

Fiscal Years	<u>2014</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>
Capital Expenditures	\$21,327	0	0	0	0
Operating Costs	\$0	0	0	0	0
External Revenues	<u>(\$21,427)</u>	<u>(\$600)</u>	<u>(\$600)</u>	<u>(\$600)</u>	<u>(\$600)</u>
Program Inc (County)	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
In-Kind Match (County)	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
<b>NET FISCAL IMPACT</b>	<b><u>(\$100)</u></b>	<b><u>(\$600)</u></b>	<b><u>(\$600)</u></b>	<b><u>(\$600)</u></b>	<b><u>(\$600)</u></b>
<b># Additional FTE</b>					
Positions (Cumulative)	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>

Is Item Included in Current Budget Yes    No   X  

Expenditure Budget Number: Fund  3901  Dept  491  Unit  1255  Object  4674   
Revenue Budget Number: Fund  0001  Dept  490  Unit  1300  RevSrc  4900 

\*Assumes an August 1, 2014 start date for the Interlocal Agreement.

### B. Recommended Sources of Funds / Summary of Fiscal Impact

This Interlocal Agreement includes a one-time installation fee of \$21,327 and a \$100 increase in revenue in FY 2014 for network services. This additional revenue was not budgeted; therefore, the net fiscal impact is \$100 for FY2014 and \$600 for fiscal years after 2014.

C. Department Fiscal Review: Robert Chasal 6/20/14

## III. REVIEW COMMENTS

### A. OFMB Fiscal and/or Contract Development & Control Comments:

           
OFMB Contract Administration

### B. Legal Sufficiency:

Paul F. [Signature] 6/20/14  
Assistant County Attorney

### C. Other Department Review:

\_\_\_\_\_  
Department Director

THIS SUMMARY IS NOT TO BE USED AS A BASIS FOR PAYMENT.

## **Interlocal Agreement**

This Interlocal Agreement ("Agreement") for information technology ("IT") services is entered into this \_\_\_\_\_ day of \_\_\_\_\_, 2014, by and between the East Central Regional Wastewater Treatment Facilities Operation Board, a legal entity created under the terms of Chapter 163, Fla. Stat ("ECR Board") and Palm Beach County ("County") a political subdivision of the State of Florida.

**WITNESSETH THAT:**

**WHEREAS**, Section 163.01, Florida Statutes, known as the "Florida Interlocal Cooperation Act of 1969," authorizes local governments to make the most efficient use of their powers by enabling them to cooperate with other localities on a basis of mutual advantage and thereby to provide services and facilities that will harmonize geographic, economic, population and other factors influencing the needs and development of local communities; and

**WHEREAS**, Part I of Chapter 163, Florida Statutes, permits public agencies as defined herein to enter into Agreements with each other to jointly exercise any power, privilege, or authority which such agencies share in common and which each might exercise separately; and

**WHEREAS**, the ECR Board and the County have recognized the need for the ECR Board to obtain IT services ("IT") for the purpose of gaining access to IT resources at a cost savings due to the ability of Palm Beach County to leverage its resources for the greater good of citizens of Palm Beach County, the State of Florida, and any public sector organization that can benefit from these services; and

**WHEREAS**, in recognizing these facts, the ECR Board and the County desire to enter into such an agreement which provides for the joint use of such IT assets and establishes policies for its use by each organization.

**NOW, THEREFORE**, in consideration of the mutual covenants herein contained and for other good and valuable consideration, the parties do mutually agree as follows:

**Section 1 Purpose**

The purpose of this Agreement is to provide IT services to the ECR Board for the purposes described in the attached Exhibit A.

**Section 2 Approval**

The County approves of the ECR Board's participation in the use of the County's IT resources and any other services as specified in the attached Exhibit A.

**Section 3 Exhibits**

The attached Exhibit A made a part hereof, delineate the services to be provided to the ECR Board by the County through its Information Systems Services (ISS) Department, identify the roles and responsibilities of the County and the ECR Board in this regard, and set forth an issue, communication, escalation and resolution process, as well as methodologies for billing and paying the quarterly service charges for IT services.

**Section 4 Term**

The term of this Agreement including Exhibit A, unless terminated as provided herein, is for a period of one (1) year. This Agreement and Exhibit A shall automatically be renewed annually unless either party gives written notice of termination as provided for in Section 6 herein. The effective date is the date of approval by the Board of County Commissioners.

**Section 5 Resale of IT Services**

The ECR Board shall not share or resell any portion of the County's IT Infrastructure or Services in any manner not approved of in this Agreement or without explicit written consent from Palm Beach County, which consent shall not be unreasonably withheld.

**Section 6 Termination for Convenience**

Either party may terminate its participation in this Agreement upon sixty (60) days written notice to the other party. Notwithstanding the foregoing, each party shall endeavor to provide

the other party with as much advance notice as practicable if it contemplates that it might desire to terminate this Agreement, so as to allow the non-terminating party the maximum amount of time to make alternative plans to replace the lost services/revenue. In such event, the terminating party shall pay all sums due through the effective date of the termination.

**Section 7 Indemnification and Hold Harmless**

The ECR Board and the County recognize their respective liability for certain tortious acts of its agents, officers, employees, and invitees, and agree to be responsible, respectively, for all claims, liability, losses, and/or causes of action that may arise from any negligent act or omission due to the acts of its agents, servants, or employees. Such liability is subject to the provisions of law, including the limits included in Section 768.28, Florida Statutes, which sets forth the partial waiver of sovereign immunity to which governmental entities are subject. It is expressly understood that this provision shall not be construed as a waiver of any right or defense that the parties have under Section 768.28 or any other statute.

The parties to this Agreement acknowledge the potential of unlawful hacking to gain surreptitious access into confidential systems. The County has deployed reasonable steps and safeguards as part of a Network security program, but these systems may not be able to defeat every attempt to gain unlawful access to applications or data. Each party is responsible for protecting its own applications, databases, and servers. Each party however shall review each other's security procedures and notify each other with reasonable promptness of concerns or issues regarding the same.

**Section 8 Insurance**

Insurance requirements are identified by the services obtained and are included in the Exhibit(s).

**Section 9 Damage Caused by Disasters**

Should the County's IT infrastructure be damaged or destroyed by a natural or man-made event to the extent that the cost to repair or replace these services becomes economically unfeasible, this Agreement is automatically terminated at the sole discretion of the County, unless the

governing bodies of both the ECR Board and County authorize its continuation and associated funding to repair or restore the affected area(s).

**Section 10 Miscellaneous**

No provision in this Agreement shall provide to any person not a party to this Agreement any remedy, claim, or cause of action, or create any third-party beneficiary rights against either party. In the event that any one or more of the provisions in this Agreement shall for any reason be held to have no force and effect, this Agreement shall, if possible, be interpreted in a manner so as to effectuate the intention of the parties. Provisions contained in this Agreement that, by their sense and context, are intended to survive the suspension or termination of this Agreement shall so survive. All disputes related to this Agreement shall in the first instance be referred to the appropriate executives of each party for resolution

**Section 11 Notice**

Any notice, request, instruction, demand, consent, or other communication required or permitted to be given under this Agreement shall be in writing and shall be delivered either by hand or by certified mail, postage prepaid, and certified return receipt requested to the following addresses or such other addresses as the parties may provide to each other in writing:

**To: ECR Board:** East Central Regional Wastewater  
Treatment Facility Operations Board  
Attn: Executive Manager  
4325 N. Haverhill Road  
West Palm Beach, FL 33409  
Telephone: (561) 835-7400  
Fax: (561) 835-7420

With a copy to: Phillip Gildan, Esq.  
Greenberg Traurig, P.A.  
777 So. Flagler Drive  
Suite 300 East  
West Palm Beach, FL 33401  
Fax: (561) 838-8867

*Agreement with Palm Beach County and the ECR Board*

*Re: Palm Beach County ISS Services*

To: **COUNTY:** Robert Weisman, County Administrator  
c/o Steve Bordelon, Information Systems Services Director  
Palm Beach County Board of County Commissioners  
301 N. Olive Avenue, 8<sup>th</sup> floor  
West Palm Beach, FL 33401  
(Telephone: 561-355-2394)

With a copy to: County Attorney's Office  
Palm Beach County Board of County Commissioners  
301 N. Olive Avenue, Suite 601  
West Palm Beach, FL 33401  
(Telephone: 561-355-2225)

**Section 12 Entire Agreement**

This Agreement represents the entire agreement between the ECR Board and the County and supersedes all prior agreements or representations, whether written or oral, with respect to the subject matter hereof. No provision of this Agreement may be changed or amended except by written agreement signed by both parties. This Agreement shall be binding upon the ECR Board and the County and their respective successors and assigns.

**Section 13 Filing**

This Agreement shall be filed with the Palm Beach County Clerk & Comptroller's Office.

**Section 14 Participation**

This Agreement shall not be construed against the party who drafted the same as all parties to this Agreement have participated in drafting the same.

**Section 15 Venue for Dispute Resolution**

This Agreement shall be construed in accordance with the laws of the State of Florida. Should any litigation arise from this Agreement, venue shall lie in Palm Beach County, Florida.

**Section 16 Binding Agreement**

This Agreement is binding upon the parties hereto, their heirs, successors, and assigns.

**Section 17 Subject to Funding**

Each party's performance and obligations for subsequent fiscal years are contingent upon annual appropriations for its purpose.

**Section 18 Nondiscrimination**

Both parties warrant and represent that all of its employees are treated equally during employment without regard to race, color, religion, disability, sex, age, national origin, ancestry, marital status, familial status, sexual orientation, gender identity and expression, or genetic information.

**Section 19 Access and Audits**

Each party shall maintain adequate records to justify all charges, expenses, and costs incurred in estimating and performing any work under this Agreement for at least three (3) years after completion or termination of this Agreement. The other party shall have access to such books, records, and documents as required in this section for the purpose of inspection or audit during normal business hours, at the party's place of business.

**Section 20 Inspector General**

Palm Beach County has established the Office of the Inspector General in Palm Beach County Code, Section 2-421 – 2-440, as may be amended. The Inspector General's authority includes but is not limited to the power to review past, present and proposed County contracts/agreements, transactions, accounts and records, to require the production of such records, and to audit, investigate, monitor, and inspect the activities of the ECR Board, its officers, agents, employees, and lobbyists in order to ensure compliance with contract/agreement requirements and detect corruption and fraud, provided the ECR Board is not subject generally to the jurisdiction of the Inspector General.



Failure to cooperate with the Inspector General or interference or impeding any investigation shall be in violation of Palm Beach County Code, Section 2-421 – 2-440, and punished pursuant to Section 125.69, Florida Statutes, in the same manner as a second degree misdemeanor.

**Section 21 Regulations, Licensing Requirements**

The ECR Board shall comply with all laws, ordinances and regulations applicable to the services contemplated herein, to include those applicable to conflict of interest and collusion. The ECR Board is presumed to be familiar with all federal, state and local laws, ordinances, codes and regulations that may in any way affect the services offered.

(The remainder of this page intentionally left blank.)

ATTEST:

Sharon R. Bock, Clerk & Comptroller

Palm Beach County, By Its Board of County Commissioners

By: \_\_\_\_\_  
Deputy Clerk

By: \_\_\_\_\_  
Priscilla A. Taylor, Mayor

(SEAL)

APPROVED AS TO FORM AND LEGAL SUFFICIENCY

APPROVED AS TO TERMS AND CONDITIONS

By: Paul F. J.  
County Attorney

By: Steve Bordelon  
Steve Bordelon, Director, ISS

EAST CENTRAL REGIONAL WASTEWATER TREATMENT FACILITIES OPERATION BOARD

By: CITY OF WEST PALM BEACH  
Its: Agent

By: Geraldine Muoio  
Geraldine Muoio, Mayor

ATTEST:

Dated: 6/9, 2014

By: Venice Cobb  
Deputy City Clerk

CITY ATTORNEY'S OFFICE  
Approved as to form and legal sufficiency  
By: \_\_\_\_\_  
Date: \_\_\_\_\_

## **EXHIBIT A**

### **PALM BEACH COUNTY INFORMATION SYSTEMS SERVICES NETWORK SERVICES**

The purpose of this Exhibit is to delineate the network services to be provided to the ECR Board by County to identify the roles and responsibilities of the County and the ECR Board in this regard, to establish a problem resolution and issue escalation procedure, and to specify associated costs and payment requirements.

#### **Section A: General Requirements for Network Services**

Network services must be approved by both the County and the ECR Board if said connection affects the entire network. However, all network services must meet the agreed-upon technical specifications.

The County shall provide the ECR Board with access to the County's network on a best-effort basis and as otherwise provided for herein.

#### **Section B: Responsibilities for Network Management**

The County shall be responsible for the routine, day-to-day management of the County network. Each party shall be responsible for day-to-day administration of the network routers which they individually own.

The County shall be responsible for maintaining the primary network and all auxiliary components of the network which exclusively serve County facilities. The County shall also maintain auxiliary portions of the network which service both County and ECR Board owned facilities. The ECR Board shall maintain that portion of its own network which exclusively serves its facilities.

The County shall monitor bandwidth utilization on any network link between the County and the ECR Board.

Should the County perform repair and maintenance functions on behalf of the ECR Board, it is with the understanding that the County's responsibility extends only to the ECR Board "demarcation point." The demarcation point is the location which defines where issues of maintenance responsibilities begin and end, considered to be County-owned network equipment inside each of the ECR Board's buildings or facilities connected to the County network. The County will be responsible for maintaining all network infrastructures to the point of the network equipment connection to the ECR Board demarcation point(s). Entrance facilities at the ECR Board owned locations from the road to demarcation point belong to the ECR Board, whereas the fiber within may belong to the County.

Maintenance and restoration work provided by the County shall be limited to the fiber optic cable and service drops, the individual fibers within the cable and service drops, all 802.16 radio equipment, and the County routers installed at the ECR Board. The County shall have no obligation or right to perform maintenance or restoration on any electronics or other equipment owned by the ECR Board or any third party. Notwithstanding the foregoing, should the need arise for maintenance or restoration, the parties hereto may agree to an amendment to this Agreement permitting The County to perform maintenance or restoration on ECR Board owned electronics or other equipment.

The County shall provide maintenance to County owned and operated equipment on a 7-day/24-hour basis and may contract for repair services when deemed necessary. The County shall abide by agreed upon security requirements of the ECR Board. In the event that an outside contractor is needed, the County shall select, supervise, and coordinate with the contractor to complete the repair.

**Section C: Network Equipment Ownership**

The County, as represented by the County, shall own all of its network equipment and assets. The ECR Board shall continue to maintain ownership of its current network assets. Only the County is permitted to connect, expand, or otherwise routinely modify its network components. Furthermore, any and all technological changes relative to the network will be implemented at the discretion of the County. Notwithstanding the foregoing, the County agrees to use its best efforts to keep pace with technological changes.

Should the ECR Board receive grant funds to assist with the construction or maintenance of the network, any provisions, limitations, or restrictions associated with the grant(s) shall not affect or apply to the County, and vice versa.

**Section D: Network Connection**

The ECR Board will be provided with a connection to the Palm Beach County fiber network to meet the network service requirements as specified in this Exhibit. The ECR Board shall pay the installation charges and monthly charges as set forth in this Exhibit.

**Section E: Modifications to Network**

If the ECR Board proposes a modification or connection of a new building to the network, it shall notify and submit any applicable construction documents to the County at least thirty (30) calendar days prior to the date construction activities are expected to commence. Should the planned activities of the ECR Board require the network to be upgraded, the ECR Board shall be solely responsible for payment of all costs associated with such modifications, unless there is prior agreement with the County to participate in a cost-sharing arrangement for the modification.

The County shall review the modification proposals as soon as practicable and will render recommendations with regard to the proposed modification. Any modifications or connections to the network that may cause disruption or interference of service to any network users shall be coordinated with the appropriate technical staff of both the ECR Board and the County. The County agrees to perform such work at a time and in a manner to minimize disruption and interference to the network users.

When either the ECR Board or the County enters into a contract with an outside contractor for network-related services which benefit only that party, the contracting party shall be individually responsible for remitting payment to the contractor performing work on the network, and the non-contracting party shall not be responsible or held liable for such payment. However, proposed changes to the network must be communicated in writing to the County for review and approval. The parties however agree to comply with network security provisions.

**Section F: Network Interferences**

The County shall have no requirement to purchase, install, operate, or maintain any equipment on the premises of the ECR Board. However, should any equipment owned by the ECR Board render any harmful interference to the County's network equipment, the County may disconnect any or all ECR Board owned network connections after informing the ECR Board's designated technical Point of Contact (POC) of the underlying reasons for the planned action to disconnect network facilities. Immediate efforts will focus on attempting to resolve or remove the threat conditions. The County shall be the sole party to determine if harmful interference has impacted the County network. The County will utilize its best efforts to prevent any unanticipated network outages should interferences be noted.

**Section G: Damage Caused by Disasters**

Should the network sustain damage to an Auxiliary Route used only by either the ECR Board or the County, the owning party shall determine if the cable will be repaired or replaced.

**Section H: Network Security**

The parties to this Exhibit acknowledge the potential of unlawful hacking to gain surreptitious access into confidential systems. The County has implemented reasonable steps and safeguards as part of a network security program, but these systems may not be able to defeat every attempt to gain unlawful access to applications or data. Each party is responsible for protecting its own applications, databases, and servers. Each party, however, shall review each other's security procedures and notify each other with reasonable promptness of concerns or issues regarding the same.

**Section I: Description of Services**

**A. Baseline services from the County through the County will include:**

1. ongoing maintenance of connectivity to the demarcation point(s);
2. central network security at the County router port that feeds the ECR Board network router connection;

If necessary, security may shut down the ECR Board's entire building feed to protect the networked systems from computer worms and viruses.

3. network design;
4. acquisition and management of network assets;
5. installation or relocation of network connections, wiring upgrades, installation of bandwidth upgrades, or other specialized services;
6. network equipment installation and maintenance;
7. network security on County side of the demarcation point;
8. monitoring of network performance;
9. trouble reporting and tracking;
10. maintenance of the environmental factors in the County's facilities and closets housing equipment crucial to the health and stability of the Network, including air conditioning, power conditioning, and UPS equipment; and
11. disaster recovery protection, system reliability, and stability during power outages.

**B. ECR Board Responsibilities will include:**

1. all intra-building Network maintenance and security ;
2. ensuring that back-door connectivity behind the building router is prohibited;
3. provisioning of its Dynamic Host Configuration Protocol (DHCP) services;
4. building infrastructure connectivity;
5. all grid (jack), wiring identification, and tracking for ECR Board owned facilities;
6. providing, where possible, network engineers or technicians to assist with all portions of network equipment attachments, from provisioning to troubleshooting;

Initial diagnostic actions will ideally be performed by the ECR Board technical staff to evaluate whether the cause of any system problem is associated with factors under the control of the ECR Board.

7. ensuring that network security hardware and software is installed in order to minimize the risk of a virus and surreptitious or otherwise inappropriate network entry;

The ECR Board will ensure that security procedures, hardware, and software are in place to prevent unauthorized access to the County network from ECR Board owned network property.

8. requesting changes in network equipment attachments services;  
Requests for changes shall be submitted to ISS Director, or designee, for action.  
The ECR Board shall be advised of the disposition of the request within thirty

(30) calendar days of submission. Such request shall include extension of network services to additional sites identified by the ECR Board. The ECR Board shall be responsible for all reasonable costs associated with requested changes to network services approved by the County, which approval shall not be unreasonably withheld.

9. providing, at its expense, the following equipment and facilities at each ECR Board owned building (if required):

- an environmentally stable and secure area large enough to accommodate a 19"-wide rack with a height up to 7 feet; and

This area shall contain two (2) dedicated electrical circuits for providing power to the switching equipment.

- air conditioning units which deliver a capacity of BTUs to the equipment room as specified by the manufacturer of equipment installed at the ECR Board's site.

The ECR Board shall periodically monitor the air conditioning units to ensure temperatures are within acceptable limits.

10. adhering to a documented plan of security strategies deployed to prevent unauthorized access into the physical location(s) where network access could be gained, and ensuring that it has robust and efficient security software and procedures in place to prevent unauthorized access to the network; and
11. promptly paying for the County's charges, such charges being set out in Section N of this Exhibit, which charges will be invoiced quarterly.

**Section J: Availability of County Network Services**

The County will provide the ECR Board with access to the County network on a best-effort basis. The County's goal will be to provide 99.9% availability. The County reserves the right to prioritize its maintenance and recovery efforts, while at the same time providing availability to the ECR Board.

In the event that Network availability is documented by the County and declared by the ECR Board to be less than 99.9% for two (2) consecutive months, the ECR Board shall not be liable for service charges beyond the date of said declaration of non-performance until service is



satisfactorily restored. The reduction of previously paid or dismissal of unpaid service fees will be calculated on a pro-rata basis.

**Section K: Protocol for Reporting Network Service Problems**

All service issues should first be reported to the ECR Board's IT support staff. If the ECR Board's initial diagnosis of the reported problem indicates that it is related to network connectivity (e.g., connection lost, slow response time) rather than a problem at the application, server, or desktop computer level, the IT technician should immediately report the service problem to the County Network Operations Center at 561-355-HELP (4357). All service problems reported by the ECR Board will be recorded and tracked in the County's Automated Help Desk System until problem resolution and service restoration. Response time service levels are established at the time the call is reported based on the severity of the issue. The service level target for problem diagnosis and response to the ECR Board is within one (1) hour of the reported problem. The County also employs an escalation process for problems which are not resolved according to the established standards.

**Section L: Access for Network Service and Maintenance**

The County shall coordinate with and obtain prior written approval from the ECR Board designee as to the time of any planned maintenance, repair, or installation work. However, the ECR Board shall provide the County with access to its equipment on a 24-hour/7-day per week basis. During normal business hours, the County shall ensure that all the County personnel or contractors representing the County sign in prior to commencing any work, and sign out prior to leaving the facility. On weekends, holidays, or after normal business hours, the County's representative shall call the ECR Board to report any emergency that requires access to any ECR Board owned facility. The ECR Board shall make reasonable efforts to arrange for access of the County's personnel as quickly as possible.

The County represents that it has verified that neither the County nor the County's contractors, nor any of their respective employees, agents, or representatives who have been convicted or who are currently under investigation for a crime delineated in Florida Statutes §435.04 shall have access to ECR Board owned buildings under the Agreement.

**Section M: Issue Escalation Contacts**

**Palm Beach County ISS**

Palm Beach County 24x7 Network Services Help Desk: 561-355-HELP (4357)

Michael Butler, Director of ISS Network Services  
561-355-4601 (office)  
561-722-0850 (cell)

Phil Davidson, Deputy Director of ISS  
561-355-3956 (office)  
561-722-3349 (cell)

Steve Bordelon, Director of ISS  
561-355-2394 (office)  
561-386-6239 (cell)

**ECR Board Information Services**

Lee Menke, Systems Support Manager  
561-822-1790 (office)  
561-662-1637 (cell)

**Section N: Fees and Charges for Network Connectivity and Related Services**

One of the goals of this Agreement is to establish the lowest competitive pricing for the County's network services provided to the ECR Board.

The County will serve as project manager and incur all costs associated with the installation and connection of the network and network equipment at the ECR Board's building. The ECR Board will be responsible for reimbursement to the County of said costs, as listed and described in the Table below under "Installation Charges".

Service charges, as listed and described in the Table below, will be assessed on a monthly basis, and the County will invoice the ECR Board quarterly.

<b>ECR Board Network Service and Billing Matrix</b>						
<b>Location</b>	<b>Service Start Date</b>	<b>Band-width</b>	<b>Installation Charges</b>	<b>Monthly County Charges</b>	<b>Monthly FL LambdaRail Charges</b>	<b>Yearly Charges (excl. Install)</b>
4235 Community Drive, West Palm Beach, FL 33409	8/1/2014	1Gb	\$21,326.50	\$50.00	\$0	\$600.00
<b>TOTALS</b>			<b>\$21,326.50</b>	<b>\$50.00</b>	<b>\$0</b>	<b>\$600.00</b>

Explanation of Charges:

Installation Charges – Both parties have agreed the final installation invoice will not exceed the estimated installation charges.

Monthly County Charges – The monthly charge paid by the ECR Board.

Monthly Florida LambdaRail (FLR) Charges – The ECR Board is affiliated with the City of West Palm Beach, who already pays the FLR fee under R2010-1146 dated 7/20/2010.

Yearly Charges – The total annual recurring charges, excluding installation charges, paid by the ECR Board.

The County has received approvals from the FLR for the ECR Board to be connected to the Palm Beach County fiber network and gain access to the FLR for either internet or transport purposes.

**N1. Cost Components**

The monthly FLR fee identified above includes direct costs incurred by the County to connect to the FLR. In the event the Board of Directors of the FLR implement a pricing change, the County agrees to review the financial impact and make appropriate rate adjustments.

**N2. Billing and Payment**

The County shall submit quarterly invoices to the ECR Board which shall include a reference to this Agreement and identify the amount due and payable to the County. Payment will be made in accordance with the Florida Local Government Prompt Payment Act, as amended, which also establishes a process and remedies for non-compliance.

**Section O: Additional IT Services**

Upon request for assistance, the ISS Director may, at the Director's discretion, permit staff resources to assist the ECR Board in the execution of certain information technology responsibilities. These additional services can be requested by submitting a Task Order (Attachment 1). These services will be charged at the rate of \$125/hour with a not-to-exceed cost of \$50,000.00 per Task Order. These services may also require the purchase of additional resources, including but not limited to hardware and software. The ECR Board is responsible for all associated costs for these additional resources. An estimate for each Task Order will be available upon request by the ECR Board. The ECR Board agrees to fully reimburse the County for all costs associated with the rendering of the County staff assistance and/or information technology resources. If the cost of services exceeds \$50,000.00, the Task Order shall be approved by the Board of County Commissioners.

**Section P: Annual Review of Fees and Charges**

The County reserves the right to review the fees and charges included in this Exhibit on a yearly basis and make appropriate rate adjustments. Should an adjustment be warranted, sixty (60) days' notice will be provided. Any such rate adjustments shall be reduced to writing via an Amendment to be executed by all parties.

**Section Q: Insurance**

This section does not apply to Network Services.



Attachment 1  
Palm Beach County  
**Information Systems Services**  
Task Order < \$50,000

Task Order #:

Original Agreement #R:

Organization requesting services: East Central Regional Wastewater Treatment  
Facilities Operation Board

Type of Service:

Location of Service:

Contact Name:

Contact Phone:

Contact eMail:

Requested Date for Completion:

Description of Service/Deliverables +/-

Estimated Amount:

ISS Project Manager/Director: \_\_\_\_\_ Date: \_\_\_\_\_  
Name/Title

Project Office: \_\_\_\_\_ Date: \_\_\_\_\_  
Name/Title

PALM BEACH COUNTY  
BOARD OF COUNTY COMMISSIONERS

\_\_\_\_\_  
By: Steve Bordelon, Director, ISS

APPROVED AS TO FORM  
AND LEGAL SUFFICIENCY

EAST CENTRAL REGIONAL WASTEWATER  
TREATMENT FACILITIES OPERATION BOARD

\_\_\_\_\_  
COUNTY ATTORNEY

\_\_\_\_\_  
Name, Title

**ISS Service Agreements with External Agencies**  
(June 2014)

**Municipalities**

- |                  |                                 |
|------------------|---------------------------------|
| 1. Boynton Beach | 7. Lantana                      |
| 2. Delray Beach  | 8. Palm Beach                   |
| 3. Greenacres    | 9. Palm Beach Gardens           |
| 4. Juno Beach    | 10. Riviera Beach               |
| 5. Jupiter Beach | 11. Village of Royal Palm Beach |
| 6. Lake Worth    | 12. West Palm Beach             |

**Educational Institutions**

1. Early Learning Coalition
2. Florida Atlantic University
3. Lake Worth Christian School
4. Learning Excellence (Imagine) School
5. Oxbridge Academy
6. Palm Beach State College
7. School Board of Palm Beach County

**Non-Profit Organizations**

- |  |                                |
|--|--------------------------------|
| 1. Alzheimer's Community Care                | 7. Kravis Center               |
| 2. ARC of Palm Beach County                  | 8. Lupus Foundation of America |
| 3. Boca Raton Regional Hospital              | 9. Lutheran Services Florida   |
| 4. Center for Family Services                | 10. Nonprofits First           |
| 5. Families First of PBC                     | 11. Prime Time                 |
| 6. Jewish Federation of Palm Beach<br>County | 12. South Florida Fair         |
|  | 13. Workforce Alliance         |

**Other Taxing Authorities**

1. Children's Services Council
2. Health Care District
3. Loxahatchee River Environmental Control District
4. Seacoast Utility Authority
5. South Florida Water Management District