TO: Technology Committee
Representative Lori Mizgorski

FROM: Jennifer Liptak, Committee Chair

DATE: October 12, 2020

SUBJECT: Technology Committee Meeting – October 15, 2020

The next meeting of the Technology Committee is scheduled for Thursday, October 15, 2020, being held online 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 September 17, 2020 Technology Committee Meeting.

3. Awarding of Bids (Tony Trona):
   - Microsoft Enterprise Agreement – Software Assurance

4. Presentation
   - Jeffrey Nichols, Information Security Manager – National Cyber Security Month

5. Adjourn

cc: Other Port Authority Board Members

Technology Committee
Minutes
September 17, 2020

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

Board Members:

Jennifer Liptak, Chair
Representative Austin Davis
Jeff Letwin
Representative Lori Mizgorski
Ann Ogoreuc
John Tague, Jr.
Michelle Zmijanac

Opening Remarks

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

Approval of Minutes from the July 16, 2020 Technology Committee Meeting

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

Awarding of Bids (Tony Trona, Director of Purchasing and Materials Management)

- Connect Band – The 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, therefore is ineligible for award. It was recommended that Electronic Data Magnetics, in the amount of $134,545.00 over a three-year period, be awarded the contract. There has been no recent purchase of these items, however, staff has determined the price to be fair and reasonable and consistent with the funds budgeted.
- VM Horizon Support and Subscription Services Over a One-Year Period – The bid was publicly advertised and ebusiness document were distributed. Five firms accepted the invitation and five bids were received. The lower bidder inserted their own terms and conditions which altered the bid documents in their entirety and is therefore ineligible for the award. It was recommended that SAITECH, Inc, in the amount of $127,900.01 over the one-year period, be awarded the contract. This price represents a 44 percent increase over previous years purchase for these services four years ago. Staff has determined the price to be fair and reasonable and consistent with the funds budgeted.

10/23/20
J. Liptak

AWARDING OF BIDS

1. MICROSOFT ENTERPRISE AGREEMENT – SOFTWARE ASSURANCE

This bid was publicly advertised and ebusiness documents were distributed. Five firms accepted the invitation and three bids were received for Microsoft Enterprise Agreement – Software Assurance over a three-year period.

RECOMMENDATION: That a contract be awarded to the low responsible bidder that submitted a responsive bid, Softchoice Corporation, in the estimated amount of $970,056.36 over the three-year period.

This price is not comparable to the previous contract prices for these services five years ago due to operating system updates and changes, however, 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

October 23, 2020

Item	Description	Number Of Bids	Lowest Responsive Bidder	Award Amount	2nd Bidder Amount	Annual Percentage Change to Previous Purchase
1	Microsoft Enterprise Agreement - Software Assurance	3	Softchoice Corporation	$970,056.36	$1,007,254.86	contracts are not comparable
			Total Purchases:	$970,056.36		