



CITY OF BANNING STAFF REPORT

TO: CITY COUNCIL

FROM: Douglas Schulze, City Manager

PREPARED BY: Art Vela, Public Works Director

MEETING DATE: June 25, 2024

SUBJECT: Consideration of Resolution 2024-100, Awarding a Professional Services Agreement for Supervisory Control and Data Acquisition System Maintenance and Advisory Services to Tetra Tech, Inc. in the amount of \$205,000

RECOMMENDATION:

Adopt Resolution 2024-100.

BACKGROUND:

The City of Banning owns and operates a water system and a sewer collections system. The water system includes twenty-two ground water wells, two booster stations, and twelve reservoirs across five pressure zones. The collections system currently has six sewer lift stations. To monitor and control these types of facilities, utilities typically rely on a telemetry system, referred to as a Supervisory Control and Data Acquisition (SCADA) system. Such a system uses sensors and programmable logic controllers to turn pumps on and off and to monitor flowrates, reservoir levels, and pressures. The user interface portion of the SCADA system typically includes graphics, trends, reports, and alarms to help operators make informed decisions about how to operate the systems.

As both the City and the City's water and wastewater system grows so does the need to have a consistent and reliable resource to assist the City in developing SCADA standards, identifying system enhancements including cybersecurity, developing maintenance plans and assisting the City with system maintenance and troubleshooting. The need for these support services resulted in the development of a Request for Proposals to solicit proposal from firms with the experience and qualifications to provide such services.

On February 9, 2024 the City released RFP 23-054, "SCADA Maintenance and Advisory Services" and closed the solicitation on March 22, 2024. As a result, the City received and evaluated three proposals with the following evaluation results:

| Consultant | Ranking |
|--------------------|---------|
| Tetra Tech, Inc. | 95 |
| Systems Integrated | 87 |
| ATSI | 85 |

Based on the rankings, staff is recommending award of a professional services agreement to Tetra Tech, Inc. in the amount of \$205,000 to complete the scope outlined in the RFP. Staff's intent is to have the scope of work completed within two years for the purpose of spreading the expense incurred over such

period rather than one year.

JUSTIFICATION:

The City has a current need for services related to managing the water and wastewater SCADA system from a qualified and experienced consultant to ensure that the SCADA system is reliable and secure.

As a result of soliciting, receiving and evaluating proposal, staff recommends that City Council award a Professional Services Agreement to Tetra Tech, Inc. a reputable and qualified firm with the highest ranking response to the City's RFP solicitation.

FISCAL IMPACT:

If approved, the Professional Services Agreement with Tetra Tech, Inc. would be for an amount “not-to-exceed” \$205,000. The required funding is available in the current fiscal year in following accounts:

Account No. 660-6300-471.33-11 (Water Fund: Professional Services): \$153,750

Account No. 680-8000-454.33-11 (Wastewater Fund: Professional Services): \$51,250

ALTERNATIVES:

Do not approve staff recommendation and/or provide alternative direction.

ATTACHMENTS:

1. [Resolution 2024-100, SCADA Services Tetra Tech.docx](#)
2. [Exhibit A - C01043 PSA - Tetra Tech - SCADA Maint adn Advisory Services.pdf](#)
3. [Tetra Tech Proposal.pdf](#)
4. [Tetra Tech Price Proposal.pdf](#)