



TO: Technology Committee
Representative Lori Mizgorski

FROM: Jennifer Liptak, Committee Chair

DATE: September 15, 2020

SUBJECT: Technology Committee Meeting – September 17, 2020

The next meeting of the Technology Committee is scheduled for Thursday, September 17, 2020, being held virtually via WebEx and conference call-in, immediately following the Performance Oversight Committee meeting. The preliminary agenda is as follows:

1. Call to order
2. Approval of Minutes of the July 16, 2020 Technology Committee Meeting.
3. Awarding of Bids (Tony Trona):
 - Connect Band
 - VMware Horizon Support and Subscription Services Over a One-Year Period
4. Adjourn

cc: Other Port Authority Board Members

**Technology Committee
Minutes
July 16, 2020**

The meeting was called to order and held virtually, with the following in attendance:

Board Members:

Jennifer Liptak, Chair

Jeff Letwin

Representative Lori Mizgorski

John Tague, Jr.

Jessica Walls-Lavelle

Michelle Zmijanac

Opening Remarks

Ms. Liptak opened the meeting and welcomed those in attendance.

Approval of Minutes from the May 21, 2020 Technology Committee Meeting

Ms. Liptak asked Members if there were any corrections to the minutes. There were none and members approved the minutes.

Resolutions

- ❖ Authorization to Enter into Agreement No. R20-01 for Data Hosting and Security Services (Jeffrey Devlin, CIO) – Passed
- ❖ Authorization to Enter into Agreement R20-06 with a Pool of Firms to Provide Information Technology Consulting and Support Services – Passed

Presentation

- ❖ Phillip St. Pierre, Director of Service Planning and Scheduling, gave a presentation on Technology Tools used in Service Planning.

AWARDING OF BIDS

1. CONNECT BANDS

This bid was publicly advertised and ebusiness documents were distributed. Two firms accepted the invitation and two bids were received for Connect Bands over a three-year period.

The low bidder did not provide a working sample and therefore is ineligible for award.

RECOMMENDATION: That a contract be awarded to the low responsible bidder that submitted a responsive bid, Electronic Data Magnetics, in the estimated amount of \$134,535.00 over the three-year period.

There has been no recent purchase of these items, however, staff has determined the pricing to be fair and reasonable and consistent with the funds budgeted.

2. VMWARE HORIZON SUPPORT AND SUBSCRIPTION SERVICES

This bid was publicly advertised and ebusiness documents were distributed. Five firms accepted the invitation and five bids were received for VMware Horizon support and subscription services over a one-year period.

The low bidder inserted their own terms and conditions which altered the bid documents in their entirety and is therefore ineligible for award.

RECOMMENDATION: That a contract be awarded to the low responsible bidder that submitted a responsive bid, SAITECH Inc, in the estimated amount of \$127,900.01 over the one-year period.

This price represents a 44 percent increase over the previous contract prices for these services four years ago. Staff has determined the pricing to be fair and reasonable and consistent with the funds budgeted.

RESOLUTION

RESOLVED, that recommendations as set forth in the report are accepted and that the chief executive officer or chief financial officer be, and hereby are, authorized and directed to execute such documents on behalf of Port Authority of Allegheny County as shall be required for the entry of proper contracts covering those items recommended for acceptance.

**Port Authority of Allegheny County
Procurement Summary**

September 25, 2020

Item	Description	Number Of Bids	Lowest Responsive Bidder	Award Amount	2nd Bidder Amount	Annual Percentage Change to Previous Purchase
1	Connect Bands	2	Electronic Data Magnetics	\$134,535.00	n/a	No Previous Purchase
2	VM Ware Horizon Support	5	SAITECH Inc	\$127,900.01	\$129,119.27	44% Increase

Total Purchases: \$262,435.01