

WEBER BASIN WATER CONSERVANCY DISTRICT
REQUEST FOR PROPOSALS (RFP)
FOR
PROFESSIONAL PLC PROGRAMING / SCADA SERVICES
FOR
WEBER BASIN WATER CONSERVANCY DISTRICT FACILITIES

ISSUE DATE: January 25, 2019

ISSUED BY: Weber Basin Water Conservancy District

PROPOSALS DUE: 2:00 PM Mountain Time, February 15, 2019

NUMBER OF COPIES REQUIRED: Three (3)

DELIVERY ADDRESS: Weber Basin Water Conservancy District
2837 East Highway 193
Layton, UT 84040

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REQUEST FOR PROPOSALS (RFP)
FOR
PROFESSIONAL PLC PROGRAMING / SCADA SERVICES FOR
WEBER BASIN WATER CONSERVANCY DISTRICT FACILITIES**

Purpose of RFP

The District is requesting the professional services of a qualified and knowledgeable professional Integration Firms to assist District Employees in the process of SCADA Automation and Controls Integration on a one-year contract with up to four one-year renewals.

The District now intends to enter into an agreement with a qualified and knowledgeable professional Integration firm with Contract Standard Terms and Conditions for the completion of the scope of work detailed in the request for proposal.

Background Information

What is Weber Basin Water Conservancy District? Weber Basin Water Conservancy District is a political subdivision of the State of Utah and has the regional water supply responsibilities for Davis, Weber, Morgan, Summit, and Box Elder counties. The District wholesales water to and develops additional supplies for cities, districts, and companies within those counties. Those agencies in turn distribute and retail to their respective customers. Within the District's boundaries, there are over 670,000 and 2,500 square miles of land. The District is unique in that it provides many categories of water including drinking water, agricultural water, urban secondary water, industrial water, and replacement water. Weber Basin delivers approximately 225,000 acre-feet of water annually: 87,000 acre-feet for municipal and industrial uses and 138,000 acre-feet for irrigation, which includes secondary pressure irrigation systems. The District is governed by a nine-member Board of Trustees.

History. The original Weber Basin Project was constructed by the Bureau of Reclamation from 1952 through 1969 and includes canals, power plants, irrigation and drainage systems, and six major reservoirs on the Ogden and Weber rivers. Three of the six reservoirs – Wanship, Lost Creek, and East Canyon along with the non-District Echo Reservoir – regulate the flow of the Weber River before it emerges from its mountain watershed to the Wasatch Front. Causey and Pineview reservoirs regulate the flow of the Ogden River before it emerges from its watershed and joins the Weber River. Willard Bay, the largest reservoir, is an off-stream project that stores water from the lower reaches of both the Ogden and Weber rivers for uses and exchanges on the Wasatch Front. Subsequent to the original Project, the District constructed a seventh dam, Smith and Morehouse, on the upper reach of the Weber River in Summit County.

The complex transmission system that was constructed as part of the Project includes facilities such as Gateway Canal and Tunnel, the Weber and Davis aqueducts, Ogden Valley Canal and Diversion Dam, Slaterville Diversion Dam, and Stoddard Diversion Dam as well as dozens of secondary reservoirs and many miles of canals, pipelines, and other laterals. Hydropower stations located at Causey Dam, Wanship Dam, and Gateway Canal generate power for District consumption and excess power sales.

Scope of Work

Purposes of this Service Agreement is to provide services that prepare the District for disaster recovery from a SCADA computer crash. When or if the crash happens, the provider shall provide immediate response and minimal downtime. The District's disaster recovery software is NovaStor Image Backup.

A second purpose of the Service Agreement is to maintain the latest degree of SCADA technology for each SCADA computer, fiber optic switch, Proficy IFix SCADA software, Proficy IIHistorian software data gathering, and system alarming. Regular implementation of software updates and maintenance on the SCADA system will allow for better service response time and enhance end-user performance.

The final purpose of the Service Agreement is for the provider to program minor program changes to SCADA screens, charts, PLC programs, historical data, alarm notification, etc., that enhance operator productivity, improve user friendliness, and efficient equipment operation. The overall goal for this part of the service is for the District's employees to provide input as to system operation needs and to be able to respond to those needs in a timely fashion.

SCADA Support Needs

- Full backups of Windows 10, Windows 7 Professional operating systems, SCADA software and data for SCADA nodes "Server", "Davis No", "Radio", "Dev1", "Dev2", "Chlorine", "Filter", "Centrifuge", "Weber So1", "Davis So", "Weber So2".
- 24X7 emergency disaster recovery on-site technical support for SCADA system
- 24X7 emergency operations phone technical support
- SCADA Computer preventive maintenance, physical cleaning, defragmentation, optimization, virus scanning, folder cleanup.
- Verify security of applications.
- Fiber optic backbone preventive maintenance, firmware upgrades, physical cleaning, save and verify switch configurations.
- Apply SCADA updates and new releases for Intellution iFix Proficy HMI Software, historical data and alarming software.

- Operational program changes to screens, charts, plc programs, etc. that enhance operator productivity.

Contents of Proposal

The District requires all proposals to be submitted in **two clearly marked, separately sealed envelopes**. The first document shall be submitted in an envelope clearly marked "Proposal for SCADA Services" and will include responder information and requested qualification criteria as outlined in items B and C below and shall be no more than ten (10) 8 ½ x 11-inch pages in length. Resumes of key team members may be attached to the proposal and will not count toward the page limit specified. The second document shall be submitted in an envelope clearly marked "Cost Information for SCADA Services Proposal" and will be the Cost Proposal, described in item D below, and shall be no more than two (2) 8 ½ x 11-inch pages in length. The font size shall not be smaller than size 11 on both documents.

Proposals shall be submitted following these guidelines:

A. Submission Time, Place and Manner

3 printed copies of the Proposal Documents and Cost Proposal, must be received on or before February 15, 2019 at 2:00 PM (MDT). Documents may be hand submitted or mailed to the following address:

Gary Allen
 Weber Basin Water Conservancy District
 2837 E Hwy 193
 Layton, UT 84041

Late Submission: Proposals received after February 17, 2019 at 2:00 PM (MDT) will not be considered. Any mailed proposal received after that date and time will not be considered, irrespective of the date of mailing or any other factor.

B. Responder Information

The first page of the proposal should include:

Title: "Proposal to provide SCADA Services"
 Responder information: Firm Name / RFP Contact Person
 Address
 Telephone
 E-mail

C. Response Criteria

The proposal should address the following:

1. Experience of Integration Firms Technician to Assist District Employees:

Qualifications and expertise:

- Provide a brief description of your firm including ownership, volume of business, number of employees, and number of years in business.
- Explain how your firm meets the District's needs including:
 - Expertise and experience of the Company pertinent to the needs of the District, including special technical capabilities and equipment.
 - Programing experience with Allen Bradley Micro Logix, and Control Logix PLC's.
 - Whether or not you have an Integrator Service Agreement with Allen Bradley.
 - Experience in programing with Koyo Direct 205 Logic PLC's
 - Knowledge and experience of PLC Programing of Water Treatment Plant Facility's, Culinary and Irrigation Pump Stations, Culinary Well's, and Regulating Stations, On a individual basis.
 - Knowledge and experience of Proficy IFix Software Ver.5.0 and greater, including Proficy Historian Ver. 4.0 and greater.
 - Any other pertinent information that may be beneficial to the District.
- Support team:
 - Describe the team that would service the District relationship, specifying the individual who will be the lead partner.
 - Describe the expertise, experience, and education of each team member.

2. Past performance:

Provide at least three (3) references from recent clients and projects, must include projects during the last year.

3. Standard Agreement:

Provide a standard contract, including terms and conditions, which your firm uses for service agreements. Agreement must include one 8-hour day each month for assisting Districts employees. The District may opt to combine days into consecutive day if needed to complete a project.

D. Cost Proposal (Separate Document)

In a separate document entitled "Cost Proposal", include all information on cost for SCADA services and any related items for which the responder may charge. A proposal may be deemed to be nonresponsive if any cost information is included in any portion of the proposal response other than in the "Cost Proposal" document. Please include the following:

1. Annual cost of agreement including the one 8-hour day each month.
2. Hourly Rates:
 - Hourly Rate for services
 - Hourly Rate if additional hours needed
 - Off Time Hourly Rate:
 - Over Time Hourly Rate:
3. Third-Party Parts/Supplies: include markup price or percentage of any and all third-party supplies, parts, software, software updates, etc. that are not included in the Service Agreement.

Evaluation

An evaluation and selection committee will meet to consider all responsive proposals submitted and rank the proposals based on the criteria stated below. If a responder is eliminated during the evaluation process, the firm will be notified in writing.

Evaluation categories are assigned a maximum number of points for evaluation purposes, with a maximum cumulative total of 100 points. Cost proposals will be retained by the District and will be evaluated only after the basic proposals have been evaluated and ranked. The proposals will be evaluated based on the following factors:

	Criteria	Score (0 - 5) *	Weight	Maximum Points
1	Demonstrated qualifications and ability to provide SCADA services:			
	Qualifications and expertise	5	X 8	40
	Support team	5	X 3	15
2	Responsiveness of work plan Clearly written proposal which indicates an understanding of the key issues, clearly defines deliverables, and the responder's ability to meet the demands of SCADA and PLC programming services, as they arise.	5	x 1	5
3	Past Performance Demonstrated experience (i.e. proven track record). Positive references indicating successful past performance.	5	x 3	15

4	Cost Proposal - based on formula below.	5	x 5	25
Total Maximum Score Available				100

The proposal with the lowest cost will receive the maximum points available. All other proposals will receive points determined by the ratio for the lowest proposal's cost to each other proposal's cost with the points being rounded down to the nearest whole number. The ratio is calculated as follows: the maximum points available for the cost category, multiplied by lowest proposed price/proposal price.

Contract

A contract will be awarded (pending successful contract negotiations) to the responder whose proposal is the most advantageous to the District, taking into consideration price and other evaluation factors described in this RFP.

In accordance with Utah Procurement Code, the District reserves the right to award the contract to a technically qualified lower-cost responder that scored lower than the highest scoring responder if, based on a cost benefit analysis required by the Utah Procurement Code, the highest scoring responder will not provide the best value offered to the District.

In accordance with District policies, the contract awarded may be renewed each year for a total contract award of five (5) years.

Best and Final Offers

In accordance with Utah Code Ann. § 63G-6a-707.5, the evaluation committee may request best and final offers from responsible offerors who have submitted responsive proposals that meet the minimum qualifications, evaluation criteria, or applicable score thresholds identified in this RFP, if:

1. no single proposal addresses all the specifications stated in the request for proposals;
2. all or a significant number of the proposals are ambiguous on a material point and the evaluation committee requires further clarification in order to conduct a fair evaluation of proposals;
3. the evaluation committee needs additional information from all offerors to complete the evaluation of proposals;
4. the differences between proposals in one or more material aspects are too slight to allow the evaluation committee to distinguish between proposals;

5. all cost proposals are too high or over budget; or
6. another reason exists supporting a request for best and final offers, as provided in established rules.

Best and final offers will then be evaluated and scored by the evaluation committee in accordance with the evaluation criteria and procedures stated in this RFP.