CITY OF PEORIA, ARIZONA
COUNCIL COMMUNICATION

CC: 7C
Amend No. _____

Date Prepared: December 31, 2007 **Council Meeting Date: January 15, 2008**

TO: Terrence L. Ellis, City Manager

FROM: Stephen L. Bontrager, Utilities Director for BB

THROUGH: Brian Biesemeyer, Deputy Utilities Director BB

PREPARED BY: Kevin Hughes, Utilities IT Coordinator KH

SUBJECT: Approval for Phase I of a multi-phased contract with DLT&V Systems Engineering for an amount not to exceed $29,927 for the Upgrade of the Data Network for Remote Utility Facilities.

RECOMMENDATION:

That Mayor and City Council award Phase I of a multi-phased contract with DLT&V Systems Engineering for an amount not to exceed $29,927 for the Upgrade of the Data Network for Remote Utility Facilities. The payment will be made from the following accounts; Wastewater Expansion 2510-2630-543007-CIPWR-UT00215EQ (IT Technology Systems)

SUMMARY:

The Data Network for Remote Utility Facilities project UT00215 was approved in the FY 08 Capital Improvement Program budget. This project will upgrade our Supervisory Control and Data Acquisition (SCADA) network through design and implementation of an optimum network schema and replacement of outdated serial radios with Ethernet radios. The new Ethernet radios will provide room for future scalability and faster more secure data transfer from remote sites to the control centers. The project will be implemented in three phases: Phase I - Inventory and implementation plan development, Phase II - Installation and documentation and Phase III – Warranty and system maintenance. This award request will be for Phase I services only. Upon successful completion of Phase I services; Phase II and Phase III fees will be negotiated. Upon successful fee negotiations Phase II and Phase III will be included by amendment to contract.

The City requires the assistance of a qualified vendor to upgrade our SCADA radio network. This upgrade includes a change in the current SCADA network schema, a change in the radios from serial to Ethernet, network system and equipment documentation, and maintenance. The current radio network consists of a total of 51 sites, (47 remote and 4

CITY CLERK USE ONLY:

- o **Consent Agenda**
- o **Carry Over to Date:**_____
- o **Approved**
- o **Unfinished Business (Date heard previous:**_____**)**
- o **New Business**

ORD. #_____ **RES. #**
LCON# 00308 **LIC. #**
Action Date:

REV. 10/99

plants) spread over 128 square miles. The recent SCADA Master Plan identified the current system as deficient in delivering timely data transfer. Additionally the current system radios are no longer supported by the manufacturer. It is therefore critical to upgrade our radio network to a more robust network capable of providing secure and reliable data transfer to and from our remote site.

The solicitation was advertised in the Arizona Business Gazette as well as McGraw Hill Dodge, Bid Net, Bid Source and IMS and posted on the Materials Management web site. A total of eight (8) firms submitted proposals. DLT&V has been determined by an evaluation committee to be the most qualified vendor.

Staff recommends the City awards Phase I of a multi-phased contract with DLT&V for an amount not to exceed $29,927 for the Upgrade of the Data Network for Remote Utility Facilities.

City of Peoria, Arizona
Notice of Request for Proposal
for Professional Services

Request for Proposal No:	**P08-0035**	Proposal Due Date:	**October 31, 2007**
Services:	**SCADA network Upgrade for Remote Utility Facilities**	Proposal Time:	5:00 P.M. Arizona Time
		Purchasing Agent:	**Athena Bonner**
Project No:	Location: City of Peoria, Materials Management Mailing Address: 8314 West Cinnabar Street, Peoria, AZ 85345	Phone:	(623) 773-7115

In accordance with City of Peoria Procurement Code, competitive sealed proposals for the services specified will be received by the City of Peoria Materials Management at the specified location until the date and time cited above. Proposals shall be in the actual possession of the City of Peoria Materials Management on or prior to the exact date and time indicated above. Late proposals will not be considered, except as provided in the City of Peoria Procurement Code. ***Proposals shall be submitted in a sealed envelope with the Request for Proposal number and the offeror's name and address clearly indicated on the front of the envelope.*** All proposals shall be completed in ink or typewritten. Offerors are strongly encouraged to carefully read the ***entire*** Request for Proposal Package.

OFFER

To the City of Peoria: The undersigned, on behalf of the entity, firm, company, partnership, or other legal entity listed below, offers on its behalf to the City a proposal that contains all terms, conditions, specifications and amendments in the Notice of Request for Proposal issued by the City. Any exception to the terms contained in the Notice of Request for Proposal must be specifically indicated in writing and are subject to the approval of the City prior to acceptance. The signature below certifies your understanding and compliance with Paragraph 1 of the City of Peoria Standard Terms and Conditions (form COP 202) contained in the Request for Proposal package issued by the City.

For clarification of this offer contact:

Name: Brian D. Downing, P.E.

Telephone: 602.266.4658 Fax: 602.266.4953

DLT&V Systems Engineering, Inc.
Company Name

[redacted]
Authorized Signature for Offer

3550 N. Central Ave. Ste. 1900
Address

Brian D. Downing, P.E.
Printed Name

Phoenix AZ 85012
City State Zip Code

President and CEO
Title

ACCEPTANCE OF OFFER AND CONTRACT AWARD (For City of Peoria Use Only)

Your offer is accepted by the City, subject to approval of each written exception that your proposal contained. The contract consists of the following documents: 1.) Request for Proposal issued by the City; 2.) Your offer in Response to the City's Request for Proposal; and 3.) This written acceptance and contract award.

As the awarded professional service provider, you are now legally bound to provide the services listed by the attached award notice, based on the solicitation of proposals, including all terms, conditions, specifications, amendments and your offer as now accepted by the City. The professional service provider shall not commence any billable work or provide any services under this contract until the professional service provider receives an executed Purchase Order or a Notice to Proceed.

Attested by:

Mary Jo Kief, City Clerk

CC: 7C 011508

City Seal

Contract Number: L [redacted] 00308

Official File:

City of Peoria, Arizona. Effective Date:

Approved as to form:

Stephen M. Kemp, City Attorney

Contract Awarded Date

Terrence L. Ellis, City Manager