



# TOWN OF ERIE

645 Holbrook Street  
Erie, CO 80516

## Town Council

**Board Meeting Date: 3/24/2020**

**File #: 20-179, Version: 1**

### **SUBJECT: CONSENT**

A Resolution of the Board of Trustees of the Town of Erie Approving an Agreement for Services with Browns Hill Engineering and Controls for Supervisory Control and Data Acquisition (SCADA) and Controls

**DEPARTMENT: Public Works**

**PRESENTER: Todd Fessenden, Public Works Director**

**TIME ESTIMATE: N/A**

### **FISCAL SUMMARY:**

Cost as Recommended:	Not to Exceed \$75,000
Balance Available:	\$51,102 and \$25,602
Budget Line Item Number:	500-70-100-560100 & 510-70-110-560100
New Appropriation Required:	No

### **STAFF RECOMMENDATION:**

Resolution to approve said agreement, authorizing the appropriate Town Officer to execute said agreement, and authorize staff to expend funds.

### **SUMMARY AND BACKGROUND OF SUBJECT MATTER:**

Background:

Supervisory Controls and Data Acquisition (SCADA) and Controls are the critical infrastructure network which controls and operates the water and wastewater treatment facilities and integrated distribution and collection systems. Contractors who provide such support are specialized in programming industrial controls, maintaining diverse communications systems and troubleshooting low and medium voltage circuits. Maintaining and repairing such systems is imperative to public health and safety, and is a skill set typically not held in-house by a Town of our size. The Town has up until now employed a firm with one staff member, and recently determined that redundancy and broader services were needed.

Staff posted a Request for Qualifications on the Town's website on February 4, 2020, and then followed this schedule for selection:

Request for Qualification issued	February 04, 2020
Qualifications due	February 21, 2020
Contractor selected	March 10, 2020

The Town received three submittals. Three staff evaluated the proposals based on the factors listed below.

Based on averaging the evaluators' scores, Browns Hill scored the highest. Accordingly, staff has been determined Browns Hill is the best overall contractor for the SCADA and Controls services based on the following factors:

- Qualifications of the company
- Past experience
- An understanding of the goals, concept, and critical issues

Fiscal Impact:

The Town is already contracting these services, there is no new fiscal impact.

**ATTACHMENTS:**

1. Resolution
2. Agreement