

Mayor  
Robert F. "Bob" Childs, III

Administrator  
Micki Fellner

Town Clerk  
Debra E. Herrmann, CMC



## Town of Surfside Beach

*"The Family Beach"*

Mayor Pro Tem  
Ron Ott

Town Council  
Timothy T. Courtney  
Mark L. Johnson  
David L. Pellegrino  
Julie M. Samples  
Randle M. Stevens

May 1, 2017

Five-year bid award for IT Services was made by council at the April 25, 2017 meeting to SouthCoast Networks (SCN). SCN had the overall highest score. See recommendation on next page.

Sincerely,

A handwritten signature in blue ink, which appears to read "Micki Fellner", is written over a horizontal line.

Micki Fellner  
Town Administrator

*Dedicated people providing quality and responsive service to our community.*

115 US Highway 17 North – Surfside Beach, SC 29575-6034

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# Decision Paper

April 25, 2017

Written by: Administrator Fellner and Clerk Herrmann

1. **SUBJECT:** RFQ – IT (Request for Qualifications - Information Technology) Services Award

2. **PURPOSE:** To award the RFQ for IT Services

3. **ASSUMPTIONS:** Town Council desires to continue providing IT services to the town via an independent IT contractor

4. **FACTS:**

- An RFQ for IT services was let pursuant to comments made by councilmembers and the public
- The RFQ opening was on April 7, 2017 at 3:00 p.m. in council chambers

5. **RECOMMENDATION:** Move to award the RFQ for IT Services to SouthCoast Networks (SCN)

6. **RATIONAL FOR DECISION:**

- SCN has the lowest rate while providing 24/7 services;
- SCN has specific, extensive knowledge of the town's IT infrastructure that is deemed invaluable;
- Under SCN's guidance, the Town of Surfside Beach was one of just a few municipalities that passed the recent Technology Audits performed by the Municipal Association of South Carolina, the Federal Bureau of Investigation, and the South Carolina Law Enforcement Division
- The town has experienced no appreciable down time of the network since 2001

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