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DATE: July 15, 2010

TO: Board of Acquisition and Contract

FROM: Marguerite Beirne, Chief Information Officer, Department of Information Technology

Thomas J. Lauro, P.E., Commissioner, Department of Environmental Facilities

John J. Hsu, P.E., Acting Commissioner, Department of Transportation

RE: AUTHORIZATION TO EXEMPT FROM THE WESTCHESTER COUNTY PROCUREMENT POLICY AND PROCEDURES, THE PROCUREMENT OF ADDITIONAL PROFESSIONAL CONSULTING AND ASSISTANCE SERVICES FROM MALCOLM PIRNIE, INC. FOR SCADA SOFTWARE AND INTRANET BASED SYSTEMS UPGRADES

BACKGROUND:

- On June 21, 2007, your Honorable Board approved a resolution which authorized the County to enter into an agreement with Malcolm Pirnie, Inc., for consulting and assistance services for SCADA software and Intranet-based systems upgrades for the Department of Environmental Facilities (DEF), for a two year period commencing on July 1, 2007 and terminating on June 30, 2009, for a total not to exceed contract amount of \$199,700. Contract IT-888 authorized in this resolution was subsequently executed and approved.
- On October 30, 2008, your Honorable Board approved a resolution which authorized an amendment to contract IT-888 with Malcolm Pirnie, Inc., for consulting and assistance services for SCADA software and Intranet-based systems improvements utilized by DEF and the Westchester County Airport, increasing the amount by \$290,000 to a new total not to exceed contract amount of \$489,700 and by extending the term to a new termination date of December 31, 2010. The first amendment authorized in this resolution was subsequently executed and approved.
- Some of the projects performed by Malcolm Pirnie under the original agreement were to integrate the Grit & Gravity Belt thickener systems into the Yonkers Joint Wastewater Treatment Plant's SCADA system; automate primary sludge pump controls at Ossining Wastewater Treatment Plant; upgrade the SCADA system to enable control from the EOC; establish Web-Based monitoring of the SCADA system; and provide on-call SCADA systems maintenance and support for the duration of the contract.
- The first amendment covered a major effort related to Westchester County Airport's deicing system, which is an integral part of their operations. The deicing procedure involves the use of fluids which have high biochemical oxygen demands. Because of variations in temperature, winds, precipitation and the quantity of deicing fluids utilized, storm water leaving the deicing areas must be collected, monitored and discharged in a manner that meets the County's environmental and treatment permits. This discharge is routed to the Blind Brook Wastewater Treatment Plant. To aid the Airport in the careful collection, measurement and diversion of this runoff, a SCADA system was

installed in the early 90s. Improvements under this amendment included (1) the ability to view Airport system status and alarms at the Blind Brook plant and (2) the ability for DEF and the Airport to expedite communications regarding discharges or unusual situations.

- Other projects over the past year and a half included implementation of a centralized data historian for County SCADA data to support consistent reporting and analysis; enabling Web-Based Monitoring of the Pump Stations from the EOC and County Intranet; development of standards for Pump Station Controls & SCADA integration to reduce confusion when various components are implemented by different consultants; and extension of the “on-call” program to cover additional services. All work under this portion of the amendment is performed only upon authorization by the County via a Task Order. Task Orders for readily definable scopes of work indicate an agreed upon lump sum fee. Task Orders for indeterminate scopes of work, such as troubleshooting and support of other consultants/contractors, are based on actual time and expenses in accordance with the rates indicated on an approved Schedule, or on file prices for work elements, as appropriate.
- Malcolm Pirnie was the contractor that implemented the SCADA system as part of the Phase II improvements to the wastewater treatment plants (WWTPs). In so doing they developed the standards for and configured the process control strategies, database definition, data collection methods, graphic displays, alarm indication and historical trending reports. Consequently, many members of Pirnie's staff are intimately familiar with the DEF's SCADA system. Because of their expertise regarding the County's WWTPs and because they are located in White Plains, they are able to quickly respond to the WWTPs to resolve problems related to the SCADA system in a professional manner. Malcolm Pirnie staff's familiarity with our system and proximity has been crucial to enabling the plant to remain in compliance with their operating permits.
- Therefore, pursuant to Section 3 (a) xxi, the Westchester County Procurement Policy and Procedures are not applicable to a procurement for which this Honorable Board determines, by resolution passed prior to commencing such procurement, that compliance with this policy would not be in the best interests of the County. Based on the reasons described above, it is proposed that the best interests of the County would continue to be served by exempting the procurement of additional consulting services from Malcolm Pirnie, Inc. from the County Procurement Policy.
- The public purpose of this amendment is to support the Airport's de-icing SCADA system in a way that promotes the safety of airline passengers and protects the environment by improving the treatment of fluids used for deicing. Another public purpose is to improve the efficiency of various DEF functions and rapidly resolve problems within DEF's SCADA system to mitigate the risk of environmental incidents.
- The goals and objectives are to have the capability to remotely view system status and alarms; to expedite communications between DEF and the Airport when fluid discharge or unusual situations occur and to rapidly resolve issues related to the SCADA system throughout all of DEF wastewater facilities. Progress toward these goals will be monitored by DEF staff assigned to each Task Order, who will sign off only upon completion of each task.
- A separate resolution is also before your Honorable Board requesting authorization to amend contract IT-888 with Malcolm Pirnie, Inc.

ACTION REQUESTED:

- Authorization to exempt from the Westchester County Procurement Policy and Procedures, the procurement of additional professional consulting and assistance services from Malcolm Pirnie, Inc., for SCADA software and Intranet based systems upgrades.

Accordingly, the attached resolution is submitted for your consideration.

APPROVED BOARD OF ACQUISITION & CONTRACT - 8-13-2010 - JOMARY VIEIRA, SECRETARY

