

## COUNCIL ACTION SHEET

<b>To:</b>	The Mayor and Members of City Council	
<b>From:</b>	Sue Nelson, P.E., City Engineer	
<b>Date:</b>	6 January 2021	
<b>Subject:</b>	Award SCADA Upgrade Project, W-471	

**Background:** The Water Filtration Facility (WFF) is working with the City’s IT staff to upgrade multiple components of their computer and software operating system. The majority of these components are original to the facility are approaching 20 years old. The technology currently being used is not compatible with newer equipment and the hardware is nearing critical failure – some items have already failed and are unable to be restored, requiring replacement. Most of these are anticipated and planned for, including an upgrade/replacement of the Supervisory Control and Data Acquisition system. This is the electronic control system that monitors the operation and function of the WFF and allows the operators to make adjustments, run tests, etc. The existing system is only capable of running off of old computer hardware and is not compatible with new computer systems. This has created several issues with the operation of the WFF and it is critical that this system remains functioning properly.

A Request for Proposals (RFP) and contract documents to replace and upgrade key hardware and the SCADA operating system were developed by Engineering Department staff and the project was advertised for proposals on November 13, 2020 with a bid opening date of December 8, 2020. The following bids were received:

FIRM	LOCATION	BID
Advanced Electrical Technologies	Longview, WA	\$146,940
Control Systems Northwest	Medford, OR	\$165,020
Harris Group	Portland, OR	\$193,372
Portland Engineering Inc.	Portland, OR	\$76,300
Process Solutions	Stanwood, WA	\$192,520

After review by staff and the City’s IT consultants, two submittals were determined to be nonresponsive by failing to demonstrate how they would meet the requirements of the RFP. This project is identified in the 2020/2021 Capital Improvement Budget as Water Filtration SCADA Upgrade.

**Recommendation:**

Award the contract for the SCADA Upgrade at the Water Filtration Facility Project, W-471 to Advanced Electrical Technologies as the lowest responsive bidder and authorize the Mayor to execute a Materials and Services Contract with Advanced Electrical Technologies for the SCADA Upgrade at the Water Filtration Facility Project, W-471. The contract will be at the rate prescribed in that firm’s submitted bid, plus standard contingency.