



# **Employees' Retirement Board Of Rhode Island Procurement Committee Meeting Minutes Date of Meeting: May 24, 2007**

## **I. Call to Order**

The Procurement Committee (hereinafter referred to as the Committee) Meeting of the Retirement Board was called to order at 1:40 p.m., Thursday, May 24, 2007 in the 8th Floor Conference Room, 40 Fountain Street, Providence, RI.

## **II. Roll Call of Members**

The following members were present at roll call: Mark Dingley, William B. Finelli, Rosemary Booth Gallogly, Louis M. Prata, and James P. Yancy.

Also in attendance: Carrie Kelly, ERSRI and Frank J. Karpinski, ERSRI Executive Director.

## **III. Discussion and award of firm to perform a risk analysis / vulnerability assessment of ERSRI's computer systems and develop information systems security policies and procedures**

The Director discussed the procedure used to obtain a list of potential firms to perform the analysis. He said three firms were selected from the states master price agreement (MPA) and evaluated consistent with ERSRI's Regulation Number 2, *Rules Concerning The Procurement Of Supplies And Services*. After reviewing the three proposals and meeting with each vendor twice, Director Karpinski told the committee that based on the content of the proposals and price; it was concluded that UNICOM's proposal best fit the needs of ERSRI and was also the least expensive. He had previously provided the Committee with a copy of the bid from UNICOM and said that consistent with Regulation Number 2, Section 1.4 *Procurement Responsibilities of the System*, he recommended awarding the bid to UNICOM.

On a motion by Mark Dingley and seconded by James P. Yancy it was unanimously

**VOTED: To award the contract to UNICOM to perform the security risk evaluation at a cost of \$16,800.**

#### **IV. Extension of actuarial contract with Gabriel, Roeder, Smith and Company**

Director Karpinski had provided a copy of the contract for actuarial services from Gabriel, Roeder, Smith and Company (GRS) to the committee and discussed the renewal provision with them. He also provided the committee a proposed fee for the 2008 fiscal year. The Director informed the committee that there was a request to add another actuary to the list of Actuaries who may perform services under the contract.

After some discussion of the services to perform, on a motion by William B. Finelli and seconded by Rosemary Booth Gallogly, it was unanimously

**VOTED: As provided for in the original contract for actuarial services dated January 20, 2004 and letter of extension dated January 24, 2007, extend the contract with GRS for fiscal year 2008 at a cost of \$146,100.**

#### **V. New Business**

Director Karpinski informed the Committee that the support contract with Saber Technology would be up for renewal in November and he will begin drafting and negotiating a new one for them to review. The Director also explained that ERSRI should begin exploring upgrades to the current system technology. Rosemary Booth Gallogly and William B. Finelli recommended Director Karpinski secure the services of an appropriate consultant to assist in developing a long-term technology plan. Director Karpinski said he would begin developing an RFP.

#### **VI. Adjournment**

On a motion by William B. Finelli, seconded by James P. Yancy, it was voted unanimously to adjourn the Procurement Committee meeting at 2:40 p.m.

Respectfully submitted,

**Frank J. Karpinski**

Executive Director

