



# City of LaSalle

La Salle County, Illinois

City Offices - 745 Second Street - La Salle, Illinois 61301-2599

Bus: 815-223-3755

Fax: 815-223-9508

www.lasalle-il.gov



May 5, 2016

## CITY OF LASALLE, ILLINOIS REQUEST FOR QUALIFICATIONS (RFQ) FOR SUPERVISORY CONTROL AND DATA ACQUISITION (SCADA) SERVICES

QUALIFICATIONS MAY BE MAILED OR DELIVERED IN PERSON TO:  
LASALLE CITY CLERK  
745 SECOND STREET  
LASALLE, IL 61301-2599

QUALIFICATIONS MUST BE RECEIVED BY 4:00 P.M.  
ON THE DATE INDICATED BELOW:  
JUNE 10, 2016

### INSTRUCTIONS TO RESPONDENTS:

The City of LaSalle invites qualified equipment vendors, manufacturers and systems integrators to submit qualifications to provide a replacement Supervisory Control and Data Acquisition (SCADA) system including software, programming, specialized equipment and integration support for the City's potable water utility.

Qualifications will be received by the City Clerk until 4:00 p.m. on Friday, June 10, 2016.

Envelopes containing the submittals, including one (1) original and six (6) signed copies, must be sealed and addressed to City of LaSalle, 745 Second Street, LaSalle, Illinois 61301 Attention: Carrie Brown, and must be marked "RFQ - Supervisory Control and Data Acquisition (SCADA) Services". The envelope must show the respondent's name and address.

Submittals will not be opened publicly but will be available for public inspection. Any submittal received after the established closing date and time will not be accepted and will be returned to the respondent unopened.

### PREPARATION OF SUBMITTALS AND SELECTION PROCESS:

*Responses should be submitted in the following format and should not exceed 20 pages in length:*

1. Cover letter of introduction.
2. Respondent's approach and understanding of this project including detailing the proposed equipment and programming/software, as well as the potential pitfalls often encountered while replacing an existing SCADA system. Respondent should also include an approximate timelines for the integration of the new SCADA system.

Jeff Grove  
Mayor  
City Office: 815-223-3755

Carrie Brown  
City Clerk  
815-223-0077

Donald J. Aleksy  
Economic Development Director  
815-488-4442

Brian D. Brown, PE  
City Engineer  
815-223-7041

Jeff Bumgarner  
Superintendent of Public Works  
815-223-6344

Joanne M. Milby  
Comptroller  
815-223-4586

Attorney: James McPhedran of  
Anthony Raccuglia & Associates  
815-223-0230

Rob Uranich  
Chief of Police  
815-223-2131

Andy Bacidore  
Fire Chief  
815-223-0834

Virginia Kochanowski  
City Treasurer  
815-223-3755

Chris Covert  
Building Inspector  
815-223-2980

3. Respondent's experience in SCADA Services. Qualifications and experience of staff proposed to work on the proposed SCADA design. Statement of availability of key staff members.
4. Details and information on the system controls, hardware, equipment and software package proposed for the City of LaSalle.
5. References of at least three previous clients for whom respondent has provided similar services in the last 5 years.

*Selection Criteria:*

The following criteria, listed in order of importance, will be used to evaluate each respondent:

1. Demonstrated understanding of the required services and project approach. (25%)
2. Project Examples of similar scope and system size. (25%)
3. References, Key Personnel Qualifications and Availability. (20%)
4. Demonstrated availability and capacity for timely completion of the work, taking into consideration the company's current and projected workload and professional and support manpower. (10%)
5. Familiarity and experience with City of LaSalle Potable Water Systems. (10%)
6. Information on final billing on comparable projects. (5%)
7. The best interests of the City of LaSalle. (5%)

Following receipt of the submittals by all respondents, it is anticipated that the City of LaSalle may shortlist two to three companies and conduct interviews in advance of final selection. In the event of final selection, the final decision on any respondent's selection shall be made by the City Council in an open meeting of the City Council of the City of LaSalle.

The City of LaSalle also respectfully reserves the right to reject any and all proposals.

**PROJECT DESCRIPTION**

The City of LaSalle (population 9600) owns and operates a municipal potable water system, which includes one (1) water treatment plant, four (4) elevated storage tanks, two remote (2) pump stations and six (6) water wells. The system currently utilizes an outdated and unreliable SCADA system for the monitoring and controlling of the system. The City has decided to advance the complete replacement of the existing hardware and software with a packaged, turnkey SCADA system. The replacement SCADA and remote communication systems should be:

- Easy to implement and operate;
- Contain modules for real-time monitoring of the WTP and remote facilities;
- Full control over operating equipment including the ability to turn on/off pumps, motors and other equipment;
- Provide alarm, alert and report features;
- Transmit notifications and alerts via mobile, SMS, and email;
- Use current, proven technology that is easy to expand and upgrade.

## **ANTICIPATED PROJECT SCOPE**

Working with the City of LaSalle and their consulting engineer, the selected equipment vendor, manufacturer and/or systems integrator is anticipated to provide the following:

- Developing the general approach and high-level architecture of the SCADA system
- Selecting the packaged SCADA software platform and remote communications systems
- Identify the needed system components
- Preparing a project completion and phasing schedule
- Preparing an estimate of anticipated construction costs

Upon completion of the above scope, the selected equipment vendor, manufacturer and/or systems integrator is anticipated to provide the following:

- Provide the identified SCADA equipment, software and hardware
- Prepare the installation specifications for competitive bidding
- Installation oversight, programming and integration/startup support

## **FEE STRUCTURE**

The City of LaSalle intends to procure the equipment for this project through a sole source contract. The vendor selected through this RFQ process will provide all equipment, systems, software and hardware necessary to complete the project. All fees associated with the scope of work described herein shall be incorporated into the contract for the procurement of the equipment.

## **PROJECT CONTACT:**

Mr. Jeff Bumgarner - Superintendent of Public Works  
City of LaSalle  
745 Second St.  
LaSalle, IL 61301  
(815) 223-6344  
j.bumgarner@lasalle-il.gov