



Internal Memorandum

Public Works Department
Office of the Director (5200)

TO: Professional Services Review Committee

DATE: January 6, 2025

FROM: Warren Abadie

SUBJECT: PROFESSIONAL SERVICES REVIEW COMMITTEE
CALL FOR COMMITTEE MEETING

Please be advised this meeting is scheduled for **Thursday, January 9, 2025 at 8:30 a.m.** in the City-Parish Hall IS&T Conference Room (705 W. University Ave). The purpose of the meeting is to make recommendations to the Lafayette Mayor-President for professional services contract awards for the following:

- 1. Project:** **Master Services Agreement for Maintenance of Water/Wastewater Tanks/Towers**
Requesting Department/Agency: LUS/Water Production
Services Requested: Consultant
Scope of Services: Maintenance of Water/Wastewater Tanks/Towers, completion of inspection reports for EPA and LADHH, interior washouts of tanks/towers to remove sediment/solids, exterior cleaning, etc.
Estimated Fees: \$50,000
- 2. Project:** **IVR vendor transition from Microsoft to Intermedia**
Requesting Department/Agency: Comm/Eng
Services Requested: Consultant
Scope of Services: Cloud-based tool for IVR for customer serv and tech support
Estimated Fees: \$100,000
- 3. Project:** **As-Needed Service of Water/Wastewater Treatment Chemical Systems**
Requesting Department/Agency: LUS/Water Production
Services Requested: Consultant
Scope of Services: As-needed service of water/wastewater treatment chemical systems
Estimated Fees: \$10,000
- 4. Project:** **Public Works Comprehensive Assessment**
Requesting Department/Agency: M-P
Services Requested: Consultant
Scope of Services: Provide Mayor-Pres with recommendations or organizational structure and process operations of the PW Dept
Estimated Fees: \$20,000

5. Project:

Requesting Department/Agency:

Services Requested:

Scope of Services:

Estimated Fees:

Admin support for the Public Works Comprehensive Assessment

M-P

Consultant

Provide assistance in support of the recommendations on organizational structure and process operations of the PW Dept

\$32,150



Warren Abadie

Chair – Professional Services Review Committee