



CITY OF TARPON SPRINGS, FL

Procurement Services

324 East Pine Street
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MEMORANDUM

TO: Honorable Mayor and Board of Commissioners

THRU: Jay Jackus, CPPO, CPPB, NIGP-CPP, Procurement Services Director

FROM: Janina Lewis, CPPO, NIGP-CPP, Senior Procurement Analyst *JL*

DATE: 04/27/2021

SUBJECT: Increase File No. 180089-P-RS, Supervisory Control and Data Acquisition (SCADA) System Programming, Preventative Maintenance, and Repair

RECOMMENDATION:

Increase File No. 180089-P-RS, Supervisory Control and Data Acquisition (SCADA) System Programming, Preventative Maintenance, and Repair with McKim & Creed, Inc. from an annual not to exceed amount of \$90,000.00, to \$165,000.00, an annual increase of \$75,000.00, for the period of April 28, 2021 through May 31, 2023. Purchase Orders will only be issued against approved budgets.

BACKGROUND:

On May 5, 2018, the Board awarded the contract to McKim and Creed, Inc. The purpose of this contract is for preventative maintenance, and repairs, including subsystems such as electrical, instrumentation, and secured communications as they relate to the utilities' systems located at various facilities throughout the City. The increase is needed to implement several new projects requiring security updates that are within the scope of the agreement (see attached memo).

Pursuant to Chapter 281.301, Florida Statutes, information relating to security systems for any property owned or leased to the state or any of its political subdivisions is confidential and exempt from public access or disclosure.

FUNDING: 402-4603536-2900, Wastewater
402-4305-536-2900, Wastewater Treatment

Accepted by: _____
City Manager

Attest: _____
City Clerk



Paul Smith
Public Services Director

Public Services Department

Memorandum

Date: April 12, 2021
To: Jay Jackus, Procurement Services Director
Through: Paul Smith, Public Services Director
From: Raymond Page, Utilities Superintendent

PS

Subject: Authorize expenditure to purchase professional services from McKim & Creed.

Recommendation

Extend the authorization for the purchase of professional services from McKim & Creed for utility instrumentation and electrical engineering annually from \$90,000 to \$165,000 for the term of the contract period.

Background

The City of Tarpon Springs water and wastewater utilities utilize instrumentation and electrical engineering services for its operations. Maintaining an ongoing professional services contract with McKim & Creed ensures that professional support is available to maintain existing software, integrate new components, troubleshoot problems, and provide other needed updates over time.

This fiscal year, the City has implemented several new projects that have required these services. Through April 7, 2021, the City has expended \$82,310.66 of the existing spending authorization. To complete upcoming work and provide normal ongoing services through the end of the current authorization, the City will require an annual authorization increase to \$165,000.

Funding

Funds are available in the water and sewer enterprise fund in Wastewater account 402-4603-536.2900 and Water Treatment Plant account 402-4305-536.2900.