

**CITY OF VAUGHAN**

**EXTRACT FROM COUNCIL MEETING MINUTES OF NOVEMBER 15, 2016**

Item 3, Report No. 38, of the Committee of the Whole, which was adopted without amendment by the Council of the City of Vaughan on November 15, 2016.

**3 AWARD OF RFP16-268 - DESIGN AND IMPLEMENTATION OF SUPERVISORY CONTROL  
AND DATA ACQUISITION (SCADA) SYSTEM**

The Committee of the Whole recommends:

- 1) That the recommendation contained in the following report of the City Manager and the Director of Environmental Services, dated November 1, 2016, be approved; and
- 2) That the following be approved in accordance with Communication C29, memorandum from the City Manager and the Director of Environmental Services dated November 1, 2016:
  1. That the contingency amount be \$ 25,630.28.

**Recommendation**

The City Manager and the Director of Environmental Services in consultation with the Director of Procurement Services and Director of Financial Services/Deputy City Treasurer, recommend:

1. That RFP16-268 Design and Implementation of Supervisory Control and Data Acquisition (SCADA) system for monitoring and control of water and wastewater facilities be awarded to Hatch Corporation the amount of \$ 366,146.81 and any applicable taxes;
2. That a contingency allowance in the amount of \$ 27,461.01 be approved within which the Deputy City Manager of Public Works or designate is authorized to approve amendments to the contract; and
3. That the City Clerk be authorized to sign the necessary documents.

**Contribution to Sustainability**

N/A

**Economic Impact**

Funding for this project in the amount of \$ 411,037 which includes a contingency allowance, administrative recovery and applicable taxes, can be accommodated within the approved capital Budget EV-2078-15 Design and Implementation of Supervisory Control and Data Acquisition (SCADA) system for monitoring and control of water and wastewater facilities. The financial impact is illustrated in the table below:

<b>RFP16-261</b>	<b>\$ 366, 146.81</b>
Contingency (7.5%)	\$ 27,461.01
HST (1.76%)	\$ 6,444.18
Administrative fee (3%)	\$ 10,984.40
<b>Total Cost</b>	<b>\$ 411, 036.40</b>
<u>Rounded</u>	<u>\$ 411, 037</u>
Approved Capital budget EV-2078-16	<b>\$ 412,000</b>
Balance Remaining	\$ 963

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A total contingency amount of 7.5% of the RFP price is requested and is covered within the approved Capital budget. This contingency allowance will be used to address any unforeseen work that may arise through the design phase component of this project. This component may require additional system components to be addressed to improve the functionality of the SCADA system.

#### **Communications Plan**

N/A

#### **Purpose**

The purpose of this report is to recommend that RFP16-268 Design and Implementation of Supervisory Control and Data Acquisition (SCADA) system for monitoring and control of water and wastewater facilities be awarded to Hatch Corporation.

#### **Background – Analysis and Options**

**Environmental Services operates a total of 13 “critical infrastructure” locations that comprise of sewage pumping stations and water booster stations**

Public Works is responsible for the operation and maintenance of 13 ‘critical infrastructure’ stations, summarized as: nine (9) wastewater pumping stations, one (1) diesel generator station, one (1) storm sewer pumping station and two (2) water booster stations. A brief overview of the purpose of this infrastructure is summarized below:

- Pumping Stations lift and pump wastewater from a lower elevation to a higher elevation and are typically installed where drainage by gravity is not possible
- Water Booster Stations supply an increase in water pressure, in areas where low or inadequate water pressure is available
- Camlaren Diesel Generator Station is used as an emergency power-supply (to supply the Camlaren and Sevilla Pump Stations) should the power grid fail. Most of the other stations have an on-site generator for back-up power

**Due to their very nature, any failure of this equipment requires immediate notification to Environmental Services staff so investigation and repairs can take place**

Failure to properly operate / maintain these stations exposes the City to significant liability and environmental risk. Pump failures, for example, could result in wastewater discharge into the environment and/or back-ups inside residential/commercial/industrial buildings. Booster Station failures would result in low water pressure for an affected area and the diminished water pressure would not meet the minimum water pressure requirements as required by the Ministry of Environment and Climate Change or Vaughan Fire and Rescue Services for fire suppression.

**This upgrade will enhance the existing alarm dialer system by providing improved reliability for remote monitoring resulting in operational efficiencies**

Based on the criticality of the above infrastructure, it is imperative that the City be knowledgeable when significant issues or failures occur at these locations, as the impact of a failure would be a threat to public health, safety or welfare. The work resulting from this RFP will augment the existing alarm dialer system/Process logic controller (PLC) system that is currently in place. The City will be planning to implement a SCADA system to provide the City with the ability to remotely monitor and control critical Environmental Services infrastructure.

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#### **Evaluation Process**

Request for Proposal (RFP) was released on July 28, 2016, with a closing date of September 22, 2016. The RFP was advertised on Bids and Tenders, Biddingo and OPBA websites. The RFP package provided details of the contract, including the evaluation criteria used in the assessment of competing proposal bids. Nineteen (19) Proposal Documents were picked up. Three (3) Addendums were issued to answer questions from the Proponents.

Submissions were received from the following Proponents:

1. CIMA Canada Inc.
2. DataSoft Software Solutions
3. WSP Canada Inc.
4. RTS Automation
5. Hatch Corporation
6. Cole Engineering Group Ltd.
7. Summa Engineering Limited
8. Eramosa Engineering Inc.

An Evaluation Committee comprised of staff from Environmental Services, Office of the Chief Information Officer facilitated by Purchasing Services carried out the evaluation process. The City's bid package provided details of the contract, including the following criteria to be used in the evaluation of competing proposal submissions:

<b>Evaluation Criteria</b>	<b>Weight</b>
i. Corporate Profile	5
ii. Corporate Project Experience	15
iii. Project Team	10
iv. Project Understanding	20
v. Proposal Fee	20
vi. IT Security Controls	5
vii. Quality of RFP Response	5
<b>Sub-total</b>	<b>80</b>
viii. Presentation, Interview Questions and Reference Checks	25
<b>Total</b>	<b>105</b>

The four top-scoring proponents were then further evaluated through a short-list interview process conducted by the Evaluation Committee and facilitated by the Procurement Services Department. Hatch Corporation was the highest scorer.

The selection process to retain consulting services to develop SCADA system is complete, and the recommended firm to carry out the contract is Hatch Corporation based on the Committee's evaluation of their proposal and interview.

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**Relationship to Term of Council Service Excellence Strategy Map (2015 – 2018)**

This tender award for Supervisory Control and Data Acquisition aligns with the following components of service excellence strategy map:

- Term of Council priorities – Continue to ensure the safety and well-being of citizens and invest, renew and manage infrastructure and assets.

**Regional Implications**

There are no regional implications as a result of this tender award.

**Conclusion**

The lead consultant Hatch Corporation is well qualified to fulfill the requirements of the contract, and therefore, it is recommended that Hatch Corporation be retained by the City to undertake consulting services to assist with the design and implementation of Supervisory Control and Data Acquisition (SCADA) system for monitoring and control of water and wastewater facilities to an upset limit not exceeding \$ 366,146.81 plus contingency allowance, applicable taxes and administration recovery.

**Attachments**

N/A

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