

## AGENDA REPORT

To: Mayor Pat Humphrey and the Clare City Commission  
From: Jeremy Howard, City Manager  
Date: February 15, 2024  
Regarding: Approval of Sole Source Contract with Perceptive Controls for SCADA Cellular Modems for Lift Stations 2, 3, 7, 8, 10

For the Agenda of February 19, 2024

---

**Background.** As an integral part of the city's wastewater infrastructure, SCADA is used to monitor equipment and processes as a part of normal operations and in emergency conditions. The City plans to replace the aging/failing radios currently in Lift Stations 2, 3, 7, 8, and 10 with new cellular modem technology which should be much more reliable and integrate with our full SCADA system (*see att'd memo from Dale Clark*).

We are seeking approval for a sole source contract after receiving a quote for the equipment and installation from Perceptive Controls, Inc., which is the City's designated provider of SCADA equipment, controls, and installation. The City currently uses equipment, computer software, and processes designed, installed, and maintained by Perceptive for all of the City's wastewater lift stations, as well as for monitoring operation controls at the City's wastewater treatment plant, the north water tower, and soon at the Water Plant and city wells. The quote for the cost of the equipment, design, installation, and integration of the new equipment is \$29,348.00. The City Commission is asked to authorize this contract and the budgeted CIP expenditure.

Our review of the negotiated contract/quote meets all of the City's purchasing policy requirements as a sole source contract approval based on our long-time working history with Perceptive. The City Commission is asked to approve the proposed agreement and authorize the Mayor and/or the City Manager to execute any and all documents related to said contractual agreements on behalf of the City of Clare, and to authorize the City Treasurer/Finance Director to make any and all necessary budget amendments.

**Issues & Questions Specified.** Should the City Commission approve the sole-source purchase of SCADA equipment, its installation, and integration?

### **Alternatives.**

1. Approve the sole-source equipment and installation purchase.
2. Not approve the sole-source equipment and installation purchase.
3. Defer/delay the decision of this matter to a subsequently scheduled City Commission meeting.

**Financial Impact.** The total cost for the installation of the new equipment is \$29,348.00. This project was budgeted for in the 23/23 Fiscal year budget (CIP) for \$32,000, thus the cost of the project came in under budget.

**Recommendation.** I recommend that the City Commission approve the sole-source design, purchase, installment, and programming of the new lift station equipment from Perceptive Controls, Inc. in the amount of \$29,348.00 authorize the Mayor and/or the City Manager to execute any and all documents related to said contractual agreements on behalf of the City of Clare, and authorize the City Treasurer to complete all necessary budget amendments by adoption of Resolution 2024-009 (*copy att'd*).

### **Attachments.**

1. Memo from Dale Clark
2. Perceptive Controls, Inc. Quote.
3. Resolution 2024-009.

---

---

**INTEROFFICE MEMORANDUM**

---

---

**TO:** JEREMY HOWARD  
**FROM:** DALE CLARK  
**SUBJECT:** SCADA COMMUNICATION UPGRADE  
**DATE** 1/30/2024  
**CC:**

---

Jeremy,

The SCADA radios on the lift stations are starting to fail (specifically lift station #2) and are in need of an upgrade. Our radios are no longer serviceable and need to be replaced with cellular modems. This upgrade was budgeted for in the CIP. Since this is SCADA this is a sole source purchase. I budgeted \$32,000.00 for the upgrade and the quote is for \$29,348.00. This will upgrade all the lift stations to the new technology. 590-536.001.970.000



Subject: Perceptive Controls, Inc., Lift Station Cellular Upgrade, Clare

Quote:20240130LW01

Date: 01/30/2024

Quote good for 30 days

Perceptive Controls, Inc is providing the following:

- Scope
  - Cell Modem upgrades for Lift Stations 2,3,7,8,10.
    - Suppling labor and materials as listed below.
- Deliverables
  - (5) Sierra Wireless RV55 rugged LTE-A Pro router DC Power.
  - (5) PCTel Antenna.
  - Extender Cables as required.
  - Additional materials as necessary to obtain proper signal and transfer data.
- Services
  - Engineering design and set up.
  - Opto Programming.
  - Hardware Installation.
    - Radios at Lift Stations will be placed inside control panel and antenna will be mounted on outside of control panel.
  - Computer setup and configuration.
  - Travel to and from site.
- Terms
  - 50% with order, net 10 days.
  - 50% at completion, net 30 days.
- Notes
  - This quote assumes that equipment will be made available at time of service. If equipment cannot be made available, additional charge may apply to cover holding times or additional trips.
  - System requires a cell modem at main station which is not included in this quote.
    - Radio for main station to be provided as a part of Water system upgrades.

Total: \$29,348.00

Best Regards,

*Lawrence West*

Lawrence "Larry" West

[lwest@perceptivecontrols.com](mailto:lwest@perceptivecontrols.com)

269-275-9358

**RESOLUTION 2024-009**

**A RESOLUTION OF THE CLARE CITY COMMISSION APPROVING A PROPOSED SOLE SOURCE BID AND CONTRACT FOR SCADA EQUIPMENT, INSTALLATION, AND PROGRAMING WITH PERCEPTIVE CONTROLS, INC.**

**WHEREAS**, due to the long-standing work history between the City of Clare and Perceptive Controls as the city's SCADA contractor, the Clare City Commission has selected Perceptive Controls, Inc. as a sole source option under the City of Clare's purchasing policy to provide design, purchase, installment, and programming of SCADA equipment and software services to install new cellular modem technology for Lift Stations 2, 3, 7, 8, and 10; and

**WHEREAS**, the Clare City Staff subsequently negotiated a cost agreement with Perceptive Controls for said services; and

**WHEREAS**, upon review, said proposed cost agreement meets all the City requirements and stipulations; and

**WHEREAS**, the City Staff has recommended that the Clare City Commission approve said sole source agreement with Perceptive Controls; and

**WHEREAS**, the Clare City Commission has considered said recommendation and determined it is in the City's best interests to approve the proposed cost agreement.

**NOW THEREFORE BE IT RESOLVED THAT** the City Commission of the City of Clare hereby approves an agreement for the design, purchase, installment, and programming of SCADA equipment and services with Perceptive Controls.

**BE IF FURTHER RESOLVED THAT** the terms and conditions of said cost agreement are outlined therein and that the cost for said equipment and services is \$29,348.00.

**BE IT FURTHER RESOLVED THAT** the Clare City Commission authorizes the Mayor and/or the City Manager to execute any and all documents related to said contractual agreement on behalf of the City of Clare, and further authorizes the City Treasurer to complete all necessary budget amendments.

**ALL RESOLUTIONS AND PARTS OF RESOLUTIONS INSOFAR AS THEY CONFLICT WITH THE PROVISIONS OF THIS RESOLUTION BE AND THE SAME ARE HEREBY RESCINDED.**

**The Resolution was introduced by Commissioner \_\_\_\_\_ and supported by Commissioner \_\_\_\_\_. The Resolution declared adopted by the following roll call vote:**

**YEAS:**

**NAYS:**

**ABSENT:**

**Resolution approved for adoption on this 19<sup>th</sup> day of February, 2024.**

\_\_\_\_\_  
**Diane M. Lyon, Clare City Clerk**