



DATA SHEET
Agenda Item No. 11.

REGIONAL WATER DISTRICT

Meeting Date: November 1, 2018

Agenda Item:

Authorize the Executive Director to enter into a pricing agreement with Prime Controls, LP for the purchase of SCADA System Maintenance and Repair Services.

Placement:	<input checked="" type="checkbox"/> Consent	<input type="checkbox"/> Individual Consideration	<input type="checkbox"/> Executive Session
Vote:	<input checked="" type="checkbox"/> Non-Weighted	<input type="checkbox"/> Weighted Capital	
Recommending Department: Operations Department and Purchasing			

Background:

SCADA (Supervisory Control and Data Acquisition) is used by the District, and most other utilities, to monitor status, make routine adjustments and, if necessary, remotely control mechanical equipment throughout its systems. SCADA has also allowed the District to routinely operate all but the Taylor Water Plant during night time hours without on-site personnel. Operators at the Taylor Plant monitor the other District facilities overnight. If there are alarms, or if anything other than routine situations occurs, a Taylor Plant operator contacts the on-call personnel for dispatch to the affected facility.

Prime Controls, LP (Prime) is a vendor that assists staff with the maintenance and repair of the District's SCADA hardware and software. The District's current pricing agreement with Prime, which is in its third year, expires on December 31, 2018.

Following required public notices, the District invited 31 vendors to review the request for proposal, with one vendor submitting a response - Prime Controls, LP. After reviewing the response, and considering Prime's prior experience, staffing, response times, and familiarity to the District's systems, staff recommends entering into a two-year pricing agreement and three optional one-year renewals.

Financial:

Funds are provided in the FY19 Operating Budget for this purchase. Historically, the District has averaged approximately \$40,000 per year on these services.

Enclosures: None

Recommendation:

Authorize the Executive Director to enter into a pricing agreement with Prime Controls, LP for the purchase of SCADA System Maintenance and Repair Services.

Submitted By: Jan Morris
Jan Morris, Manager of HR & Purchasing

Date: October 26, 2018