



# Naperville

## CITY COUNCIL AGENDA ITEM

**SUBJECT:** Recommend the Award of the Second Two-Year Extension to Contract 14-145, SCADA Maintenance

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**TYPE OF VOTE:** Simple Majority

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**ACTION REQUESTED:**

Approve the Award of the Second Two-Year Extension to Contract 14-145, SCADA Maintenance, to Advanced Automation and Controls for an amount not to exceed \$104,690.

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**BOARD/COMMISSION REVIEW:**

N/A

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**COUNCIL ACTION PREVIOUSLY TAKEN:**

Date	Item No.	Action
06/16/15	15	First Two Year Option Award/Change Order #1

**DEPARTMENT:** Water Utilities  
Finance Department

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**SUBMITTED BY:** James Holzapfel, Water Utilities Director  
Rachel Mayer, Finance Director

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**BACKGROUND:**

The Water Utilities uses this contract to provide maintenance and troubleshooting services for the water and wastewater SCADA system. The system includes scheduled checking, maintenance, troubleshooting and repair work for remote terminal units and programmable logic controller (PLC) equipment at multiple locations for the Water Supply & Reclamation and Water Distribution & Collection divisions.

**DISCUSSION:**

Contract 14-145 was awarded to Advanced Automation and Controls by the City Manager for a one-year period on April 2, 2014, with the option to extend the contract in two, two-year increments. The first two-year extension was awarded by the City Council in June 2015.

Advanced Automation and Controls performed all assigned work in a timely and professional manner and offered to extend the contract an additional two years with no increase in unit prices.

**FISCAL IMPACT:**

CIP#: N/A

Maintenance for the water utilities SCADA system is expensed to the building repair and maintenance accounts listed below. A total of \$57,000 is budgeted across three accounts for SCADA related maintenance and repairs in CY2017. The requested award is within budget for the first year of the two-year extension.

<b>Account Number</b>	<b>Fund Description</b>	<b>Total Budget Amount</b>
430-3811-537.40-34	Water & Wastewater	\$160,000
430-3813-537.40-34	Water & Wastewater	\$397,000
430-3912-537.40-34	Water & Wastewater	\$709,900

**RECOMMENDATION:**

Approve the Award of the Second Two-Year Extension to Contract 14-145, SCADA Maintenance, to Advanced Automation and Controls for an amount not to exceed \$104,690.

**ATTACHMENTS:**

1. Prior Awards



# Naperville

## CITY COUNCIL AGENDA ITEM

**SUBJECT:** Recommend the Award of Change Order #1 and the First Two-Year Extension Option for Contract 14-145, SCADA Maintenance

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**TYPE OF VOTE:** Simple Majority

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**ACTION REQUESTED:**

- A. Approve the Award of Change Order #1, Forty Seven-Day Extension to current contract to Advanced Automation and Controls thru June 16, 2015 and
  - B. Approve the Award of the First Two-Year Extension Option for Contract 14-145, SCADA Maintenance, to Advanced Automation and Controls, for an amount not to exceed \$127,360 plus a 3% contingency.
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**BOARD/COMMISSION REVIEW:**

N/A

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**COUNCIL ACTION PREVIOUSLY TAKEN:**

Date	Item	No. Action

**DEPARTMENT:** Finance - Procurement Services Team  
Public Utilities - Water

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**SUBMITTED BY:** Rachel Mayer – Director of Finance  
Jim Holzapfel – Director of Public Utilities - Water

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**FISCAL IMPACT:**

Budgeted Accounts: 430-3811-537.40.34	Budgeted Amounts: \$12,680
430-3813-537.40.34	\$14,840
430-3912-537.40.34	<u>\$36,160</u>

Total FY16 Budget:\$63,380

The budget amounts shown above are for the first year of the proposed two-year extension.

**BACKGROUND:**

RFP 14-145 was originally awarded to Advanced Automation and Controls by the City Manager on April 2, 2014 for a one-year period, for an amount not to exceed \$61,070. The original RFP allows for two two-year extensions. Advanced Automation and Controls has performed all assigned work in a timely and professional manner. Advanced Automation and Controls has proposed contract extension pricing with approximately 5.88% increase in the hourly rates for field service. The vendor is asking for this increase to offset increases in their costs.

DPU-W utilizes this contract to provide maintenance and troubleshooting services for its water and wastewater SCADA and PLC systems, which includes scheduled checking, maintenance, troubleshooting and repair work for remote terminal units and Programmable Logic Controller (PLC) equipment at multiple locations for the Water Supply & Reclamation and Water Distribution & Collection Divisions.

Change Order #1 for the forty-seven day extension to the existing contract is required because the original contract term expired before the conditions of the two-year extension option were completed. There is no financial impact associated with the forty-seven day extension as there was no work completed during that timeframe.

The proposed option extension will expire on April 30, 2017 and one additional two-year extension will be available.

**RECOMMENDATION:**

A. Approve the Award of Change Order #1, Forty Seven-Day Extension to current contract to Advanced Automation and Controls thru June 16, 2015 and

B. Approve the Award the First Two-Year Extension Option for Contract 14-145, SCADA Maintenance, to Advanced Automation and Controls, for an amount not to exceed \$127,360 plus a 3% contingency.

**ATTACHMENTS:**

1. Contract Extension Letter from Vendor
2. Original Award

**CITY OF NAPERVILLE  
AWARD OF CONTRACT  
PROCUREMENT NUMBER 14-145**

**Requesting Department:** Public Utilities - Water  
**Procurement Name:** SCADA Maintenance  
**Recommended Vendor:** Advanced Automation and Controls  
**Amount of Award:** \$61,070.00  
**Contingency Amount:** N/A

Budgeted Account	Budgeted Amount
430-3811-537.40.34	\$15,000.00
430-3813-537.40.34	\$25,000.00
430-3912-537.40-34	\$32,000.00
<b>Total FY 2015 Budget</b>	<b>\$72,000.00</b>

**DESCRIPTION**

DPU-W will utilize this bid to provide maintenance and troubleshooting services for its water and wastewater Supervisory Control and Data Acquisition (SCADA) and Programmable Logic Controller (PLC) systems, which includes scheduled checking, maintenance, troubleshooting, programming and repair work for remote terminal units and (PLC) equipment at multiple locations for the Water and Wastewater Utilities, Water Supply & Reclamation and Water Distribution & Collection Divisions.

**NOTIFICATION AND RESPONSE**

Advertisement Date:	January 2, 2014	Notices Sent:	191
Opening Date:	January 28, 2014	Planholders:	14
		Proposals Received:	3

The following vendors submitted responses:

Advanced Automation and Controls, McHenry
Automatic Control Services, Naperville
MG Automation, North Aurora

**SELECTION PROCESS:**

An evaluation committee made up of staff from Public Utilities – Water reviewed the three proposals and scored them based on the criteria stated in the Request for Proposals document:

- Firm Experience and Qualifications – 25%
- Strength of the Proposed Contract Team – 25%
- Quality and Completeness of the Response – 25%
- References – 25%

Following the initial scoring (see Detailed Scoring – Attachment 1), two vendors were invited to meet with the evaluation team – Advanced Automation & Controls (AAC) and Automatic

Control Services (ACS). These vendors were then scored following the interviews and their costs were requested and factored into their respective final evaluation scores. The following table summarizes the process, refer to Attachment 1 for the detailed scoring:

Vendor:	Final Score	Proposed Cost	Adjusted Cost
Advanced Automation and Controls	90	\$61,070.00	\$67,856.00
Automatic Control Services	90	\$66,600.00	\$74,000.00

Award is being recommended to the vendor with the lowest adjusted cost, as was described in the Request for Proposals.

The contract awarded will be for a one-year term with an option to extend for up to two 2-year additional contract terms, pending satisfactory vendor performance and acceptable pricing levels. The initial contract term will run from May 1, 2014 to April 30, 2015

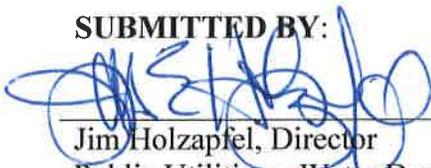
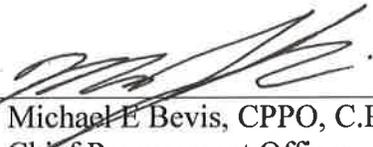
**ATTACHMENTS**

1 Detailed Scoring

**RECOMMENDATION**

Staff recommends the award of Procurement 14-145, SCADA Maintenance, to Advanced Automation and Controls for an amount not to exceed \$61,070.

**SUBMITTED BY:**


3/27/14
Date

3/27/14
Date

Jim Holzapfel, Director  
 Public Utilities – Water Dept.

Michael E Bevis, CPPO, C.P.M.  
 Chief Procurement Officer

**APPROVED BY:**

7/2

4/2/14
Date

Douglas A Krieger  
 City Manager