

January 4, 2021

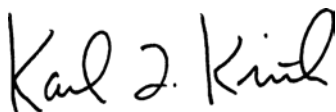
Brandon McClain, Chair  
Automatic Data Processing Board  
451 West Third Street  
Dayton, OH 45422

Dear Mr. McClain:

An Automatic Data Processing Board meeting has been scheduled for **Monday, January 11, 2021 at 09:00 a.m. through ZOOM**. The agenda will be as follows with supporting documentation attached.

1. **Minutes** from the November 18, 2020 meeting
2. **DP Board Organization for 2021 – Election of Officers**
3. **2021 DP Board Calendar**
4. **Data Processing** is requesting ADP Board approval to purchase:
  - a. Two (2) Dell EMC PowerFlex solutions containing compute, storage and networking nodes. Included are two Data Domain 6900 appliances with a 3-year Networker Subscription at a total price of \$2,392,167.00. This purchase will be made through the vendor RoundTower / Dell - Dell EMC - OH STS-033-534141 and funding for this purchase will come from Cost Center 10410003001-General Government Automation Project.
  - b. One (1) Fujitsu M10-1 server along with services provided by Mythics for a total price of \$52,256.38. This purchase will be made from the vendor Mythics-Oracle- Ohio Schedule H 3-25-2014 and OH STS Number 534570. Funding will come from Cost Center 10410003001-General Government Automation Project.

Sincerely,



Karl L. Keith – Secretary  
Automatic Data Processing Board

KLK/clt

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cc:

ADP Board Members

Michael Colbert, County Administrator

James Alford, Director of IT

Ellis Shockley, Data Processing

Chris Newman, Data Processing

Debra Harden, Records Office

Lynn Cooper, Treasurers Office

Zachary Zugelder, Treasurers Office

Kate Evans, Auditor's Office

Kevin Stout, Auditor's Office

Kyle Kolopanis, Purchasing

Marsha Shaffer, Purchasing

Ron Strong, Purchasing

Ward Barrentine, Prosecutors Office

Tina Ratcliff, Records

Uchenna Youngblood, BCC IT

Herb Davis, Clerk of Courts' Office

Bart Kincaid, Sheriff's Office

Steven Hollon, Common Pleas Court Administrator

Kery Gray, Commissioner Rice's Office

Bill Loy, Auditor's Office

Brooke Ehlers, Coroner's Office

New Media

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**Automatic Data Processing Board Meeting Minutes**

November 18, 2020

\*Meeting held via Zoom videoconference

**Present by Video and Audio:**

Brandon McClain, Recorder – Chair  
Kate Evans, Auditor - Chief Deputy on behalf of  
Keith, Auditor - Secretary  
Mike Foley, Clerk of Courts – Member  
Rob Streck, Sheriff – Member  
Lynn Cooper, Treasurer- Chief Deputy on behalf of  
Russ Joseph, Treasurer - Member  
Dr. Kent Harshbarger, Coroner - Member  
Kerry Gray, Commissioner’s Assistant on behalf of  
Carolyn Rice- Commissioner - Member  
Kyle Kolopanis, Purchasing – Director

Ron Strong, Purchasing – Buyer/Central Services  
Erik Collins, C&ED – Director  
Beth Moore, Envr. Services – Assistant Director  
Tony Jasinski, Envr. Services – SCADA Manager  
Steven Hollon, Common Pleas Court – Administrator  
Chris Newman, Data Processing - Apps Manager  
Jean May, BCC IT - IT Manager  
Uchenna Youngblood, BCC IT - Director  
Tina Ratliff, Records Retention - Records Manager  
Cindy Turvene, Data Processing – Admin Assistant  
James Alford, Data Processing- IT Director

The November 18, 2020 Automatic Data Processing Board meeting was called to order by Chair Brandon McClain.  
(A copy of the agenda is attached for reference.)

**The first agenda** item was the approval of the minutes from the October 14, 2020 meeting.

Kent Harshbarger moved to approve the minutes. Motion seconded by Kate Evans. Motion carried unanimously.

**The second agenda** item was a presentation from **Tony Jasinski – Environmental Services** to replace all SCADA radios and accessory equipment. These radios are a critical component of the monitoring system for over 80 water and sewer field stations that deliver water and conveying sewage for over 250,000 residents in Montgomery County. Bids were solicited by Montgomery County Purchasing and this SCADA Radio Replacement Project was awarded to J & K Communications, Inc, using OCA codes 513021/513022 split 50/50 at a price not to exceed \$170,915.95.

Rob Streck moved to approve, and the motion was seconded by Mike Foley. Motion carried unanimously.

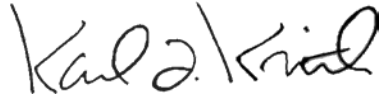
**The third agenda** item was from **Erik Collins – Community Economic & Development** to purchase video recording and editing services from the Golden Shovel Agency at a cost not to exceed \$63,250.00. This purchase will be made with CARES Act funding.

Steven Hollon moved to approve this purchase and was seconded by Kerry Gray. Motion carried unanimously.

Brandon McClain wanted it noted for the record that Jan Kelly is moving on at the end of the year to a full retirement and for everyone to thank her for her efforts throughout her career here at Montgomery County.

There being no further business before the Board, Chair Brandon McClain made a motion to adjourn the meeting without objection.

Respectfully submitted,

A handwritten signature in black ink that reads "Karl Keith". The signature is written in a cursive style with a large initial "K" and a distinct "K" at the end.

Karl Keith, Secretary  
Automatic Data Processing Board

KLK/clt

**DATA PROCESSING ADP BOARD CALENDAR  
 2021**

<i>Cutoff Dates for Submittals:</i>	<i>Meeting Dates:</i>
January 4 <sup>th</sup>	**January 11 <sup>th</sup>
February 3 <sup>rd</sup>	February 10 <sup>th</sup>
March 3 <sup>rd</sup>	March 10 <sup>th</sup>
April 7 <sup>th</sup>	April 14 <sup>th</sup>
May 5 <sup>th</sup>	May 12 <sup>th</sup>
June 2 <sup>nd</sup>	June 9 <sup>th</sup>
July 7 <sup>th</sup>	July 14 <sup>th</sup>
August 4 <sup>th</sup>	August 11 <sup>th</sup>
September 1 <sup>st</sup>	September 8 <sup>th</sup>
October 6 <sup>th</sup>	October 13 <sup>th</sup>
November 3 <sup>rd</sup>	November 10 <sup>th</sup>
December 1 <sup>st</sup>	December 8 <sup>th</sup>
January 3 <sup>rd</sup> , 2022	**January 10 <sup>th</sup> , 2022

Meetings will be held on the above dates at 9 a.m. located in the **6<sup>th</sup> FI Data Processing Training-Conference Room** unless otherwise notified.

\*\*Organizational meeting to elect officers and establish calendar.



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To: Karl Keith, Montgomery County Auditor

From: Ellis Shockley

CC: ADP Board Members  
James Alford, Director of Information Technology

Date: January 4, 2021

Re: Data Center Infrastructure Refresh

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The Montgomery County Data Processing Department is requesting the approval of the Automatic Data Processing Board to purchase two Dell EMC PowerFlex solutions containing compute, storage, and networking nodes. Also included are two Data Domain 6900 appliances with a 3-year Networker Subscription at a total price of \$2,392,167.00.

This purchase will allow Data Processing (DP) and General Division Courts to upgrade the existing Data Center Infrastructure hardware at our Production (Prod) site and at our Disaster Recovery (DR) site. Our current Dell EMC VNX2 storage solution is at 81% capacity, our backup structure is over the 90% threshold and we are currently using 3<sup>rd</sup> party maintenance for hardware only. The current solution is over 7 years old and is need of a much-needed replacement so we can continue to provide top tier service for Montgomery County.

The new solution includes replication which will allow Montgomery County to replicate critical applications from Production to Disaster Recovery, providing the ability to be back up and running in the event of a failure.

Today, the Data Processing and General Division Court environments have approximately 200 virtual servers and growing. These virtual servers are responsible for such applications as the Microsoft Dynamics 365 development environment, Microsoft Exchange, Payroll, Kronos, Coroner Crime Lab, Cisco Virtual Appliances for Internet usage, OnBase, Parking Garage, Domain controllers for the authentication to mcoho.org and lot of others which support the various offices throughout the

county. If any of this architecture fails, this could cause havoc for county offices by causing downtime for the offices and users.

This purchase will be made through the vendor Roundtower / Dell - Ohio state contract number Dell EMC - OH STS-033-534141.

Funding for this purchase will come from: Cost Center: 10410003001-General Government Automation Project.

## Montgomery County Solution Summary

### KPIs



**98%**  
Reduced unplanned  
downtime



**46%**  
Less staff time spent on  
keeping the lights on



**47%**  
Reduced total  
cost of operations



**70%**  
More efficient IT  
infrastructure staff

### CURRENT ENVIRONMENT

#### Traditional 3 Tier Infrastructure



- 81% Capacity Utilization on VNX 3<sup>rd</sup> Party Maintenance
- Cisco UCS Maintenance Expiration
- 3 Separate Mgmt. Consoles
- Individual Component Refresh/Patch Lifecycles
- Potential Risk with Third Party Maintenance

### PROPOSED ENVIRONMENT

#### Software Defined Data Center



- All Flash Storage
- 3 Years HW/SW Support included
- Replication SW included for 50 VMs
- Single Management Console
- Single Lifecycle Management & Patching for compute, network and storage

### Current Environment



### Proposed RTT Solution

#### Business Challenges:

- The UCS compute environment Cisco **maintenance is set to expire** in Q2 2021.
- Third Party Maintenance support only covers Hardware, no code or Software updates are provided. This could present a risk if SW vulnerabilities occur.
- The current IT production environment (networking, compute, storage) involves **3 different management consoles**, resulting in **challenging lifecycle management and administration costs**.
- A traditional 3-tier model **requires hours/days of upgrade planning** for each infrastructure layer to ensure compatibility, which results in **more risk and less time focusing on value-add activities**.



#### Business Value:

- The proposed solution encompasses compute, storage, virtualization and networking infrastructure into one platform to simplify lifecycle management and **eliminate yearly capital expenditures on separate environments**.
- PowerFlex drastically **simplifies management** of the environment by consolidating the environment **down to one vendor, one management console, and a single line of support**.
- The PowerFlex solution includes replication which will allow Montgomery County to **replicate critical applications** from Production to DR, providing the ability to be back up and running in minutes in the event of a failure.
- PowerFlex is manufactured and engineered by Dell EMC with VMware and managed as one system, **meaning it requires zero hours for upgrade planning, testing, and validating**.
- The PowerFlex includes all flash drives, which will **significantly increase performance and the end user experience**.
- Data Protection solution is same technology currently being used now requiring limited to no learning.

#### Financial Outlook:

**3 Year Total Spend.....\$ 2,392,167**

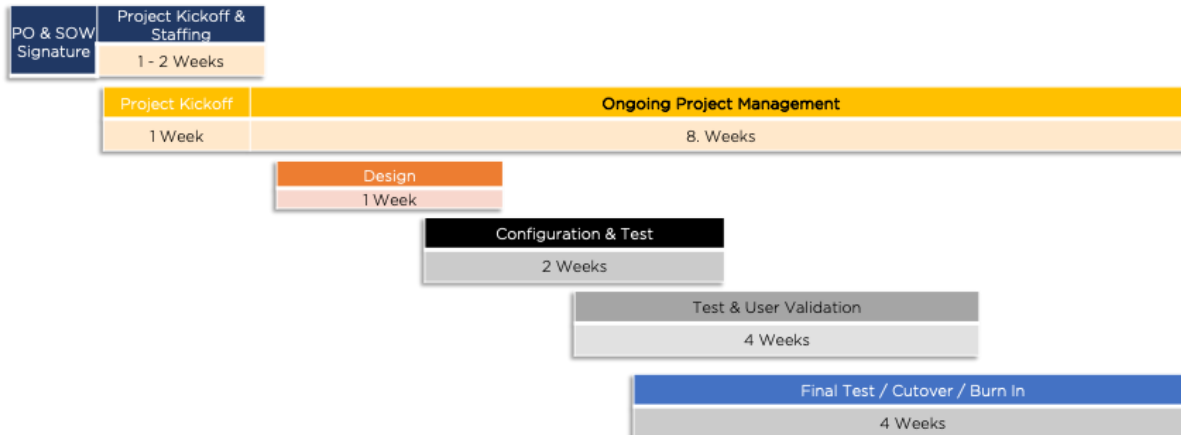


Investment Summary	
<b>List Price</b>	\$ 4,586,715
<b>Standard Discount</b>	(1,376,015)
<b>Net Price</b>	\$ 3,210,701
<b>Strategic Customer Discount</b>	\$ 818,534
<b>Montgomery County Final Price</b>	<b>\$ 2,392,167</b>

**\*\*See RoundTower Quote for complete Bill of Materials**

Solution Pricing Inputs	List Price	Customer Price total
PowerFlex Prod	\$ 1,925,386	\$ 1,095,627
DD6900 Prod	\$ 645,740	\$ 246,909
PowerFlex DR	\$ 1,227,495	\$ 761,163
DD6900 DR	\$ 673,102	\$ 246,909
Networker Subscription	\$ 114,994	\$ 41,559
	\$ -	\$ -
	\$ -	\$ -
	\$ -	\$ -
	\$ -	\$ -
	\$ -	\$ -
	\$ 4,586,715	\$ 2,392,167

### PROJECT TIMELINE



Why Now?	
<b>Timeline</b>	Each component (compute, storage, virtualization & data protection) have technology refreshes imminent
<b>State Term Schedule</b>	Dell EMC - OH STS-033-534141
<b>Mitigate Risk</b>	Currently Data Center Infrastructure supported with Third Party Maintenance (Hardware Only)
<b>Simple &amp; Efficient Operations</b>	Allow Data Processing & General Division to move faster and respond effectively to rapidly changing agency needs with the freedom to deploy and scale critical workloads that drive the organization, while ensuring simplicity and manageability as a single system.
<b>Next Generation</b>	Stability, scalability, resiliency, and performance within Montgomery County modernize DataCenter to embrace agile cloud service delivery for the entire infrastructure, helping automate infrastructure workloads non-disruptively.



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To: Karl Keith, Montgomery County Auditor

From: Ellis Shockley

CC: ADP Board Members  
James Alford, Director of Information Technology

Date: January 4, 2021

Re: SUN server hardware purchase

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The Montgomery County Data Processing Department is requesting the approval of the Automatic Data Processing Board to purchase one Fujitsu M10-1 server, along with the services provided by Mythics, for a total price of \$52,256.38.

Montgomery County's previous Performance financial application is running on an Oracle database and SUN operating system. The current hardware is at end of life, but the county still needs to maintain the information within the system for a few more years. The County is procuring a SPARC64 processor-based hardware server platform that will be installed with the Solaris 10 operating system. The existing database will be migrated to the newly purchased Fujitsu server. This purchase will allow Data Processing (DP) to be on a supported hardware solution with maintenance available and will allow Montgomery County to keep the Oracle database for archiving purposes and retention schedules.

This purchase will be made through the vendor Mythics – Oracle Schedule H 3-25-2014 and Ohio STS contract number 534570.

Funding for this purchase will come from: Cost Center: 10410003001-General Government Automation Project.



4525 Main Street, Suite 1500  
 Virginia Beach, VA 23462  
 KEVIN ORT  
 Phone: 757-226-7710  
 Fax: 757.412.1060  
 Email: KORT@MYTHICS.COM

Company Name: Montgomery County  
 Project: Fujitsu M10-1  
 Contact: Russ Aber / Ellis Shockley  
 Email: [AberR@mcoho.org](mailto:AberR@mcoho.org) / [shockleye@mcoho.org](mailto:shockleye@mcoho.org)  
 Phone:  
 Address:

Estimate Number: 5465160-M10-MC-1  
 Estimate prepared on: December 9, 2020  
 Valid thru: January 9, 2021

**BUDGETARY ONLY PENDING PRICING APPROVAL FROM ORACLE AND MYTHICS MANAGEMENT**

Item Nbr	Oracle Discount Category	Part Number	Description	Qty.	Discounted Unit Price	Extended Price
1		7105550	Fujitsu M10-1 server: model family	1	\$ -	\$ -
2	L	7110045	Fujitsu M10-1 server: base with 1 deactivated SPARC64 X+ 16-core 3.2 GHz processor (for factory installation). Separately priced activation permit required	1	\$ 6,090.00	\$ 6,090.00
3	L	7105751	Four 8 GB DDR3-1600 registered DIMMs (for factory installation)	1	\$ 1,282.50	\$ 1,282.50
4	L	7115093	One 400 GB eMLC SAS-2 SSD with Fujitsu bracket (for factory installation)	2	\$ 1,947.75	\$ 3,895.50
5	L	7119191	One 800 GB eMLC SAS-2 SSD with Fujitsu bracket (for factory installation)	4	\$ 3,336.75	\$ 13,347.00
6	L	7105511	Oracle Solaris and Oracle VM Server for SPARC preinstall (for factory installation)	1	\$ 0.75	\$ 0.75
7	L	7105519	Power cord: Jumper, 1 meter, C14 plug, C13 connector, 10 A (for factory installation)	2	\$ 18.75	\$ 37.50
8	L	7107820	Fujitsu M10-1 server: activation permit for 2 processor cores (for factory installation)	2	\$ 1,080.00	\$ 2,160.00
9		B58121	Oracle Premier Support for Systems	1	\$ 3,217.59	\$ 3,217.59
10		B59411	Hardware Freight Fee	1	\$ 207.22	\$ 207.22
<b>This order is placed pursuant to the terms and conditions of Oracle -Ohio Schedule H 3-25-2014</b>						
<b>SUBTOTAL - HARDWARE:</b>						<b>\$ 26,813.25</b>
<b>SUBTOTAL - ORACLE PREMIER SUPPORT FOR SYSTEMS:</b>						<b>\$ 3,217.59</b>
<b>SUBTOTAL - HW FREIGHT FEE:</b>						<b>\$ 207.22</b>
<b>TOTAL</b>						<b>\$ 30,238.06</b>

**TOTAL FOR ENTIRE SOLUTION \$ 30,238.06**

Applicable State taxes will be added unless an exemption is provided.

By confirming, referencing or placing an order based on this quote, you are agreeing that the software products being purchased are for electronic delivery only and there is no transfer of tangible property.

Oracle's License Definitions and Rules (LDRs) are available at <https://www.oracle.com/corporate/contracts>. Please note the LDRs that apply to an order subject to this quote will be those LDRs in effect at the time Contractor accepts Your order.

This proposal contains information which is deemed Proprietary & Business Sensitive. This information shall not be disclosed outside of your organization without the express written consent of an authorized representative of Mythics, Inc. This information shall not be duplicated, used, or disclosed – in whole or in part – for any purpose other than to evaluate this proposal.

Quotation Subject to Management's Final Approval

**Purchasing Instructions**

Please reference Mythics' estimate number on the government contract or purchase order

The purchase order must state that this order is placed pursuant to the terms and conditions of Oracle -Ohio Schedule H 3-25-2014

Payment Terms: License Fee - Net 30, Technical Support - Quarterly in Arrears

Please fax or email Purchase Order to Kevin Ort at [kort@mythics.com](mailto:kort@mythics.com) fax# 757-412-1060

DUNS#: 013358002

**Mythics Fed Tax ID#: 54-1987871**  
**CAGE CODE: 1TA34**  
**NAIC: 423430**

**Additional Information:**

Media is available for download at no additional cost at <http://edelivery.oracle.com/>

This quotation is an estimate and is an invitation for you to offer to purchase products and services from Mythics. Your order is subject to Mythics' acceptance.

In reliance on your order, Mythics will issue a non-cancellable order with its supplier for software or hardware products ordered; therefore, all orders are non-cancellable.

**Delivery, Installation and Acceptance of Hardware**

- a. You are responsible for installation of the hardware, unless you purchase installation services from Oracle with respect to such hardware.
- b. Oracle will deliver the hardware to the delivery address specified by you on your purchasing document or when your purchasing document does not indicate a ship to address, the location specified on the order. The applicable country specific hardware shipping terms are located in the Order and Delivery Policies, which may be accessed at <http://oracle.com/contracts>
- c. Acceptance of the hardware occurs on delivery.
- d. Oracle may make and invoice you for partial deliveries.
- e. Oracle may make product substitutions and modifications that do not cause a material adverse effect in overall hardware performance.
- f. Oracle will use its reasonable commercial efforts to deliver the hardware within a timeframe that is consistent with Oracle's past practices regarding the amount and type of hardware that you have ordered.
- g. Support provided by Oracle. Current Oracle Hardware and System Support Policies can be found at <http://www.oracle.com/us/support/policies/index.html>.
- h. You agree that Mythics has the right to cancel your support due to a non-payment.



**MYTHICS™**

**FIRM FIXED PRICE STATEMENT OF WORK**

Montgomery County

January 4, 2021

***Submitted by:***

Mythics, Inc.

4525 Main street, Ste. 1500, Virginia Beach, VA 23462

CAGE: 1TA34 | DUNS: 013358002

Shane Kozuch

Account Manager

Voice: (757) 274-6729

Fax: (757) 412-1060

skozuch@mythics.com

*“This SOW includes data that shall not be disclosed outside Customer and shall not be duplicated, used, or disclosed -- in whole or in part -- for any purpose other than to evaluate this SOW. If, however, a contract is awarded to this offeror as a result of -- or in connection with -- the submission of this data, Customer shall have the right to duplicate, use, or disclose the data to the extent provided in the resulting contract. This restriction does not limit Customer’s right to use information contained in this data if it is obtained from another source without restriction. The data subject to this restriction are contained in all pages of this SOW.”*

*Mythics has made every reasonable attempt to ensure that the information contained within this proposal is accurate, current, and properly sets forth the requirements as have been determined at the time of submission. The parties acknowledge and agree that the other party assumes no responsibility for errors that may be contained in or for misinterpretations that readers may infer from this document.*

## **1. Description of Services**

### **1.1 Overview**

Montgomery County has an older proprietary accounting application running on Oracle database and Sun operating system. The current hardware is at end of life, but the county still needs to maintain the information within the system for archival purposes for a few more years. The County is procuring a SPARC based machine and would like assistance in installing Solaris 10 and migrating the database to the new platform.

### **1.2 Consulting Services**

The services outlined in this Statement of Work have been estimated to occur within a period of performance beginning 2/1/2021 and ending 2/28/2021. The Client is seeking assistance for the following broad level tasks

- Install Solaris 10 operating system on SPARC based hardware
- Migrate 11.2.0.4 database from existing Sun machine to new environment.

The following table represents the current hardware footprint and the proposed footprint.

Current Hardware Footprint	Proposed Footprint
kpmg # uname -a SunOS kpmg 5.9 Generic_122300-02 sun4u sparc SUNW,Netra-T12  Memory size: 16384 Megabytes  Processors The UltraSPARC-IV+ physical processor has 2 virtual processors (0, 512) The UltraSPARC-IV+ physical processor has 2 virtual processors (1, 513) The UltraSPARC-IV+ physical processor has 2 virtual processors (2, 514) The UltraSPARC-IV+ physical processor has 2 virtual processors (3, 515)  Filesystem      size    used    avail    capacity    Mounted on /dev/md/dsk/d0    58G   18G   39G   33%   / /proc            OK   OK   OK   0%   /proc mnttab            OK   OK   OK   0%   /etc/mnttab fd                OK   OK   OK   0%   /dev/fd swap             18G   176K   18G   1%   /var/run swap             18G   32M   18G   1%   /tmp /dev/dsk/emcpower1g   526G   401G   120G   77%   /oracle /dev/dsk/emcpower2g   295G   173G   119G   60%   /orabackup /dev/dsk/c0t0d0s5    65G   12G   52G   20%   /extra /dev/dsk/emcpower4g   197G   126G   69G   65%   /dpdump	SPARC based hardware
Oracle database 11.2.0.4	Oracle database 11.2.0.4

Table 1 – Environment footprint

### 1.2.1 Project Planning / Kickoff

As part of the project engagement, Mythics Consulting will hold a kick-off meeting with the Client and all the stakeholders. Mythics Consulting delivery team will explain the project details, scope, deliverables and execution plan. This includes

- Review the list databases for migration.
- Define the dependences and outages.
- Review the statement of work and outline of tasks.
- Identify points of contact for the project.
- Gather necessary information for remote access
- Review the project plan, define timelines and roles and responsibilities.

### 1.2.2 Install Solaris 11 Operating System

Mythics will install the Solaris 10 operating system on the SPARC hardware. Mythics will

- Create 2 zones and cap the zones. Mythics will create 2 Solaris zones and cap the cpu and memory in those zone to map to the client current licensing model.
- Mythics will follow oracle best practices in installing and configuring Solaris 11 operating system as documented within Oracle Support.

### 1.2.3 Database Migration

Mythics will migrate one (1) application database from the current operating environment to the new platform. As an endian change is involved, Mythics will utilize Data Pump to transfer the database to the new hardware. Typical tasks include

- Verify current backups
  - Shutdown database and listener
  - Migrate using data pump.
  - Startup database and listeners in new environment
  - Verify connectivity and access
- Validate. Mythics will validate row count and checksums to ensure full migration.
  - Establish Backup – Mythics will make a backup of the database as a final step.

### 1.3 Customer Specific Obligations

Engagement success relies heavily on client engagement. Mythics requires the following, known, activities, roles, and participation from Customer. Additional requests and requirements may surface during delivery and will be tracked by the Project Manager.

- Client will be responsible for physical setup of the new hardware.
- Client will be responsible for any functional testing of the application required.
- Client will provide remote access capability to Mythics staff.
- Client will setup/allocate appropriate storage to support DB migration.
- Client will coordinate downtime of database to be migrated.

***If this Statement of Work or the Agreement provides for any onsite professional services, you must provide a safe and healthful workspace for all Mythics resources performing professional services at your site (e.g., a workspace that is free from recognized hazards that***



***are causing, or likely to cause, death, illness or serious physical harm, and a workspace that has proper ventilation, etc.). Additionally, due to the uncertainties of the evolving Covid-19 situation, all Mythics resources performing onsite professional services must be permitted and able to perform such services taking into consideration applicable laws and regulations, including those pertaining to health, safety and mobility (whether in the location of service delivery and/or the location of the personnel). If the provision of any onsite services is negatively impacted due to circumstances related to or arising from the Covid-19 situation, you agree to cooperate with Mythics in good faith to review such impact and, if necessary, amend any resource plans, work plans, service specifications, time schedules and the like, including possibly putting in place an infrastructure (e.g., VPN) to enable remote delivery of services. For the avoidance of doubt, this provision is without prejudice to the parties' rights and obligations under the force majeure clause of the applicable agreement.***

#### **1.4 Out of Scope**

- Application setup, App tier migration and support.
- Coding / software development
- Web Services
- Single Sign-On (SSO)
- Two-factor Authentication (2FA)
- SSL
- Load balancing (software or hardware)
- Functional testing
- O&M (Operations and Maintenance)
- Setup of RMAN backup / recovery process
- Disposition of old hardware
- Database upgrades

#### **1.5 Risks**

In assembling this Statement of Work for Customer, potential risks to this engagement have been identified. The services described herein, do not include estimated scope or time if these risks are realized. Reasonable effort will be made by Mythics and Customer to mitigate these risks, as well as any that may arise during delivery.

- Time lost due to on-boarding delays such as VPN, workspace, equipment, facility access, IT accounts, administrative access to host servers.
- Time lost due to customer-initiated work stoppages unless agreed to in advance.
- Findings or issues identified during the engagement that may take longer than anticipated to correct.

## 1.6 Engagement Assumptions

Mythics has made every effort to accurately assess and estimate the requested consulting services. As no discovery effort is ever holistically exhaustive, a summary of assumptions made by Mythics in assembling this Statement of Work is below. If any assumptions prove to be invalid during delivery, adjustments to schedule, scope, or budget outlined herein may be required to complete the Description of Services.

- The hours of this project will be delivered consecutively unless Mythics and the client mutually agree upon a non-consecutive project delivery schedule in writing prior to the project start date
- If any work is to be completed remotely, Client will provide Mythics proper remote access such as VPN, SSH, RDP, etc.
- Client will provide Mythics access to the business, client, and technical information and facilities necessary to execute the solution.
- The client has an active CSI Support number with Oracle and Mythics can leverage support as needed.
- Mythics will be able to access/download the 11.2.0.4 database software as needed from the vendor.
- Client will ensure that appropriate personnel are available to meet with Mythics, as necessary.
- During this effort, Mythics will not be responsible for negotiations with hardware, software, or other vendors, or any other contractual relationship between the Client and third parties. Mythics, at the request of Client, will provide input to the client regarding optimal product or vendor selection.
- Mythics will develop any documentation, and presentations in English.
- The Mythics professional working day is eight hours, including reasonable time for meals. Mythics understands that occasions arise during client engagements that require a longer or shorter working day. Mythics will not extend engagements when delays result from Client inability to meet stated prerequisites prior to an engagement, nor when delays result from Client personnel not being available to provide required support.
- Mythics will perform the work between Monday – Friday 8:30am and 5:00pm (local time). After-hour and weekend work (when required), must be explicitly identified herein or otherwise mutually agreed to in writing by the parties. The hours of this project will be delivered consecutively unless Mythics and the client mutually agree upon a non-consecutive project delivery schedule in writing prior to the project start date.
- Environment is a non-production environment

## 2. Fees: Labor & Travel

### Fees: Fixed Price Labor & Travel

Estimated labor and expense cost for this project, based on the defined scope, assumptions, timelines, roles and responsibilities of all parties are outlined below. Mythics will provide the services outlined above on a Fixed Price basis using the payment schedule below.

<b>Achievement</b>	<b>Planned Achievement Date</b>	<b>Total</b>
Setup Solaris 10 and Database Migration	02/28/2021	\$22,018.32
<b>Total:</b>		<b>\$22,018.32</b>

Mythics may utilize any of the following labor categories to deliver the services defined within this SOW. Mythics has made every effort to accurately estimate the hours required to accomplish the defined scope. Customer will be invoiced for hours worked, by labor category, at the rates below. Any additional hours required or requested are subject to the same rate, invoicing and payment terms.

<b>Labor Category</b>
Senior Solution Architect
Solution Architect
Senior Principal Consultant
Principal Consultant II
Principal Consultant I
Senior Consultant
Staff Consultant
Associate Consultant
Program Manager
Project Manager II
Project Manager I
Contracts Administrator / Engagement Manager / Administration
Subject Matter Expert II
Subject Matter Expert I

Customer hereby acknowledges and agrees that the offer of pricing and other terms set forth in this SOW shall expire on Cover page date +30 calendar days. The offer of pricing and other terms set forth in this SOW shall become effective and binding on Mythics and Customer only upon the execution of this SOW by the parties on the date this agreement is fully executed.

***If this Statement of Work or the Agreement provides for any onsite professional services, you must provide a safe and healthful workspace for all Mythics resources performing professional services at your site (e.g., a workspace that is free from recognized hazards that are causing, or likely to cause, death, illness or serious physical harm, and a workspace that has proper ventilation, etc.). Additionally, due to the uncertainties of the evolving Covid-19 situation, all Mythics resources performing onsite professional services must be permitted and able to perform such services taking into consideration applicable laws and regulations, including those pertaining to health, safety and mobility (whether in the location of service delivery and/or the location of the personnel). If the provision of any onsite services is negatively impacted due to circumstances related to or arising from the Covid-19 situation, you agree to cooperate with Mythics in good faith to review such impact and, if necessary, amend any resource plans, work plans, service specifications, time schedules and the like, including possibly putting in place an infrastructure (e.g., VPN) to enable remote delivery of services. For the avoidance of doubt, this provision is without prejudice to the parties' rights and obligations under the force majeure clause of the applicable agreement.***

### 3. T&C's Reference

Mythics is submitting this proposal pursuant to the terms and conditions of Mythics' State of Ohio STS Contract, 534570. Any additional terms amended to this order 1) must be mutually agreed to by the Parties, and 2) in the case of a conflict, Mythics' Ohio STS Contract terms and conditions will govern.

## 4. Signatures

IN WITNESS WHEREOF, the parties have caused this SOW to be executed and do each hereby warrant and represent that their respective signatory whose signature appears below has been and is on the date of this SOW duly authorized by all necessary and appropriate legal action to commit the organization he represents to the terms and conditions of this SOW.

Accepted by:		Mythics, Inc.
Name: Title: <i>(Authorized Signatory)</i>  Signature:		Deonte J. Watters, CCMAP Vice President, Contracts
Mailing Address:		Mythics, Inc. 4525 Main Street, Suite 1500 Virginia Beach, VA 23462
Date:		
Phone:		(757) 412-4362
Email:		ConsultingContracts@mythics.com