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# Staff Report

## Infrastructure & Public Works

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**Report To:** Committee of the Whole  
**Meeting Date:** April 4, 2018  
**Report Number:** CSPW.18.029  
**Subject:** Single Source Procurement for Wireless Communication Programming  
**Prepared by:** Allison Kershaw, Manager of Water and Wastewater Services

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### A. Recommendations

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THAT Council receive Staff Report CSPW.18.029 entitled, "Single Source Procurement for Wireless Communication Programming";

AND THAT Council approve the single source procurement to ARO Technologies at a total of \$26,000 in 2018 for the wireless communication program with the option to renew the single source contract for 2019 and 2020 upon price negotiations with ARO Technologies.

### B. Overview

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This report seeks Council approval to single source the Town’s existing wastewater SCADA integrator to ARO Technologies, in order to facilitate the three year sewage pumping station wireless communications program. The program is included in the approved 2018 capital budget.

### C. Background

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In 2016 the Town awarded SCADA Integration Services at wastewater facilities to ARO Technologies. This contract covers all SCADA integration work under the wastewater operating budget. Prior to awarding this contract in 2016, ARO Technologies has performed SCADA integration work for the Wastewater group since 2012.

The 2018 wastewater capital budget contains approval for a three year programming and communications plan for the wastewater pumping stations totaling \$62,300 per year for a three year total of \$186,900.

The yearly budget of \$62,300 also includes procurement of Programmable Logistics Control panels, wireless communications, flow meters and liquid level control transmitters allowing for the transmittance of flow, level and pump status data at the Delphi Sewage Pumping Station, Alta Sewage Pumping Station, and Margaret Sewage Pumping Station. The equipment will be purchased separately from the integration services provided by ARO Technologies. This

equipment will be procured in accordance with the Town's Purchasing of Good and Services Policy.

For several years, ARO Technologies has performed integration services under the wastewater operations budget and has developed a keen understanding of the wastewater collection and treatment facility communication and SCADA needs. They have performed extensive programming work throughout the wastewater collection systems to the satisfaction of the Town.

## **D. Analysis**

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The Town's Purchasing Policy permits single source procurement:

"Single sourcing will be permitted [when]... there is an absence of competition for technical reasons and the Goods and/or Services can only be supplied by a particular Supplier".

As ARO Technologies is the Town's existing SCADA Integrator for operating projects, they are uniquely qualified to provide programming services to ensure the new communications equipment will work seamlessly within the Town's sanitary collection systems and associated facilities.

Staff request Council to approve single source procurement of ARO Technologies at a total of \$26,000 in 2018 for the wireless communication program with the option to renew the single source contract for 2019 and 2020 upon price negotiations with ARO. A quote from ARO Technologies for the work totals \$25,897.

## **E. The Blue Mountains Strategic Plan**

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Goal #5: Ensure Our Infrastructure is Sustainable

## **F. Environmental Impacts**

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Furthering the wireless communication program at various sewage pumping stations reduces the risk of overflows to the natural environment during power interruption, pump failures and extreme flow conditions.

## **G. Financial Impact**

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This budget was approved in the 2018 Capital Budget and will be presented in both the 2019 and 2020 budgets for further approval. The funding for this project is the Wastewater Asset Replacement Reserve Fund.

**I. In consultation with**

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Maurice Dempster, Wastewater Supervisor

Serena Wilgress, Manager of Purchasing and Risk Management

Sam Dinsmore, Deputy Treasurer/Manager of Accounting and Budgets

**J. Attached**

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None.

Respectfully Submitted,

**Allison Kershaw**

Allison Kershaw  
Manager of Water and Wastewater Services

**Reg Russwurm**

Reg Russwurm, MBA, P.Eng  
Director of Infrastructure and Public Works

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