

FOR CONSIDERATION

June 23, 2021

TO: The Board of Trustees

FROM: Thomas Falcone

SUBJECT: Consideration of Approval of the Selection of a Case Management System and Services

Requested Action

The Board of Trustees (the “Board”) of the Long Island Power Authority is requested to approve a resolution, attached hereto as **Exhibit “A”**, authorizing the Chief Executive Officer, or his designee, to engage Flexnova, Inc. to provide a Case Management System and Services for the Long Island Power Authority and its subsidiary, the Long Island Lighting Company d/b/a LIPA (collectively, “LIPA”) for a term not to exceed five (5) years.

Background

LIPA is seeking to procure an off-the-shelf comprehensive case management and workflow software application for regulatory and public policy matters, including but not limited to rate cases and management and operations audits.

Discussion

On May 14, 2021, LIPA issued a Request for Proposals (“RFP”) for experienced firms to provide Case Management System and Services. On or before June 8, 2021, LIPA received timely proposals from three firms.

Responses from the three firms were evaluated according to the criteria set forth in the RFP by LIPA’s team composed of LIPA’s Chief Administrative Officer, LIPA’s Vice President of Public Policy and Regulatory Affairs, and one of LIPA’s Assistant General Counsels.

Technical guidance was provided by LIPA IT consultants, while LIPA’s Procurement Department, as required by State law, ensured compliance with Minority/Women Based Enterprise (MWBE), Service-Disabled Veteran-Owned Business (SDVOB) solicitation opportunities, as well as reviewed the cost aspects of each of the proposals.

Based on the evaluation, LIPA Staff recommends that Flexnova, Inc. be awarded the contract to provide a Case Management System and Services. Flexnova, Inc. demonstrated significant experience providing systems for rate case and regulatory matters to many other utilities and suitability of software to LIPA’s needs, including its ability to support external users and interface with both SharePoint and Office 365.

Flexnova, Inc.’s fees were determined to be reasonable for the scope of services provided for in the RFP.

Recommendation

Based upon the foregoing, I recommend approval of the above-requested action by adoption of a resolution in the form of the attached resolution.

Attachment

Exhibit "A" Resolution

**RESOLUTION AUTHORIZING THE ENGAGEMENT OF A FIRM TO PROVIDE A
CASE MANAGEMENT SYSTEM AND SERVICES**

NOW, THEREFORE, BE IT RESOLVED, that consistent with the attached Memorandum, the Chief Executive Officer or his designee be, and hereby is, authorized to engage Flexnova, Inc. to provide Case Management System and Services for the Long Island Power Authority and its subsidiary, the Long Island Lighting Company d/b/a LIPA for a term not to exceed five (5) years.

Dated: June 23, 2021