



# Staff Report

## Infrastructure & Public Works

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**Report To:** Committee of The Whole  
**Meeting Date:** June 10, 2019  
**Report Number:** CSPW.19.049  
**Subject:** Single Source Procurement for SCADA Reporting System – Water System  
**Prepared by:** Allison Kershaw, Manager of Water & Wastewater Services

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### A. Recommendations

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THAT Council receive Staff Report CSPW.19.049 entitled, “Single Source Procurement for SCADA Reporting Systems”;

AND THAT Council approve the single source procurement of NLS Engineering at a total of \$43,000 for programming and equipment related to a new reporting system for Water Treatment Plant and facilities.

### B. Overview

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This report seeks Council approval to single source the Town’s existing SCADA Integrator, NLS Engineering (NLS), in order to complete installation of equipment and SCADA programming for reporting system at Water Treatment Plant and facilities. This work is included in the 2019 water capital budget.

### C. Background

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In 2016 the Town awarded SCADA Integration Services at water facilities to NLS Engineering (NLS). This contract covers all SCADA integration work under the water operating budget.

The 2019 water capital budget contains \$43,000 for programming and integration services for reporting system and equipment at Water Treatment Plant and facilities. Over the past three years, NLS has performed integration services under the operations budget and has developed a keen and unique understanding of the water distribution and treatment facility SCADA needs. They have performed extensive programming work throughout the system to the satisfaction of the Town.

This work includes the purchase of reporting software and integration of the SCADA system to summarize all analysis of operational parameters for the both the treatment facility as well as the distribution system. This software will provide trending data as well as information for the historian. The requirement to collect, analyze, trend and save operational data is legislated

under Ontario Regulation 170/03, under the Safe Drinking Water Act. Our current method of collecting this data is antiquated and a proprietary program developed by the Town's previous Integrator. The new software that is being proposed is an industry standard and not proprietary. This software will satisfy our regulatory requirements.

## **D. Analysis**

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From the Town's Purchasing Policy, single source procurement is acceptable:

"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".

In this case, because NLS Engineering is the Town's integrator, they are uniquely qualified to provide programming and equipment to work seamlessly within the Town water system. NLS developed and maintain the water SCADA system and have extensive knowledge of water treatment and distribution system. Having NLS provide and program the reporting software will be most efficient and comprehensive method of ensuring the Town's reporting needs are met.

As such, Staff recommends that Council approve awarding single source procurement of NLS Engineering at a total of \$43,000 for programming and equipment related to a new reporting system for Water Treatment Plant and facilities.

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

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Goal #2: Engage Our Communities & Partners

Objective #1 Improve External Communication with our Constituents

Goal #3: Support Healthy Lifestyles

Objective #1 Promote the Town as a Healthy Community

Objective #4 Commit to Sustainability

Goal #4: Promote a Culture of Organizational & Operational Excellence

Objective #2 Improve Internal Communications Across our Organization

Objective #3 To Consistently Deliver Excellent Customer Service

Objective #4 To Be a Financially Responsible Organization

Goal #5: Ensure Our Infrastructure is Sustainable

Objective #1 Develop a Long-Term Asset Management Plan for the Maintenance, Renewal and Replacement of Existing Infrastructure

Objective #2 Avoid Unexpected Infrastructure Failure and Associated Costs and Liability

Objective #3 Implement Best Practices in Sustainable Infrastructure

Objective #4 Ensure that Infrastructure is Available to Support Development

## **F. Environmental Impacts**

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Provision of Safe Drinking Water

## **G. Financial Impact**

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The SCADA System Improvements are included in the 2019 Approved Capital Budget. The budget is \$43,000 which is being entirely funded by the Water Asset Replacement Reserve Fund.

## **H. In consultation with**

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Scott Hill, Water Supervisor

Serena Wilgress, Manager of Purchasing & Risk Management

Sam Dinsmore, Deputy Treasurer / Manager of Accounting and Budgets

## **I. Public Engagement**

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The topic of this Staff Report has not been subject to a Public Meeting and/or a Public Information Centre as neither a Public Meeting nor a Public Information Centre are required. Comments regarding this report should be submitted to Allison Kershaw, [managerwww@thebluemountains.ca](mailto:managerwww@thebluemountains.ca)

## **J. Attached**

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None.

Respectfully submitted,

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Allison Kershaw  
Manager of Water and Wastewater Services

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

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