



**REQUEST FOR PROPOSALS (RFP)  
SUPERVISORY CONTROL & DATA ACQUISITION(SCADA), HMI, and WIMS SYSTEM  
UPGRADES**

**Issue Date: November 7 , 2022  
Due Date: December 20, 2022 2:00 PM CST**

**City of Aberdeen Water Treatment Plant  
123 S Lincoln  
Aberdeen, SD 57401  
605-626-7010  
[www.aberdeen.sd.us](http://www.aberdeen.sd.us)**

The City of Aberdeen is seeking proposals from qualified firms for the replacement/upgrade and conversion of the current SCADA and Water Information Management system, including hardware and software, along with necessary Remote Terminal Unit Upgrades and related professional services. Located at the City of Aberdeen Water Treatment Plant located at 12668 391st Ave, Aberdeen, SD 57401.

The firm chosen for this project will have experience in the design, installation, and implementation of SCADA systems and will have the staff available to provide the services needed within the time frames established in the detailed scope of work.

Qualified firms interested in being considered are encouraged to contact:

Dennis Kornder  
Process Control Tech.  
dennis.kornder@aberdeen.sd.us

Or

Robert Braun  
Superintendent  
bob.braun@aberdeen.sd.us

City of Aberdeen  
12668 391<sup>st</sup> ave  
Aberdeen, SD 57401  
605-626-7074  
with questions or for more information.

Due to staff scheduling, it is advised to contact Dennis Before November 21<sup>st</sup> to answer any questions.

### **GENERALIZED SCOPE OF WORK TO BE ACCOMPLISHED**

Copies of the Specifications and other documents are available on the City of Aberdeen website at [www.aberdeen.sd.us](http://www.aberdeen.sd.us) under the Bids section and the City Public Works Office, Aberdeen, South Dakota, and will be available at no cost from the latter.

It is the intent of this request for proposal to allow individual firms, joint ventures, or individuals to submit a proposal. A selection committee will select the proposals to be interviewed. Following the interviews, the selection committee will rank the proposals and then consider the cost of each proposal and make a final selection.

#### **Tasks to be accomplished**

- 1) Development of Existing Conditions.
- 2) Development of A new SCADA system with a single, unified platform across all sites which provides reliable operation of water treatment.
- 3) Installation of the new system
- 4) Standardized programming for each element of the project, and programming methods that emphasize standardization, modularity, and simplicity.
- 5) Full documentation, such that the programming is not reliant upon a single individual programmer or organization.
- 6) Thorough training of City staff.

- 7) Thorough system support, including robust “on-call” response. after-hours calls. Candidate must be within a reasonable service range.
- 8) The candidate shall describe their training methods and procedures in the training of the city’s personnel in the operation and maintenance of the system.
- 9) Indicate whether the candidate has the ability to take over support of the system hardware at a future date, and if so information regarding the candidate’s support personnel with regard to this aspect.

### **Description of Services**

The scope of services for the Software Integrator will include programming for existing and new PLCs, HMI, and SCADA PCs throughout the system. All existing PLCs in place, will require an evaluation and possible re-programming to new project standards. All new PLCs must be non-proprietary and readily available. SCADA system communications will need to be evaluated to determine the best option for the reliability and longevity of the system. In developing updated software for the SCADA system PCs and PLCs, the Software Integrator will be expected to provide software development consistent with operational descriptions provided by the City, and work with the City’s IT department to coordinate server, system security, and accessibility. The system will be non-proprietary, fully open, and accessible to the City. Input by the Software Integrator concerning operational functionality, the appearance of the interface screens, and the like will be welcomed. However, the actual functionality and screen development will be as required by the City. The work will also include management and storage of historic data, report generation, and related tasks.

### **TYPE OF CONTRACT**

The contract will be on the basis of actual costs plus a fixed fee for the entire scope of services. A detailed breakdown of actual labor rates, expenses, and estimated hours will be included in a separate submittal along with the proposal. (this shall include potential subcontractors)

### **PROPOSED EVALUATION CRITERIA**

The consultant selection committee will evaluate and rank each proposal based on the following equally weighted criteria:

- 1) Qualifications of the consulting firm – based on previously completed projects of similar nature to the project contained in this RFP.
- 2) Qualifications of the consultant’s staff – based on previously completed projects of similar nature to the project contained in this RFP.
- 3) Availability of staff to complete the project within the specified time frames.

## PROPOSED SCHEDULE

Last day for Addendums:	December 13, 2022
Proposals Due:	December 20, 2022
Interview Process:	January 16 to January 25 3, 2023
Selection at City Council meeting:	February 6, 2023
Completion:	July 3, 2023

## ITEMS TO BE ADDRESSED IN THE PROPOSAL:

- 1) Statement of the Consultant's qualifications and a detailed list of directly related projects.
- 2) Listing of the current workload and how this project schedule fits into your overall workload.
- 3) Complete list of all supplementary data needed which will be collected by the consultant.
- 4) Complete list of all supplementary data needed which the consultant expects the City of Aberdeen to provide.
- 5) Detailed breakdown of services that the Consultant will be completing for this project. Additional items that were not called for in the Scope of Services that the Consultant feels need to be addressed, based on their experience.
- 6) Software to be used and its advantages and disadvantages.
- 7) Proposed services budget, conforming to the actual cost plus fixed fee criteria. (in a separate submittal)

## DEADLINE FOR PROPOSAL

Completed Proposals (4 printed, 1 digital) will be submitted to the City Auditor's office, City of Aberdeen, 123 South Lincoln, Aberdeen, SD 57401 no later than 2:00 PM, December 20, 2022. The service's budget should be in a separate sealed envelope

### **Basic overview of plant staff desires**

Redundancy and recovery

3 stand-alone machines

ability to access from a phone, tablet, pc at home

look at and record information from the distribution SCADA system.

Enter lab records, and sample records.

Create reports for regulatory compliance and plant needs

Ability to manipulate data in excel

Incorporate plants historic records,

Incorporate plant's WIMS data and eliminate the need for the program.

Access historic and current information and make reports on plant workstations.

Portable "tablets" able to manipulate the plant controls, log information

QR/bar code at stations in the plant to log chemical fills, filter washes, sludge numbers etc.

able to access cameras, and manipulate gate controls.