



**Request for Statements of  
Qualifications For:**  
COBOL and ERP/Payroll Expert Services

**JULY 9, 2019**

**HMB**

Columbus Headquarters  
570 Polaris Parkway, Suite 125  
Westerville, OH 43082  
Tel: 614.221.6831

**City of Columbus**  
COBOL and ERP/Payroll Expert Services  
HMB Proposal  
**July 9, 2019 11:00AM**

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## 1. Cover Letter

**July 9, 2019**

City of Columbus  
COBOL and ERP/Payroll Expert Services  
1111 E Broad St  
Columbus, OH 43205

Harris, Mackessy & Brennan, Inc. (HMB) is pleased to submit this response to the City of Columbus in response to the RFSQ for COBOL and ERP/Payroll Expert Services.

HMB is an Ohio corporation using federal tax identification number 31-1410213. HMB is headquartered at 570 Polaris Parkway, Suite 200, Westerville, OH 43082 and we are pleased to serve State and Local Government clients both in the Central Ohio Region and nationwide with outstanding IT solutions.

In this proposal, we highlight our experience in developing and supporting custom software development solutions along with our proven methodologies for delivering exceptional value for our public sector clients. We will share with you our successes and how HMB's processes, tools, and leadership all go into successful outcomes for our clients.

We look forward to the opportunity of working with you on this initiative.

Warmest Regards,

A handwritten signature in black ink, appearing to read "Doug Donovan", written in a cursive style.

Doug Donovan  
Chief Strategy Officer

## 2. Qualification Questionnaire



### DEPARTMENT OF TECHNOLOGY

#### 1.1 COBOL AND ERP/PAYROLL EXPERT SERVICES

COBOL AND ERP/PAYROLL CONSULTANT  
ENGINEER

QUALIFICATION QUESTIONNAIRE

RFSQ Number RFQ012765

Due Tuesday, July 9, 2019 @ 11:00 a.m.

<https://columbus.bonfirehub.com/opportunities/17002>

Consultant: [Harris, Mackessy & Brennan, Inc.](#)

Date: [July 9, 2019](#)

Date: July 9, 2019

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(month, day and year)

FIRM NAME Harris, Mackessy & Brennan, Inc.

1. Qualifications:

**I. COBOL and ERP/Payroll Expert Services:**

COBOL and ERP/Payroll expert capable of COBOL programming and testing for a complex in-house developed payroll platform. This includes troubleshooting and using in-depth knowledge of the ERP/Payroll industry to make updates to tax tables, W4 processing and flexible health spending accounts.

- Five (10) years' experience providing customers with COBOL programming expertise including the use of both database and file reads and updates. Expert analysis and troubleshooting skills COBOL software.
- Five (5) years' experience with ERP/Payroll software development.
- Five (5) years' experience with Unisys MCP 14 operating system or above.
- Five (5) years' with DMS II, ISAM, workflow, SDF
- Optional experience with Cande

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DIVISION OF TECHNOLOGY  
QUALIFICATIONS QUESTIONNAIRE for  
CONSULTING COBOL AND ERP/PAYROLL EXPERT SERVICES

2. COLUMBUS CONTRACT COMPLIANCE NUMBER

[CC005291](#)

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Firms that do not have a City of Columbus Contract Compliance number must obtain one from the Purchasing Office prior to being awarded a contract.

☐ City Certified MBE  
(Mark with an X any that apply)

☐ City Certified FBE

☐ City Certified MBR

☐ City Certified HIS

☐ City Certified ASN

3. CORPORATE OFFICE BUSINESS ADDRESS AND TELEPHONE NUMBER (INCLUDING SUBS)

[570 Polaris Pkwy #200, Westerville, OH 43082](#)

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LOCAL OFFICE BUSINESS ADDRESS AND TELEPHONE NUMBER (INCLUDING SUBS)

[570 Polaris Pkwy #200, Westerville, OH 43082](#)

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4. CONTACT NAME, TELEPHONE NUMBER AND EMAIL ADDRESS

[John Sohner, 614.370.3002, jsohner@hmbnet.com](#),

[JJ Sullinger, 614.804.0017, jjsullinger@hmbnet.com](#)

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DIVISION OF TECHNOLOGY  
QUALIFICATIONS QUESTIONNAIRE for  
CONSULTING COBOL AND ERP/PAYROLL EXPERT SERVICES

5. KEY PROJECT MANAGEMENT PERSONNEL. List key personnel (COBOL and ERP/Payroll Engineer) of firm who may be assigned to perform work and list their responsibilities. Also list any key personnel from a sub consultant that is anticipated to perform work and list their responsibilities. **Clearly identify one (1) person that will be assigned as the COBOL and ERP/Payroll Engineer with a pound symbol (#).** Indicate local office personnel by bold lettering.

Name	City & State of office if not at Local Office	Title	Yrs. Exp.	Work Responsibilities
Roger Senerius #		Senior Consultant	44	Developer, Business Analyst, Tester

DEPARTMENT OF TECHNOLOGY  
QUALIFICATIONS QUESTIONNAIRE for  
CONSULTING COBOL AND ERP/PAYROLL EXPERT SERVICES

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6. COMPETENCE OF OFFEROR: List COBOL and ERP/Payroll staff members and subs that will be involved in the project. The consultant is encouraged to select recent projects that are similar to the qualifications indicated in the SOQ. **Please limit responses to no more than 8 projects per category (i.e. maximum of 32 total projects for this section). Do not submit 32 projects for each team member.**

Note: The selected projects should only be those which the COBOL and ERP/Payroll Engineer(s) Personnel from Item 5 have been involved.

Include brief description of work performed by the individual on the listed project

Name(s) of Staff Involved in Project	Project Name	Design Year	Description of work performed including year of design (Highlight water distribution experience in bold)	Client & Contact Information (Include telephone number and email address)
John Doe Jane Doe Jack Doe	Example: ERP/Payroll Migration Project		John Doe – Sr. COBOL and ERP/Payroll Engineer	Company XYZ XXX Main Street Columbus, OH 43220 John Smith JSSmith@comanyxyz.com
Roger Senerius	Columbia Pipeline Group Conversion to Trans Canada	2015 - 2016	Migrate multiple Financial and Accounting mainframe business applications to the new CPG hosted mainframe environment. Performed roles of Business Analyst, Developer, and Tester while on the project, using Waterfall methodology. Used mainframe skills to change JCL as needed for applications to run on the new CPG hosted mainframe, with interface connections to new server locations at the CPG data center, including Globalscape (Enterprise FTP) servers. Performed integration and system	NiSource, references available upon request



			testing of assigned applications, and created user acceptance test scripts. Utilized HP ALM to record test results and defects.	
Roger Senerius	NiFit (NiSource Financial Transformation)	2012 – 2013	<ul style="list-style-type: none"> <li>•Modified multiple legacy mainframe applications, integrating with new PeopleSoft financial package. This involved modifying CICS screens using the BMS/GT tool, and a batch COBOL/DB2 application. Also modified a distributed application written in VisualAge Smalltalk 4.5, an object-oriented language.</li> <li>•Supported project objectives and timeline through deployment of modifications to production, utilizing client's change management tools.</li> <li>•Functioned as Test Coordinator for 3 legacy applications being integrated with new solution by performing integration, system, and regression testing; coordinating user acceptance testing; and writing supporting test scripts and documentation of test results in HP ALM, ensuring successful go-live for project phase.</li> </ul>	NiSource, references available upon request
Roger Senerius	Implementation of GEAC ERP Software Package	2001	Supported Corporate-level financial applications (GL, AP, AR) on both mainframe and client-server platforms, contributing to pilot installation of GEAC ERP software products	NiSource, references available upon request
Roger Senerius	Implementation of CYBORG HR-Payroll Software Package	2000	Contributed to implementation and ongoing support of mainframe Human Resources package by developing many interfaces and supporting new package	NiSource, references available upon request

DIVISION OF TECHNOLOGY  
QUALIFICATIONS QUESTIONNAIRE for

CONSULTING COBOL AND ERP/PAYROLL ENGINEERING SERVICES

7. **FIRM'S PAST PERFORMANCE:** List past projects information by the submitting Firm. This response is limited to 10 recent projects. This information will be used to determine Firm's past performance on DOT projects and similar non-DOT projects. Provide project descriptions that focus on project features relevant to COBOL and ERP/Payroll programming and support. Include descriptions of projects that incorporated efficient and effective outcomes in COBOL and ERP/Payroll projects. Bolden project names that were performed by personnel who will be assigned to work on the DOT projects. **List reference names and contact information (include email address & telephone number) for all projects.**

Project	Client & Contact Information (include telephone number & email address)	Design Year	Project Budget	Description of Work Performed & Key Project Personnel
Example: ERP/Payroll Migration Project	City of Mansfield, John Smith 740.555.7677, JS@mansfield.gov	2010	\$5,000, 40 hours	Migration of in-house built payroll platform to commercial off the shelf platform
Work Management System Integration with New General Ledger	NiSource, references available upon request	2014	43,000 hours	Development of integration between mainframe work management system and new general ledger system including passing of timecard, payroll, contractor, and materials financial information for development of budgets/forecasts, posting of actuals, reconciliation of invoices, posting of asset information, and investigation/correction of issues.
Implementation of New Payment Processing Software	NiSource, references available upon request	2018	4,800 hours	Implemented and integrated new payment processing platform with mainframe customer system to provide customers with multiple payment options. New platform/integration passed customer payment information to provide for posting of payments, reconciliation of cleared payments, backouts of rejected payments, updating of customer accounts, creation of general ledger entries, reconciliation support, and investigation/correction of issues.
Implement New Billing Rates	NiSource, references available upon request	2019	1,980 hours	Implement new billing rates and integrate with general ledger system to update accounts receivables, billings, revenue recognition and G/L reconciliations.

Implement Rate Refunds	NiSource, references available upon request	2019	620 hours	Implement customer rate refunds and update customer billings, accounts receivables, billings, revenue recognition and G/L reconciliations.
Implement Tax Rate Changes based on Revised Tax Code	NiSource, references available upon request	2018	880 hours	Implement changes to customer tax billings based on the revisions to the tax code. Changes included reductions in tax calculations and customer refunds. Project included integration to the general ledger to update customer billings, accounts receivables, billings, tax liabilities, and G/L reconciliations.
Implementation of Other Mainframe New Functionality, Enhancements, and Maintenance	NiSource, references available upon request	2018 and 2019	53,000 hours across 220 projects	As part of our on-going daily support for mainframe customer and work management systems, we have implemented 220 projects over the last year and half encompassing over 53,000 hours. These projects include adding new functionality/integrations, making enhancements to existing applications, and maintenance and refresh activities. These systems are tightly linked to the financial and general ledger systems so regression verfications and reconciliations are required for most projects.

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DEPARTMENT OF TECHNOLOGY  
QUALIFICATIONS QUESTIONNAIRE for  
CONSULTING COBOL AND ERP/PAYROLL EXPERT SERVICES

8. TOTAL PERSONNEL OF FIRM

	Corporate Office	Local Office	Other Offices	Total
A. COBOL and ERP/Payroll Engineer	4 (Four)	4 (Four)	N/A	4 (Four)
B. Other Professionals	175 (One-Hundred-Seventy-Five)	175 (One Hundred Seventy-Five)	22 (Twenty-Two)	197 (One Hundred Ninety-Seven)
C. Others	46 (Forty-Six)	46 (Forty-Six)	16 (Sixteen)	62 (Sixty-Two)
Total	225 (Two Hundred Twenty-Five)	225 (Two Hundred Twenty-Five)	38 (Thirty-Eight)	263 (Two Hundred Sixty-Three)

9. LOCAL WORKFORCE: The offeror shall indicate which of the following categories their percentage of local workforce falls within and show how this number was determined. The Team includes the prime consultant and all sub consultants.

**A. At least 90% of the Team's project labor costs are assignable to employees paying City of Columbus income tax on the date the SOQ is submitted, or at least 90% of the Team's project labor costs are assignable to the office location within Franklin County if the office was established prior to 1995.**

B. At least 75% of the Team's project labor costs are assignable to employees paying City of Columbus income tax on the date the SOQ is submitted.

C. At least 90% of the Team's labor will be performed in an office location within Franklin County but outside of the Columbus Corporate limits on the date the SOQ is submitted.

D. At least 50% of the Team's project labor costs are assignable to employees paying City of Columbus income tax on the date the SOQ is submitted. E. None of the above.

**A. At least 90% of the Team's project labor costs are assignable to employees paying Columbus income tax.**

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10. SUBCONSULTANTS (IF REQUIRED)

Category	Sub consultant's Name
A. Planning	N/A
B. Design	N/A
C. Operations	N/A
D. Other:	N/A

HMB is not partnering with any subcontractors on this project.

11. List current hourly rates for proposed personnel on an hourly, weekly and monthly rate schedule.

Position Title	Typical Role	Hourly Rate (1 hour)	Weekly Rate (40 hours)	Monthly Rate (160 Hours)
Roger Senerius #	Developer, Business Analyst, Quality Assurance	\$145.00	\$5,800.00	\$23,200.00
Project/Program Manager	A Project Manager's overall responsibility for the successful initiation, planning, design, execution, monitoring, controlling and closure of a project. A Program Manager can be the lead on multiple projects.	\$105-\$180 (Range)	\$4200-\$7200	\$16800-\$28800
Business Analyst	To interface with business resources to gather requirements to be implemented by technical resources.	\$85-\$135 (Range)	\$3400-\$5400	\$13600-21600
Solution's Architect	The Solution Architect's primary focus is on solution-level decisions and analysis of their impact on the overall business goals and outcomes.	\$125-\$225 (Range)	\$5000-\$9000	\$20000-\$36000
Quality Assurance Analyst	QA Analyst's sole focus is to test software and other computer applications to ensure that they function properly and efficiently.	\$80-\$125 (Range)	\$3200-\$5000	\$12800-\$20000
Senior Application Developer	The principal function of an Applications Developer is to make computers perform specific tasks,	\$120-\$175 (Range)	\$4800-\$7000	\$19200-\$28000

	based on the client's specifications.			
Mid-Level Application Developer	The principal function of an Applications Developer is to make computers perform specific tasks, based on the client's specifications.	\$90-\$115 (Range)	\$3600-\$4600	\$14400-\$18400
Junior Application Developer	The principal function of an Applications Developer is to make computers perform specific tasks, based on the client's specifications.	\$85-\$95 (Range)	\$3400-\$3800	\$13600-\$15200

The resultant professional services contract will permit an annual review of hourly rates for successive contract years.

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CONFIDENTIAL QUALIFICATION QUESTIONNAIRE CERTIFICATION

I have carefully examined the Request for Statement of Qualifications, Appendices and any other documents accompanying or made a part of this RFSQ.

I hereby propose to furnish the goods or services specified in the Request. I agree that my proposal will remain firm for a period of up to 120 days in order to allow the City adequate time to evaluate the qualifications submitted.

I verify that all information contained in this proposal is truthful to the best of my knowledge and belief. I further certify that I am duly authorized to submit this proposal on behalf of the firm as its act and deed and that the firm is ready, willing and able to perform if awarded the contract.

I further certify, under oath, that this proposal is made without prior understanding, agreement, connection, discussion, or collusion with any other person, firm or corporation submitting a proposal for the same product or service: no officer, employee or agent of the City of Columbus or any other Contractor's is interested in said proposal, and that the undersigned executed this Contractor's Certification with full knowledge and understanding of the matters therein contained and was duly authorized to do so.

NAME OF FIRM OR INDIVIDUAL SUBMITTING QUESTIONNAIRE

Harris, Mackessy & Brennan, Inc.

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NAME AND TITLE OF PERSON SIGNING (PLEASE TYPE)

Doug Donovan, Chief Strategy Officer

SIGNATURE

A handwritten signature in black ink, appearing to read "Donovan", is written above a horizontal line.