

## FINANCE COMMITTEE NOTES

July 6<sup>th</sup>, 2022

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### Attendees:

Committee members:	Mark Gibboney (Chair) and Randall Reed
Staff members:	John Bosler, Eduardo Espinoza, Chad Brantley, Rob Hills, Taya Victorino, Frank Chu, Agnes Boros, Jennifer Fillinger, Mike Maestas, Tuan Truong, Robert Kalarsarinis, Andrea Dutton, Brandon Koh, and Kelsey Vega
Members of the Public:	Greta Davis, SDI Presence, LLC

**Call to Order:** 11:00 a.m.

**Public Comment:** None

**Additions/Deletions to Agenda:** None

### Introductory Remarks by Chair Gibboney

Chair Gibboney announced for the record that this meeting was conducted by teleconference pursuant to Resolution No. 2022-2-1, in an effort to protect public health, prevent the spread of COVID-19 (Coronavirus), and because state and/or local officials are recommending or imposing measures to promote social distancing, the agenda stated that there was no public location for attending this meeting in person. The agenda stated that the public may listen and provide comment telephonically by calling the number listed on the agenda. Chair Gibboney took a roll call of Committee members and staff present on the call as listed above.

### I. Utility Software Implementation Award of Contract

- Staff and Greta Davis from SDI Presence (SDI) provided a report on the Request for Proposal (RFP) and vendor selection process for the Enterprise Utility Software replacement project. Based on a thorough review process, staff recommends that the District award the contract to Advanced Utility Systems. This proposed award of contract will provide the District with a modern Utility Software Application.
- Twelve proposals were received in the RFP process. Three vendors were selected as finalists based on their qualifications. Two of these vendors were asked to provide detailed product demonstrations to show their software systems can meet the District's requirements.
- A Capital Improvement Project Budget for the Utility Software was approved and carried over to FY2023.
- Based on the proposed implementation and 5-Year software maintenance plan, the total cost of the Advanced Utility Systems proposal is \$1,430,645.

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- The Committee concurred with staff's recommendation. Staff will present the Utility Software Award of Contract to the Board of Directors on July 26<sup>th</sup>, 2022.

### **II. Proposed Amendments to Administrative Policy No. 1.1, Purchasing**

- Staff provided a report on proposed changes and the background of Policy No. 1.1, Purchasing.
- Highlights of the proposed changes were presented, however the Committee requested more time to review the changes.
- The Committee recommended the policy be brought back at a future meeting for further review.

Meeting Adjourned at 11:58 a.m.