



Staff Report

TO: City Council

FROM: Thaxton Van Belle, Director of Water Reclamation
Sunshine Sanchez, Management Analyst

DATE: December 17, 2024

SUBJECT: Award a Professional Services Agreement to SKM Engineering LLC for SCADA Programming and System Integration Services for Wastewater Facilities

Description SCADA programming and system integration services for Wastewater Facilities.

Background and Analysis:

The City requires ongoing maintenance and support for the existing SCADA system at the Wastewater Treatment Plant (WWTP) and other facilities. Additionally, the City is anticipating accepting three new developer-built lift stations within the next year: Middle Oak Lift Station, Olivewood Lift Station, and Crossroads Lift Station. Each lift station will require SCADA programming and integration for control systems, including remote monitoring and pump and equipment controls.

City Staff does not have the resources to program or maintain the SCADA network. Consequently, the City relies on consultants to perform the services needed.

Request for Proposal (RFP) Process

On October 22, 2024, staff issued a Request for Proposal (RFP) for SCADA programming, system integration, and related services at various wastewater facilities.

On November 5, 2024, six (6) proposals were received and evaluated. Three firms were determined to be qualified. The following is a summary of the proposals from qualified firms:

- | | |
|---------------------|-------------|
| 1. SKM Engineering | \$ 220 / hr |
| 2. Northern Digital | \$ 205 / hr |
| 3. TetraTech | \$ 285 / hr |

After evaluating the respective qualifications, the firms were ranked and SKM Engineering LLC (SKM) ranked highest. City staff is recommending that City Council award a professional services agreement to SKM for SCADA programming and network support.

SKM's FY24/25 Contracts

The City currently uses SKM for SCADA support in association with a CIP Project. SKM installed and is currently maintaining the SCADA system for the Wastewater Department. This contract would allow SKM to perform work as needed across multiple sites, not specific to a CIP project.

Below are the existing and proposed contracts with SKM:

Contracts	Amount	FY Expenditures
CIP WW-11 (Existing)	\$42,450.00	\$0
Misc Maintenance (Existing)	\$2,928.75	\$2,928.75
SCADA Network Support (Proposed)	\$75,000.00	\$0
Total:	\$120,378.75	

Given the projected cumulative costs of SCADA programming and network support, the total expenditure for SKM is estimated to exceed the City Manager's approval threshold, necessitating formal review and approval by the City Council.

Fiscal Impact:

The cost of preparing this staff report is estimated to be \$350.

The proposed contract will be paid from Wastewater's operating budget via GL 700-4050-7068-0000 and 700-4051-7068-0000.

Recommended Action:

Award a Professional Services Agreement to SKM Engineering LLC for SCADA programming and system integration for wastewater facilities in an amount not to exceed \$75,000.

Attachments:

- A. RFP
- B. Professional Services Agreement (SKM Engineering)
- C. Levine Act Statement – SKM Engineering