

The meeting of the Contract Review Committee was called to order at 1:00 PM on June 20, 2024, by Melissa Garner.

## **CRC Members In Attendance**

Fariba Kassiri (Chair), CEX  
Melissa Garner, PRO  
Megan Greene, OCA  
Chris Mullin, OMB

## **Procurement Staff in Attendance**

Avinash Shetty  
Breanna Oland  
Kalaria Obasi  
Karen DeLuca  
Maryamawit Wright

Michael Rivas  
Michael Shull  
Pota Karakaya  
Robert Norris

Segyung Yaeger  
Sheronda Baltimore  
Virginia Tejada-Gurmendi  
Zahanara Hasan

## **Items Discussed - 4 Item(s)**

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### **Item #1: Department of Finance**

<b>Action Type:</b>	Amendment/Extension Beyond the Term/Sole Source/Non-Competitive		
<b>Contractor:</b>	Elavon, Inc.	<b>Contract:</b>	7321000110-BC
<b>Contract Desc:</b>	Merchant Card Services		
<b>Execution:</b>	--	<b>Expiration:</b>	--
<b>Contract Val:</b>	\$30,000,000.00	<b>Cost of Action:</b>	\$5,994,000.00

Jhason Abuan, Jim Lynch, Matthew Douglas, Molly Hayward-Koert, and Nicole Gyapong were in attendance on behalf of the Department of Finance.

### **Background**

Currently, FIN is working on contract negotiations for RFP 1147508 with a different vendor, and the transition is expected to take about 18 months. Therefore, extending the existing contract is necessary. This request is in accordance with County Procurement Regulation 4.1.12.3(a)(2).

### **Motion**

Melissa Garner moved to approve the extension beyond the term with Elavon, Inc., contract #7321000110-BC, for 18 months with a 10-day kick-out clause. This is at an estimated value of \$5,994,000.00 and is in accordance with Procurement Regulation, 4.1.12.3(a)(2). Chris Mullin seconded the motion. Fariba Kassiri concurred. The motion was unanimously approved.

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### **Item #2: Technology and Enterprise Business Solutions**

**Action Type:** Amendment/Extension Beyond the Term/Increase Funding/Sole Source/Non-Competitive

#	Contractor	Contract	Contract Desc	Exe.	Exp.	Contract Value	Cost of Action
2a	Advanced Computer Concepts, Inc.	1028580	Information Technology (IT) Commodities	9/26/14	9/25/24	\$58,000,000.00	\$1,500,000.00
2b	CDW Government LLC	1040741	Information Technology (IT) Commodities	9/26/14	9/25/24	\$22,791,498.44	\$1,500,000.00
2c	Daly Computers, Inc.	1040742	Information Technology (IT) Commodities	9/26/14	9/25/24	\$19,200,000.00	\$1,500,000.00
2d	HCGI Hartford, Inc.	1040743	Information Technology (IT) Commodities	9/26/14	9/25/24	\$20,512,381.34	\$1,500,000.00
2e	Presidio Networked Solutions, Inc.	1040744	Information Technology (IT) Commodities	9/26/14	9/25/24	\$12,200,000.00	\$1,500,000.00
2f	SHI International Corp.	1040745	Information Technology (IT) Commodities	9/26/14	9/25/24	\$23,822,834.72	\$1,500,000.00
2g	Strategic Communications, LLC	1040746	Information Technology (IT) Commodities	9/26/14	9/25/24	\$17,000,000.00	\$1,500,000.00

Donna Potisk was in attendance on behalf of Technology and Enterprise Business Solutions.

## Background

The Department of Technology and Enterprise Business Solutions (TEBS) is requesting approval from the Contract Review Committee (CRC) to extend the contract terms for the IT Commodities contract series.

It is within the authority of the CRC to approve the extension of these contracts beyond their original term as indicated in Section 15.5.1.3 of the Montgomery County Procurement Regulations.

The estimated value of this one year extension beyond the term is \$10,500,000, which will be spread among the seven (7) contractors under this contract series.

## Motion

Melissa Garner moved to approve the extension beyond the term for 1 year with a 10-day kick-out clause with: Advanced Computer Concepts, Inc. (Contract #1028580 at \$1,500,000.00); CDW Government LLC (Contract #1040741 at \$1,500,000.00); Daly Computers, Inc. (Contract #1040742 at \$1,500,000.00); HCGI Hartford, Inc. (Contract #1040743 at \$1,500,000.00); Presidio Networked Solutions, Inc. (Contract #1040744 at \$1,500,000.00); SHI International Corp. (Contract #1040745 at \$1,500,000.00); and, Strategic Communications, LLC (Contract #1040746 at \$1,500,000.00). This is in accordance with Procurement Regulation, 4.1.12.3(a)(2). Chris Mullin seconded the motion. Fariba Kassiri concurred. The motion was unanimously approved.

## Item #3: Police

**Action Type:** Amendment/Extension Beyond the Term/Increase Funding/Price Increase

**Contractor:** Atlas Cleaners, Inc.

**Contract:** 1098177

**Contract Desc:** Multi-Agency Dry Cleaning, Laundry, Uniform Tailoring and Alteration

**Execution:** 7/21/19

**Expiration:** 7/20/24

**Contract Val:** \$408,767.90

**Cost of Action:** \$408,767.90

Andrea Hennessy-Welcome, and Trantino Norwood were in attendance on behalf of Police.

## Background

The Contract expires July 20, 2024.  
This Contract provides for Dry-Cleaning, Laundry, Tailoring and Alteration for the Department. Amendment #9 will provide for first extension beyond term, increase the compensation for goods and services and reiteration of deliveries and pickups required twice weekly at no additional cost to the County.

**Motion**

Melissa Garner moved to approve the extension beyond the term with Atlas Cleaners, Inc., contract #1098177, for 1 year with a 10-day kick-out clause. This is at an estimated value of \$408,767.90 and is in accordance with Procurement Regulation, 4.1.12.3(a)(2). Chris Mullin seconded the motion. Fariba Kassiri concurred. The motion was unanimously approved.

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**Item #4: Department of Health & Human Svcs**

<b>Action Type:</b>	Increase Funding		
<b>Contractor:</b>	INTERFAITH WORKS INC	<b>Contract:</b>	1084651
<b>Contract Desc:</b>	Women’s Assessment Center/ Women’s Shelter		
<b>Execution:</b>	1/1/19	<b>Expiration:</b>	6/30/24
<b>Contract Val:</b>	\$3,000,000.00	<b>Cost of Action:</b>	\$882,527.86

Casandra Ayres, Christie Tippet, Diana Pina, Maria Rosario, Stephanie McKay, Tanya Jones, Thanikan Fales, Umut Geyikci, and Yetnayet Demissie were in attendance on behalf of the Department of Health & Human Svcs.

**Background**

The Department of Health and Human Services (DHHS) formally requested the approval of the Contract Review Committee pursuant to Procurement Regulations section 15.5.1.3 and 4.1.12.3(a)(2) to extend the referenced Contract beyond the term for up to one year. This second extension beyond the term was formerly approved by the Contract Review Committee in the amount of \$2,117,472.14 on April 4, 2024. DHHS is formally requesting approval for an additional amount of \$882,527.86 for this extension beyond the term for FY25. There was an appropriation in FY23, intended to be included as part of the DHHS Services to End and Prevent Homelessness Program’s base budget long-term, that was to be dispersed to this Contract in FY24, as it was approved as part of the DHHS FY24 Operating Budget Changes. Since these funds were never incorporated into the Contract in FY24, DHHS inadvertently did not include the additional funding, including the respective inflationary adjustments, in the amount originally requested for this extension beyond the term. There was also additional Homelessness Solutions Grant (HSG) funding that was unaccounted for in the original request.

**Motion**

Melissa Garner moved to approve the increased funding with INTERFAITH WORKS INC, contract #1084651. This is at an estimated value of \$882,527.86 and in accordance with Procurement Regulation, 4.1.12.3(a)(2). Chris Mullin seconded the motion. Fariba Kassiri concurred. The motion was unanimously approved.

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