

AGENDA
PROFESSIONAL SERVICES COMMITTEE MEETING
JUNE 17, 2021

- I. Roll Call
- II. Information Items
 - A. Request for Qualifications – J.D. Edwards System Upgrade
- III. Action Items
 - A. Motion to approve the following shortlist (in alphabetical order) for the Ohio River Tunnel Final Design:
 - 1. AECOM
 - 2. DLZ
 - 3. Mott MacDonald
 - 4. WSP
 - B. Motion to recommend modification of Service Authorization for Hatch, under the agreement as Retained Consulting Engineer, for an amount not to exceed \$7,500.00, to perform the scope of services associated with Updating the Calculation of Capacity Charge for New Service Areas.
- IV. New Business
- V. Adjournment: Next Meeting (July 8, 2021 2:00pm)

INFORMATION ITEM A



Memorandum

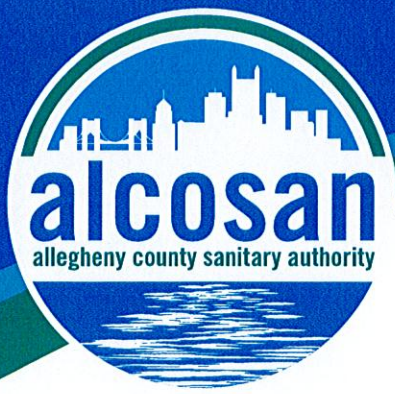
TO: Arletta Scott Williams, Executive Director
FROM: Karen Fantoni, Director of Finance & Administration
DATE: June 16, 2021
SUBJECT: J.D. Edwards Upgrade

This advertisement would be for upgrading the J.D. Edwards system within the Accounting and Finance Department from JD Edwards World Version A9.4 to JD Edwards Enterprise One 9.2. At this time, the current system in place will not have the capacity to perform required functions such as the 2022 W-2 reports. The scope of services must provide the JD Edwards EnterpriseOne 9.2 product and supply all services necessary to migrate the existing JD Edwards World general ledger system including at a minimum:

- Modules for General Accounting, Payroll, Accounts Payable, Human Resources, Purchasing, Inventory, Budgeting and Project Costing,
- Provide assistance with migration of DreamWriter, WorldWriter, STAR and FASTR reports including rewriting any essential reports as necessary,
- Aide in addressing current system customizations and resort to standard JDE functionality or recreate as necessary,
- Maintain current Organizational Structure and Chart of Accounts,
- Assist with key integrations of Banner Utility Billing and Novatime systems,
- Provide seamless transfer of all ALCOSAN historical data to new system; and,
- Provide on-site training and 24/7 support.

Should you have any questions or concerns, please do not hesitate to contact me. Thank you.

ACTION ITEM A



Memorandum

TO: Arletta Scott Williams, Executive Director
FROM: Kimberly Kennedy, PE, Director of Engineering and Construction
DATE: June 16, 2021
RE: Ohio River Tunnel Design (S-485)
Shortlist Recommendation

On March 24, 2021, ALCOSAN issued a Request for Qualification for the Ohio River Tunnel (ORT) Design Services. An Informational Meeting was held via Microsoft Teams on April 12 with over seventy attendees. On May 21, seven firms submitted qualifications:

AECOM	DLZ	Mott MacDonald	WSP
Black & Veatch	Hatch	Parsons	

Doug Jackson, Kim Kennedy, Michelle Buys, Michael Lichte, Jeff Argyros, Shawn McWilliams and Joe Sparbanie were tasked with evaluating the qualifications. Arletta Scott Williams was also present. From the Procurement Office, Suzanne Thomas, Candace Coston, Beth Mellinger and Denise Macellaro were also in attendance. Submittals were scored on the teams' history and resource capability to perform the required tasks, evaluation of assigned personnel, related experience and their proposed teams, including MBE/WBE/SDV participation.

The qualification scoring summary is as follows:

Firm	Score (out of 700)	Rank
DLZ	626	1
AECOM	624	2
Mott MacDonald	617	4
WSP	612	3
Hatch	601	5
Black & Veatch	589	6
Parsons	557	7

On June 16, 2021, an evaluation meeting was held to determine the shortlist of firms. After extensive review of all submittals, the top four firms are recommended for shortlist to receive a Request for Proposal (RFP):

- | | |
|----------|-------------------|
| 1. AECOM | 3. Mott MacDonald |
| 2. DLZ | 4. WSP |

This procurement was conducted in accordance with ALCOSAN's Professional Services Procurement Manual. The documentation of the items in this memo are available upon request. Should you have any questions or require additional information, please do not hesitate to let me know. Thank you.

**ACTION
ITEM B**



Memorandum

TO: Arletta Scott Williams, Executive Director

FROM: Karen Fantoni, Director of Finance & Administration
Kimberly Kennedy, PE, Director of Engineering and Construction

DATE: June 17, 2021

RE: Updated Calculation of Capacity Charge for New Service Areas
Service Authorization Recommendation
Capital Project S-408

ALCOSAN Finance and Administration staff recognized that our Capacity Charge for New Service Areas was last updated in 2005 and is in need of an update. We believe that having our Retained Engineer complete this work under their current ALCOSAN hourly rate schedule is an appropriate path forward.

The scope of services are scheduled to be completed within 4 weeks of Notice-to-Proceed.

We recommend development of a Service Authorization for our Retained Engineer to perform the scope of work associated with the Updated Calculation of Capacity Charge for New Service Areas for a fee not to exceed \$7,500.

Please let me know if you have any questions or require additional information.