

# STAFF REPORT UTILITY MEETING

**AGENDA DATE:** February 27, 2024

**DEPARTMENT:** Water Utilities

**TITLE:**

Task Order No. 6 with Kimley-Horn to conduct a comprehensive assessment of SCADA, telemetry, computer systems, and cybersecurity measures

**SUMMARY:**

The Water Utilities Department will partner with Kimley-Horn to create a comprehensive SCADA and Telemetry Master Plan for the water and sewer utilities.

**BACKGROUND AND JUSTIFICATION:**

The Water Utilities Department is responsible for managing and maintaining various assets both within and outside the water plant area. These assets are controlled and monitored using process logic controllers, fiber optic networks, computers, and telemetry radio signals, all of which are managed through a Human Machine Interface (HMI). To ensure the safety of the system, the Environmental Protection Agency (EPA) and the DHS Cybersecurity and Infrastructure Security Agency (CISA) have established guidelines for utilities to follow. These guidelines help identify areas of concern and eliminate vulnerabilities that cyber-attacks could exploit. By conducting regular assessments, we can determine our current position and identify areas that require improvement for the future.

The cost for these services will be shared equally between the water and sewer funds using fund balance

**MOTION:**

Move to approve/disapprove Task Order No. 6 with Kimley-Horn to conduct a comprehensive assessment of SCADA, telemetry, computer systems, and cybersecurity measures at a cost of \$111,850.00.

**ATTACHMENT(S):**

Fiscal Impact Analysis  
Task Order No. 6

**FISCAL IMPACT ANALYSIS**

Five Year Summary of Fiscal Impact:

<b>Fiscal Years</b>	<b>2024</b>	<b>2025</b>	<b>2026</b>	<b>2027</b>	<b>2028</b>
Inflows/Revenues					
Appropriated (Budgeted)	0	0	0	0	0
Program Income	0	0	0	0	0
Grants	0	0	0	0	0
In Kind	0	0	0	0	0
Outflows/Expenditures					
Appropriated (Budgeted)	0	0	0	0	0
Operating	\$111,850	0	0	0	0
Capital	0	0	0	0	0
Net Fiscal Impact					
<i>(If not budgeted)</i>	\$111,850	0	0	0	0
No. of Addn'l Full-Time					
Employee Positions	0	0	0	0	0

New Appropriation (Not Budgeted) Fiscal Impact:		
	Revenue Source	Expenditure
Department	Water	Water
Division	Non Departmental	Administration
GL Description	Use of fund balance	Professional Services
GL Account Number	402-0000-395.00-00	402-7010-533.31-90
Project Number	N/A	N/A
Requested Funds	\$55,925	\$55,925
Remaining Balance	N/A	N/A

New Appropriation (Not Budgeted) Fiscal Impact:		
	Revenue Source	Expenditure
Department	Sewer	Sewer
Division	Non Departmental	Non Departmental
GL Description	Use of fund balance	Contractual Services
GL Account Number	403-0000-395.00-00	403-7010-535.34-50
Project Number	N/A	N/A
Requested Funds	\$55,925	\$55,925
Remaining Balance	N/A	N/A