



Contract Number: CT-IT-12 x 1444-04  
Effective Date: 3-10-15  
Term Date: 4-30-16  
Cost: 181,000.-  
Revenue: \_\_\_\_\_  
Total: \_\_\_\_\_ NTE: \_\_\_\_\_  
Action: \_\_\_\_\_  
Renewal By: \_\_\_\_\_  
Term: 2-1-16  
Reviewed by: YJA 4-30-16

## **BOARD OF SUPERVISORS AGENDA ITEM SUMMARY**

Requested Board Meeting Date: March 10, 2015

### **ITEM SUMMARY, JUSTIFICATION &/or SPECIAL CONSIDERATIONS:**

The Amendment to the professional services agreement with Gerald James Morgan extends the contract through April 30, 2016 and increases funding from \$75,000 to \$156,000. Mr. Morgan has been providing "on call" assistance since 2009 on an as needed basis to help resolve software and hardware issues as they pertain to the Pima County Regional Wastewater Reclamation Department (PCRWRD) Flow SCADA server system. The Information Technology Department requests authorization to extend the existing contract with this vendor and to slightly expand the Scope of Services in order to continue providing the necessary skills and capabilities to perform related professional/consultative services. The slight modification in scope is to allow support of new SCADA software (IntelaTrac) which was delivered as part of the Regional Optimization Master Plan (ROMP). Mr. Morgan was the contractor that set up the development and testing environment including all the necessary elements of the live software environment: handheld devices, IntelTrac developer tools, synchronization server, and SCADA Historian as part of ROMP. The expanded Scope of Services requires these specific proficiencies in order to expand the use and functionality of the IntelTrac product (Exhibit A-1).

The Information Technology Department respectfully requests authorization to continue to contract with this vendor due to the specialized expertise needed to fulfill the noted requirements. Mr. Morgan continues to exhibit the necessary skills and capabilities to perform the required service. The Information Technology Department does not have the necessary resources to perform the required service. A competitive bid process ultimately would not produce another vendor with the requisite technical and specific expertise/knowledge, or comparable costs to successfully perform the required service.

CONTRACT NUMBER (If applicable): CT-IT-120000000000000001444

### **STAFF RECOMMENDATION(S):**

The Information Technology Department recommends that the Pima County Board of Supervisors adopt and the Chairman sign the Fourth Amendment to the Flow SCADA Server Application Software Programming, Troubleshooting, Logging, and Custom Application Consulting Services contract with Gerald James Morgan.

CORPORATE HEADQUARTERS: Arizona

Page 1 of 2

Ver. 15

Vendor-1

Pgs 3

To: COB-

2.25.15 (2)

Procure Dept 02/25/15 PM 1:40

**CLERK OF BOARD USE ONLY: BOS MTG.** \_\_\_\_\_

**ITEM NO.** \_\_\_\_\_

**PIMA COUNTY COST:** \$81,000.00 **and/or REVENUE TO PIMA COUNTY:\$**

**FUNDING SOURCE(S):** General Fund  
(i.e. General Fund, State Grant Fund, Federal Fund, Stadium D. Fund, etc.)

**Advertised Public Hearing:**

		<b>YES</b>	<b>X</b>	<b>NO</b>
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**Board of Supervisors District:**

1		2		3		4		5		All	X
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**IMPACT:**

**IF APPROVED:**

*Pima County Regional Wastewater Reclamation Department will continue to utilize the professional expertise of Gerald James Morgan to service their Flow SCADA server system on an "as needed" basis, in accordance with the Scope of Services.*

**IF DENIED:**

*Pima County Regional Wastewater Reclamation Department will not have the necessary professional expertise available to service their Flow SCADA server system, and they will have difficulty finding alternative sources to provide the defined Scope of Services.*

**DEPARTMENT NAME:** Information Technology

**CONTACT PERSON:** Julie K McWilliams **TELEPHONE NO.:** 724-8066

**PIMA COUNTY DEPARTMENT OF INFORMATION TECHNOLOGY**

**PROJECT:** SCADA Server Application Software Programming, Troubleshooting, Logging, and Custom Application Consulting Services, ITD Use Only

**CONTRACTOR:** Gerald James Morgan

**CONTRACT NO.:** CT-IT-12000000000000001444  
(former contract #07-14-M-144026-0511)

**CONTRACT AMENDMENT NO.:** Four (4)

**CONTRACT**

**NO.** ~~CT-IT-12000000000000001444~~

**AMENDMENT NO.** 04

This number must appear on all invoices, correspondence and documents pertaining to this contract.

**ORIG. CONTRACT TERM:** 01 MAY 11 - 30 APRIL 12

**TERMINATION DATE PRIOR AMENDMENT:** 30 APRIL 15

**TERMINATION THIS AMENDMENT:** 30 APRIL 16

**ORIG. CONTRACT AMOUNT:** \$50,000.00

**PRIOR AMENDMENTS:** \$25,000.00

**AMOUNT THIS AMENDMENT:** \$81,000.00

**REVISED CONTRACT AMOUNT:** \$156,000.00

**CONTRACT AMENDMENT**

WHEREAS, COUNTY and CONTRACTOR entered into a Contract for services as referenced above; and

WHEREAS, CONTRACTOR and COUNTY, pursuant to Article I - Term, have agreed to extend the Contract term for a period of one year; and

WHEREAS, CONTRACTOR and COUNTY have agreed to increase the contract amount to allow payment for the continued provision of professional consulting services during the extended term of the contract; and

WHEREAS, CONTRACTOR and COUNTY have agreed to modify the Scope of Services.

NOW, THEREFORE, it is agreed as follows:

**CHANGE:** ARTICLE I - TERM:

From: "... shall terminate on April 30, 2015..."

To: "... shall terminate on April 30, 2016..."

**CHANGE:** ARTICLE III- COMPENSATION AND PAYMENT:

From: "...not to exceed seventy-five thousand dollars (\$75,000.00)..."

To: "...not to exceed one hundred and fifty-six thousand dollars (\$156,000.00)..."

**REPLACE:** Exhibit A in its entirety with the attached Exhibit A-1.

The effective date of this Amendment shall be upon endorsement by the Pima County Board of Supervisors.

All other provisions of the Contract, not specifically changed by this Amendment, shall remain in effect and be binding upon the parties.

IN WITNESS WHEREOF, the parties have affixed their signatures to this Amendment on the dates written below.

**PIMA COUNTY**

\_\_\_\_\_  
Chair, Board of Supervisors

Date: \_\_\_\_\_

**ATTEST**

\_\_\_\_\_  
Clerk of Board

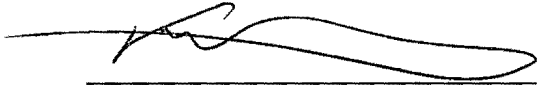
Date: \_\_\_\_\_

**APPROVED AS TO CONTENT**

  
\_\_\_\_\_  
Jesse Rodriguez, Chief Information Officer


Date: 2/18/15

**APPROVED AS TO FORM**

  
\_\_\_\_\_  
Tobin Rosen, Deputy County Attorney

Date: 2/9/15

**CONTRACTOR**

  
\_\_\_\_\_  
Authorized Officer Signature

**GERALD JAMES MORGAN, MANAGER**  
\_\_\_\_\_  
Printed Name and Title

Date: 2/12/2015

## EXHIBIT A-1

### Scope of Services

#### **DELIVERABLES:**

- Provide on call assistance throughout the year on an as needed basis to help resolve software and hardware issues as they pertain to the Pima County Regional Wastewater Reclamation Department (RWRD) SCADA server system as well as software and related support systems.
- Build and maintain interfaces to Electronic Rounds, Information Server and other systems, as required by RWRD.
- Provide an Operation and Maintenance (O&M) Manual to RWRD staff on the server and its supporting programs. The O&M Manual shall include but not be limited to:

#### **Step by step Procedures:**

- 1) Permissions access setup for the Manage Meters web pages and Electronic Rounds software.
- 2) Permissions access setup for the Reset Server web pages and Electronic Rounds software.
- 3) How to obtain Data from tables not covered by HTML pages.
- 4) How to use normal operational screens and setup wizards/views.

#### **Descriptions:**

- 1) A listing of the tables and columns and purpose for each.
- 2) A listing of stored procedures and their purposes.
- 3) A listing of all Functions and their purposes.
- 4) A listing of all VB programs, modules, and their purposes.
- 5) A listing of all C and C++ programs, modules, and their purposes.
- 6) A listing of all Python and PowerShell scripts, modules, and their purposes.
- 7) A schematic of how each sub program and stored procedure interacts with the whole Program. A flowchart if you will, of program inner workings.
- 8) A list of special requirements of downstream servers required to support the Email/Alarm/Report functions of the Flow SCADA Server and Electronic Rounds Server and how they must be setup to perform properly.
- 9) Develop and deliver training for RWRD staff as required/requested on the Flow Monitoring, Electronic Rounds, Information Server, and other RWRD systems to maximize staff's ability to employ the full range of functions of the installed hardware and software for continuous improvement and optimization efforts. The training may be delivered in person (instructor-led) or in the form of videos or other electronic formats.
- 10) Develop instructional videos to provide RWRD staff on-line learning.

#### **QUALIFICATIONS:**

- Be intimately familiar with Pima County's server environment.
- Make needed changes to code of 100 lines or less in less than three days.
- Provide a response to a RWRD service request within 24 hours or less.
- Interface with Information Technology Department and RWRD staff, as required, in an efficient professional manner.

#### **Be able to write efficient code in the following computer programming languages:**

- C and C++, Visual Basic, Transact SQL, HTML, XML, JavaScript, Python, and PowerShell.