



Lexington-Fayette Urban County Government
DEPARTMENT OF FINANCE & ADMINISTRATION

Jim Gray
Mayor

Jane Driskell
Commissioner

TO: Mayor Jim Gray
Richard Moloney, CAO
Urban County Council Members

FROM: Bill O'Mara, Director Division of Revenue

DATE: December 30, 2011

SUBJECT: Project Manager for User Fee Billing & Collection System Implementation

Due to the significance and anticipated time constraints associated with the implementation of a new user fee billing and collection vendor, the services of a professional, dedicated project manager was solicited. The project manager will represent the needs and interest of LFUCG throughout the project. Utility Planning Network (UPN) is the selected project manager to support the selection and implementation of a new vendor to bill and collect user fees. UPN has extensive experience in billing and collection system implementation and has worked with many vendors in the industry.

Because of the unique nature of this project, the length of the project manager engagement may range from 6 to 9 months with an estimated cost of \$350,000 to \$525,000.

Approval of the contract is requested. If you have questions or need additional information, please contact me.

Cc: Jane Driskell, Commissioner of Finance