

12/19/94

Interoffice Memorandum

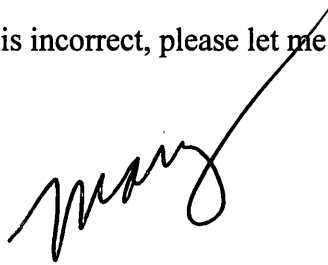
To: Peggy Hall, Asst. City Recorder
From: Mary Newell, Police Department
Subject: Filing of original contract
Dated: December 19, 1994

Peggy,

Enclosed is the original contract we have with the City of Portland for access of their 800 MHz trunking radio system.

I understand that the original is filed with you and you will see that it is filed in the vault. I have retained a copy for our files.

If you have questions or this is incorrect, please let me know.





CITY OF
PORTLAND, OREGON
OFFICE OF CITY AUDITOR

Barbara Clark, City Auditor
Council/Contracts Division
1220 S.W. 5th, Rm. 202
Portland, Oregon 97204
(503) 823-4082
Fax: (503) 823-4571

December 15, 1994

City of Newberg
Chief of Police
414 E First St.
Newberg OR 97132

Dear Sir/Madam:

Enclosed is a fully executed copy of CONTRACT No. 50411 with reference to an Intergovernmental Agreement for access to the City's 800 MHz trunking radio system, as authorized by Ordinance No. 168329.

Sincerely,

Toni M Anderson
Deputy Auditor

TMA\nlq
Enclosure(s)

DEC 14 1994

50411

INTERGOVERNMENTAL AGREEMENT

This is an Intergovernmental Agreement made and entered into this 7th day of December, 1994, by and between the City of Portland, Oregon, a municipal corporation of the State of Oregon, hereinafter referred to as "CITY" and the City of Newberg.

RECITALS:

WHEREAS, the City of Newberg and the CITY have constructed and operate separate 800 MHz trunked public safety radio systems and have appointed system manager(s), (Exhibit "C") to manage said system; and

WHEREAS, The City of Newberg and the CITY are desirous of allowing their respective 800 MHz radio systems public safety users to communicate on each other's system; and

WHEREAS, the City of Newberg and the CITY will follow all system technical standards outlined under (Exhibit "B"); and

NOW, THEREFORE, In consideration of the terms and conditions set forth below, it is agreed as follows:

1 - City of Portland/City of Newberg 11/94
Intergovernmental Agreement

1. USE

The CITY hereby agrees to permit The City of Newberg and its users, and the City of Newberg hereby agrees to permit CITY and its users, to utilize their respective 800 MHz radio systems for mutual aid radio communications. The talk groups that are authorized to be programmed on each other's system are as outlined on (Exhibit "A"), attached hereto and made a part hereof. Changes to this allowed talk group list shall be in writing approved by both system managers.

2. CONSIDERATION

The consideration for the CITY'S allowed use of their radio system and the City of Newberg's consideration for the CITY'S allowed use of their system shall be the mutual use of each entity's system, for mutual aid, and at no cost to either entity or its users for the term of this Agreement.

Portland desires to limit the number of agencies who have access to its system key. The City of Newberg will have WCCCA program both their own and the city's talk groups into their radios. In return, the City will allow the City of Newberg access to the same talk groups the City has allowed access to for Washington County agencies.

3. INDEMNITY

The CITY shall hold harmless, defend, and indemnify the City of Newberg and its officers, agents and employees against all claims, demands, actions and suits (including all attorney's fees and costs) brought against any of them arising from the CITY'S use of the City of Newberg's system. This shall include, but not be limited to, radio programming errors, and the cost by the City of Newberg to rectify same.

The City of Newberg shall hold harmless, defend, and indemnify the CITY and the CITY'S officers, agents and employees against all claims, demands, actions and suits (including all attorney's fees and costs) brought against any of them arising from the City of Newberg's use of the CITY'S system. This shall include, but not be limited to, radio programming errors, and the cost by the CITY to rectify same.

4. TERM

This Agreement shall remain in full force and effect until January 1, 1999, at which time the parties may mutually agree to five year extensions of the Agreement.

5. FITNESS FOR PARTICULAR USE

The CITY and the City of Newberg expressly agree that neither party warrants the suitability or fitness of these systems for the intended use.

6. NOTICE

Any notice to be provided to this Agreement shall be addressed as follows:

CITY: Manager, Communications Services Division
 3732 S.E. 99th Avenue
 Portland, Oregon 97266-2505

CITY OF NEWBERG:
 Chief of Police
 414 E. First Street
 Newberg, OR 97132

7. GOVERNING LAW

This Agreement shall be governed by the laws of the State of Oregon and any action or suit shall be commenced in Multnomah County Circuit Court unless otherwise mutually agreed to by the parties.

8. WRITTEN AGREEMENT/JUDICIAL RULING

This Agreement is the complete and exclusive statement of agreement for the use of the subject property and supersedes all prior agreements or proposals, oral or written, and all other communication between the parties relating to the subject matter of this Agreement. If any provision of this Agreement, as applied to either party or to any circumstance, shall be adjudged by the court of competent jurisdiction to be void or unenforceable, the same shall in no way affect any other provision of this Agreement or its validity or enforceability.

The CITY and the City of Newberg hereby agree to all provision of this Intergovernmental Agreement.

APPROVED AS TO FORM:

CITY OF NEWBERG

[Signature]

Legal Counsel

By: [Signature]
Name: City Manager
Title: Diane R. Cole
Date: Nov 15, 1994

APPROVED AS TO FORM:

CITY OF PORTLAND

[Signature], deputy
City Attorney 12/2/94

By: [Signature]
Name: _____
Title: Commissioner
Date: Dec 12, 1994

By: [Signature]
Name: _____
Title: Auditor
Date: 12/14/94

police\800mhz.nlb\iga

EXHIBIT "A"

PORTLAND/MULTNOMAH COUNTY TALK GROUP REQUEST

The following listed Talk Groups are the 800 Portland System Talk Groups which are requested by the City of Newberg for use by the Police, Fire, and EMS providers in Washington County.

LAW ENFORCEMENT

The Talk Groups are requested to be programmed into law enforcement radios only. The Washington County Law Enforcement agencies are:

Washington County Sheriff's Department
Beaverton Police Department
Tigard Police Department
Tualatin Police Department
Sherwood Police Department
King City Police Department
Hillsboro Police Department
Cornelius Police Department
North Plains Police Department
Gaston Police Department

Talk Group Name

Dec ID

Description

Net 1	800467	PPB Central
Net 2	800591	PPB I/E
Net 3	800669	PPB North
Net 4	801301	MCSO/GPD/FAIRV/TRTD
Net 5	800797	PPR O/E
Law 1	800541	Law Enforcement
Law 2	800023	Law Enforcement
Metro A	800011	All Metro Agencies
Metro B	800013	All Metro Agencies
Metro C	800015	All Metro Agencies

Metro A to PS1 Permanent Patch (800011 to 803345)
Law 1 to Common Law 1 (800541 to 803763)

PORT/MULT COUNTY TALK GROUP REQUEST - EXHIBIT "A"
PAGE #2 OF 5

FIRE/EMS

These Talk Groups are requested to be programmed into all Fire and EMS providers radios only. The County Fire and EMS providers are:

Tualatin Valley Fire and Rescue
Beaverton Fire
Washington County Fire District #2
Hillsboro Fire
Cornelius Fire
Tri-Cities Fire District
Gaston Fire District
Multnomah County District #20

Buck Medical Services
Metro West Ambulance

<u>Talk Group Name</u>	<u>Dec ID</u>	<u>Description</u>
Dispatch	800283	Fire/EMS Dispatch
WC - MA1	800263	Mutual Aid Talk Group-console patch to TAC Talk Group
WC - MA2	800265	Mutual Aid Talk Group-console patch to TAC Talk Group
Metro Fire/EMS	800017	Fire/EMS
Metro Fire/EMS	800019	Fire/EMS
Metro A	800011	All Metro Agencies
Metro B	800013	All Metro Agencies
Metro C	800015	All Metro Agencies

Metro A to PA1 Permanent Patch (800011 to 803345)
Law 1 to Common Law 1 (800541 to 803763)

PORT/MULT COUNTY TALK GROUP REQUEST
PAGE #3 OF 5

EMS

These Talk Groups are requested to be programmed into Fire/EMS providers's radios who provide ALS Service in the City of Newberg. These agencies are the same as listed under Fire/EMS, however, will not be all Fire Agencies, and will also include Washington county Hospitals as follows:

St. Vincent Hospital
Meridian Park Hospital
Tuality Hospital
Tuality at Forest Grove

<u>Talk Group Name</u>	<u>Dec ID</u>	<u>Description</u>
MRH-Trauma-Entry	801207	Medical Resource
MRH-Trauma-Entry	801197	Medical Resource
Regional Hospital	801195	MCI - EMS
All Hospitals	801871	Hospitals/Metro
Good Samaritan	801217	Portland Hospital
OHSU	801241	Portland Hospital
Portland VA	801225	Portland Hospital
Bess Kaiser	801211	Portland Hospital
Emanuel	801215	Portland Hospital
East Moreland	801213	Portland Hospital
Providence	801227	Portland Hospital
Woodland Park	801873	Portland Hospital
Portland Adventist	801223	Portland Hospital
Mt. Hood Med. Ctr.	801221	Portland Hospital
Providence/Milw	801227	Clackamas Cty Hosp
Sunnyside Kaiser	801233	Clackamas Cty Hosp
Willamette Falls	801243	Clackamas Cty Hosp
SW Wash Med Ctr	801235	Clark Cty Hosp

Metro A to PS1 Permanent Patch (800011 to 803345)
Law 1 to Common Law 1 (800541 to 803763)

PORT/MULTNOMAH COUNTY TALK GROUP REQUEST
PAGE #4 OF 5

TALK GROUPS AUTHORIZED ACCESS TO PORTLAND 800 SYSTEM USERS

The following listed Talk Groups are the City of Newberg 800 System Talk Groups which will be submitted to the City of Newberg Technical Advisory Committee for final approval for access by radio units for Police, Fire, and EMS Agencies utilizing the Portland 800 Radio System. This will provide interagency communications for mutual aid and also coordination of major incidents/events. City of Newberg TAC shall specifically identify the authorized agency.

LAW ENFORCEMENT

<u>Talk Group Name</u>	<u>Dec ID</u>	<u>Description</u>
SO1	804003	Sheriff's Off. Dispatch
SC1	803803	South Cities Dispatch
WC1	803783	West Cities Dispatch
BV1	803753	Beaverton Dispatch
FG1	803669	Forest Grove Dispatch
Common Law 1	803763	Law Enforcement
Common Pub Saf 1	803345	All Pub Sfty Agencies
Common Pub Saf 2	803343	All Pub Sfty Agencies

Metro A to PS1 Permanent Patch (800011 to 803345)
Law 1 to Common Law 1 (800541 to 803763)

PORT/MULT COUNTY TALK GROUP REQUEST
PAGE #5 OF 5

FIRE/EMS

NOTE: All Fire and EMS providers will have these Talk Groups available.

<u>Talk Group Name</u>	<u>Dec ID</u>	<u>Description</u>
Dispatch	803165	Fire/ems Dispatch
Mutual Aid	803337	Mutual Aid Talk Groups-Console patch to TAC Talk Groups
Mutual Aid	803335	Mutual Aid Talk Groups-console patch to TAC Talk Groups
Common Fire/EMS	803145	Fire/EMS Agencies
Common Pub Saf 1	803345	All Pub Safety Agencies
Common Pub Saf 2	803343	All Pub Safety Agencies

EMS

NOTE: The hospital Talk Groups will be added to any Fire and EMS providers who provide ALS Services or have need for hospital Communication.

<u>Talk Group Name</u>	<u>Dec ID</u>	<u>Description</u>
Meridian Pk Hosp	803325	Wash Cty Hospital
St. Vincent Hosp	803223	Wash Cty Hospital
Tuality Hospital	803221	Wash Cty Hospital
Tuality-Forest Gv	803219	Wash Cty Hospital

Metro A to PS1 Permanent Patch (800011 to 803345)
Law 1 to Common Law 1 (800541 to 803763)

EXHIBIT "B"

SYSTEM KEYS

System keys shall never be electronically or physically beyond the control of the System Managers listed under (Exhibit "C").

System keys shall only be present in programming computers during the initial booting process of the Motorola Radio Service Software (RSS). After the RSS is operational, the system key shall be removed by the System Manager.

System key access by any Rss programs must be configured to read the system key via a floppy disk device (i.e. drive a: or b:).

System keys shall not be permitted on any hard drive device, Local or Wide Area Network.

During unsupervised programming periods, the programming computers shall be reset or turned off to electronically erase the system key from RAM.

A written record shall be kept, during the service life of the systems, of all personnel who have programmed radios using the system keys. In the event of a breach of security, either manager may request this record at any time.

SYSTEM ACCESS

System Managers shall follow the mutually agreed regional talkgroup and unit ID number assignments.

Only talkgroups listed under (Exhibit "A") shall be programmed into any mobile, portable, control station or console [radio(s)].

Intentional use of private call operation bypassing the mutual aid talkgroups for non-official extended wide area communications is strictly prohibited.

System Managers may grant temporary access to any talkgroups for purposes of testing programming templates.

System Managers shall be notified immediately of any lost or stolen radios that have access to their respective systems.

Lost radio ID's shall never be re-used by another radio except by mutual agreement.

SYSTEM TECHNICAL STANDARDS -EXHIBIT "B"EXHIBIT "B"

PAGE #2 OF 3

Each radio shall be assigned its own unique ID. The use of the same ID in multiple radios is prohibited.

Duplicate talkgroup ID's shall be avoided whenever possible.

System Managers shall demonstrate the procedures they will use to prevent duplication of radio ID's during the cloning process.

System Managers shall provide immediate notice of system changes that may effect interoperability between the systems, (i.e. talkgroup ID assignments, announcement ID assignments, system ID'S, control channels, connect tones, failsoft talkgroup channel assignments, coverage types, emergency data system configurations, telephone interconnection, conventional hard patches, SmartZone upgrades or system environment timing parameters).

System Managers shall make every attempt to activate radio ID;s as soon as possible during the initial programming process to expedite access verification before assignments to end users. Mass activation in advance is discouraged.

A mutually agreed upon "fill in the blanks" activation work sheet shall be developed to allow either System Managers to FAX over required information that allows individual or large group activation of ID numbers in an expeditious manner. (Exhibit "D").

System Managers reserve the right to restrict access and feature sets of any radio (s) due to operator system abuse or duplicate ID detection on their respective systems.

Notification of system denial is required within 24 hours.

System Watch monitoring of the respective systems is prohibited unless approved by the other System Managers for troubleshooting purposes. All talkgroup and radio ID information shall be treated as highly confidential.

PROGRAMMING STANDARDS

All programming personalities that allow access to either system, shall be reviewed by the other System Managers. Written approval shall be obtained prior to any programming.

PTT-ID and auto affiliation operation shall be required at all times.

The System Managers reserved the right to modify programming standards. Any system standards modifications shall be in writing.

SYSTEM TECHNICAL STANDARDS -EXHIBIT "B"EXHIBIT "B"

PAGE #3 OF 3

The City or the City of Newberg shall not be held responsible for reprogramming of one or all radios due to system upgrades. The System Managers shall make every attempt to minimize reprogramming interruptions to the system users. The System Managers shall notify one another 90 days in advance of any system changes that may affect interoperability in writing.

The City shall provide the City of Newberg remote dial up access to the Bureau of General Services, Communications Services Divisions local area network, for the purpose of transferring RSS data files containing programming review process.

EXHIBIT "C"

CITY SYSTEM MANAGER:

JOEL HARRINGTON
3732 S.E. 99TH
PORTLAND, OREGON 97266-2505

CITY OF NEWBERG:

CHIEF OF POLICE
414 E. FIRST STREET
NEWBERG, OREGON 97132

"Any changes to the above named managers shall be provided to the other party within five (5) days of the effective change."

ORDINANCE NO. 168329

Intergovernmental Agreement with the City of Newberg for access to the City's 800 MHz Trunking Radio System. (Ordinance)

The City of Portland ordains:

Section 1. The Council finds:

1. Portland has established a complete 800 MHz simulcast trunking radio system in anticipation that other governmental units in the area will share in the use of the system.
2. The City of Newberg desires to enter into an agreement with Portland to share the use of this system, on the terms and conditions set forth in the Intergovernmental Agreement, marked Exhibit A, and attached to this Ordinance.

NOW, THEREFORE, the Council directs:

- a. The Commissioner of Public Affairs and the City Auditor are authorized to execute an Intergovernmental Agreement with the City of Newberg for access to Portland's 800 MHz simulcast trunking radio system, in substantially the form set forth in Exhibit A, attached to this Ordinance.

Section 2. The Council declares that an emergency exists in that prompt utilization of Portland's 800 MHz simulcast trunking radio system is necessary for the public safety; therefore, this Ordinance shall be in full force and effect from and after its passage by the Council.

Passed by the Council, DEC 07 1994
Commissioner Kafoury
JDQuail:GKhater
November 21, 1994

BARBARA CLARK
Auditor of the City of Portland
By *Billie Olson* Deputy