

**City of Jackson, Missouri
Proposal for GIS Services**



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Columbia, MO
65201

Office: (573)874-8080
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AllianceWater.com



February 18, 2025

City of Jackson
101 Court Street
Jackson, Missouri 63755

Re: Request for Proposals for GIS Services

Alliance Water Resources welcomes the opportunity to present the City of Jackson with qualifications and two (2) price proposals related to the City's Request for GIS Services.

Alliance is a Columbia, Missouri-based company providing water and wastewater services to many communities in the Midwest and Southeast. Alliance also provides the GIS services outlined in the City's RFP to many of our current clients, most notably Cape Girardeau, where Alliance has provided full municipal GIS services for 10 plus years.

Both options presented herein include a full-time GIS Coordinator dedicated to the City of Jackson to oversee GIS Services as directed by the Project Manager. The key difference is vehicle usage/fuel.

The fee for phase 2 would be negotiated in 6 months and annually thereafter.

We are prepared to partner with the City of Jackson in the continuation of its GIS program to streamline and advance your asset management initiatives.

Sincerely yours,

A handwritten signature in black ink, appearing to read "Bart Downing". The signature is fluid and cursive, with a large loop at the end.

Bart Downing
Director of Business Development
bdowning@alliancewater.com
(816) 387-3559

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PROPOSAL FORM & EVIDENCE OF AUTHORITY TO SIGN

PROPOSAL FORM

1. Proposal Recipient

This Proposal is submitted to:

Office of the City Clerk
City Hall – City of Jackson
101 Court Street
Jackson, Missouri 63755

The undersigned Proposer proposes and agrees, if this Proposal is accepted, to enter into an Agreement with Owner in the form included in the Request for Proposal Documents to perform all Work specified or indicated in the Request for Proposal Documents for the prices in this Proposal and in accordance with the other terms and conditions of the Request for Proposal Documents.

2. Proposer's Acknowledgements

By signing and submitting a Proposal Form, the Proposer acknowledges that Proposer understands and accepts all of the terms and conditions of the Instructions to Proposers. This Proposal will remain subject to acceptance for sixty (60) days after the Proposal opening, or for such longer period of time that the Proposer may agree to in writing upon request of Owner.

In submitting this Proposal, Proposer represents that:

- a. Proposer has examined and carefully studied the Request for Proposal Documents, and any data and reference items identified in the Request for Proposal Documents, and hereby acknowledges the receipt of the following Addenda, if any (if no Addenda are issued, mark "N/A"):

Addendum No.	Addendum, Date
N/A	N/A

- b. Proposer has become familiar with and is satisfied as to the general, local, and Site conditions that may affect cost, progress, and performance of the Work.
- c. Proposer is familiar with and has satisfied itself as to all Laws and Regulations that may affect cost, progress, and performance of the Work.
- d. Proposer has carefully studied all Supplementary Conditions of the Proposal Documents and is aware of any special, uncommon, or any requirements beyond the general requirements and description of the Work.
- e. Proposer has considered the information known to Proposer itself, information commonly known to Businesses or Vendors doing similar business and the Request for Proposal Documents with

respect to the effect of such information, observations, data, and documents on the cost, progress, and performance of the Work, the means, methods, techniques, sequences, and procedures of work to be employed by Proposer, and Proposer's security precautions and programs.

- f. Proposer agrees, based on the information and observations referred to in the preceding paragraph, that no further examinations, investigations, explorations, studies, or data are necessary for the determination of this Proposal for performance of the Work at the price bid and within the times required, and in accordance with the other terms and conditions of the Request for Proposal Documents.
- g. Proposer is aware of the general nature of work to be performed by Owner and others that relates to the Work as indicated in the Request for Proposal Documents.
- h. Proposer has given Owner written notice of all conflicts, errors, ambiguities, or discrepancies that Proposer has discovered in the Request for Proposal Documents and confirms that the written resolution thereof by Owner is acceptable to Proposer.
- i. The Request for Proposal Documents are generally sufficient to indicate and convey understanding of all terms and conditions for the performance and furnishing of the Work.
- j. The submission of this Proposal constitutes an incontrovertible representation by Proposer that Proposer has complied with every requirement of this Article, and that without exception the Proposal and all prices in the Proposal are premised upon performing and furnishing the Work required by the Request for Proposal Documents.

3. Proposer's Representations

By submitting this Proposal Form, Proposer certifies that:

- a. This Proposal is genuine and not made in the interest of or on behalf of any undisclosed individual or entity and is not submitted in conformity with any collusive agreement or rules of any group, association, organization, or corporation;
- b. Proposer has not directly or indirectly induced or solicited any other Proposer to submit a false or sham Proposal;
- c. Proposer has not solicited or induced any individual or entity to refrain from submitting a Proposal; and
- d. Proposer has not engaged in corrupt, fraudulent, collusive, or coercive practices in competing for the Contract. For the purposes of this Paragraph:
 - i. "corrupt practice" means the offering, giving, receiving, or soliciting of anything of value likely to influence the action of a public official in the selection process;

- ii. "fraudulent practice" means an intentional misrepresentation of facts made (a) to influence the selection process to the detriment of Owner, (b) to establish Proposal prices at artificial non-competitive levels, or (c) to deprive Owner of the benefits of free and open competition;
- iii. "collusive practice" means a scheme or arrangement between two or more Proposers, with or without the knowledge of Owner, a purpose of which is to establish Proposal prices at artificial, non-competitive levels; and,
- iv. "coercive practice" means harming or threatening to harm, directly or indirectly, persons or their property to influence their participation in the selection process or affect the execution of the Contract.

4. Schedule of Fees

ATTACHMENT A - SCHEDULE OF FEES

Schedule of Fees shall include hourly rates for each level of employee proposed to be part of the project and shall include any overhead, administrative, travel, facility, equipment, and any other fees or costs that will be used to calculate the cost of Work at a total hourly rate.

5. Work Strategy

ATTACHMENT B – WORK STRATEGY

Work strategy shall include details of the physical location where Work is to be performed, a list of key employees who will perform and supervise the Work, details of the hardware and software to be utilized, including any Esri licenses or other related licenses or software, the method(s) of transferring files from and to the City and its GIS partners, and instances, if any, in which a Sub-contractor would be utilized.

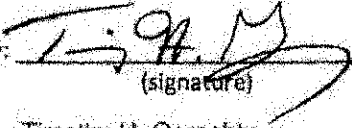
6. List of Sub-contractors

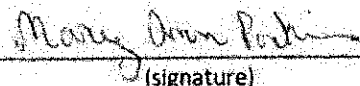
The names of Sub-contractors to be used for this Work shall be entered in the spaces provided below. Upon award of a contract, the named Sub-contractors shall be used, without exception. Any substitution of named Sub-contractors to be used for this Work shall be subject to concurrence of the Owner and shall be confirmed by Change Order. Failure to furnish all information requested in this listing may be cause for rejection of the Proposal.

	Area of Work	Name of Sub-contractor (state "None" if Proposer will complete all Work)
1.		
2.		
3.		

7. Proposal Submittal Agreement

Proposer: Alliance Water Resources, Inc.

By: 
(signature)
Timothy H. Geraghty
(print)
President
(title)

Attest: 
(signature)
Mary Ann J. Perkins
(print)
Secretary
(title)

Note: If Proposer is a corporation, a limited liability company, a partnership, or a joint venture, attach evidence of authority to sign.

Address for giving notices to Proposer:

Contact Name: Bart Downing

Mailing Address (City, ST, ZIP): 206 S Keene St., Columbia, MO 65201

Phone: 816-387-3559

Email: bdowning@alliancewater.com

No. 00185023

STATE OF MISSOURI



Rebecca McDowell Cook
Secretary of State

CORPORATION DIVISION
CERTIFICATE OF AMENDMENT

WHEREAS,

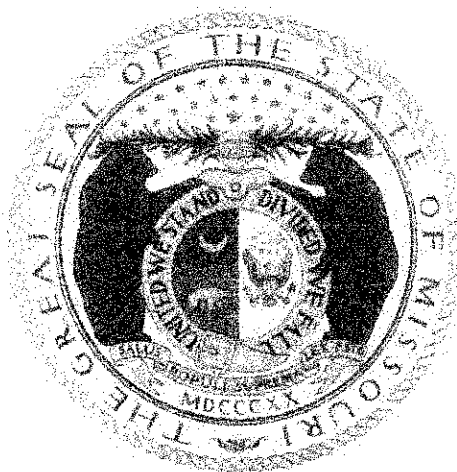
ALLIANCE WATER RESOURCES, INC.

a corporation organized under The General and Business Corporation Law has delivered to me a Certificate of Amendment of its Articles of Incorporation and has in all respects complied with the requirements of law governing the Amendment of Articles of Incorporation under The General Business Corporation Law, and that the Articles of Incorporation of said corporation are amended in accordance therewith.

IN TESTIMONY WHEREOF, I have set my hand and imprinted the GREAT SEAL of the State of Missouri, on this, the 11th day of JULY, 2000.

Rebecca McDowell Cook
Secretary of State

\$25.00



ATTACHMENT A – SCHEDULE OF FEES

Option A: Cost to include use of City Hall and access to City-owned equipment including computer(s), printer(s), GPS unit, and vehicle/fuel for GPSing:

\$60 per hour

Option B: Cost to include use of City Hall and access to City-owned equipment including computer(s), printer(s), and GPS unit, but excluding vehicle/fuel:

\$65 per hour

ATTACHMENT B – WORK STRATEGY

Alliance Water Resources Inc. (AWR) has an established, specialized but well-rounded team of GIS professionals in southeast Missouri that can be grown upon to incorporate the City of Jackson's needs.

Our strategy for Jackson is very similar to our approach in Cape Girardeau: we propose hiring a full-time GIS Coordinator to be stationed in Jackson City Hall, who will leverage expertise and experience from the Cape Girardeau GIS team and ultimately unite to form a regional Cape Girardeau/Jackson GIS team.

Work timetable

Phase 1

The focus of Phase 1 would be migrating to ArcGIS Online/ArcGIS Pro and identifying a GIS Coordinator specific to Jackson. AWR staff will also perform other GIS services as requested. See below the proposed timeline of progress for the first 6 months:

- Upon award: AWR will begin search for Jackson GIS Coordinator; key employees will meet with City staff and establish workstation at City Hall
- Month 1: AWR will have completed a catalog of GIS data and will develop a database structure to be presented to the Project Manager; ArcGIS Online platform will be initiated
- Month 2: ArcGIS Online will be operational with minimal data migrated in; City will be provided initial ArcGIS Online training for select staff
- Month 3: Jackson GIS Coordinator hired
- Month 4: 50% of data is available on ArcGIS Online; additional training is provided to City end users including how to access and view system
- Month 5: 75% of data is available on ArcGIS Online
- Month 6: All data is available on ArcGIS Online; select City staff is provided with ArcGIS Pro training

Phase 2

In an effort to consolidate resources and provide long-term stability, we propose pursuing an Intergovernmental Agreement (IGA) with the City of Cape Girardeau for GIS Services. Cape Girardeau City Management has expressed an interest in exploring this possibility. AWR could facilitate these discussions between Cities.

The cost for Phase 2 would be presented at an amount less than or equal to Phase 1 (dependent on terms of such an IGA). The scope of Phase 2 includes the following ongoing tasks:

- Maintenance and upkeep of all items as defined in Attachment A "Schedule of Map Updates"
- Review historical ordinances to capture and map easements
- Vetting of existing data
- Digitization of paper maps
- GPS activities

- Develop SOPs for ongoing data management
- Other GIS activities as requested

Key employees

All Jackson GIS operations would have oversight from Regional Operations Manager, Erica Bogenpohl, PE, GISP. Erica has a uniquely beneficial perspective of the project scope given her tenure as Jackson's Staff/City Engineer from 2012-2017.

AWR's Process Optimization Specialist, Blake Kiefner, would be engaged upfront and as needed to develop and build the framework for the new database. Blake's programming skills would also be utilized to automate workflows or repetitive tasks.

Teresa Heifner, our GIS Coordinator for the City of Cape Girardeau, will be a key contributor due to her successful track record managing Cape Girardeau's GIS system. Teresa has collaborative working relationships with Jackson's previous GIS employees and County employees. Teresa will be critical when it comes to the development of dataset structures and SOPs thereof.

A new, to-be-determined GIS Coordinator would be Jackson's main point of contact.

The Cape Girardeau division employs two additional GIS Technicians who could aid in any number of tasks as Jackson-specific processes are developed.

Erica and Blake live in Cape Girardeau County and Teresa is a City of Jackson resident. More about each key employee can be found in Attachment D.

Hardware and software to be utilized

AWR staff would utilize City of Jackson computers and equipment that are reserved for the previous Jackson GIS Department. If ArcGIS Pro is not already installed at this workstation, AWR employees would make it so. AWR staff would work within the confines of Jackson's existing Esri licenses; no additional licenses are needed for our staff.

We envision the architecture being such that layers and datasets are available to be downloaded from ArcGIS Online (password protected of course), eliminating the need for any manual transfer of files.

Sub-contractors

We do not anticipate utilizing any sub-contractors for the current scope of work as defined in the Proposal Documents.

ATTACHMENT C – COMPLETED PROJECTS & REFERENCES

Alliance Water Resources (AWR) has been managing GIS services for our water and wastewater partners for over 10 years. Our approach has always been centered on practical and economical systems with the focus on the objectives of the end users.

In addition to the Esri suite, AWR also has staff trained in the use of QGIS and GeoSync.

The following project list will showcase that our company has a proven history of developing and managing scalable systems with a wide range of objectives.

Completed Projects

City of Cape Girardeau, Missouri

This southeast Missouri city of 40,000 has held a contract with AWR to manage their water system since 1992. As technology grew, GIS services became a necessary part of effective water system management. In addition to digitizing historical maps and plans, tap and repair records were also scanned into the system. This eliminated the need to travel back to the office because all water system data could be remotely accessed. The City of Cape Girardeau was not seeing similar GIS success from other city departments, so in 2014, an agreement was signed for AWR to provide full municipal GIS services. Alliance hired a full-time GIS Coordinator to work directly with the engineering, planning, and inspection services departments. Job duties for the existing water system GIS Technician were expanded to include data management of all public works utilities. These two Cape Girardeau employees, leveraging additional company expertise, worked to develop an ArcGIS Enterprise database, integrate GIS data into the municipal billing system, and created dozens of web applications for various city departments and the public, all within the first 2 years.

In the following years, staff created and continue to maintain hundreds of layers including street centerlines, zoning, easements, subdivisions, addresses, structures, flood plains, police reports, liquor licenses, historical districts, city limits, and more. This is all in addition to the dozens of layers related to utilities including water, sewer, storm sewer, fiber optic, and electric.

Martin County Utility District, Kentucky

Located in the Appalachian foothills bordering West Virginia, this community partnered with AWR in 2020 and of primary interest was tracking water leaks. This location was the pilot launch of GeoSync for AWR clients. Existing reference data and aerial imagery from the district, county and state were compiled and migrated into GeoSync within 2 months of launch. A GPS unit was purchased in February 2021 and over 4,600 assets have been mapped to date. In addition to static utility data, the system has been utilized to track dynamic work order history, particularly regarding water leaks. Utility Billing staff, upon receiving a call for service, use GeoSync to create a work order. Utility Workers use GeoSync to update the status and record resources. Tracking this information via GIS provides insight into spatial patterns that would otherwise go undetected, not

to mention allowing for easily accessible and searchable asset maintenance records. This information will be crucial for capital improvement planning.

Clay County Public Water Supply District #6, Missouri

Officials in this rural district just north of Kansas City had concerns about utilities going mislocated or unlocated, leading to dig ups. They had nary a single, paper map of their water system. AWR GIS professionals used QGIS, a free, open-sourced software, to georeference the data into digital layers. The data has since been added to, edited, and verified using a GPS unit, increasing the data accuracy and ability to access it, and thereby reducing the potential for damages.

Franklin County, Missouri

For years, this central Missouri division was successfully utilizing Esri products to track their utility data. Upon a comparison exercise, the decision was made to migrate to GeoSync. The Esri system has greater capability, but it was realized that many add-ons are underutilized and unnecessary for the effective management of a system of this size. The transition took 1 month and will save thousands of dollars for the water district every year.

References

Casey Brunke, P.E.
Public Works Director
City of Cape Girardeau, MO
(573) 339-6351
cbrunke@cityofcape.org

Trevor Pulley
Deputy City Manager
City of Cape Girardeau, MO
(573) 339-6320
tpulley@cityofcape.org

Harold Winnie
Board President
Clay County Public Water Supply District No. 6
Kearney, MO
(816) 589-8867
Harold.Winnie@dot.gov

ATTACHMENT D – KEY EMPLOYEE PROFILES

PROFESSIONAL CREDENTIALS

Erica Bogenpohl, PE, GISP

Regional Operations Manager

Profile

Erica Bogenpohl is a licensed Professional Engineer with 13 years of industry experience. She has well rounded knowledge of project management in public works and water system improvements. Not only is Erica a P.E., she also achieved certification as a Geographic Information Systems Professional (GISP) and holds additional licenses in water distribution, water treatment, wastewater treatment, and wastewater collections.

Current Responsibilities

As Regional Operations Manager located in southeast Missouri, Ms. Bogenpohl's primary responsibilities include client relations, problem solving, and mentoring. Erica has contract management for several divisions across Missouri and Kentucky including Cape Girardeau and Ste. Genevieve. Erica also implemented and oversees the companywide GIS program by initiating and updating programs, training staff, and maintaining databases.

Prior Experience

Erica began as a staff engineer for Jackson, MO and was promoted to City Engineer upon earning her P.E. licensure. Ms. Bogenpohl's responsibilities included construction project contract administration and supporting public works, building and planning, parks and recreation, and public safety departments. She functioned as the stormwater manager, maintaining the City's MS4 permit with MO-DNR and developed specifications for and managed an "Owner Supervised Program" approved by MO-DNR.

Ms. Bogenpohl was hired by Alliance as a Utilities Engineer II in 2017 and became responsible for implementation of a new asset management system. She participated in the City's Emergency Management Team and has been key to overall improvement and utilization of technology for the City and Alliance. Ms. Bogenpohl has identified process deficiencies and became part of solutions to improve real time data tracking, saving the client over \$30,000 and led an effort to convert a paper work order system to electronic resulting in significant operating costs reductions. She is credited with developing an in-house drinking water treatment and distribution certification prep training program with a 75% pass rate. Upon her promotion to Local Manager II for the Cape Girardeau, MO division of Alliance, Erica became responsible for oversight of the City's 300 miles of water distribution mains, 10 water storage tanks, 2 water treatment plants, 7 pressure booster stations, 220 miles of wastewater collection system mains, and service to over 18,000 customers.



Areas of Special Expertise

- ☐ Geographic Information Systems Management
- ☐ Implementing technology based solutions
- ☐ Project Management

Education

- ☐ B.S. Geological Engineering Missouri University of Science & Technology
- ☐ M.S. Geological Engineering Missouri University of Science & Technology

Certifications/ Registrations/ Memberships

- ☐ Professional Engineer, Licensed in Missouri
- ☐ Geographic Information Systems Professional Certification (GISCI)
- ☐ MO-DNR Class "D" Drinking Water Treatment Certification
- ☐ MO-DNR DS II Water Distribution Certification
- ☐ MO-DNR Class "D" Wastewater Treatment Certification
- ☐ Missouri Water Environment Association Class A Collections Systems Operator
- ☐ Missouri Water Environment Association Website Committee Chairperson
- ☐ Water Environment Federation

PROFESSIONAL CREDENTIALS

Blake Kiefner

Process Optimization Specialist

Profile

Mr. Kiefner is a highly skilled professional with over a decade of experience spanning automation systems, industrial plant maintenance, GIS technology, and water/wastewater operations. A graduate with a Bachelor of Science degree in Audio Engineering, he has successfully translated his technical background into a multifaceted career focused on systems optimization and operational efficiency.

Current Responsibilities

As the Process Optimization Specialist at Alliance Water Resources, Mr. Kiefner oversees the GIS team serving the City of Cape Girardeau and provides GIS support across all Alliance divisions. He collaborates closely with the Local Manager, superintendents, city engineering teams, and contracted firms on capital improvement projects, leveraging his technical and operational expertise to streamline workflows and reduce costs. He frequently applies data science techniques to large datasets to identify trends, uncover opportunities for improvement, and implement effective solutions. Mr. Kiefner also compiles monthly operations reports for multiple clients, ensuring transparent communication of system performance and compliance metrics. His skill in identifying and implementing process improvements benefits both internal teams and the communities served by Alliance Water Resources.

Prior Experiences

Mr. Kiefner's career began with four years in private security and automation systems, followed by two years in industrial plant maintenance, where he diagnosed, repaired, and maintained critical equipment.

He then served for two years as a GIS Technician, applying geospatial solutions to enhance municipal infrastructure management. Building on these roles, he spent three years as the Production Superintendent overseeing plant operations before stepping into his current position as a Process Optimization Specialist.



Areas of Special Expertise

- ❑ GIS Specialist
- ❑ Leadership and Management Skills
- ❑ Audio Engineering
- ❑ System Optimization
- ❑ Operational Efficiency

Education

- ❑ Bachelor of Science Audio Engineering - Belmont University Nashville, Tennessee

Certifications/Registrations/ Memberships

- ❑ Class "A" Water Treatment Certification Missouri
- ❑ Distribution System II Certification Missouri
- ❑ Class "D" Wastewater Treatment Certification Missouri
- ❑ Class "C" Collections System Certification Missouri
- ❑ Alliance Water Resources President's Award of Excellence
- ❑ 2024 Chairman - Missouri Water and Wastewater Conference Southeast Section
- ❑ Missouri Water and Wastewater Conference State SE Section Planning Committee

PROFESSIONAL CREDENTIALS

Teresa Heifner

GIS Coordinator

Profile

Ms. Heifner is a professional Geographic Information System (GIS) Coordinator with over 15 years of experience in this specialized field of service.

Current Responsibilities

As the Alliance GIS Coordinator for the City of Cape Girardeau, MO. Ms. Heifner oversees, manages, and creates GIS data for over 250 layers held by the City of Cape in relation to all aspects of City's infrastructure and functions. Ms. Heifner works in depth with the Planning, Engineering & Inspection Departments reviewing Subdivision Plats and Legal Descriptions and commenting on needed changes for them to move toward acceptance. Her ability to read, understand, and draw out legal descriptions is a valuable asset to the City. Ms. Heifner also reviews Engineering Improvement Plans for the City's Engineering Department for projects that are upcoming and evaluates them for needed changes in relation to existing or changing utility infrastructure. She is the 911 addressing authority and manages the other 911 GIS layers for the City of Cape, working closely with Cape Girardeau County to insure all 911 distributed layers to the Call Centers representing the whole county are accurate. Ms. Heifner creates nearly all of the public facing static map documents for various items for the City of Cape, (i.e. street maps, zoning, ward, library & school districts) just to name a few; and maintains the data layers that are hosted on the Public Facing online web map environments. She also works with outside engineering firms when they have questions or needs regarding the City of Cape Girardeau's infrastructure.

Prior Experiences

Prior to joining Alliance in 2014, Ms. Heifner worked for St. Charles County, MO in the GIS Services Department.



Areas of Special Expertise

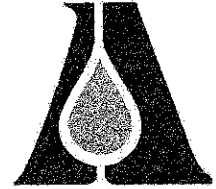
- ❑ GIS Specialist
- ❑ Leadership and Management Skills
- ❑ Project Plan Review
- ❑ Mapping Review and Design
- ❑ Platting and Legal Descriptions

Education

- ❑ Bachelor of Science in Geography
Missouri State University -
Springfield, Missouri
- ❑ Geospatial Information Sciences -
Missouri State University
Springfield, Missouri
- ❑ GIS Specialist Training - Southern
Illinois University Edwardsville,
Illinois

THE ALLIANCE WAY

SUPPORTING OUR CORE VALUES



**We always do our work the ALLIANCE WAY.
That is, the RIGHT way:**

With INTEGRITY

Always maintain the highest moral principles regardless of difficulty.

With SAFETY in mind

*Nothing is so important or so urgent that we cannot perform our work safely.
The safe way is the right way, every day.*

As ENVIRONMENTAL STEWARDS

We are not only protecting the environment; we are enhancing it.

With FISCAL RESPONSIBILITY

*Constantly evaluate revenue and expenses to ensure financial strength and
stability for our clients and our company.*

For OUR TEAM

*Skilled professionals working together with a clear vision and common
purpose.*

**We are successful when our clients are
successful. That is the ALLIANCE WAY.**