

Internal Memorandum

Public Works Department
Office of the Director (5200)

TO: Professional Services Review Committee **DATE:** June 6, 2016

THRU: Lowell Duhon

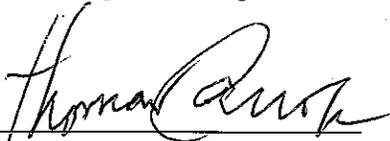
FROM: Tom Carroll

SUBJECT: **PROFESSIONAL SERVICES REVIEW COMMITTEE**
CALL FOR COMMITTEE MEETING

ADDENDUM

A meeting of the Professional Services Review Committee is being called for **Tuesday, June 7, 2016 at 5:00 p.m.**, in the Small Briefing Room in the Council Chambers at City Hall. The purpose of the meeting is to make selections for the following:

<u>Project/Services Required</u>	<u>Approx. Cost</u>	<u>Recommendation</u>
Lawson 10 Upgrade (IS&T) <i>Computer/Software Programmer</i>	\$220,400	RPI Consultants
Programming/Troubleshooting Controls (LUS) <i>Electrical Engineer</i>	\$80,000	Triton Controls & Engineering
Alonda Drive Coulee (PW) <i>Testing Firm</i>	\$7,000	Eustis Engineering
LaNeuville Substation Drainage/Site Access Upgrade (LUS) <i>Civil Engineer</i>	\$25,000	Dubroc Engineering
Museum Marketing (LSM) <i>Advertising/Marketing</i>	\$30,000	Right angle



Thomas R. Carroll, III, P.E., P.L.S.
Public Works Director

SCOPE OF SERVICES

LAWSON 10 UPGRADE – Consultant shall configure, customize, interface/conversion to the Lawson 10 system.

PROGRAMMING/TROUBLESHOOTING CONTROLS - Engineer shall provide assistance on an as-needed basis for programming and troubleshooting controls associated with equipment at the water treatment facilities.

ALONDA DRIVE COULEE – Material testing to ensure integrity of the construction.

LANEUVILLE SUBSTATION DRAINAGE/SITE ACCESS UPGRADE – Field investigation and preparation of plans and specifications for the upgrades of the drainage and addition of sidewalks on the street sides of the substation.

MUSEUM MARKETING – Assist the Museum Administrator in promoting museum events, exhibits, programs, etc by updating website page, social media posts, graphic design and printed media.