

MAINE STATE LEGISLATURE

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**LEGISLATIVE COUNCIL
MAY 7, 2001
AGENDA**

CALL TO ORDER

ROLL CALL

REPORTS FROM COUNCIL COMMITTEES

None.

OLD BUSINESS

None.

NEW BUSINESS

Item #1: Review of 2002-2003 "Part II" Legislative Budget Requests

Item #2: Authorization for the Executive Director to enter in an agreement with Cost Management, Inc., licensed construction economists, for estimating services in connection with the State House/North Wing renovations.

ANNOUNCEMENTS AND REMARKS


ADJOURNMENT

JAMES A. CLAIR
EXECUTIVE DIRECTOR
OF THE LEGISLATIVE COUNCIL



MAINE STATE LEGISLATURE
OFFICE OF THE EXECUTIVE DIRECTOR
LEGISLATIVE COUNCIL

May 4, 2001

TO: Members, Legislative Council
FROM: Jim Clair 
RE: **PART 2 BUDGET: Revised Requests & Recommendations**

Enclosed for your review is an updated copy of the "Part 2" requests from various offices in the Legislature. The most significant change that you'll see is a prioritization of the "technology" requests. The Legislative Council's Technology Committee reviewed "A" and "B" priorities at their May 1st meeting; this updated list includes their prioritization of requests.

Review and discussion of this document will take place at your next Legislative Council meeting, scheduled for:

*Monday,
May 7, 2001
12:00 p.m.
Room 334 State House*

Please call or stop by if you have any questions or need additional information.

Enclosure

cc: Joy O'Brien
Pamela Cahill
Millie MacFarland
David Shiah
Office Directors

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MAINE STATE LEGISLATURE PROPOSED PART 2 REQUESTS FISCAL YEARS 2002-2003

REQUESTS	FY 2002				FY 2003				DESCRIPTION					
	PS	AO	Capital	Total	PS	AO	Capital	Total						
TECHNOLOGY "A" Priority Items														
Priority #														
1	Desktop Administrator			\$60,768	(\$90,000)			(\$29,232)	\$65,122	(\$100,000)			(\$34,878)	Replace existing contractor with staff position. Net savings. Leg. Count = 1.000
2	Phase II Migration Project			558,500			558,500	1,604,500	12,000			1,616,500	Provides faster document throughput, improved status & tracking functions, automates committee activities, better availability to the public	
	HR/Time Accounting Package			100,000			100,000	5,000			5,000	Provide secure HR Database, replace many standalone systems - Included in Priority #2 - Phase II Migration Project		
3	Additional Data File/Tape Backup/Recovery Capacity			20,000	30,000			50,000					To accommodate growth of network, new client/server on line storage and need for more reliable backup	
4	Convert Historical Data and On-line Data Storage			55,000	15,000			70,000					Make data from 11/11th forward available in near real time or real time	
5	Operating System Software Upgrades			25,000			25,000	30,000			30,000	Support for current operating systems being dropped in favor of updated and or new systems		
6	Database Software Upgrades							30,000			30,000	Support for current database software being dropped		
7	Maintenance Contract on Network Switch							15,000			15,000	24x7 coverage plus software upgrades		
8	Gear			2,500			2,500	2,500			2,500	Keep security system functional		
9	Security System Maintenance			61,473	4,500			65,973	65,909	1,500			67,409	For expanded local area network. Leg. Count = 1.000
	Network Administrator													
	"A" Priority Total			\$122,241	\$590,500	\$45,000	\$757,741	\$131,031	\$1,583,900	\$12,000			\$1,726,931	All "A" Priority Items were recommended for funding by the Technology Committee at its meeting on 05/01/01
	"A" Priority Biennial Total													\$2,484,672
TECHNOLOGY "B" Priority Items														
Priority #														
1	Network Management Tools Software							25,000			25,000			Better utilization of existing network bandwidth and automate problem detection & notification, maintenance of log of events
2	Omni Builder Software							65,000			65,000	5,000	5,000	Allow OIS staff to modify bill drafting application software and to develop new applications without the need to contract for these services
3	Legislator/Staff Remote Access to Network (needs priority #7)							70,000			70,000	20,000	20,000	Provides direct log on from home, office, etc. over the network

**MAINE STATE LEGISLATURE
PROPOSED PART 2 REQUESTS
FISCAL YEARS 2002-2003**

REQUESTS	FY 2002				FY 2003				DESCRIPTION
	PS	AO	Capital	Total	PS	AO	Capital	Total	
4 Helpdesk Software Replacement Package		25,000		25,000		1,000		1,000	Current package obsolete, does not meet needs
5 E-mail Software Upgrade						25,000		25,000	Support Remote Access, keep software current
6 WEB Page Services (InforMe)		25,000		25,000		25,625		25,625	Assist offices without web pages
Chamber and Committee Sound Broadcast to the Internet (pilot)		50,000		50,000		50,000		50,000	Enable the Legislature to broadcast over the Internet (pilot project)
8 LCD Projector and Screen			5,500	5,500					For computer based presentation protection
9 Tape Recording Equipment		5,000		5,000					Replace current equipment barely functional; needs to be portable and plug into new sound system
"B" Priority Total	\$0	\$265,000	\$5,500	\$270,500	\$0	\$126,625	\$0	\$126,625	"B" Priority Items were not recommended for funding by the Technology Committee at its meeting on 05/01/01
"B" Priority Biennial Total								\$397,125	
Items Removed from Part II by Technology Committee									
Complete Phase 1, Migration Project				0					Originally \$300,000 included to complete the migration of bill drafting; no longer needed due to contract amendment
Establish Direct Legislative Access to Internet		67,000	33,000	100,000		36,000		36,000	Service Improvement, cost reduction in current usage
TOTAL TECHNOLOGY ITEMS ("A" & "B")	\$122,241	\$855,500	\$50,500	\$1,028,241	\$131,031	\$1,710,525	\$12,000	\$1,853,556	
								\$2,881,797	
OFFICE OF LEGISLATIVE INFORMATION SERVICES									
Information Office - Reception Positions (3)	113,736	13,500		127,236	122,589	4,500		127,089	Support for the reception/information functions in the state office bldg and west wing statehouse. Leg. Count = 3,000
TOTAL OIS	\$113,736	\$13,500	\$0	\$127,236	\$122,589	\$4,500	\$0	\$127,089	
OFFICE OF FISCAL AND PROGRAM REVIEW									
Analyst (session only)					47,906	3,923		51,829	To support workload during the 1st Regular Session only. FTE Count = 692
TOTAL OFPR	\$0	\$0	\$0	\$0	\$47,906	\$3,923	\$0	\$51,829	

**MAINE STATE LEGISLATURE
PROPOSED PART 2 REQUESTS
FISCAL YEARS 2002-2003**

REQUESTS	FY 2002				FY 2003				DESCRIPTION
	PS	AO	Capital	Total	PS	AO	Capital	Total	
OFFICE OF POLICY AND LEGAL ANALYSIS									
Analyst (session only)					47,906	3,923		51,829	To support workload during the 1st Regular Session only. FTE Count = .692
TOTAL OPLA	\$0	\$0	\$0	\$0	\$47,906	\$3,923	\$0	\$51,829	
OFFICE OF REVISOR OF STATUTES									
Attorney (session only)	39,217	3,923		43,140	47,906	1,038		48,944	Ensures consistent and trained legal assistance to support legislative drafting functions. FTE Count = .692
Upgrade Principal Attorney to Dep. Director	9,547			9,547	9,665			9,665	Reflects duties currently being performed that are consistent with Deputy Director position.
TOTAL REVISORS	\$48,764	\$3,923	\$0	\$52,687	\$57,571	\$1,038	\$0	\$58,609	
SENATE									
Legislative Aide (3) (fulltime)	174,814	13,500		188,314	187,248	4,500		191,748	These positions may not be needed due to the current organization of the Senate for the 120th Legislature.
Executive Secretary (fulltime)	42,480	4,500		46,980	45,716	1,500		47,216	
Executive Secretary (session to fulltime)	13,080			13,080	11,129			11,129	
TOTAL SENATE	\$230,374	\$18,000	\$0	\$248,374	\$244,093	\$6,000	\$0	\$250,093	
MISCELLANEOUS STUDIES									
New Method of Funding	30,000	55,000		85,000	30,000	55,000		85,000	To budget for legislative studies in accordance with the Joint Rules. Would fund approximately 15 studies each year at an average of \$5,500 per study.
TOTAL REQUEST - LEGISLATURE (05/01/01)	545,115	945,923	50,500	1,541,538	681,096	1,784,909	12,000	2,478,005	
TOTAL REQUEST - BIENNIAL TOTAL (05/01/01)								4,019,543	

**MAINE STATE LEGISLATURE
PROPOSED PART 2 REQUESTS
FISCAL YEARS 2002-2003**

REQUESTS	← FY 2002 →				← FY 2003 →				DESCRIPTION
	PS	AO	Capital	Total	PS	AO	Capital	Total	
<u>LAW & LEGISLATIVE REFERENCE LIBRARY</u>									
Image Newspaper Clippings Collection		10,000		10,000					To provide users the ability to access the clippings collection electronically.
Shelving in Library's Storage Facility in Hallowell		70,000		70,000					Ability to retain and make available older resources which have not been converted to another format. Increased storage capacity.
Relocation Expenses		217,775		217,775					Relocation expenses due to renovations, including space rental, shelving for collection, cost of move
TOTAL REQUEST - LAW & LEGISLATIVE REF. LIBRARY		297,775		297,775				297,775	
TOTAL REQUEST - BIENNIAL TOTAL									
TOTAL - ALL PART 2 REQUESTS				\$1,839,313				\$2,478,005	
BIENNIUM TOTAL - ALL PART 2 REQUESTS								\$4,317,318	

ETA
for your files.

Clair, Jim

From: Clair, Jim
Sent: Tuesday, May 15, 2001 5:20 PM
To: Liam McGrath (E-mail)
Cc: Breton, Rose
Subject: Draft Contract

Importance: High

Hi Liam,

How are things progressing?

I am forwarding a *draft* contract for your review. Please get back to me about any changes, corrections, etc.

I am open to your suggestions about how to proceed on Item #2 in Rider A. Also, should a more specific schedule be built into the contract?

Please let me know.



cost mgt, inc.
05-01.doc

Jim Clair, Executive Director
Legislative Council
115 State House Station
Augusta, Maine 04333

(207) 287-1615 (voice)
(207) 287-1621 (fax)
email: jim.clair@state.me.us

DRAFT

CONTRACT FOR SERVICES

This agreement, made May 15, 2001, is by and between the Legislative Council and Cost Management, Inc., hereinafter called "Contractor", whose mailing address is:

Cost Management, Inc.
22 Monument Square Suite 508
Portland, Maine 04101

WITNESSETH, that for and in consideration of the payments and agreement hereinafter mentioned to be made by the Legislative Council, the Contractor agrees to perform the services described in Part A. The following are hereby incorporated into this contract by reference:

Part A: Specifications of Work to be Performed

Part B: Legislative Council Policy Regarding Payment and Other Provisions

IN WITNESS WHEREOF, the Legislative Council and the Contractor, having executed this agreement as of the day and year above written.

LEGISLATIVE COUNCIL

Dated: _____

By _____
James A. Clair
Executive Director, Legislative Council

CONTRACTOR

Dated: _____

By _____
William L. McGrath, ARICS
Cost Management, Inc.

DRAFT

**MAINE LEGISLATIVE COUNCIL
CONTRACT AGREEMENT WITH COST MANAGEMENT, INC.**

**PART A
SPECIFICATIONS OF WORK TO BE PERFORMED**

The Contractor will provide the following services to the Legislative Council, via the Executive Director:

1. No later than May 25, 2001, a construction cost estimate for the "North Wing/2001 State House Renovations" based on the 100% Construction Documents as prepared by Richard F. Burt, Architect; and
2. Recommendations for improving the constructability of the plans vis a vis the resources available to the Legislature for this last phase.

The Contractor will be available at the State House as needed.

**PART B
PAYMENT AND OTHER PROVISIONS**

FUNDING: Funds currently available to support this contract cover the period from May 2001 through June 2001. The contract may be extended.

CONTRACT MANAGEMENT. All invoices, correspondence and related submissions from the Contractor shall be directed to:

James A. Clair
Executive Director, Legislative Council
115 State House Station
Augusta, Maine 04333-0115

INVOICES AND PAYMENTS. The Contractor shall be paid at the following rates:

- Principal \$80.00 per hour
- Senior Estimator \$60.00 per hour
- Assistant Estimator \$52.00 per hour

Total payments to the Contractor are not to exceed \$6,500.

TECHNOLOGY "A" PRIORITY ITEMS
STAFFING

Priority #		<u>FY 02</u>		<u>FY 03</u>		<u>Part II Total</u>
<u>"A" 1</u>	<u>Desktop Administration Position</u> Replace contractor desktop support person with a fulltime employee WordWrap Service Corp. is now under contract to provide a technician 8 hours per workday @ \$45/hour	\$	(29,232)	\$	(34,878)	\$ (64,110)

		<u>FY 02</u>		<u>FY 03</u>		<u>Part II Total</u>
<u>"A" 9</u>	<u>Network Administration Position</u> To support growth in network requirements, including Cross Office Building, and need for depth of skills to support mission critical operations.	\$	65,973	\$	67,409	\$ 133,382

In the past four years the Legislature has doubled the number of PCs, laptops, and printers supported by the network. As work moves off the Wang environment to the client/server environment the need for a stable and maintained network environment becomes critical to the Legislature's day to day operations.

The Legislative local area network has expanded to include a second facility adding to the overall complexity of maintaining the network.

Cross training has provided backup support in this area. At this point, use of cross trained personnel is impacting their primary responsibilities.

**TECHNOLOGY "A" PRIORITY ITEMS
PHASE II MIGRATION DETAIL**

"A" 2

Phase II Migration Project

Remaining Scope:	Funded	FY 02	FY 03	Part II Total
<u>Budget and Fiscal Analysis:</u>	\$ 364,000	\$ 136,000	\$ -	\$ 136,000

Budget database, to be populated from Governor's budget data
Fiscal impact analysis database with data interface with bill drafting system
What if analysis
Automated upload of final budget database to the Administration's budget database
Interface with bill drafting system

	Funded	FY 02	FY 03	Part II Total
<u>Committee Automation:</u>	\$ -	\$ 250,000	\$ 359,000	\$ 609,000
Automated Committee Report				
Committee Voting System				
Committee Status Reporting				
Side by side amendment analysis				

Committee Schedule Management and publication of schedules
Automated Committee notification
Automated Web page updates
Automated Committee administration and support functions (advertising)

	Funded	FY 02	FY 03	Part II Total
<u>Integration of Legislative Bill Status:</u>	\$ -	\$ 50,000	\$ 300,000	\$ 350,000
Consolidate bill status data from drafting, chamber, committee, and budget systems into a common bill status database				
Automated Web bill status page updates				
Presiding Officer management and status reporting				

	Funded	FY 02	FY 03	Part II Total
<u>Legislator Automation:</u>	\$ -	\$ -	\$ 900,000	\$ 900,000
Laptop computers				
Interface software				
Calendar				
Bill and amendment text				
Committee				

	Funded	FY 02	FY 03	Part II Total
<u>HR/Time Accounting Package</u>	\$ -	\$ 100,000	\$ 5,000	\$ 105,000
Replace Wang Time Accounting				
Provide HR Database				

<u>Leg. Council Defined Changes and Modifications</u>	Funded	FY 02	FY 03	Part II Total
	\$ -	\$ 52,500	\$ 52,500	\$ 105,000
	\$ 364,000	\$ 588,500	\$ 1,616,500	\$ 2,205,000

TECHNOLOGY "A" PRIORITY ITEMS

Priority #		FY 02	FY 03	Total
"A" 3	<u>Additional Data File Tape Backup/Recovery Capacity</u>	\$ 50,000	\$ -	\$ 50,000
	Increase backup capacity to support IRC LMS, Bill Drafting, LDR, new databases. Locate hardware in separate secure location in the Cross Office Building Current backup system is state of the market, but data storage growth is leading to extensive backup and recovery times.			
		FY 02	FY 03	Part II Total
"A" 4	<u>Convert Historical Data and On-line Data Storage</u>	\$ 70,000	\$ -	\$ 70,000
	Estimated cost to convert prior session data (118th, 117th, etc.) from Wang format to MS-SQL format to make historical data available online or near online.			
		FY 02	FY 03	Total
"A" 5	<u>Operating System Software Upgrades</u>	\$ 25,000	\$ 30,000	\$ 55,000
	Upgrade Microsoft NT 4.0 to Windows 2000 on servers. 300 users @ \$100 per user Upgrade Novell Netware 4.x to 5.x 300 users @ \$83.33 per user Vendor upgrades to operating system software require users to upgrade prior to the vendor dropping support for the existing installed product			
		FY 02	FY 03	Part II Total
"A" 6	<u>Database Software Upgrades</u>	\$ -	\$ 30,000	\$ 30,000
	Upgrade from MS-SQL 7.0 to MS-SQL 2003 Vendor upgrades to database software require users to upgrade prior to the vendor dropping support for the existing installed product Supports IRC LMS, bill drafting, LDR			
		FY 02	FY 03	Part II Total
"A" 7	<u>Maintainance Contract on Network Switch Gear</u>	\$ 15,000	\$ 15,400	\$ 30,400
	Place two (2) P550 network switches under maint. contract post warranty. Switches in State House and Cross Office Building support and manage the Legislature's LAN			
		FY 02	FY 03	Part II Total
"A" 8	<u>Security System Maint.</u>	\$ 2,500	\$ 2,500	\$ 5,000
	Estimated costs to place new Honeywell Scurity System under a maint. agreement			

TECHNOLOGY "B" PRIORITY ITEMS

<u>Priority #</u>		<u>FY 02</u>	<u>FY 03</u>	<u>Part II Total</u>
<u>"B" 1</u>	<u>Network Management Tools/Software</u> Software to better manage/monitor/trouble shoot local area network problems.	\$ 25,000	\$ -	\$ 25,000
<u>"B" 2</u>	<u>OminBuilder Software</u> License for development software used to write the bill drafting function. Allows OIS to develop changes to package and can be used for development of new applications. Note: cost has been revised to \$65,000	\$ 65,000	\$ 5,000	\$ 70,000
<u>"B" 3</u>	<u>Legislator/Staff Remote Access to the Internet</u> <i><u>Requires the completion of direct Internet access effort before proceeding.</u></i> The Legislature proceeds with establishing its own capabilities for remote access for Legislators and staff. From within in the State of Maine from any location where the Legislator or staff member has access to an Internet service provider, secure direct access to the Legislature's local area network will be provided. Provides access via Internet to LAN Local dial-in from the Augusta area	\$ 70,000	\$ 20,000	\$ 90,000
<u>"B" 4</u>	<u>Helpdesk Software Package Replacement</u> Vendor upgrades to helpdesk software require users to upgrade prior to the vendor dropping support for the original product	\$ 25,000	\$ 1,000	\$ 26,000
<u>"B" 5</u>	<u>E-mail Software Upgrade</u> Vendor upgrades to e-mail software require users to upgrade prior to the vendor dropping support for the original product	\$ -	\$ 25,000	\$ 25,000
<u>"B" 6</u>	<u>WEB Page Services (InforME)</u> Allowance for support work based on Legislative need.	\$ 25,000	\$ 25,625	\$ 50,625
<u>"B" 7</u>	<u>Chamber and Committee Sound Broadcast to the Internet (Pilot)</u> Estimated costs to develop a pilot program to broadcast House and Senate Session over the Internet.	\$ 50,000	\$ 50,000	\$ 100,000
<u>"B" 8</u>	<u>LCD Projector and Screen</u> Based on use of the existing projector, provides a 2nd unit for Legislative use.	\$ 5,500	\$ -	\$ 5,500
<u>"B" 9</u>	<u>Tape Recording Equipment</u> Replaces broken and obsolete equipment	\$ 5,000	\$ -	\$ 5,000



SERVICES

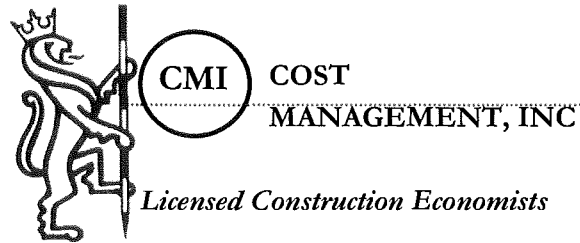
- ✓ Estimating
- ✓ Scheduling
- ✓ Value Engineering
- ✓ Contract Negotiation
- ✓ Program Management
- ✓ Change Management
- ✓ Claims Resolution
- ✓ Productivity Analysis
- ✓ Mediation/Litigation Support

CONTACT:

lmcgrath@earthlink.net

Tel: (207) 772-0412 Fax: (207) 772-3684

22 Monument Square, Ste. 508
Portland, Maine 04101



PORTFOLIO

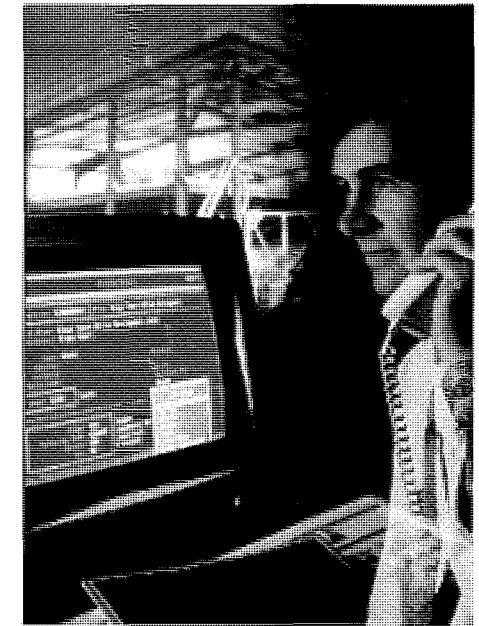
- ✓ Housing
- ✓ Hospitals
- ✓ Conference Centers
- ✓ Colleges and Universities
- ✓ Microelectronics Facilities
- ✓ Manufacturing Facilities
- ✓ Office Developments
- ✓ Performing Arts Centers
- ✓ Theme Park Infrastructure

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22 Monument Square, Ste. 508
Portland, Maine 04101



**INNOVATION
TECHNOLOGY
EXPERIENCE**

MAY - 7 2001

Managing cost and time effectively determines the success of every project. *CMI* assures this success by providing you with timely, efficient Project Control Services:

1. Cost Estimating.
2. CPM Scheduling.
3. Contract Negotiation & Administration.
4. Document/Submittal Control.
5. Change Management.
6. Claims Analysis & Resolution.
7. Support in Arbitration, Mediation & Litigation.

COST AS A BAROMETER!

Too often construction projects do not proceed as planned. This is not surprising when we consider that each project has its own set of unique challenges. Cost performance is a reflection of how well we deal with these challenges. At *CMI* we believe that to Control Cost is to Control your Project.

Cost Estimating

From feasibility through to 100% Construction Documents, the cost model should accurately reflect the design model. At *CMI* the emphasis is on the Project Cost and not only what is currently drawn. At all points in the process the client is kept accurately informed of the true order of cost for the project. As the design develops, new estimates are prepared with full reconciliation provided.

Change Management

Whether during the design phase or the construction phase, Change Management is of vital importance. *CMI* will instigate procedures for change management to ensure that even in a changing environment value is being attributed to each dollar.

Value Engineering

CMI will support the Value Engineering process through informal 'prompt-lists' or by facilitating formal Value Engineering Workshops.

WE NEED A PLAN!

Scheduling

CMI uses Primavera & Microsoft Project to prepare schedules which model the optimum plan for your project. The schedules, which may be cost and resource loaded, contain both Pre-Construction and Construction activities. We believe that the compilation and execution of an accurate schedule is the key to success in Program Management.

Schedule Impacts

CMI has the expertise to comprehensively analyze the project's history, evaluate liability and make professional recommendations. All conclusions are thoroughly explained and backed by statistical data.

lmcgrath@earthlink.net

Tel: (207) 772-0412 Fax: (207) 772-3684

22 Monument Square, Ste. 508
Portland, Maine 04101

PROJECT EXECUTION!

Contract Award

Signing the right contract can be a very complex procedure. *CMI* will assist in the allocation of risk and the negotiation of the contracts commercial terms. Our portfolio of contracts placed now exceeds \$1 billion.

Project Procedures

CMI has developed Contract Administration Procedures, which ensure that the tightest control is maintained over the construction contract. With the aid of 'Expedition' software, these procedures ensure that the submittal process is adhered to and that the information presented for decision making is of the highest quality.

Dispute Resolution

As margins tighten, claims become more prevalent. At *CMI* we carry the expertise to analyze, negotiate and resolve disputes in an expeditious manner to the satisfaction of all parties.

Legal Support

If an issue warrants Mediation or Litigation, *CMI* has the experience and depth to provide expert witness services, backed by 'courtroom-quality' data and graphics.

-
- *Cost Effective Solutions*
 - *Professional Approach*
 - *Technology Driven*



COST MANAGEMENT, INC.

Licensed Construction Economists

* E/D authorized to
enter into a contract
w/CM I at 5/7/01
LC mtg

May 3, 2001

State of Maine Legislative Council
115 State House Station
Augusta, ME 04333

Attention: Mr. J. Clair – Executive Director
RE: Maine State House, 2001 Renovations

Dear Mr. Clair:

Many thanks for the opportunity to respond to your request for services. We appreciate your interest in our firm and wish to make the following proposal to the Legislative Council for Estimating Services in connection with the above project.

We understand that your requirement is for a Construction Cost Estimate reflecting the information shown in the 100% Construction Documents as prepared by Richard F. Burt, Architect.

Our proposal is as follows:

100% Cost Estimate	\$6,500.00
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Our proposal is based upon a blend of our current billing rates which are as follows:

Principal	\$80.00 per hour
Senior Estimator	\$60.00 per hour
Assistant Estimator	\$52.00 per hour

Thank you once more for this opportunity. We look forward to your response and to providing a quality, timely service should you decide to place an order.

Yours Sincerely

William L. McGrath ARICS
Cost Management, Inc.

MAY - 7 2001

22 Monument Square, Ste. 508, Portland, ME 04101 Tel: (207) 450 5426 Fax: (207) 828 1355
lmcgrath@earthlink.net