



FINANCE COMMITTEE
Monday, April 8, 2024 4:30 PM
Administration Conference Room, City Hall

- 1. Call to Order**
- 2. Financial Updates**
- 3. Action Items**
 - A. Approve the minutes for the March 25, 2024, meeting
 - B. Approve a resolution to accept the updated Platte County Emergency Operations Plan (Administration/Police)
 - C. Approve a professional services agreement and work authorization with Micro-Comm to replace the supervisory control and data acquisition (SCADA) system at the Wastewater Treatment Facility (Public Works)
- 4. Non-Action Items**
- 5. Unfinished Business (postponed from prior meetings)**
- 6. Other Business**
- 7. Adjourn**



Finance Committee Meeting
Monday, March 25, 2024 4:30 PM
Administration Conference Room, City Hall

Minutes

1. Call to Order

Chair Wylie called the meeting to order at 4:30 p.m. A quorum was present.

Members Present: Chair Douglas Wylie, Vice Chair Bob Bennett and Dean Katerndahl

City Staff Present: City Administrator Alexa Barton, Deputy City Administrator/Finance Director Bryan Kidney (*via videoconference*), Assistant City Administrator Jeffery Rhodes, Police Chief Kevin Chrisman (*via videoconference*), Public Works Director Dan Harper, Community Development Director Stephen Lachky (*via videoconference*), Parks & Recreation Director Brittanie Propes, Deputy City Clerk/Finance Specialist Karla Shewell and City Clerk Melissa McChesney

Others Present: Scott Bingham and Austin Massoth, BBN Architects

2. Financial Updates

3. Action Items

A. Approve the minutes for the March 11, 2024, meeting

Bob Bennett moved to approve the minutes for the March 11, 2024, meeting. Dean Katerndahl seconded; motion passed 3-0.

B. Amend the 2023 final year-end operating budget

City Administrator Alexa Barton stated that an amendment to the 2023 budget was only needed in the Sewer Services Fund.

Bennett moved to recommend that the Board of Aldermen adopt an ordinance to approve the 2023 final year-end operating budget amendment for the Sewer Service Fund. Katerndahl seconded; motion passed 3-0.

C. Approve the purchase of a Kubota track loader for the Parks and Recreation Department

Parks and Recreation Director Brittanie Propes said the Capital Improvement Program included \$37,000 in 2024 and \$37,000 in 2025 to lease a track loader. Staff compared the lease to purchasing the track loader and determined it was more cost effective to purchase a track loader through Sourcewell.

Bennett moved to recommend that the Board of Aldermen approve the purchase, instead of lease, of a Kubota track loader in the amount of \$63,628. Katerndahl seconded; motion passed 3-0.

D. **Approve Work Authorization No. 16 with BBN Architects for the final design and construction documents for the farmers market building**

Parks and Recreation Director Brittanie Propes said that staff worked with BBN Architects for the design of the new farmers market structure and they were ready to move forward with the final design and construction documents. She noted a work session would be scheduled to review the final design before the project was put out to bid.

Scott Bingham and Austin Massoth, BBN Architects, said they could attend a work session in May.

City Administrator Alexa Barton said the proposed design was for a building similar to the prior structure, but would also include alternates for additional items, with estimated costs, that could be added in the future.

Discussion focused on an L-shaped addition that could be discussed with a structural engineering during the design phase to determine what it could look like and a joint work session with the Community Land and Recreation Board that was scheduled for April 30.

4. Non-Action Items

A. **Review the unaudited financial statements for 2023**

Deputy City Administrator/Finance Director Bryan Kidney said the report included the 2022 audited and 2023 unaudited numbers and added that the numbers would likely change.

5. Unfinished Business (postponed from prior meetings)

6. Other Business

7. Adjourn

Chair Wylie adjourned the meeting at 4:56 p.m.

Submitted by:

Melissa McChesney
City Clerk

Approval Date

ITEM 3.B.

For 4/8/2024

Board of Aldermen - Finance Committee Meeting

CITY OF PARKVILLE

Policy Report

Date: April 3, 2024

Prepared By:

Melissa McChesney, City Clerk

Reviewed By:

Alexa Barton, City Administrator

ISSUE:

Approve a resolution to accept the updated Platte County Emergency Operations Plan (Administration/Police)

BACKGROUND:

The City adopted the Platte County Emergency Operations Plan on January 16, 2005, via Ordinance No. 2176. The design of the Plan was to promote the coordination of statewide emergency services and the use of available resources to minimize the effects of a major disaster. It can assist local government officials in responding to and recovering from disasters. By adopting the Plan, the City accepts the responsibility to follow the Plan and its provisions.

STRATEGIC GOAL(S):

- Operational Excellence
- Public Safety

BUDGET IMPACT:

There is not an impact on the budget with this item.

ALTERNATIVES:

1. Approve the resolution accepting the updated Plan.
2. Approve the item, subject to changes.
3. Do not approve the item.
4. Postpone the item.

STAFF RECOMMENDATION:

Staff recommends recommending that the Board of Aldermen approve the resolution accepting the updated Platte County Emergency Operations Plan.

POLICY:

The City, in conjunction with Platte County Emergency Management and the State Emergency Management Agency, developed an emergency operations plan. The Plan will become official for the City when the promulgation statement is signed by the Mayor and Aldermen and attested by the City Clerk.

SUGGESTED MOTION:

I move to recommend that the Board of Aldermen approve a resolution accepting the updated Platte County Emergency Operations Plan.

ATTACHMENTS:

1. Draft Resolution
2. Promulgation Statement



***CITY OF PARKVILLE, MO.
RESOLUTION No. 24-007***

**A RESOLUTION ACCEPTING THE UPDATED PLATTE COUNTY EMERGENCY
OPERATIONS PLAN**

WHEREAS, the City of Parkville adopted the Platte County Emergency Operations Plan by Ordinance No. 2176 on January 18, 2005; and

WHEREAS, City acknowledges the importance of an effective emergency operations plan that is updated annually to promote the coordination of local and statewide emergency services and the use of available resources to minimize the effects of a major disaster (natural or otherwise) on life and property of the citizens of Missouri; and

NOW, THEREFORE, BE IT RESOLVED that the Parkville City Officials listed on the attached Promulgation Statement are hereby directed to sign said statement, indicating the City's acceptance of the updated Platte County Emergency Operations Plan and the City's acceptance of responsibility to follow said plan and its provisions.

IN TESTIMONY WHEREOF, I have hereunto set my hand, in the City of Parkville this 16th day of April 2024.

Mayor Dean Katerndahl

ATTESTED:

City Clerk Melissa McChesney



PROMULGATION STATEMENT CITY OF PARKVILLE

Officials of The City of Parkville, in conjunction with the Platte County Emergency Management and the State Emergency Management Agency, have developed an emergency operations plan that will enhance their emergency response capability. This document is the result of that effort.

The design of the plan is to promote the coordination of statewide emergency services and the use of available resources to minimize the effects of a major disaster (natural or otherwise) on life and property of the citizens of Missouri. It also incorporates the principles and processes of the National Incident Management System (NIMS) and the Incident Command System (ICS) adopted by Platte County, order 2018-CO-054 on April 2, 2018.

This plan, properly used and updated annually, can assist local government officials in responding to and recovering from the effects of natural and man-made disasters. By adopting this plan, the city agrees to accept the responsibility to follow this plan and its provisions. The city agrees to assign job responsibilities as appropriate and to use the forms, formats, and charts provided in this plan. The city is free to add any additional operational guidelines and supplementary materials to their portion of the plan. However, these additional guidelines and supplements developed by the city shall not override the Platte County Emergency Operations Plan. Any additional operational guidelines or supplements developed by the city are for internal use only.

This plan and its' provisions will become official when it has been signed and dated below by the concurring government officials.

Mayor
City of Parkville

Date

Emergency Management Director
City of Parkville

Date

Board Member
City of Parkville

Date

Board Member
City of Parkville

Date

Board Member
City of Parkville

Date

Board Member
City of Parkville

Date

Board Member
City of Parkville

Date

Board Member
City of Parkville

Date

Board Member
City of Parkville

Date

Board Member
City of Parkville

Date

City Clerk
City of Parkville

Date

CITY OF PARKVILLE

Policy Report

Date: April 3, 2024

Prepared By:

Daniel Harper, Public Works Director

Reviewed By:

Alexa Barton, City Administrator

ISSUE:

Approve a professional services agreement and work authorization with Micro-Comm to replace the supervisory control and data acquisition (SCADA) system at the Wastewater Treatment Facility (Public Works)

BACKGROUND:

The City currently operates a computerized system to monitor and control the operation at the waste water treatment facility (WWTF). This system, called Supervisory Control and Data Acquisition (SCADA), operates through a series of sensors that are located on key features at the WWTF, such as the various valves, pipes, clarifiers, aeration basins, etc. This collected data is transmitted to a local computer that has a software package that has been tailored to the WWTF. Operators of the system use this control panel to gain real-time information about how the plant is operating and control different mechanisms that allow the plant to function.

Most modern wastewater facilities operate on a SCADA system, which became the standard around 50 years ago. Parkville's system was originally installed in 2005 by Micro-Comm and improvements and updates were completed in 2010. Since that time, the system has continued to be used and has reached the end of its functional life. The system now requires regular restarts from operators and runs on an operating system that is no longer supported for future updates. There is no longer a realistic approach to correcting the current system and, with newer technologies in existence, the system is ready for replacement.

This agreement is for Micro-Comm to provide professional services to the City. This service involves evaluating our current setup, identifying staff needs, and designing a system that will meet those needs and bring stability to the control systems. In addition, this agreement requires two years of ongoing support and staff training as we migrate to the new system. Included as part of this item is also the first work authorization, which covers the original proposed amount. Additional work authorizations will be issued for the other services.

Micro-Comm was selected from a set of three proposals that were submitted to the City to conduct this work. After a team of three from the City evaluated the proposals, Micro-Comm was determined to provide the lowest and best proposal, as well as the best fit for the needs of the City.

Proposals were evaluated on multiple factors including: Quality of Proposal, Industry Experience, Software Pkg., Remote Accessibility, Size of Company/Depth, Parkville Familiarity, Local Project Experience, Pricing.

Bid Pricing:

Micro-Comm, Inc., \$81,940
R.E. Pedrotti Co., Inc. \$87,680
Integrated Controls Inc. \$102,000

STRATEGIC GOAL(S):

- Infrastructure and Public Facilities

BUDGET IMPACT:

This project was estimated at \$65,000 during the Capital Improvement Program (CIP) planning and budget process and is part of the \$137,000 that was budgeted in FY 2024 for Sewer Plant Improvements. The proposal was estimated at \$81,940. To balance this change, other projects within the Sewer CIP may be reduced in scope or the existing balance on the Sewer Fund may be drawn down this year and balanced in future year's CIP projects in order to provide this essential need.

ALTERNATIVES:

1. Approve the agreement and work authorization with Micro-Comm to replace the SCADA system at the sewer plant.
2. Approve the item, subject to changes.
3. Do not approve the item.
4. Postpone the item.

STAFF RECOMMENDATION:

Staff recommends the approval of a professional services agreement and work authorization with Micro-Comm for the professional services agreement for the WWTF Controls Integration Services at the proposed rates.

POLICY:

The Purchasing Policy, Resolution No. 23-016, requires Board of Aldermen approval for all purchases above \$50,000, upon recommendation of the Finance Committee.

SUGGESTED MOTION:

I move to recommend that the Board of Aldermen approve a professional services agreement and work authorization with Micro-Comm for the wastewater treatment facility controls integration service, for the approved unit rates, in the amount of \$81,940.

ATTACHMENTS:

1. Agreement
2. Work Authorization No. 1
3. Proposal
4. Rates Sheet
5. Scoring Review

WWTF CONTROLS INTEGRATION SERVICES – 2024 PROFESSIONAL SERVICES AGREEMENT

THIS SERVICE AGREEMENT, entered into on this 16th day of April 2024, by and between the CITY OF PARKVILLE, MISSOURI (“City”) and MICRO-COMM (“Service Provider”).

WHEREAS, the City periodically requires programming and controls integration services and assistance, and such services arise on an irregular basis; and

WHEREAS, the City has budgeted funds to contract for programming and controls integration services as necessary to meet the City’s periodic needs; and

WHEREAS, Service Provider has the necessary staff and qualifications to provide such on-call control integration services to the City; and

WHEREAS, Service Provider was chosen through a qualifications-based selection process and has demonstrated the necessary expertise, experience, and personnel to complete the Project.

NOW THEREFORE, IN CONSIDERATION of the mutual covenants and agreements set forth herein, the parties mutually agree as follows:

I. SCOPE OF SERVICES

- A. The term “Services” when used in this Agreement shall mean any and all on-call controls integration services and assistance provided by the Service Provider in accordance with this Agreement.
- B. Service Provider agrees to perform and complete the following Services.
 - i. When notified by the Public Works Director and/or City Administrator, or their designees, either verbally or in writing, meet with City staff to discuss controls integration service needs and work tasks that arise. Meetings will occur via telephone or in person at a location of mutual convenience such as Parkville City Hall. If requested by City staff, briefly investigate situations or problems and advise City on a recommended course of action to resolve.
 - ii. If a definable scope and work product can be identified and described in writing, Service Provider will prepare a Work Authorization Form (WA Form) using the template labeled as Exhibit A, attached hereto and incorporated by reference, which shall contain a written list of work tasks and an estimated number of hours and other expenses to complete the Services.
 - iii. Once approved by City in writing, Service Provider will complete the services set forth in the WA Form. Unless amended in writing by City, Service Provider’s estimate of hours and price shall not be exceeded.
 - iv. City and Service Provider understand that the intent of this Contract is for Service Provider to provide the majority of services under an executed WA Form.
 - v. The City reserves the right to direct revision of the Services at the City’s discretion. Service Provider shall advise the City of additional costs and time delays, if any, in

performing the revision, before Service Provider performs the revised services. If conditions arise which constitute a change in scope to a WA Form, Service Provider will bring this situation to the attention of City staff as soon as possible, and if mutually acceptable the scope of work and the WA Form will be revised. Service Provider is not eligible for compensation for changes in scope unless approved in writing through a revision to the WA Form.

- C. Service Provider shall provide Additional Services under this Agreement only upon written request of the City and only to the extent defined and required by the City. Any additional services or materials provided by the Service Provider without the City's prior written consent shall be at the Service Provider's own risk, cost, and expense, and Service Provider shall not make a claim for compensation from the City for such work.

II. STANDARD OF CARE

- A. Service Provider shall exercise the same degree of care, skill, and diligence in the performance of all Services to the City that is ordinarily possessed and exercised by reasonable, prudent, and experienced professionals under similar circumstances.
- B. Service Provider represents it has all necessary licenses, permits, knowledge, and certifications required to perform the Services described herein.

III. COMPENSATION

- A. As consideration for providing the Services, the City shall pay Service Provider as follows:
 - a. Services will be billed at the rate included in the Exhibit B.
 - b. Unless, expressly approved, Service Provider is not entitled to reimbursement for miscellaneous expenses including but not limited to travel, transportation, postage, without prior written approval from the City.
 - c. Service Provider is not entitled to hourly compensation for work that is not associated with the direct provision of Services, such as overhead tasks including preparing WA Forms and submitting invoices.
 - d. Hourly service rate shall be in 15-minute increments.
- B. Service Provider shall submit an itemized invoice to the City on the first day of each month that details the hours spent on Services with descriptions of the work performed in the previous month immediately prior. The City agrees to pay the balance of an approved invoice, or undisputed portions of a disputed invoice, within 30 days of the date of receipt by the City. In the event of a dispute, and prior to the invoice's due date, City shall pay the undisputed portion of the invoice and notify Service Provider of the nature of the dispute regarding the balance.
- C. Service Provider shall maintain accounts and records, including personnel, property, and financial records, adequate to identify and account for all costs pertaining to the Agreement and such other records as may be deemed necessary by the City to assure proper accounting for all funds. These records will be made available for audit purposes to the City or any

authorized representative, and will be retained for three years after the expiration of this Agreement unless permission to destroy them is granted by the City.

IV. SCHEDULE

- A. Unless otherwise directed by the City, Service Provider shall commence performance of the Services upon execution of this Agreement.
- B. Services shall be completed within the schedule documented in each WA Form.
- C. Neither the City nor the Service Provider shall be in default of the Agreement for delays in performance caused by circumstances beyond the reasonable control of the non-performing party.
- D. If Service Provider's performance is delayed due to delays caused by the City, Service Provider shall have no claim against the City for damages or payment adjustment other than an extension of time to perform the Services.

V. LIABILITY AND INDEMNIFICATION

- A. Service Provider shall indemnify, defend and hold harmless the City and its departments, elected officials, officers, employees and agents, from and against all liability, suits, actions, proceedings, judgments, claims, losses, damages, and injuries (including attorneys' fees and other expenses of litigation, arbitration, mediation or appeal), which in whole or in part arise out of or have been connected with Service Providers' negligence, error, omission, recklessness, or wrongful or criminal conduct in the performance of Services, including performance by Service Provider's employees and agents; or arising from any claim for libel, slander, defamation, copyright infringement, invasion of privacy, piracy and/or plagiarism related to any materials related to materials Service Provider creates or supplies to the City, except to the extent that such claims arise from materials created or supplied by the City.
- B. Service Provider's obligation to indemnify and hold harmless shall remain in effect and shall be binding on Service Provider whether such injury shall accrue, or may be discovered, before or after termination of this Agreement.

VI. INSURANCE

- A. The Service Provider shall secure and maintain, at its expense, through the duration of this Agreement Commercial General Liability Insurance on an occurrence basis with minimum limits of \$1,000,000 per occurrence and \$1,000,000 aggregate coverage. Service Provider shall also secure and maintain Worker's Compensation and Employer's Liability Insurance, when

applicable, at the limits required by state and/or federal law. The City will only accept coverage from an insurance carrier that offers proof that it :

- a. Is licensed to do business in the State of Missouri;
 - b. Carries a Best's policy holder rating of A or better; and
 - c. Carries at least a Class X financial rating.
- B. Service Provider shall furnish the City with a Certificate of Insurance on a standard ACORD form, indicating types of insurance, policy numbers, dates of commencement and expiration of policies and carriers. Service Provider shall cause the City to be included as an Additional Insured, and shall require its insurer to provide the City with at least 30 days advance notice of cancellation. Service Provider shall deliver to the City a copy of an Additional Insured Endorsement, using ISO Additional Insured Endorsement (CG 20 10), edition date 11/85, or an equivalent (e.g., CG 20 10, edition date 10/93, plus CG 20 37, edition date 04/13 or other carrier form) and a Notice of Cancellation Endorsement, using CNA form G-140327-B (Ed. 07/11), Travelers Form IL T4 00 (12/09) or other equivalent carrier forms. A copy of the Notice of Cancellation Endorsement and Additional Insured Endorsement must be furnished to the City prior to commencement of any services on City property.

VII. ASSIGNMENT OF AND RESPONSIBILITY FOR PERSONNEL

- A. Service Provider's assignment of personnel to perform the Services shall be subject to the City's oversight and general guidance. The City reserves the right to request qualifications and/or reject service from any and all employees of the Service Provider.
- B. While upon City premises, the Service Provider's employees and agents shall be subject to the City's rules and regulations respecting its property and the conduct of employees thereon.

VIII. OWNERSHIP OF WORK PRODUCT

Service Provider agrees that any documents, materials and work products produced in whole or in part through it under this Agreement, any intellectual property rights of Service Provider therein (collectively the "Works") are intended to be owned by the City. Accordingly, Service Provider hereby assigns to the City all of its right title and interest in and to such Works.

IX. RELATIONSHIP OF THE PARTIES

- A. Service Provider represents that it has, or will secure at Service Provider's own expense, all personnel required in performing the Services under this Agreement. Such personnel shall not be employees of or have any contractual relationship with the City.
- B. All of the Services required hereunder will be performed by the Service Provider or under Service Provider's supervision, and all personnel engaged in the work shall be fully qualified and shall be authorized or permitted under State and Local law to perform such services.
- C. None of the work or services covered by this Agreement shall be subcontracted without the prior written approval of the City. Any work or services subcontracted hereunder shall be

specified by written contract or agreement and shall be subject to each provision of this Agreement.

X. NOTICES

- A. All notices required by this Agreement shall be in writing, and unless otherwise directed by this Agreement, shall be sent to the addresses as set forth in this Section:
- B. Notices sent by Service Provider shall be sent to:
 - City of Parkville
 - Attn: City Administrator
 - 8880 Clark Ave.
 - Parkville, MO 64152
- C. Notices sent by the City shall be sent to:
 - Micro-Comm, Inc.
 - 15895 S. Pflumm Rd.
 - Olathe, KS 66062
 - 913-390-4500

XI. TERM AND TERMINATION

- A. The effective date of this Agreement shall be the date of execution, when the Agreement is signed by both parties.
- B. The term of this Agreement shall 24 months from the date of execution. At the conclusion of the term, the City may decide to renew the Agreement for an additional 12 months, allow the agreement to elapse, or enter into a new agreement with Service Provider.
- C. Notwithstanding Article XI, Paragraph B, the City reserves the right and may elect to terminate this Agreement at any time, with or without cause, by giving at least ten (10) days written notice to the Service Provider. The City shall compensate Service Provider for the Services that have been completed to the City's satisfaction as of the date of termination. Service Provider shall perform no activities other than reasonable wrap-up activities after receipt of notice of termination.

XII. MISCELLANEOUS PROVISIONS

- A. Governing Law. This Agreement shall be governed and construed in accordance with the laws of the State of Missouri.
- B. Assignability. Service Provider shall not assign any interest on this Agreement, and shall not transfer any interest in the same (whether by assignment or invitation), without the prior written consent of the City thereto. Provided, however, that the claims for money by Service Provider from the City under this Agreement may be assigned to a bank, trust company, or other financial institution without such approval. Written notice of any such assignment or transfer shall be furnished promptly to the City.
- C. Media Announcements. Service Provider shall not be authorized to make statements to the media or otherwise on behalf of the City without express direction and consent of the City.

- D. Compliance with Local Laws. Service provider shall comply with all applicable laws, ordinances, and codes of the State and local governments, and shall save the City harmless with respect to any damages arising from any tort done in performing any of the work embraced by this Agreement.
- E. Equal Employment Opportunity. During the performance of this Agreement, Service Provider agrees as follows:
- i. Service Provider will not discriminate against any employee or applicant for employment because of race, creed, color, national origin, religion, or sex. Service Provider will take affirmative action to ensure that applicants are employed, and that employees are treated during employment, without regard to their race, creed, color, national origin, religion, or sex. Such action shall include, but not be limited to, employment, upgrading, demotion, or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship.
 - ii. Service Provider will, in all solicitation or advertisements for employees placed by or on behalf of Professional, state that all qualified applicants will receive consideration for employment without regard to race, creed, color, national origin, religion, or sex.
 - iii. Service Provider will cause the foregoing provisions to be inserted in all subcontracts for any work covered by this Agreement so that provisions will be binding upon each subcontractor, provided that the foregoing provisions shall not apply to contracts or subcontracts for standard commercial supplies or raw materials.
- F. Authorized Employees. Service Provider acknowledges that Section 285.530, RSMo, prohibits any business entity or employer from knowingly employing, hiring for employment, or continuing to employ an unauthorized alien to perform work within the State of Missouri. Service Provider therefore covenants that it will not knowingly be in violation of subsection 1 of Section 285.530, RSMo, and that it will not knowingly employ, hire for employment, or continue to employ any unauthorized aliens to perform Services related to this Agreement, and that its employees are lawfully to work in the United States.
- G. Interest of Members of a City. No member of the governing body of the City and no other officer, employee, or agent of the City who exercises any functions or responsibilities in connection with the planning and carrying out of this Agreement, shall have any personal financial interest, direct or indirect, in this Agreement, and Service Provider shall take appropriate steps to assure compliance.
- H. Interest of Service Provider and Employees. Service Provider covenants that he/she presently has no interest and shall not acquire interest, direct or indirect, in the scope of work associated with this Agreement or any other interest which would conflict in any manner or degree with the performance of his/her services hereunder. Service Provider further covenants that in the performance of this Agreement, no person having any such interest shall be employed.
- I. Entire Agreement. This Agreement represents the entire Agreement and understanding between the parties, and this Agreement supersedes any prior negotiations, proposals, or

agreements. Unless otherwise provided in this Agreement, any amendment to this Agreement shall be in writing and shall be signed by the City and Service Provider, and attached hereto.

- J. Severability. If any part, term or provision of this Agreement, or any attachments or amendments hereto, is declared invalid, void, or enforceable, all remaining parts, terms, and provisions shall remain in full force and effect.
- K. Waiver. The failure of either party to require performance of this Agreement shall not affect such party's right to enforce the same. A waiver by either party of any provision of breach of this Agreement shall be in writing. A written waiver shall not affect the waiving party's rights with respect to any other provision or breach.
- L. Third Parties. The Services to be performed by the Service Provider are intended solely for the benefit for the City. Nothing contained herein shall create a contractual relationship with, or any rights in favor of, any person or entity not a signatory to this Agreement.

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be duly executed as of the date first above written.

CITY OF PARKVILLE, MISSOURI

By: _____

Dean Katerndahl, Mayor

ATTEST:

Melissa McChesney, City Clerk

MICRO-COMM, INC.

By: _____

Name of Vendor Principal
Principal

EXHIBIT A – Work Authorization

City of Parkville
Department of Public Works

Preparation date:

Project/Work Description/Purpose:

--

Primary Tasks: (List task and hours):

Total: _____

Estimated Consultant Fee: _____ hrs. @ \$ _____ /hr. **Budget:**

Budget / CIP: _____

Schedule:

Estimated Completion Date: _____

Project Deadlines: _____

Authorization:

City Administrator: _____

Date: _____



WA # 1

Work Authorization 1

City of Parkville
Department of Public Works

Preparation date:

April 16, 2024

To:

Micro-Comm, Inc.
15895 S. Pflumm Rd.
Olathe, KS 66062

General Scope of Work Description/Project:

Project Title: Replacement of the proposed existing SCADA components

Description: Replacement of the existing SCADA components.

Detailed Scope and Pricing included in the Attached Proposal.

Not to Exceed \$81,940

Primary Tasks: (List task and hours):

Not to Exceed: \$81,940

Project Start Date:

Estimated Completion Date:

Budget Account Code:

Schedule:

Name/Title: _____

Signature: _____

Company: Micro-Comm, Inc. _____

Date: _____

City Authorization:

☐ Department Head: _____

Date: _____

☐ City Administrator: _____☐ Mayor (if applicable): _____

March 6th, 2024

To: Dan Harper
City of Parkville
8880 Clark Ave
Parkville, MO 64152

Proposal For:
SCADA System Upgrade & Evaluation

Quote: MCQ24022

Estimator:
Jeremy Martens
Micro-Comm, Inc.

Dan,

Thank you for the opportunity to respond to your “Request for Qualifications”. This proposal is specific to solving your need for upgrading and evaluating your SCADA system. For all parties reviewing this proposal, I would like to introduce myself. My name is Jeremy Martens and I have worked under three generations of the family owned “Micro-Comm, Inc.” (MC) business. I have been employed by MC, since 2002. I spent the first 12 years as a Project Manager and the last 8 as a Senior Project Manager. The last couple of years I have been transitioning into more of a Sales Engineer position along with mentoring some of our younger Project Managers. I was actually the Project Manager for the 2010 Parkville WWTP project.

Micro-Comm has a large client base in the Midwest and we are based in Olathe, KS. I wanted to give a brief company profile of Micro-Comm for those who are not familiar. It is included with this proposal.

Micro-Comm has developed their hardware and software for over 40 years, including four generations of PLC/software product design. Keeping in mind, the whole system has been designed to be serviced by the “end user”, A.K.A. water and wastewater district personnel.

Micro-Comm’s approach is simple. Offer a robust and powerful product that can accommodate all customer’s needs, but also a system that the rural water or small municipality operators can maintain themselves. We pride ourselves for always being available to help customers even long after the system has been started up. Our excellent service has built a loyal clientele with hundreds of highly satisfied customers who keep coming back.

The fundamental approach is simple:

- Supply a system that the rural water or small municipality operators can maintain themselves.
- Offer free phone support and remote diagnostics, at no additional cost to the end user.
- Micro-Comm will support the end-user with phone support and diagnostics.
- If the problem cannot be solved via phone and replacement parts, Micro-Comm will dispatch a factory technician to resolve the problem. The end user does not pay for replacement parts or on-site service for the warranty period.

SCADAview CSX is our very own human-machine interface (HMI) software package. It allows the user to monitor the operation of a SCADA system, adjust parameters such as set-points and HOAs, view trend graphs and generate reports based on historical information and use this in custom spreadsheets and reports.

SCADAview was first developed in 1986 as an MS-DOS based application. Today it is a cross-platform application with versions available for Windows, macOS and Linux. SCADAview CSX targets each of these operating systems with platform-native code for superior performance and compatibility. Note: SCADAview CSX does not require JAVA, Active X controls or any other special or platform dependent prerequisites that can later become an installation moving-target.

We are pleased to provide the following “Scope of Supply”. This proposal includes all materials and labor for implementing your upgraded SCADA system that has been evaluated on a site visit previously. This proposal includes upgrading PLC1 and PLC2, HMI screens, HMI computer and adding a panel mount computer to the Main PLC cabinet. We have also included SCADAview CSX for the HMI software. It is a very robust product that is a seamless transition from Allen-Bradley RS view. It is designed to communicate fluidly with Allen-Bradley PLCs as well. There are no annual license fees and free updates for the life of the product. You will also have built in redundancy with the Main PLC cabinet screen. Also any future WWTP work or expansions can be tied into the SCADAview CSX software without additional costs to upgrade the software.

Additionally, we have included labor for the following tasks:

- Meeting with City staff and interviewing operations personnel to reach consensus on performance expectations, functionality and system preferences.
- New programming for the system to perform the functions desired by the City.
- Testing the system functionality by testing/proving all inputs and outputs.
- Performing initial training of City operations personnel.
- Performing on-call services for support over the remainder of the contract.
- Assessing the feasibility of adding off-site I/O points to the SCADA system.

Please review the required work/materials that will be supplied by Micro-Comm and the interface to the existing equipment-devices. Please contact myself if you should have any questions or need additional clarification on the proposed Micro-Comm scope of work.

Company Profile – General Information



Our 27,00 Sqft Facility

The Company

Micro-Comm manufactures hardware, creates software, integrates 3rd party products, and provides full system design and integration services to meet the needs of rural water districts, small municipal water, and wastewater utilities. Our solutions are marketed directly and through sales representatives located throughout the United States.

Micro-Comm operates as an OEM and as a Systems Integrator, focusing on base components manufactured by select companies: Allen Bradley, Rockwell Automation, Micro-Comm, Microwave Data Systems (MDS), 4RF and Motorola. The overall SCADA designs and components are implemented with high priority given to the service technicians and water/wastewater operator's requirements.

Micro-Comm headquarters are specially designed for the production, testing and project management in development water & wastewater SCADA systems. The Facility is dedicated to manufacturing, panel assembly, factory, training, and project engineering.

Micro-Comm employs professionals with degrees in electrical engineering, computer science and digital technology. Due to our extensive water/wastewater experience, we thoroughly understand pump hydraulics, valve controls and variable speed pumping. The staff currently numbers more than 50 employees, many have been with the company for several years.

Thirteen professional project managers and our system expansion team will handle between 100-125 projects worth an average of \$8-10 Million per year. Approximately 30-40 of the yearly projects are new clients and/or new systems.

Micro-Comm Advantage to the City of Parkville

Micro-Comm has been providing control solutions solely to water and wastewater industry for forty years. Our experience and commitment to the water and wastewater industry is unmatched. Our main goal is to provide the best product(s) to solve the system application. That product may be a Micro-Comm manufactured product, a third-party marketed product, or a combination of both. Every system is different, but all water and wastewater typically have similar challenges. Since we focus solely on the water/wastewater industry our knowledge of distribution systems, collection systems, pumping systems, hydraulics, valves, tanks, disinfection systems and treatment systems is extensive.

Micro-Comm prides itself on the retention and satisfaction of their long-term clients. Many customers still operate and maintain 1980's vintage hardware in their 2010-2024 updated SCADA systems today. Micro-Comm strives to not obsolete a customer, even though several components have been obsoleted over the years. We take great pride in making our first/original clients our latest clients.

When Micro-Comm provides a turnkey solution, that utilizes Micro-Comm and/or third-party products, it is delivered with a Micro-Comm Warranty Parts and Labor Warranty, including coverage for any lightning and surge damage. This warranty is based around technical phone support and next-day air shipping of replacement products, at no charge to the city. This puts the burden of the first three years of maintenance and reliability expenses directly on Micro-Comm.

Micro-Comm's vast number of customers reside in the water and/or wastewater industry or an industry requiring water/wastewater control. Our customers range from large multi-million-dollar systems to a few thousand-dollar system that monitors a tank level and controls a remote pump house. The average size projects average around a hundred-thousand-dollars, the majority are rural water systems and small municipal water systems.

Project Experience Micro-Comm Systems

Experience/References:

Micro-Comm's vast number of customers reside in the water and/or wastewater industry or an industry requiring water/wastewater control. We maintain a small number of clients that reside in the golf course and mining industry.

Micro-Comm has performed multiple water and wastewater SCADA systems. The following clients have water and wastewater systems similar to what Micro-Comm is proposing for the Parkville, MO WWTP SCADA system.

Select Customer References:

1. Lake City Army Ammunition Plant WTP

101 N Lake City Buckner Rd
Buckner, MO 64016

Chad Krummel, Chief Operator/Supervisor
816-654-3963

Micro-Comm Water Distribution and WTP SCADA System

Project Summary:

This project is very similar to De Soto's WTP project. The SCADA network is almost identical. In 2019, Micro-Comm installed a SCADA system incorporating (2) server racks, (1) Filter AB PLC, (1) HSP AB PLC, (1) Chem Feed AB PLC and a Well AB PLC. The system communicates via a fiber ring and uses SCADAview CSX as the HMI software.

2. North Kansas City, MO WTP

1852 Burlington
North Kansas City, MO 64116

Danny Matthys, Chief Operator
816-214-7189

Micro-Comm Water Treatment SCADA System

Project Summary:

In 2020 Micro-Comm installed a SCADA system including (1) server rack, (1) Electrical Room PLC, (1) CL2 Building PLC and (5) Well PLCs. The system communicates via a fiber network. Plant personnel utilize (4) SCADAview CSX workstations and (4) SCADAview CSX touchscreen HMIs to interface with the control system.

3. Johnson City, TN WTP & WWTP

203 Dalewood Dr
Johnson City, TN 37601

Dan Baker, Manager
423-914-5955

Micro-Comm Water Treatment Plant & Wastewater Treatment Plant SCADA System via fiber and radio communication.

Project Summary:

In 2020 Micro-Comm installed a SCADA system including (19) AB PLCs, (5) HMI computers, (2) HMI servers and (55) RTU units.

4. Rathbun Regional Water, IA

203 Dalewood Dr
Johnson City, TN 37601

Dan Baker, Manager
423-914-5955

Two Micro-Comm Water Treatment Plant SCADA Systems via fiber and radio communication.

Project Summary:

In 2023 Micro-Comm upgraded both Water Treatment Plant SCADA systems. The upgrade consists of (2) server rack upgrades, (14) AB PLC upgrades and evaluation of entire control network.

Key Project Personnel – Parkville, MO WWTP

Project Team:

After project award, a dedicated Micro-Comm Project Manager will be assigned to the project. All inquiries, scheduling, ordering, assembly, programming, testing, installation, startup, training and final documentation are all the responsibilities of the Project Manager. That Project Manager will utilize the additional members on the Project Management Team for technical support and assistance.

Sales Team:

Jeremy Martens; Micro-Comm, Inc. Olathe KS.
Micro-Comm Factory Sales Representative.

Project Management Team:

(Main contact after award)

Lead Project Manager.

Alan Durham; Micro-Comm, Inc Olathe KS.

Senior Project Manager

Bert Griggs; Micro-Comm, Inc. Olathe KS.

Allen Bradley/Rockwell Automation solutions provider.

Rich White; Micro-Comm, Inc. Olathe KS.

SCADAviewCSX HMI software solutions provider.

Larry Sonsthagen; Micro-Comm, Inc. Olathe KS.

IT network solutions provider.

Installation/Startup Team

Assigned Project Manager; Micro-Comm, Inc. Olathe KS.

The assigned PM will be responsible for all aspects of the SCADA system startup. His role includes factory programming, factory testing, field programming, field testing, debugging and proper deployment of the overall SCADA network. Additionally, the assigned PM will provide all documentation training of the new SCADA system.

Project Support Team

Mark Stockton, Micro-Comm Service Department Manager, Olathe KS.

Mark is the Micro-Comm Service Department Manager. Mark manages eight full time service technicians fully trained on the support of all products Micro-Comm integrates.

The Micro-Comm Team Description

Rich White, P.E., Head Software Engineer

Rich is one of those people who is totally at ease with computers and the languages they speak. So, he's perfectly suited for his job developing, testing, and installing software to integrate components and drive the functions for water and wastewater control systems. He's at home with Macintosh and Microsoft, and equally adept at converting one to the other. A licensed programmer and official Beta tester for Mac and Microsoft, Rich has been responsible for several innovations at Micro-Comm since he joined the company in 1990. He has a bachelor's degree in computer engineering from the University of Kansas.

Jeremy Martens, Sales Engineer

A graduate of DeVry University, Jeremy is another wizard when it comes to integrating complex systems. A Senior Project Manager with Micro-Comm from 2002-2020, Jeremy has worked on just about every type of system you might imagine, so he brings a wealth of expertise to the Sales team for the integration of water and wastewater control systems for our clients. He is especially capable when facing systems with components from multiple manufacturers. Unlike some companies's sales staff who need coaching with technical information. Jeremy is an engineer with real world experience working on water and wastewater controls.

Alan Durham, P.E., Senior Project Manager

Alan learns quickly, and he understands how things work. That's what led him to pursue a degree from Kansas State University of computer engineering and obtained his PE in 2006. And it's what makes him a perfect fit for his position as project manager for Micro-Comm. He's adept at figuring out the causes—and solution—to system problems quickly, so he's a natural at helping water and wastewater clients address the complex issues they face every day.

Bert Griggs, Senior Project Manager

A variety of clients benefit from the electronics knowledge Bert brings to Micro-Comm. His innate talent, plus a bachelor's degree in electronics engineering technology from Pittsburg State University, with an emphasis on controls, has positioned him well to manage projects for Micro-Comm clients since 1998. His abilities are reflected in his internship with the National Aeronautics and Space Administration (NASA), during which he led a 30-month project designing and implement a control system.

MICRO-COMM SCOPE OF SUPPLY

1. PLC-1 Screen, Aeration Basin & Aerobic Digester L32E replacement with L33ER

Micro-Comm will replace the existing L32E (750KB) PLC processor with the current L33ER (2MB) model. The I/O modules will remain. This includes all labor for installing the new processor and converting the program to the L33ER unit.

2. PLC-2 Clarifier, Future UV & Aerobic Digester L32E replacement with L33ER

Micro-Comm will replace the existing L32E (750KB) PLC processor with the current L33ER (2MB) model. The I/O modules will remain. This includes all labor for installing the new processor and converting the program to the L33ER unit.

3. Main PLC Cabinet Industrial Touchscreen Computer

Micro-Comm will replace the existing HMI panel screen with a new Industrial Touchscreen Computer. This unit will be a Client of the SCADA Server and will be back-up server if the Main SCADA computer fails. This includes all labor for installing the new HMI touchscreen in the door of the Main PLC panel.

4. SCADA Server – Desktop Computer System with SCADAview CSX HMI Software

Micro-Comm will supply a new Windows desktop computer running SCADAview CSX. The upgrade will provide SCADAview CSX for control and monitoring and include graphics, tabular listing, trending and custom report generation. Micro-Comm will work with the customer to create custom graphic screens to fit the system.

Computer equipment to include:

- (1) SCADAview CSX HMI software
- (1) Tosibox Remote access
- (1) Team Viewer Remote software
- (1) Dell Optiplex PC (16GB Ram, 1TB SSD, Windows 10)
- (2) 24" Color Monitor (2 per computer)
- (1) UPS
- (1) External hard drive for back-up
- (1) Software installation, configuration and testing
- (1) **Three Year Parts and Labor Warranty on Computer System Hardware**

5. SCADAdial for Windows text/phone alarm notification option with configuration

Analog phone lines and analog modems have become very hard to deal with and supply is limited. The solution for this is an internet gateway to SMS text and voice text to speech option using SCADAdial and the Twilio application. This replaces the analog phone line and modem used in the past. The SMS text and voice call would come from a regular phone number. This allows you to create custom ringtones for SCADAdial alarms. Micro-Comm will configure SCADAdial and Twilio application internet gateway to SMS text and voice text to speech alarm notifications. Included is a 1 year subscription to the Twilio service. The cost is \$350 annually after that.

6. SCADAweb for Windows remote SCADA viewing option with configuration

This is an option to host a SCADA webpage for remote viewing and /or control of the WWTP. Micro-Comm will configure SCADAweb to meet the customers needs. Customer responsible for providing High Speed/DSL Internet connection. Requires a Static IP address be provided by the owners ISP.

7. SCADA System Functionality testing

Micro-Comm will test the system functionality by testing/proving all inputs and outputs. This might require the assistance of City operations personnel or electrician.

8. SCADA System Training

Micro-Comm will provide SCADA training for City operations personnel. This includes, but not limited to five half-day sessions, to be followed by weekly visits for a month, and then monthly visits for 3 months.

Micro-Comm Project Management, Programming and Start-up Services.

The following items are included in this proposal.

- A. This proposal includes on-site meeting(s) for coordination with Parkville operations personnel. This includes evaluating performance expectations, functionality and system preferences.
- B. Micro-Comm Engineering/Programming Labor. Micro-Comm will evaluate the existing PLC programs and HMI set-ups. The new PLCs and HMIs will be fully programmed to match the existing control system and incorporate any modifications requested by the operations personnel. Micro-Comm will also fully set-up and test the system at our facility to minimize the field time for start-up.
- C. Micro-Comm Project Manager Start-up Labor. Micro-Comm will supply a factory project manager to be onsite to implement and test all of the proposed hardware and required software. This includes all travel and lodging expenses.
- D. Micro-Comm will coordinate with the City operations personnel on the best transition schedule. This will be spread out over multiple trips to make sure the transition goes smooth.
- E. Micro-Comm will inspect and assess the existing plant control system for additional recommended hardware upgrades.
- F. Micro-Comm will assess the feasibility of adding off-site I/O points to the SCADA system and providing options and estimated hardware and software costs.
- G. Submittals and O&Ms Manuals.
- H. 3 Year parts and labor warranty on Allen-Bradley PLC Hardware provided.
- I. 3 Year parts and labor warranty on Dell Computer Hardware.

Clarifications, Disclosures and Acknowledgements.

- A. Micro-Comm acknowledges the City's desire that the WWTP control system modifications and initial training will be complete by October 1, 2024.
- B. Micro-Comm does not have any professional or personal financial interest which could be a possible conflict of interest in contracting with the City.
- C. Micro-Comm does not have any current or unresolved litigations, arbitrations or mediations in progress.
- D. Micro-Comm has reviewed the Compliance with Professional Services Agreement and complies with its terms.

PRICING - CONTRACT INFORMATION:

Proposal – Replacement of the proposed existing SCADA components.

PLC 1 Processor Upgrade:	<u>\$ 5,458.00</u>
PLC 2 Processor Upgrade:	<u>\$ 5,458.00</u>
Main PLC Cabinet Industrial Touchscreen/Computer:	<u>\$ 10,725.00</u>
SCADA Server Desktop Computer w/SCADAview CSX:	<u>\$ 30,375.00</u>
SCADA dial text/phone alarm notification:	<u>\$ 1,655.00</u>
SCADA web remote access monitoring:	<u>\$ 1,519.00</u>
Labor for Training, Testing, Programming & Travel:	<u>\$ 26,750.00</u>
Total Basic Price:	<u>\$ 81,940.00</u>

On-call Fee Schedule (future work).

Day trip for programming/System Modifications (8hr):	<u>\$ 1,750.00</u>
Remote Programming/Assistance (4hr min):	<u>\$ 750.00</u>

The on-call fee schedule is intended for larger programming changes. Micro-comm does not intend to charge for smaller adjustments. We are more interested in creating a good working partnership and not charging for every little adjustment. Also the on-call fee schedule is not intended for anything related to the work proposed in this scope. That has been accounted for.

Items not included by Micro-Comm for this proposed work:

- 1) Valves, Pumps, MCCs, VFDs, Pump Control Panels, Breaker Panels, Chemical Panels/Skids, sensors, etc. are not included unless specifically listed.
- 2) Flow Meters, Mag Meters, and Chemical Analyzers are not included.
- 3) Any additional wiring outside the existing SCADA panel wiring.

Accepted By: _____ **Date:** _____

Purchase Order Number: _____ **Total PO Amount: \$** _____

End of Document/Proposal

MICRO-COMM SCOPE OF SUPPLY

1. PLC-1 Screen, Aeration Basin & Aerobic Digester L32E replacement with L33ER

Micro-Comm will replace the existing L32E (750KB) PLC processor with the current L33ER (2MB) model. The I/O modules will remain. This includes all labor for installing the new processor and converting the program to the L33ER unit.

2. PLC-2 Clarifier, Future UV & Aerobic Digester L32E replacement with L33ER

Micro-Comm will replace the existing L32E (750KB) PLC processor with the current L33ER (2MB) model. The I/O modules will remain. This includes all labor for installing the new processor and converting the program to the L33ER unit.

3. Main PLC Cabinet Industrial Touchscreen Computer

Micro-Comm will replace the existing HMI panel screen with a new Industrial Touchscreen Computer. This unit will be a Client of the SCADA Server and will be back-up server if the Main SCADA computer fails. This includes all labor for installing the new HMI touchscreen in the door of the Main PLC panel.

4. SCADA Server – Desktop Computer System with SCADAview CSX HMI Software

Micro-Comm will supply a new Windows desktop computer running SCADAview CSX. The upgrade will provide SCADAview CSX for control and monitoring and include graphics, tabular listing, trending and custom report generation. Micro-Comm will work with the customer to create custom graphic screens to fit the system.

Computer equipment to include:

- (1) SCADAview CSX HMI software
- (1) Tosibox Remote access
- (1) Team Viewer Remote software
- (1) Dell Optiplex PC (16GB Ram, 1TB SSD, Windows 10)
- (2) 24" Color Monitor (2 per computer)
- (1) UPS
- (1) External hard drive for back-up
- (1) Software installation, configuration and testing
- (1) **Three Year Parts and Labor Warranty on Computer System Hardware**

5. SCADAdial for Windows text/phone alarm notification option with configuration

Analog phone lines and analog modems have become very hard to deal with and supply is limited. The solution for this is an internet gateway to SMS text and voice text to speech option using SCADAdial and the Twilio application. This replaces the analog phone line and modem used in the past. The SMS text and voice call would come from a regular phone number. This allows you to create custom ringtones for SCADAdial alarms. Micro-Comm will configure SCADAdial and Twilio application internet gateway to SMS text and voice text to speech alarm notifications. Included is a 1 year subscription to the Twilio service. The cost is \$350 annually after that.

6. SCADAweb for Windows remote SCADA viewing option with configuration

This is an option to host a SCADA webpage for remote viewing and /or control of the WWTP. Micro-Comm will configure SCADAweb to meet the customers needs. Customer responsible for providing High Speed/DSL Internet connection. Requires a Static IP address be provided by the owners ISP.

7. SCADA System Functionality testing

Micro-Comm will test the system functionality by testing/proving all inputs and outputs. This might require the assistance of City operations personnel or electrician.

8. SCADA System Training

Micro-Comm will provide SCADA training for City operations personnel. This includes, but not limited to five half-day sessions, to be followed by weekly visits for a month, and then monthly visits for 3 months.

Micro-Comm Project Management, Programming and Start-up Services.

The following items are included in this proposal.

- A. This proposal includes on-site meeting(s) for coordination with Parkville operations personnel. This includes evaluating performance expectations, functionality and system preferences.
- B. Micro-Comm Engineering/Programming Labor. Micro-Comm will evaluate the existing PLC programs and HMI set-ups. The new PLCs and HMIs will be fully programmed to match the existing control system and incorporate any modifications requested by the operations personnel. Micro-Comm will also fully set-up and test the system at our facility to minimize the field time for start-up.
- C. Micro-Comm Project Manager Start-up Labor. Micro-Comm will supply a factory project manager to be onsite to implement and test all of the proposed hardware and required software. This includes all travel and lodging expenses.
- D. Micro-Comm will coordinate with the City operations personnel on the best transition schedule. This will be spread out over multiple trips to make sure the transition goes smooth.
- E. Micro-Comm will inspect and assess the existing plant control system for additional recommended hardware upgrades.
- F. Micro-Comm will assess the feasibility of adding off-site I/O points to the SCADA system and providing options and estimated hardware and software costs.
- G. Submittals and O&Ms Manuals.
- H. 3 Year parts and labor warranty on Allen-Bradley PLC Hardware provided.
- I. 3 Year parts and labor warranty on Dell Computer Hardware.

Clarifications, Disclosures and Acknowledgements.

- A. Micro-Comm acknowledges the City's desire that the WWTP control system modifications and initial training will be complete by October 1, 2024.
- B. Micro-Comm does not have any professional or personal financial interest which could be a possible conflict of interest in contracting with the City.
- C. Micro-Comm does not have any current or unresolved litigations, arbitrations or mediations in progress.
- D. Micro-Comm has reviewed the Compliance with Professional Services Agreement and complies with its terms.

PRICING - CONTRACT INFORMATION:

Proposal – Replacement of the proposed existing SCADA components.

PLC 1 Processor Upgrade:	<u>\$ 5,458.00</u>
PLC 2 Processor Upgrade:	<u>\$ 5,458.00</u>
Main PLC Cabinet Industrial Touchscreen/Computer:	<u>\$ 10,725.00</u>
SCADA Server Desktop Computer w/SCADAview CSX:	<u>\$ 30,375.00</u>
SCADA dial text/phone alarm notification:	<u>\$ 1,655.00</u>
SCADA web remote access monitoring:	<u>\$ 1,519.00</u>
Labor for Training, Testing, Programming & Travel:	<u>\$ 26,750.00</u>
Total Basic Price:	<u>\$ 81,940.00</u>

On-call Fee Schedule (future work).

Day trip for programming/System Modifications (8hr):	<u>\$ 1,750.00</u>
Remote Programming/Assistance (4hr min):	<u>\$ 750.00</u>

The on-call fee schedule is intended for larger programming changes. Micro-comm does not intend to charge for smaller adjustments. We are more interested in creating a good working partnership and not charging for every little adjustment. Also the on-call fee schedule is not intended for anything related to the work proposed in this scope. That has been accounted for.

Items not included by Micro-Comm for this proposed work:

- 1) Valves, Pumps, MCCs, VFDs, Pump Control Panels, Breaker Panels, Chemical Panels/Skids, sensors, etc. are not included unless specifically listed.
- 2) Flow Meters, Mag Meters, and Chemical Analyzers are not included.
- 3) Any additional wiring outside the existing SCADA panel wiring.

Accepted By: _____ **Date:** _____

Purchase Order Number: _____ **Total PO Amount: \$** _____

End of Document/Proposal



CITY OF PARKVILLE • 8880 Clark Avenue • Parkville, MO 64152 • (816) 741-7676 • FAX (816) 741-0013

March 25, 2024

Parkville SCADA Proposal Scoring 1-5

Name	Integrated Controls Inc.	Micro-Comm, Inc.	R.E. Pedrotti Co., Inc.
Quality of Proposal	4	3	4
Experience With Water Wastewater Industry	5	5	5
Software Package	3	5	2
Familiarity w/PKV System	2	5	1
Staff Familiarity w/ Integrator & Software	1	5	2
Proposed Price to Complete Initial Scope	2	4	3
Cost for On-Going Support	5	3	4
Local Project Experience, Small Clients	5	5	2
Remote Access Software & Capabilities	3	5	3
Company Depth	2	3	5
Total	32	43	31

Selection Committee

Dan Harper, Public Works Director

David Matthys, PCRSD Operations Manager

Jay Norco, Contract City Engineer