



To: Board Members

Date: April 1, 2021

From: Nicholas Noce, Executive Director

Subject: **Regular Board Meeting – Thursday, April 8, 2021 @ 9:30 a.m.
Annual Board Meeting – Immediately following Regular Board Meeting
Board Room, 475 Norris Drive**

AGENDA ITEMS:

1. Personnel Items

- Appointment of Drey Piedmont to the title of Microcomputer Maintenance Technician in the Finance/Business Services Department. Mr. Piedmont brings extensive experience in Information Technology and the public sector, working the last nine years for Monroe County as a Senior Data Manager. He interviewed favorably and is considered well-suited for the position. His resume and application are enclosed for Board review.
- Provisional Appointment of Samuel Priem, P.E. to the title of Construction Engineer in the Engineering Department. This position was posted internally and advertised on an external website as well as the Authority's website. Mr. Priem was selected as the best qualified of the four candidates interviewed. His experience includes serving as the Commissioner of Public Works for Seneca County and as Managing Engineer/Project Manager for Construction with the City of Rochester. His resume and application are enclosed for Board review.
- Appointments of Nathan Sanborn and Andrew Vara to the title of Laborer in our Facilities, Fleet Maintenance & Operations Department, assigned to the Distribution Maintenance group. Both gentlemen interviewed favorably and are well-suited for the position. Their applications are enclosed for Board review.
- Promotional Appointment of Douglas Noah to the title of Distribution Maintenance Mechanic in the Hydrant/Valve group of the Facilities, Fleet Maintenance & Operations Department. Mr. Noah was selected from among four internal candidates and found to be well-suited for this position. He has performed well as a laborer for nearly 18 years and has a good call-out response. He also has experience with hydrant repairs and a skillset exceeding those necessary for this title. Please see the enclosed memorandum.

2. There is an item on the Agenda to authorize the purchase off New York State Contract of a new Dell vSAN Server and associated equipment (including a three year warranty) from Mercury Networks. This expansion will allow for more data and VMware servers to be stored and hosted. See enclosed memorandum from Justin Moore.

3. There is an item on the Agenda to authorize the purchase off New York State Contract of VMware software, licensing, and one year of production support for the above-referenced Dell vSAN server from Dell Technologies. See enclosed memorandum from Justin Moore.
4. There are items on the Agenda to authorize the award of contracts for Oracle Database Administration Services to two different firms. These contracts are for an initial one year term, renewable up to four additional one year terms upon mutual agreement. Eight proposals were received in response to an RFP/Q solicited in February. We recommend Two Coast Consulting provide "day to day" database administration support services and database upgrades and eConsultants, Inc. provide supplementary services for ancillary projects to modernize our Oracle infrastructure and apply security updates. Please see enclosed memorandum from Justin Moore.
5. There is an item on the Agenda requesting authorization to lease 14 Canon Multi-Function Printers for five years under the Cooperative PEPPM Contract, completing the replacement of existing Xerox printers whose leases are expiring. Please see enclosed memorandum from Justin Moore.
6. There is an item on the Agenda to authorize entering into a Professional Services Agreement with EFPR Group, CPAs for conducting requisite professional auditing of the Deferred Compensation Plan for Employees of the Monroe County Water Authority
7. The Authority's standard procurement compliance resolution.
8. There is an item on the Agenda for approval of the Monroe County Water Authority's 2020 Annual Report, submitted in accordance with Section 2800 of the Public Authorities Law and entered electronically into the Public Authorities Reporting Information System (PARIS) as required by the New York State Authorities Budget Office. This report was previously e-mailed to each Board Member for prior review.

There may be additional items placed on the Agenda not finalized for this mailing.

BOARD DISCUSSION/NOTIFICATION ITEMS

- In Board Folders for Review:
 - Routine Monthly Informational Reports and/or Updates

There may be additional items presented for discussion and/or notification.

Annual Meeting will follow upon adjournment of the Regular Meeting.

The Agenda for the Annual Meeting and applicable supporting reference materials are enclosed for Board Members' review.

NN/ka
Enclosures

cc: Executive Staff



To: Larry Magguilli, Asst. to Executive Director **Date:** 03/25/2021
From: Justin Moore, Manager of Information Technology **File:**
Subject: **New Dell VSAN Server for VMware / Data** **Copies:**
Expansion and Disaster Recovery
April 8, 2021 Board Meeting

Information Technology is requesting authorization to purchase another Dell VSAN Server and associated equipment with a three-year warranty. This expansion will allow for more data and VMware servers to be stored and hosted. Furthermore, additional redundancies and failovers will be leveraged as a result of implementing these additional hosts, improving uptime and Disaster Recovery capability.

We received 2 quotes in response to our solicitation of vendors via the New York State Office of General Services Information Technology Umbrella Contract Group 73600 Award 22802 Lot 2 (Contract Number PM20820). Our recommendation is to award this contract to the low responsive quote from Mercury Networks at a total cost of \$23,959.00

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To: Larry Magguilli, Asst. to Executive Director **Date:** 03/25/2021
From: Justin Moore, Manager of Information Technology **File:**
Subject: VMware Software & Licensing for **Copies:**
Dell VSAN Server Purchase
April 8, 2021 Board Meeting

Information Technology is requesting authorization to purchase VMware software, licensing, and one year of production support for the concurrent Dell VSAN Server purchase.

We received 5 quotes in response to our solicitation of vendors via the New York State Office of General Services Information Technology Umbrella Contract Group 73600 Award 22802 Lot 1 (Contract Number PM67310). Our recommendation is to award this contract to the low responsive quote from Dell at a total cost of \$30,371.65

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To: Larry Magguilli, Asst. to Executive Director **Date:** 03/25/2021
From: Justin Moore, Manager of Information Technology **File:**
Subject: Database Administration Services **Copies:**
RFP/Q Contract Award
April 8, 2021 Board Meeting

Information Technology is requesting authorization to award the Oracle Database Administration Services RFP/Q and associated contract to two different vendors. These contracts carry a one-year term with four additional one year renewals, if mutually agreed upon between the Monroe County Water Authority and respective vendors.

We received eight different RFP/Q proposals in response to our solicitation of vendors via an RFP/Q that was posted on February 11, 2021 with final responses due back on March 5, 2021. After a thorough evaluation of all eight vendor proposals, we determined that the proposals from Two Coast Consulting and eConsultants Inc. provide the best value for the Monroe County Water Authority. Therefore, our recommendation is to award a contract to both vendors at an estimated annual total cost of \$50,000 per vendor. Furthermore, we are proposing that Two Coast Consulting will be responsible for the “day to day” DBA support services and Database upgrade projects. Whereas, eConsultants Inc. will be contracted to provide supplementary services for ancillary projects to modernize our Oracle infrastructure and apply security updates at an hourly rate of \$75 per hour.

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To: Larry Magguilli, Asst. to Executive Director **Date:** 03/29/2021
From: Justin Moore, Manager of Information Technology **File:**
Subject: Recommendation to Lease Printers **Copies:**
April 8, 2021 Board Meeting

The Information Technology Department is requesting authorization to lease fourteen more Cannon Multi-Function Printers (MFPs) from United Business Systems for five years under the Cooperative PEPPM Contract Number 528897-044. This lease will be held by De Lage Landen Financial Services, Inc. These leased MFPs will complete the replacement of the Xerox printer fleet.

The 2021 devices recommended are twelve Cannon imageRunner Advance DX C357iF, one Cannon imageRunner Advance DX C5740i, and one Cannon imageRunner Advance DX C5735i. These devices will be replacements for existing units in the following areas: Buildings and Grounds, Crew Room, Dispatch, Receptionist, Security, Meter Shop, Accounting, SWTP, and WWTP. These devices are being replaced due to the current lease expiration.

The total five-year cost for these devices will be an estimated \$92,000, and the leases will be funded through the 2021 to 2026 Operating Budgets.

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