



Lindsay____
Banks____
Foote____
Priester____
Stamps____
Tillman____

WATER BILLING& INFR. AD HOC COMMITTEE
Monday, September 28, 2020
3:00 P.M.
AGENDA

- 1. ORDER AUTHORIZING A PROFESSIONAL SERVICES AGREEMENT WITH THE PREO GROUP, LLC FOR PROGRAM MANAGEMENT, PROJECT MANAGEMENT, AND PROJECT-SPECIFIC VENDOR MANAGEMENT RELATING TO UTILITY BILLING, METER DATA MANAGEMENT (MDM), AUTOMATED METER COMMUNICATION INFRASTRUCTURE (AMI), AND PHYSICAL METER INFRASTRUCTURE. (CITY-WIDE)**
- 2. DISCUSSION: COMMERCIAL METER REPLACEMENT**

REPORTS FROM MEMBERS, MAYOR OR DEPARTMENT DIRECTORS

ANNOUNCEMENTS

ADJOURNMENT

ORDER AUTHORIZING A PROFESSIONAL SERVICES AGREEMENT WITH THE PREO GROUP, LLC FOR PROGRAM MANAGEMENT, PROJECT MANAGEMENT, AND PROJECT-SPECIFIC VENDOR MANAGEMENT RELATING TO UTILITY BILLING, METER DATA MANAGEMENT (MDM), AUTOMATED METER COMMUNICATION INFRASTRUCTURE (AMI), AND PHYSICAL METER INFRASTRUCTURE (CITY-WIDE)

OFFICE OF THE CITY ATTORNEY
TSH
9/25/20

WHEREAS, the City of Jackson continues to experience issues with the utility billing software, automated meter infrastructure, and the meters (collectively the "Utility Billing System") installed under the Siemens Performance Contract; and

WHEREAS, the City borrowed money on an emergency basis to begin the work necessary to identify and address the issues with the Utility Billing System; and

WHEREAS, the City has received additional funding to address the issues with the Utility Billing System as a result of the settlement of its lawsuit against Siemens Industry, Inc. and various subcontractors for the Siemens Performance Contract; and

WHEREAS, the Water Sewer Business Administration has identified The Preo Group, LLC, headquartered in the Dallas, Texas area, as a consultant who is capable of providing program management, project management, and project-specific vendor management for a program designed to finally rectify the City's continuing issues with its Utility Billing System; and

WHEREAS, The Preo Group, LLC will work with the Water Sewer Business Administration and the Information Systems Division of the Department of Administration and Finance to develop a final program scope to address all of the known, outstanding issues with the Utility Billing System; and

WHEREAS, The Preo Group, LLC will develop and review options for the replacement of the current billing system software and the meter data management system; will develop and review options relating to the automated meter infrastructure; develop options for the replacement of failing commercial meters; and develop options for residential meter upgrades and replacement; and

WHEREAS, The Preo Group, LLC will assist the City in the development of the necessary project scope documents required to work with needed vendors to accomplish the work identified in the initial development of the program; and

WHEREAS, The Preo Group, LLC will assist the City in the procurement of the vendors necessary to complete the identified scopes of work under the program, including coordination of the procurement process, the development of the contracts for the scopes of work, and the development of each project plan; and

WHEREAS, The Preo Group, LLC will provide continuing program and vendor management throughout the initiation of the work identified under the program, including schedule management, issue resolution, project coordination, and integrated program communication among the City and vendors throughout the implementation of the work; and

AGENDA DATE: September 28, 2020
BY: BLAINE, LUMUMBA

WHEREAS, The Preo Group, LLC currently estimates that the timeline for their professional services will be twelve (12) months beginning immediately upon the execution of the professional services agreement, subject to termination at the beginning of the next term of office of the governing authorities of the City of Jackson; and

WHEREAS, The Preo Group, LLC proposes two levels of compensation for the employees involved with the work: Senior Program Manager at \$205.00 per hour; and Project Manager at \$186.50 per hour; and, in addition to hourly compensation, reimbursement for travel, expenses necessary for the project, and other incidental expenses; and

WHEREAS, The Preo Group, LLC proposes a not-to-exceed contract amount for the twelve (12)-month professional services agreement of \$350,000, inclusive of all fees and expenses to be documented with contemporaneous timesheets submitted on a weekly basis for review by the City with monthly invoices due and payable forty-five (45) days following receipt by the City; and

WHEREAS, the Water Sewer Business Administration recommends that the governing authorities authorize a professional services agreement with The Preo Group, LLC on the terms as set forth in this order.

IT IS, THEREFORE, ORDERED that an agreement with The Preo Group for program management, project management, and project-specific vendor management relating to utility billing, meter data management (MDM), automated meter communication infrastructure (AMI), and physical meter infrastructure in an amount not to exceed \$350,00.00 is authorized.

IT IS FURTHER ORDERED that the Mayor is authorized to execute an agreement with The Preo Group, LLC including therein the terms set forth in this order and all other documents necessary for the purposes of the agreement.

CITY COUNCIL AGENDA ITEM 10 POINT DATA SHEET

September 25, 2020

	POINTS	COMMENTS																														
1.	Brief Description/Purpose	ORDER AUTHORIZING A PROFESSIONAL SERVICES AGREEMENT WITH THE PREO GROUP, LLC FOR PROGRAM MANAGEMENT, PROJECT MANAGEMENT, AND PROJECT-SPECIFIC VENDOR MANAGEMENT RELATING TO UTILITY BILLING, METER DATA MANAGEMENT (MDM), AUTOMATED METER COMMUNICATION INFRASTRUCTURE (AMI), AND PHYSICAL METER INFRASTRUCTURE (CITY-WIDE)																														
2.	Public Policy Initiative 1. Youth & Education 2. Crime Prevention 3. Changes in City Government 4. Neighborhood Enhancement 5. Economic Development 6. Infrastructure and Transportation 7. Quality of Life	Quality of Life Infrastructure and Transportation																														
3.	Who will be affected	Customers of the City's Water-Sewer Utility																														
4.	Benefits	Will create and oversee program to repair the City's Utility Billing System																														
5.	Schedule (beginning date)	Upon approval																														
6.	Location: ▪ WARD ▪ CITYWIDE (yes or no) (area) ▪ Project limits if applicable	CITYWIDE																														
7.	Action implemented by: ▪ City Department <input type="checkbox"/> ▪ Consultant <input type="checkbox"/>	Public Works Department																														
8.	COST	\$350,000																														
9.	Source of Funding ▪ General Fund <input type="checkbox"/> ▪ Grant <input type="checkbox"/> ▪ Bond <input type="checkbox"/> ▪ Other <input type="checkbox"/>	Proceeds of the 2019 \$7 million Emergency Loan																														
10.	EBO participation	<table style="width: 100%; border: none;"> <tr> <td style="width: 15%;">ABE</td> <td style="width: 15%;">_____ %</td> <td style="width: 15%;">WAIVER</td> <td style="width: 10%;">yes</td> <td style="width: 10%;">no</td> <td style="width: 10%;">N/A</td> </tr> <tr> <td>AABE</td> <td>_____ %</td> <td>WAIVER</td> <td>yes</td> <td>no</td> <td>N/A</td> </tr> <tr> <td>WBE</td> <td>_____ %</td> <td>WAIVER</td> <td>yes</td> <td>no</td> <td>N/A</td> </tr> <tr> <td>HBE</td> <td>_____ %</td> <td>WAIVER</td> <td>yes</td> <td>no</td> <td>N/A</td> </tr> <tr> <td>NABE</td> <td>_____ %</td> <td>WAIVER</td> <td>yes</td> <td>no</td> <td>N/A</td> </tr> </table>	ABE	_____ %	WAIVER	yes	no	N/A	AABE	_____ %	WAIVER	yes	no	N/A	WBE	_____ %	WAIVER	yes	no	N/A	HBE	_____ %	WAIVER	yes	no	N/A	NABE	_____ %	WAIVER	yes	no	N/A
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