

**Authority Meeting Minutes
344th Meeting (Conference Call)
June 12, 2019**

Members Present: James M. Irvin
Michael Marschner
Rhody Holthaus
Rudolph S. Chow
Steven A. Walsh
Joseph J. Siemek
Roy C. McGrath

Other Participants: Christopher W. Skaggs
Andrew Kays
Shirley Wright

Chairman Jim Irvin opened the meeting at 10:35 a.m.

Action Item No. 2019-6-1 – Emergency Procurement – Selection of Computer Services Vendor (revised 6-12-19): A motion was made by Michael Marschner and seconded by Joseph Siemek to approve this item. In May of 2019 Authority Staff issued an RFP for computer configuration, data migration and on-going support services. The RFP was sent to the Authority's current service provider, all vendors who had requested the next RFP and four firms that were identified as Microsoft Partners in our area. Although three firms strongly indicated interest in responding, the only company to respond was the Authority's current service provider. The current provider was unable to provide a reference for migrating data to the Microsoft Office 365 Cloud, which is a crucial part of the services required under the RFP. Accordingly, the proposal was found not susceptible of award of the contract. Staff consulted with Microsoft and they recommended three of their local Certified Gold Partners. The Authority attempted to contact the three companies recommended by Microsoft; however, only one company, Liquid Mercury Solutions, responded.

The Authority negotiated with Liquid Mercury in an effort to reduce the cost of the services. As a result of such negotiations, Liquid Mercury has provided pricing that has been determined to be reasonable and competitive, based on staff research. The Authority is requesting Board approval of a contract with Liquid Mercury Solutions in accordance with COMAR Section 14.13.01.12 – Emergency Procurement. The one-year contract with Liquid Mercury is for computer configuration and data migration in an amount not to exceed \$3,000. In addition, the company will be providing Microsoft 365 E3 subscription at a cost of \$32 per month, per user. Ongoing support for critical network infrastructure components, as well as help desk support services will be at a cost of \$1,145 per month, with onsite support (when required) at a cost of \$397 for up to four (4) hours and additional hours at a cost of \$105 per hour. The company will provide a Back-up and Recovery Plan at a monthly cost of \$125.



Jim Irvin asked if there were comments or questions. Rudy Chow asked if the back-up service was an insurance policy; Chris noted staff viewed the nominal amount of the plan as a reasonable insurance policy in light of the recent ransomware attack in Baltimore City.

There being no other comments, the Board unanimously voted to approve the contract with Liquid Mercury.

Jim Irvin asked if there were any additional topics to be discussed. There being no additional comments or discussion items, the meeting adjourned at 10:40 a.m.

TRUE TEST COPY



Chris Skaggs, Executive Director