

**AGENDA ITEM REPORT**

DATE: June 4, 2024
DEPARTMENT: Utilities
REQUESTER: Pamela Keyes
TITLE: Award Contract for Control, Telemetry, Security, Instrumentation, and SCADA Integration Services

I. MOTION REQUESTED

- A) Award Request for Proposal No. RFP240113DWJ, Control, Telemetry, Security, Instrumentation, and SCADA Integration Services to U.S. Water Services Corporation for the purchase of control, telemetry, security, instrumentation, and SCADA integration services on an as-needed basis for an initial term of three (3) years, as approved in the departments' annual adopted budget. Individual purchases in excess of \$100,000.00 will be presented to the Board for approval.
- B) Authorize the Chair to execute the contract documents on behalf of the Board of County Commissioners.
- C) Grant the County Manager or designee the authority to renew the contract, for up to two (2) additional one (1) year periods, and to execute all associated documents, as approved in the departments' annual adopted budgets, if doing so is in the best interest of Lee County, and there are no cost increases associated with the renewal(s).

II. ITEM SUMMARY

Awards competitively bid contract to U.S. Water Services Corporation to provide system-wide control, telemetry, security, and SCADA integration services on an as-needed basis, for an initial term of three years and the option to renew for up to two additional years. SCADA systems are computer-based and used to collect, analyze and visualize data. These services are used to perform repairs to existing equipment and for the installation of new equipment for the controls, telemetry and security systems at the water and wastewater facilities. Total expenditures for the prior twelve-month period were \$175,764.32.

III. BACKGROUND AND IMPLICATIONS OF ACTION

- A) Board Action and Other History
 Procurement Management obtained proposals for the project, known as Request for Proposal No. RFP240113DWJ, Control, Telemetry, Security and SCADA Integration Services for control, telemetry, security and SCADA integration services for Lee County Utilities. On the proposal deadline of February 22, 2024, Procurement Management received two proposals with one proposal being deemed non-responsive. On April 3, 2024, the evaluation committee met and reviewed the responsive proposal. The committee recommends awarding the contract to U.S. Water Services Corporation.
- B) Policy Issues
- C) BoCC Goals
- D) Analysis
- E) Options

IV. FINANCIAL INFORMATION

A)	Current year dollar amount of item:	\$175,764
B)	Is this item approved in the current budget?	Yes
C)	Is this a revenue or expense item?	Expense
D)	Is this Discretionary or Mandatory?	Discretionary
E)	Will this item impact future budgets? If yes, please include reasons in III(D) above.	No
F)	Fund: Utilities Operating and Capital Improvement Program: Utilities Project: Control, Telemetry, Security and SCADA Integration Services Account Strings: Various Operating and Capital Improvement	
G)	Fund Type?	Enterprise
H)	Comments: Expenditures will be on an as-needed basis as approved in the budget.	

V. RECOMMENDATION

Approve

VI. TIMING/IMPLEMENTATION

VII. FOLLOW UP

ATTACHMENTS:

Description	Upload Date	Type
<u>2 - Vendor Executed Agreement - US Water Services Corporation_ocr</u>	5/1/2024	Agreement
<u>Signature Authority</u>	5/22/2024	Backup Material

REVIEWERS:

Department	Reviewer	Action	Date
Utilities	Tucker, Mary	Approved	5/22/2024 - 2:39 PM
Utilities	Keyes, Pamela	Approved	5/22/2024 - 3:53 PM
Budget Services	Guttery, Angela	Approved	5/23/2024 - 9:32 AM
Budget Services	Winton, Peter	Approved	5/23/2024 - 9:42 AM
County Attorney	Jacob, Michael D.	Approved	5/29/2024 - 8:40 AM
County Manager	Brady, Christine	Approved	5/29/2024 - 9:33 AM