



Staff Report

TO: City Council

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

DATE: October 7, 2025

SUBJECT: First Amendment to Professional Services Agreement with SKM Engineering LLC for SCADA Programming and System Integration Services

Description: Amendment to Professional Services Agreement with SKM Engineering LLC for SCADA (Supervisory Control and Data Acquisition) Programming and System Integration Services.

Background and Analysis:

The City requires ongoing maintenance and support for the existing SCADA system at the Wastewater Treatment Plant (WWTP) and other facilities. Each lift station requires 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.

On October 22, 2024, the City issued a Request for Proposals (RFP) for SCADA programming, system integration, and related services. On December 17, 2024, the City Council awarded a Professional Services Agreement to SKM Engineering LLC in an amount not to exceed \$75,000.

To continue SCADA support services, an amendment to the existing contract is necessary. The amendment will align the contract term with the City's fiscal year, extending it through June 30, 2026. The additional funding of \$20,000 will allow for uninterrupted services and sufficient resources to complete anticipated work, bringing the revised contract total to \$95,000.

Pursuant to City Code Section 3.02.070, contract extensions beyond the initial term require approval by a four-fifths vote of the City Council.

Fiscal Impact:

The cost of preparing this staff report is estimated to be \$150.

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

Recommended Action:

Staff recommends the City Council approve an amendment to the Professional Services Agreement with SKM Engineering LLC to extend the contract term through June 30, 2026, and increase compensation by \$20,000, for a total not-to-exceed contract amount of \$95,000.

Attachments:

- A. First Amendment
- B. Professional Services Agreement (SKM Engineering)