SUMMARY STATEMENT

ITEM NO.   SUBJECT: Disaster Recovery Services Contract

COMMITTEE: Operations and Maintenance Committee

COMMITTEE MEETING DATE: May 18, 2005

BOARD ACTION DATE: June 8, 2005

PROPOSAL: That the Board authorizes staff to negotiate a 5 year Disaster Recovery Services Contract with SunGard Availability Services for an amount not to exceed $225,312.

PURPOSE: To provide the Delaware River Port Authority with immediate access to backup computer systems, off-site data center facilities and related services necessary to continue operation of its mission-critical computer systems and, therefore, key business processes in the event of emergency, catastrophe, or other significant data center outage.

BACKGROUND: Over the years, dependence upon the use of computers in the day-to-day business activities of the Authority has become the norm. Vital functions of the Authority depend on the availability of our network of computers. Severe and prolonged information systems outages would negatively impact the Authority from both financial and operational perspectives.

Sound business practices dictate that the Authority plan for response to severe circumstances which would disable our data center and our operation for prolonged periods of time. Such planning entails provision of a commercial recovery facility and related services in the event of an emergency. The Authority has, in fact, contracted for such services for at least the last ten years. The current contract expires at the end of July 2005.

In February 2004 the Delaware River Port Authority contracted with Strohl Consulting Services (Strohl) to assist in developing and implementing a DRPA-wide Business Continuity Program. The Strohl Assessment Report confirmed our need to procure Disaster Recovery Services. Staff also referenced the Strohl recommendations to develop a Request for Proposal for Disaster Recovery Services.
The Authority publicly advertised its intent to contract for Disaster Recovery Services and invited interested companies to submit Statements of Qualifications. From the five (5) companies submitting Statements of Qualifications, three (3) companies were judged qualified and sent a Request for Proposal on April 19, 2005. Proposals were received from the following firms:

Hewlett Packard Company, Toms River, NJ $260,736
IPR International, LLC, Conshohocken, PA Not Responsive
SunGard Availability Services, Wayne, PA $225,312

Staff recommends that a Disaster Recovery Services Contract be awarded to SunGard Availability Services at an amount not to exceed $225,312.

SUMMARY:

Amount: $225,312 (not to exceed)
Source of Funds: Revenue Fund
Capital Project #: N/A
Operating Budget: 2005
Master Plan Status: N/A
Other Fund Sources: N/A
Duration of Contract: Until July 31, 2010
Other Parties Involved: N/A
RESOLUTION

RESOLVED: That the Board authorizes staff to negotiate a 5 year Disaster Recovery Services Contract with SunGard Availability Services for an amount not to exceed $225,312.

RESOLVED: The Chair, Vice Chair and the Chief Executive Officer must approve and are hereby authorized to approve and execute all necessary agreements, contracts, or other documents on behalf of the DRPA. If such agreements, contracts, or other documents have been approved by the Chair, Vice Chair and Chief Executive Officer and if thereafter either the Chair or Vice Chair is absent or unavailable, the remaining Officer may execute the said document(s) on behalf of DRPA along with the Chief Executive Officer. If both the Chair and Vice Chair are absent or unavailable, and if it is necessary to execute the said document(s) while they are absent or unavailable, then the Chief Executive Officer shall execute such documents on behalf of DRPA.

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