Operations Committee Meeting - August 5, 2020

1. Agenda Packet

   Documents:

   200805 AGENDA PACKET - POSTED 200731.PDF
Notice: Pursuant to Governor Newsom’s Executive Orders N-29-20 and 33-20, which in part, provide waivers to certain Brown Act provisions, meetings of the Board of Directors will be held by teleconference. There will be no physical location from which members of the public may participate. Instead, the public may listen and/or view the meeting proceedings and provide public comment and comments on agenda items by following these instructions:

To join via Zoom Webinar from a computer, tablet, or smartphone, click on the link below:
https://zoom.us/j/91458023440

To join this meeting via telephone, please dial:
1-669-900-6833 or 1-253-215-8782
Meeting ID: 914 5802 3440

If you are unable to access the meeting using this call-in information, please contact the Board Secretary at (619) 409-6703 for assistance.

To provide public comment on non-agenda items or to provide public comment on any item of the agenda:

Before the meeting:
- Go to www.sweetwater.org; click on the “HOW DO I…” at the top of the page; and then click on the “Public Comment” link in the Contact section.

OR
- Physically deposit your public comment in the Authority’s payment drop box located in the public parking lot at the Authority’s Administrative Office at 505 Garrett Avenue, Chula Vista.

OR
- Mail your comments to 505 Garrett Avenue, Chula Vista, CA 91910 [Attention: Public Comment].

All written public comment submissions must be received 1 hour in advance of the meeting and will be read aloud to the Board during the appropriate portion of the meeting with a reading limit of 3 minutes for each comment.
During the meeting:
The Chair will inquire prior to Board discussion if there are any comments from the public on each item.

- Via Zoom Webinar go to Participants List, hover over your name and click on “Raise Hand.” This will notify the moderator that you wish to speak during Oral Communication or during a specific item on the agenda.

- Via phone, you can raise your hand by pressing *9 to notify the moderator that you wish to speak during the current item.

Any person with a disability who requires a modification or accommodation in order to participate in a meeting should direct such request to the Board Secretary at (619) 409-6703 at least forty-eight (48) hours before the meeting, if possible. The above public comment procedures supersede any Authority standard public comment policies and procedures to the contrary.

1. CALL MEETING TO ORDER AND ROLL CALL

2. ITEMS TO BE ADDED, WITHDRAWN, OR REORDERED IN THE AGENDA.

3. PUBLIC COMMENT.
   Opportunity for members of the public to address the Committee. (Government Code Section 54954.3).

4. ACTION AGENDA.
   The following items on the Action Agenda call for discussion and action by the Committee. All items are placed on the Agenda so that the Committee may discuss and take action on the item if the Committee is so inclined, including items listed for information.

   Consideration of Award of Contracts for FY 2020-21 SCADA Design and Integration

5. DIRECTORS’ COMMENTS.
   Directors’ comments are comments by Directors concerning Authority business that may be of interest to the Board. Directors’ comments are placed on the Agenda to enable individual Board members to convey information to the Board and the Public. There is no discussion or action taken on comments made by Board members.

6. NEXT MEETING DATE: Wednesday, August 19, 2020 at 6:30 p.m.

7. ADJOURNMENT.

This agenda was posted at least seventy-two (72) hours before the meeting in a location freely accessible to the Public on the exterior bulletin board at the main entrance to the Authority’s office and it is also posted on the Authority’s website at www.sweetwater.org. No action may be taken on any item not appearing on the posted agenda, except as provided by California Government Code Section 54954.2. Any writings or documents provided to a majority of the members of the Sweetwater Authority Governing Board regarding any item on this agenda will be made available for public inspection at the Authority Administration Office, located at 505 Garrett Avenue, Chula Vista, CA 91910, during normal business hours. Upon request, this agenda will be made available in appropriate alternative formats to persons with disabilities, as required by Section 202 of the Americans with Disabilities Act of 1990. Any person with a disability who requires a modification or accommodation in order to participate in a meeting should direct such request to the Board Secretary at (619) 409-6703 at least forty-eight (48) hours before the meeting, if possible.

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TO:         Governing Board (Operations Committee)
FROM:       Management
DATE:        July 31, 2020
SUBJECT:    Consideration of Award of Contracts for FY 2020-21 SCADA Design and Integration

SUMMARY
Several projects are planned in FY 2020-21 which require Supervisory Control and Data Acquisition (SCADA) support, including annual Information Systems (IS) Department Support; SCADA System Risk and Resiliency Plan; SCADA Implementation and Controls Plan; completion of the Remote Terminal Unit (RTU) Evolution Program; integration of the City of San Diego's Direct Transfer Facility (DTF); and bidding/construction phase services for the Central-Wheeler Tank Project. Most of the capital projects in this list are multi-year projects and are well on their way to being completed. The work items related to SCADA projects are listed below and, pending Board approval, would be performed by the on-call SCADA Design Consultant and on-call SCADA Integrator. Initiation of the design of the National City Wells Iron and Manganese Removal System is also included in the FY 2020-21 Budget; since it is anticipated that this project may be assigned to a new SCADA Design Consultant due to the project duration, SCADA-related authorizations for this project are deferred to future Board action.

On January 22, 2020, the Governing Board authorized an extension of the contract for On-call SCADA Design Services (Timberline Engineering) to June 2021 (or when the last project assigned is complete if different than this date) to allow for completion of work already assigned to the consultant. The FY 2020-21 Strategic Plan Work Plan includes a task to select SCADA integrator(s) pursuant to the competitive selection process. The selection of an on-call SCADA integrator(s) for assistance after June 2021 will be brought to the Operations or Consultant Selection Committee in early 2021.

The total contract amounts with the on-call SCADA Design Consultant and on-call SCADA Integrator for the above-listed projects (both expense and capital) are included in the FY 2020-21 Budget and would be $280,000 and $671,200, respectively. All of the above contract amounts are within budget and no additional funding is required at this time. Also, as noted previously, this is the final year of the on-call contract for the SCADA Design Consultant and SCADA Integrator; both contracts are scheduled to be put out for competitive selection during this fiscal year.
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Expense Projects
The expense-related projects include monthly report enhancements; live testing of Microsoft updates, general support, change requests, a SCADA System Risk and Resiliency Plan, a SCADA Implementation and Controls Plan, and training sessions in addition to standard recurring annual maintenance activities.

Expense Budget Allocated in FY 2020-21 Budget for SCADA Consultant and SCADA Integrator $606,200
Less Annual General Support (Design Consultant) <$50,000>
Less SCADA Plan Update (Integrator) <$6,500>
Less Annual SCADA Change Requests (Integrator) <$130,550>
Less Report Analysis/Support and Updates (Integrator) <$26,200>
Less Annual SCADA Training (Integrator) <$13,300>
Less Annual On-call Support (Integrator) <$25,500>
Less Annual IS Support (Integrator) <$57,750>
Less Windows Server Update Servicers (Integrator) <$14,100>
Less SCADA System Risk and Resiliency Plan (Design Consultant) <$10,000>
Less SCADA System Risk and Resiliency Plan (Integrator) <$46,300>
Less SCADA Implementation and Controls Plan (Design Consultant) <$196,000>
Less SCADA Implementation and Controls Plan (Integrator) <$30,000>
Balance $0

Capital Projects
The Capital Projects include funding for completion of the Distribution System Remote Terminal Unit (RTU) Evolution Program as recommended in the Authority's SCADA System Master Plan 2016; including updates to the programmable logic controllers (PLCs) for the Urban Runoff Diversion System (URDS), and integration of the Authority’s control valve for the City of San Diego’s Direct Transfer Facility (DTF) into the SCADA system, and completion of the design and construction of the Central-Wheeler Tank Project.

Capital Budget Allocated in FY 2020-21 Budget for SCADA Consultant and SCADA Integrator $345,000
Less RTU Evolution Program Additional Scope (Integrator) <$74,000>
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Less RTU Evolution Program Additional Scope (Design Consultant)  <$24,000>
Less Spare Parts for RTU Equipment (Integrator)  <$34,000>
Less URDS PLC Upgrades (Integrator)  <$96,000>
Less Central-Wheeler Tank SCADA Integration Services (Integrator)  <$25,000>
Less Direct transfer Facility SCADA Integration Services (Integrator)  <$92,000>

Balance  $0

PAST BOARD ACTIONS

January 22, 2020 The Governing Board authorized an extension of the contract for On-call SCADA Design Services (Timberline Engineering) to June 2021 (or when the last project assigned is complete if different than this date) to allow for completion of work already assigned to the consultant and award a Task Order to Timberline for design and construction-related services on the City’s DTF in an amount not to exceed $144,804.

January 22, 2020 The Governing Board awarded an On-call SCADA System Integration Professional Services contract to Enterprise Automation, Irvine, CA, with an end date of June 2021 (or when the last project assigned is complete if different than this date).

December 10, 2014 The Governing Board approved a contract with Timberline Engineering (On-call SCADA Design Services) and Enterprise Automation (On-call SCADA Integration Professional Services) for a term of up to five years.

FISCAL IMPACT
The cost of the combined contracts is estimated to be $951,200 with funding included in the FY 2020-21 Budget.

POLICY
All purchases greater than $75,000 require approval by the Governing Board.

Strategic Plan Goal 1: Water Quality (WQ) - Provide high quality water that meets regulatory requirements.
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- Objective WQ5: Maintain and improve the Supervisory Control and Data Acquisition (SCADA) system for all treatment and distribution facilities as defined in the SCADA Master Plan
  - 001.00 Replace Remote Terminal Units in various Authority facilities
  - 002.02 Develop a SCADA Instrumentation and Controls Plan
  - 002.03 Develop a SCADA Risk and Resilience Plan

Strategic Plan Goal 2: System and Water Supply Reliability (SR) - Achieve an uninterrupted, long-term water supply through investment, maintenance, innovation and developing local water resources.

- Objective SR1: Implement the current Water Distribution Master Plan to include: pipeline replacements; new pipelines for capacity, reliability and redundancy; additional water storage capacity in deficient zones; and additional pumping capacity for Hydropneumatic Zones
  - 003.00 Prepare design, environmental document, advertise for bids, and construct new Central-Wheeler Tank (Bond funded)

ALTERNATIVES
1. Award the following contracts: $280,000 for SCADA Design to Timberline Engineering, Albuquerque, NM; and $671,200 for SCADA Integration to Enterprise Automation, Irvine, CA, for the FY 2020-21 System Control and Data Acquisition (SCADA) Expense and Capital Projects.

2. Other direction as determined by the Governing Board.

STAFF RECOMMENDATION
Award the following contracts: $280,000 for SCADA Design to Timberline Engineering, Albuquerque, NM; and $671,200 for SCADA Integration to Enterprise Automation, Irvine, CA, for the FY 2020-21 System Control and Data Acquisition (SCADA) Expense and Capital Projects.

ATTACHMENT
Historical Cost Information for SCADA Consultants
Historical Cost Information for SCADA Consultants

Includes both Capital and Annual Expense/Maintenance Projects

*Does not include SCADA-related authorizations for the National City Wells Iron and Manganese Removal System ($50,000 for the SCADA Integrator & $120,000 for the SCADA Design Consultant).