

RE: Request for Proposal- Water Reservoir, Supervisory Control and Data Acquisition (SCADA) System Installation and Service Agreement

Invitation to Proponents

This Request for Proposals (“RFP”) is an invitation by the Town of Lamont (the “Town”) to prospective proponents to submit proposals for SCADA system supply, installation, and service agreement for a 2-year duration including the Town of Lamont 54 St Reservoir and Campbell Reservoir.

The Town of Lamont is a progressive community with a population over 1750 located 45 minutes east of Edmonton on HWY 15.

Type of Proposal

To supply, install, and provide a service agreement for the Town of Lamont SCADA system at 2 locations for a duration of 2 years. The proposal identifying the deliverables must remain valid for a period of 30 days.

All prices and specifications quoted must be firm and for a period of 30 days after closing.

Please review the attached RFP and submit a proposal as outlined within.

Electronic RFP packages are available by emailing;

Tyler Edworthy
Director Operations & Infrastructure
Town of Lamont
Tyler.e@lamont.ca

The Town reserves the right to accept or reject any proposal and to waive irregularities and informalities at its discretion. The Town reserves the right to accept a proposal other than the lowest proposal. The Town reserves the right to cancel this proposal at anytime.

Sealed proposals should be addressed and delivered to:

SCADA System- RFP 09-22
Town of Lamont
Director Operations & Infrastructure
PO Box 330
5307-50 Ave
Lamont, Alberta, T0B-2R0

Emailed proposals should be addressed to:

Subject: SCADA System- RFP 09-22
Email: tyler.e@lamont.ca
To: Tyler Edworthy
Director of Operations and Infrastructure
Town of Lamont

Please Note: Facsimile Proposals will not be accepted.

EVALUATION OF PROPOSALS

Timetable:

Issue Date of RFP	August 19, 2022
Deadline for Questions	August 26, 2022, 14:00 hrs local time
Submission Deadline	September 2, 2022, 14:30 hrs local time
Anticipated RFP Offer Acceptance	September 15, 2022

The RFP timetable is tentative only and may be changed by the Town of Lamont at any time.

Stages of Proposal Evaluation

Stage One	RFP review for compliance with priority, and secondary requirements. Vendors that do not comply with requirements will not be considered.	
Stage Two	The Town will score each of the proposals based on the criteria in accordance with the priority and secondary requirements, and quality of products used.	4
Stage Three	The Town will evaluate the 2-year service agreement including value-added services, warranty, and potential for current and future service improvements.	3
Stage Four	The evaluation of price will be undertaken after the evaluation of stage 2 and 3.	3
Cumulative Score	The scores from stage 2 - 4 will be added to determine the Cumulative Score.	

PRIORITY REQUIREMENTS (partial marks may be given for lack of supporting information)

Priority Requirements (provide individual costs for each item including install)
Supply fanless computer including monitor. (Will be evaluated by processor, graphics, drive bays, expansion capability, and ease of use)
Remote access software
SCADA software must allow for 2 site integration and future growth.
System programming integrating the 2 sites. (Budgetary allowance)
SCADA alarm dialer
Internet router and security firewall.
PLC Programming software
Back up power source
Secondary Requirements (provide individual costs for each item including install)
Secondary back-up computer
Monthly/ Annual reporting software
I Pad Air for remote monitoring.
Network attached storage
MS Office

COST OF SERVICE

Service Agreement & Warranty (provide individual costs for each item)
2-year service agreement (please provide a draft)
Warranty

VALUE ADDED SERVICES

Provide all value-added services available with cost on a separate form.
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TERMS AND CONDITIONS**RFP COSTS**

The proponent shall bear all costs associated with or incurred in the preparation and presentation of its proposal.

VERIFY, CLARIFY, AND SUPPLEMENT

When evaluating responses, the Town may request further information from the proponent to verify, clarify or supplement the information provided in the proposal. The Town may re-visit and re-evaluate the proponent's ranking based on any such information.

ALBERTA WORKER'S COMPENSATION BOARD (WCB)

A current Alberta WCB Letter of clearance should be included in the proposal as evidence of such coverage and confirmation that the proponents account is in good standing.

POSTED TO:

Alberta Purchasing Connection at www.purchasingconnection.ca

Town of Lamont Website at www.lamont.ca