

The meeting of the Contract Review Committee was called to order at 1:00 PM on August 29, 2024, by Robert Norris.

CRC Members In Attendance

Fariba Kassiri (Chair), CEX
Megan Greene, OCA
Chris Mullin, OMB
Robert Norris, PRO

Procurement Staff in Attendance

Benjamin Comer
Breanna Oland
Breanna Stroman
Eli Fuhrman
Kalaria Obasi

Maryamawit Wright
Michael Rivas
Michael Shull
Sarah Giambra

Segyung Yaeger
Sheronda Baltimore
Zoe Polach

Items Discussed - 4 Item(s)

Item #1: Technology and Enterprise Business Solutions

Action Type:	Amendment/Extension Beyond the Term/Increase Funding/Price Increase/Sole Source/Non-Competitive		
Contractor:	Leading Technology Solutions, Inc.	Contract:	1113530
Contract Desc:	Fiber construction and emergency Repair Services		
Execution:	10/2/20	Expiration:	10/1/24
Contract Val:	\$11,069,000.00	Cost of Action:	\$3,000,000.00

Benjamin Harrington, Donna Potisk, John Gillick, Joseph Webster, and Mitsuko Herrera were in attendance on behalf of Technology and Enterprise Business Solutions.

Background

The Department of Technology & Enterprise Business Solutions (TEBS) is requesting a one-year extension of the non-competitive contract with Leading Technology Solutions, Inc. for outside fiber construction services. This request for an extension beyond the term is made in accordance with Procurement Regulations COMCOR 11B.00.01 Section 4.1.12.3(a)(2) and Section 4.1.12.3(a)(6).

In addition to the extension beyond the term, Leading Technology Solutions, Inc. has submitted a revised price sheet to go into effect with the start of the extended term. Leading Technology Solutions, Inc. has requested a price adjustment on a few items in the approximate amount of 5%. TEBS has reviewed the revised prices and has found them to be fair and reasonable and in accordance with current prices in the industry and with what is being charged to other Maryland entities.

The estimated annual value of this contract for the additional term is \$3,000,000. TEBS is requesting a one-year contract term extension.

Motion

Robert Norris moved to approve the extension beyond the term with Leading Technology Solutions, Inc., contract #1113530, for 1 year with a 10-day kick-out clause. This is at an estimated value of \$3,000,000.00 and is in accordance with Procurement Regulation, 4.1.12.3(a)(2) and (6). Chris Mullin seconded the motion. Fariba Kassiri concurred. The motion was unanimously approved.

Item #2: County Attorney's Office

Action Type:	Amendment/Extension Beyond the Term/Sole Source/Non-Competitive		
Contractor:	Logik Systems, Inc.	Contract:	1081234
Contract Desc:	Document Management solution for On-line Storage, Sharing and Processing of files, documents, Materials, Images and videos		
Execution:	9/22/17	Expiration:	9/21/24
Contract Val:	\$264,148.00	Cost of Action:	\$39,000.00

Diane Kilcoyne, Ida Hsu, and Puja DeWire were in attendance on behalf of the County Attorney's Office.

Background

Request to extended contract beyond the term for one year in accordance with Section 4.1.12.3.a.2. OCA needs the additional time to determine how they wish to proceed in the future for these services. The contract was previously extended in 2021 for one year plus two one-year renewals. Since the last renewal, the vendor has been acquired by another firm. The estimated cost of this extension is \$39,000.

Motion

Robert Norris moved to approve the extension beyond the term with Logik Systems, Inc., contract #1081234, for 1 year. This is at an estimated value of \$39,000.00 and is in accordance with Procurement Regulation, 4.1.12.3(a)(2) and (b). Chris Mullin seconded the motion. Fariba Kassiri concurred. The motion was unanimously approved.

Item #3: Police

Action Type:	Amendment/Extension Beyond the Term		
Contractor:	Safeware Inc.	Contract:	1093869
Contract Desc:	Public Safety and Emergency Preparedness Equipment and Related Services		
Execution:	10/1/18	Expiration:	9/30/24
Contract Val:	\$13,000,000.00	Cost of Action:	\$13,000,000.00

Andrea Hennessy-Welcome, and Patricia Ross were in attendance on behalf of Police.

Background

This Contract provides for Public Safety and Emergency Preparedness Equipment and Related Services on a requirements basis.

This amendment will add four, one (1) year renewal terms effective October 1, 2024, through September 30, 2028, and revised rebate language to reflect the eligibility requirement change from invoiced sales received by eCommerce website

orders to all gross sales revenue from all forms of ordering. Safeware, Inc. is a responsive and responsible vendor, and its fees are fair reasonable. Fairfax County, VA amended its Safeware Contract on March 13, 2024, for the same goods and services we receive under the Departments current Contract. The same prices extended to Fairfax County, VA will be extended by Safeware, Inc., to Montgomery County in this amendment.

Motion

Robert Norris moved to approve the extension beyond the term with Safeware Inc., contract #1093869, for 1 year with 3 one-year renewals, and to amend the rebate language. This is at an estimated value of \$13,000,000.00 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.

Item #4: Department of General Services

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

#	Contractor	Contract	Contract Desc	Exe.	Exp.	Contract Value	Cost of Action
4a	Intercon Truck of Baltimore, Inc.	1108666	Snow Removal Equipment Service and Parts	9/19/19	9/18/24	\$1,605,214.00	\$700,000.00
4b	Moxley Welding and Machine Service, Inc	1098978	Snow Removal Equipment Service and Parts	9/19/19	9/18/24	\$187,103.76	\$80,000.00
4c	Gambrills Equipment Co Inc	1108125	Snow Removal Equipment Service and Parts	9/19/19	9/18/24	\$0.00	\$125,000.00

Suzanne Kapust was in attendance on behalf of the Department of General Services.

Background

MCG Contract Nos. 1108666, 1098978, and 1108125 were executed in 2019, each for a one-year term with three one-year renewal options, with an expiration date of September 18, 2024. These contracts are essential for providing Snow Removal Equipment Services and Parts, which support the Division of Fleet Management Services (DFMS) and the Department of Transportation (DOT).

To ensure continuity of these critical services, the replacement solicitation IFB# 1171163 was issued August 5, 2024, with a closing date of September 6, 2024. The services under these contracts are critical to maintaining the operability and support of the County's snow equipment. The County cannot have a break in service. The Department of General Services, Division of Fleet Management Services requests these actions under Procurement Regulation 4.1.12.3(a)(2); the valid performance or delivery dates can only be met by one source.

Motion

Robert Norris moved to approve the extension beyond the term with Intercon Truck of Baltimore, Inc., contract #1108666, for 1 year with a 10-day kick-out clause, at an estimated value of \$700,000.00; with Moxley Welding and Machine Service, Inc., contract #1098978, for 1 year with a 10-day kick-out clause, at an estimated value of \$80,000; and with Gambrills Equipment Co., Inc., contract #1108125, for 1 year with a 10-day kick-out clause, at an estimated value of \$125,000. These are in accordance with Procurement Regulation, 4.1.12.3(a)(2). Chris Mullin seconded the motion. Fariba Kassiri concurred. The motion was unanimously approved.

The meeting was adjourned at 1:33 PM.