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November 22, 2016

Mayor Chuck Fewell
Board of Works and Public Safety
10 South State St.
Greenfield, IN 46140

Re: SCADA Upgrade Project 2017-2018

Mayor and Board Members,

Our SCADA or Supervisory Control and Data Acquisition System is due for a system upgrade as part of our capital assets program. This system allows us to save manpower costs and increase our operational efficiency. The IT Department, and the Water Department have been developing a scope of this work based on input from our provider. Toric Engineering is our service provider for our systems and has built the platform specifically for our needs. We have entrusted them with our control systems for the past 15 years. If we were to pursue other companies it would mean a complete re-evaluation of the system and would be much more costly.

This is a large project and will require a phased approach to ensure that operations are not critically impacted. The overall project cost to include software is estimated to be \$188,000. The first phase would be completed prior to the installation of the new emergency plant generator for the South plant on Main street. We will have Toric personnel replace the older hardware at the South Plant with new hardware. Our IT Department will be able to first hand see the installation of the components. This provides us the in-house diagnostic ability, which currently we must rely on Toric to provide.

This hardware and software upgrade will provide us the functionality that our operations need today and the ability to expand as our needs grow in the future. This first phase of this project is funded in our 2017 budget as part of our capital asset replacement program. The cost for this phase of the upgrade would be \$76,876.00. I have provided our schedule of replacement for the system.

The price quoted includes the work to build, test offsite, install at city sites, and program the new components. The quoted price includes also the installation of the new software at City Hall. I request the board approve the amount of \$76,876.00 with a 15% contingency. This would allow us to submit a purchase order immediately as the construction, offsite testing portion, and delivery would take about six (6) to eight (8) weeks. If the Board has any questions please feel free to contact my office.

Respectfully Submitted,

Charles Gill
Water Utility Superintendent

cc: Mike Fruth, Utility Director