

| Agenda Item | cover sheet

for consideration by the Apex Town Council

Item Type: CONSENT AGENDA

Meeting Date: August 11, 2026

Item Details

Presenter(s): Jonathan Jacobs, P.E., Director

Department(s): Water Resources

Requested Motion

Motion to approve a Master Services Agreement (MSA) between CITI, Inc. and Town of Apex, effective through June 30, 2029, for on-call emergency programmable logic controller (PLC) services, supervisory control and data acquisition (SCADA), instrumentation, and network configuration services for the Water Resources Department, and authorize the Town Manager, or their designee, to execute on behalf of the Town.

Approval Recommended?

Yes

Item Details

The Water Resources Department is requesting approval of a Master Services Agreement with CITI, Inc. to provide specialized programmable logic controller (PLC), supervisory control and data acquisition (SCADA), instrumentation, and network configuration services in support of the Town's water and wastewater utility systems. The agreement establishes the contractual terms and conditions under which the contractor may provide these specialized services on an as-needed basis through June 30, 2029.

Under the agreement, services may include PLC programming, SCADA and human-machine interface (HMI) programming, SQL report development, field instrumentation setup and calibration, control panel design and fabrication, fiber optic and network configuration, radio telemetry implementation, and related support services. Individual projects will be authorized through separate scopes of work, quotes, and purchase orders, with work commencing only upon written authorization from the Town.

Approval of this agreement provides the Water Resources Department with a qualified contractor to perform specialized automation, control system, and network services necessary to maintain and improve the Town's water and wastewater infrastructure. The agreement is non-exclusive and does not obligate the Town to purchase a minimum amount of services. Funding for work performed under this agreement will

be provided through approved operating or capital project budgets as individual purchase orders are issued.

Attachment

- CN6-A1: Agreement Multi-Year - CITI, Inc. - On Call Master Services Agreement (MSA)
- CN6-A2: CITI Proposal C25442 - Agreement Multi-Year - CITI, Inc. - On Call Master Services Agreement (MSA)

