



## NOTICE TO PROPOSERS

NOTICE IS HEREBY GIVEN that the City of Weston, Indian Trace Development District and Bonaventure Development District (collectively the "CITY") will be accepting sealed proposals for:

### PUMP STATIONS SCADA CONTROLS INSTALLATION AND MAINTENANCE REQUEST FOR PROPOSALS ("RFP") NO. 2020-06

The City is requesting proposals from qualified firms for Pump Stations SCADA Controls Installation and Maintenance. Proposers may submit a proposal with multiple SCADA options by completing applicable Tables B-1, B-2, or B-3 included in Exhibit B Fee Schedule.

Proposers shall provide all labor, supervision, equipment, supplies, tools, materials, drawings, operator training, safety measures and all other necessary incidentals required to construct and implement a Supervisory Control and Data Acquisition (SCADA) system for stormwater pump stations with the ability to view status and interact with the equipment including start and stop pumps, acknowledge alarms, view trends, print and email reports, and maintain historical database in the City of Weston. Work includes installation and programming of PLCs, cellular RTU radios, lake level measurement systems, touch panel PCs, SCADA software, alarm management software, trending software, reporting software, integration with engine controllers, and HMI interface for touch panel PC, desktop and mobile devices. CONTRACTOR may offer pricing proposal for one or more of Traditional SCADA, Cloud-Based SCADA, or SCADA-As-A-Service solutions.

All Proposers are advised that the CITY has **NOT** authorized the use of CITY's seal by individuals or entities responding to the CITY's RFP, and that any such use by unauthorized persons or entities constitutes a second-degree misdemeanor pursuant to Section 165.043, Florida Statutes.

### PROPOSER QUALIFICATIONS

Proposers shall have a minimum of five (5) years of providing installation and programming of PLC based SCADA system via radio telemetry for water/wastewater/ stormwater to other entities with systems of a similar complexity and size as those owned by the City.

Proposers shall have been in continuous operation for a minimum of the past five (5) years from the date that the RFP is issued. Proposers shall be fully licensed with all required Federal, State and Local government licenses/permits.

### MANDATORY VIRTUAL PRE-PROPOSAL CONFERENCE

A pre-proposal conference shall be held on virtually on **January 12, 2021 at 2:00 p.m.** local time. All Proposers planning to submit a proposal are required to attend this conference. Failure of a Proposer to be present for the entire mandatory pre-proposal conference, beginning at the time stated above and concluding at the dismissal of the mandatory pre-proposal conference by the CITY, shall render a Proposer to be deemed non-responsive and the proposal shall not be considered for award. Decisions of the CITY shall be final.

Connect to the Live Event link via Cisco Webex:

**Event:** SCADA RFP2020-06 Pump Station - PreBid

**Event address for attendees:** <https://westonfl.webex.com/westonfl/onstage/g.php?MTID=e9df2dc4955b8e4880de396ec9dd679dd>

**Date and time:** Tuesday, January 12, 2021 2:00 pm  
Eastern Standard Time (New York, GMT-05:00)

**Duration:** 1 hour

**Description:** SCADA RFP2020-06 Pump Station - PreBid

**Event number:** 180 448 1762

**Event password:** weston

**Audio conference:** To receive a call back, provide your phone number when you join the event, or call the number below and enter the access code.

US Toll

+ 1-415-655-0001

[Show all global call-in numbers](#)

Access code: 180 448 1762

#### PROPOSAL SUBMITTAL DEADLINE

Submittals shall be received by the Procurement Manager until ~~11:00 a.m., local time, on January 29, 2021 2:00 p.m., local time, on February 17, 2021 2:00 p.m., local time, on February 24, 2021~~ (the "Proposal Submittal Deadline") at City of Weston, City Hall, located at 17200 Royal Palm Boulevard, Weston, Florida. The official clock at the City Hall reception desk shall govern. Submittals received after this time shall be returned unopened. The sealed submittals will be publicly opened and at the CITY of Weston, CITY Hall after the Proposal Submittal Deadline. Award of a proposal will be made at a CITY Commission meeting. The public opening of submittals may be viewed by the public via the Live Event link to Cisco Webex follows:

**Event:** SCADA RFP2020-06 Pump Station - Bid Opening

**Event address for attendees:** <https://westonfl.webex.com/westonfl/onstage/g.php?MTID=e7a6bb8b5a5e96546442ddc784d750993>

**Date and time:** Wednesday, February 24, 2021 at 2:00 p.m.  
Eastern Standard Time (New York, GMT-05:00)

**Description:** SCADA RFP2020-06 Pump Station - Bid Opening

**Event number:** 180 969 2823

**Event password:** weston

**Audio conference:** To receive a call back, provide your phone number when you join the event, or call the number below and enter the access code.

US Toll

+ 1-415-655-0001

[Show all global call-in numbers](#)

Access code: 180 969 2823

#### AVAILABILITY OF RFP DOCUMENTS

Interested parties may purchase a copy of RFP No. 2020-06 for Pump Stations SCADA Controls Installation And Maintenance at the Weston CITY Hall, 17200 Royal Palm Boulevard, Weston, Florida 33326, 8:00 a.m. – 5:30 p.m., Monday through Thursday and 8:00 a.m. – 3:00 p.m. on Friday, with prior notice to the Procurement Manager and upon payment of a \$25.00 non-refundable fee for each RFP document. Payment shall be made by check, Visa, Master Card or American Express. No cash payments will be accepted. Proposal documents are available for electronic download from Demand Star at <https://www.demandstar.com>. This RFP may also be examined, with prior notice, at Weston CITY Hall, at the referenced address. (8:00 a.m.-5:30 p.m. Monday through Thursday and 8:00 a.m. – 3:00 p.m. on Friday.)

#### PROPOSAL SECURITY

Proposal security in the form of a proposal bond acceptable to the City or a cashier's check made payable to the "City of Weston" in the amount of \$5,000.00 will be required to be submitted with the proposal.

#### QUESTIONS

Any questions concerning this Notice to Proposers shall be submitted in writing to the **Procurement Manager, Martha Perez-Garviso** at [mperezgarviso@westonfl.org](mailto:mperezgarviso@westonfl.org), with **"Pump Stations SCADA Controls Installation and Maintenance RFP No. 2020-06"** in the subject line or via fax at: 954-385-2010 by 4:00 p.m., local time at least five business days prior to the pre-proposal conference.

#### CONE OF SILENCE

A cone of silence is imposed upon publication of this Notice to Proposers. The cone of silence prohibits communications with the following individuals pertaining to this RFP:

Margaret Brown, Mayor  
Byron L. Jaffe, Commissioner  
Mary Molina-Macfie, Commissioner  
Christopher L. Eddy, Commissioner; and  
Henry A. Mead, Commissioner

Reddy Chitepu, Director of Public Works, Selection Committee Member;  
Ryan Fernandes, Director of Technology Services; Selection Committee Member;  
Andrew Matusevich; Assistant Director of Landscaping; Selection Committee Member; and  
Kara Petty, Director of Parks and Recreation, Alternate Selection Committee Member;  
Cindy Tao, Accounting Manager, Financial Reviewer; and

Any member of the Protest Committee, if and when established.

The details of the City's cone of silence are set forth in Section 32.10 of the City Code.

The Selection Committee shall convene at a publicly noticed meeting and review submissions, rank and evaluate the proposals and provide a recommendation to the City Manager.

#### RIGHTS RESERVED

The City Commission reserves the right to reject any and all proposals, to waive any informality in a proposal and to make awards in the best interests of the City.

Martha Perez-Garviso  
Procurement Manager  
City of Weston

**Published: December 31, 2020**