

## SOUTH WEBER CITY COUNCIL AGENDA

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PUBLIC NOTICE is hereby given that the City Council of SOUTH WEBER CITY, Utah, will meet in an electronic meeting on Tuesday, April 14, 2020 streamed live on YouTube, commencing at 6:00 p.m.

**OPEN** (Agenda items may be moved in order or sequence to meet the needs of the Council.)

1. Pledge of Allegiance: Councilman Halverson
2. Prayer: Councilwoman Petty
3. Corona Virus Update
4. Public Comment: All comments must be submitted by email to [publiccomment@southwebercity.com](mailto:publiccomment@southwebercity.com)
  - a. Comments must be received prior to the meeting start time
  - b. Subject line should include meeting date, item # (or general comment), first and last name
    - i. Comments without first and last name will not be included in the public record

### **ACTION ITEMS**

5. Approval of Consent Agenda
  - a. Minutes March 24, 2020
  - b. Minutes March 10, 2020 special meeting
  - c. Amend Minutes January 28, 2020 adding public comment
  - d. Amend Minutes February 11, 2020 adding public comment
6. Ordinance 2020-01: Procurement Policy
7. Resolution 2020-12: Bid Award for Supervisory Control and Data Acquisition (SCADA)
8. Resolution 2020-13: Kennywood Subdivision Final Acceptance
9. Resolution 2020-14: Old Maple Farms Subdivision, phases 1 & 2 Final Acceptance
10. Public Works Truck Purchase

### **DISCUSSION ITEMS**

11. Budget Workshop, Tentative 2021 Budget
12. TUF

### **REPORTS**

13. New Business
14. Council & Staff
15. Adjourn

In compliance with the Americans With Disabilities Act, individuals needing special accommodations during this meeting should notify the City Recorder, 1600 East South Weber Drive, South Weber, Utah 84405 (801-479-3177) at least two days prior to the meeting.

THE UNDERSIGNED DULY APPOINTED CITY RECORDER FOR THE MUNICIPALITY OF SOUTH WEBER CITY HEREBY CERTIFIES THAT A COPY OF THE FOREGOING NOTICE WAS MAILED, EMAILED, OR POSTED TO: 1. CITY OFFICE BUILDING 2. FAMILY ACTIVITY CENTER 3. CITY WEBSITE [www.southwebercity.com](http://www.southwebercity.com) 4. UTAH PUBLIC NOTICE WEBSITE [www.pmn.utah.gov](http://www.pmn.utah.gov) 5. THE GOVERNING BODY MEMBERS 6. OTHERS ON THE AGENDA

DATE: 04-09-2020

CITY RECORDER: Lisa Smith

# CITY COUNCIL & PLANNING COMMISSION Work Meeting

**DATE OF MEETING:** 24 March 2020

**TIME COMMENCED:** 6:01 p.m.

**LOCATION:** Electronic Meeting held on Zoom and broadcast through YouTube

**PRESENT: MAYOR:**

Jo Sjoblom

**COUNCIL MEMBERS:**

Hayley Alberts  
Blair Halverson  
Angie Petty  
Quin Soderquist  
Wayne Winsor

**PLANNING COMMISSION:**

Tim Grubb  
Taylor Walton  
Wes Johnson  
Gary Boatright  
Rob Osborne

**CITY PLANNER:**

Barry Burton

**CITY ENGINEER:**

Brandon Jones

**CITY RECORDER:**

Lisa Smith

**CITY MANAGER:**

David Larson

**DEVELOPMENT COORD:**

Kimberli Guill

**Transcriber:** Minutes transcribed by Michelle Clark

Mayor Sjoblom called the meeting to order and welcomed those in attendance. She announced Governor Herbert made an executive order to allow cities to conduct public meetings electronically.

Mayor Sjoblom thanked Commissioner Boatright for the long hours and his hard work on editing the general plan narrative.

**PLEDGE OF ALLEGIANCE:** Councilman Winsor

**PRAYER:** Councilwoman Sjoblom

**DISCUSSION ITEMS:**

### Mixed Use

David Larson, City Manager, explained the City Council & Planning Commission created a Mixed-Use Committee to research, review, and make a recommendation on how the City should approach mixed-use as a development option. The committee met multiple times and reviewed different options, including the creation of a base zone, an overlay, development areas, and not doing anything. After much deliberation, the committee recommended that the City does not create any mixed-use zone or overlay but require a development plan and development agreement on the two properties that have already approached the City regarding mixed-use.

The committee recognized the need for a development to “pencil” for a developer and that no commercial will be built in the designated commercial areas if it’s not financially feasible. So far, developers have proposed residential elements on the commercial properties in order to make the development viable. Understanding the position of the property owner, developer, and City; the committee recommended exploring possible incentives that could allow a developer to build commercial only without a residential aspect.

David invited the committee to make any clarifications. Commissioner Walton stated he was concerned about taking out residential and felt the City might be eliminating some bargaining tools. Commissioner Osborne echoed the committee eradicated residential. Commissioner Walton wondered what type of proposals the City might receive without the residential component. Commissioner Winsor specified the City wants a development without apartments. Councilman Halverson expressed some residential would help soften the commercial. He asked if the committee is stating no residential on those two commercial properties located on the east and west end of the city. David replied affirmatively. He explained at some point someone must take the risk to build which is higher for commercial versus residential. Councilman Halverson didn’t want to limit something when it may be beneficial to the City. Councilman Winsor wasn’t sure it should be put out there that the City might consider multi-residential. He suggested encouraging other incentives for commercial. He communicated these properties are the two entrances to the City and convey the look and feel. What do apartments portray? Commissioner Walton identified possible options of townhomes, duplexes, etc. versus apartments. Councilwoman Alberts mentioned a developer could bring ideas forward which include housing.

David discussed defining the City’s position on the books, so the developer knows what the target is. He echoed a developer can always bring forward a proposal outside the scope of the zones. He commented the land use map was updated noting the land requiring a development agreement and a development plan. Councilwoman Alberts feared a developer requesting a truck stop on a large piece of property. Barry Burton, City Planner, recognized the City can amend the zones. He elaborated on customizing zones. Commissioner Osborne enjoined when a development proposal comes in for property A and property B, there needs to be a development agreement and development plan for the entire property. David verified that is correct. He also pointed out that in the committee’s recommendation mixed-use is not defined but areas are required to have a development plan and a development agreement. He indicated the City is not advertising or codifying mixed use, but if a developer proposes a mixed-use, it would be considered.

David clarified the group is okay with this recommendation as it is put on the general plan map showing the two properties cross hatched and the legend requiring a development agreement and

development plan. Barry questioned mixed-use references in the general plan narrative and David concurred the narrative needs to be amended to reflect the change.

### **General Plan Public Comments Review & Draft Revision**

David surmised the City Council and Planning Commission had reviewed the draft general plan and inquired if anyone had any further comment. Barry mentioned the graphics were duplicated and need to be fixed. Councilman Soderquist remarked on page 7 (line 175) there are 2,260 approved or proposed dwelling units, and on (line 199) the total dwelling units on vacant land is 1,042. He queried if 2,260 are proposed units and the 1,042 is estimated from everything that hasn't been proposed yet. David declared that as correct. Councilman Soderquist referenced page 10 (line 320) referencing Hill Air Force Base as being located directly south of the City and he suggested amending that to southwest.

Councilman Winsor brought up lines 276-289 concerning steep slopes. He commented it discusses the negatives of steep slopes mainly on the south bench area of the City yet when you move to Section 6 (Annexation) it promotes the development and need for municipal services of the same area. It also discusses preserving the character of the community and to isolate to foster cohesiveness. He pointed out promoting development in annexing won't foster isolation. He suggested distinguishing southern annexation from other areas since developing the south bench is contrary to other statements made in the document. He felt the property to the south on the annexation plan needs to be kept open space. David presented the Projected Land Use Map and that particular property is designated as open space.

Commissioner Walton requested future sidewalks along South Weber Drive be shown on the Active Transportation Map. Brandon Jones, City Engineer, agreed adding future sidewalks in the areas where South Weber Drive doesn't currently have it would be appropriate. Commissioner Walton identified specific areas of concern. Brandon will double check sidewalks on that map.

Commissioner Osborne wondered what the City is trying to achieve with the annexation plan. David described the gray area remaining open space all the way up to the flat. Barry elaborated the City has more control if the property is identified in the City's annexation plan and explained the annexation is initiated by the property owner. Councilwoman Alberts asked about rezones and agreed by identifying the property on the City's annexation plan it allows for more City control. Commissioner Boatright remarked it needs to be stated in the narrative that the City plans on keeping it as open space. Barry clarified there is a portion on the east bench that is developable. Commissioner Walton conveyed if both cities include this property in their annexation plan, the property owner would most likely go with the city where they can make the most money. Barry explained state statute provides a boundary commission and in the case of annexation dispute, particularly an overlap between cities, either entity can protest the annexation as well as any tax entity such as the school district. Commissioner Johnson revealed landowners who have already stated they want to keep their property open space. He had misgivings about the stability of the hillside if that property is developed. Councilman Soderquist conceded it is hard to put one definition on all properties. He suggested the possibility of breaking it into sections. Barry discussed the areas that Layton City can't service. He requested the City put in the most likely scenario for the Capital Facilities Plan. David expressed if we don't plan for any use and some future decision allows use up there, then when the developer needs to put in infrastructure, there is no way to recoup cost in impact fees.

Councilman Halverson discussed the Projected Land Use Map. He identified a couple of areas that have been identified Commercial Recreation. Barry reported the back portion of Kastle Rock property is in Riverdale City. He suggested taking this portion out of industrial and put it into some other use. He was aware at one time Layne Kap had plans for a small industrial park all the way to the freeway. Commissioner Walton recited there is a compatible use study being conducted with Hill Air Force Base and surrounding cities, including South Weber.

Councilwoman Alberts asked how possible high density is calculated in the CFP. Brandon stated from a capacity standpoint it would be good to plan for higher density, but it is difficult to guess actual numbers. Councilwoman Alberts questioned the new population calculations. David clarified the numbers now match the developable land map. Brandon explained it is better to overestimate the population. Commissioner Walton related the Governor's Office of Economic Adjustment numbers project a much higher build-out population for South Weber. Commissioner Boatright expressed the City has provided a good estimate and the 2020 Census will change things. He reiterated this is just a plan and any future council could change it.

Commissioner Walton asked about high winds and possible guidelines. Commissioner Boatright submitted the general plan is not the place for specifications. Brandon proclaimed it is in the city building codes.

Councilman Winsor discussed line 369 to 403 concerning Hill Air Force Base Environmental Impact and wanted more definitive explanations. He queried how accurate Map 5 is? Councilwoman Petty mentioned there are areas identified as contaminated but questioned if it the City's responsibility to define. Commissioner Boatright discussed line 400 and recalled when he bought his home, he was aware of these sensitive and possibly contaminated areas. Councilwoman Alberts canvassed the review process for contaminated areas. David replied there is a development process with geotechnical study requirements. Brandon explained the section in the code for sensitive lands and stated it does not specifically outline required tests, but this section could be strengthened. He expressed the City can require testing on a any piece of property. Councilman Halverson suggested increasing the testing requirements. He does think mitigation systems work. He proposed the general plan is worded well enough. Councilwoman Alberts suggested further conversation at another time concerning this item to make sure the City is protecting the residents. Councilman Halverson discussed the radius outside the plume maps and questioned how far out it should go. Councilman Soderquist communicated these plumes are created from sample testing from years ago. Councilman Halverson relayed these plume maps were updated eight or nine months ago. Commissioner Osborne asked who is responsible to agree to these plume maps, and how can the City encourage coordination. Councilwoman Petty wanted to make this a priority and address concerns. Mayor Sjoblom suggested having the committee meet again.

Councilwoman Alberts wanted to make sure an email from a resident was double checked. David was assigned that duty. David explained the timeline for the general plan and using these recommendations the maps and narrative will be finalized. The survey will be reviewed by randomly selected volunteers from the community using the survey instrument. The survey will then be emailed to the City Council and Planning Commission for feedback. He pointed out in the past the city has discussed holding public open houses, but under the current circumstances that cannot take place. However, the survey will go out during the month of April with the public comment period being closed the end of April. There will be an electronic version of the survey

as well as paper copy. Another joint work session will be held between the City Council and Planning Commission which is planned for May 12th. Public comment will be reviewed at that time. Ultimately, the Planning Commission will have a final review and officially recommend the plan to the City Council. The City Council will have the final adoption of the general plan.

**ADJOURNED:** Councilman Winsor moved to adjourn the Council Meeting at 8:08 p.m. Councilwoman Petty seconded the motion. Council Members Alberts, Halverson, Petty, Soderquist, and Winsor voted aye. The motion carried.

**APPROVED:** \_\_\_\_\_ Date Apr 14, 2020

**Mayor: Jo Sjoblom**

\_\_\_\_\_  
**Transcriber: Michelle Clark**

**Attest:**

\_\_\_\_\_  
**City Recorder: Lisa Smith**

DRAFT

# SOUTH WEBER CITY COUNCIL SPECIAL MEETING

**DATE OF MEETING:** 10 March 2020

**TIME COMMENCED:** 5:07 p.m.

**PRESENT: MAYOR:**

Jo Sjoblom

**COUNCILMEMBERS:**

Haley Alberts  
Blair Halverson  
Angie Petty  
Quin Soderquist  
Wayne Winsor

**CITY MANAGER:**

David Larson

**CITY ENGINEER:**

Brandon Jones

**DEVELOPMENT COORD:**

Kimberli Guill

**Transcriber:** Michelle Clark

Councilman Halverson moved to go into a **CLOSED EXECUTIVE SESSION (UTAH CODE 52-4-205(1)(c)) TO DISCUSS PENDING OR REASONABLY IMMINENT LITIGATION** at 5:07 p.m. Councilman Winsor seconded the motion. Mayor Sjoblom called for a roll call vote. Council Members Alberts, Halverson, Petty, Soderquist, and Winsor voted aye. The motion carried.

**ADJOURNED:** Councilman Soderquist moved to adjourn the Special Meeting at 5:35 p.m. Councilwoman Alberts seconded the motion. Mayor Sjoblom called for a roll call vote. Council Members Alberts, Halverson, Petty, Soderquist, and Winsor voted aye. The motion carried.

**APPROVED:** \_\_\_\_\_

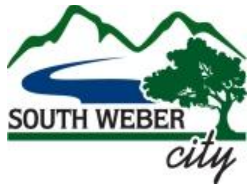
**Date** 04-14-2020

**Mayor:** Jo Sjoblom

\_\_\_\_\_  
**Transcriber:** Michelle Clark

**Attest:**

\_\_\_\_\_  
**Recorder:** Lisa Smith



**Council Meeting Date:** April 14, 2020

**Name:** David Larson

**Agenda Item:** 6

**Objective:** Discuss Proposed Changes to the Procurement Policy

**Background:** The City's Procurement Policy was last updated in 2016. The Admin/Finance Committee has taken approximately 1 year reviewing, discussing, and working to update the policy. The Committee has updated and added some definitions, adjusted the authorization limits, and clarified the purchase and surplus processes.

The Committee presented the policy for full Council review and discussion during the City Council meeting on March 31, 2020. The only adjustment to the final policy based on that discussion was decreasing the authorization limit of the City Manger from \$14,999 down to \$9,999.

**Summary:** Adopt the Updated Procurement Policy

**Committee Recommendation:** Approve

**Planning Commission Recommendation:** n/a

**Staff Recommendation:** Approve

**Attachments:** Final Procurement Policy

**Budget Amendment:** n/a



**ORDINANCE NO. 2020-01**

**AN ORDINANCE OF THE SOUTH WEBER CITY COUNCIL ADOPTING CITY CODE  
TITLE 2 CHAPTER 1, PROCUREMENT CODE**

**WHEREAS**, Utah Code Ann. 63G-6a-105(1) and (4) provides that every procurement is governed by the State procurement code and that municipalities may adopt any section of that chapter or its implementing regulations; and

**WHEREAS**, UCA 63G-6a-105(2) provides that the State procurement code does not apply to a public entity that is not a procurement unit; and

**WHEREAS**, UCA 63G-6a-103(49) defines local government procurement unit to include a municipality, unless the municipality adopts its own procurement code by ordinance; and

**WHEREAS**, a municipality is therefore allowed to adopt its own procurement ordinance and thereby exempt itself from the State procurement code, except for those State provisions the city specifically adopts; and

**WHEREAS**, the City Council finds it is in the public interest to adopt its own procurement code;

**NOW, THEREFORE, BE IT ORDAINED** by the South Weber City Council that Title 2 Chapter 1 of the South Weber City Code is hereby adopted to read as attached hereto as Exhibit A. This Ordinance shall take effect immediately upon passage and publication or posting.

Ordinances in conflict herewith are hereby repealed to the extent of such conflict.

**PASSED AND ADOPTED** by the City Council of South Weber, Davis County, on the 14th day of April 2020.

\_\_\_\_\_  
**MAYOR: Jo Sjoblom**

\_\_\_\_\_  
**ATTEST: Lisa Smith, City Recorder**

Roll call vote is as follows:

Council Member Alberts	FOR	AGAINST
Council Member Halverson	FOR	AGAINST
Council Member Petty	FOR	AGAINST
Council Member Soderquist	FOR	AGAINST
Council Member Winsor	FOR	AGAINST

## **CERTIFICATE OF POSTING**

I, the duly appointed recorder for the City of South Weber, hereby certify that Ordinance 2020-01 was passed and adopted the 14th day of April 2020, and also certify that complete copies of the ordinance were posted in the following locations within the municipality this 15th day of April, 2020:

1. South Weber Family Activity Center, 1181 E. Lester Drive
3. South Weber City Building, 1600 E. South Weber Drive

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**Lisa Smith, City Recorder**

# **EXHIBIT A**

## **Title 2**

### **Revenue and Taxation**

**TITLE 2  
REVENUE AND TAXATION**

**Chapter 1  
Procurement**

<b>2-1-010:</b>	<b>PURPOSE AND SCOPE</b>
<b>2-1-020:</b>	<b>DEFINITIONS</b>
<b>2-1-030:</b>	<b>APPLICATION</b>
<b>2-1-040:</b>	<b>PROCUREMENT OFFICERS; DUTIES AND AUTHORITY</b>
<b>2-1-050:</b>	<b>AUTHORIZATION LIMITS</b>
<b>2-1-060:</b>	<b>STANDARD PROCUREMENT PROCESSES</b>
<b>2-1-070:</b>	<b>CANCELLATION AND REJECTION OF BIDS AND PROPOSALS</b>
<b>2-1-080:</b>	<b>BONDS AND BID SECURITY</b>
<b>2-1-090:</b>	<b>CONTRACTS AND CHANGE ORDERS</b>
<b>2-1-100:</b>	<b>PROTEST OF SPECIFICATIONS OR AWARD OF PROCUREMENT CONTRACT; APPEAL</b>
<b>2-1-110:</b>	<b>BUDGET LIMITATION</b>
<b>2-1-120:</b>	<b>DELIVERY OF SUPPLIES</b>
<b>2-1-130:</b>	<b>INVENTORY MANAGEMENT</b>
<b>2-1-140:</b>	<b>DESIGN PROFESSIONAL SERVICES</b>
<b>2-1-150:</b>	<b>PETTY CASH</b>
<b>2-1-160:</b>	<b>CITY PURCHASING CARDS</b>
<b>2-1-170:</b>	<b>DISPOSAL OF SURPLUS PROPERTY</b>
<b>2-1-180:</b>	<b>ADVERTISING REQUIREMENTS</b>
<b>2-1-190:</b>	<b>ETHICS</b>
<b>2-1-200:</b>	<b>VIOLATIONS</b>

**2-1-010: PURPOSE AND SCOPE.** The purpose of this chapter is to establish procedures and guidelines for the procurement of supplies, services, and construction for the City of South Weber, and to ensure that all such purchases and encumbrances are of acceptable quality and are made equitably, efficiently and economically. A second purpose of this chapter is to establish procedures for the disposal of City surplus property.

**2-1-020: DEFINITIONS.** As used in this chapter:

- A. **BUILDING IMPROVEMENT** means the construction or repair of a public building or structure.
- B. **CAPTIAL EXPENDITURE** means a capital asset purchase greater than \$10,000 and a life expectancy of three years or more or extends the life of the asset.
- C. **CHIEF PROCUREMENT OFFICER** means the City Manager.
- D. **CITY** means the City of South Weber, Utah.

- E. CLASS C ROAD IMPROVEMENT PROJECT means the construction and maintenance of a class C road.
- F. CONSTRUCTION MATERIALS mean the supplies and services used to complete a construction project.
- G. CONSTRUCTION OF CLASS C ROADS means work that would apply to any new City roadbed either by addition to existing systems or relocations; resurfacing of existing roadways with more than two inches of bituminous pavement; or new structures or replacement of existing structures, except the replacement of drainage culverts.
- H. CONSTRUCTION PROJECT means a building improvement, public works project, or class C road improvement project. Construction project does not mean the routine operation, repair, or maintenance of existing structures, buildings, or real property.
- I. DEPARTMENT HEAD means the director of a department, including Public Works, Finance, Recreation, and Fire, that oversees the professional, administrative, and managerial duties pertaining to the operations and performance of their respective department.
- J. DESIGN PROFESSIONAL means an individual licensed as an architect, professional engineer, professional land surveyor, or an individual certified as a commercial interior designer.
- K. DESIGN PROFESSIONAL SERVICES mean professional services within the scope of the practice of architecture, professional engineering, professional land surveying, master planning and programming services, or commercial interior design.
- L. EMERGENCY PROCUREMENT means the procurement of supplies, services, or construction materials that cannot be purchased through normal procurement methods due to an existing or imminent emergency condition. An emergency condition is a situation, which creates an immediate and serious threat to public health, life, safety, or property. An emergency condition is usually, but not always, the result of floods, natural disasters, epidemics, riots, or critical equipment failures.
- M. EMPLOYEE means an individual duly employed and authorized by the City to make purchases for the City.
- N. INVITATION FOR BIDS means a procurement document used for seeking competition for large expenditure purchases or small expenditure purchases that may ultimately exceed the aggregate threshold for a small expenditure purchases, and which is submitted electronically or in a sealed envelope to prevent its contents from being revealed or known before the deadline for the submission of bids.
- O. MAINTENANCE OF CLASS C ROADS means the keeping of a road facility in a safe and stable condition to which it was constructed or improved, and includes the reworking

of an existing surface by the application of up to and including two inches of bituminous pavement; the installation or replacement of guardrails, seal coats, and culverts; the grading or widening of an existing unpaved road or flattening of shoulders or side slopes to meet current width and safety standards; and horizontal or vertical alignment changes necessary to bring an existing road into compliance with current safety standards.

- P. **PROCUREMENT** means buying, purchasing, renting, leasing, leasing with an option to purchase, or otherwise encumbering the City as a means of acquiring supplies, services, or construction materials, and all functions that pertain to obtaining any supply, service, or construction materials, including the solicitation of sources, selection, award, and all phases of contract administration.
- Q. **PROFESSIONAL SERVICES** mean auditing, banking, insurance, legal, and other forms of professional consulting, but not design professional services.
- R. **PUBLIC WORKS PROJECT** means the construction of a park or recreational facility, a pipeline, culvert, dam, canal, or other system for water, sewage, storm water, or flood control, or street lighting. Public works project does not include the replacement or repair of existing infrastructure on private property.
- S. **PURCHASE ORDER** means a procurement document issued by the purchaser to formalize a purchasing transaction or contract with a supplier. A purchase order encumbers funds that were properly appropriated for a particular purchase from an approved budget account. A purchase order is sent to a supplier to initiate or place an order.
- T. **QUOTE** means an electronic or written offer to sell goods or services at a certain price, under specified conditions.
- U. **RESPONSIVE AND RESPONSIBLE BIDDER** means a person who submits a bid that conforms in all material aspects to the bid specifications, and who has the capability in all respects to perform in full the contract or purchase order requirements in a timely manner.
- V. **REQUEST FOR PROPOSALS** means a document used to solicit proposals to provide a procurement item to a procurement unit, including all other documents that are attached to that document or incorporated in that document by reference.
- W. **REQUEST FOR QUALIFICATIONS** means a document used to solicit the qualifications, experience, training, and ability to perform a given task or project.
- X. **SEALED BIDS** is also called an Invitation for Bids.
- Y. **SERVICES** mean the furnishing of labor, time, or effort by a contractor, not involving the delivery of a specific end-product other than reports that are merely incidental to the

required performance. "Services" does not include employment agreements or collective bargaining agreements.

Z. SOLE SOURCE PROCUREMENT means the procurement of supplies or services that are only available from a single supplier or manufacturer.

AA. SOLICITATION means the process of notifying prospective bidders that the City wishes to receive quotes, bids, or proposals for supplies or services. The process may consist of public advertising, invitations to bid, or requests for proposals to prospective bidders.

BB. SUPPLIES mean all personal property, including but not limited to goods, equipment, materials and printing.

### **2-1-030: APPLICATION.**

A. All procurement-related expenditures of the City shall conform to the provisions of this chapter and applicable provisions of State law including, but not limited to, the Uniform Fiscal Procedures Act set forth at Utah Code Ann. §10-6-101, et seq., as amended. Any expenditures involving federal assistance funds shall comply with applicable federal law and regulations. Any expenditure involving the construction, maintenance or improvement of a class C road or work using class C funds shall comply with Utah Code Ann. 72-6-108 and 72-6-109, as amended.

B. Procurement-related expenditures not covered under this chapter shall follow the Utah Procurement Code, Utah Code Ann. 63G-6a-101 et seq.

C. All procurement shall follow the ethical standards of the Utah Municipal Officers' and Employees' Ethics Act, Utah Code Ann. 10-3-1301, et seq.

D. The City shall maintain records pertaining to purchases and encumbrances made under this chapter in accordance with the Utah Government Records Access and Management Act, Utah Code Ann 63G-2-101 et seq.

E. No check or warrant to cover any claim against appropriations may be drawn until the claim has been processed according to the relevant provisions of this chapter.

### **2-1-040: PROCUREMENT OFFICERS; DUTIES AND AUTHORITY.**

A. The City Council shall approve all procurement by the City. The City's procurement authority is hereby delegated as provided in this chapter.

B. The City Manager shall act as the Chief Procurement Officer. The Chief Procurement Officer, or designee, shall review all procurements or encumbrances made to ensure accuracy and compliance with this chapter.

- C. The Chief Procurement Officer or Mayor may sign contracts as specifically authorized in advance by the City Council.
- D. The Chief Procurement Officer shall be responsible for all purchasing and may delegate the following duties to the Purchasing Agent, who shall be the Finance Director, or to a Department Head as necessary:
  - 1. administering and interpreting this chapter in accordance with any applicable federal, state and local laws, and finance department policies and procedures for carrying out the provisions of this chapter;
  - 2. procuring or supervising the procurement of all supplies and services needed by the City, including preparation of specifications, and negotiating and obtaining the authorized signatures on procurement contracts and purchase orders;
  - 3. exercising general supervision and control over all inventories or supplies of the City and the inspection of and accounting for all such inventories or supplies;
  - 4. preparing and maintaining forms and reports as are reasonably necessary to the operation of this chapter and other rules and regulations of the City;
  - 5. keeping generally informed of current developments in the field of procurement, including market conditions and new products;
  - 6. providing a copy of all contracts and agreements to the City Recorder immediately upon their execution; and
  - 7. administering the sale, trade, exchange, or disposal of the City's surplus personal property.

#### **2-1-050: AUTHORIZATION LIMITS**

- A. Department heads may authorize purchase of supplies, services and materials which do not exceed \$4,999 and may sign the contracts pertaining thereto, provided the purchases are made in accordance with procedures set forth in this chapter and there are funds in the department budget to cover the purchases to be made.
- B. Purchases of supplies, services, or construction materials between \$5,000 and \$9,999 require prior approval of the Department Head and the Chief Procurement Officer. The Chief Procurement Officer shall verify that the procedures set forth in this chapter have been accurately followed prior to giving approval and shall ensure there are sufficient funds budgeted and available to cover the purchases to be made.
  - a. A purchase order shall be submitted for approval for the purchase of all supplies, services or construction in excess of \$5,000, except in circumstances permitted by this chapter



such as emergency purchases or for service contracts entered between the City and contracted party, which specify the cost of service.

- C. Purchases of supplies, services, or construction materials of more than \$10,000 require the approval of the Department Head, Chief Procurement Officer, and the City Council. The Chief Procurement Officer shall verify that the procedures set forth in this chapter have been accurately followed prior to the City Council giving approval.

**2-1-060. STANDARD PROCUREMENT PROCESSES.**

**Table: Procurement Summary**

<b>Amount</b>	<b>Authorization</b>	<b>Process</b>	<b>Policy Reference</b>
\$0 - \$999	Department Head	Small	2-1-060.A.1.a
\$1,000 - \$4,999	Department Head	Small or Exempt	2-1-060.A or C
\$5,000 - \$9,999	City Manager	Small or Exempt	2-1-060.A or C
\$10,000 - \$24,999	City Council	Small or Exempt	2-1-060.A or C
\$25,000 +	City Council	Large or Exempt	2-1-060.B or C

A. Small Purchases.

1. The City’s policy and procedure governing purchases under \$25,000 is as follows:

- a. Before making a purchase less than \$1,000, the Department Head responsible for purchase shall use means which are reasonable under the circumstances to assure that the City is getting good value and a reasonable price.
- b. A purchase of goods or services greater than \$1,000 but not exceeding \$25,000 shall be awarded after solicitation of price quotes from enough prospective vendors to reasonably ensure that the City received a competitive price, unless an exempt expenditure process in 2.1.060.C is followed. Solicitations may be made electronically or in writing. The Purchasing Agent or Department Head shall evaluate the quotes received to determine the lowest responsible and responsive quote. Such quotes shall be recorded and kept by the City.
- c. It is unlawful for a person to intentionally or knowingly divide a procurement into small procurements with the intent to make the procurement qualify as a small purchase or meet the small purchase threshold of \$25,000.
- d. Purchases for construction, job order contracting, design professional services, other professional services, information technology, and goods may not exceed an annual cumulative threshold of \$25,000 from the same source, unless the Chief Procurement Officer gives written authorization to exceed the threshold that includes the reasons for exceeding the threshold.

B. Large Purchases.

1. The City's policy and procedure governing purchases of \$25,000 and over is as follows:

- a. A purchase of goods or services \$25,000 or over shall be awarded with a bidding procedure, unless an exempt expenditure process in 2.1.060.C is followed.

2. Bidding Procedures.

a. Type of Purchases and Bid Limits. The following purchases and bid limits require bidding procedures:

- i. capital equipment purchases estimated to cost \$25,000 or more; and
- ii. building improvement or public works projects estimated to cost \$25,000 or more.

b. Plans and Specifications. The City shall cause plans and specifications to be prepared and approved prior to any Invitation for Bids.

c. Invitation for Bids. An Invitation for Bids shall be prepared by the City and shall include:

- i. a description of the goods or services to be purchased or work to be performed;
- ii. contract terms, conditions and bond requirements applicable to the purchase or work;
- iii. the criteria that will be used to evaluate the bid;
- iv. notification of the location where plans, specifications and other information may be obtained;
- v. the time and place of the bid opening; and
- vi. the right of the City to reject any and all bids.

d. Publication. Public notice of an invitation for bids shall follow applicable state law.

- e. Amendment. The City may amend, supplement, or cancel an Invitation for Bids at any time prior to the opening of the bids when deemed in the best interest of the City.
- f. Submission. All bids received by the City shall be received according to the instructions in the Invitation for Bid. The bids shall not be opened or reviewed prior to the time set for opening of the bids, except as provided in subsection 2-1-060. B.2.g.
- g. Correction or Withdrawal of Bids. The City may permit correction or withdrawal of bids prior to any bid opening. After bid opening, no changes in bid prices may be permitted. However, the City, in its discretion and upon a showing of hardship by the bidder, may allow the withdrawal of a bid containing a substantial error. Any decision to permit the correction or withdrawal of bids shall be supported, in writing, by the City.
- h. Opening Bids. Bids shall be opened in public and in the presence of one or more documented witnesses at the time and place designated in the Invitation for Bids. Bids shall be opened by the Chief Procurement Officer or designee.
- i. Recording Bids. The total amount of each bid and the name of the bidder shall be read aloud as the bids are opened, and such information shall be recorded and open to public inspection.
- j. Evaluating Bids. At the time of opening, the bids shall be briefly reviewed by the City to determine the apparent lowest responsible and responsive bidder based on the criteria set forth in the Invitation for Bids. Bids shall thereafter be fully evaluated within a reasonable time by the Purchasing Agent or designee to determine the lowest responsive and responsible bidder, whose bid or quote conforms in all material aspects to the bid specifications, and who has the capacity in all respects to perform in full the contract or purchase order requirements in a timely manner. The Purchasing Agent or designee may not use criteria not described in the Invitation for Bids to evaluate a bid.
- k. Determination. The City may request additional information with respect to the responsibility of a bidder. The unreasonable failure of a bidder to promptly supply information or proof regarding responsibility may be grounds for a determination of non-responsibility or non-responsiveness of the bidder.
- l. Award. Following full evaluation of the bids, the City Council may accept, reject, or modify the determination and thereupon award the contract or reject any and all bids.
- m. Tie Bids. If two or more bids received are for the same total amount or unit price, quality and service being equal, and if the public interest will not permit

the delay of re-soliciting bids, the Chief Procurement Officer or designee shall resolve a tie bid using the following considerations:

- i. bidder closest to the point of delivery;
  - ii. bidder who received the previous award;
  - iii. bidder who will provide the earliest delivery date; or
  - iv. by drawing lots.
- n. **Single Bids.** In the event only one bid is received, the Purchasing Agent shall determine whether it is in the best interests of the City to re-solicit for additional bids or proceed with a procurement award using the single bid received.
- o. **No Bids or Proposals.** In the event no bids or proposals are received, the Purchasing Agent shall determine whether the delay of re-soliciting bids or proposals will be detrimental to the public interest. If a delay in re-soliciting bids or proposals will be detrimental to the public interest, the Purchasing Agent may purchase the supplies or services with as much competition as practicable under the circumstances.
- p. **Dividing the Cost of a Construction Project.** The cost of a construction project may not be divided to avoid exceeding the bid limit. However, the cost of a construction project that exceeds the bid limit may be divided if the selection procedures comply with the requirements of this chapter with respect to each part of the construction project that results from dividing the cost.
- q. **Exceptions.** Any exceptions to the procedures set forth in this section must be in the best interest of the City and must have prior written approval of the Chief Procurement Officer or designee.

#### C. Exemptions from Small and Large Purchases.

1. The following expenditures are exempt from the small and large purchases procedures of this chapter, but shall be made with as much competition as practical under the circumstances:
  - a. **Procurement under City, County, State, or Federal Contracts or Pre-Qualified Lists.** An expenditure for which requests for qualifications, competitive bidding or price negotiation according to a procedure comparable to the City's process has already occurred at the City, county, state or federal level.
  - b. **Service Contracts and Professional Services.** Service contracts and professional services, but not design professional services, are expenditures that, by their

nature, are not reasonably adapted to award by competitive bidding. The Chief Procurement Officer or designee shall award service contracts and professional services contracts based on the Chief Procurement Officer's evaluation of the provider's professional qualifications, service ability, experience, cost of services, and other applicable criteria as may be established. A Request for Proposal or Request for Qualifications may be used to make such a determination. Prior to entering into a service or professional services contract, the Chief Procurement Officer shall determine that it is within the best interest of the City to do so, and that as many providers as practical have been considered for the service. Once a service or professional services contract has been issued, any periodic payments do not require additional approval from the Chief Procurement Officer, provided the contract payments have been properly budgeted. A department may proceed with a service contract or the purchase of professional services according to the terms and conditions of an existing City contract.

i. Request for Proposals

1. Form. When the City is unsure of what procurement item is required or the abilities of various providers, the Chief Procurement Officer or Purchasing Agent may prepare a Request for Proposals, which shall include such specifications as are known and the various skills and qualifications needed, to be used to obtain a procurement item.
2. Evaluating Proposals. Proposals shall be evaluated within a reasonable time by an evaluation committee comprised of at least three city employees to determine which proposal provides the best value to the City. The committee shall evaluate each responsive and responsible proposal, which proposal conforms in all material aspects to the proposal specifications, and which demonstrates the proposal has the capacity in all respects to perform in full the contract or purchase order requirements in a timely manner. Evaluation criteria for a proposal may include items such as experience, qualifications, approach to the project, references, management plans, schedule of delivery, cost, and other subjective or objective criteria. At any time during the evaluation process, the evaluation committee may request additional information from a proposer or proposers, including oral interviews or presentations. Criteria not described in the Request for Proposals may not be used to evaluate a proposal. See section 2-1-140 for soliciting design professional services using a Request for Proposals or Requests for Qualifications.

- c. Sole Source. Expenditures for goods or services which, by their nature, are not reasonably adapted to award by competitive bidding, including goods or services which can be purchased only from one source; contracts for additions to and

repair and maintenance of equipment already owned by the City which may be more efficiently added to, repaired or maintained by a certain person or firm; and equipment which, by reason of the training of City personnel or an inventory of replacement parts, is compatible with the existing equipment owned by the City. Prior to any expenditure under this subsection, the Chief Procurement Officer shall determine, in writing, that the requirements of this subsection have been satisfied.

- d. **Interlocal Agreement:** An expenditure made in conjunction with an interlocal agreement between the City and another governmental entity in compliance with the Interlocal Cooperation Act, Utah Code Title 11, Chapter 13.
- e. **Emergency Procurement.** The existence of an emergency condition may create an immediate and serious need for supplies, services, repairs, or construction that cannot be met through normal procurement methods and policy. An emergency procurement of supplies, services, repairs, or construction shall be made using as much competition as practical under the circumstances. Emergency procurement shall be limited to only those supplies, services, repairs, or construction necessary to mitigate the emergency. Following an emergency expenditure, and as soon as practicable, a purchase order shall be submitted by the department for which the emergency purchase was made. Such purchase orders shall be treated as regular purchase orders and shall require the appropriate approval signatures as stated in this chapter.

**2-1-070: CANCELLATION AND REJECTION OF BIDS AND PROPOSALS.** The City reserves the right to cancel an Invitation for Bids, Request for Proposals, or to reject any or all bids or proposals. Any cancellation or rejection shall be in writing. If, after cancellation or rejection of all bids or proposals, the City decides to make the purchase or encumbrance, it shall, when required by State law, reinstate the Invitation for Bids or Request for Proposals process. If after repeating the process, no satisfactory bid or proposal is received, the City may negotiate or make the improvement or acquisition or enter such other agreements as it deems necessary or desirable.

**2-1-080: BONDS AND BID SECURITY.**

- A. **Performance and Payment Bonds.** Prior to entering any contract, the City may require performance and payment bonds to be provided in such form and amounts as required by law and by the City as reasonably necessary to protect the best interest of the City.
- B. **Bid Security.** Contracts for construction projects may require a bid security in an amount equal to at least five percent of the amount of the bid.

**2-1-090: CONTRACTS AND CHANGE ORDERS.**

- A. The City may award exclusive and nonexclusive contracts. Unless a contract specifically states it is exclusive, it shall be deemed nonexclusive. "Nonexclusive" means that the

City may award a contract to more than one contractor for similar supplies or services as deemed appropriate.

- B. A contract for supplies, services, or construction materials shall have a stated end date and may be entered into for any stated period of time deemed to be in the best interest of the City. The term of the contract and the conditions of renewal or extension, if any, shall be included in the solicitation. No contract may be renewed indefinitely.
- C. Payment and performance obligations for succeeding fiscal periods shall be subject to the availability and appropriations of funds by the City Council.
- D. Contracts and purchase orders may be amended, modified or supplemented only by written amendment to the contract or purchase order, executed by the parties thereto.
- E. The City Recorder shall countersign all contracts made on behalf of the City or to which the City is a party. Department heads shall provide the City Recorder with a fully conformed original copy of all procurement contracts upon their execution. The City Recorder shall maintain an indexed record of all procurement contracts.
- F. In the event a construction project has a change order or a price variance due to unknown or unforeseen circumstances, conditions, or factors affecting the outcome of the project, the Chief Procurement Officer shall notify the City Council of any condition that would exceed 20% of the original bid amount. Change orders in construction project contracts that cause the contract price to exceed the total project budget shall not be approved until reviewed and approved as a budget adjustment by the City Council.

**2-1-100: PROTEST OF SPECIFICATIONS OR AWARD OF PROCUREMENT CONTRACT; APPEAL.**

- A. Grievance: Any actual or prospective bidder, offeror or contractor who is aggrieved with the solicitation or award of a procurement contract may protest to the Purchasing Agent.
- B. Protest of Specifications: A protest regarding the specifications of a solicitation shall be submitted in writing to the Purchasing Agent prior to the opening of the bid and must list the pertinent facts giving rise to the protest.
- C. Protest of Contract or Purchase Award: A protest regarding the award of a procurement contract or purchase award shall be submitted in writing to the Purchasing Agent within five business days of the award of a procurement contract or purchase award and must list the pertinent facts giving rise to the protest. Untimely protests will not be considered.
- D. Stay of Proceedings: In the event of a timely protest, the City shall not proceed further with the solicitation or with the award of the contract or purchase until the protest is sustained or rejected by the Purchasing Agent, unless an immediate award of the contract or purchase is required to protect substantial interests of the City.

- E. Protest Review: The Purchasing Agent shall determine if the protest is timely filed. If the Purchasing Agent determines the protest is timely filed, the protest shall be dismissed if the Purchasing Agent determines the protest alleges facts that, if true, do not provide an adequate basis for the protest. Otherwise, the Purchasing Agent shall uphold the protest.
- F. Appeal: Any person aggrieved of a determination of a Department Head, the Purchasing Agent or Chief Procurement Officer in connection with the provisions of this chapter may appeal the determination or action to the City Council within five business days from the Purchasing Agent's decision by filing a written appeal to the City Recorder, stating the reasons therefor. The City Council shall schedule a hearing on the matter within ten days of the Recorder's receipt of the appeal.

**2-1-110: BUDGET LIMITATION.** No expenditure or encumbrance shall be made for any supplies, services, or construction project that exceeds the funded amount in the City budget, except as may be provided in an emergency situation.

**2-1-120: DELIVERY OF SUPPLIES.** When supplies are delivered, the Purchasing Agent or the Department Head who requested the supplies shall inspect the supplies received to assure that the correct quantity and quality have been delivered. If the supplies delivered are satisfactory, the supplies shall be accepted and a copy of the packing slip, invoice, or other delivery document (or an electronic copy of such) shall be forwarded to accounts payable for review, payment, and filing.

**2-1-130: INVENTORY MANAGEMENT.** Department heads shall exercise supervision of all inventories of tangible City property within the control of or assigned to their departments. All City property located in warehouses and similar storage areas shall be inventoried annually. Accountability for the property shall reside with the respective Department Head.

**2-1-140. DESIGN PROFESSIONAL SERVICES.** The Purchasing Agent may establish criteria in a Request for Qualifications or Request for Proposals by which the qualifications of a design professional will be evaluated as provided by Utah Code Ann. 63G-6a-1502.5. The Purchasing Agent shall follow all requirements of Utah Code Ann. 63G-6a-1501 et seq. in securing design professional services, including appointing an evaluation committee of at least three members.

**2-1-150. PETTY CASH.** The City shall maintain a petty cash fund in which the total amount of cash, vouchers and receipts shall not exceed \$300. The petty cash fund shall be kept in a locked box maintained by the City Treasurer. A City employee may receive up to \$50 from the petty cash fund for any lawful and necessary expenditure to be made on behalf of the City and shall sign a petty cash voucher showing the amount received and an explanation of the intended use of the money. Within three business days after making the expenditure, the employee shall return any excess money to the petty cash fund and staple the itemized receipt for the expenditure to the petty cash voucher. Employees shall not receive any money from the petty cash fund for personal use. When money in the petty cash fund falls below \$100, the City Treasurer shall draft a check to the petty cash fund to raise the amount of currency in the fund to \$300.

**2-1-160. CITY PURCHASING CARDS.**



- A. City employees and officials who have been issued a City purchasing card may use such card for City purchases and are encouraged, whenever possible, to use vendors with whom the City has an existing account. The card holder must deem that using the purchasing card is in the best interest of the City and would expedite the purchase process.
- B. All purchases made with City purchasing cards shall require a receipt. The receipt shall be turned in to the City Treasurer with the purchasing card monthly statement.
- C. The City Treasurer shall review all purchasing card statements.
- D. Personal purchases of any type on a City-issued purchasing card are strictly prohibited.
- E. Each employee who has access to a City purchasing card shall sign a purchasing card use agreement.
- F. Employees using City purchasing cards shall comply with Section 2-1-190 of this code. Anyone found in violation of this section may be subject to disciplinary action up to and including termination and may be subject to prosecution under the law.

**2-1-170: DISPOSAL OF SURPLUS PROPERTY.**

- A. Real Property.
  - 1. The City Council may authorize by resolution the disposal, including by sale, lease, or other lawful manner, of real property for the benefit of the City as provided by Utah Code Ann. 10-8-2, as amended. A significant parcel of real property is a parcel greater than one acre or that has a reasonable value more than \$100,000.
  - 2. The Chief Procurement Officer shall make an initial determination that real property is surplus. Surplus real property may include real property that is not needed for City infrastructure; property whose cost to maintain outweighs its value to the City; property that is part of a trade that will benefit the City, the sale of which will realize significant financial benefits to the City; or the disposal of which is otherwise in the public interest.
  - 3. Before the City may dispose of a significant parcel of real property, the City shall provide notice and hold a public meeting at which the City Council shall accept public comment on the proposed disposition.
  - 4. All disposal, leases, or subleases of such real property of the City other than a significant parcel of real property, shall be made, as nearly as possible, under the same conditions and limitations as required by this chapter for the purchase of property, including notice and bidding procedures.

5. The City Council may authorize at its discretion and under such terms and conditions as it deems desirable, fair and appropriate, considering the intended use, property tax value and the interests of the City, the sale of any surplus real property, through public auction or other method designed to best serve the interests of City residents and produce a fair return; the trade or exchange or any surplus real property; or the lease or sublease of any surplus real property.

B. Personal Property.

1. Whenever personal property is no longer needed by a City department, the Department Head having control of such property shall notify the Chief Procurement Officer or designee. The Chief Procurement Officer or designee shall notify other City departments of the availability of such property. If the property is requested, the Chief Procurement Officer or designee shall supervise the transfer of such property to the department requesting the property.
2. If City personal property becomes surplus, unused, obsolete, unsuitable for public use, or otherwise no longer needed, the property shall be disposed of as follows:
  - a. City personal property that is included in the fixed asset register shall not be disposed of, or sold through public auction, until such property is declared surplus by the City Council. Once this property is declared surplus by the City Council, it may be sold to the highest bidder by the Purchasing Agent through an approved public auction service provider or through public auction.
  - b. City personal property that was not originally included in the fixed asset register may be sold to the highest bidder by the Purchasing Agent through an approved public auction service provider or by conducting a public auction. The Chief Procurement Officer shall have the right to reject any bids or offers for City personal property when in the best interest of the City.
  - c. If a surplus item remains unsold after reasonable attempts to sell it through public auction, the Chief Procurement Officer may sell the surplus item to any person for such price as the Chief Procurement Officer deems appropriate or may dispose of the item at the Chief Procurement Officer's discretion.
  - d. Personal property that is fully consumed in its use for official City business shall be disposed of in any reasonable manner approved by the Purchasing Agent.
  - e. Monetary proceeds from the sale or other disposition of items pursuant to this section which were an enterprise fund asset or purchased with enterprise fund revenues shall be credited to the respective enterprise fund. All other proceeds shall be credited to the City's general fund.
  - f. Where personal property is of such a size, shape, or is so unique as to be unmarketable, the requirements of this section may be waived and such property

may be sold or otherwise disposed of in any reasonable manner, with the approval of the City Council.

**2-1-180 ADVERTISING REQUIREMENTS.** All procurement solicitations shall conform to the following advertising requirements, as applicable. Unless otherwise stated, procurement solicitations may be posted in E-Procurement websites rather than advertised in a printed medium.

- A. Invitations for Bids and Requests for Proposals shall be advertised a minimum of five days in advance of the bid due date at least once in a generally and widely available medium, which may include newspapers, business journals or posted on an E-Procurement website.
- B. Invitations for Bids for building improvement and public works projects shall be published at least twice in a newspaper published or of general circulation in the City, at least five business days before opening the bids; and in accordance with Utah Code Ann. § 45-1-101, as amended, at least five business days before opening the bids.
- C. Invitations for Bids for class C road improvement projects shall be advertised at least once a week for three consecutive weeks in a newspaper of general circulation; and in accordance with Utah Code Ann. § 45-1-101, as amended, for three weeks.
- D. Notice to surplus real property shall be provided at least 14 calendar days before the opportunity for public comment by posting the property with notice of the consideration of designating it surplus and mailing notice to each owner of real property within 300 feet of the property that is the subject of the proposed disposition as shown on the last assessment rolls of the county in which the property is located.
- E. Notice for the sale of surplus personal property shall be advertised at least ten business days prior to the sale or opening of bids at least once in a newspaper of general circulation; or posted on a public surplus company website. The notice shall describe the property to be sold, the terms of sale and the place and time of such sale or bid opening.

**2-1-190: ETHICS.**

- A. Disclosure of Pecuniary Interest. Officers or employees of the City having a direct or indirect pecuniary interest in any contract entered into by the City shall disclose such interest. All officers and employees shall comply with applicable provisions of State law regarding ethics, including the Utah Municipal Officers' and Employees' Ethics Act, Utah Code Ann. 10-3-1301, et seq., as amended and adopted by the City.
- B. Personal Use. Purchase of supplies, services, or equipment by the City for personal use by officers or employees of the City is prohibited.
- C. Disciplinary Action. A violation of this section by officers or employees of the City may be cause for disciplinary action up to and including termination, in accordance with the disciplinary procedures set forth in the Personnel Policies and Procedures of the City.

**2-1-200: VIOLATIONS.** Any purchase or contract executed in violation of the provisions of this chapter or applicable state law shall be void as to the City, and any funds expended thereupon may be recovered by the City through appropriate action.

## RECOMMENDATION OF AWARD

To: South Weber City Mayor and Council

From: Dana Q. Shuler, P.E. *Dana Q. Shuler*  
 City Engineer's Office  
 Jones & Associates Consulting Engineers

RE: **RECOMMENDATION OF AWARD**  
**2020 SCADA PROJECT**

Date: April 9, 2020

### REQUEST FOR PROPOSALS

South Weber City publicly solicited for proposals for the 2020 SCADA Project. The deadline for submission was February 11, 2020. The City received five (5) proposals from the following companies:

1. APCO
2. Aventura Controls/M8 Automation
3. Rockwell/Primex
4. SCI Automation
5. WETCO

The proposals were reviewed by a committee consisting of:

- Wayne Winsor, Councilmember
- David Larson, City Manager
- Bryan Wageman, Assistant Public Works Director/Water System Superintendent
- Brandon Jones, City Engineer
- Dana Shuler, Project Engineer

The committee met on February 28, 2020 to compile proposal scores and discuss further steps. A summary of the scoring is below, in order of ranking. A full summary is attached.

Company	Score	Rank	Notes
WETCO	362	1	
Aventura Controls/M8 Automation	329	2	
Rockwell/Primex	320	3	
APCO	317	4	Cost far exceeds City's budget
SCI Automation	170	n/a	Incomplete proposal

After discussion and scoring were complete, the committee decided to interview the top three (3) companies: WETCO, Aventura Controls/M8 Automation, and Rockwell/Primex.

Following this committee meeting, Councilmember Winsor elected to excuse himself from the selection committee, as he felt the interviews should be handled by the staff. He was replaced with Mark Larsen, Public Works Director.

Interviews were held at the Jones & Associates office on March 12, 2020. The same list of questions was provided to each company prior to the interviews. Each company gave a brief presentation and a virtual tour of a similar SCADA system they hosted, and then there was a question and answer period.

During the interview, it was determined that WETCO was not providing a “cloud-based” system, as specifically requested. WETCO was essentially eliminated at that point.

Following the interviews, each company was requested to submit their “best and final offer” after better understanding what the City’s needs were. These offers were received on or before March 16, 2020.

Both Aventura Control/M8 Automation and Rockwell/Primex showed well during the interviews. Some pros and cons of each team are:

**Aventura Control/M8 Automation**

**Pros**

- Good references
- Local company
- Lower cost

**Cons**

- Small company with short history
- No current, local, comparable systems

**Rockwell/Primex**

**Pros**

- Good references
- Serves several comparable local systems
- Primex is national company with good depth/redundancy
- User-friendly platform/interface
- Knowledge of current system

**Cons**

- Single local point of contact
- Higher cost

Copies of the proposals, a summary of the committee’s scoring results, and best and final offer compilation are attached.

**BUDGET**

The following is a budget summary:

	Amount	Balance
2019-2020 Project Budget ( <i>Amended</i> )	\$ 75,000	\$ 75,000
Expenditures		
Westside Reservoir meter prep.	(7,056)	67,944
2019-2020 Engineering ( <i>estimate</i> )	(7,500)	60,444

	Amount	Balance
2020-2021 Project Budget ( <i>Proposed</i> )	200,000	260,444
SCADA Project – Base Bid ( <i>assumed</i> )	151,000	109,444
System Meter Project ( <i>estimate</i> )	105,000	4,444
<b>Estimated Balance at end of FY21</b>		<b>\$ 4,444</b>

**AWARD RECOMMENDATION**

If the Council agrees with this recommendation, please pass a motion awarding the **Base Bid** to **Rockwell/Primex**.

Attachments: Proposals (5)  
Evaluation Compilation  
Best and Final Offer Compilation

South Weber City  
 2020 SCADA Project  
 Proposal Evaluation

Proposals Received: February 11, 2020  
 Evaluation Committee Meeting: February 28, 2020

Evaluation Compliation

Proposer	Wayne Winsor	Bryan Wageman	Brandon Jones	Dana Shuler	Total	Rank	
APCO	85	64	88	80	<b>317</b>	4	far exceeds City's budget
M8 Automation	68	81	89	91	<b>329</b>	2	interview
Rockwell	55	83	93	89	<b>320</b>	3	interview
SCI Automation	42	40	45	43	<b>170</b>	5	
WETCO	95	80	97	90	<b>362</b>	1	interview



**South Weber City  
2020 SCADA Project  
Proposal Evaluation**

**Proposals Received: February 11, 2020  
Evaluation Committee Meeting: February 28, 2020  
Interviews: March 12, 2020  
Best & Final Offers: March 16, 2020**

Item	M8 Automation		Rockwell		WETCO	
	ORIGINAL	BEST & FINAL	ORIGINAL	BEST & FINAL	ORIGINAL	BEST & FINAL
<b>Base Bid</b>	103,000	<b>\$ 103,000</b>	166,350	<b>\$ 151,000</b>	138,600	<b>\$ 127,300</b>
Alternate 1	9,800	9,800	17,600	16,900	12,800	10,900
Alternate 2	17,300	17,300	22,900	21,900	16,500	13,100
Alternate 3	17,300	17,300	22,900	21,900	16,500	13,100
Base Bid + All Alternates	147,400	147,400	229,750	211,700	184,400	164,400
Annual Fee	3,000	3,000	2,760	2,760	-	-
Hourly Tech Support (see notes)	105	105	85	85	95	95
10-Year Cost (Base Bid only)	180,250	<b>\$ 180,250</b>	232,200	<b>\$ 216,850</b>	181,350	<b>\$ 170,050</b>
10-Year Cost (Base Bid + Alts)	224,650	<b>\$ 224,650</b>	295,600	<b>\$ 277,550</b>	227,150	<b>\$ 207,150</b>

\*10-Year Cost includes (10 x Annual Fee)  
+ (9 x Hourly Fee x 50 hrs/yr)

Best & Final Offer Notes	Best & Final Offer Notes	Best & Final Offer Notes
no change in cost	revised cost	revised cost
upgrade PCLs to Allen Bradley		no annual fee; not cloud based
ingegration with WB sites		
radios -> cellular modems		
exportable data to Excel		
system backups every 24 hours		
annual fee = 8 sites x 12 months x 31.25		
cellular data usage included in price		
no fee for phone support		



February 11, 2020

**Transmittal Letter**

APCO is pleased to submit the enclosed proposal to provide SCADA services for South Weber City. APCO intends to participate in the contract and comply with the terms and conditions set forth in the RFP, with any exceptions noted within this proposal.

APCO does not discriminate in its employment practices with regard to race, color, religion, age, sex, marital status, political affiliation, national origin, or handicap.

Eric Smith is the Vice President of Operations at APCO and he is authorized to officially represent APCO to the city in this proposal and any subsequent communications or contracts that may result.

Eric Smith is also the key contact person for this project, and his contact information is listed below:

Eric Smith

*Vice President of Operations*

Office: (801) 519-9500

Cell: (801) 230-0833

E-mail: [eric.smith@apco-inc.com](mailto:eric.smith@apco-inc.com)



**APCO Inc.**

**Advanced Process Control & Optimization**

710 South Redwood Road  
North Salt Lake, UT 84054

WATER  
SYSTEM  
SCADA PROJECT

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South Weber City

*February 11, 2020*

February 11, 2020

## Water System SCADA Project

APCO is pleased to submit the enclosed proposal to provide SCADA services for South Weber City. We are aware of the high standards and expectations for the services we will provide, and we are committed to offering quality work commensurate with those expectations. Our extensive experience across a broad range of topics includes:

-  Knowledge of **water distribution processes**
-  Programming across **all major PLC and HMI platforms**
-  Understanding of **security best practices**
-  Extensive implementation of **industry-leading HMI techniques**

We have successfully executed several projects similar in scope to the present project, supporting municipalities and districts upgrading their SCADA systems in terms of both hardware and software. In these projects we have always worked in the best interest of our clients, providing high-quality, long-lasting results.

At APCO, we believe in building long-term relationships with our clients and in providing exceptional service. We look forward to the opportunity to work with South Weber City. Please contact me directly with any questions.

Sincerely,



Eric Smith

*Vice President of Operations*

☎: (801) 230-0833

✉: eric.smith@apco-inc.com

“ APCO has been the company of choice for the last three major projects— for good reason. They have proven to me to have the knowledge, skills, and abilities necessary to meet the stringent goals and requirements that our District demands; but more importantly, they have demonstrated an impeccable reputation, with integrity being the first word that comes to mind. ”

David Hardy  
*Plant Manager*  
*Central Utah WCD*



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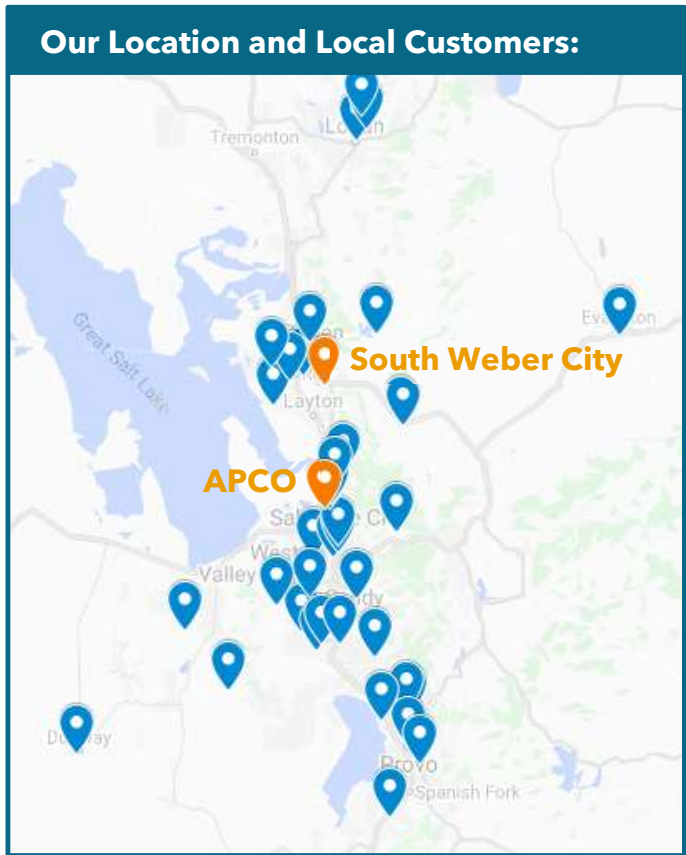
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# COMPANY INFORMATION

APCO is a Utah-based process control and optimization company that does work across several industries including water and wastewater, oil and gas, manufacturing, chemicals, and mining. We specialize in designing and integrating state-of-the-art control systems for our customer's applications. Our goal is to provide the best return-on-investment for our clients. We achieve this through implementing quality control systems to ensure safety, operability, reliability, and profitability.

We have excelled at automation in the water and wastewater industry in Utah for the past 20 years. With a focus on efficiency and integrity, our team helps districts, municipalities, cities, and towns create unified and maintainable SCADA solutions that serve the needs of operations, engineers, and end users. Many of the organizations we have worked with locally are shown on the map. At APCO, we believe in making every project a "win-win" for everyone involved. We have worked on some of the largest cutting-edge systems in the state and have the depth to solve the toughest SCADA related challenges. Based in North Salt Lake, our proximity to the South Weber City will allow us to work closely with City personnel and quickly address any challenges that may arise.



## Certifications



**8 Ignition-trained engineers on staff, 4 with gold certification.**

**v7.9**

**v8.0**



# SCOPE OF WORK

---

APCO has divided the scope into five primary components, and they are outlined in the remainder of this section. The components of the scope are as follows:

- Preliminary engineering
- SCADA upgrades (hardware and software)
- System testing
- Training
- Technical support

## Preliminary Engineering

After the contract is awarded APCO will begin moving forward on the preliminary engineering. This will include site surveys of all the existing stations as well as the new sites. The efficacy of this preliminary surveying will be strengthened by APCO's previous experience working on the City's SCADA system. Our previous work on the City's current SCADA system and with City personnel will help us understand and address potential concerns before they arise. In addition to the site surveys, a radio survey will be performed to ensure the functionality of APCO's proposed system. This survey will be performed using the City's spread spectrum radio system.

## SCADA Upgrades

### *Hardware Upgrades*

The SCADA upgrades will comprise the bulk of this project. This will include providing upgrades to the following existing control panels:

- Reservoir 4 (RTU #2)
- Military Springs Reservoir (RTU #3)
- Westside Reservoir (RTU #4)
- Sewer Lift Station (RTU #5)
- Well Site (RTU #6)
- Church Street Booster Pump Station (RTU #7)
- Highway Booster Pump Station (RTU #8)

Additionally, new enclosures and hardware will be provided for the following locations:

- Master CTU (City Hall)
- Weber Basin Control Valve (RTU #1)

Finally, if the alternate bids are accepted by the City, new enclosures and radio systems would be provided for:

- 850 East (PRV #1)
- Dump Gate (PRV #2)
- Dump Road (PRV #3)

For each of the sites listed above, the Detailed Scope of Work (Attachment A of the RFP) will guide the acquisition and implementation of new hardware, while also helping APCO make recommendations throughout the project that will improve the final SCADA system and that will be in the best interest of South Weber City.

### Software Upgrades

APCO will provide a new HMI package to the City for monitoring and control purposes. APCO will ensure that the software used meets the specifications of the Detailed Scope of Work (Attachment A of the RFP) as well as the high standards that APCO has for each of its projects. Our status as a software and hardware independent company will let us focus first and foremost on the needs of South Weber City throughout the project.

As a **software and hardware independent** company, we have no obligations to any specific provider and have worked to maintain a position **neutral** from any one vendor in order to do what is in the **best interest of our clients.**

### System Testing

We have developed extensive QA/QC processes to improve reliability and ensure that the system will be fully functional when we turn it over to the City. These includes methods such as:

- Factory Acceptance Testing (FAT) of each panel
- Detailed I/O checkout sheets including alarming and HMI functionality
- Graphic acceptance reports for review by operations staff
- Involvement with operations before downloads or online changes

TAG	DESCRIPTION	Primary Display	Signoff/Verification												I/O AD	
			Live Value Correct	Raw Range	PV Range	LOLO PRI, Delay	LO PRI, Delay	HI PRI, Delay	HIHI PRI, Delay	Historian	Write Function	Animations Correct	Security Correct	Consultant Initials		JVWCD Initials
SW_RAW_DW1_AIT1611_COND_PV	DW1 Conductivity	DW1	<input type="checkbox"/>	<input type="checkbox"/> 0 to 10000	<input type="checkbox"/> 0 to 4000 uS	-	-	<input type="checkbox"/> 3000 uS ME, 05:00	<input type="checkbox"/> 3500 uS HI, 05:00	<input type="checkbox"/>	-	<input type="checkbox"/>	<input type="checkbox"/> OPER			SW-DW1.SW-DW1.40
SW_RAW_DW1_AIT1611_TB_PV	DW1 Turbidity	DW1	<input type="checkbox"/>	<input type="checkbox"/> 0 to 10000	<input type="checkbox"/> 0 to 10 NTU	-	-	<input type="checkbox"/> 4 NTU ME, 02:00	<input type="checkbox"/> 6 NTU HI, 02:00	<input type="checkbox"/>	-	<input type="checkbox"/>	<input type="checkbox"/> OPER			SW-DW1.SW-DW1.40
SW_RAW_DW1_FIT1611_CAP	DW1 Well Flow Capacity	DW1	<input type="checkbox"/>	<input type="checkbox"/> 0 to 10000	<input type="checkbox"/> 1 to 3 MGD	-	-	-	-	<input type="checkbox"/>	-	<input type="checkbox"/>	-			
SW_RAW_DW1_FIT1611_F_PV	DW1 Well Flow	DW1	<input type="checkbox"/>	<input type="checkbox"/> 0 to 10000	<input type="checkbox"/> 0 to 2 MGD	<input type="checkbox"/> 0.1 MGD HI, 01:30	<input type="checkbox"/> 0.5 MGD ME, 01:30	-	-	<input type="checkbox"/>	-	<input type="checkbox"/>	<input type="checkbox"/> OPER			SW-DW1.SW-DW1.40
SW_RAW_DW1_FT1611_F_TL	DW1 Waste Total	DW1	<input type="checkbox"/>	<input type="checkbox"/> 0 to 4095	<input type="checkbox"/> 0 to 10000000 Kgal	-	-	-	-	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> OPER			SW-DW1.SW-DW1.40
SW_RAW_DW1_LT1611_LEV_PV	DW1 Well Level	DW1	<input type="checkbox"/>	<input type="checkbox"/> 0 to 10000	<input type="checkbox"/> 0 to 347 ft	<input type="checkbox"/> 70 ft HI, 00:00	<input type="checkbox"/> 75 ft ME, 00:00	-	-	<input type="checkbox"/>	-	<input type="checkbox"/>	<input type="checkbox"/> OPER			SW-DW1.SW-DW1.40
SW_RAW_DW1_PIT1611_P_PV	DW1 System Pressure	DW1	<input type="checkbox"/>	<input type="checkbox"/> 0 to 10000	<input type="checkbox"/> 0 to 150 psi	-	-	-	-	<input type="checkbox"/>	-	<input type="checkbox"/>	<input type="checkbox"/> OPER			SW-DW1.SW-DW1.40
SW_RAW_DW2_AIT1621_COND_PV	DW2 Conductivity	DW2	<input type="checkbox"/>	<input type="checkbox"/> 0 to 10000	<input type="checkbox"/> 0 to 4000 uS	-	-	<input type="checkbox"/> 3000 uS ME, 05:00	<input type="checkbox"/> 3500 uS HI, 05:00	<input type="checkbox"/>	-	<input type="checkbox"/>	<input type="checkbox"/> OPER			SW-DW2.SW-DW2.40
SW_RAW_DW2_AIT1621_TB_PV	DW2 Turbidity	DW2	<input type="checkbox"/>	<input type="checkbox"/> 0 to 10000	<input type="checkbox"/> 0 to 10 NTU	-	-	<input type="checkbox"/> 1 NTU ME, 02:00	<input type="checkbox"/> 2 NTU HI, 02:00	<input type="checkbox"/>	-	<input type="checkbox"/>	<input type="checkbox"/> OPER			SW-DW2.SW-DW2.40
SW_RAW_DW2_FIT1621_CAP	DW2 Well Flow Capacity	DW2	<input type="checkbox"/>	<input type="checkbox"/> 0 to 10000	<input type="checkbox"/> 0 to 3 MGD	-	-	-	-	<input type="checkbox"/>	-	<input type="checkbox"/>	-			
SW_RAW_DW2_FIT1621_F_PV	DW2 Well Flow	DW2	<input type="checkbox"/>	<input type="checkbox"/> 0 to 10000	<input type="checkbox"/> 0 to 2 MGD	-	-	-	-	<input type="checkbox"/>	-	<input type="checkbox"/>	<input type="checkbox"/> OPER			SW-DW2.SW-DW2.40

Sample of an analog signal checkout sheet



## Training

APCO is committed to the belief that our clients should have all the information they need to run their system with or without our help. After providing the SCADA system upgrade, we will work closely with relevant City employees to ensure that they understand how to best operate and optimize the system. We will accomplish this through on-site, hands-on training as well as by providing clear, well organized O&M manuals. Furthermore, during technical support visits our engineers will include City personnel to help them constantly be reminded and updated on the SCADA system.

## Technical Support

The project will include one year of technical support after the substantial completion date. This support is included as part of the cost of Item 1 in the Cost Proposal. City employees will be welcome to reach out to the APCO employee assigned to support them or to the Vice President of Operations, Eric Smith. This openness will ensure that the City can get the SCADA support it needs in a timely manner. The provided technical support will include debugging or troubleshooting that is required by the system. If parts of the system don't function as expected or as the upgrade contract dictated, APCO will ensure that appropriate changes are made so that the system meets the City's needs.

## PROJECT TEAM

---

The APCO employees listed below will serve as the primary drivers on this project. They are well-qualified to perform this work, and brief descriptions of their experience are shown below:



### ERIC SMITH

#### *Project Manager*

VP OF OPERATIONS | BS CHEMICAL ENGINEERING | BRIGHAM YOUNG UNIVERSITY

**Role:** Eric is APCO's Vice President of Operations. Eric will manage projects and makes sure the right people are doing the right job. He will also oversee the accuracy and quality of the work done. He has the experience and

authority to make sure that South Weber City is completely satisfied with the work received and full access to all of APCO's resources.

**Applicable Experience:** With more than 10 years of experience, Eric has delivered many projects according to high-performance HMI, PLC, and DCS control system standards. He's worked across diverse industries including water, wastewater, SCADA, oil/gas and refining, to provide clients with solutions, giving him a broad perspective of best practices across multiple industries.



## CARL WADSWORTH, PE

### *Technical Lead*

SENIOR CONTROL ENGINEER | BS CHEMICAL ENGINEERING | UNIVERSITY OF UTAH

**Role:** With his extensive programming experience, Carl will lead the technical aspects of this project to ensure the SCADA upgrades match the operational requirements. He will also be a resource for PLC programming, troubleshooting, and other support required by the City and this project.

**Applicable Experience:** With more than 18 years of experience, much of Carl's work has centered around large water distribution, wastewater, and SCADA systems, giving him experience with Allen Bradley, Ignition, Wonderware, GE iFIX, Modicon, Siemens and SCADAPack. Carl is an expert at HMI/SCADA applications and an ISA certified automation professional.



## STEVE ANDERSON

SYSTEM INTEGRATOR | AS ELECTRICAL INSTRUMENTATION | SL TRADE TECH

**Role:** Steve will apply his years of SCADA experience to supporting Carl with the PLC and HMI programming that will be included in this project. He will also support other aspects of the project by assisting with preliminary tasks and providing support after substantial completion.

**Applicable Experience:** With more than 40 years of experience in the water industry, Steve brings substantial hands-on experience to the project. In previous work he has supervised and managed SCADA and electrical tasks. He has overseen several complete SCADA upgrades similar to this project. Specifically, Steve is an expert in iFix and Wonderware software and in SCADA networking.



## JOSHUA CLARKE

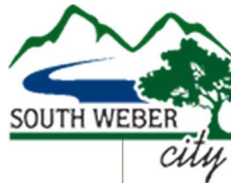
FABRICATION LEAD | BS TECHNICAL SALES | WEBER STATE

**Role:** Josh manages APCO's panel shop. He is a master craftsman and ensures that every detail is correct. Josh knows the details of his trade and is an authority on the subject of industrial control panel fabrication. In addition to fabrication, Josh is also an excellent resource to help troubleshoot field issues with panels or instrumentation.

**Applicable Experience:** Josh's experience with panel fabrication, design and testing is extensive and varied. He has produced or overseen production of panels for small projects such as individual pump stations or wells, large panels such as large DCS cabinets in refineries and everything in between.

## Organization Chart

The following is a chart outlining the roles and functions of various APCO personnel on this project. Additional staff may become involved with various tasks as necessary.



Project Manager Eric Smith		Technical Lead Carl Wadsworth, PE	
PRELIMINARY WORK	HARDWARE UPGRADES	SOFTWARE UPGRADES	TRAINING/SUPPORT
Eric Smith Carl Wadsworth Steve Anderson	Joshua Clarke Steve Anderson	Carl Wadsworth Steve Anderson	Steve Anderson Carl Wadsworth Eric Smith

## Other APCO Personnel

APCO will draw on its other engineers and integrators when necessary to ensure a smooth project. The following table includes more of the APCO team and their backgrounds.

Name	Education/Certifications
<b>Dale Smith</b>	PhD, Chemical Engineering, University of Utah
<b>Scott White</b>	PhD, Chemical Engineering, Brigham Young University
<b>John Jewell</b>	BS, Technology Management, Utah Valley University
<b>Paul Emett</b>	BS, Chemical Engineering, University of Utah
<b>Cory Topham</b>	BS, Metallurgical Engineering, University of Utah
<b>Jason Israelsen</b>	MS, Mechanical Engineering, University of Utah
<b>Phil Black</b>	Utah Master Electrician
<b>Jonathon Horton</b>	BS, Chemical Engineering, Brigham Young University
<b>Garret Laugenour</b>	BS, Chemical Engineering, Brigham Young University
<b>Scott Ashby</b>	BS, Mechanical Engineering, Brigham Young University - Idaho
<b>Cameron Price</b>	BS, Chemical Engineering, Brigham Young University

## Anticipated Contract Breakdown and Proximity

We expect the contribution breakdown of APCO’s employees to this project to be as follows:

Name	Contribution
<b>Eric Smith</b>	5%
<b>Carl Wadsworth</b>	30%
<b>Steve Anderson</b>	40%
<b>Joshua Clarke</b>	25%

APCO’s office and panel facilities are in North Salt Lake, Utah, and the 100% of the project will be performed out of this office.

## RELEVANT EXPERIENCE

### Relevance to South Weber:

- Programmed complete HMI using Ignition 8.0
- Upgraded existing PLCs and SCADA system
- Provided system training to managers and operators

**Value:** \$500,000

### Reference:

Dean Gibbs  
General Manager, AVWRF  
☎ : (435) 789-9805 ext. 10  
✉ : dean@avwrf.org

## Ashley Valley Water Reclamation Facility

### Assigned Staff and Respective Roles

*Jason Israelsen - Project Manager/Technical Lead*  
*Scott Ashby - HMI/PLC Programmer*  
*Cameron Price - HMI Programmer*  
*Joshua Clarke - Fabrication Manager*

### Project Description

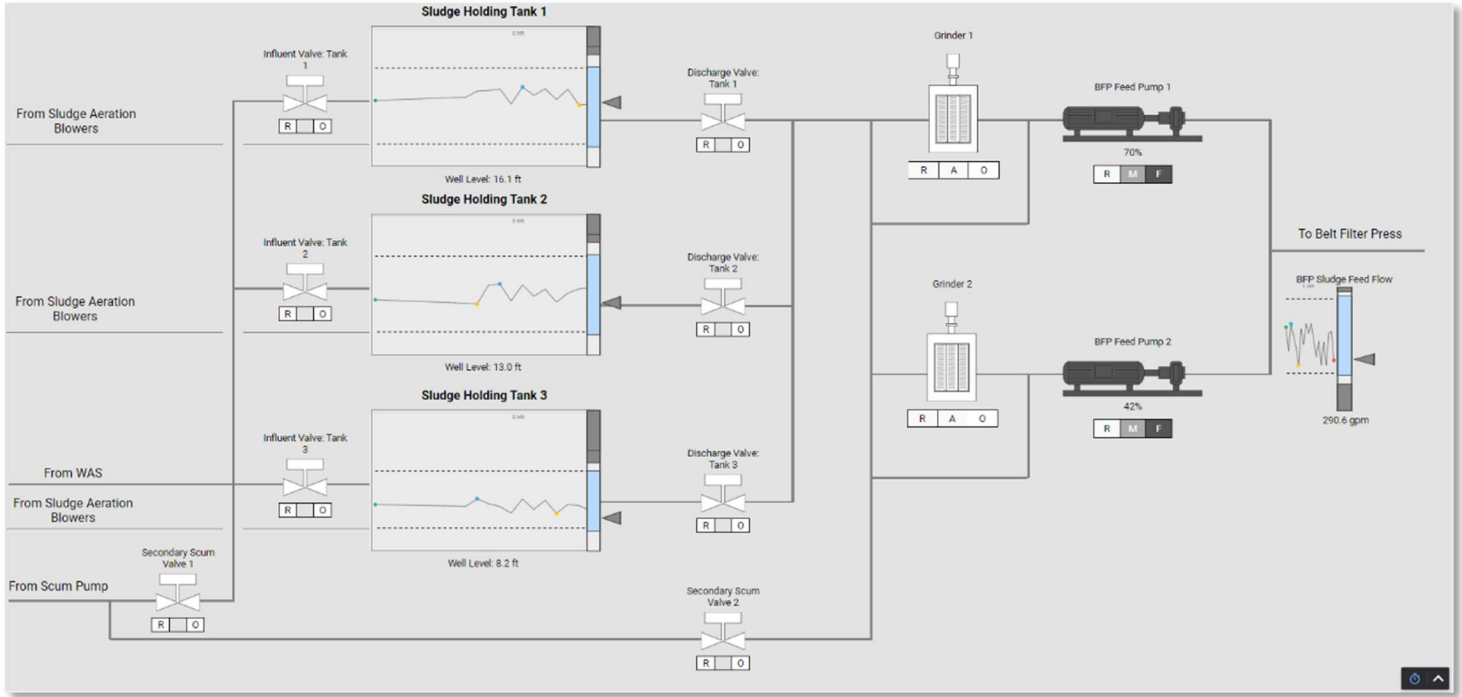
This project comprised a complete SCADA overhaul for the Ashley Valley Water Reclamation Facility. In this project we guided the facility through a software and hardware selection process intended to help them balance the needs of their plant with available SCADA technologies. Following this process, we developed a new HMI SCADA system for them and provided new PLCs to upgrade their current system. This

included PLC programming, HMI programming, and radio surveys and networking, all tasks that are particularly relevant to this project for South Weber City. An example of the HMI developed for Ashley Valley Water Reclamation Facility is shown below:

### Project Highlights

The project with Ashley Valley was an example of excellent project communication for all the parties involved. Their management team was involved in the upgrade process yet trusted our team on

many of the details. The mutual trust shared between our team and theirs made for more efficient project progression, and we were able to develop a high-quality HMI for them while coming under the anticipated budget. Furthermore, we were able to migrate them to their new PLCs and SCADA system without any process upsets and while minimizing downtime.



Sample Screen using High Performance Graphics - Ignition Perspective and APCO's ClearWater UI

**Relevance to South Weber:**

- HMI programming
- PLC networking
- Operator Training
- Technical Support

**Value:** \$1.1 MM

**Project Reference:**

Travis Christiansen  
Staff Engineer  
✉ : travisc@jvwcd.org  
☎ : (801) 565-4300

**Jordan Valley Water Conservancy District**

*Assigned Staff and Respective Roles*

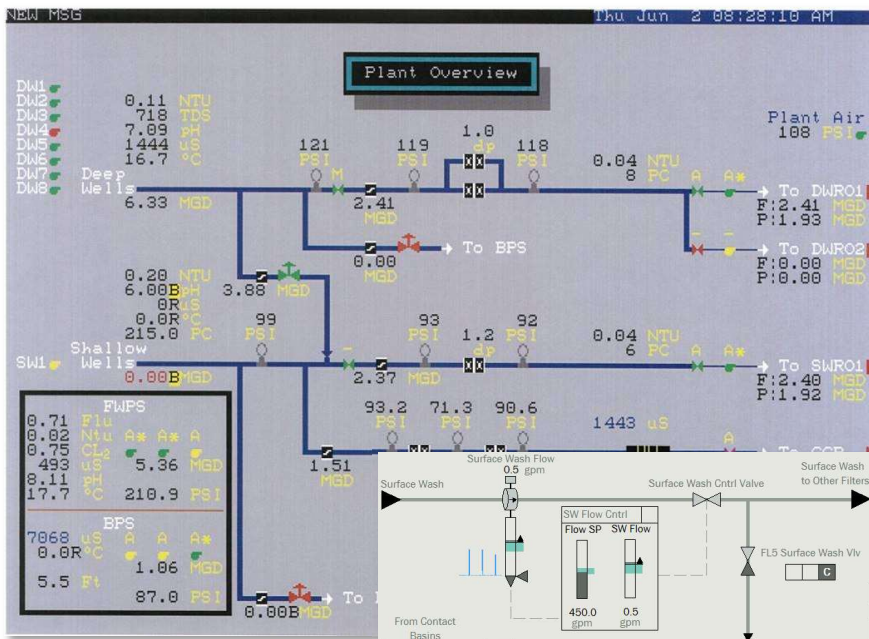
- Eric Smith - Project Manager
- Jason Israelsen - Technical Lead/HMI Programmer
- Johnathan Horton - Control Engineer/HMI Programmer
- Carl Wadsworth - Technical Reference

*Project Description*

APCO converted the entire Jordan Valley Water Conservancy District HMI to iFIX (in conjunction with Brown and Caldwell) from a 1980s based HMI. This consisted of working with several groups within the District to develop new HMI standards and then to apply those standards during the migration. The large migration consisted of 3 water treatment plants providing drinking water to 17 member agencies in Salt Lake County as well as direct delivery to over 10,000 individual delivery points.

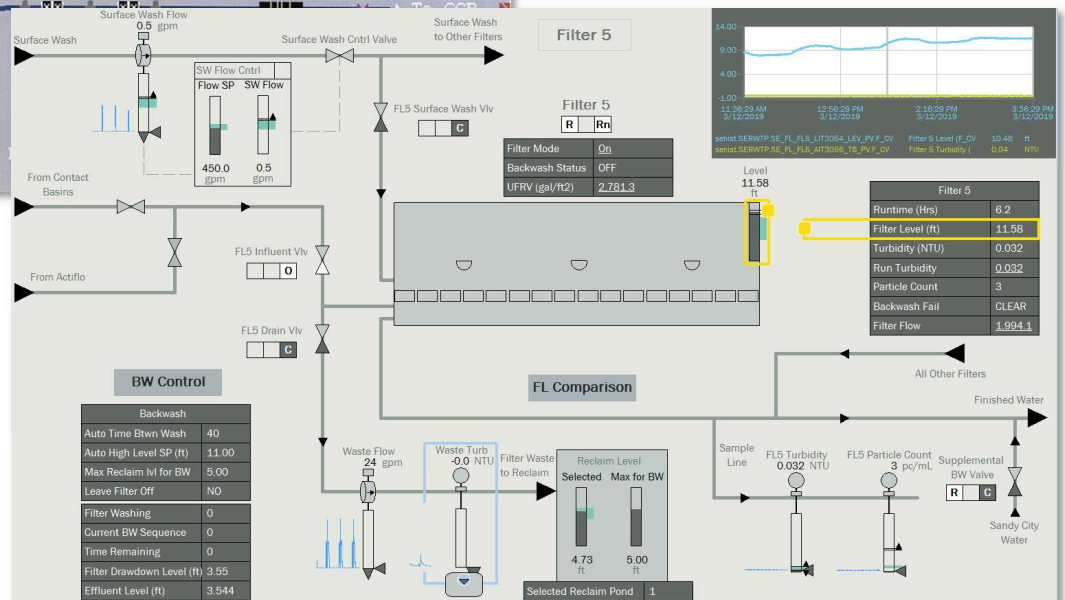
## Project Highlights

Through this project, APCO has continued to develop our considerable HMI programming expertise by implementing High Performance Graphics on this project (APCO has previously applied this methodology with other HMI platforms). Varying design approaches were explored with the District and the High-Performance methodology was selected. Several of the goals with this decision included reduced operator response times and reduced training time for new operators. APCO developed custom libraries for the JWVCD needs, significantly enhancing the out of the box capabilities of iFIX. These libraries focused on ease of use both for operators and developers with easy popups for developers to use while configuring the extensive suite of "smart objects". If desired, APCO would be able to leverage our experience with this methodology for South Weber City or other design methodologies could be explored, as preferred by plant personnel. While this project was focused around HMI development and migration, we also implemented extensive testing and quality control procedures and interfaced with PLCs at each of the plants. A sample of the HMI developed for Jordan Valley Water Conservancy District is shown below:



The graphic to the left demonstrates the style of the original HMI that was replaced at JWVCD

The graphic to the right demonstrates the style of the new HMI that was developed for JWVCD



## Provo Water Reclamation Facility

### Assigned Staff and Respective Roles

*Eric Smith - Project Management*

*John Jewell - Design, Programming and Commissioning*

*Cory Topham - Design, Programming and Commissioning*

*Phil Black - Programming and Electrical Support (Master Electrician)*

### Project Description

APCO has supplied control consulting expertise to Provo for nearly 15 years. This includes 24/7 on call support for systems throughout the entire city. Much of this support has focused on the water reclamation facility. APCO has carried out many projects, and more recent efforts have involved upgrades to the headworks, aeration basin pump station and aeration basin blowers. Additionally, APCO installed the UV disinfection control system and has been selected to perform control system design for Provo's new water reclamation facility (in conjunction with Water Works Engineering)

### Project Highlights

For the Provo City Water Reclamation Facility, many modifications have included retrofitting existing processes with new PLCs in conjunction with other expansion/upgrade work. On this and other projects, we have demonstrated our expertise in carrying out online/hot cutovers during upgrades where required. For example, during the aeration basin blower upgrades we have installed the new PLC alongside the existing PLC and utilized both PLCs to maintain the system online during a multi-week migration as other hardware upgrades take place. As each piece was completely cut-over we have been able to decommission those portions of the logic in the old PLC while enabling it in the new controller. We also utilized many other methods of hot migration on this and other projects.

In addition to the above example, we have supplied the control panel design, fabrication, PLC programming, HMI programming, and commissioning all with in-house resources (including our own UL 508A panel shop). These services have been of significant value to the Provo WRF.

#### Relevance to South Weber:

- SCADA System Retrofit
- Panel fabrication
- PLC programming

**Value:** ~\$900,000  
(Cumulative since 2010)

#### Project Reference:

Mark Ogren

WRF Plant Manager

✉ : [mogren@provo.utah.gov](mailto:mogren@provo.utah.gov)

☎ : (801) 852-6790

## Related Work in the Last 5 years

<i>Client</i>	<i>Project Name</i>	<i>Panel</i>	<i>PLC</i>	<i>HMI</i>	<i>Support</i>
<i>Logan City</i>	SCADA Implementation & Maintenance	✓	✓	✓	✓
<i>North Logan City</i>	SCADA System Replacement	✓	✓	✓	✓
<i>West Jordan City</i>	SCADA System Replacement	✓	✓	✓	✓
<i>Salt Lake City</i>	SCADA Services		✓	✓	✓
<i>Jordan Valley WCD</i>	System-wide HMI Migration and Standards		✓	✓	✓
<i>Central Utah WCD</i>	Don A. Christiansen Regional WTP	✓	✓	✓	✓
<i>Central Utah WCD</i>	Duchesne Valley WTP	✓	✓	✓	✓
<i>Central Utah WCD</i>	Utah Lake System Project	✓	✓	✓	✓
<i>Central Utah WCD</i>	O&M Ongoing Projects and Support (~15 yrs)	✓	✓	✓	✓
<i>North Davis Sewer District</i>	Cogen and Biosolids Expansion	✓	✓	✓	✓
<i>Central Valley WRF</i>	Fuel Blending System (In Progress)		✓	✓	✓
<i>Provo City WRF</i>	SCADA Expansion and Upgrade (Multiple)	✓	✓	✓	✓
<i>Provo City</i>	Distribution Upgrade and Support	✓	✓	✓	✓
<i>Ashley Valley Water Improvement District</i>	SCADA Implementation	✓	✓	✓	✓
<i>Joint Powers Water Board</i>	Raw Water Reservoir	✓	✓	✓	✓
<i>Alpine City</i>	SCADA System Upgrade and Support	✓	✓	✓	✓
<i>Clinton City</i>	SCADA System Upgrade	✓	✓	✓	✓
<i>Herriman City</i>	SCADA Implementation and Maintenance	✓	✓	✓	✓

Abbreviations:

O&M - Operations and Maintenance

WRF - Water Reclamation Facility

WCD - Water Conservancy District

WTP - Water Treatment Plant



## Statement of Business Confidentiality

Some of the information included in this proposal is proprietary and confidential. Specifically, APCO requests the exclusion of the following sections from release to any other parties:

- Customer map (*Our Location and Local Customers*, p. 1) due to confidential client details.
- *Relevant Experience* section (p. 7-11) due to confidential client and project details.

## UPGRADE RECOMMENDATIONS

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APCO looks forward to working with South Weber City on this project. APCO will use the provided scope to guide the upgrade process, but we have also included two alternate options that we believe would strengthen the quality and reliability of the upgraded SCADA system.

### Communications

Modbus RTU has been specified as the communications protocol of choice. While Modbus RTU is a reliable protocol, it is becoming somewhat outdated in the controls industry due to its limitations as a serial communication protocol. An improved approach would be to use an ethernet based protocol, such as Modbus TCP. This move away from serial communications will drastically increase potential data throughput. Furthermore, ethernet communications are more compatible with a wider variety of new equipment and instrumentation. An ethernet-based communications protocol will increase radio speeds and allow for remote programming, lowering labor and maintenance costs.

### Cloud Based Storage

There are a variety of architectures for cloud connected SCADA systems. A purely cloud-based system means that if internet connection is interrupted, no SCADA system data will be accessible, locally or remotely. APCO recommends implementation of a remotely accessible solution (including remote support) that will continue to function even in the event of a brief internet outage. This results in a more robust solution, however full cloud solutions are also achievable, if desired.

## REFERENCES

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Any of the references listed previously in this document would provide confirmation of our qualifications and quality. Additionally, the individuals listed below would also be able to comment on our ability to support South Weber City on this project.

**Myron Bachman**

*Plant Superintendent  
North Davis Sewer District  
(801) 728-6830*

**Justun Edwards**

*Water Services Director  
Herriman City  
(801) 446-5323*

**David Hardy**

*Plant Manager  
Don A Christiansen Regional WTP  
(801) 221-0192*

## ADDITIONAL INFORMATION

### Letter of Recommendation – North Davis Sewer District



**NORTH DAVIS SEWER DISTRICT**

May 18, 2016

Myron Bachman  
Plant Superintendent  
North Davis Sewer District  
4252 West 2200 South  
Syracuse, Utah 84075  
801-728-6830

To Whom It May Concern:

The North Davis Sewer District (District) has been utilizing APCO's services for the last ten years as the District's sole source services for all SCADA integration. It has been the District's experience that APCO has demonstrated excellent competence, responsiveness to our issues, and provided timely and professional solutions to our integration and programming needs for the complete wastewater treatment facility. APCO has rewritten all control strategies and redeveloped all SCADA screens using Opto 22 and Allen Bradley controls along with GE HMI software. Our experience with the services they offer has been very positive and we feel comfortable enough to sole source them for all of our future needs.

In the current expansion project, APCO's scope was to supply all equipment control panels, provide the communications interface, and program all SCADA HMI screens, as well as program the control narratives for all equipment; they even completed all the loop checks and field termination of the control instrumentation. In summary, the District's experience with APCO has been extremely favorable and we feel they go out of their way to minimize change orders and provide cost saving solutions to a lot of our programming needs.

Sincerely,  
North Davis Sewer District

A handwritten signature in black ink, appearing to read 'Myron Bachman', written in a cursive style.

Myron Bachman  
Plant Superintendent



## Letter of Recommendation – Ashley Valley Sewer Management Board

January 29, 2020

We recently hired APCO to complete a full control SCADA system upgrade from PLC Processors to HMI software while staying in full operation of our Water Reclamation Facility. Going into this project I was extremely nervous of how we were going to maintain full operations while making these large changes. Not only did this project go extremely smooth with no major issues, APCO was able to complete this project well ahead of schedule and significantly below budget. APCO has been great to work with, they have taken our ideas and put them into our new HMI software. We now have greater control over our alarm levels, analog devices, VFDs, Power Analysis and also improved several of our PID Controls. APCO has also added auto and self-generating reports by pulling data from the operator input database along with the SCADA database. These reports will make us much more efficient when creating and reporting our monthly and yearly reports to the State of Utah and the EPA. APCO has also created a very secure and unique offsite access for Operations and Management to view, control, and make the necessary changes away from the Facility. This will save us greatly on call-out time and mileage along with the capability of sitting down with Engineers or Board Members to look at trends, lab results, equipment efficiency, etc. while being off-site.

With the money that was saved in the initial project we plan on hiring APCO to update a pump station control system and add some nitrogen and phosphorus monitoring equipment to our process and HMI. I look forward to having APCO as our go to SCADA and Controls team for many years to come.

Overall, I am glad we went the extra mile when looking at all the proposals that were submitted for our project. We had several qualified Firms submit proposals, but after seeing some of the projects that APCO had done and the feedback from previous customers we knew APCO is who we wanted to work with.

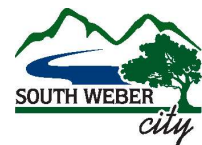
**Dean Gibbs**

*General Manager*

Ashley Valley Sewer Management Board



**APPENDIX A:**  
**Compliance Schedule**  
*(Attachment C)*



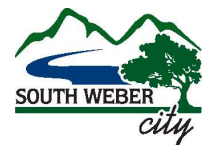
**ATTACHMENT C  
COMPLIANCE TABLE**

<b>SPECIFICATION</b>	<b>MEETS SPECIFICATION</b>	<b>DOESN'T MEET SPECIFICATION</b>
UL508A Certified Panel	✓	
NEMA 4 Enclosure with Back panel	✓	
DC Power Supply Sized at 60% Maximum Capacity	✓	
Minimum 4 Hours Battery Backup	✓	
Thermostatically Controlled Condensation Heater	✓	
Lightening Arrestor	✓	
LMR 400 or Better Coax	✓	
Use and Verify City Owned Radio System	✓	
Communicate on Modbus RTU Open	✓	
Master PLC with 10" Built in Touch Screen	✓	
RTU PLC with 6" Color Touch Screen with On Board IO	✓	
PLC Built in Battery for Non-Volatile Memory	✓	
PLC Built in Removable Storage for 5 Years of Data	✓	
All Setpoints Selectable Thru Screen at RTU	✓	
Free of charge PLC Programing Software	✓	
Each Site to Have a Dynamic/Hydraulic Overview Screen	✓	
PLC at RTU On Screen PID Loop Calibration/Configure Thru Touchscreen	✓	
PLC at RTU On Screen Analog Signal Scaling Thru Touchscreen	✓	
PLC at RTU Alarm Configuration On/OFF Thru Touchscreen	✓	
PLC at RTU On Screen Login for Intrusion/Security Thru Touchscreen	✓	
SCADA Software 128 Bit Secure Socket Layer (SSL) Secure Connection	✓	
SCADA System to Allow Unlimited Users at The Same Time	✓	
SCADA System to Trend Every Monitored Process Variable	✓	
SCADA System to Generate Reports Exportable to PDF, HTML, PNG	✓	
Licensed SCADA HMI Software	✓	
Two Level Alarm Notification	✓	
Alarm Configuration Ability directly thru SCADA System	✓	
Alarm Notification thru Text, Voice and Email	✓	
Alarm Archive System, Showing Current and Historical Alarms	✓	
10 Years Direct Experience with Similar SCADA Systems	✓	



## APPENDIX B:

### Cost Proposal *(Attachment B)*



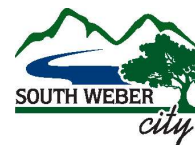
**ATTACHMENT B  
COST PROPOSAL**

The undersigned Proposer/Bidder, having examined and determined the scope of the Request for Proposals, hereby proposes to perform the work described herein, within the time allotted, for the following unit prices or lump sum amount.

Proposer/Bidder: APCO, Inc.

Item	Description	Quantity	Amount
1	Furnish, install, program, and test SCADA and HMI system equipment required for the following sites: 1) <b>CTU/Master</b> – HMI Software 2) <b>RTU #1</b> – Weber Basin Flow Control Valve 3) <b>RTU #2</b> – Reservoir 4 4) <b>RTU #3</b> – Military Springs Reservoir 5) <b>RTU #4</b> – Westside Reservoir 6) <b>RTU #5</b> – Sewer Lift Station 7) <b>RTU #6</b> – Well Site 8) <b>RTU #7</b> – Church Street Booster Pump Station 9) <b>RTU #8</b> – Highway 89 Booster Pump Station	1 Lump Sum	\$ <u>368,300</u>
2	Annual Fee – fee to host cloud based system (price shall be valid through 2022)	per year	\$ <u>6,500</u>
3	Technical Support – hourly rate for technical support following the first free year (price shall be valid through 2023)	per hour	\$ <u>140</u>
Alt. 1	Furnish, install, program, and test SCADA equipment required at PRV #1	1 Lump Sum	\$ <u>25,900</u>
Alt. 2	Furnish, install, program, and test SCADA equipment required PRV #2, including solar power equipment package	1 Lump Sum	\$ <u>29,200</u>
Alt. 3	Furnish, install, program, and test SCADA equipment required at PRV #3, including solar power equipment package	1 Lump Sum	\$ <u>29,200</u>

*(continued on next page)*

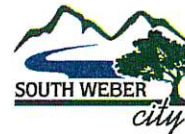


## CERTIFICATION

- 1.01 Bidder will complete the Work in accordance with the Contract Documents for the prices indicated above.
- 1.02 Bidder certifies that:
- A. This Bid is genuine and not made in the interest of or on behalf of any undisclosed individual or entity and is not submitted in conformity with any collusive agreement or rules of any group, association, organization, or corporation;
  - B. Bidder has not directly or indirectly induced or solicited any other Bidder to submit a false or sham Bid;
  - C. Bidder has not solicited or induced any individual or entity to refrain from bidding; and
  - D. Bidder has not engaged in corrupt, fraudulent, collusive, or coercive practices in competing for the Contract. For the purposes of this Paragraph 1.02.D:
    - 1. “corrupt practice” means the offering, giving, receiving, or soliciting of anything of value likely to influence the action of a public official in the bidding process;
    - 2. “fraudulent practice” means an intentional misrepresentation of facts made (a) to influence the bidding process to the detriment of Owner, (b) to establish bid prices at artificial non-competitive levels, or (c) to deprive Owner of the benefits of free and open competition;
    - 3. “collusive practice” means a scheme or arrangement between two or more Bidders, with or without the knowledge of Owner, a purpose of which is to establish bid prices at artificial, non-competitive levels; and
    - 4. “coercive practice” means harming or threatening to harm, directly or indirectly, persons or their property to influence their participation in the bidding process or affect the execution of the Contract.

*(continued on next page)*





**SUBMITTAL**

BIDDER: *[Indicate correct name of bidding entity; i.e. company name]*

APCO, Inc.

By:

*[Signature]*



*[Printed name]*

Eric Smith

*(If Bidder is a corporation, a limited liability company, a partnership, or a joint venture, attach evidence of authority to sign.)*

Attest:

*[Signature]*



*[Printed name]*

Dale Smith

Title:

Proposal for South Weber City: Water System SCADA Project

Submittal Date:

February 11, 2020

Address for giving notices:

710 S Redwood Road

North Salt Lake, UT 84054

Telephone Number:

(801) 519-9500

Fax Number:

(801) 519-9501

Contact Name and e-mail address:

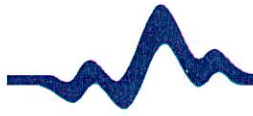
Eric Smith

eric.smith@apco-inc.com

Bidder's License No.:

7141859-5501

*(where applicable)*



**APCO Inc.**

Advanced Process Control & Optimization

February 11, 2020

To Whom It May Concern:

The board of directors of APCO, Inc. have authorized Eric Smith, Vice President of Operations, to officially represent and enter into contracts on behalf of APCO, Inc. This authority is granted to the board of directors by the bylaws of APCO, Inc. in Article V, Section 1 (see attached). As the secretary of the board of directors I certify that this authorization has been granted by the board.

Dale Smith  
*President*  
APCO, Inc.

Section 9. Assistant Secretaries and Assistant Treasurers. Assistant secretaries, when authorized by the board of directors, may sign, with the president or a vice-president, certificates for shares of the corporation the issuance of which shall have been authorized by a resolution of the board of directors. The assistant treasurers shall, if required by the board of directors, give bonds for the faithful discharge of their duties in such sums and with such sureties as the board of directors shall determine. The assistant secretaries and assistant treasurers, in general, shall perform such duties as shall be assigned to them by the Secretary or the treasurer, or by the president or the board of directors.

Section 10. Salaries. The salaries of the officers shall be fixed from time to time by the board of directors and no officer shall be prevented from receiving such salary because he or she is also a director of the corporation.

## **ARTICLE V.**

### **CONTRACTS, LOANS, CHECKS AND DEPOSITS**

Section 1. Contracts. The board of directors may authorize any officer or officers or any agent or agents to enter into any contract or execute and deliver any instrument in the name of and on behalf of the corporation, and such authority may be general or confined to specific instances.

Section 2. Loans. No loans shall be contracted on behalf of the corporation and no evidences of indebtedness shall be issued in its name unless authorized by a resolution of the board of directors. Such authority may be general or confined to specific instances.

the provisions hereof. Any actions or matters not herein covered or provided for shall be governed by such act to the extent it covers or provides for the same.

A true copy adopted by the board of directors the 2<sup>nd</sup> day of November,  
1998.

ATTEST:

  
\_\_\_\_\_  
Dale A. Smith, Secretary



# APPENDIX C:

## Project Team Resumes



### Assignment

Project Manager

### Education

B.S. Chemical Engineering  
Brigham Young University  
2008

### Joined Firm

2008

### Expertise

- Wonderware System Platform Certified, Historian
- High efficiency HMI development
- Industrial data communications: ethernet, serial, radio
- Communication protocols: Modbus, Modbus/TCP, Ethernet/IP
- Win-911 and other alarm dialers

### References

- Justun Edwards  
*Herriman City*
- Myron Bachman  
*North Davis Sewer District*
- Neil Moss  
*Big West Oil*
- Jeff Deters  
*Chevron*

- Developed Master Plan Documentation and Project Lists
- Managing implementation effort (current)

Big West Oil, North Salt Lake, UT

*Senior Control Engineer*

- Worked with customer to create extensive PLC and HMI standards for 35,000 BPD refinery wide DCS conversion.
- Developed and implemented standards for HMI High Efficiency Graphics in FT-View SE and Wonderware System Platform

# ERIC SMITH

VICE PRESIDENT OF OPERATIONS  
SENIOR CONTROL ENGINEER



## EXPERIENCE SUMMARY

Experienced control and automation professional with a background in many fields requiring stringent design, implementation and safety standards. Able to utilize knowledge from diverse industry experience to bring best practices and techniques from each industry to clients. Heavy process background and education provides a framework for understanding operational requirements and facilitates correct design and implementation. Management level single point of contact for customer concerns regarding any aspect of project.

## MANAGEMENT EXPERIENCE

*Vice President of Operations, APCO Inc.*

- Provides technical oversight and facilitates resolution on critical elements of projects where additional resources may be needed besides assigned personnel.
- Provides management level point of contact for all customer concerns regarding any element of project
- Interface with customers to ensure projects complete on schedule and customer satisfaction.

## Project Management

- Provided management level oversight of many projects in the Water Distribution, Water Treatment, Oil and Gas, Refining, Manufacturing, Power and other industries. Examples of water clients include: JWCD, CUWCD, Provo City, North Davis Sewer District, Herriman City, Logan City, Joint Power Water Board

## TECHNICAL EXPERIENCE

*Herriman City SCADA Master Plan Development, Herriman, UT  
Senior Control Engineer*

- Led workshops to develop standards for key elements of the upgraded Herriman SCADA system including: Networking, Security, HMI, Redundancy, Telemetry, Equipment Standardization, Reporting and Mobile access

- Developed templated Add-on instructions for Rockwell PlantPAx PLC's for key functional needs within refinery including advanced PID requirements, pressure compensated temperature, motor control, interlock logic and controller and IO redundancy.
- Created alarm rationalization database for standardized alarm prioritization, operator response requirements and help system integrated into the HMI.
- Assisted with redundant network design for PlantPAx and Wonderware System Platform system throughout refinery.
- Automated report generation from plant PI (OSISoft) historian and multiple LIMS systems.
- Integrated data from multiple LIMS systems and relational databases into plant historian.
- Migrated data from Wonderware InSQL historian to new plant historian.
- Created automated backup logic to ensure reliability of HMI programming.

## American Nutrition, Ogden, Utah

### *Control Engineer*

- Integrated corporate MSSQL and MS Access databases into Wonderware HMI to automate production schedule.
- Optimized batch recipe's from MSSQL recipe index into Wonderware HMI and Rockwell PLC's for Can Line and Biscuit Line.
- Created dynamic help system to ensure operators were at the correct step of their process and following correct sequences for multi stage production processes.

## Table Rock Gas Plant, Chevron, Rock Springs, Wyoming

### *Control Engineer*

- Designed control system to optimize reaction furnace operation on a split Claus reactor design.
- Implemented Non-Linear PID algorithms throughout key processing units to allow PID controllers accurately control through process upsets on lines using large butterfly valves.
- Integrated large amounts of data on Rockwell and GE PLC's into DeltaV DCS via Ethernet/IP and Modbus TCP on Boiler and Inlet Compressor Units.
- Created custom reporting logic to provide data to software that analyzed data to predict equipment problems prior to shutdown events.

## Painter Reservoir Unit Wonderware, Chevron, Evanston, Wyoming

### *Control Engineer*

- Converted plant and SCADA system from 1980's Genesis system to Wonderware.
- Created graphic standards to integrate Orchestra symbol infrastructure with Chevron design requirements
- Replicated ESD logic in Wonderware Intouch as required by basic RTU's.
- Integrated various protocols

## Alpine City SCADA Upgrade, Alpine, Utah

### *Senior Control Engineer*

- Upgraded all PLC's on 17 site distribution system with Control Microsystem SCADAPack's.
- Designed panel modifications to accommodate hardware conversion from OPTO 22 PLC's to SCADAPack PLC's
- Engineered wiring modifications to accommodate changes in PLC I/O modules for all instrumentation interfacing with PLC's.
- Programmed PLC's to utilize a modular approach for control algorithms across city in upgraded PLC's.



## Assignment

Technical Lead

## Education

B.S. Chemical Engineering  
University of Utah  
1997

## Joined Firm

1999

## Expertise

- *Modicon PLCs, Unity, Concept*
- *Opto 22 PACs, PAC Project*
- *Wonderware InTouch, Historian, System Platform*
- *GE iFIX, Historian, Webspaces, PLCs, Machine Edition, Cimplicity*
- *Allen-Bradley PLCs, RSLogix*
- *Control-Microsystems RTUs, TelePace, IsaGRAF*
- *Win-911*
- *Industrial Data Communications: Ethernet, Serial, Radio*
- *Communication Protocols: Modbus, Modbus/TCP, Ethernet/IP*

# CARL WADSWORTH, P.E.

SENIOR CONTROL ENGINEER



## EXPERIENCE SUMMARY

ISA Certified Automation Professional and Professional Engineer with project experience designing, developing, deploying and maintaining control systems for a wide range of industrial clients including significant experience on water and wastewater projects. Control systems software engineering expertise developing control strategies, HMI/SCADA applications, data management and custom software solutions. Extensive industrial data communications and networking experience, integrating devices and data into control and SCADA systems.

## TECHNICAL EXPERIENCE

CUWCD O&M Ongoing Projects, Central Utah Water Conservancy District, Orem, Utah  
*Control Engineer*

Providing ongoing maintenance and upgrades for CUWCD O&M facilities, including:

- Integrated cathodic protection system into Opto 22 PACs, Modicon PLCs and iFIX SCADA system.
- Upgraded Jordanelle Dam PLCs and control to Modicon M340 PLCs with integration of generator, elevation gauge, water quality, weather station, security system.
- Upgraded many sites to latest version of Opto 22 PACs, Provided Modbus communication from J-4 Flow Control to JWCD system.
- Programmed control and scheduling system for Diamond Fork sites delivering water from Strawberry Reservoir to Utah Lake System. Added additional iFIX redundant SCADA servers
- Programmed code and developed iFIX graphics for Jordanelle Hydroelectric Plant

CUWCD Utah Lake System Project, Central Utah Water Conservancy District, Orem, Utah  
*Control Engineer*

Programmed and commissioned 22 Modicon M340 PLCs and integrated into iFIX SCADA system. Included tanks and turnouts to deliver water to Mapleton irrigation sites.

CUWCD Water Development Project, Central Utah Water Conservancy District, Orem, Utah  
*Control Engineer*

Programmed and commissioned 15 Modicon M340 PLCs and integrated into iFIX SCADA system. Included pump, well and tank sites.



## CUWCD Utah Valley Water Treatment Plant Ongoing Maintenance, Central Utah Water Conservancy District, Orem, Utah

### *Control Engineer*

Providing ongoing maintenance and support for the CUWCD Utah Valley (DACR) water treatment plant.

- Assisted with PLC upgrades, PLC programming and iFIX upgrades during recent expansion project.
- Made extensive programming changes to filter backwash PLC code
- Integrated new valves, water quality equipment, new tank level gauges into existing system.

## CUWCD SCADA Upgrade, Central Utah Water Conservancy District, Orem, Utah

### *Control Engineer*

Upgraded CUWCD SCADA system from proprietary Sci-Par system to GE iFIX. Included redundant servers in Orem, Heber, and Duchesne with Historian and access via a Terminal Server.

## NDSD Biosolids Expansion Projects, North Davis Sewer District, Syracuse, UT

### *Technical Lead*

Providing programming and integration expertise for new cogeneration and sludge thickening building. Including Opto 22 PLC programming, data transfer between Allen-Bradley and Opto 22 PLCs, plant load shed, and plant wide safety alarms.

## NDSD Upgrades and Maintenance, North Davis Sewer District, Syracuse, UT

### *Control Engineer*

Providing ongoing maintenance and several large upgrade projects, including:

- Upgraded plant wide SCADA software from NI Lookout to GE iFIX. Configured one redundant SCADA server with Historian and Terminal Server.
- Integrated Laboratory SQL data into iFIX SCADA system.
- Upgraded all plant PLCs to latest version of Opto 22 PACs.

## UWCD Green River Pump Site and SCADA Upgrade, Uintah Water Conservancy District, Vernal, Utah

### *Control Engineer*

Programmed and commissioned PLC code for new pump site and pond. As a part of this project, their existing Wonderware system was converted to GE iFIX. Developed graphics in iFIX for the new sites and all their old water distribution sites.



### Assignment

System Integrator

### Education

A.S. Electrical Instrumentation  
Salt Lake Trade Tech  
1980

### Joined Firm

2019

### Expertise

- Wonderware inTouch and Historian
- Industrial data communications: ethernet, serial and ethernet radio
- Communication protocols: Modbus RTU and TCP
- Alarm dialers
- iFix HMI programming
- Allen-Bradley and Modicon PLCs

# STEVE ANDERSON

SYSTEM INTEGRATOR



## EXPERIENCE SUMMARY

Steve is an experienced control and automation professional with a background in water and wastewater. He worked as a section manager for a large municipal water provider for much of his career as well as running his own controls consulting company. He is adept at applying his previous project experience to solve SCADA-related problems. He is a qualified PLC, HMI, and OIT programmer, as well as being knowledgeable in network and radio communications. He is a strength to every project he works on.

## TECHNICAL EXPERIENCE

### SCADA System Replacement, West Jordan, UT

#### *OIT Programmer*

- Programmed OITs for over 20 sites.
- Installed SCADA control panels and provided commissioning and testing for every panel.
- Upgraded and modified PLC programs to improve functionality.

### Jordan Valley Water Conservancy District, West Jordan, UT

#### *PLC Programmer*

- Programmed all new Modicon M340 PLCs as part of a major SCADA upgrade.
- Created a new I/O database to integrate with the new iFix system.
- Assisted migration of over two decades of historical data without any data loss

### Westminster Co. Water and Wastewater, Westminster, CO

#### *System Integrator*

- Implemented a new automation system for the plant, replacing an old relay logic system.
- Added over 10 new PLCs and provided programming, testing, and commissioning.
- Developed HMI screens and implemented the new SCADA system.

### SCADA System Maintenance, Chandler, AZ

#### *System Integrator*

- Installed new Allen-Bradley PLCs for an aging SCADA system.
- Programmed Allen-Bradley PLCs to meet operational requirements.

### Electronics/Instrumentation Section, Jordan Valley Water Conservancy District, West Jordan, UT

#### *Section Manager*

- Supervised 5 instrumentation technicians working at the plant.
- Designed, built, and installed all new PLC panels.
- Oversaw the conversion of a leased line phone system to a networked SCADA system.
- Provided HMI programming and updates to meet changing operational requirements.
- Saved the district hundreds of thousands of dollars by providing in-house programming and integration.



### Assignment

Fabrication Manager

### Education

B.S. Technical Sales  
Weber State University  
2010

### Joined Firm

2015

### Expertise

- UL 508A Trained
- Instructor for Control Panel Fabrication and associated components
- Supervised, Fabricated or Designed Hundreds of Panels

# JOSHUA CLARKE

FABRICATION MANAGER



## EXPERIENCE SUMMARY

Extensive experience in managing, designing and fabricating custom control panels for many different end use applications. Experience includes panel design, fabrication and in some cases, installation of hundreds of panels across various industries including Water Treatment, Water Reclamation, Oil and Gas Production, Petroleum Refining, Power, Medical, Mining, and Agricultural. Experiences with a large array of hardware including various PLC manufacturers such as: Allen Bradley, Schneider, GE, OPTO, Honeywell and many others. Primary responsibilities focus on managing APCO's custom panel fabrication facility, with area of oversight including: reviewing engineering plans to ensure proper hardware, provision of drawing sets which include detailed BOM's, layout and electrical schematics, hardware procurement, fabrication and wiring, quality control oversight, as well as testing of all hardware and logic simulation.

## SUBSET OF RECENT PANEL WORK

### Complete SCADA Upgrade, West Jordan City, UT

Supervised all aspects of control panel fabrication for complete city SCADA upgrade, including detailed design for each custom panel, complete fabrication and wiring, as well as extensive testing and quality control. Also assisted with installation and commissioning of many of the custom panels for this project.

### DCS Control Panel Fabrication, Big West Oil, UT

Oversaw design review and complete fabrication of custom DCS control panels. Panels included over 300 various IO points, custom design, redundant PLC (Allen Bradley-Control Logix) and redundant I/O systems, with a very high level of quality control throughout the fabrication process. Complete testing.

### Control Panel Engineering and Fabrication, Apeel Sciences, CA

Assisted in engineering and supervised design and fabrication of a custom control panel used for sensitive food grade processes. Project included complete engineering review to ensure hardware would meet process needs as well as sensitive CE and UL standards. Custom drawing sets were provided, as well as complete fabrication of custom control panel and testing. Unique remote access communication hardware, compressed air solenoid valves and various bulk mount m12 style hardware were used on this project

### CWP Pipeline Wells, Central Utah Water Conservancy District, UT

Supervised and assisted and in the design, fabrication and testing of several large control panels used in the Central Utah Water Conservancy Districts well pipeline. Assisted in engineering reviewing of provided drawings and made changes to ensure proper process and hardware function. Detailed drawing sets were provided as well as complete fabrication of multiple custom control panels using Modicon PLC hardware. Factory Acceptance Testing and detailed quality control and testing documentation were also provided on this project.



# PROPOSAL FOR WATER SYSTEM SCADA PROJECT

SOUTH WEBER CITY

Principal and Project Leader

**Scott Wells**

647 W. Sandy Parkway

Sandy, Utah 84070

Ph. 801-819-2004

Email: [scott@m8automation.com](mailto:scott@m8automation.com)



647 W. Sandy Parkway  
Sandy, Utah 84070



February 11th, 2020,

South Weber City  
Attn: Dana Shuler  
dana@jonescivil.com

**RE: WATER SYSTEM SCADA PROJECT**

Aventura Controls, LLC dba M8 Automation is pleased to present our Proposal to provide a complete Turn Key Cloud based Water System SCADA, specifically as it pertains to the advertised RFP provided by south Weber City.

Aventura Controls, LLC is a SCADA System Integrator firm with a team of experts with specialized skillsets in many SCADA applications, PLC platforms, and multiple manufacturers of process instrumentation. Our principal and your Project Leader Scott Wells has over 35 years' experience in the Water Treatment Industry specifically in SCADA systems. Mr. Wells has been programming Allen Bradley PLC's and SCADA systems since 1985 and in 1991 was Utah State Certified as a Treatment Grade III Specialist (same certification as an Operator).

Aventura Controls, LLC intends to participate in the contract and comply with all terms and conditions as indicated in the RFP or exceptions taken thereto.

Aventura Controls, LLC does not discriminate in its employment practices with regard to race, color, religion, age (except as provided by law), sex, marital status, political affiliation, national origin, or handicap.

Scott Wells is the owner of Aventura Controls, LLC and is authorized to contractually bind and sign on behalf of Aventura Controls, LLC.

**100% of the work will be performed locally.**

**Scott Wells** will act as project manager and team lead as well as the primary contact for all technical and service issues. Scott can be reached at **801-819-2004** or by email at [scott@m8automation.com](mailto:scott@m8automation.com).



647 W. Sandy Parkway  
Sandy, Utah 84070



Aventura Controls, LLC and Scott Wells would like to thank you for the opportunity to present this Proposal and hope we will be able to serve South Weber City as your **SCADA System Integrator**. Should you have any questions, comments, or concerns, please feel free to call me anytime at 801-819-2004.

Sincerely,

A handwritten signature in black ink, appearing to be 'Scott Wells', written over a light blue horizontal line.

Aventura Controls, LLC  
Scott Wells  
Principal

## Description of Components

**Communication Strategy** – M8's communication strategy is to use the via existing and new Ethernet spread spectrum radio system. Upon a Preliminary Survey with Field Reconnaissance Work and a Radio Site Survey to ensure full functionality of the proposed system, M8 may propose an alternate method of communication using a hybrid solution of radio modem and possibly cell phone technologies. SCADA System Shall Have Onsite Cellular Modem for Communication Backup Using VPN.

**Guarantee** - One (1) year guarantee of the operation of the programs and equipment.

**Training** – M8 has developed our Touchstone training program. In a nutshell, we train the trainer, nothing is secret, and the operator can absorb as little or as much as they want about the system. To kick this off, M8 will provide 4ea (4) hour training sessions at separate times. M8 will provide a 4-hour training session for the operators during startup of the SCADA system. This will get them familiar with the operation and allow them the ability to operate their system. After operating for a couple weeks, the operators are going to have a list of questions and comments about the system. At this time M8 will return and provide additional (4) hour training sessions.

**UL508A** – M8 is a UL508A Certified Panel shop and all panels leaving our facility will be assembled and wired per UL508A guidelines and certified as such prior to delivery.

**Hardware** – Equipment and hardware will be housed in a NEMA 4 Painted Steel Enclosure Suitable for Wall Mounting. The Master will have a 10" Color Touchscreen Monitor, Remotes will have a 6" Color Touchscreen Monitor. PLC's are off the shelf Allen Bradley Micro 850 using FRAM memory technology to permanently store the data which eliminates the need for Lithium batteries. The Micro850 includes removable memory storage by way of a microSD card.

At a minimum, each SCADA Panel will include; a DC power supply rated at 60% of maximum capacity, an off the shelf APC UPS providing a minimum 4 hrs runtime, incoming power circuit breaker rated at 10amps, thermostatically controlled condensation heater (100W minimum), new lightening arrestor, new antenna, new LMR400 coax and connectors.

Field Devices and Instruments that are called out in the RFP as "Provide" are included in our cost schedule. This include; MDS Radios, Level Transducers, Pressure Transducers, Low Temp Switch, Duplex Lift Station Control, HOA Selector Switches.

**Communication Protocol** – The communication protocol used will be Modbus RTU and in some cases Modbus TCP. Both open standard protocols.

**License Fees** – License fees for the software are included Attachment B COST PROPOSAL Item 1. The software license is perpetual, you will not have to pay for the license again. Radio frequency license fees may be required for existing UHF Radio's. Depending the outcome of the Radio Path and Site Survey M8 may recommend eliminating the licensed radios in the current system. If the UHF radio's require licensing these license fees are not included in our cost proposal.

The Alarm Auto-Dailer Software is built into the SCADA HMI Software. No need for separate license.

**Ladder Logic Software** - We have selected Allen Bradley Connected Components software for PLC Ladder Logic which is free of charge.

**SCADA System** - The SCADA application is an Internet-based access service (Web Application) that will provide secure access to current system status and trending, system control, alarm management, historical data access, reporting, and user input screens. The applications trending capability can be used to trend every monitored process variable in the system including process and equipment.

Each station will include a site screen that provides details associated with the monitored and controlled equipment at the specific location. The site screen will include a dynamic graphical/hydraulic overview of the SCADA system.

**Software Updates** – Minor software updates come around once every 4 – 6 months. Major software updates are every 1-2 years. There is no cost for the software update as long as there is a Maintenance and Support agreement in place.

**Ease of Use** – M8 listens to the operator of the SCADA system and over the years we have developed standards of operation based on the “KISS” method. Keep it simple. The information that the operator needs is quickly available and presented in the same manner every time.

**Maintenance and Support** – M8 will provide 24/7/365 phone, remote access and onsite response for One (1) year following Substantial Completion of the Project.

**Expandability** - We have selected PLC hardware that is expandable well beyond the needs of the current sites.

**Life Cycle Cost** - The PLC and communications components selected for this project have a life cycle expectancy of 10 years +.

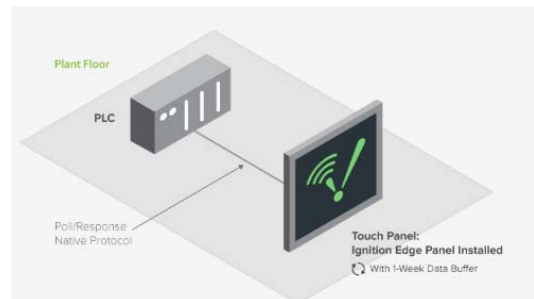
## NEMA 4 ENCLOSURES

- NEMA 4 Wall Mounted Enclosure.
- Seams continuously welded and ground smooth
- Painted finish is ANSI 61 gray
- Sized per RFP
- Hidden Hinges
- Quarter Turn Slotted Latch



## 10" COLOR TOUCHSCREEN HMI'S

- 7", 10", 15" Color Touchscreen Sizes available.
- 1.2 GHz 64-bit Quad -core ARM Cortex-A53 Processor.
- 1GB Ram, microSD Card, Ethernet Port, WiFi.
- Modbus RTU and Modbus TCP Protocols.
- Running Ignition HMI Software.





## PLC HARDWARE

- M8 has selected the Allen Bradley Micro850 PLC platform.
- Ethernet port provides Web server capability, email capability
- Function as a remote terminal unit (RTU) for SCADA applications with support for Modbus over serial and Ethernet communications.
- Expandable up to 132 I/O points.
- microSD™ card slot for program transfer, datalog and recipe management.
- The Micro850 is a cost effective expandable solution with the flexibility of multiple com ports capable of communicating via phone line, radio modem or cellular modem or combinations of the same.
- Free of charge Connected Components Workbench programming and HMI connectivity.
- The life cycle expectation is 10 years+.



## COMMUNICATION HARDWARE



- M8 has selected MDS Spread Spectrum Ethernet Radios.
- For cell phone operations, Sierra Wireless RV50.
- The life cycle expectation is 15 years+.



## SCADA APPLICATION SOFTWARE



Our experience of several SCADA application software packages tells us that the Ignition SCADA software is the most **cost effective**, **flexible** and **user friendly** software application available today.

## Quickly Launch Your SCADA System Across Any Number of Clients

You can manage your entire SCADA system in one central location, and launch clients on individual machines with no direct installation required.



- **Web-Based:** All you need is a web browser and Java
- **Installs in Minutes:** Installation headaches are a thing of the past
- **Server Centric:** Manage your entire system from one place
- **Powered by Databases:** Supercharge your data with SQL databases
- **Cross Platform:** Never worry about what operating system you use

## Everything You Need for One Affordable Price

Ignition is unlimited, which gives you the freedom to add unlimited clients, screens, tags, connections, and devices.

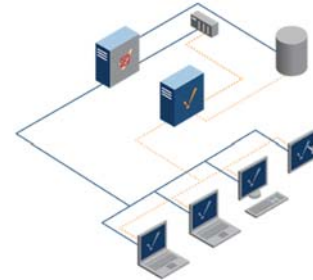


- **Unlimited Clients:** Let as many people use the system as you want
- **Unlimited Tags:** Track and analyze as much data as you need
- **Unlimited Connections:** Connect to PLCs, databases, scales and more
- **Unlimited Scalability:** Never pay more to add tags or clients in the future

## Modern Security Protocols Protect Your Data

Ignition is built upon industrial-grade security technology with a solid, unified architecture and built-in redundancy. Ignition has proven itself to be more secure and more reliable than traditional HMI / SCADA software.

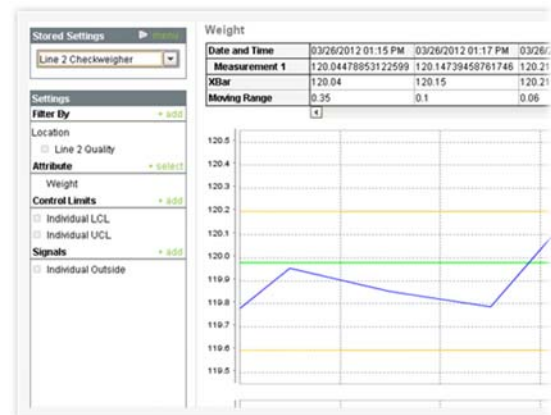
- **Stability:** Designed and tested rigorously
- **Secure SSL Technology:** Just like what banks use
- **Auditing:** See who is active on the system, what they did and when they did it
- **Client Authentication:** Group-based security policy for precise access control



## Get the Information You Need When You Need It

Ignition's real-time status controls and analytics give you the power to quickly analyze and easily display the status of your facility.

- **Real-Time Status Control:** Use screens for start and stop control
- **Alarming:** Stay up-to-date on what's happening at your facility, no matter where you are
- **Reporting:** Create dynamic, data-rich reports
- **Data Acquisition:** Easily log and store data



## Expandable with Hot-Pluggable Modules

Ignition is a modular software platform offering a high degree of customization. All Ignition modules work seamlessly, and never require you to shut down your system to add functionality.

- **HMI/SCADA Modules:** Get everything you need to build any size system
- **MES Modules:** Connect system data with the entire group

## Training: Get the Most Out of Ignition Learn from the Experts.

Nothing compares to learning directly from the source. By taking a training course taught by one of our Ignition experts, you'll learn key skills and how to apply them to real-world projects.

### Ignition Core Training

Get up and running with Ignition's core features

Get hands-on experience with all major features of Ignition: real-time status and control, historical trending, alarming, transaction groups, security, and more. The course format encourages students to ask questions relevant to specific projects they have planned.

### Ignition Advanced Training

Improve your Ignition knowledge and take your projects to the next level

This course goes into advanced uses of Ignition, from components to scripting to SQL. You will learn how to elevate your projects by using Ignition to its full potential. This course is not for beginners. You must have experience using Ignition or have taken the 5-day Ignition Core Training course first.

## SCOPE OF WORK

### Scope of services

#### **In House Services;**

Equipment Selection  
AutoCAD Drawing Design  
O&M Manual Preparation  
PLC Panel Fabrication  
PLC Programming & Testing

Contract Specification Development  
Project Estimating  
Project Management  
SCADA System Programming  
System Operational Bench Test

#### **Electrical Services;**

Industrial Systems  
Motor Controls  
Conduits, Wire, and Cabling  
Class 1 Div 1 Conduit & Wiring  
Commercial Lighting  
Energy Management Controls  
Fire Alarm Systems

VFD's, Variable Frequency Drives  
Site Project Management  
Project Coordination  
Control Panels  
Communication Networks  
Lighting Control systems  
Troubleshooting, Repairs, Services

#### **Construction Services;**

Field Installation of;  
Process Instrumentation  
Conduits, Wire, and Cabling  
Control Panels  
Computer Consoles and Hardware

Equipment & Material Supply  
Site Project Management  
Project Coordination  
Communication Networks

#### **Project Start-up Service;**

Control Panel Terminations  
Device power-up and Setup Procedures  
Communication Network Terminations  
Network Setup and Integration  
Operator Training

Field Device Terminations  
Process Instrument Calibrations  
PLC Program Modifications  
SCADA Program Modifications

#### **Support Service;**

Service/Maintenance Contracts  
Scheduled Instrument Calibrations  
Computer Backup & Recovery  
Disaster Recovery Procedures  
PLC Program Backup and Storage  
Communication Network Maintenance  
Operator Interface additions

Operator Training  
System Service Documentation  
PLC Program Modifications  
SCADA Program Modifications  
Software and Hardware Upgrades  
Instrument Additions and Modifications

Additional Services to be completed in accordance with accepted SCADA programming and maintenance standards

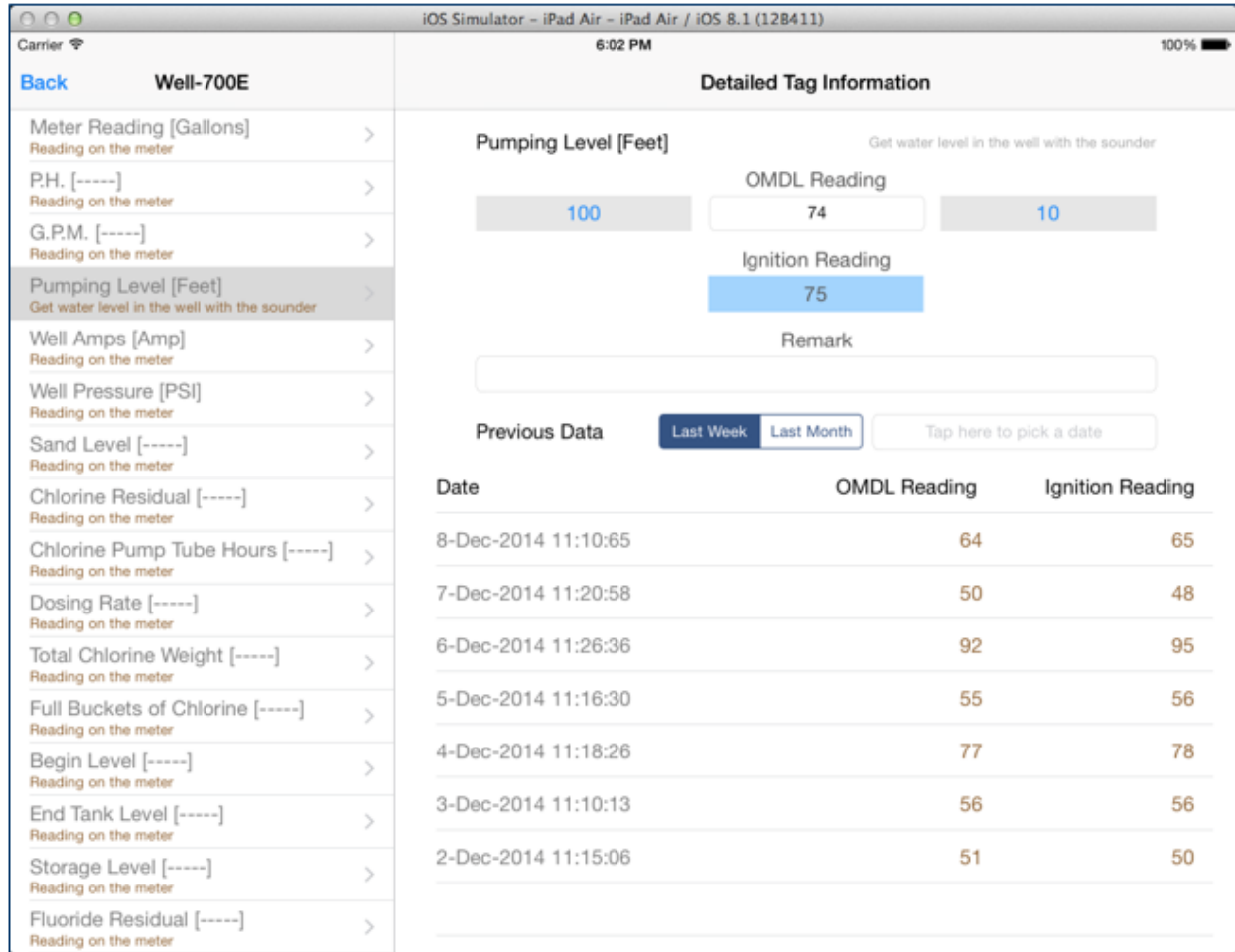
**SCADA Programming and Maintenance Standards;**

Aventura Controls, LLC will perform the following prioritized list of deliverables on a routinely scheduled basis:

- Full backups of Windows operating systems, SCADA and XL Reporting software and data for SCADA nodes.
- 24X7 Emergency Disaster Recovery On-Site Technical Support for SCADA and Reporting System
- 24X7 Emergency Operations Phone Technical Support
- SCADA Computer Preventive Maintenance, physical cleaning, defragmentation, optimization, virus scanning, folder cleanup. Verify security of applications
- Communication Backbone Preventive Maintenance, firmware upgrades, physical cleaning, save and verify switch configurations.
- Apply SCADA updates and new releases for Factory Talk Studio and XL Reporter Software, historical data and alarming software.
- Operational program changes to reports, screens, charts, plc programs, etc. that enhance operator productivity.



Example iPad or Tablet Data Entry Screen;



Carrier 6:02 PM 100%

**Back** Well-700E **Detailed Tag Information**

Meter Reading [Gallons] >  
Reading on the meter

P.H. [-----] >  
Reading on the meter

G.P.M. [-----] >  
Reading on the meter

**Pumping Level [Feet]** >  
Get water level in the well with the sounder

Well Amps [Amp] >  
Reading on the meter

Well Pressure [PSI] >  
Reading on the meter

Sand Level [-----] >  
Reading on the meter

Chlorine Residual [-----] >  
Reading on the meter

Chlorine Pump Tube Hours [-----] >  
Reading on the meter

Dosing Rate [-----] >  
Reading on the meter

Total Chlorine Weight [-----] >  
Reading on the meter

Full Buckets of Chlorine [-----] >  
Reading on the meter

Begin Level [-----] >  
Reading on the meter

End Tank Level [-----] >  
Reading on the meter

Storage Level [-----] >  
Reading on the meter

Fluoride Residual [-----] >  
Reading on the meter

**Pumping Level [Feet]** Get water level in the well with the sounder

100

OMDL Reading 74

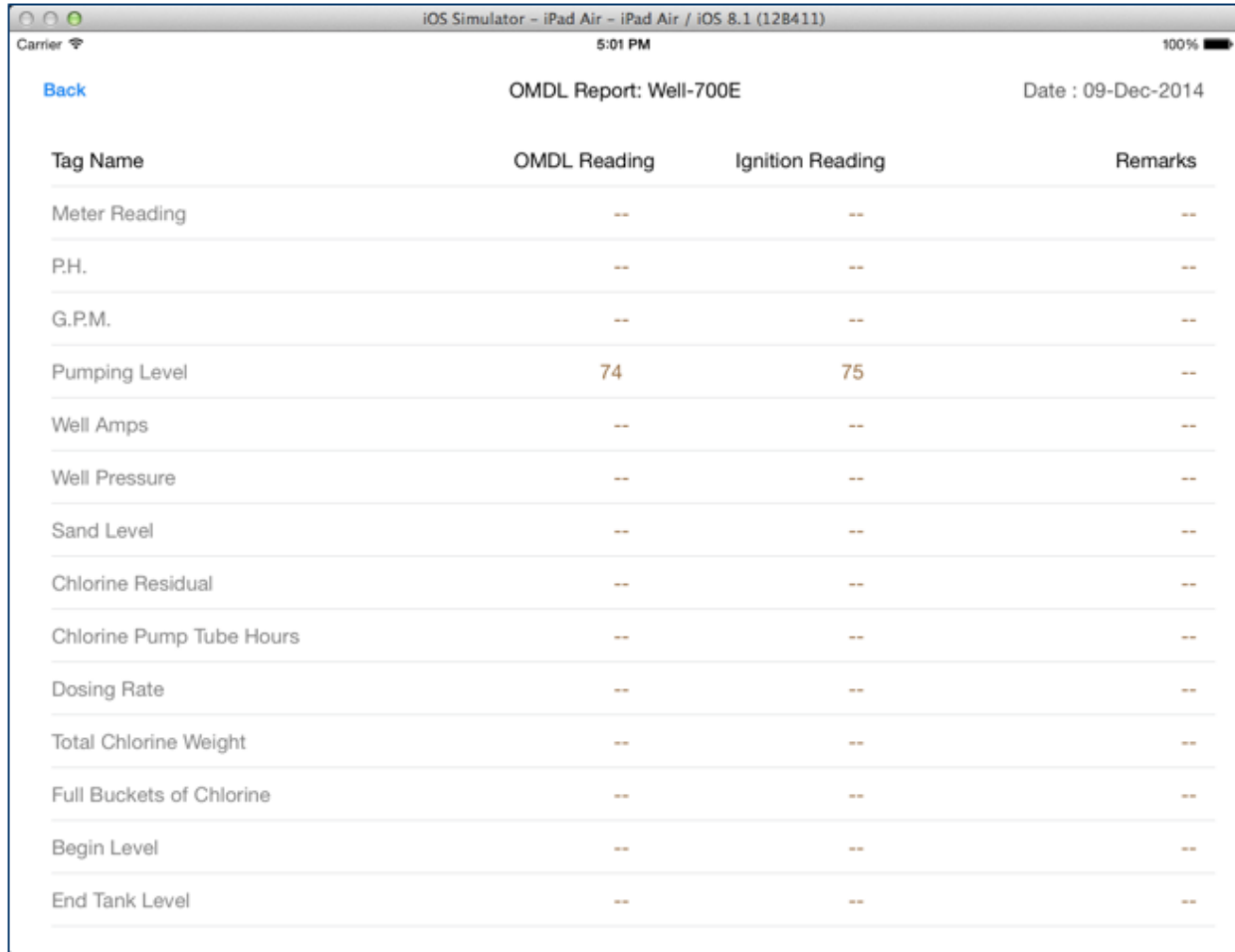
Ignition Reading 75

Remark

Previous Data Last Week Last Month Tap here to pick a date

Date	OMDL Reading	Ignition Reading
8-Dec-2014 11:10:65	64	65
7-Dec-2014 11:20:58	50	48
6-Dec-2014 11:26:36	92	95
5-Dec-2014 11:16:30	55	56
4-Dec-2014 11:18:26	77	78
3-Dec-2014 11:10:13	56	56
2-Dec-2014 11:15:06	51	50

Example iPad or Tablet Report Data Review Screen;



iOS Simulator - iPad Air - iPad Air / iOS 8.1 (12B411)

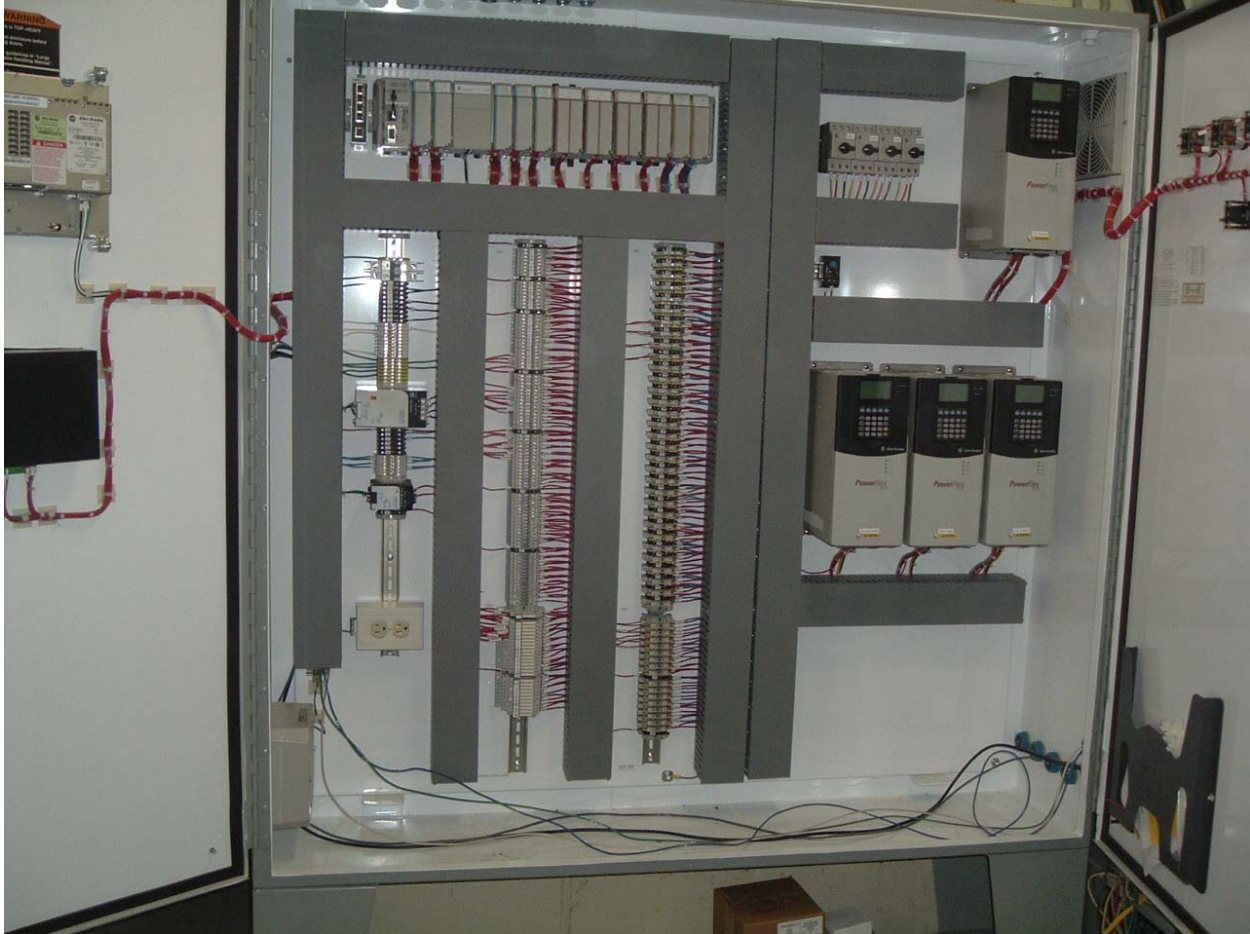
Carrier 5:01 PM 100%

[Back](#) OMDL Report: Well-700E Date : 09-Dec-2014

Tag Name	OMDL Reading	Ignition Reading	Remarks
Meter Reading	--	--	--
P.H.	--	--	--
G.P.M.	--	--	--
Pumping Level	74	75	--
Well Amps	--	--	--
Well Pressure	--	--	--
Sand Level	--	--	--
Chlorine Residual	--	--	--
Chlorine Pump Tube Hours	--	--	--
Dosing Rate	--	--	--
Total Chlorine Weight	--	--	--
Full Buckets of Chlorine	--	--	--
Begin Level	--	--	--
End Tank Level	--	--	--



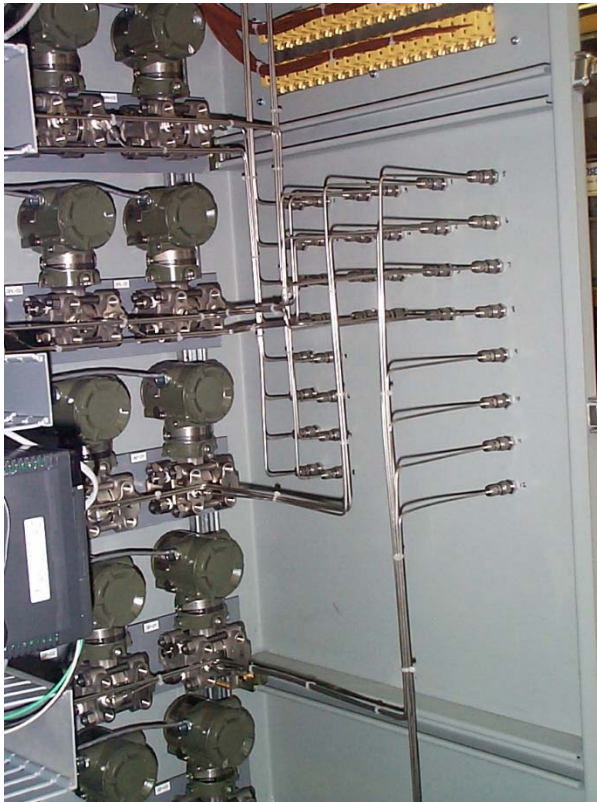
Other Services;  
Panel Shop Capabilities;



**Chemical Feed Systems;**



**Field Instruments and Controls;**



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## GENERAL EXPERIENCE:

### Firm's Experience with Government Entities;

Project Leader has a 35-year career dedicated to the Utah Water Industry serving government entities since 1984. (1991) Certified as Utah State Water System Specialist in Treatment Grade III.

The project leader has **35 years' experience** programming of Water & Wastewater Treatment Plant Facilities, Culinary and Irrigation Pump Stations, Culinary Well's, Regulating Stations, and Lift Stations.

We brought industrialized SCADA from oil and gas industry experience to the Utah Water Industry in the early 90's.

Mr. Wells has created, owned and managed two other Control Systems Integration Companies over the last 29 years servicing government entities throughout the State of Utah.

SCADA System Integrator for Weber Basin Water Conservancy District for the past 22 years.

SCADA System Integrator for Riverton City for the past 6 years.

SCADA System Integrator for Eagle SSD for the past 6 years.

100+ government entities still serviced by the two companies created by Mr. Wells.

### Short list of Municipal Process Projects in recent years

- Weber Basin Water Conservancy District – 3 full WTP's and 120 Remote Sites
- Riverton City – City Wide SCADA System – 22 Remote sites Culinary and Secondary
- Eagle SSD WWTP – SCADA, Instrumentation and Controls for Collection and WWTP
- City of Pocatello – City Wide SCADA System – 30 Remote Sites
- City of Pocatello WPCF – SCADA, Instrumentation and Controls Upgrade
- City of Nampa WWTP – SCADA, Instrumentation and Controls Upgrade
- West Jordan City – Existing SCADA system support
- Skyline Mtn. SSD – System wide SCADA
- Lakeview SSD – System Wide SCADA - 2 Wells, 1 Tank, 3 Lift Stations
- Town of Castleford – Pump Station and Filter Station Instrumentation and SCADA System
- American Falls – Water Department SCADA application
- Idaho Falls Water Pollution Control Plant – Instrumentation and Controls
- Town of Victor – Instrumentation and SCADA System
- Teton Village WWTP – Instrumentation and Controls
- Town of Wilson – Instrumentation and SCADA System
- City of South Salt Lake -- City Wide SCADA System – 20 Remote Sites
- Town of Pinedale – City Wide SCADA System



## QUALIFICATION of EXPERTISE OF STAFF

Scott Wells – Principal / Project Leader -- *35 years in the Water Treatment Industry*

Conner Anthon – Principal / Technician -- *7 years in Automation & Control Industry*

Resumes Follow

### Team expertise in

Electrical install : Industrial systems, VFDs, motor controls, Class1 Div 1 wiring methods, commercial lighting, energy management control systems

Controls: Dealer and programing experts in Commercial Crestron Controls for lighting and automation, Hubble systems, Watt Stopper systems, Lutron Lighting Control systems

Fire Alarm Systems: programing, installation and troubleshooting.

Basic skill in troubleshooting, repairs, and basic wiring methods for install

### Electrical Projects

Lime Slaker Plants - Alaska

Oil Fields Class I Div. I

-Tooele Army Depot Well pump project - Install new pumps and motor controls

-Jackson Hole Wyoming Fish and Game, Fish Hatchery and flow Station

-(2) Layton City Sewer injection plants

-Hill Air Force Base Golf Course Pump house project

West Bountiful City Communication water tank stations - electrical install

14 years of repetitive experience working with highly secured facilities for Dugway, Tooele Army Depot & Hill Air Force Base among such included Class 1 Div 1 projects

2017-2019, 4 emergency generator building back-up systems project completed.

Wyoming seismic monitor stations in for HAFB

Hill Air Force Base F-35 Simulator Training Building

**Aventura Controls, LLC – SUPPORT TEAM**

Scott Wells – Principal / Project Leader -- *35 years in the Water Treatment Industry*

Conner Anthon – Principal / Technician -- *7 years in Automation & Control Industry*

Jeff Turner – Licensed Electrician -- *26 years as a Journeyman Electrician*

Scott Thurgood – Licensed Electrician -- *29 years as an Electrician*

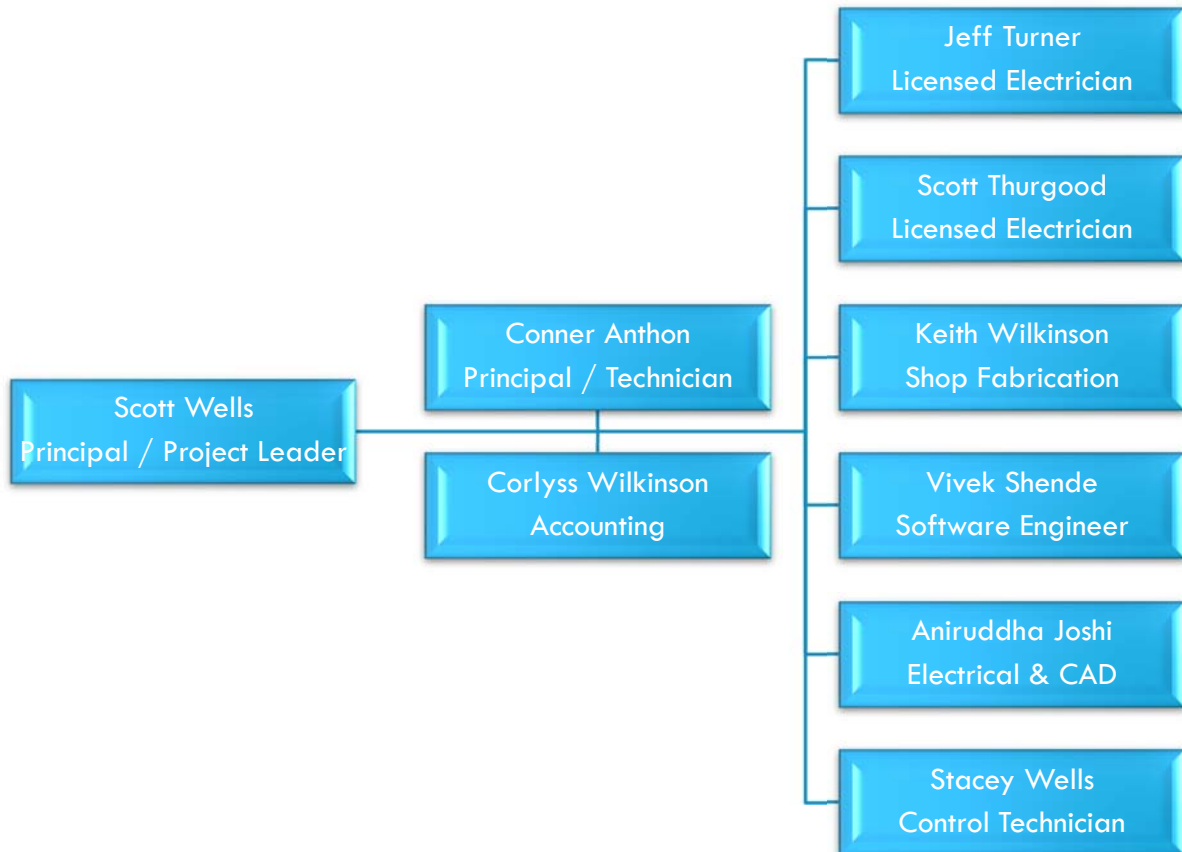
Corlyss Wilkinson – Accounting -- *33 years Accounting Experience*

Keith Wilkinson – Shop Fabrication Engineer -- *35 years Shop Fabrication Experience*

Stacey Wells – Control Technician – *8 years PLC panel Wiring and Controls*

Vivek Shende – SCADA and PLC Programming Software Engineer -- *26 years Engineering Experience*

Aniruddha Joshi – Electrical and AutoCAD Design Engineer -- *23 years Engineering Experience*



# Summary of Projects

## Weber Basin Water Conservancy District, Davis North WTP, Fiber & SCADA Upgrade Project

Location: Layton, Utah

Year Began: 1998- Ongoing

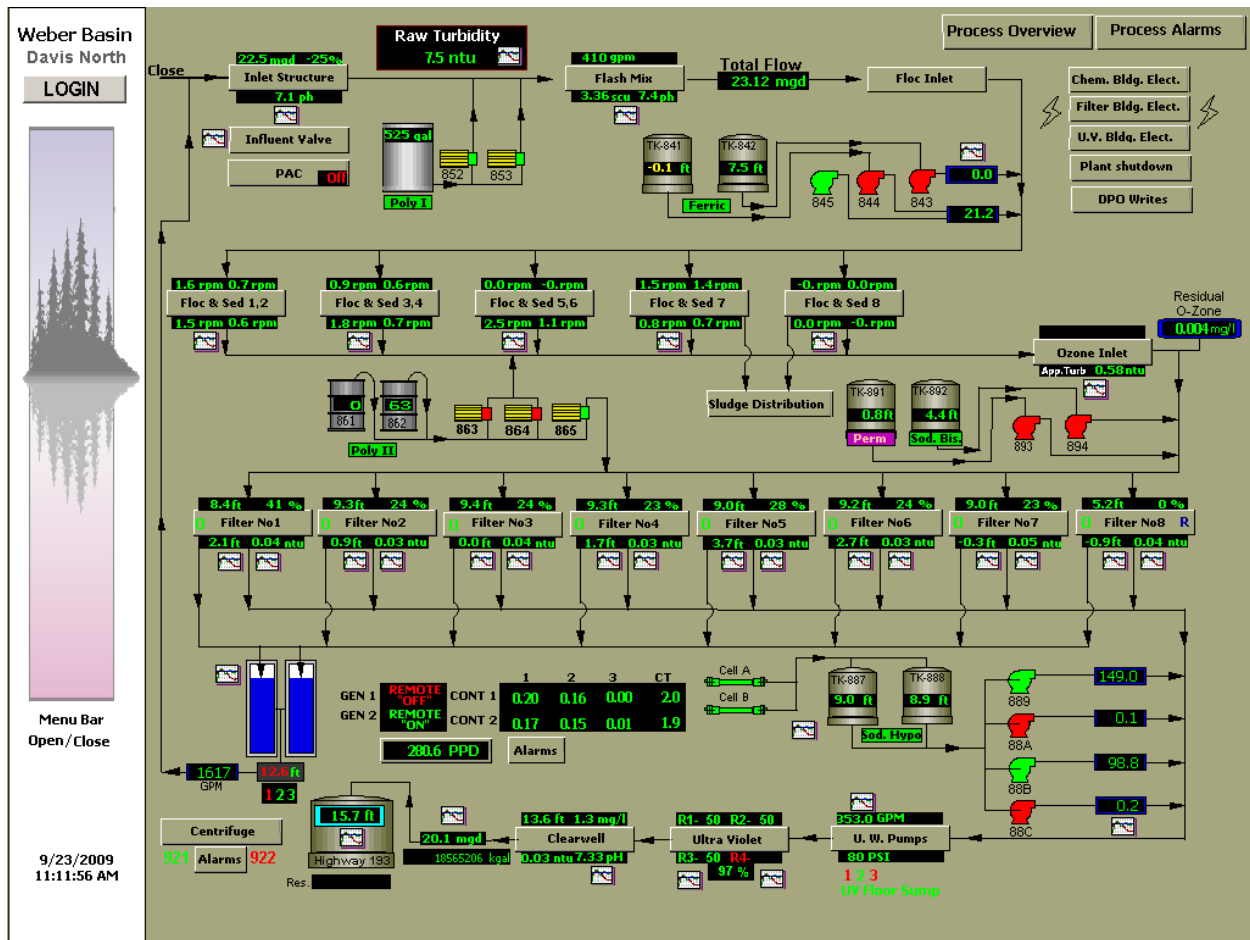
I&C Project cost: \$ 1,100,000 Original, Ongoing

PLC Type: Allen Bradley ControlLogix

SCADA System: Intellution iFix

Communication: Ethernet over Fiber

Complete upgrade of existing plant process instrumentation and control system. Scope of work included provide and install all new process instrumentation and control devices, provide and install new control panels with Allen Bradley ControlLogix 5500 series PLC's, new fiber communications trunk line, 5 additional SCADA computers and integrate the process instrumentation and control package. All work had to be accomplished while maintaining plant operation.



### Tri Wahanna Universal (TWU) Atmospheric and Vacuum Distillation Units

Location: East Java, Indonesia

Year Completed: 2010

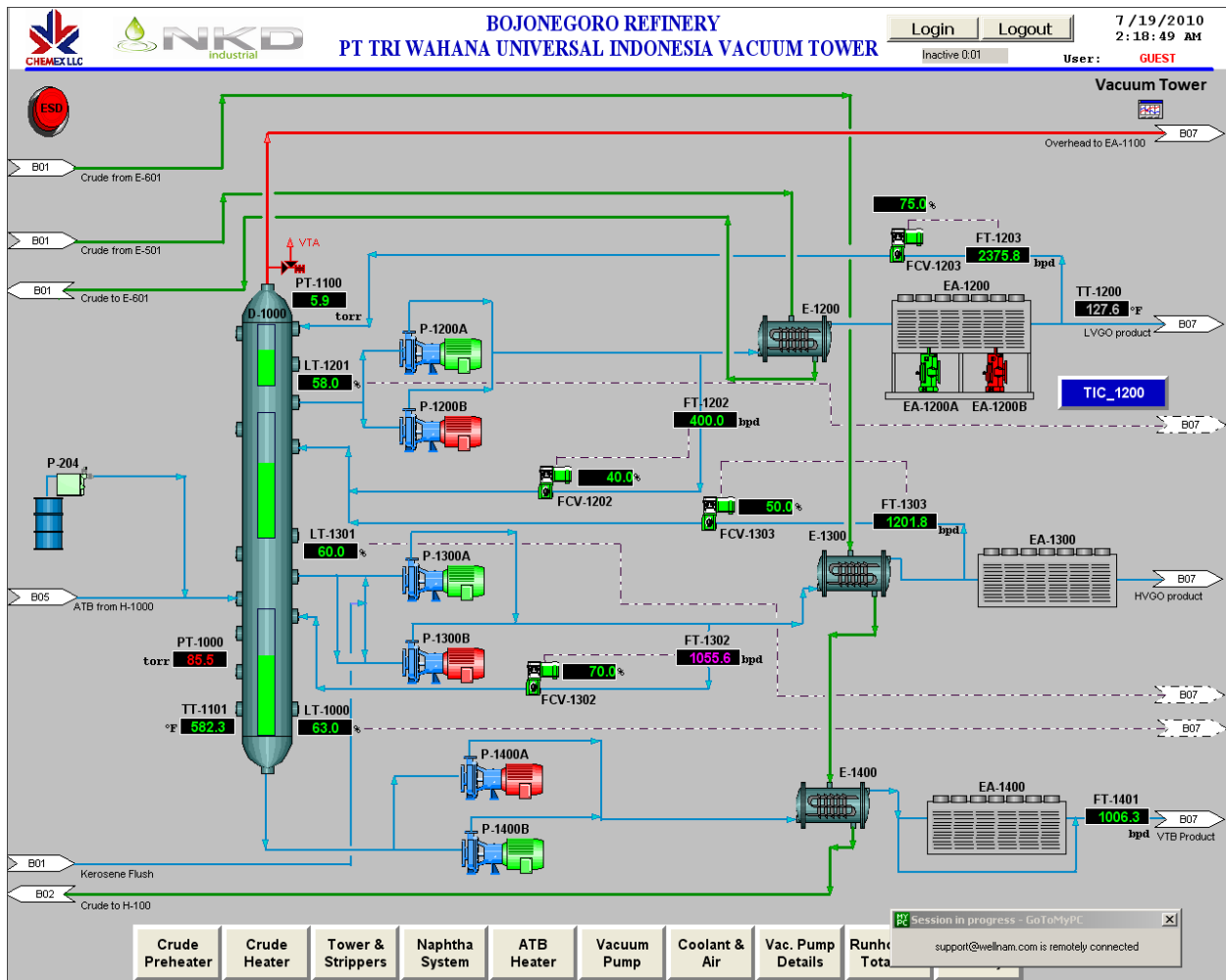
I&C Project cost: \$ 650,000

PLC Type: Allen Bradley SLC 5/05

SCADA System: RSView32 (Factory Talk View)

Communication: Ethernet

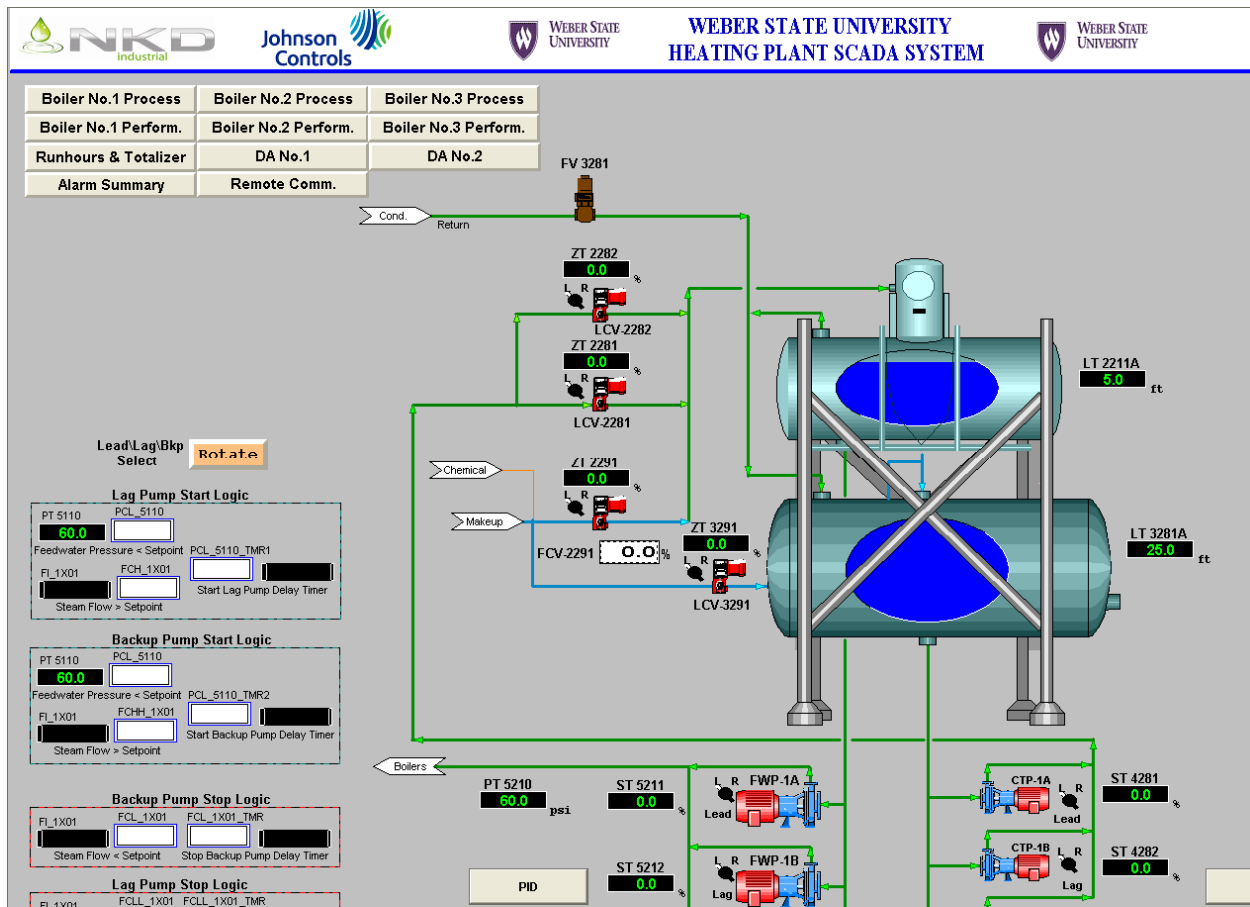
The TWU project was developed from the inception to completion and owner acceptance with a price tag of approximately \$650,000.00 for the instrumentation and control packages. The process flow diagram, piping and instrumentation drawings and the computer modeling of the available crude oil were the bases for the instrumentation and controls design. The ability to train technicians in a 3rd world country to operate and care for the instruments and controls was a consideration in the decision to provide the level of sophistication of the instruments and electronic controls.



Weber State University Heating Plant  
 Location: Weber, Utah  
 Year Completed: 2015  
 PLC Type: Allen Bradley Compactlocix  
 SCADA System: Factory Talk View  
 Reporting XL Reporter  
 Communication: Ethernet

I&C Project cost: \$ 250,000

The Weber State Heating Plant project was a complete controls system upgrade of the heating facility. Steam generation could never go down so the upgrade had to happen in phases to keep the plant running. We worked well together with the design engineers, general contractor, electrical, and mechanical to complete this project with no downtime for the customer. The process flow diagram, piping and instrumentation drawings and the available existing steam process were the bases for the instrumentation and controls design. Training of the operators to operate and care for the instruments and controls was provided throughout the project.





## REFERENCES

### 1) Weber Basin Water Conservancy District SCADA Service Contract

Location: Layton, Utah Contract

Reference Contact: Gary Allen (801) 682-5401

This annual contract provides for 24/7/365 Disaster Recovery Support, PLC and SCADA application modifications and software upgrades. This contract has been ongoing for over 12 years. Site visits are performed once per month to back-up the systems and provide software upgrades and modifications as desired by the client.

We have considerable experience and knowledge in the design, fabrication, assembly, installation and commissioning of the control system's important to Weber Basin including but not limited to the Davis North WTP, the Davis South WTP, the Weber South WTP and nearly 110 remote sites managed by the district.

We are in concert with the district co-developing SCADA applications that are common between all 3 water treatment plants, thereby creating a fluid transfer of information between plant managers and operators.

### 2) Weber Basin Water Conservancy District, Davis South WTP PLC Upgrade

Location: Bountiful, Utah

Contact Person: Mike Midgley (801)682-5414

This project was a plant wide PLC upgrade. The scope is more along the lines of new construction rather than support services asked for by the RFP. The relevance to this SOQ is that we had substantial involvement in the processes and controls used by Weber Basin Water. Our experience and knowledge in the basic development of the PLC programs and software that operates the system lends us the ability to quickly analyze a situation and provide solutions.

The challenging part of this project was that the plant had to remain in operation during the PLC upgrade. This challenge produced several innovative solutions for example; developing a solution for sharing information between the old and the new SCADA system so that sub systems could use the information for process control; Two of the three PLC cabinets had to be reused, we had to develop innovative ways to install the new hardware in the same PLC cabinet while maintaining operation of the existing hardware.

### 3) City of Riverton SCADA Contract

Location: Riverton, Utah

Contact Person: Dan Dipo (801) 577-7281

This service contract provides for 24/7/365, PLC and Ignition SCADA application modifications and software upgrades, and PLC and control hardware support for 22 remote sites.

We have provided remote access capabilities not only for the end user for monitoring and control but also for us to provide remote support and troubleshooting in the event of a system problem. This tool has allowed us to respond to issues quickly and efficiently.

### 4) Nampa WWTP Phase I Upgrades – Liquid Streams

Location: Nampa, Idaho

Contact Person: Jamie Winters (208)283-7142

This project was a plant wide expansion and PLC controls upgrade. We were tasked with completing the detailed Instrumentation and control system design engineering and documentation. Preparation of Submittals and O&M Manuals. Loop Drawings for all PLC Panels. Interconnecting Wiring Diagrams. ISA S20 Data sheets for the Instrument List. Process Instrument and Control Scheduling and Coordination. Procure Instrumentation, Field Devices and PLC Control Panel Hardware. UL508A Fabrication and Assembly of PLC Control Panels. Maintain QC procedures, develop checklists, forms and testing procedures and documentation. Perform Factory Acceptance Testing. Provide assistance to both the Mechanical and Electrical contractors to assure proper installation. Develop field Testing procedures and documentation. Terminate the PLC Control panel. Develop Training manuals, provide operator training. Calibration, Commissioning and Startup.

The challenging part of this project was that the plant had to remain in operation during the PLC upgrade. This challenge produced several innovative solutions for example; developing a solution for sharing information between the old and the new SCADA system so that sub systems could use the information for process control.

## 5) Bear Lake West HOA Annual Service Contract

Location: Garden City, Utah

Contact Person: Tom Ruppenthal (206) 409-8066

This annual contract provides for 24/7/365 Disaster Recovery Support, PLC and SCADA application modifications and software upgrades. Site visits are performed once per quarter to back up the systems and perform software upgrades or modifications for the client.

We have provided remote access capabilities not only for the end user for monitoring and control but also for us to provide remote support and troubleshooting in the event of a system problem. This tool has allowed us to respond to issues quickly and efficiently.

This client has since migrated to the Ignition cloud SCADA application.

## 6) Eagle Special Service District Service Contract

Location: Eagle, Idaho

Contact Person: Brett Ellembaugh (208) 809-1850

This service contract provides for 24/7/365 Disaster Recovery Support, PLC and SCADA application modifications and software upgrades. This contract has been ongoing for over 4 years. Site visits are performed quarterly to back-up the systems and provide software upgrades and modifications as desired by the client.

We have considerable experience and knowledge in the design, fabrication, assembly, installation and commissioning of the control system's important to Eagle SSD including but not limited to the Wastewater Treatment Plant, and 10 remote lift stations managed by the district.

We are in concert with the district co-developing SCADA applications thereby creating a fluid transfer of information between plant managers and operators.



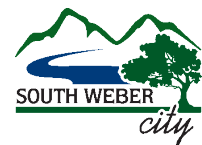
**What sets us apart;**

The technical expertise to provide SCADA Programming and Maintenance to South Weber City comes from 35 years' experience in the Water and Wastewater Industry all working in specialty technical field's such as chlorination/de-chlorination, pump controls and systems, process automation, systems integration, radio communication, and SCADA.

Aventura Controls, LLC provides and supports all major SCADA, control and instrument platforms, but we are not exclusively tied to any particular supplier. The Aventura Controls, LLC team has the unique ability to maintain Legacy Systems while implementing the latest and greatest technologies. This we have been doing successfully for our References since 1998. Our team is intimately familiar with the operations of municipal water systems, practices, personnel, and expectations.

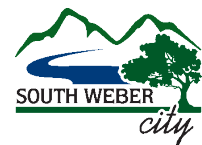
**Ability to Respond**

We immediately respond to phone calls 24/7/265. We can have an online remote connection response within 15 minutes. In most cases, we can respond on-site within 1 hour. Our references can attest to our response performance.



**ATTACHMENT C  
COMPLIANCE TABLE**

<b>SPECIFICATION</b>	<b>MEETS SPECIFICATION</b>	<b>DOESN'T MEET SPECIFICATION</b>
UL508A Certified Panel	Y	
NEMA 4 Enclosure with Back panel	Y	
DC Power Supply Sized at 60% Maximum Capacity	Y	
Minimum 4 Hours Battery Backup	Y	
Thermostatically Controlled Condensation Heater	Y	
Lightening Arrestor	Y	
LMR 400 or Better Coax	Y	
Use and Verify City Owned Radio System	Y	
Communicate on Modbus RTU Open	Y	
Master PLC with 10" Built in Touch Screen	Y	
RTU PLC with 6" Color Touch Screen with On Board IO	Y	
PLC Built in Battery for Non-Volatile Memory	Y	
PLC Built in Removable Storage for 5 Years of Data	Y	
All Setpoints Selectable Thru Screen at RTU	Y	
Free of charge PLC Programing Software	Y	
Each Site to Have a Dynamic/Hydraulic Overview Screen	Y	
PLC at RTU On Screen PID Loop Calibration/Configure Thru Touchscreen	Y	
PLC at RTU On Screen Analog Signal Scaling Thru Touchscreen	Y	
PLC at RTU Alarm Configuration On/OFF Thru Touchscreen	Y	
PLC at RTU On Screen Login for Intrusion/Security Thru Touchscreen	Y	
SCADA Software 128 Bit Secure Socket Layer (SSL) Secure Connection	Y	
SCADA System to Allow Unlimited Users at The Same Time	Y	
SCADA System to Trend Every Monitored Process Variable	Y	
SCADA System to Generate Reports Exportable to PDF, HTML, PNG	Y	
Licensed SCADA HMI Software	Y	
Two Level Alarm Notification	Y	
Alarm Configuration Ability directly thru SCADA System	Y	
Alarm Notification thru Text, Voice and Email	Y	
Alarm Archive System, Showing Current and Historical Alarms	Y	
10 Years Direct Experience with Similar SCADA Systems	Y	



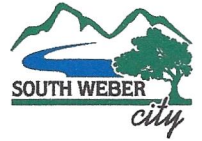
**ATTACHMENT B  
COST PROPOSAL**

The undersigned Proposer/Bidder, having examined and determined the scope of the Request for Proposals, hereby proposes to perform the work described herein, within the time allotted, for the following unit prices or lump sum amount.

Proposer/Bidder: M8 Automation

Item	Description	Quantity	Amount
1	Furnish, install, program, and test SCADA and HMI system equipment required for the following sites: 1) <b>CTU/Master</b> – HMI Software 2) <b>RTU #1</b> – Weber Basin Flow Control Valve 3) <b>RTU #2</b> – Reservoir 4 4) <b>RTU #3</b> – Military Springs Reservoir 5) <b>RTU #4</b> – Westside Reservoir 6) <b>RTU #5</b> – Sewer Lift Station 7) <b>RTU #6</b> – Well Site 8) <b>RTU #7</b> – Church Street Booster Pump Station 9) <b>RTU #8</b> – Highway 89 Booster Pump Station	1 Lump Sum	\$ <u>103,000</u>
2	Annual Fee – fee to host cloud based system (price shall be valid through 2022)	per year	\$ <u>3000</u>
3	Technical Support – hourly rate for technical support following the first free year (price shall be valid through 2023)	per hour	\$ <u>105</u>
Alt. 1	Furnish, install, program, and test SCADA equipment required at PRV #1	1 Lump Sum	\$ <u>9,800</u>
Alt. 2	Furnish, install, program, and test SCADA equipment required PRV #2, including solar power equipment package	1 Lump Sum	\$ <u>17,300</u>
Alt. 3	Furnish, install, program, and test SCADA equipment required at PRV #3, including solar power equipment package	1 Lump Sum	\$ <u>17,300</u>

*(continued on next page)*



**SUBMITTAL**

BIDDER: *[Indicate correct name of bidding entity; i.e. company name]*

Aventura Controls, LLC dba M8 Automation

By:

*[Signature]*

*[Printed name]*

R. Scott Wells

*(If Bidder is a corporation, a limited liability company, a partnership, or a joint venture, attach evidence of authority to sign.)*

Attest:

*[Signature]*

*[Printed name]*

Stacey Wells

Title:

Owner

Submittal Date:

02/11/2020

Address for giving notices:

647 W. Sandy Parkway

Sandy, Utah 84070

Telephone Number:

801-819-2004

Fax Number:

Contact Name and e-mail address:

Scott Wells

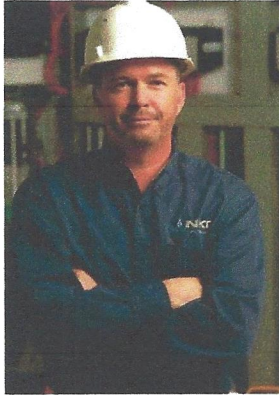
scott@m8automation.com

Bidder's License No.:

NA

*(where applicable)*

**Scott Wells – Principal \ Founder**



**Education**

Knowledge of 35+ Years in the Water & Wastewater Treatment Industry  
Certified Water Treatment Grade III Specialist (1991)

**Experience**

35 Years

**EXPERTISE SUMMARY**

*A successful and innovative Process Systems Integrator with expertise from providing process control applications for a wide range of industries such as Municipal Water and Wastewater, Gas and Coal, Petroleum, Food and Beverage, Industrial, and Manufacturing.*

My career began in two paths the first was service and maintaining of chemical feed systems for Municipal Water and Wastewater Treatment, the second was Industrial Heating Plant Automation and Control. The first path introduced to me Municipal Water and Wastewater treatment operations while the second provided controls and systems integration background experience. Since then I have owned and managed two successful Turn–Key, Control Systems Integration Companies over the last 25 years. The first was successfully sold in 2004 after 14 years in business. The second was successfully sold in 2016 after 7 years in business. Aventura Controls, LLC has built a versatile and experienced team of engineers, designers, programmers, panel fabricators and field technicians capable of providing complete turn-key services from engineering and design, to integration to after sale support and maintenance

**QUALIFICATIONS & SPECIALIZED SKILL SET**

**Certifications:**

- \* Certified UL508A Panel Shop
- \* **Certified Treatment Grade III Water System Specialist**

**PLC:**

- \* Schneider Electric M258, M340 \* Modicum Quantum \*Allen Bradley Micro \* Allen Bradley SLC500
- \* Allen Bradley ControlLogix \* Allen Bradley CompactLogix \* G.E. Fanuc 90-30, 90-70, 90 Micro
- \* Koyo / PLC Automation Direct Series \* TI545 / Siemens S7, S5

**SCADA:**

- \* Factory Talk View Studio \* GE Proficy iFix \* Wonderware In Touch \* Allen Bradley RSView 32 \* Inductive Automation Ignition \* G.E. Cimplicity \* G.E. Proficy \* Entity Studio \* ClearSCADA

**DCS:**

- \* Fisher-Rosemount Delta V \* Johnson Yokogawa \* Bailey Net 90

**Communication Type:**

- \* RS232, 422/485 Hardware \* TCP/IP Copper, Fiber, Wireless \* Allen Bradley DH485, DH+ \* Spread Spectrum Radio<30 miles \* Licensed Radio<90 miles \* Remote I/O, Fieldbus \* Coaxial Cable \* Cellular



**Equipment Manufacturer:**

\* Schneider Electric \* Modicon / Telemecanique \* Allen Bradley \* GE MDS Microwave Data Systems  
\* Datalinc Radios \* CISCO, 3 Com \* Motorola \* Automation Direct \* TI Siemens

**Protocols:**

\* Modbus TCP/IP \* Modbus Serial RTU \* Modbus Plus \* DF1, Remote I/O, Device Net \* G.E. \* TI Tiway  
\* ASCII \* K-Sequence \* Profibus

**Software:**

\* Microsoft Windows NT/2000/XP/7/8/10 \* Microsoft Office Word, Excel, PowerPoint \* Visual Basic Scripting \* XL Reporter  
\* Win 911 Alarming

**Database:**

\* Microsoft Access \* Microsoft SQL Server \* MySQL

**Networking:**

\* LAN/WAN \* Microwave \* Cellular \* Ethernet / Fiber Optic \* Wireless

**PROFESSIONAL EXPERIENCE**

**PRINCIPAL / OWNER**

**2016 – Present**

*Aventura Controls, LLC*

*Turn-key SCADA Systems Integration company providing integrated control solutions complete from process floor to boardroom for the Municipal Water and Wastewater Industry. This company grew from the previous companies experience and reputation.*

**PRESIDENT / OWNER**

**2009 – 2016**

*NKD Technologies, LLC*

*Turn-key SCADA Systems Integration company providing integrated control solutions complete from process floor to boardroom for the Municipal Water and Wastewater Industry. This company grew from the previous companies experience and reputation. Consulting wasn't enough, it was time to become a full service SCADA integration company again.*

**PRESIDENT / OWNER**

**2004 – 2009**

*WELLNAM, Inc.*

*A Consultant for Automation and Control Systems Integration for Municipal Water and Wastewater, Oil & Gas, Inventory Management Control and Food & Beverage Industries. Provided consulting, engineering, and design services for all types of municipal water and wastewater SCADA systems.*

**PRESIDENT / OWNER**

**1990 – 2004**

*World Wide Enterprise Technologies, Inc. dba WETCO, Inc.*

*Turn-key SCADA Systems Integration company. Provided integrated control solutions for Municipal Water and Wastewater, Oil & Gas, Heating plants and Facilities. Strong background in chemical feeding systems especially Chlorine Gas and other Water Treatment chemicals. Brought industrial level of SCADA to the Municipal Water and Wastewater users of Utah. One of the first integrators to implement "RSView32" with MDS radios and Siemens S7 PLC's.*

**MUNICIPAL WATER & WASTEWATER SERVICE MANAGER**

**1984 – 1990**

*Industrial Instruments, Inc.*

*Wallace & Tieman Service Contractor, providing field installations service and repairs for all types of chemical feeding equipment. The only technician in the state of Utah that serviced gas chlorination systems. Can say that I made contact with every water system in the state of Utah during this time, rebuilding chemical feed systems on an annual basis. Developed programming background with DCS systems for industrial boiler plants, advanced into Allen Bradley and Modicon PLC programming and industrial SCADA system platforms.*

# Connor J Anthon

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1608 w. 8600 so. West Jordan, UT. 84088 | (801)386-3821 | connor@alliance-slc.com

## Education

### **BINGHAM HIGH SCHOOL- GRADUATION 2012**

- Involvement in multiple peer organized groups whose sole intent was to benefit the student body
- Preferred placement in advanced technical trade courses- Auto Collision/Welding
- Participated and excelled in advanced wood working/carpentry

### **LG COMPREHENSIVE SYSTEMS CERTIFICATION | MARCH 2018 | MIDGLEY-HUBER INC.**

- Obtained certification to install all LG exclusive systems to factory specifications
- Built on previous technical skills in the realm of equipment installation, startup, and maintenance
- Improved the ability to surpass manufacturer requirements and ensure complete customer satisfaction

## Skills & Abilities

### **MANAGEMENT AND COMMUNICATION**

- Ability to manage and coordinate multiple statewide projects simultaneously
- Maintain working relationships with suppliers, customers, and management
- Coordinate purchasing and delivery of required materials for installations and retrofits
- Ensure completion of project requirements on or before deadlines
- Effectively manage various teams of employees to solidify success and resolve conflict
- Communicate directly with ownership of various entities during and after installation to ensure quality and customer satisfaction
- Attend and contribute to regular meetings regarding safety and success of all contracts
- Present owners and operators alike with comprehensive on-site training on products and services

## Professional Experience

### **COMMERCIAL GLAZIER| B AND D GLASS COMPANY | MARCH 2011-NOVEMBER 2012**

- Installation of industrial grade storefront glass and framing
- Work alongside with commercial contractors on various high end projects
- Increased efficiency of crews working within the scope of design and placement of materials
- Operate specialized heavy machinery pivotal to the completion of tasks

### **PROJECT MANAGER/ SYSTEMS INTEGRATION | ALLIANCE ENERGY AND INTEGRATION | NOVEMBER 2012 - PRESENT**

- Original member of founding team since early inception
- Built and continue to maintain a healthy customer base through industry leading customer satisfaction

- Work directly with ownership to cultivate new processes and relationships with manufactures, contractors and potential clients
- Constantly seek out opportunities in unexplored realms of industry by networking with other entities successful in new and exciting endeavors
- Nurture partnerships with team members and associates to secure long term prosperity and gratification



jared@rockwell-supply.com

Phone: 801-633-6037

February 11, 2020

## Transmittal Letter

- a. It is our intention to participate in the contract for the new South Weber City SCADA system and to comply with all the terms and conditions included in the RFP.
- b. It is the policy of Rockwell Supply, Inc. to provide equal employment opportunities without regard to race, color, religion, sex, national origin, age, disability, marital status, veteran status, sexual orientation, genetic information or any other protected characteristic under applicable law. This policy relates to all phases of employment, including, but not limited to, recruiting, employment, placement, promotion, transfer, demotion, reduction of workforce and termination, rates of pay or other forms of compensation, selection for training, the use of all facilities, and participation in all company-sponsored employee activities. Provisions in applicable laws providing for bona fide occupational qualifications, business necessity or age limitations will be adhered to by the company where appropriate.
- c. The person signing this submittal is Jared Rice, CEO of Rockwell Supply, Inc. Jared Rice is authorized to sign on behalf of Rockwell Supply, Inc.
- d. Key Contacts: Jared Rice, CEO - Rockwell Supply 801-633-6037  
jared@rockwell-supply.com  
Troy Hertog, Regional Manager – Primex 763-443-1468  
troy.hertog@sjeinc.com

## 2. Qualifications/Experience

### **a. Description of Components and Scope.**

South Weber City is requesting proposals to update its aging SCADA System. Rockwell Supply is submitting a proposal to provide a new SCADA system for South Weber City. Jared Rice along with Bryan Wageman has personally toured each and every RTU (propose SCADA sites).

We have a throughout understanding of what is already in place and what the City wants moving forward. At each existing site we will re-use the existing MDS Radios. We will provide new radios for the additional PRV sites as required.

We understand the city would like a cloud-based HMI/SCADA System. The system we are proposing will give the city easy access from any PC. The cloud-based system will also allow them alarming and easy access to change alarm scheduling for whomever may be on call.

Our proposal includes normal and basic installation as well as 1 year of on-site service at no additional charge to the city. Our office is located less than 15 minutes away from the city and we have an in-depth understating of our equipment as well as South Weber City's water system.

### **b. Qualifications and Experience**

Jared Rice Qualifications and Experience.

Jared has been servicing and selling SCADA systems and components for over 15 years. He has worked in the waterworks field for 25 years. In his duty's he has been factory Cla-Val Trained and factory trained in the Primex SCADA Systems. He understands all components of a complete water systems. This is important knowledge when designing and programming a new SCADA system. He is fully factory trained to make all on-site service adjustments and repairs. It is estimated that he will complete 10% of this project.

#### **Technical Capabilities**

PRIMEX is an engineering, manufacturing and service corporation providing professional expertise in the municipal and industrial process control industries.

Our team of engineers, technicians and programmers is constantly evolving to meet the ever changing needs and challenges of our industry.

PRIMEX engineers, programmers, CAD drafters, field service engineers, and panel assembly personnel maintain their training qualifications regularly by attending manufacturers' certified courses, ISA courses and professional seminars. In addition, PRIMEX hosts manufacturers' training sessions at its facility on a regular basis.

Our programmers are familiar with numerous SCADA software and communication protocols. Some of which are iconcontrol, Ignition, Wonderware, iFix, RSView, VT SCADA, Citect and others. Some of the communication protocols include, Ethernet IP, Modbus TCP/IP, Modbus serial, DF1, Devicenet, Profibus and a host of others associated with our legacy products.

### **Cloud Based SCADA**

PRIMEX installed our 1<sup>st</sup> Web Hosted SCADA system in 2008. Since that time we have built cloud based SCADA applications for that run complete water plants, wastewater plants, collection system and distribution systems.

Our iconcontrol servers located in a "hardened" data center in downtown Minneapolis. Our data center includes both physical and virtual security. The data center is truly a "world class facility with hot standby servers, multiple power and internet feeds, backup generators extended operation fuel storage, multiple UPS systems. Process data is communicated to our servers through a VPN tunnel. User access is established via a unique user ID and password over a 256 bit encrypted secure socket layer.

### **Process Control Engineering**

PRIMEX provides a full staff of qualified engineers experienced in many areas of process control. Customized systems are designed and implemented from concept to completion. This area of expertise consists of the following components:

- System design
- Programmable logic controllers
- HMI/SCADA
- Project management
- System documentation

### **Software Engineering**

Our excellent staff of programmers and network specialists can handle all of your software needs. All of them are certified in multiple PLC, HMI, reporting and database application software. PRIMEX utilizes certified software standards to meet the requirements of your specific project.

With ever-growing security concerns, PRIMEX can address your network hardware and software to provide you with the latest in protection:

- Requirements analysis
- Design/development testing
- Database-driven reporting
- Network architecture design
- Security evaluations
- Firewall hardware and software setup
- Custom software/driver development



## **Fabrication**

PRIMEX provides a full service in-house panel assembly facility that can handle your assembly project from beginning to end. Our production department can (to your specifications) both modify a panel enclosure and apply a baked on state-of-the-art finish. Our assembly technicians use the latest in computer generated drafting and labeling methods to ensure our customers well organized and easy to maintain control panels that look good and function well.

Panels are built and listed in-house to one or more of the following certifications:

- UL-508A open control panels
- UL-508A enclosed control panels
- UL-913 panels relating to hazardous locations (class I, II, and III) with intrinsically safe extensions
- UL panels for service equipment use

## **Field Service**

PRIMEX provides a full staff of qualified service technicians experienced in many areas of process control. From system and instrumentation checkout to startup, our staff is capable of starting up a system and providing the necessary training to operators. This area of expertise consists of the following components:

- System startup
- Instrumentation calibration and commissioning
- System troubleshooting
- System training
- System documentation

## **Radio Telemetry**

For over 40 years, PRIMEX has provided a full range of radio telemetry services for Water Distribution, Wastewater Conveyance, and Industrial Controls applications. These applications included UHF, VHF, 900 MHz and spread spectrum systems. This area of expertise consists of the following components:

- Computer modeled radio path studies
- Radio path verification studies and site surveys
- Telephony
- Fiber optic
- Broadband

## **Primex Personnel**

Primex is organized by functional groups with project managers providing the interface between the technical functions, customers, contractors, and engineering firms. The technical functions are hardware (panel) design and build software development, and field service and startup. To staff a project, individuals are assigned from the technical functions to support the necessary level of effort to execute the project.



**Proposed Project Team**

Function	Responsibility	Personnel	Qualifications/Experience	Percentage of Involvement
Project Manager	Oversees, manages and coordinates project to	Adam Gabriel	Sr. Project Manager working as a project manager for over 6 years.	5%
Project Engineer/Designer	Primary Hardware/system Designer to produce Panel Layouts, loop and wiring diagrams, descriptions of operations, submittal and O&M manual preparation	John Stelter	Sr. Project Engineer working as a project engineer for over 20 years.	20%
Communications Engineer	Provides specialized services to evaluate and design communications design between RTUs and MTU.	Jim Stanton	Sr. Communications Engineer working as a communications engineer and programmer for over 30 years. Specializes in radio/wireless communications.	10%
HMI/GUI Programmer	Programs iconcontrol data base, develops graphics, reports, trends, reports, alarm systems	Nick Rolling	Sr. HMI Programmer working as HMI programmer for over 20 years. Also was instrumental in the development of the iconcontrol SCADA platform.	20%
PLC Programmer	Programs PLCs, PLC/RTU HMIs and implements communications architecture as developed by the communications engineer.	Larry Nelson	Sr. PLC Programmer working as PLC programmer for over 25 years on various PLC platforms. Larry has been the lead PLC programmer for most of the US Filter/Siemens/PRIMEX projects in the Salt Lake City area.	30%
Network Communications Engineer	Provides specialized services to assure internet connections and sets up VPN and SSL connections between field mounted equipment and SCADA Servers. Also responsible for the maintenance of the iconcontrol SCADA platform.	Sean Waite	Network architecture specialist for over 15 years. Previously worked as a consultant/outside contractor for the implementation of iconcontrol. For the last 5 years he has worked as a direct full time employee.	5%
Filed Service Engineer/Trainer	Provides onsite services to verify proper installation and commissioning of equipment. Also will provide training to operators and maintenance personnel.	Shaun Girard	Sr. Technical Service engineer for over 20 years. Shaun has provided startup and commissioning services for many of the US Filter/Siemens/PRIMEX projects in the Salt Lake City area.	10%



## **c. Similar Projects**

### **1. Layton City**

We have provided the SCADA system for Layton City for the past 25 years. In the past 3 years we upgraded a portion of the system to the equipment we are proposing for South Weber City. This upgrade included the Vpac Controller as well as upgrading from a Wonderware HMI/SCADA to the Icontrol cloud-based SCADA system. We were able to integrate the new Vpac system into their aging system flawlessly, the two systems work seamlessly together. We are continuing to upgrade older equipment to the new platform as budget allows.

### **2. Bona Vista Water**

At Bona Vista Water we did have been providing their SCADA system for the past 20 years. Within the past 5 years we upgraded the entire system to the Vpac product line that we are proposing for South Weber City. This included the cloud-based SCADA system. Last year we upgraded the aging radio network with a new Cal-Amp Viper system. This upgrade went seamlessly and was up and running in 1 day. This system is very similar in size and scope to South Weber City's.

### **3. Smithfield City**

At Smithfield City we have provided their SCADA System for the past 25 years. We have recently completed a 3-year upgrade to the latest Vpac platform. We did this over 3 years due to budgetary restraints. We were able to do partial upgrades integrating the new equipment seamlessly with the existing equipment. We just completed the last 2 sites in November. Smithfield is also using the iControl cloud-based SCADA/HMI System. This system is also very similar in size and scope to South Weber City's.

### **4. Farmington City**

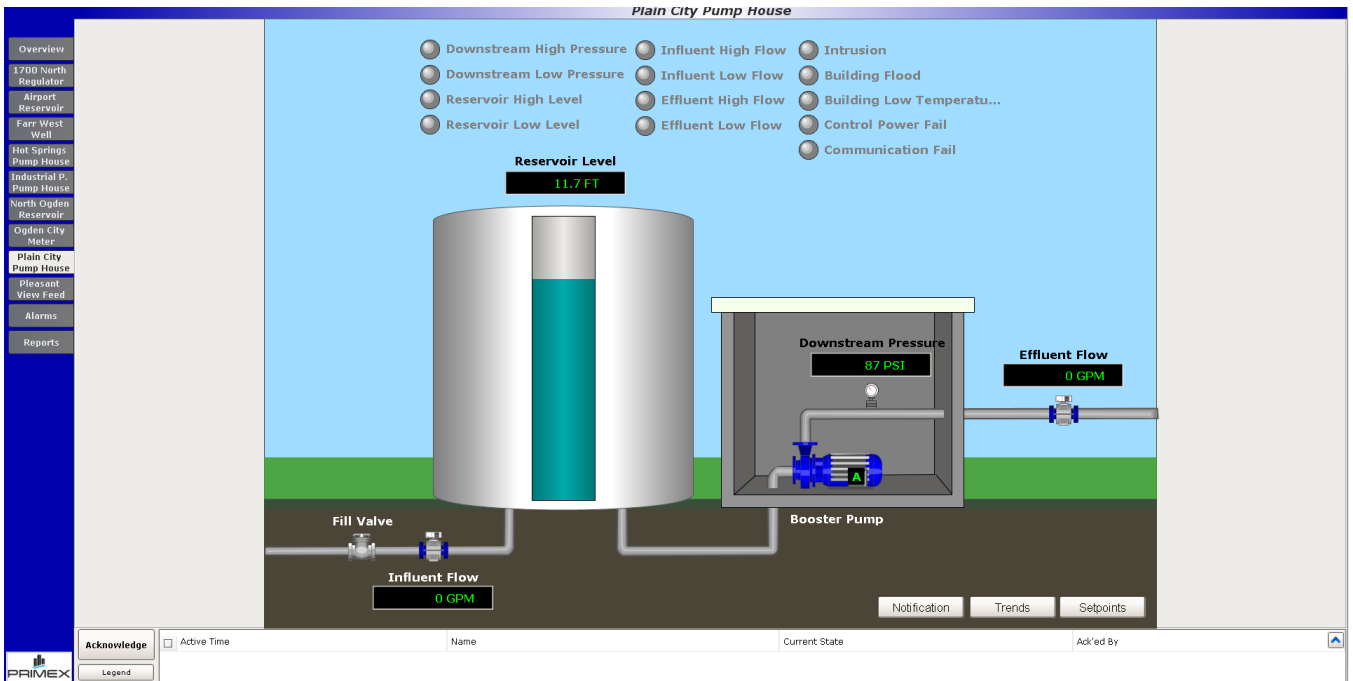
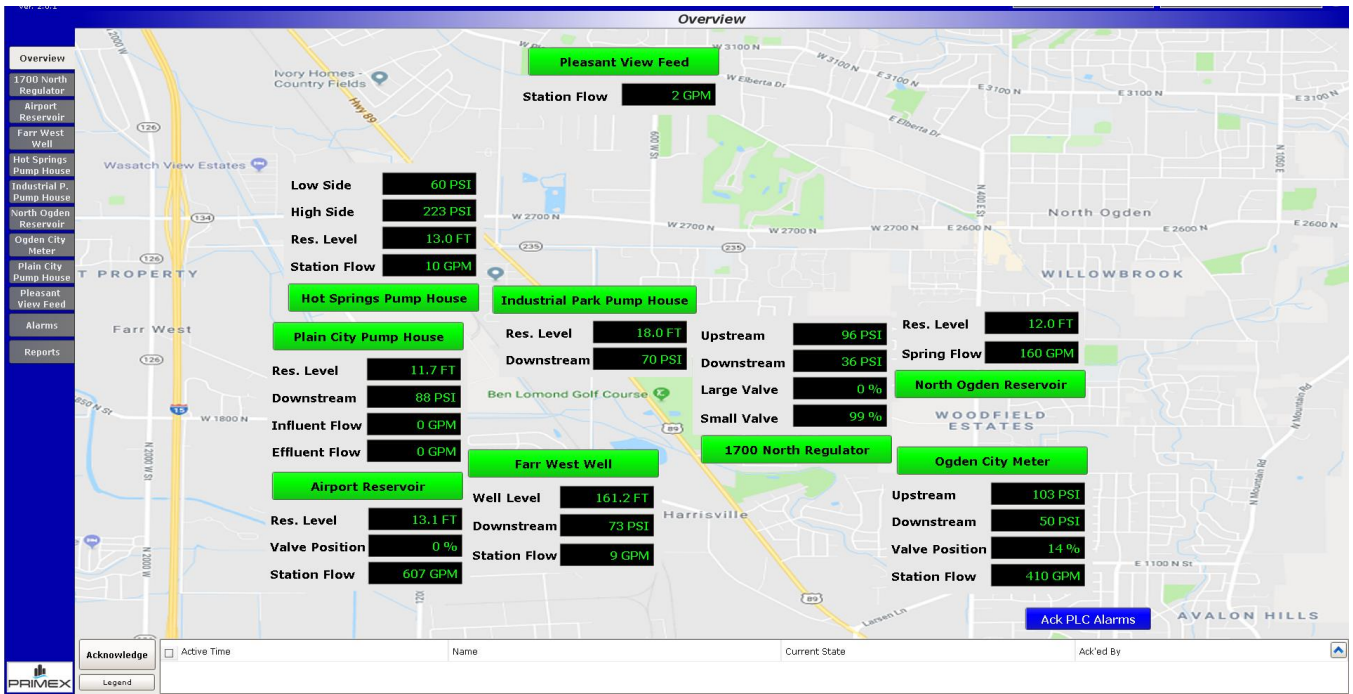
At Farmington City we have provided their SCADA System for since 1994. Over the past 5 years we have been upgrading to the new Vpac platform. We have implemented the latest Vpac equipment in with Control Systems equipment that is 26 years old and still working. Farmington City is still using a Wonderware HMI software system with winn911 dialer. We are about 75% thru changing over to the Vpac Platform as they choose to only do 1-2 sites per year.

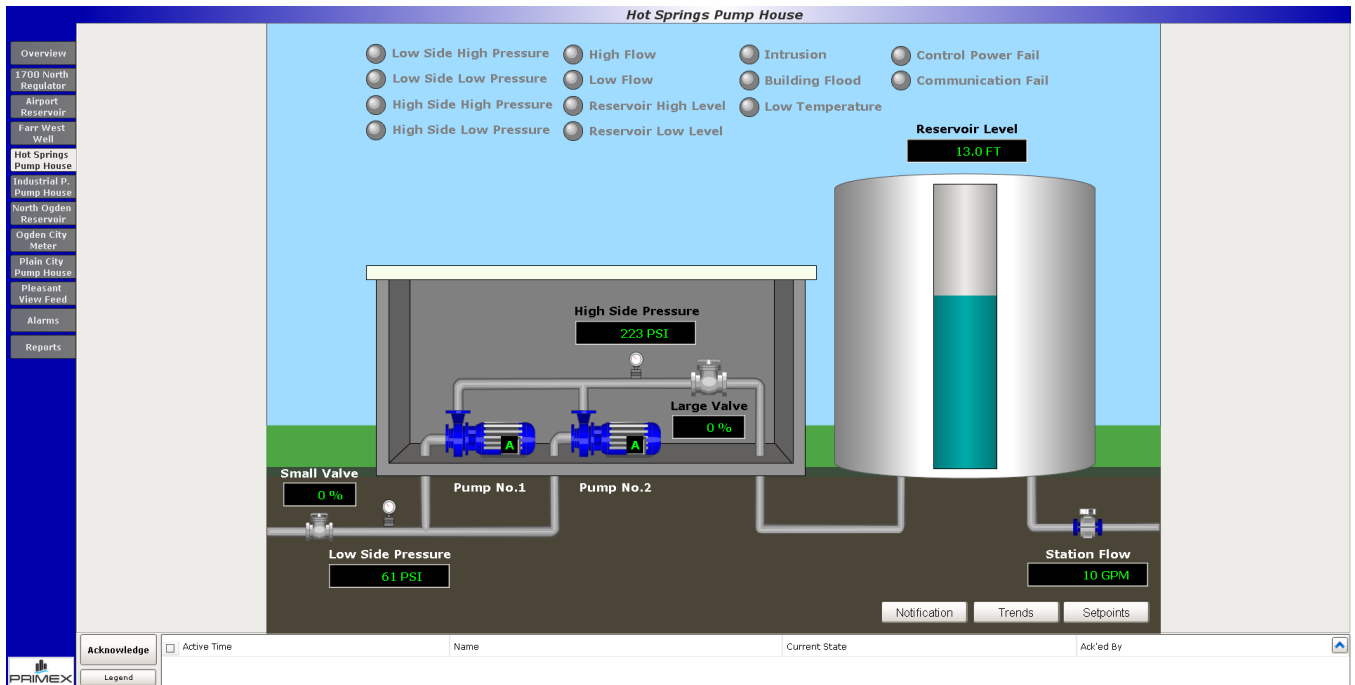
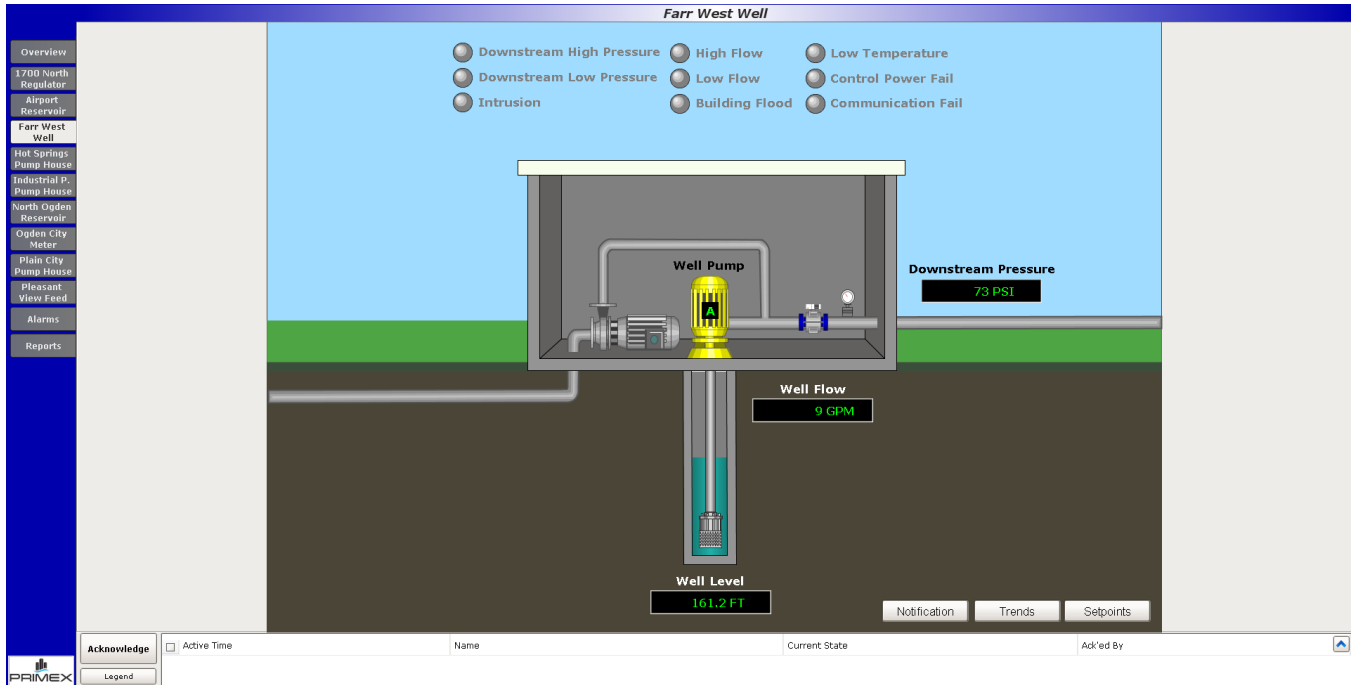
### **5. South Jordan City**

South Jordan City is our biggest system in Utah. They have over 28 RTUs. This includes everything from flow control valves to irrigation pump stations. We have provided their SCADA system for the past 20 years. Over the past 5 years we have upgraded everything from Siemens equipment to the Vpac platform. They have been using the iControl cloud-based SCADA for 6 years now. We are currently updating the radio network as it is 20 years old to a new spread-spectrum system.



### d. Sample HMI Screens







**ATTACHMENT C  
COMPLIANCE TABLE**

SPECIFICATION	MEETS SPECIFICATION	DOESN'T MEET SPECIFICATION
UL508A Certified Panel	X	
NEMA 4 Enclosure with Back panel	X	
DC Power Supply Sized at 60% Maximum Capacity	X	
Minimum 4 Hours Battery Backup	X	
Thermostatically Controlled Condensation Heater	X	
Lightening Arrestor	X	
LMR 400 or Better Coax	X	
Use and Verify City Owned Radio System	X	
Communicate on Modbus RTU Open	X	
Master PLC with 10" Built in Touch Screen	X	
RTU PLC with 6" Color Touch Screen with On Board IO	X	
PLC Built in Battery for Non-Volatile Memory	X	
PLC Built in Removable Storage for 5 Years of Data	X	
All Setpoints Selectable Thru Screen at RTU	X	
Free of charge PLC Programing Software	X	
Each Site to Have a Dynamic/Hydraulic Overview Screen	X	
PLC at RTU On Screen PID Loop Calibration/Configure Thru Touchscreen	X	
PLC at RTU On Screen Analog Signal Scaling Thru Touchscreen	X	
PLC at RTU Alarm Configuration On/OFF Thru Touchscreen	X	
PLC at RTU On Screen Login for Intrusion/Security Thru Touchscreen	X	
SCADA Software 128 Bit Secure Socket Layer (SSL) Secure Connection	X	
SCADA System to Allow Unlimited Users at The Same Time	X	
SCADA System to Trend Every Monitored Process Variable	X	
SCADA System to Generate Reports Exportable to PDF, HTML, PNG	X	
Licensed SCADA HMI Software	X	
Two Level Alarm Notification	X	
Alarm Configuration Ability directly thru SCADA System	X	
Alarm Notification thru Text, Voice and Email	X	
Alarm Archive System, Showing Current and Historical Alarms	X	
10 Years Direct Experience with Similar SCADA Systems	X	

## 4. References

1. Bona Vista Water  
Blake Carlin – General Manager  
Mobile: 801-430-1080  
[blake@bonavistawater.com](mailto:blake@bonavistawater.com)
  
2. Farmington City  
Larry Famuliner – Deputy Public Works Director  
Mobile: 801-430-7633  
[lfamuliner@farmington.utah.gov](mailto:lfamuliner@farmington.utah.gov)
  
3. South Jordan City  
Ray Garrison – Deputy Public Works Director  
Mobile: 801-330-7459  
[rgarrison@sjc.utah.gov](mailto:rgarrison@sjc.utah.gov)
  
4. Layton City  
Wes Adams – Utilities Manager  
Mobile: 801-643-4925  
[wadams@laytoncity.org](mailto:wadams@laytoncity.org)
  
5. Smithfield City  
Craig Giles – City Manager  
Mobile: 435-764-2346  
[cgiles@smithfieldcity.org](mailto:cgiles@smithfieldcity.org)

## 5. Proximity:

Rockwell Supply is the local representative and seller of the proposed SCADA system. Rockwell Supply is located in Marriott Slaterville, Utah. We are about 15 minutes away from South Weber City. We will provide about 25% of the total work involved, however, Rockwell Supply will provide 100% of the onsite/local work. We will install and service all the equipment on-site. Primex is the SCADA manufacturer. They will assemble, program and test all the equipment before it ships to South Weber City. They will provide about 75% of the work





**SUBMITTAL**

BIDDER: *[Indicate correct name of bidding entity; i.e. company name]*

Rockwell Supply, INC.

By:

*[Signature]*

*Jared Rice*

*[Printed name]*

Jared Rice

*(If Bidder is a corporation, a limited liability company, a partnership, or a joint venture, attach evidence of authority to sign.)*

Attest:

*[Signature]*

*Jared Rice*

*[Printed name]*

Jared Rice

Title:

CEO

Submittal Date:

February 10, 2020

Address for giving notices:

Rockwell Supply

PO Box 13132

Ogden, UT 84412-3132

Telephone Number:

801-633-6037

Fax Number:

N/A

Contact Name and e-mail address:

Jared Rice

jared@rockwell-supply.com

Bidder's License No.:

(where applicable)



**ATTACHMENT B  
COST PROPOSAL**

The undersigned Proposer/Bidder, having examined and determined the scope of the Request for Proposals, hereby proposes to perform the work described herein, within the time allotted, for the following unit prices or lump sum amount.

Proposer/Bidder: Rockwell Supply INC

Item	Description	Quantity	Amount
1	Furnish, install, program, and test SCADA and HMI system equipment required for the following sites: 1) <b>CTU/Master</b> – HMI Software 2) <b>RTU #1</b> – Weber Basin Flow Control Valve 3) <b>RTU #2</b> – Reservoir 4 4) <b>RTU #3</b> – Military Springs Reservoir 5) <b>RTU #4</b> – Westside Reservoir 6) <b>RTU #5</b> – Sewer Lift Station 7) <b>RTU #6</b> – Well Site 8) <b>RTU #7</b> – Church Street Booster Pump Station 9) <b>RTU #8</b> – Highway 89 Booster Pump Station	1 Lump Sum	\$ <u>166,350.00</u>
2	Annual Fee – fee to host cloud based system (price shall be valid through 2022)	per year	\$ <u>2,760.00</u>
3	Technical Support – hourly rate for technical support following the first free year (price shall be valid through 2023)	per hour	\$ <u>85.00</u>
Alt. 1	Furnish, install, program, and test SCADA equipment required at PRV #1	1 Lump Sum	\$ <u>17,600.00</u>
Alt. 2	Furnish, install, program, and test SCADA equipment required PRV #2, including solar power equipment package	1 Lump Sum	\$ <u>22,900.00</u>
Alt. 3	Furnish, install, program, and test SCADA equipment required at PRV #3, including solar power equipment package	1 Lump Sum	\$ <u>22,900.00</u>

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# WATER AND WASTEWATER CONTROL SOLUTIONS



**PRIMEX**

WATER SYSTEM INTEGRATOR AND CONTROLS PROVIDER

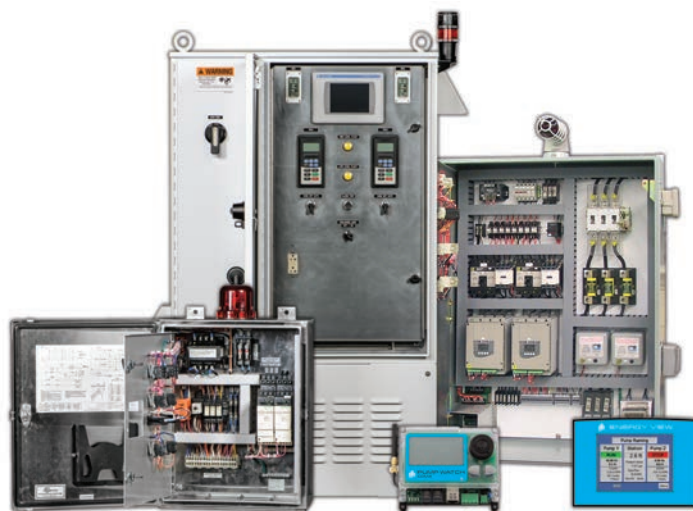
[WWW.PRIMEXCONTROLS.COM](http://WWW.PRIMEXCONTROLS.COM)





Experience matters. With nearly a century of experience and tens of thousands of simple and complex monitoring, control and SCADA systems installed, we are a nationally recognized leader in water and wastewater automation.

Our unique position, size and extensive experience allow us to support our customers from project concept to completion. Our field service organization provides ongoing support with on demand and scheduled service/maintenance agreements to maximize your automation investment.



## APPLICATIONS

- Collection Systems
  - Sewage and Storm Lift Stations
  - Grinder Stations; CSO
- Wastewater Treatment
- Dewatering
- Water Distribution Systems
  - Pressure Booster Systems
  - Water Wells
  - Tanking Monitoring
  - Hydro-pneumatic Systems
  - Metering Stations
- Water Treatment
- Flood Control
- Irrigation Systems
- Condensate Return

## AUTOMATION CAPABILITIES

- Motor Control Centers
- Variable Frequency Drives
- Reduced Voltage Starters
- Service Entrance Rating
- Fail Safe Alarms
- PLC and SCADA Systems
- Dedicated Function Controllers
- Operator Interface Terminals
- Remote Monitoring/Telemetry
- Alarm Notification Systems
- Multiple Pump Control
- User Specified Components
- Instrumentation

## THIRD PARTY APPROVALS

- 508A Listing for Industrial Control Panels
- UL 698A Listing for Enclosed Industrial Control Panels with Circuit Extensions to a Hazardous Location
- UL NNNY Listing Class I, Division I and 2 Locations
- cUL Certification





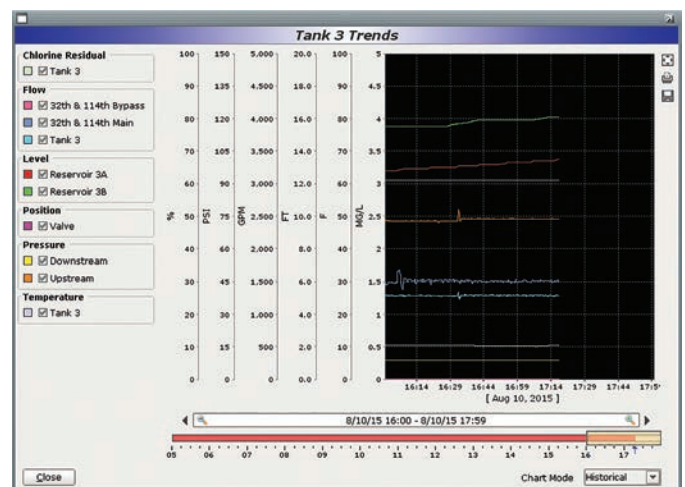
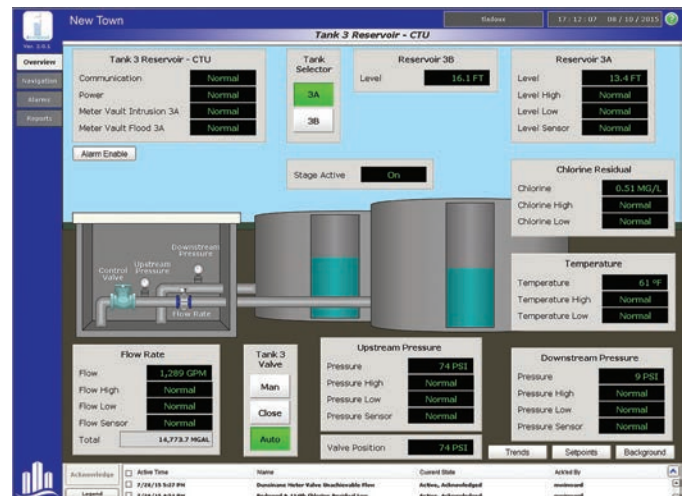
## MORE EXPERIENCE. MORE SOLUTIONS.

Our expertise covers every major automation and control technology from every major vendor.

- Programmable Logic Controllers (PLC)
- Motor Control Centers (MCCs)
- Variable Frequency Drives (VFDs)
- Supervisory Control and Data Acquisition (SCADA) and Human Machine Interfaces (HMI)

We also go beyond controls, to provide complete system integration with all related processes, equipment and data, including:

- Instrumentation
- Telemetry, networking and communications
- Database and software integration





## ENGINEERING ASSISTANCE

PRIMEX® provides customers with nearly a century of expertise and combined applied engineering and electrical controls experience using the latest technology to deliver energy efficient, cost effective products.

From concept to completion, our engineers provide:

- Suggested specifications
- Budgetary estimates
- Electrical, instrumentation and control system design
- Equipment evaluation



## CUSTOM CONTROLS AND SYSTEM INTEGRATION

### Total Control - from Concept to Completion

From large complex systems to small, PRIMEX® provides integration for entire processes and plants, and linked distributed systems across hundreds of remote sites. No project is too big or too complex for the PRIMEX team of professional engineers. Our talented and experienced staff provides a number of professional services.

- Accurate and timely quotations
- System design and drafting
- Controls engineering
- Detailed submittals (AutoCAD schematic wiring diagrams, enclosure layout drawings, bill of material, and more)
- Programming of PLCs, HMI, SCADA, etc.
- Panel and system fabrication (UL-listed panel shop)
- Project management
- Telemetry and Communication design
- Network and Data integration
- System testing and commissioning
- Field and maintenance services
- Exceptional technical support and training
- Free on-line engineering specifications
- Warranty as quoted

# icontrol



## CLOUD-BASED SCADA

### Affordable Control. Anytime. Anywhere.

icontrol® is the ideal solution for operators seeking all the benefits of a Supervisory Control and Data Acquisition (SCADA) system without the expense and hassle of owning and maintaining these systems.

Our cloud-based solution provides full SCADA functionality with secure remote access to your existing control infrastructure through our managed data center. There is no SCADA-related hardware, software or licensing to buy, manage or maintain.

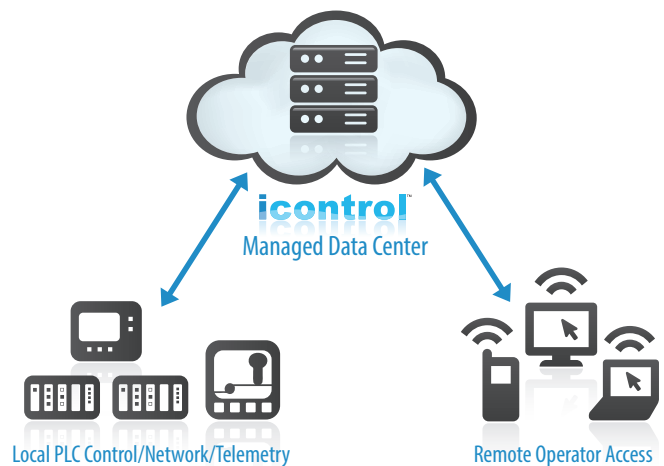
### Manage Your Operations.

icontrol is a full-featured, open-architecture SCADA platform - giving you complete control of your operations.

- Secure remote access from your office, home, or mobile device (PC, tablet, smart phone)
- Dynamic process graphics with equipment status, analog values, trend screens, etc.
- Full control of equipment and set points
- Alarm management, including remote notification and acknowledgment
- Data and reporting with graphical trends, reports and exportable data
- Maintenance scheduling with predictive and preventative tools and information

# icontrol®

solutions





## ABOUT PRIMEX®

PRIMEX® is the largest provider of complete control solutions for water/wastewater applications in North America, offering a broad end-to-end suite of products and services, including standard pump control panels, full-feature, web-hosted iconcontrol® SCADA solutions and highly complex system integration projects for large municipalities.

With thousands of installations across North America, nearly a century of expertise and hundreds of years of combined engineering and electrical controls experience, PRIMEX provides control solutions for municipal and industrial process water applications using the latest technology to deliver energy efficient and cost effective systems carrying UL 508A, UL 698A, UL NNY and other approvals as specified.

Multiple design and production facilities located across North America ensure PRIMEX customers seamless, high quality water control solutions. PRIMEX employee-owners offer fast turnaround on quotes, submittals and delivery, while maintaining high standards for quality. Investing in research, new product development and testing are core PRIMEX values. PRIMEX is continually designing innovative control solutions to meet the growing demands of the water control industry.



We're proud to be an active supporter of these industry associations:



WWW.PRIMEXCONTROLS.COM

# VPAC 6

## VERSATILE PROCESS AUTOMATION CONTROLLER



### OVERVIEW

The VPAC 6 is a controller that combines control, user interface, I/O and networking into a single integrated package with connectivity to a variety of devices. It can be interfaced with other VPAC devices, drives, PLCs, barcode readers, SCADA, printers and serial I/O.

### FEATURES

- Bright, color graphical LCD display with built-in navigation keys
- Displays trends, gauges, meters and animations
- High performance graphic processing
- Advanced control capabilities including; floating point, multiple auto-tuning PID loops and string handling
- Full featured built-in I/O including advanced high-speed digital inputs (500kHz)
- Expansion I/O up to 2048 (DI/DO) and 512 (AI/AO)
- 32GB removable storage for programs, data logging and screen captures
- USB 2.0 (mini-B) for programming and data access
- USB 2.0 (USB A) for flash drives up to two terabytes (2TB)
- CAN networking port for communication with PCs and programming of controller
- Configurable serial protocols
- Built-in 100Mbps Ethernet ports support an integrated Web Server, FTP Host, Email, Modbus TCP Master/Slave and programming
- Low-temperature options available

### SPECIFICATIONS

#### General:

- Required Power (Steady State): 420mA @ 12 VDC/230mA @ 24 VDC
- Required Power (Inrush): 25A for < 1ms @ 24VDC Switched
- Primary Power Range: 10-30VDC
- Relative Humidity: 5 to 95% non-condensing
- Clock Accuracy: +/- 20 PPM Maximum at 25°C (+/- 1 minute per month)
- Operating Temp: 0°C to +60°C
- Storage Temp: -40°C to +60°C
- Weight: 4.375 lbs (without I/O)
- UL, CE, cUL, Made in America

#### Display:

- Display Type: 5.7" VGA TFT (450 nit typical)
- Resolution: 640x480
- Color: 16-bit (65,536)
- Screen Memory: 27MB
- User-Programmable Screens: 1023
- Backlight: LED - 30,000 hour life

#### Connectivity:

- Serial Ports: (2) RS-232/RS-485
- CAN: Remote I/O, Peer-to-Peer
- Ethernet: 10/100 Mb, Modbus TCP Master/Slave, HTTP, FTP, SMTP, Ethernet, IP and Programming

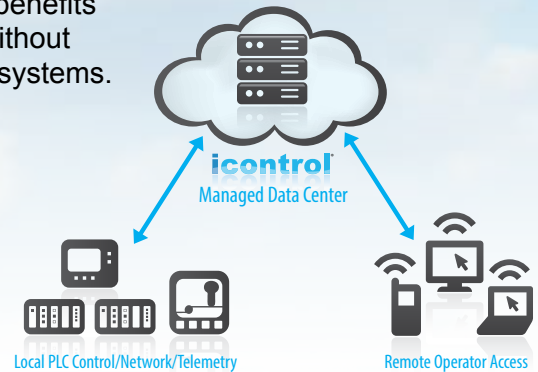


844-4PRIMEX (477-4639)  
WWW.PRIMEXCONTROLS.COM

## icontrol® ELIMINATES THE HEADACHES.

icontrol is the ideal solution for operators seeking all the benefits of a Supervisory Control and Data Acquisition (SCADA) without the expense and hassle of owning and maintaining these systems.

Our cloud-based solution provides full SCADA functionality with secure remote access to your existing control infrastructure through our managed data center. There is no SCADA-related hardware, software or licensing to buy, manage or maintain.



## MANAGE YOUR OPERATIONS.

## LET US MANAGE YOUR SCADA SYSTEM.

icontrol interfaces to your existing local PLC control and telemetry network. Process information is transferred via secure data connection (cellular, broadband, satellite, etc.) to our data center. Each client then has secure access to its individual system from nearly any internet-enabled device (PC, tablet, smart phone, etc.).



**MORE CONTROL.**

**LESS INVESTMENT. LESS HASSLE.**

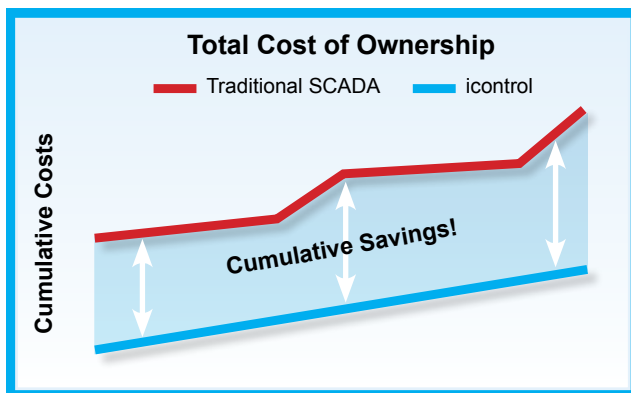
With iconrol, you'll get a scalable, full-featured control solution without the expense and aggravation of ownership and maintenance typically associated with these solutions – resulting in significant operational and financial benefits.

### Operational Benefits:

- Optimize process performance and extend equipment life through full-featured automation and control.
- Remote access ensures improved monitoring and response while improving staff efficiency.
- Improve compliance with data collection and reporting tools.
- Enhance system integrity via professionally managed redundancy, security and data backups.
- Eliminate IT headaches without servers, software or networks to maintain.
- Service and support from an organization with nearly a century of water and wastewater controls application experience.

### Financial Benefits:

- Avoid large capital investments in rapidly evolving technologies.
- Reduce operating expenses through improved system performance and reduced needs for call-outs.
- Simplify budgeting with fixed service contract fees billable monthly, quarterly, annually or a lump sum.
- Expand system incrementally as required.





# TOTAL CONTROL.

# WHENEVER AND WHEREVER YOU NEED IT.

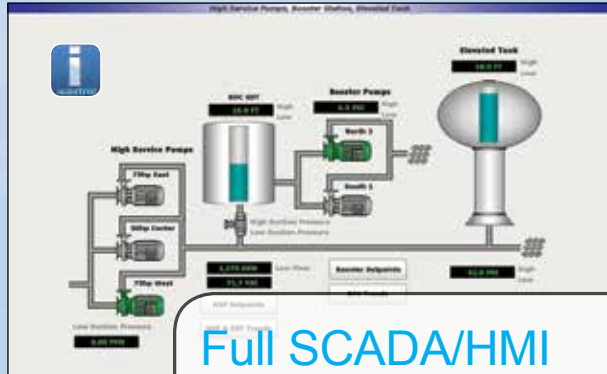
A full-featured, open-architecture platform for supervisory control, monitoring and alarming, data and reporting, and more. icontrol can be integrated with most existing local PLC control systems and accessed anywhere from most web-enabled devices.

## Accessibility



- Full access from any PC and most mobile devices
- No software to load, or maintain
- No “client” licensing – unlimited users
- Managed levels of access / security

## SYSTEM MANAGED IN DATA CENTER



## Full SCADA/HMI

- Dynamic, custom process graphics
- Multiple sites, systems and processes on one application

- 24/7 Monitoring and Management
- Redundant/High Capacity Systems
  - Servers and software
  - Power and internet connections

**Effluent VFD Speed Setpoints**

	% Speed
Simplex Minimum Speed	21 %
Simplex Maximum Speed	15 %
Duplex Minimum Speed	55 %
Duplex Maximum Speed	100 %
Triplex Minimum Speed	55 %
Triplex Maximum Speed	100 %
Fourplex Minimum Speed	55 %
Fourplex Maximum Speed	100 %

**Effluent Alarm Sequence Control**

Panel EP1 & EP2: 3-2, 2-3, Auto / Manual selector switch, Alarm / Manual selector switch.

Panel EP3 & EP4: 3-3, 3-4, Auto / Manual selector switch, Manual sequence selector.

**Raw Water Pump Operation Setpoints**

Parameter	Value	Unit
Flow Alarm	0.5 FT	ft
Effluent Bk Mode	2.0 FT	ft
Flow Alarm	0.5 FT	ft
WWT Infl Start	8.0 FT	ft
Flow Alarm	0.5 FT	ft
Raw Water Level	-3.5 FT	ft
WWT Infl Stop	8.0 FT	ft
Flow Alarm	0.5 FT	ft

**Strip Delays**

Time Delay	Full Strip
5 SEC	5 SEC
60 SEC	3 SEC
60 SEC	1 SEC
60 SEC	2 SEC
60 SEC	1 SEC

**Debounce Delays**

EP 1 & 2	EP 3 & 4
Load Start	5 SEC
Load Stop	5 SEC
Load 1 Start	5 SEC
Load 1 Stop	5 SEC

## Process Control

- Operating set points
- Alarm set points
- Equipment control ( e.g. H-0-A, VFD settings)
- Control schemes (e.g. alternation) and schedules

- Maintenance, Licensing
- Server hardware and software
- Operating and application support

## Monitoring and Alarming

- Alerts via text, e-mail and system screen
- User managed priority and call out lists
- Full alarm history and log
- Remote acknowledgement



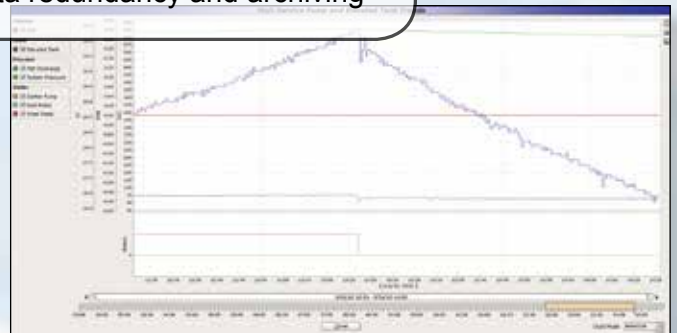
Alarm Name	Alarm Time	Cleared Time	Ack Time	Ack User
High Pressure Alarm	10/25/2011 10:15:00 AM	10/25/2011 10:15:00 AM	10/25/2011 10:15:00 AM	Operator
Low Pressure Alarm	10/25/2011 10:16:00 AM	10/25/2011 10:16:00 AM	10/25/2011 10:16:00 AM	Operator
High Temperature Alarm	10/25/2011 10:17:00 AM	10/25/2011 10:17:00 AM	10/25/2011 10:17:00 AM	Operator
Low Temperature Alarm	10/25/2011 10:18:00 AM	10/25/2011 10:18:00 AM	10/25/2011 10:18:00 AM	Operator
High Flow Alarm	10/25/2011 10:19:00 AM	10/25/2011 10:19:00 AM	10/25/2011 10:19:00 AM	Operator
Low Flow Alarm	10/25/2011 10:20:00 AM	10/25/2011 10:20:00 AM	10/25/2011 10:20:00 AM	Operator
High Vibration Alarm	10/25/2011 10:21:00 AM	10/25/2011 10:21:00 AM	10/25/2011 10:21:00 AM	Operator
Low Vibration Alarm	10/25/2011 10:22:00 AM	10/25/2011 10:22:00 AM	10/25/2011 10:22:00 AM	Operator
High Humidity Alarm	10/25/2011 10:23:00 AM	10/25/2011 10:23:00 AM	10/25/2011 10:23:00 AM	Operator
Low Humidity Alarm	10/25/2011 10:24:00 AM	10/25/2011 10:24:00 AM	10/25/2011 10:24:00 AM	Operator

## MANAGEMENT SERVICES FOR YOUR CONTROL ROOM ENVIRONMENT

# Control

## Data and Reporting

- Trend charts
- Standard and custom reports
- Electronic filing options
- Data redundancy and archiving



### Security and Integrity

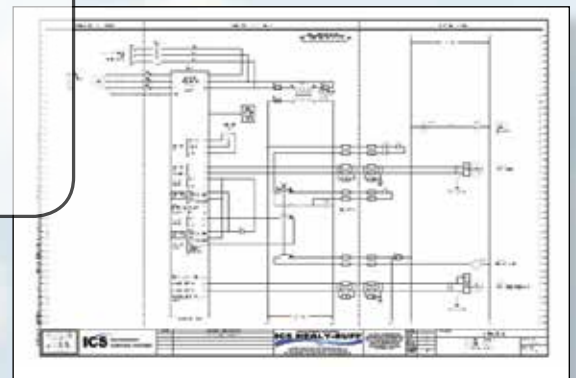
- Cyber-and physical security
- Data and application backup and restore
- Managed communications


### Hardware and Software

- Hardware and network infrastructure
- Application software

## Asset Management


- Preventive and predictive maintenance tools
- Maintenance logs and procedures
- Operation and maintenance manuals



<b>icontrol vs. Traditional SCADA</b>	 icontrol	Traditional SCADA
High Capacity SCADA Server	✓	\$
Unlimited "Tag" SCADA Software	✓	\$
Alarm Notification Software	✓	\$
Data/Reporting Software	✓	\$
Unlimited Remote-User Client Licenses	✓	\$
Annual Software Maintenance Licenses	✓	\$
Point-By-Point System Expansion Capability	✓	\$
Professionally Managed Communication and IT Infrastructure	✓	?
Systemwide Support Backed by a Century of Experience	✓	?
Full System Redundancy	✓	\$\$

Full-featured performance of a traditional solution at a fraction of the cost.

- ✓ = Included in icontrol service fee
- \$ = Requires capital investment or additional operating expense

<b>icontrol vs. Alarm/Monitoring Products</b>	 icontrol	Alarm/Monitoring Products
Dynamic Custom Process Graphics	✓	?
Set Point and Process Control (Digital/Analog)	✓	?
Analog Data Collection and Trending	✓	?
Fully-Integrated (Read/Write) with Local PLC	✓	?
Unlimited Number/Mix of Inputs/Outputs (Digital/Analog)	✓	?
Use of Multiple Brands of RTU and PLC Hardware within Same System	✓	?
Multiple Communication Technology Options and Hybrid Systems	✓	?
Systemwide Support Backed by a Century of Experience	✓	?

Much greater functionality and value at a cost comparable to monitoring systems.

- ✓ = Standard icontrol functionality
- ? = Ask your vendor



## South Weber City – Water System SCADA Project Proposal

SCI Automation, Inc. intends to participate in the contract and comply with all terms and conditions as indicated in the South Weber City – Water System SCADA Project RFP or exemptions thereto.

SCI, Automation, Inc. shall furnish and install SCADA water level/depth measurement equipment, antennae, wiring, panels, monitors, etc. including set-up and programming for monitoring and control of water levels at three (3) reservoir sites; one (1) flow control site; one (1) sewer lift station site; two (2) booster pump stations; one (1) deep well site; and, as an alternate bid, installing equipment and monitoring of three (3) pressure reducing valves in South Weber City. Also included is a central telemetry unit (CTU) to be located at City Hall with web accessible cloud- based SCADA monitoring. Communication shall be via existing and new Ethernet spread spectrum radio system and installation of a Master Control/Telemetry Panel and associated software located at the City Hall. CTU will connect to a cloud-based SCADA similar or equal to iControl®.

SCI Automation, Inc. does not discriminate in its employment practices with regard to race, color, religion, age (except as provided by law), sex marital status, political affiliation, national origin or handicap.

Steve Secrest, President of SCI Automation, Inc. gives authorization to Chris Randa of SCI Automation to sign and submit the attached documents on behalf of SCI Automation.

Steve Secrest – SCI Automation, Inc. President – 650 West Hwy 40 – Roosevelt, UT 84066  
[sscrest@sciautomation.net](mailto:sscrest@sciautomation.net) – 435-725-2600 Office – 801-554-4742 Mobile.

Jared Whitmer – SCI Automation, Inc. Lead Engineer – 650 West Hwy 40 – Roosevelt, UT 84066  
[jwhitmer@sciautomatino.net](mailto:jwhitmer@sciautomatino.net) – 435-725-2600 Office – 435-565-0148 Mobile.

Chris Randa – SCI Automation, Inc. SCADA & Network Engineer – 650 West Hwy 40 Roosevelt, UT 84066  
[cranda@sciautomation.net](mailto:cranda@sciautomation.net) – 435-725-2600 Office – 785-259-7441 Mobile.

Chris Randa

A handwritten signature in black ink, appearing to read "Chris Randa", is written over a light-colored background.

SCADA & Network Engineer  
SCI Automation, Inc  
650 West Hwy 40  
Roosevelt, UT 84066  
[cranda@sciautomation.net](mailto:cranda@sciautomation.net)  
435-725-2600 – OFFICE  
785-259-7441 – MOBILE  
[www.sciautomation.net](http://www.sciautomation.net)



## Qualifications / Experience

- A. SCI, Automation, Inc. shall furnish and install SCADA water level/depth measurement equipment, antennae, wiring, panels, monitors, etc. including set-up and programming for monitoring and control of water levels at three (3) reservoir sites; one (1) flow control site; one (1) sewer lift station site; two (2) booster pump stations; one (1) deep well site; and, as an alternate bid, installing equipment and monitoring of three (3) pressure reducing valves in South Weber City. Also included is a central telemetry unit (CTU) to be located at City Hall with web accessible cloud- based SCADA monitoring. Communication shall be via existing and new Ethernet spread spectrum radio system and installation of a Master Control/Telemetry Panel and associated software located at the City Hall. CTU will connect to a cloud-based SCADA similar or equal to iControl®.
- B. Qualifications & Experience. *See attached Professional Profiles*
- C. Summary of Projects Completed.

### Contractor Information:

- 1. SCI Automation, Inc.
- 2. 650 W. Hwy 40 Roosevelt, UT 84066  
Additional offices in Mertzson, TX and Garden City, KS.
- 3. Phone: (435) 725-2600
- 4. Fax: (435) 725-2602
- 5. Utah Contractor License Number: 9124696-5501

### Contractor Experience:

- 1. 19 years in business, largest SCADApack volume contractor in the state of UT
- 2. Project Manager: Steven Secrest, 26 years as an automation engineer.  
Project Manager: Mike Frandsen, 37 years as a Master Electrician.  
Project Manager: Jared Whitmer, 15 years as an automation engineer. 29 additional qualified employees available if necessary.
- 3. Previous Water and Wastewater Projects:

#### I. Centerville City

- a. Centerville, UT
- b. Project Dates: 1992-Present
- c. Project Cost: > \$350,000
- d. Project Description: Full turnkey culinary water SCADA system.  
Using Wonderware as the HMI system. Over the years, using extensive data from their customized SCADA system, we have helped to incorporate multiple energy reduction strategies including an Off Peak/On Peak power pumping schedule. Combined, these strategies have resulted in energy savings of more than 80% and the Best in State award for Resource Efficiency two out of the last three years.

A quick list of some of the equipment is as follows:



1. PLC / RTU ScadaPack Family
2. Chlorine / Fluoride Wallace & Tiernan
3. VFD Drives AB PowerFlex and Lenze
4. Flow Meters Emerson Mag Meters
5. Pressure Transducers Foxboro
6. Fluoride ScaleTron
7. Radios provide by Precision Electronics , Don Wood

e. Contact: Randy Randall or Mike Carlson (801) 292-8232. Both Randy and Mike have served on the board of the Rural Water Association of Utah, and speak and train regularly on topics including how to run a water system efficiently.

## **II. Riverton City**

- a. Riverton, UT
- b. Project Dates: 1997-Present
- c. Project Cost: \$350,000
- d. Project Description: Full turnkey culinary and secondary water SCADA system. Using ClearScada as the HMI system, we incorporated IP radios throughout the city that allows redundant ClearScada servers in separate office buildings to access the remote sites. We also set-up all of the remote sites with master/slave programming. This make their entire SCADA system non-dependent on the HMI system. The entire secondary and culinary water system will run in its own closed loop radio system ensuring that tanks and reservoirs are filled in the event of any computer equipment malfunctions.

A quick list of some of the equipment is as follows:

1. PLC / RTU ScadaPack & Allen Bradley
2. Chlorine / Fluoride Wallace & Tiernan
3. VFD Drives Westinghouse and Hitachi
4. Flow Meters Siemens Mag Meters
5. Pressure Transducers NoShok
6. Fluoride Foxcroft / ATI
7. IP Radios Trio Multiport
8. Spread Spectrum GE- MDS

e. Contact: Scott Hill or Duane Green (801) 208-3105

## **III. Richfield City**

- a. Richfield, UT
- b. Project Dates: 2011-Present
- c. Project Cost: \$160,000
- d. Project Description: full turnkey city SCADA system, culinary and sewer system, including wells, tanks, reservoirs, boosters, lifts, full HMI optimizing started with Wonderware and switched to ClearSCADA, 15 remote locations

e. Contact: Pat Payne (435) 896-6439

## **IV. Roosevelt City**

- a. Roosevelt, UT
- b. Completion Date: 1998-Present



- c. Project Cost: \$150,000
- d. Project Description: Full turnkey city SCADA system, culinary, including wells, tanks, reservoirs, boosters, full HMI optimizing ClearScada and 10 remote locations

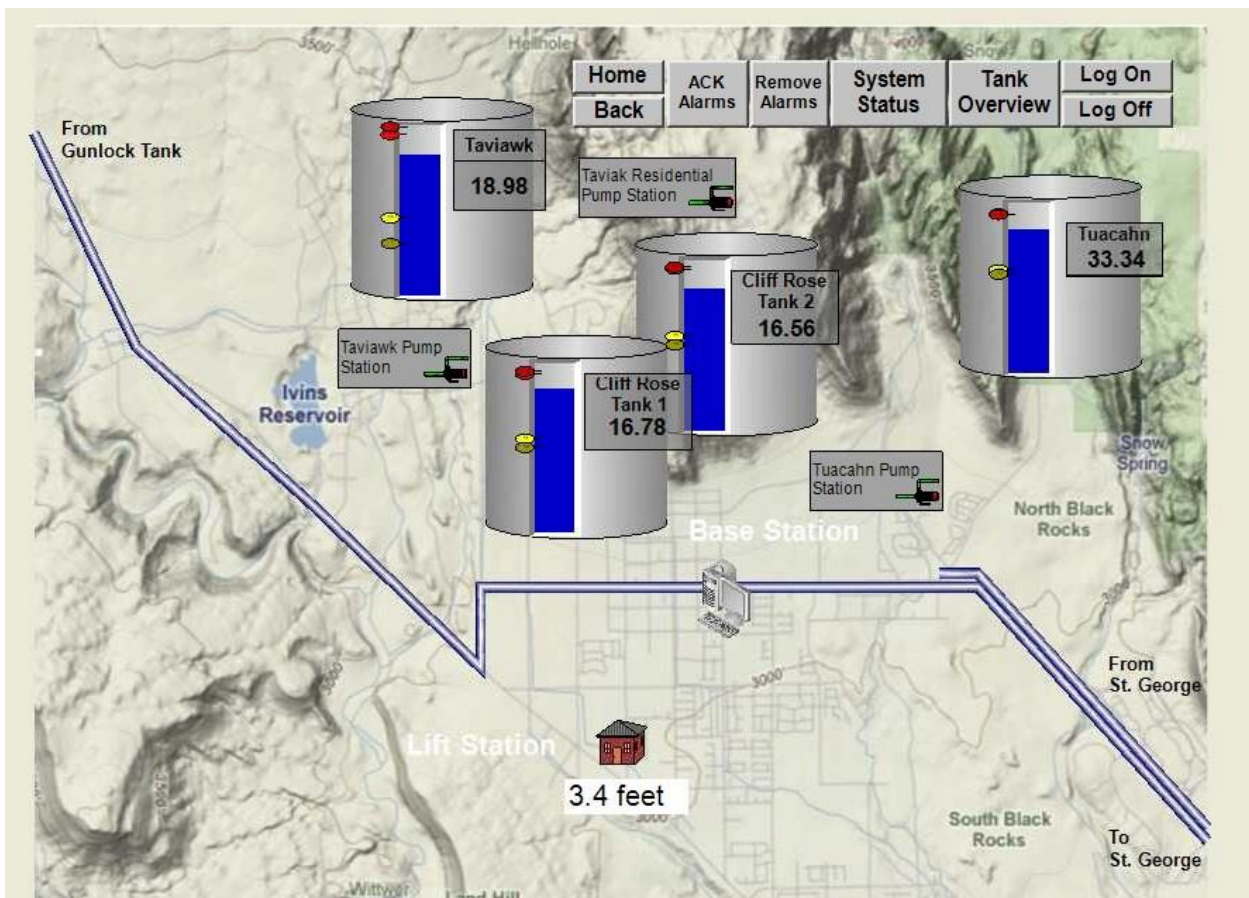
e. Contact: Ryan Clayburn (435) 724-0419

### V. Afton City

- a. Afton, WY
- b. Completion Date: 2007-2009
- c. Project Cost: Approximately \$70,000
- d. Project Description: full turnkey city SCADA system, culinary system, including wells, tanks, reservoirs, boosters, full HMI optimizing Wonderware and 13 remote locations

e. Contact: Larry Lancaster (367) 885-9021

D. HMI SCREENSHOTS: See below





**BALLARD CITY MAIN OVERVIEW** 10/2/2018 3:11:16.807 PM

User Pages Alarms Events Notes Trends CPU ACK CLR HOME BACK FWD

### 500 K Tank

Flow Rate: 9.62  
Today's Total: 41058.8 Gal  
Yesterday Total: 120573.8 Gal  
Accumulated Flow: 3991723.5 Gal

Upstream Pressure: 79.5 psi  
Downstream Pressure: 3.5 psi  
Battery Voltage: 24.2

### HillTop 1M Tank

Current Flow Rate: 14.90  
Today's Total: 0.0 Gal  
Yesterday Total: 0.0 Gal  
Accumulated Flow: 374474.7 Gal

Tank Fill Setpoints: Start 14.00 Ft, Stop 16.00 Ft  
Upstream Pressure: 121.6 psi  
Pressure Safety Setpoints: Low Stop 50.00 PSI, High Start 90.00 PSI

Battery Voltage: 25.5

### Whiterocks Vault

UpStream Pressure: 117.1 psi  
DownStream Pressure: 86.0 psi  
Flow Rate: 84.47 GPM  
Today's Total: 103728.5 Gal  
Yesterday Total: 65841.6 Gal  
Accumulated Flow: 3531932.8 Gal  
Battery Voltage: 25.9

### Eldredge Vault

UPStream Pressure: 103.6 psi  
DownStream Pressure: 76.6 psi  
Battery Voltage: 26.1

### The Peaks Vault

UpStream Pressure: 73.0 psi  
DownStream Pressure: 34.8 psi  
Battery Voltage: 27.1

### Richins Vault

UpStream Pressure: 87.2 psi  
DownStream Pressure: 83.2 psi  
Battery Voltage: 26

### 2000N PRV

UpStream Pressure: 77.3 psi  
DownStream Pressure: 36.9 psi  
Battery Voltage: 26.2

### 2000N PRV Vault

SCADAPack 334  
Healthy, Multidrop  
Last Poll: 2/10/2020 8:11:20:548 AM

### 500K Tank Vault

SCADAPack 334  
Healthy, Multidrop  
Last Poll: 2/10/2020 8:11:20:532 AM

### Eldredge Vault

SCADAPack 334  
Healthy, Multidrop  
Last Poll: 2/10/2020 8:11:21:445 AM

### Hill Top 1M Tank Vault

SCADAPack 334  
Healthy, Multidrop  
Last Poll: 2/10/2020 8:10:46:356 AM

### Richins Vault

SCADAPack 334  
Failed  
Last Poll: 1/14/2020 3:59:00:147 PM

### The Peak Vault

SCADAPack 334  
Healthy, Multidrop  
Last Poll: 2/10/2020 8:11:21:001 AM

### Whiterocks Vault

SCADAPack 334  
Healthy, Multidrop  
Last Poll: 2/10/2020 8:11:18:464 AM

**BALLARD CITY MAIN OVERVIEW** 10/2/2018 3:11:16.807 PM

User Pages Alarms Events Notes Trends CPU ACK CLR HOME BACK FWD

### 500 K Tank

Flow Rate: 9.62  
Today's Total: 41145.4 Gal  
Yesterday Total: 120573.8 Gal  
Accumulated Flow: 3991809.2 Gal

Upstream Pressure: 79.4 psi  
Downstream Pressure: 3.5 psi  
Battery Voltage: 24.2

### HillTop 1M Tank

Current Flow Rate: 14.90  
Today's Total: 0.0 Gal  
Yesterday Total: 0.0 Gal  
Accumulated Flow: 374474.7 Gal

Tank Fill Setpoints: Start 14.00 Ft, Stop 16.00 Ft  
Upstream Pressure: 121.6 psi  
Pressure Safety Setpoints: Low Stop 50.00 PSI, High Start 90.00 PSI

Battery Voltage: 25.5

### Whiterocks Vault

UpStream Pressure: 117.4 psi  
DownStream Pressure: 86.0 psi  
Flow Rate: 73.52 GPM  
Today's Total: 103728.5 Gal  
Yesterday Total: 65841.6 Gal  
Accumulated Flow: 3531932.8 Gal  
Battery Voltage: 26.2

### Eldredge Vault

UPStream Pressure: 103.6 psi  
DownStream Pressure: 76.6 psi  
Battery Voltage: 26.1

### The Peaks Vault

UpStream Pressure: 73.0 psi  
DownStream Pressure: 34.8 psi  
Battery Voltage: 27.1

### Richins Vault

UpStream Pressure: 87.2 psi  
DownStream Pressure: 83.2 psi  
Battery Voltage: 26

### 2000N PRV

UpStream Pressure: 77.3 psi  
DownStream Pressure: 36.9 psi  
Battery Voltage: 26.2

### 2000N PRV Vault

SCADAPack 334  
Healthy, Multidrop  
Last Poll: 2/10/2020 8:11:36:175 AM

### 500K Tank Vault

SCADAPack 334  
Healthy, Multidrop  
Last Poll: 2/10/2020 8:11:37:864 AM

### 500K Tank Vault Tank Level

Tags: Analog In: 500K Tank Vault Tank Level

Trace: Tags: Analog In: 500K Tank Vault Tank Level  
Type: Processed Historic  
Axis: Y Axis 1





## Comanche County Rural Water District #2



### Pump House

VFD #2	VFD #1	Alarm Panel
Run Status: <b>Stopped</b>	Run Status: <b>Running</b>	AC Voltage Status
Frequency Feedback: 0.0 Hz	Frequency Feedback: 60.0 Hz	VFD #1 Low Pressure
Pressure: 31.17 PSI	Pressure: 32.61 PSI	VFD #2 Low Pressure
High Pressure Kill: 100.0 PSI	High Pressure Kill: 100.0 PSI	VFD #1 High Pressure
Low Pressure Kill: 0.0 PSI	Low Pressure Kill: 0.0 PSI	VFD #2 High Pressure
		VFD Kill Alarm
		VFD #1 Comm. Status
		VFD #2 Comm. Status
		North Tower Comm.
		South Tower Comm.

Frequency Setpoint

48.00 Hz

Switch Pumps

Frequency Setpoint

60.00 Hz

Chlorine Pump Running

Chlorine Tank Full

ALARM RESET

VFD #1 Run Times	VFD #2 Run Times
Daily: 1.8 Hrs.	Daily: 1.0 Hrs.
Monthly: 91.3 Hrs.	Monthly: 74.0 Hrs.
Yearly: 385.1 Hrs.	Yearly: 340.7 Hrs.

Tank Level Trending Data

North Tower	South Tower
Tank Level: 13.1 Ft.	Tank Level: 20.3 Ft.
Tank Pressure: 5.7 PSI	Tank Pressure: 8.7 PSI
Battery Voltage: 12.8 Volts	Battery Voltage: 12.9 Volts
High/Close Setpoint: 25.0 Ft.	High/Close Setpoint: 20.0 Ft.
Low/Open Setpoint: 12.0 Ft.	Low/Open Setpoint: 11.0 Ft.
Valve Position: Open	Valve Position: Closed

System Overview	Tower Setpoints	Pump Controls	Hour & Gallon Meters	City Water Tower	Hospital Water Tower	Acknowledge Alarms	Remove Alarms
#3 Mark Well	#4 Dickerson Well	#6 8th Street Well	#8 Haberman Well	#9 Smith Well	Booster Pump Site	City Tower Trends	Hospital Water Trends

#### #3 - Mark Well Site

Pump Run Status	Stopped
Chlorine Pump	Stopped
Flow Rate	0.49 GPM
Discharge Press.	0.53 PSI
Chlorine Pressure	82.90 PSI
Inside Temp.	70.20 °F
Communications	Good

#### #4 - Dickerson Well Site

Pump Run Status	Stopped
Chlorine Pump	Stopped
Flow Rate	0.00 GPM
Discharge Press.	0.62 PSI
Chlorine Pressure	82.84 PSI
Inside Temp.	71.28 °F
Communications	Good

#### #6 - 8th Street Well Site

Pump Run Status	Running
Chlorine Pump	Running
Flow Rate	372.16 GPM
Discharge Press.	83.70 PSI
Chlorine Pressure	154.03 PSI
Inside Temp.	73.26 °F
Communications	Good

#### City Water Tower

Tower Level	94.79 %
Last Updated	02/10/2020 09:06:46
Onsite Power	Power OKAY
Backup Battery	13.70 Volts
Communications	Good

#### #10 - Haberman Well Site

Pump Run Status	Stopped
Chlorine Pump	Stopped
Flow Rate	0.47 GPM
Discharge Press.	82.23 PSI
Chlorine Pressure	81.76 PSI
Inside Temp.	68.86 °F
Communications	Good

#### #9 - Smith Well Site

Pump Run Status	Stopped
Chlorine Pump	Stopped
Flow Rate	0.85 GPM
Discharge Press.	0.00 PSI
Chlorine Pressure	83.39 PSI
Inside Temp.	73.03 °F
Communications	Good

#### Hospital Booster Pump Site

North Pump	Stopped
South Pump	Stopped
Flow Rate	-0.09 GPM
Discharge Press.	76.49 PSI
Chl. Pump Press.	78.08 PSI
Chl. Pmp Status	Not Running
Communications	Good

#### State Hospital Water Tower

Tower Level	94.64 %
Tower Pressure	40.54 PSI
Flow Rate	13.05 GPM
Backup Battery	13.20 Volts
Communications	Good
Clay Valve	CLOSED



## Compliance

SCI Automation, Inc. certifies that:

- A. This Bid is genuine and not made in the interest of or on behalf of any undisclosed individual or entity and is not submitted in conformity with any collusive agreement or rules of any group, association, organization, or corporation;
- B. Bidder has not directly or indirectly induced or solicited any other Bidder to submit a false or sham Bid;
- C. Bidder has not solicited or induced any individual or entity to refrain from bidding; and
- D. Bidder has not engaged in corrupt, fraudulent, collusive, or coercive practices in competing for the Contract. For the purposes of this Paragraph 1.02.D:
  1. "corrupt practice" means the offering, giving, receiving, or soliciting of anything of value likely to influence the action of a public official in the bidding process;
  2. "fraudulent practice" means an intentional misrepresentation of facts made (a) to influence the bidding process to the detriment of Owner, (b) to establish bid prices at artificial non-competitive levels, or (c) to deprive Owner of the benefits of free and open competition;
  3. "collusive practice" means a scheme or arrangement between two or more Bidders, with or without the knowledge of Owner, a purpose of which is to establish bid prices at artificial, non-competitive levels; and
  4. "coercive practice" means harming or threatening to harm, directly or indirectly, persons or their property to influence their participation in the bidding process or affect the execution of the Contract. *See attached agreement and signature.*

## References

1. Thom Summers – Nordic Valley, Eden, UT – 801-603-6082
2. Randy Randall or Mike Carlson – Centerville, UT - (801) 292-8232
3. Scott Hill or Duane Green -Riverton City, UT - (801) 208-3105

## Proximity

1. 100% of the work will be provided locally. SCI Automation, Inc. is located in Roosevelt, UT with additional offices and additional resources located in Kansas & Texas.



# Steve Secrest

Founder & President

## Professional Profile

### Summary

Steve Secrest has been involved in radio and electronics for more than 30 years, and in telemetry and controls for the Water & Wastewater and Oil & Gas industries since 1990. Steve is a proven industry leader in designing and programming SCADA systems to improve operational efficiency and profitability, most recently helping Centerville City, UT earn the 2016 award for Energy Efficiency from the National Rural Water Association.

Steve is currently serving as the President of SCI Automation, a leader in the design and implementation of full turn-key automation systems since 1996. He has overseen company growth that has established additional office locations in Kansas and Texas, and operations that now cover most of the western United States.

### Relevant Project Experience

Steve has completed SCADA system designs, evaluations, upgrades, and implementations for a broad cross-section of the Water & Wastewater and Oil & Gas Industries.

- EP Energy
- Newfield Exploration
- XTO Energy
- Bill Barret
- Linn Energy
- Crescent Point Energy
- Centerville City, UT
- Carlin City, NV
- Roosevelt City, UT
- Ashley Valley Reclamation
- Conestoga Energy Partners
- PetroSantander

### Relevant Expertise

- PLC / RTU Platforms: Allen Bradley, Siemens, Schneider Electric / Modicon / SCADAPack
- HMI Development
- Level Monitoring and control: Pressure/ultrasonic
- Solar / Mechanical, thermal power sources / Battery backup power systems
- Pumps, VFD's, valves
- Chlorine/Fluoride meter monitoring and control
- Radio equipment: installation, maintenance, troubleshooting and networking
- Data push to multiple applications, i.e. SQL, production, reporting, etc.
- Plunger lift systems
- Oil, H<sub>2</sub>O, gas measurement
- Down-hole pump diagnosis
- Treater/separator/monitor control
- Pipeline measurement and flow control
- Gas plant and compressors



**AUTOMATION SYSTEMS**



# Jared Whitmer

Automation Engineer

*Professional  
Profile*

## Summary

Having begun his college career focused on mechanical engineering, Jared Whitmer now has more than 13 years of experience covering a broad cross-section of automation, communications, and electrical projects. He has held a number of technical positions from apprentice electrician to Automation Engineer. He has designed and implemented numerous projects in multiple industries including: Water & Wastewater, Oil & Gas, Mining, Pharmaceutical, and Manufacturing.

Jared is currently serving as an Automation Engineer for SCI Automation, based out of the company headquarters in Roosevelt, UT. In this role he manages numerous client accounts and oversees operations in Utah, Kansas, and Texas.

## Relevant Platform Experience

His experience with software and hardware covers several technical platforms including:

- Wonderware
- FactoryTalk
- WinnCC
- ClearSCADA
- Schneider Electric
- Allen Bradley
- GE Drives
- Rosemount
- Siemens
- Modicon
- ScadaPACK
- Emerson ROC
- Thermo Fisher
- ABB Totalflow
- Maple Systems
- Foxboro

## Relevant Expertise

- HMI Development
- Level Monitoring and control: Pressure/ultrasonic
- Solar/Mechanical, thermal power sources/Battery backup power systems
- Pumps, VFD's, valves
- Chlorine/Fluoride meter monitoring and control
- Plunger Lift Systems
- Data push to multiple applications, i.e. SQL, production, reporting, etc.
- Oil, H2O, gas measurement
- Pipeline measurement and flow control
- Gas plants and compressors

## Certifications

- ScadaPACK Certified Developer
- Siemens Certified Developer
- Safeland, MSHA
- Schneider Electric Stuxureware
- Journeyman Electrician



**AUTOMATION SYSTEMS**

Jared@SCIAutomation.net  
www.SCIAutomation.net

650 West Highway 40  
Roosevelt, UT 84066  
435-725-2600



# Aaron Squire

Lead Automation Foreman

## Professional Profile

### Summary

Aaron Squire has been involved in the automation and instrumentation industry for eight years. Aaron has an extensive knowledge of instrumentation, radio communications, and SCADA systems.

Aaron is currently serving as the Lead Automation Foreman for the Roosevelt, UT company headquarters. In this role he manages multiple technicians and ensures the satisfaction of multiple clients.

### Relevant Project Experience

Aaron has completed SCADA system evaluations, implementations, and upgrades for a broad cross-section of the Oil & Gas Industry as well as the water and wastewater industries, including the following customers:

- EP Energy
- Petroglyph Energy
- Monarch Energy
- Sam Gary Jr.
- XTO Energy
- Berry Petroleum
- Gasco Production Co
- Roosevelt City
- Torrey City
- Kinder Morgan
- Newfield Exploration
- PetroSantander
- Conestoga Energy Partners
- Linn Energy
- Bill Barrett
- Crescent Point Energy
- Centerville City
- Richfield City

### Relevant Expertise

- New SCADA system installations and upgrades
- Radio equipment installation, maintenance, repair, interference troubleshooting
- PLC, RTU, HMI installation and programming
- Field implementations and site surveys
- Customer training in systems and technology

### Certifications

- Control Microsystems TelePACE Studio: Ladder Logic Software
- First Year General Electrician A Course
- SafeLandUSA OSHA
- Emerson Process Management: FisherROC, Rosemount
- IP networking, Modbus protocol



**AUTOMATION SYSTEMS**

[Aaron@SCIAutomation.net](mailto:Aaron@SCIAutomation.net)  
[www.SCIAutomation.net](http://www.SCIAutomation.net)

650 West Highway 40  
Roosevelt, UT 84066  
435-725-2600



548 West 9320 South  
Sandy, Utah 84070

801.565.1360 **OFFICE**  
801.565.1252 **FAX**

support@wetcousa.com  
wetcousa.com

February 11, 2020

Lisa Smith, City Recorder  
1600 E. South Weber Dr.  
South Weber City, UT 84405

Re: Request for Proposals, Water System SCADA Project, South Weber City  
Transmittal Letter

To Whom It May Concern:

Wetco Inc. has been designing, integrating and maintaining automated SCADA Process Control Systems for culinary water systems, wastewater systems, irrigation, industrial plants and mining industries since 1991.

We are submitting our proposal for the above mentioned project. We have thoroughly reviewed your operations and requirements, and we would be most pleased to partner with South Weber City in order to implement a SCADA system which will achieve all of your objectives. If selected, Wetco will comply with all of the terms and conditions as indicated in the RFP, with no exceptions.

Wetco takes pride in its affirmative action and does not discriminate in our employment practices with regards to race, color, religion, age (except as provided by Law), sex, martial status, political affiliation, national origin, or handicap.

Jon Last is the President of Wetco and is duly authorized to sign on behalf of the company.

The key contacts for this Project are:

Adam Wells – VP of Service, cell 801 673 6161, email  
[awells@wetcousa.com](mailto:awells@wetcousa.com)

Jon Last – President, cell 801 831 4526, email [jlast@wetcousa.com](mailto:jlast@wetcousa.com)

Wetco takes great pride in delivering outstanding results for our customers while completing projects on time and on budget.

Should you have any questions, please do not hesitate to contact me at your earliest convenience.

We look forward to the opportunity that this project presents and we hope that we may be of service to you.

Yours truly,

A handwritten signature in black ink, appearing to read 'J. Last', with a long horizontal flourish extending to the right.

Jon Last  
President

Wetco Inc.



# WETCO

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WETCO, INC. | 548 W. 9320 South, Sandy UT 84070 | 888.965.1360 | [wetcousa.com](http://wetcousa.com)

## **Project Understanding for South Weber City Water System SCADA Project**

Jesse Rowe and Adam Wells had the opportunity to Visit with Mark Johnson and Mark Larsen to become familiar with the current equipment and SCADA System that is in place. We have reviewed the detailed Scope of Work and are comfortable with the expectations of the City. We understand the City's need to have one Organization that they can rely on to provide SCADA System Integration, PLC Hardware, Communications Equipment, UL Listed Control Panels and Instrumentation.

WETCO will perform a radio path study to confirm functionality of each of the proposed sites. We will utilize Hardware and Software that is standard for this type of application and is non-proprietary. (There are multiple SCADA System Providers within the immediate area that are familiar with the Hardware and Software being proposed, that way the City is not forced to only use WETCO in the future)

WETCO will provide examples of HMI Screens and Reports for Public Works Department Personnel to review and give feedback prior to implementation. In addition we would like to have you visit another Clients System to get their input and experience with WETCO.

WETCO will design the panels based on current information gathered from the individual Sites. WETCO has it's own UL508a Panel shop for Assembly and Wiring. WETCO will test the panels in shop and those same individuals will be part of the team installing and implementing the new panels on site.

We are confident that our extensive knowledge provides us with a more complete turn-key solution to this Project.

WETCO Personnel are familiar with many different control systems and the individual field Instrumentation devices that are existing in the system.





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## Proposed Hardware and Software for South Weber City Water System SCADA Project

### Software:

SCADA/HMI Software: GE IFIX SCADA

Alarming Software: Topview

Reporting Software: Dream Reports

PLC Software: RSLOGIX500

### Hardware:

PC and Monitors: Lenovo

PLC's: Allen Bradley Micrologix

Radios: GE MDS Entranet

Antennas: Maxrad MFB and MYA

Enclosures: Saginaw Enviroline Series

Data Sheets for Proposed Hardware and Software can be provided.



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## WETCO Inc. Qualifications South Weber City Water SCADA System

WETCO, Inc. is a full service company in the Process Control, Instrumentation and System Integration industry. We have in-depth knowledge of water, wastewater, petro-chemical, food processing facilities and other process control projects in the Intermountain West.

WETCO, Inc. was established in 1990.

WETCO Inc. currently has on staff 5 Technical Personnel - Programmers, Technicians, Controls Engineer and Design Engineer. Each with several years of experience in the Process Control field. (See Resumes attached for Cody, Jesse and Adam)

WETCO Inc. Employees have worked on and are comfortable with the following:  
**Software Manufacturers:** GE Fanuc, Wonderware, Rockwell, Schneider Electric ClearScada, Inductive Automation, Topview and Specter Win911. **PLC Hardware:** Allen Bradley, GE, Schneider Electric Control Microsystems, Automation Direct, Modicon. **Radio and Components:** GE/MDS Radios Licensed and Unlicensed, Ethernet and Serial, Motorola, Bannan, Freewave.

See attached list of a few Current Customers and Projects that are utilizing WETCO for SCADA Support Services.

See attached list of employees and their proximity to South Weber City during off hours that would be available for emergency and non-emergency calls.

WETCO, Inc. is a service company and therefore we are not product driven. The customer receives recommendations of multiple manufacturers' solutions instead of specific solutions by one manufacturer.



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**WETCO, INC. | 548 W. 9320 South, Sandy UT 84070 | 888.965.1360 | wetcousa.com**

## **Key Personnel for South Weber City Water System SCADA Project**

### **Adam Wells – Project Manager**

Adam will be involved in the design of the System, Procurement of the Hardware and Software and the overall Customer Satisfaction.

### **Jesse Rowe – Project Foreman**

Jesse is familiar with City Personnel and has visited each of the sites. Jesse will be involved in the design of the System, Assembly of Panels, Installation of System, Programming, Commissioning and Training. Jesse will be the Main Point of Contact during and after the project.

### **Cody Browning – Controls Technician**

Cody will assist in the Assembly of Panels, Installation of System, Programming and Provide Commissioning Support.

### **David Weippert – Controls Technician**

David will assist in the Assembly of Panels, Installation of System, Programming and Provide Commissioning Support.

### **Dale Mork – Journeyman Electrician**

Dale Mork maintains a Master Journeyman Electrical License and will be responsible for the installation of Conduit and Wire associated with power and signals within the System.

### **Responsibility:**

<b>Adam Wells</b>	<b>20%</b>
<b>Jesse Rowe</b>	<b>40%</b>
<b>Cody Browning</b>	<b>20%</b>
<b>David Weippert</b>	<b>10%</b>
<b>Dale Mork</b>	<b>10%</b>



# WETCO

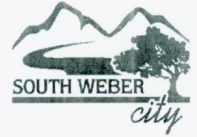
**PERFORMANCE UNDER PRESSURE™**

WETCO, INC. | 548 W. 9320 South, Sandy UT 84070 | 888.965.1360 | [wetcousa.com](http://wetcousa.com)

## **WETCO Inc. Recent Project List for South Weber City Water SCADA System Project**

### **WETCO Inc. Recent Clients and Projects:**

*Pleasant Grove City – SCADA System*  
*Morgan City WWTP and Remote Sites*  
*U of U Generator #9 Integration*  
*BYU Provo Cogen Instrumentation*  
*Meridian WRF Instrumentation and PLC Control Panels*  
*Silver Creek WRF Instrumentation and PLC Control Panels*  
*South Valley WRF Instrumentation and PLC Control Panels*  
*Laketown Water SCADA*  
*Perry City Water SCADA and Remote Sites*  
*Brigham City WRF*  
*Central Utah Water Multiple Projects*  
*Salt Lake City 500 South PS Instrumentation and PLC Control Panels*  
*Saratoga Springs Lift Station, Water Reuse*  
*Lehi City Water Pump Stations, Wells, Secondary Water*  
*Eden Valley Irrigation Remote Sites and SCADA System Integration*  
*West Boise WWTP Instrumentation and PLC Control Panels*  
*Boise Dixie Drain Instrumentation and PLC Control Panels*  
*Spring Creek Ranch SCADA System*  
*Star Valley Ranch SCADA System*  
*Neola Water System Chlorination and Analyzer Equipment*  
*Idaho Falls Water Chlorination and Instrumentation*  
*Idaho Falls WWTP Instrumentation and PLC Control Panels*  
*Salt Lake City WRF SCADA System Panels*



**ATTACHMENT C  
COMPLIANCE TABLE**

<b>SPECIFICATION</b>	<b>MEETS SPECIFICATION</b>	<b>DOESN'T MEET SPECIFICATION</b>
UL508A Certified Panel	✓	
NEMA 4 Enclosure with Back panel	✓	
DC Power Supply Sized at 60% Maximum Capacity	✓	
Minimum 4 Hours Battery Backup	✓	
Thermostatically Controlled Condensation Heater	✓	
Lightening Arrestor	✓	
LMR 400 or Better Coax	✓	
Use and Verify City Owned Radio System	✓	
Communicate on Modbus RTU Open	✓	
Master PLC with 10" Built in Touch Screen	✓	
RTU PLC with 6" Color Touch Screen with On Board IO	✓	
PLC Built in Battery for Non-Volatile Memory	✓	
PLC Built in Removable Storage for 5 Years of Data	✓	
All Setpoints Selectable Thru Screen at RTU	✓	
Free of charge PLC Programing Software	✓	
Each Site to Have a Dynamic/Hydraulic Overview Screen	✓	
PLC at RTU On Screen PID Loop Calibration/Configure Thru Touchscreen	✓	
PLC at RTU On Screen Analog Signal Scaling Thru Touchscreen	✓	
PLC at RTU Alarm Configuration On/OFF Thru Touchscreen	✓	
PLC at RTU On Screen Login for Intrusion/Security Thru Touchscreen	✓	
SCADA Software 128 Bit Secure Socket Layer (SSL) Secure Connection	✓	
SCADA System to Allow Unlimited Users at The Same Time	✓	
SCADA System to Trend Every Monitored Process Variable	✓	
SCADA System to Generate Reports Exportable to PDF, HTML, PNG	✓	
Licensed SCADA HMI Software	✓	
Two Level Alarm Notification	✓	
Alarm Configuration Ability directly thru SCADA System	✓	
Alarm Notification thru Text, Voice and Email	✓	
Alarm Archive System, Showing Current and Historical Alarms	✓	
10 Years Direct Experience with Similar SCADA Systems	✓	



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## **WETCO Inc. References for South Weber City Water SCADA System Project**

**WETCO Inc. and its employees have had several years of experience in providing Instrumentation, Controls, PLC Programming, HMI Configuration, SCADA Software development, Fiber and Ethernet Networking and Integration Services. The majority of our experience has been in the Water and Wastewater Municipal industry although we occasionally have provided similar services in other applications. Provided below are a few references and System information of current Clients of WETCO Inc.**

### ***Pleasant Grove City – SCADA System Upgrade***

1. Pleasant Grove City Water System, 70 S 100 E, Pleasant Grove, UT 84062
2. Contact: Greg Woodcox (801) 420-0581
3. SCADA System: 16+ Wells, 5 Tanks, 2 Pump Stations, Sewer lift stations, Secondary Wells and Pump Stations, Secondary Tanks, Hydro Generator and Master
4. SCADA System Software: GE Fanuc – IFIX
5. SCADA System Hardware: Allen Bradley CompactLogix and MicroLogix, Schneider Electric Scadapacks, MDS Radios
6. Engineer: WETCO Inc.
7. WETCO Inc. upgraded the Citywide SCADA Software to GE IFIX several years ago and we are currently maintaining, providing software updates, servicing individual remote sites, upgrading existing remote sites with PLC's, Radio's, Antenna's and Instrumentation and providing new SCADA equipment as the city add's additional infrastructure.

### ***Morgan City – SCADA System***

1. Morgan City Water System, 90 West Young Street, Morgan, UT 84050
2. Contact: Jamie Grandpre (801) 821-6324
3. SCADA System: 3 Wells, 4 Tanks, 2 Springs, 2 Booster Pump Stations, 2 Sewer lift stations, 2 Secondary Pump Stations, 1 Secondary Tank, WWTP and Master
4. SCADA System Software: GE Fanuc – IFIX
5. SCADA System Hardware: Allen Bradley CompactLogix and MicroLogix, Schneider Electric Scadapacks, MDS Radios
6. Engineer: WETCO Inc.
7. WETCO Inc. is currently maintaining, providing software updates, servicing individual remote sites, upgrading existing remote sites with PLC's, Radio's, Antenna's and Instrumentation and providing new SCADA equipment as the city add's additional infrastructure.

### ***Perry City – SCADA System***

1. Perry City Water System, 3005 South 1200 West, Perry, UT 84302
2. Contact: Gregg Braegger (435) 237-4334
3. SCADA System: 4 Wells, 3 Tanks, 1 Spring, 2 Sewer lift stations and Master
4. SCADA System Software: GE Fanuc – IFIX
5. SCADA System Hardware: Allen Bradley CompactLogix and MicroLogix, Schneider Electric Scadapacks, MDS Radios
6. Engineer: WETCO Inc./Jones Civil Engineering
7. WETCO Inc. Installed the Citywide SCADA System a couple of years ago and we are currently maintaining, providing software updates, servicing individual remote sites, adding Instrumentation and providing new SCADA equipment as the city add's additional infrastructure.

### ***Utah National Guard - Camp Williams Water System – SCADA System***

1. UNG Camp Williams Water System, 17800 South Camp Williams Road, Bluffdale, Utah 84065
2. Contact: Brian Frehner (801) 716-9020, [bfrehner@utah.gov](mailto:bfrehner@utah.gov) , Jon Oldham With Bowen Collins & Associates (801) 495-2224, [joldham@bowencollins.com](mailto:joldham@bowencollins.com)
3. SCADA System: Master Site, Well Sites, Tank Sites.
4. SCADA System Software: GE Fanuc – IFIX
5. SCADA System Hardware: Allen Bradley MicroLogix, MDS Radios
6. Engineer: Bowen Collins and Associates and WETCO Inc.
7. BC&A has a contract to provide Civil Engineering and SCADA Services to the Facility, BC&A Contracts with WETCO to provide the SCADA Support services via Task Orders and emergency calls as needed. BC&A and WETCO Inc. upgraded the Facility SCADA Software to GE IFIX a few years ago and are currently maintaining, providing software updates, servicing individual remote sites, upgrading existing remote sites with PLC's, Radio's, Antenna's and Instrumentation and providing new SCADA equipment as additional infrastructure is built.

### ***City of Evanston Water Treatment Facility – PLC Update and SCADA System***

1. City of Evanston Water Treatment Plant, 266 Ortega Court, Evanston, WY 82930
2. Contact: Jeff Martin (307) 789-2906, [JMartin@evanstonwy.org](mailto:JMartin@evanstonwy.org)
3. SCADA System: Water Treatment Plant – multiple processes.
4. SCADA System Software: GE Fanuc – IFIX
5. SCADA System Hardware: Allen Bradley ControlLogix, MDS Radios
6. Engineer: WETCO Inc.
7. WETCO Inc. has upgraded the Plant SCADA Software to GE IFIX and is currently in the process of replacing PLC's on an individual basis throughout the plant. The plant is staying in operation, sometimes having to be operated manually during the changeover process.



# WETCO

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## **Proximity of Company and Personnel for the South Weber City – Water SCADA System**

All Design, Engineering, Panel Assembly will be performed at the WETCO Offices in Sandy, Utah.

### **Distance from South Weber City Offices for Personnel**

**WETCO Offices and UL508a Panel Shop (Sandy, Utah) (35 Miles)**

**Adam Wells – Project Manager (Mountain Green, Utah) (10 Miles)**

**Jesse Rowe – Senior Tech and Programmer (Farr West, Utah) (10 Miles)**

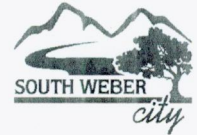
**Cody Browning – Senior Tech and Programmer (Draper, Utah) (40 Miles)**

**Dale Mork – Journeyman Electrician (South Jordan, Utah) (35 Miles)**

**Trent Powell – Designer and UL508A Panel assembly (West Jordan, Utah) (35 Miles)**

**David Weippert - Controls Engineer and UL508A Panel assembly (Millcreek, Utah) (30 Miles)**





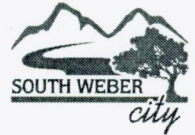
**ATTACHMENT B  
COST PROPOSAL**

The undersigned Proposer/Bidder, having examined and determined the scope of the Request for Proposals, hereby proposes to perform the work described herein, within the time allotted, for the following unit prices or lump sum amount.

Proposer/Bidder: WETCO Inc.

Item	Description	Quantity	Amount
1	Furnish, install, program, and test SCADA and HMI system equipment required for the following sites: 1) <b>CTU/Master</b> – HMI Software 2) <b>RTU #1</b> – Weber Basin Flow Control Valve 3) <b>RTU #2</b> – Reservoir 4 4) <b>RTU #3</b> – Military Springs Reservoir 5) <b>RTU #4</b> – Westside Reservoir 6) <b>RTU #5</b> – Sewer Lift Station 7) <b>RTU #6</b> – Well Site 8) <b>RTU #7</b> – Church Street Booster Pump Station 9) <b>RTU #8</b> – Highway 89 Booster Pump Station	1 Lump Sum	\$ <u>138,600.<sup>00</sup></u>
2	Annual Fee – fee to host cloud based system (price shall be valid through 2022)	per year	\$ <u>N/A</u>
3	Technical Support – hourly rate for technical support following the first free year (price shall be valid through 2023)	per hour	\$ <u>95.<sup>00</sup>/Hour</u>
Alt. 1	Furnish, install, program, and test SCADA equipment required at PRV #1	1 Lump Sum	\$ <u>12,800.<sup>00</sup></u>
Alt. 2	Furnish, install, program, and test SCADA equipment required PRV #2, including solar power equipment package	1 Lump Sum	\$ <u>16,500.<sup>00</sup></u>
Alt. 3	Furnish, install, program, and test SCADA equipment required at PRV #3, including solar power equipment package	1 Lump Sum	\$ <u>16,500.<sup>00</sup></u>

*(continued on next page)*



## CERTIFICATION

- 1.01 Bidder will complete the Work in accordance with the Contract Documents for the prices indicated above.
- 1.02 Bidder certifies that:
- A. This Bid is genuine and not made in the interest of or on behalf of any undisclosed individual or entity and is not submitted in conformity with any collusive agreement or rules of any group, association, organization, or corporation;
  - B. Bidder has not directly or indirectly induced or solicited any other Bidder to submit a false or sham Bid;
  - C. Bidder has not solicited or induced any individual or entity to refrain from bidding; and
  - D. Bidder has not engaged in corrupt, fraudulent, collusive, or coercive practices in competing for the Contract. For the purposes of this Paragraph 1.02.D:
    - 1. "corrupt practice" means the offering, giving, receiving, or soliciting of anything of value likely to influence the action of a public official in the bidding process;
    - 2. "fraudulent practice" means an intentional misrepresentation of facts made (a) to influence the bidding process to the detriment of Owner, (b) to establish bid prices at artificial non-competitive levels, or (c) to deprive Owner of the benefits of free and open competition;
    - 3. "collusive practice" means a scheme or arrangement between two or more Bidders, with or without the knowledge of Owner, a purpose of which is to establish bid prices at artificial, non-competitive levels; and
    - 4. "coercive practice" means harming or threatening to harm, directly or indirectly, persons or their property to influence their participation in the bidding process or affect the execution of the Contract.

*(continued on next page)*



**SUBMITTAL**

BIDDER: [Indicate correct name of bidding entity; i.e. company name]

Grayrocks Enterprises Inc, DBA Wetco Inc

By: [Signature]

[Printed name] President

(If Bidder is a corporation, a limited liability company, a partnership, or a joint venture, attach evidence of authority to sign.)

Attest: [Signature]

[Printed name] Trent Powell

Title: Project Manager

Submittal Date: 2.11.2020

Address for giving notices:

Wetco Inc

548 W 9320 South

Sandy, UT 84070

Telephone Number: 801 565 1360

Fax Number: 801 565 1252

Contact Name and e-mail address: Jon Last - jlast@wetcousa.com

Bidder's License No.: N/A  
(where applicable)



## Adam Wells – Project Manager

Adam Wells has been intimately involved with WETCO almost from its inception when it was his family business. His understanding of designing, assembling and installing projects provides both WETCO and its clients distinct advantages in anticipating problems, finding solutions and completing major projects on time and on budget.

### EXPERIENCE

#### WETCO Inc.

2010 to Present

##### Project Manager:

Estimate Projects.

Manage Projects and Technicians.

2004 to 2010

##### President:

Responsible for business operations.

2001 to Present

##### VP of Service Operations:

Responsible for all day to day service operations and technicians.

Assist Sales Team in estimating and proposals.

Project Manager of large Projects.

Oversees all Project Managers and assists in pre-design, design and engineering of projects.

#### Industrial Instruments Inc.

1990 to 2000

**Service Manager:** Responsible for locating Projects and assisting in all phases, beginning with design and engineering through final acceptance by customer. Manages crew of 8 to 10 technicians on long term projects and emergency service calls. Responsible for purchasing all equipment required by jobs.

**Service Technician:** Installation and repair of Chemical Feed Equipment including chemical pumps, chlorinators, evaporators & etc. Instrumentation and Control Supervisor and Technician. Responsibilities include: system design, pre-engineering, testing, material procurement, Panel assembly, installation, calibration & commissioning and start-up.

**Instrument Technician:** Build control cabinets including design assembly, wiring, installation and startup testing. Troubleshoot instrumentation in boiler, process control, and water treatment applications. Installation of field instrumentation including mounting, wiring, conduit, air lines, and tubing. Calibration of all types of instrumentation in the field and on the bench.

#### Education

- Graduated Bingham High School - 1992
- Salt Lake Community College - Process Instrumentation Course (1 ½ years)

#### Licenses

- State of Idaho – Specialty Journeyman Electrical License (License # 16743)
- WETCO – State of Idaho Public Works Contractors License for Process Instrumentation and Controls (License # 13104-B-4)

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## Jesse Rowe – Experience and Qualifications

Jesse Rowe is an experienced professional whose five years with WETCO cover nearly every conceivable application and challenge. His background is invaluable in providing clients with innovative solutions to their demanding specifications.

### **PLC/SCADA System Programming, Instrument/Electrical Technician, Chemical Feed Equipment Technician:**

- Program SCADA Software, Programmable Logic Controllers and Operator Interface Screens.
- Design, assembly and testing of Industrial Control Panels.
- Installation, troubleshoot and maintain instrumentation and electrical equipment of all types for projects and service work orders.
- Installation, start-up and servicing of chemical feed equipment of all types.

### **Recent–Municipal Process Projects**

- Town of Star Valley – SCADA, PLC, Instrumentation – PLC/HMI/SCADA Programming, I/E Tech.
- Pleasant Grove Water – SCADA, PLC, Instrumentation – PLC/HMI/SCADA Programming, I/E Tech.
- Spring Creek Ranch – SCADA, PLC, Instrumentation – PLC/HMI/SCADA Programming, I/E Tech.
- City of Rock Springs – Chemical Feed Equipment Upgrade – Installation and Startup Technician
- Town of Centerfield – Chlorination System Upgrade – Installation and Startup Technician
- Eden Valley Irrigation – PLC, Instrumentation – PLC Panel Assembly, I/E Technician
- Big Horn Regional – PLC, Instrumentation – PLC Panel Assembly, I/E Technician
- Rock River WTP – Chemical Feed Equipment Upgrade – Installation and Startup Technician
- Soda Springs WWTP – PLC, Instrumentation and Controls – I/E Technician
- Utah National Guard – SCADA, PLC, Instrumentation and Controls – PLC/HMI/SCADA Programming, I/E Technician
- Roosevelt WWTP – SCADA, PLC, Instrumentation– PLC/HMI Programming, I/E Technician
- Timber Lakes HOA – SCADA, PLC, Instrumentation – PLC/HMI/SCADA Programming, I/E Tech.
- Fredonia WTP – PLC, Instrumentation – PLC Panel Assembly, I/E Technician
- City of Grace – Booster Station Upgrade – PLC Programming, I/E Technician
- Town of Pinedale – UV Building – PLC/HMI Programming, I/E Technician

### **Recent - Industrial Process Control Projects**

- Barrick Gold Mine – Paste Fill and Roaster Upgrade – Lead I&E Technician
- JR Simplot – Control Valve Overhaul Projects – I&E Technician
- Williams Gas Plants – DCS Replacement - I/E Technician

### **SUMMARY OF QUALIFICATIONS**

Six years experience in municipal water & waste water, gas processing, mining, oil and chemical refining facilities. PLC, SCADA and HMI programming, Field Instrumentation and Chemical Feed Equipment installation, maintenance, troubleshooting, calibration, loop checks, commissioning and start-up.

### **PROFESSIONAL BACKGROUND**

2008 to Present: WETCO Inc | 548 West 9320 South | Sandy, UT 84070



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## Cody Browning – Experience and Qualifications

Cody Browning's 16 years in the industry give him—and WETCO'S clients—with incredible perspective in meeting the expectations of the most demanding client. If a client needs a certain application or SCADA solution, Cody has probably already seen it, designed and installed it. He is a critical team member in addressing the needs of WETCO'S customers.

### **PLC/SCADA System Programming and Integration, Instrument/Electrical Technician:**

- Program SCADA Software, Programmable Logic Controllers and Operator Interface Screens.
- Design, assembly and testing of Industrial Control Panels.
- Installation, troubleshoot and maintain instrumentation and electrical equipment of all types for projects and service work orders.

### **Recent - Municipal Process Projects**

- Soda Springs WWTP – PLC, Instrumentation and Controls – PLC/HMI Programming, I/E Technician
- Utah National Guard – SCADA, PLC, Instrumentation and Controls – PLC/HMI/SCADA Programming, I/E Technician
- Roosevelt WWTP – SCADA, PLC, Instrumentation– PLC/HMI Programming, I/E Technician
- City of Grace – Booster Station Upgrade – PLC/HMI/SCADA Programming
- Town of Pinedale – City Wide SCADA System – PLC/HMI Programming, Lead I/E Technician
- Oxbow WWTP – Instrumentation and Controls –Lead I/E Technician
- City of South Salt Lake – SCADA System Upgrade – PLC/HMI/SCADA Programming
- Blackfeet Comm. WTP – SCADA, PLC, Instrumentation and Controls – PLC/HMI/SCADA Programming, I/E Technician
- Bar BC Ranch – Instrumentation and SCADA System – PLC/HMI/SCADA Programming, I/E Technician
- City of South Salt Lake – SCADA System Upgrade – PLC/HMI/SCADA Programming
- Wolf Creek WWTP – Instrumentation and Controls –I/E Technician
- Point of the Mountain Water Treatment Plant – Onsite Controls and Instrumentation Systems Integration Support – Integrator, Lead I/E Technician
- Northfork SSD WWTP – Instruments and Controls – PLC/HMI Programming, I/E Technician
- Midvale City – Instrumentation, SCADA System and Chemical Feed Equipment - PLC/HMI/SCADA Programming, I/E Technician
- Town of Centerfield – Instruments and SCADA System – PLC/HMI/SCADA Programming
- Teton Village W&S – Instruments and SCADA System – PLC/HMI/SCADA Programming, I/E Technician



# RESUME

## Recent - Industrial Process Control Projects

- Williams Gas Plant – Boiler Controls PLC Upgrade – PLC/HMI Programming
- JR Simplot – Control Valve Overhaul Projects – I&E Technician
- Williams Gas Plants – DCS Replacement - Lead I/E Technician
- KTIA – Crown Ridge Asphalt Plant – Integrator, Lead I/E Technician
- TOCDF Area #10 – Mustard Gas Sampling Project – PLC/HMI Programming, I/E Technician
- BYU-Idaho – Central Heating Plant Controls Upgrade – I&E Technician
- Phillips 66 (Holly Refining) – Control Valve Overhaul Project – I&E Technician

## SUMMARY OF QUALIFICATIONS

16 Years experience in municipal water & waste water, gas processing, oil and chemical refining facilities and food processing. PLC, SCADA and HMI programming, Field Instrumentation installation, maintenance, troubleshooting, calibration, loop checks, commissioning and start-up.

## PROFESSIONAL BACKGROUND

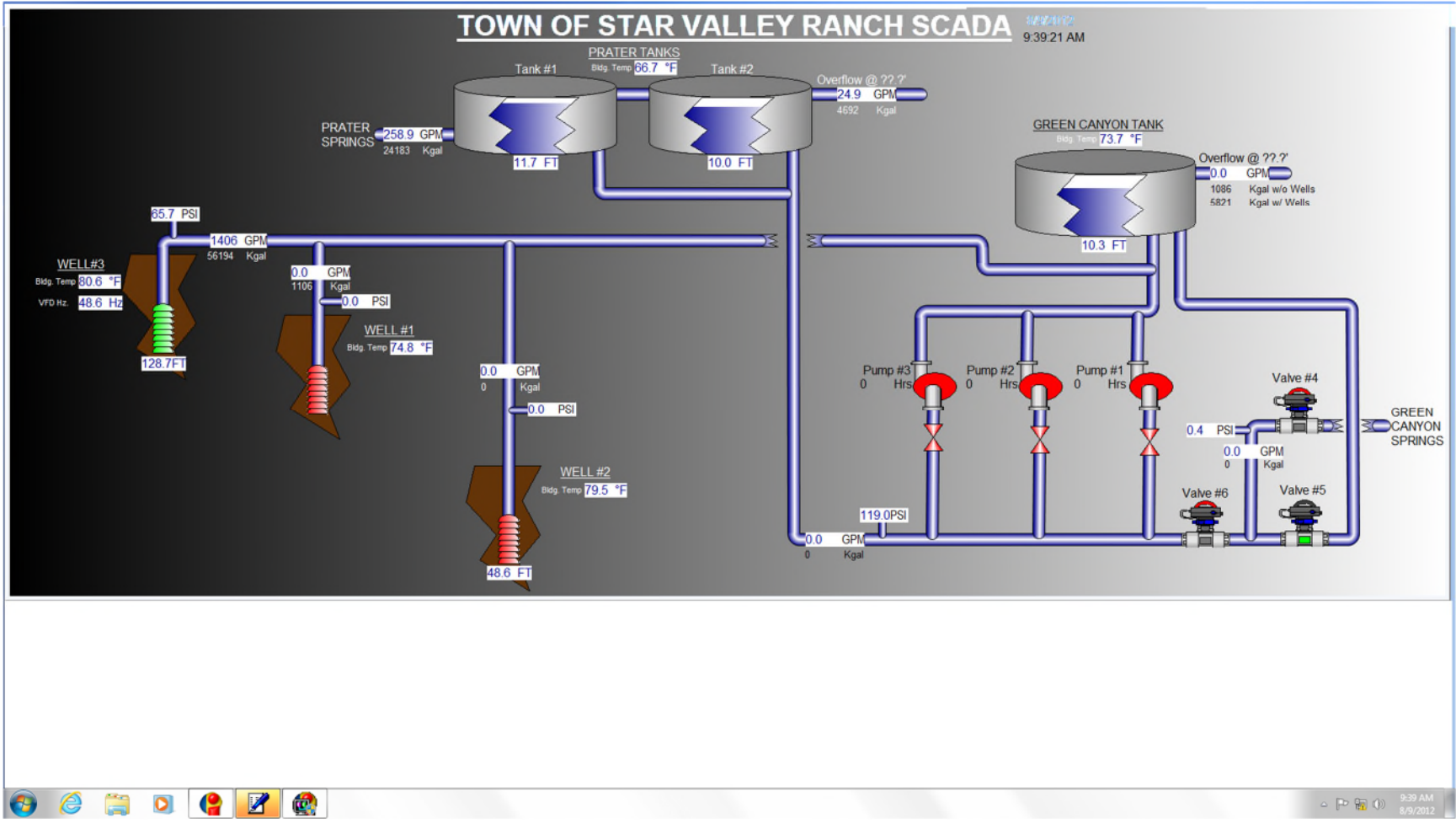
2001 to Present: WETCO Inc

548 West 9320 South  
Sandy, UT 84070

1995 to 2000: Industrial Instruments

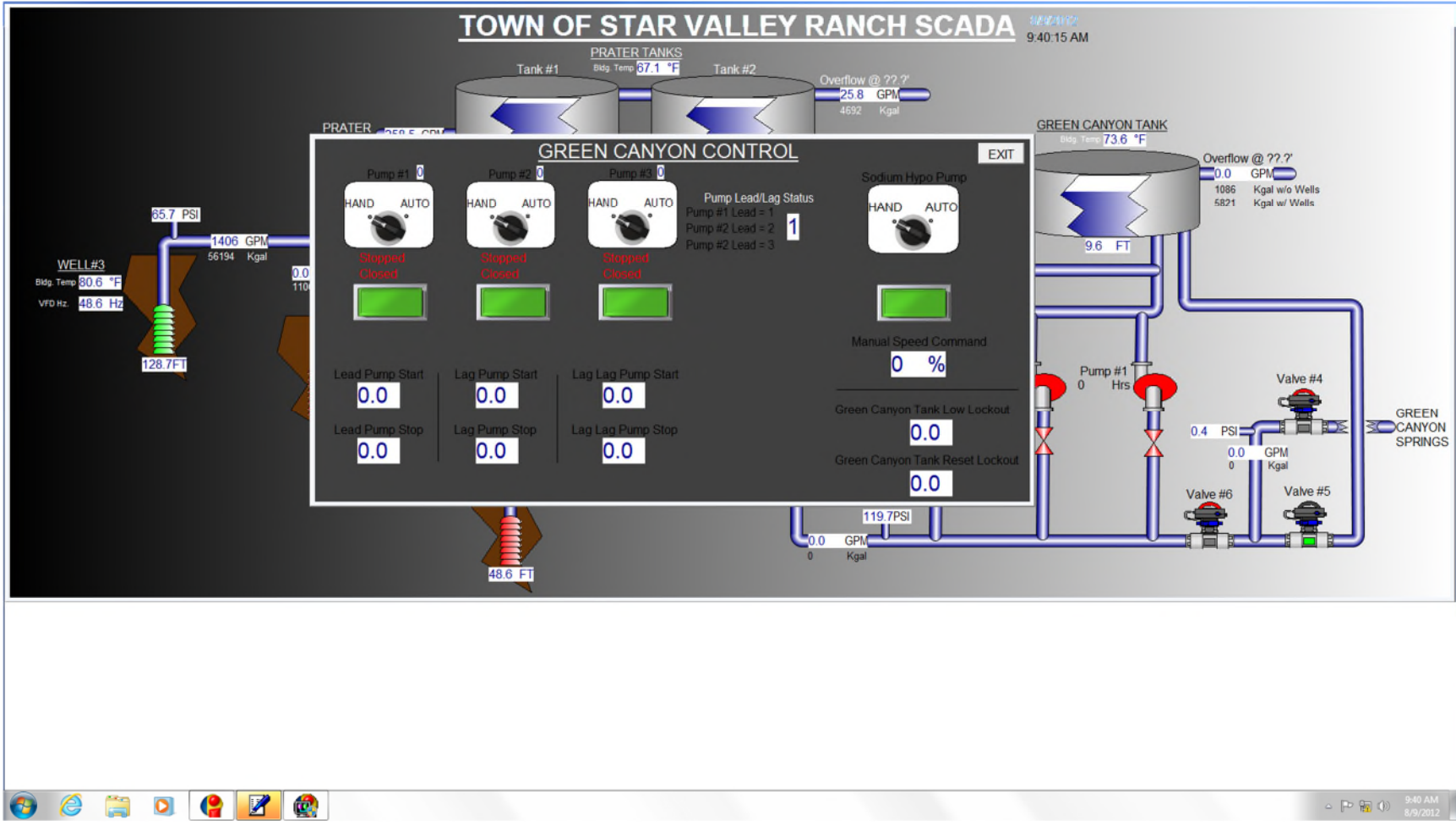
542 West 9320 South  
Sandy, UT 84070

# Example HMI Screen from Previous WETCO Inc. Projects

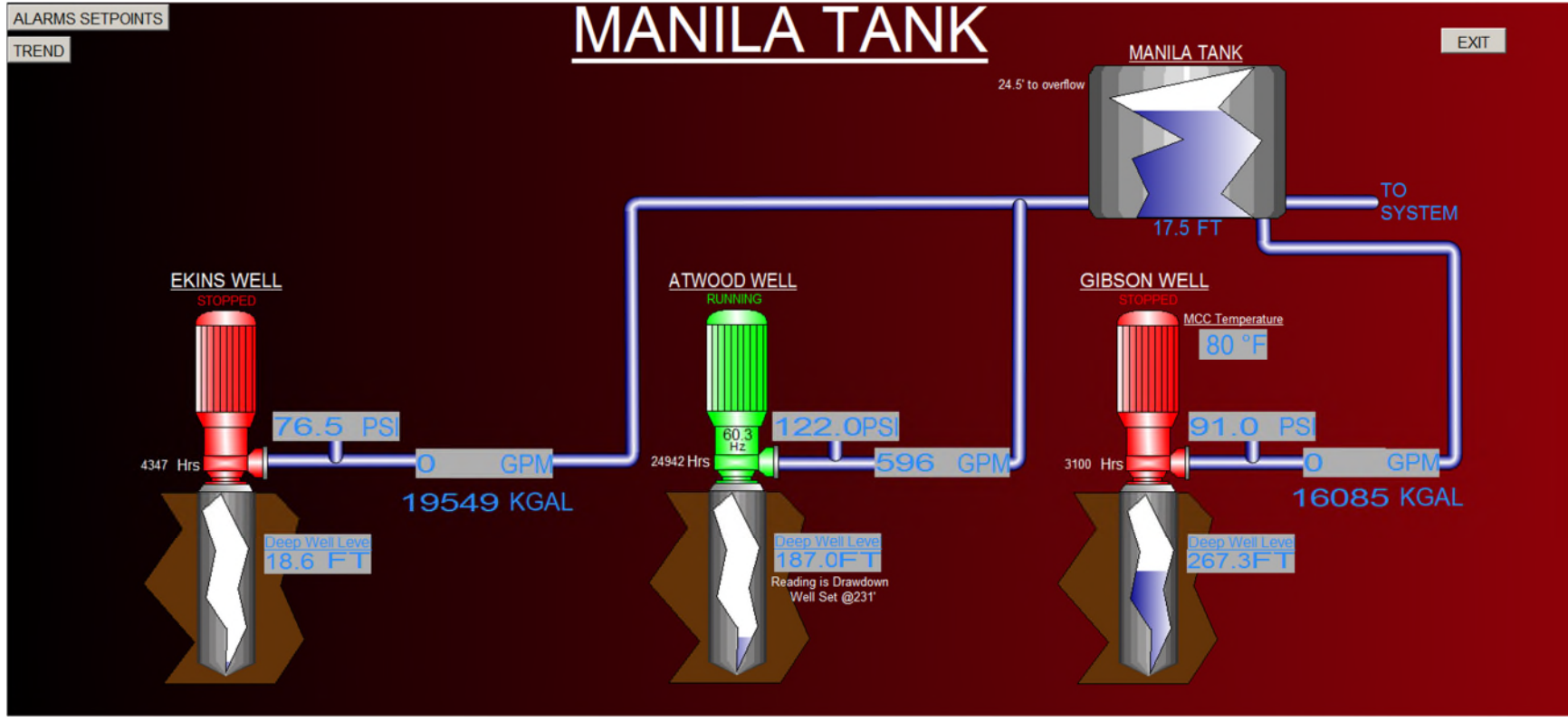




# Example HMI Screen from Previous WETCO Inc. Projects



# Example HMI Screen from Previous WETCO Inc. Projects



## RESOLUTION 2020-12

### A RESOLUTION OF THE SOUTH WEBER CITY COUNCIL AWARDING BID FOR SUPERVISORY CONTROL AND DATA ACQUISITION (SCADA) PROJECT

**WHEREAS**, South Weber City solicited for bids for a Supervisory Control and Data Acquisition System with a February 11, 2020 submission deadline; and

**WHEREAS**, proposals were received from five companies, namely, APCO, Aventura Controls/M8Automation, Rockwell/Primex, SCI Automation, and WETCO; and

**WHEREAS**, those proposals were reviewed by a committee consisting of Project Engineer Dana Shuler, City Engineer Brandon Jones, City Manager David Larson, Water System Lead Bryan Wageman, and Council Member Wayne Winsor at which time they were ranked; and

**WHEREAS**, the evaluation committee chose to interview the top three candidates, WETCO, Aventura Controls/M8 Automation, and Rockwell/Primex and conducted those with Public Works Director Mark Larsen in place of Councilman Wayne Winsor; and

**WHEREAS**, those companies were able to make presentations followed by questions and answers at which time WETCO was eliminated for not providing the requested cloud-based system; and

**WHEREAS**, following the interviews the two remaining companies were given an opportunity to submit their “best and final offer”; and

**WHEREAS**, after reviewing the pros and cons of each, the committee is recommending the contract be awarded to Rockwell/Primex; and

**WHEREAS**, the Council has reviewed all five proposals along with the selection process and agrees with the recommendation;

**NOW THEREFORE BE IT RESOLVED** by the Council of South Weber City, Davis County, State of Utah, as follows:

**Section 1. Award:** The Supervisory Control and Data Acquisition (SCADA) Project is hereby awarded to Rockwell/Primex for the base bid of \$151,000.

**Section 2: Repealer Clause:** All ordinances or resolutions or parts thereof, which are in conflict herewith, are hereby repealed.

**PASSED AND ADOPTED** by the City Council of South Weber, Davis County, on the 14<sup>th</sup> day of April 2020.

Roll call vote is as follows:

Council Member Alberts	FOR	AGAINST
Council Member Halverson	FOR	AGAINST
Council Member Petty	FOR	AGAINST
Council Member Soderquist	FOR	AGAINST
Council Member Winsor	FOR	AGAINST

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**Jo Sjoblom, Mayor**

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**Attest:** Lisa Smith, Recorder

**MEMORANDUM**

TO: South Weber Mayor and Council

FROM: Brandon K. Jones, P.E.  
South Weber City Engineer   
Benjamin A. Slater  
South Weber City Inspector 

CC: David Larson – South Weber City Manager  
Mark Larsen – South Weber City Public Works Director

RE: **KENNYWOOD ESTATES SUBDIVISION**  
**Final Acceptance Recommendation**

Date: April 2, 2020

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**Background**

The follow dates are provided for reference:

- Final Approval from City Council – November 13, 2007
- Preconstruction Meeting – November 29, 2007
- Punchlist for Conditional Acceptance – November 1, 2011
- Conditional Acceptance Granted (start of 1-yr Guarantee Period) – June 2012 (approx.)
- Punchlist for Final Acceptance – September 3, 2014

This subdivision was originally constructed over 12 years ago. Inspections were provided as requested by the developer, but the developer was not very attentive to completion of the acceptance process. In performing a review of escrow accounts on the books, it was discovered that there is still an escrow account associated with this subdivision. In order to close out this escrow account and formally accept the subdivision, the City Staff felt it was best to bring it to the City Council for official action.

**Inspection**

Members of the Public Works Staff and our office have completed several inspections over the years. More recent inspections of the improvements have determined that there are no improvements that are not in good working order given the age of the subdivision.

**Recommendation**

We recommend granting Final Acceptance of this subdivision. The date of Final Acceptance will be the date wherein the City Council officially passes a motion to accept the subdivision and all associated public improvements.

**Escrow Release**

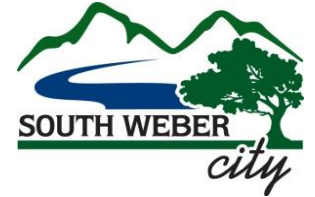
The remaining funds in the escrow account should be distributed as follows:

- Total = \$13,970.75
- Chip & Seal = \$6,039.80 → Released to City (Escrow Release #2)
- Remaining = \$7,930.95 → Released to Developer (Escrow Release #3 – Final)

All remaining escrow funds can be released following Final Acceptance. See attached Final Escrow Releases for reference.

# KENNYWOOD ESTATES

Developer: Craythorne Construction  
601 West 1700 South  
Syracuse, UT 84075



Improvements Total: \$349,303.37

**Total Escrow Amount: \$35,654.75**

Construction Initiation: November 29, 2007

## ESCROW RELEASE SUMMARY

Release Request #: 2

Date: 4/2/2020

	PREVIOUS	THIS RELEASE	TO DATE
Total Completed	\$21,684.00	\$6,039.80	\$27,723.80
Less Previous Releases	\$21,684.00	-	\$21,684.00
<b>Net Release (this estimate)</b>			<b>\$6,039.80</b>

Total Percentage Remaining: 78%

Total Amount Remaining: \$7,930.95

### City Engineer Review & Recommendation

4/2/2020

City Engineer - Jones & Associates

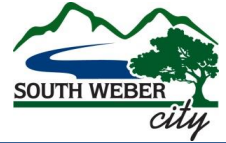
Date

**KENNYWOOD ESTATES**

Developer: Craythorne Construction

Estimate #: 2

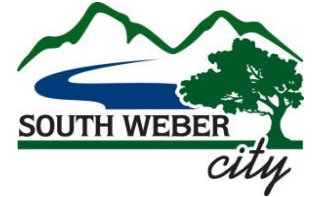
Date: 4/2/2020



ITEM NO.	LINE ITEM DESCRIPTION	Qty	Unit	UNIT PRICE	CURRENT UNITS OR % COMPLETE	TO DATE UNITS OR % COMPLETE	CURRENT BILLING	TOTAL BILLED TO DATE
<b>CULINARY WATER SYSTEM</b>								
1	Valve Collars (Circular)	3	ea	\$250.00	ea	3 ea		\$750.00
<b>SECONDARY WATER SYSTEM</b>								
2	Valve Collars (Square)	3	ea	\$250.00	ea	3 ea		\$750.00
<b>SANITARY SEWER SYSTEM</b>								
3	Manhole Collars	5	ea	\$300.00	ea	5 ea		\$1,500.00
<b>STORM DRAIN OUTFALL</b>								
4	Furnish and install 24-inch RCP, including 8-inches of gravel under pipe	270	lf	\$34.00	lf	270 lf		\$9,180.00
<b>SIDEWALK AND SEAL COAT</b>								
5	Construct 4-foot wide x 4-inch thick sidewalk with 4-inch gravel base	636	lf	\$14.00	lf	636 lf		\$8,904.00
6	Furnish and install ceramic dome in handicap ramp	1	ea	\$600.00	ea	1 ea		\$600.00
7	Furnish and install seal coat	2,323	sy	\$2.60	2,323 sy	2,323 sy	\$6,039.80	\$6,039.80
<b>MISCELLANEOUS</b>								
8	Survey Monuments	2	ea	\$400.00	ea	ea		
<b>GUARANTEE OF IMPROVEMENTS</b>								
9	15% CONTINGENCY	1	ls	\$4,278.57	ls	ls		
10	10% GUARANTEE	1	ls	\$2,852.38	ls	ls		
<b>TOTALS=</b>							<b>\$6,039.80</b>	<b>\$27,723.80</b>
<b>AMOUNT OF REQUEST=</b>							<b>\$6,039.80</b>	<b>\$27,723.80</b>

**KENNYWOOD ESTATES**

Developer: Craythorne Construction  
601 West 1700 South  
Syracuse, UT 84075



Improvements Total: \$349,303.37

**Total Escrow Amount: \$35,654.75**

Construction Initiation: November 29, 2007

**ESCROW RELEASE SUMMARY**

Release Request #: 3 - FINAL

Date: 4/2/2020

	PREVIOUS	THIS RELEASE	TO DATE
Total Completed	\$27,723.80	\$7,930.95	\$35,654.75
Less Previous Releases	\$27,723.80	-	\$27,723.80
<b>Net Release (this estimate)</b>			<b>\$7,930.95</b>

Total Percentage Remaining: 100%

Total Amount Remaining: \$0.00

**City Engineer Review & Recommendation**

4/2/2020

City Engineer - Jones & Associates

Date



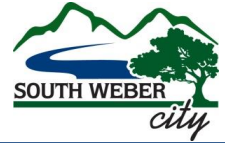
**KENNYWOOD ESTATES**

Developer: Craythorne Construction

Estimate #: 3

FINAL

Date: 4/2/2020



ITEM NO.	LINE ITEM DESCRIPTION	Qty	Unit	UNIT PRICE	CURRENT UNITS OR % COMPLETE	TO DATE UNITS OR % COMPLETE	CURRENT BILLING	TOTAL BILLED TO DATE
<b>CULINARY WATER SYSTEM</b>								
1	Valve Collars (Circular)	3	ea	\$250.00	ea	3 ea		\$750.00
<b>SECONDARY WATER SYSTEM</b>								
2	Valve Collars (Square)	3	ea	\$250.00	ea	3 ea		\$750.00
<b>SANITARY SEWER SYSTEM</b>								
3	Manhole Collars	5	ea	\$300.00	ea	5 ea		\$1,500.00
<b>STORM DRAIN OUTFALL</b>								
4	Furnish and install 24-inch RCP, including 8-inches of gravel under pipe	270	lf	\$34.00	lf	270 lf		\$9,180.00
<b>SIDEWALK AND SEAL COAT</b>								
5	Construct 4-foot wide x 4-inch thick sidewalk with 4-inch gravel base	636	lf	\$14.00	lf	636 lf		\$8,904.00
6	Furnish and install ceramic dome in handicap ramp	1	ea	\$600.00	ea	1 ea		\$600.00
7	Furnish and install seal coat	2,323	sy	\$2.60	sy	2,323 sy		\$6,039.80
<b>MISCELLANEOUS</b>								
8	Survey Monuments	2	ea	\$400.00	2 ea	2 ea	\$800.00	\$800.00
<b>GUARANTEE OF IMPROVEMENTS</b>								
9	15% CONTINGENCY	1	ls	\$4,278.57	1.00 ls	1.00 ls	\$4,278.57	\$4,278.57
10	10% GUARANTEE	1	ls	\$2,852.38	1 ls	1 ls	\$2,852.38	\$2,852.38
<b>TOTALS=</b>							<b>\$7,930.95</b>	<b>\$35,654.75</b>
<b>AMOUNT OF REQUEST=</b>							<b>\$7,930.95</b>	<b>\$35,654.75</b>

## RESOLUTION 2020-13

### A RESOLUTION OF THE SOUTH WEBER CITY COUNCIL ACCEPTING KENNYWOOD ESTATES SUBDIVISION

**WHEREAS**, developer Craythorne Development Co LLC has requested acceptance by South Weber City of the Kennywood Estates Subdivision and release of all escrow funds held for improvements; and

**WHEREAS**, City Engineer, Jones and Associates has conducted a detailed inspection to determine if improvements meet minimum requirements according to City Standards and specifications; and

**WHEREAS**, Jones and Associates has found that improvements have been completed satisfactorily and recommends Final Acceptance of Kennywood Estates Subdivision;

**NOW THEREFORE BE IT RESOLVED** by the Council of South Weber City, Davis County, State of Utah, as follows:

**Section 1. Acceptance:** Kennywood Estates Subdivision is hereby accepted by South Weber City, assuming full responsibility for ownership and maintenance of improvements. All remaining escrow funds will be released at this time subject to the following conditions:

1. Release of \$6,039.80 released to City for Chip and Seal
2. Payment in full of any fees due to the City.

**Section 2: Repealer Clause:** All ordinances or resolutions or parts thereof, which are in conflict herewith, are hereby repealed.

**PASSED AND ADOPTED** by the City Council of South Weber, Davis County, on the 14<sup>th</sup> day of April 2020.

Roll call vote is as follows:

Council Member Alberts	FOR	AGAINST
Council Member Halverson	FOR	AGAINST
Council Member Petty	FOR	AGAINST
Council Member Soderquist	FOR	AGAINST
Council Member Winsor	FOR	AGAINST

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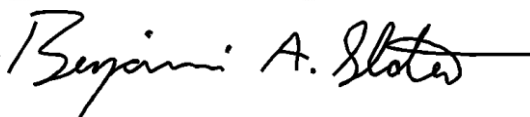
**Jo Sjoblom, Mayor**

---

**Attest:** Lisa Smith, Recorder

**MEMORANDUM**

TO: South Weber Mayor and Council

FROM: Brandon K. Jones, P.E.  
South Weber City Engineer   
Benjamin A. Slater  
South Weber City Inspector 

CC: David Larson – South Weber City Manager  
Mark Larsen – South Weber City Public Works Director

RE: **OLD MAPLE FARMS SUBDIVISION PHASES 1 and 2**  
**Final Acceptance Recommendation**

Date: April 2, 2020

---

**Background**

The follow dates are provided for reference:

- Final Approval from City Council – January 24, 2017
- Preconstruction Meeting – February 2, 2017
- Punchlist for Conditional Acceptance – November 28, 2018
- Conditional Acceptance Granted (start of 1-yr Guarantee Period) – December 17, 2018
- Punchlist for Final Acceptance – November 15, 2019

**Inspection**

Members of the Public Works Staff and our office have completed an inspection of the improvements in the above-mentioned subdivision, including all items on the final punchlist, and have found them to be completed satisfactorily to meet the minimum requirements of South Weber City Standards in accordance with engineering and/or subdivision plans submitted and previously approved.

**Recommendation**

We recommend granting Final Acceptance of this subdivision. The date of Final Acceptance will be the date wherein the City Council officially passes a motion to accept the subdivision and all associated public improvements.

**Escrow Release**

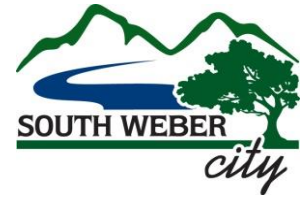
All remaining escrow funds can be released following Final Acceptance. See attached Final Escrow Release for reference.

## OLD MAPLE FARMS 1 & 2

Developer: Ford Inc.

PO BOX 171228

SLC, UT 84117-1228



Improvements Total: \$1,947,030.89

**Total Escrow Amount: \$356,925.65**

Construction Initiation: 2/2/2017

Completion Deadline: 2/2/2019

### ESCROW RELEASE SUMMARY

Estimate #: **3 - FINAL**

Date: 4/2/2020

	PREVIOUS	THIS RELEASE	TO DATE
Gross Earnings (including materials)	\$201,163.18	\$155,762.47	\$356,925.65
Less Previous Releases	\$201,163.18	-	\$201,163.18
<b>Net Release (this estimate)</b>			<b>\$155,762.47</b>

Total Percentage Released: 100%

Total Amount Remaining: \$0.00

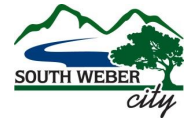
#### City Engineer Review and Recommendation



4/2/2020

Inspector - Jones & Associates

Date



ITEM NO.	LINE ITEM DESCRIPTION	Original Qty	Remaining (Escrowed) Qty	Unit	UNIT PRICE	CURRENT UNITS OR % COMPLETE	TO DATE UNITS OR % COMPLETE	CURRENT BILLING	TOTAL BILLED TO DATE
<b>CULINARY WATER SYSTEM</b>									
1	6" Fire Hydrant w/ Acc. Valve	6	0	ea	\$3,900.00	ea	ea		
2	3/4" Service Laterals	27	0	ea	\$900.00	ea	ea		
3	8" Gate Valve	18	0	ea	\$975.00	ea	ea		
4	Plug w/ 2" Blow-Off	2	0	ea	\$980.00	ea	ea		
5	Connection to Existing	2	0	ea	\$2,000.00	ea	ea		
6	Valve Collars (Includes Hydrant Valves)	24	0	ea	\$400.00	ea	ea		
7	Test & Chlorinate	1	0	ls	\$5,000.00	ls	ls		
8	8" Class 51 Ductile Iron Pipe & Fittings	3,016	0	lf	\$32.50	lf	lf		
9	Flushing Hydrant	3	0	ea	\$3,900.00	ea	ea		
<b>SECONDARY WATER SYSTEM</b>									
10	8" PVC Pipe & Fittings	4,080	0	lf	\$26.10	lf	lf		
11	8" Gate Valve	12	0	ea	\$975.00	ea	ea		
12	Valve Collars	14	0	ea	\$400.00	ea	ea		
13	4" Drain w/ Gate Valve	2	0	ea	\$980.00	ea	ea		
14	Double Service Laterals	12	0	ea	\$1,380.00	ea	ea		
15	Single Service Laterals	3	0	ea	\$980.00	ea	ea		
16	Connection to Existing	2	0	ea	\$2,000.00	ea	ea		
17	Air-Inlet Release	2	0	ea	\$1,250.00	ea	ea		
18	Plug w/ 2" Blow-Off	1	0	ea	\$980.00	ea	ea		
19	Plug & Block	2	0	ea	\$980.00	ea	ea		
<b>SANITARY SEWER SYSTEM</b>									
20	8" PVC Pipe & Fittings	3,740	0	lf	\$27.30	lf	lf		
21	5' Diameter Manhole	5	0	ea	\$2,910.00	ea	ea		
22	4' Diameter Manhole	15	0	ea	\$2,600.00	ea	ea		
23	4" Service Lateral	27	0	ea	\$900.00	ea	ea		
24	Manhole Collars	13	0	ea	\$400.00	ea	ea		
25	Connection to Existing	1	0	ea	\$5,000.00	ea	ea		
26	Test & Camera	1	0	ls	\$3,600.00	ls	ls		
<b>STORM DRAIN SYSTEM</b>									
27	42" RCP Pipe	578	0	lf	\$72.30	lf	lf		
28	36" RCP Pipe	1,362	0	lf	\$55.60	lf	lf		
29	30" RCP Pipe	812	60	lf	\$49.20	lf	60 lf		\$2,952.00
30	24" RCP Pipe	303	0	lf	\$36.80	lf	lf		
31	18" RCP Pipe	350	0	lf	\$31.50	lf	lf		
32	15" RCP Pipe	820	0	lf	\$29.80	lf	lf		
33	Type IV Catch Basin	37	0	ea	\$1,910.00	ea	ea		
34	5' Diameter Manhole	2	0	ea	\$2,910.00	ea	ea		
35	6' Diameter Manhole	9	0	ea	\$3,200.00	ea	ea		
36	Manhole Collars	7	0	ea	\$400.00	ea	ea		
37	Outlet Control Structure	1	0	ea	\$12,500.00	ea	ea		
38	Connection to Existing	4	0	ea	\$6,500.00	ea	ea		
39	Excavation of Detention Basin	1	0	ls	\$26,500.00	ls	ls		
40	Adjust Manhole to Grade	3	0	ea	\$500.00	ea	ea		
41	Remove Manhole	1	0	ea	\$750.00	ea	ea		
42	Remove 24" RCP Pipe	90	0	lf	\$5.50	lf	lf		
43	30" Flared End Section w/ Trash Rack	4	4	ea	\$1,800.00	ea	4 ea		\$7,200.00
44	42" Flared End Section w/ Trash Rack	1	1	ea	\$2,200.00	ea	1 ea		\$2,200.00
45	Over Flow Channel	1	1	ls	\$6,000.00	ls	1 ls		\$6,000.00
46	Regional Detention Basin and Pipe Upsize Cost Reimbursement	1	0	ls	-\$197,793.19	ls	ls		
<b>STREET IMPROVEMENTS</b>									
47	ADA Ramps	16	16	ea	\$950.00	ea	16 ea		\$15,200.00
48	Std. 30" Curb and Gutter	5,657	0	lf	\$18.50	lf	lf		
49	Std. 6' Wide Sidewalk	5,450	5,450	lf	\$18.50	lf	5,450 lf		\$100,825.00
50	10" Gravel Base and 3" Asphalt Surface	12,679	0	sy	\$23.75	sy	sy		
51	Pavement widening on 6650 South	500	500	sy	\$25.00	sy	500 sy		\$12,500.00
52	Saw-Cutting	2,025	1,900	lf	\$1.05	lf	1,900 lf		\$1,995.00
53	Removal of Existing Curb	80	0	lf	\$7.50	lf	lf		
54	Removal of Existing Sidewalk	80	0	lf	\$5.50	lf	lf		
55	Removal of Existing Asphalt	284	50	sy	\$5.25	sy	50 sy		\$262.50
56	Excavation	2,657	0	cy	\$5.50	cy	cy		
57	Fill	5,944	0	cy	\$6.50	cy	cy		

ITEM NO.	LINE ITEM DESCRIPTION	Original Qty	Remaining (Escrowed) Qty	Unit	UNIT PRICE	CURRENT UNITS OR % COMPLETE	TO DATE UNITS OR % COMPLETE	CURRENT BILLING	TOTAL BILLED TO DATE
<b>MISCELLANEOUS</b>									
58	Survey Street Monuments	7	7	ea	\$450.00	ea	7 ea		\$3,150.00
59	6" Chainlink Fence	960	960	lf	\$18.00	lf	960 lf		\$17,280.00
<b>(SWPPP)</b>									
60	Silt Fence/Berm	1,960	500	lf	\$2.00	lf	500 lf		\$1,000.00
61	Inlet Box Protection	38	17	ea	\$200.00	ea	17 ea		\$3,400.00
62	Gravel Waddles	2	0	ea	\$32.00	ea	ea		
63	Street Sweeping	6	6	hr	\$135.00	hr	6 hr		\$810.00
64	Concrete Washout	1	0.5	ls	\$300.00	ls	0.5 ls		\$150.00
65	Stabilized Entrance	1	0	ls	\$3,000.00	ls	ls		
<b>GUARANTEE OF IMPROVEMENTS</b>									
66	15% CONTINGENCY	1	1	ls	\$26,238.68	ls	1 ls		\$26,238.68
67	10% GUARANTEE	1	1	ls	\$155,762.47	1 ls	1 ls	\$155,762.47	\$155,762.47
<b>TOTALS=</b>								<b>\$155,762.47</b>	<b>\$356,925.65</b>
<b>AMOUNT OF REQUEST=</b>								<b>\$155,762.47</b>	<b>\$356,925.65</b>

## RESOLUTION 2020-14

### A RESOLUTION OF THE SOUTH WEBER CITY COUNCIL ACCEPTING OLD MAPLE FARMS SUBDIVISION PHASES 1 & 2

**WHEREAS**, developer Fords Inc. Has requested acceptance by South Weber City of phases 1 and 2 of Old Maple Farms Subdivision and release of all escrow funds held for improvements; and

**WHEREAS**, City Engineer, Jones and Associates has conducted a detailed inspection to determine if improvements meet minimum requirements according to City Standards and specifications; and

**WHEREAS**, Jones and Associates has found that improvements have been completed satisfactorily and recommends Final Acceptance of Old Maple Farms Subdivision phases 1 & 2;

**NOW THEREFORE BE IT RESOLVED** by the Council of South Weber City, Davis County, State of Utah, as follows:

**Section 1. Acceptance:** Old Maple Farms Subdivision, phases 1 & 2 are hereby accepted by South Weber City, assuming full responsibility for ownership and maintenance of improvements. All remaining escrow funds will be released at this time subject to the following conditions:

1. Payment in full of any fees due to the City.

**Section 2: Repealer Clause:** All ordinances or resolutions or parts thereof, which are in conflict herewith, are hereby repealed.

**PASSED AND ADOPTED** by the City Council of South Weber, Davis County, on the 14<sup>th</sup> day April of 2020.

Roll call vote is as follows:

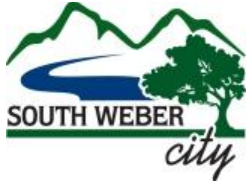
Council Member Alberts	FOR	AGAINST
Council Member Halverson	FOR	AGAINST
Council Member Petty	FOR	AGAINST
Council Member Soderquist	FOR	AGAINST
Council Member Winsor	FOR	AGAINST

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**Jo Sjoblom, Mayor**

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**Attest:** Lisa Smith, Recorder



**Council Meeting Date:** 04-14-2020

**Name:** Mark Larsen, David Larson

**Agenda Item:** 10

**Objective:** Public Works Truck Purchase

**Background:** Public Works needs an additional vehicle and the City budgeted \$35,000 to purchase a truck. In anticipation of the parks season, Public Works is ready to purchase the truck. The purchase price of the vehicle selected off state contract is \$32,778.

The City is currently preparing for a slowdown in the economy due to COVID-19 response measures, but staff feels there is still a need to purchase the vehicle at this time. For efficient service delivery in the various Public Works divisions due to delivery needs and our staff size, the plan has been to have each employee in a separate vehicle. Currently two parks employees are sharing a vehicle. This planned purchase was originally intended to alleviate that situation. Although this purchase was planned long before social distancing was required, the truck would better protect our employees in this regard.

**Summary:** Public Works is ready to make a budgeted truck purchase in preparation for the parks maintenance season

**Committee Recommendation:** n/a

**Planning Commission Recommendation:** n/a

**Staff Recommendation:** Approve

**Attachments:** Bid

**Budget Amendment:** n/a





**YOUNG Ford**  
 570 East 525 North  
 MORGAN, UT 84050  
 Phone (801) 829-3245  
 Fax (801) 928-2980

**INVOICE** Z4FF3047  
**Date** 3.30.2020

Description	Price	Quantity	Total
<b>PO#</b>			
VIN 1FTRF3B60LEC24630	\$ 32,778.00	1	\$ 32,778.00
Stock Z4FF3047			
Year/Make 2020 FORD			
Model F350			
Color WHITE			
Body REGULAR CAB			
<b>*Terms- Net 14 Days, Late payment Charge 15% APR</b>			
<b>TOTAL</b>			<b>\$ 32,778.00</b>

Customer:

SOUTH WEBER CITY  
 1600 E SOUTH WEBER DR  
 SOUTH WEBER CITY. UT 84405

SELLER/DEALER:

MOTOR VEHICLE CONTRACT OF SALE

03/30/2020

27075

DATE OF SALE:



SOUTH WEBER CITY

PURCHASER'S NAME

1600 E SOUTH WEBER DR

STREET ADDRESS

SOUTH WEBER

DAVIS

UT

84405-96

CITY

COUNTY

STATE

ZIP CODE

570 EAST 525 NORTH MORGAN, UT 84050

PHONE: (801) 829-3447 FAX: (801) 829-3720

801/479-3177

RES. PHONE

BUS. PHONE

Purchaser and Co-Purchaser(s), if any, (hereafter referred to as "Purchaser") hereby agree to purchase the following vehicle from Seller/Dealer (hereafter referred to as "Seller"), subject to all terms, conditions, warranties and agreements contained herein, including those printed on the reverse side hereof.

Table with columns: NEW, USED, DEMO, YEAR, MAKE, SERIES, BODY TYPE, CYL, COLOR. Values: X, 2020, FORD, F-350, 4X4, WHITE.

Table with columns: V.I.N., ODOMETER, STOCK NO., DEL. DATE, SALESPERSON. Values: 1FTRF3B60LEC24630, 100, Z4FF3047, 03/30/2020, MIKE STOOFF.

Table: PURCHASE PRICE AND OTHER SUMS DUE. Rows include CASH PRICE OF VEHICLE (32773.00), ACCESSORIES/OPTIONS (N/A), TOTAL CASH PRICE (32773.00), SUBTOTAL (32773.00).

Table: TRADE-IN AND/OR OTHER CREDITS. Rows include YEAR/MAKE, ODOMETER, SERIES, BODY TYPE, V.I.N., BALANCE OWED ON TRADE-IN (N/A).

Table: FINANCING DISCLOSURE. Includes INSTRUCTION, PURCHASER AGREES TO ARRANGE FINANCING, and SELLER AGREES TO SEEK ARRANGEMENTS FOR FINANCING.

Table: WARRANTY AS TO BALANCE OWED ON TRADED-IN VEHICLE. Rows include TRADE-IN ALLOWANCE, NET ALLOWANCE, TOTAL CREDITS, SUBTOTAL FROM LINE 9, SERVICE CONTRACT, DEALER DOCUMENTARY SERVICE FEE, ETCH, SUBTOTAL-TAXABLE ITEMS, TRADE ALLOWANCE, NET TAXABLE AMOUNT, UTAH SALES/USE TAX, UTAH LICENSE AND REGISTRATION FEES, UTAH AGE BASED/PROPERTY ASSESSMENT FEES, UTAH INSPECTION/EMISSIONS TEST FEE, UTAH WASTE TIRE RECYCLING FEE, TOTAL OF ALL ITEMS ABOVE, TOTAL CREDITS, BALANCE DUE (32778.00).

Purchaser has arranged insurance on vehicle through... SELLER MAKES NO WARRANTY, EXPRESS OR IMPLIED, WITH RESPECT TO THE MERCHANTABILITY, FITNESS FOR PARTICULAR PURPOSE, OR OTHERWISE CONCERNING THE VEHICLE, PARTS OR ACCESSORIES DESCRIBED HEREIN.

APPROVED UADA FORM 1088 © 1991, Rev. 2012 TO REORDER CALL 484-8845 OR 1-800-594-8920. Signature of Purchaser: Jimmy Willard, Date: 03/30/2020.



Utah State Tax Commission  
Division of Motor Vehicles • PO Box 30412 • Salt Lake City, UT 84130 • 801-297-7780 or 1-800-368-8824

TC-656  
Rev. 12/16

### Vehicle Application For Utah Title

Get forms at [tax.utah.gov/forms](http://tax.utah.gov/forms)

New  Change of ownership  Change of lienholder  Corrected title  Salvage title  Non-repairable title  Dismantling permit

**Section 1: New Owner Name Information** Relationship to co-owner:  And  Or

Primary owner's driver's license no. (or FEIN, if business) <b>87-0289088</b>	DL state	Primary owner's DOB	Co-owner's driver's license no. (or FEIN, if business)	DL state	Co-owner's DOB
Primary owner's name (last, first, middle initial, or business name) <b>SOUTH WEBER CITY</b>			Co-owner's name (if at different Street address, check here <input type="checkbox"/> and list on back)		
Street address (primary owner) <b>1600 E SOUTH WEBER DR</b>			City <b>SOUTH WEBER</b>	State <b>UT</b>	ZIP code <b>84405-9659</b>
Mailing address, if different from Street address (primary owner)			City	State	ZIP code

**Section 2: New Lessee Information** Relationship to co-lessee:  And  Or

Lessee's driver's license no. (or FEIN, if business)	DL state	Lessee's DOB	Co-lessee's driver's license no. (or FEIN, if business)	DL state	Co-lessee's DOB
Lessee's name (last, first, middle initial, or business name)			Co-lessee's name (if at different Street address, check here <input type="checkbox"/> and list on back)		
Street address (primary lessee)			City	State	ZIP code
Mailing address, if different from Street address (primary lessee)			City	State	ZIP code

**Section 3: Vehicle Information (Note: Missing or incorrect information may result in a rejected application.)**

<input checked="" type="checkbox"/> Passenger, light truck, van, or utility <input type="checkbox"/> Street motorcycle <input type="checkbox"/> Small motor vehicles (CC _____ HP _____) <input type="checkbox"/> Motor home (Length: _____ ft. _____ in.) (Class _____) <input type="checkbox"/> Off-highway vehicle (check one: <input type="checkbox"/> ATV <input type="checkbox"/> Motorcycle) <input type="checkbox"/> Street-legal ATV <input type="checkbox"/> Low-speed vehicle <input type="checkbox"/> Snowmobile <input type="checkbox"/> Manufactured housing <input type="checkbox"/> Heavy truck (Registered weight: _____) If this is a commercial vehicle with a registered weight of 10,001 lbs. and greater, you must provide your USDOT number: _____	Year <b>2020</b>	Make <b>FORD</b>	Model <b>F-350</b>	Farm use? (Y/N)	
	Vehicle Identification Number (VIN) <b>1FTRF3B60LEC24630</b>			Cylinders	Fuel type
	Color <b>WHITE</b>	Fleet number	Unit number		
	Body type (trailers) <b>4X4</b>	If branded title, brand type			
	Manufacturer's Suggested Retail Price (MSRP) \$ <b>32773.00</b>	Purchase price \$ <b>32773.00</b>			

**Odometer Disclosure**

0	0	0	0	1	0	0
---	---	---	---	---	---	---

Enter odometer reading (no tenths)

I certify that the odometer reading (check one):  
 Reflects actual mileage for this vehicle  
 Reflects the mileage in excess of odometer's mechanical limits  
 Is not the actual mileage (Warning: Odometer discrepancy)

Camper  Park Model  Tent trailer  Travel trailer  Utility trailer  Other trailer: \_\_\_\_\_ Length of trailer selected: \_\_\_\_\_ ft. \_\_\_\_\_ in.

**Section 4: Registration Information** Contribute \$2 to:  ATV-Off Highway Fund  Friends For Sight  Organ Donation Support

License plate type (For a new personalized plate, complete TC-817. Additional fees will apply.)  
 Title only  In God We Trust  Life Elevated Arches  Life Elevated Skier  Transfer: \_\_\_\_\_  Other: \_\_\_\_\_

Situs/Physical address of vehicle, if different from Street address above	City	State	ZIP code
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**Section 5: Lien Holder Information**

Lien holder's name <b>NONE</b>	FEIN (or driver's license no., if individual)	Branch number
Mailing address	City	State ZIP code

**Section 6: Owner Signature(s)**

I declare that I am the owner of the vehicle described on this application and all the above information is accurate and true. I certify that I will maintain in effect owner's or operator's security (insurance) for this vehicle, as required by law, in order to operate this vehicle on a highway, quasi-public road, or parking area within this state.

Owner's signature X	Date <b>03/30/2020</b>	Co-owner's signature X N/A	Date
------------------------	---------------------------	-------------------------------	------

**Section 7: Purchase and Dealer Information (For Utah Dealership Use Only)**

I certify that the vehicle is accurately described on this application and has been delivered to the purchaser named above and that this dealership is in compliance with the licensing requirements set forth in Title 41, Chapter 3, Part 2 of the Utah Code. I also certify that this transaction was completed in compliance with the sales tax reporting requirements set forth in Section 59-12-107 of the Utah Code.

Purchase date <b>03/30/2020</b>	Dealer number <b>8607</b>	<input checked="" type="checkbox"/> New <input type="checkbox"/> Used
Permit number	Permit issue date	Dealer/Authorized representative's signature X <i>Jennifer Willard</i>
		Date <b>03/30/2020</b>

**ODOMETER DISCLOSURE STATEMENT**

Federal and State law require that you state the mileage upon transfer of ownership. Failure to complete, or providing a false statement, may result in fines and/or imprisonment.

I, **YOUNG FORD** (print name of transferor, or transferor's authorized agent) state that the odometer of the vehicle described below now reads:

ODOMETER READING  **100** (NO TENTHS)

miles and to the best of my knowledge that it reflects the actual mileage of the vehicle described below, unless one of the following statements is checked.

Check one box only:

- I hereby certify that to the best of my knowledge the odometer reading reflects the amount of mileage in excess of its mechanical limits.
- I hereby certify that the odometer reading is not the actual mileage.  
**WARNING - ODOMETER DISCREPANCY.**

MAKE <b>FORD</b>	MODEL <b>F-350</b>	BODY TYPE <b>4X4</b>
VEHICLE IDENTIFICATION NUMBER <b>1FTRF3B60LEC24630</b>		YEAR <b>2020</b>

 **YOUNG FORD**  
Transferor's or Authorized Agent's Signature (SELLER) Printed Name of Company

**570 E. 525 N**  
Transferor's Address (Street)

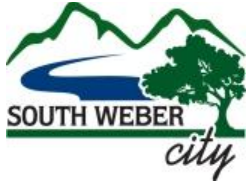
**MORGAN** **UT** **84050**  
City State Zip Code

DATE OF STATEMENT  
**03/30/2020**

 **SOUTH WEBER CITY**  
Transferee's Signature (BUYER) Transferee's Printed Name

If Transferee is an Organization, Print Organization's Name  
**1600 E SOUTH WEBER DR**  
Transferee's Address (Street)

**SOUTH WEBER** **UT** **84405-9659**  
City State Zip Code



**Council Meeting Date:** April 14, 2020

**Name:** Mark McRae

**Agenda Item:** 15

**Objective:** Review 2021 Budget as a council prior to Tentative Budget

**Background:** Over the last several months the staff and city council have worked on the 2021 Budget. The budget has been reviewed by the respective city committees and now comes to the city council to be discussed in its entirety. The tentative budget will be adopted the first part of May and the public hearing on the tentative budget and final adoption will be in June. Additional adjustments may be made by the city council any time until the final adoption in June.

Included with the budget sheets is a Budget Highlights, a 2020/2021 Comparison of the Departments, and a review of anticipated unrestricted fund balances.

**Summary:** The workshop is the time to review and adjust the 2021 budget prior to publishing the tentative budget.

**Committee Recommendation:** NA

**Planning Commission Recommendation:** NA

**Staff Recommendation:** NA

**Attachments:** Budget Worksheets  
Budget Highlights  
Department Comparison  
Fund Balances

**Budget Amendment:**

# Budget Highlights

## Governmental Type Funds

### Revenues

- Property Tax (10-31-100). Last year the city council approved a major tax rate increase. This year the city council has voted to not hold a Truth-in-Taxation hearing and let the county automatically decrease the tax rate to compensate for any total property value increases. The budgeted increase is due to new growth only. It is important in these unusual times to do what we can to help our citizens with the pain and stress they may be feeling, especially in the financial area where possible. Although we have had increases from our major providers in Sewer and Sanitation, we are proposing for this year to NOT increase the Sewer and Sanitation rates.
- Sales and Use Tax (10-31-300). The city anticipates a downturn in the economy due to COV19. This account will be affected more than any other revenue account. The city budgets 80% of anticipated sales tax in this account and 20% in account 45-31-300 for Capital Projects.
- Class "C" Road Fund Allotment (10-33-560). The allotment totals over \$300,00 per year. Only a portion is budgeted to applied to General fund Street department expenses such as snow plowing.
- Subdivision Review Fee (10-34-105). Developer payments for third party reviews and inspections are recorded here. Account 10-58-319 is the corresponding expense account.
- Developer Pmts for Improvements (10-34-270). Payments by developers for streetlights, street signs, and mailboxes are included in this account.
- Transfer from Impact Fees (10-39-800). Public Safety Impact fees are transferred to the General Fund to be applied to the bond payments on the fire station.
- Fund Balance. By State law, a maximum of 25% of the General Fund's total revenues for a year can be kept in the fund balance. This fund balance is for operating cash until property tax is received around November and for emergencies. The current balance is \$569,000.
- Transfer from Impact Fees (45-39-800). \$390,000 from Park Impact fees is budget to be transferred to Capital Projects for planned park improvements. \$327,00 in new Road Impact Fees will be transferred to the Capital Projects Fund as reimbursement on South Bench Drive Phase 1.
- Transfer from Recreation Impact Fees (20-39-800). Recreation Impact fees are transferred each year to the Recreation Fund to be applied to the principal and interest on the Family Activity Center's Bond.
- Recreation revenues and expenses for various programs may be affected by the COVID19 related restrictions, if the restrictions continue into the 2021 fiscal year.

- Developer Pmts for Improv (56-34-270). Developers pay the city to have a seal coat applied to the asphalt streets in their development a year after the development is completed. The work is included as part of the Projects of the Transportation Utility fund.

## Expenditures

- Salaries and Benefits. A time analysis was done of employee hours to see where they were actually spending their time. The allocation of employee hours to the various departments was changed to reflect their actual workload. Some departments' salary and benefits were increased, and some decreased accordingly. The 2021 budget includes an average 3% merit increase. A maximum of \$37,224 will be allocated according to personnel evaluations.
- Legislative – Miscellaneous (10-41-620). Donations to South Weber Elementary and Highmark were added this year in the amount of \$200 each.
- Judicial – Travel and Training (10-42-230). Previously the travel and training costs for the judge were split between three cities. Beginning this year, the entire cost will rotate among the three cities. South Weber will be the first to budget the full amount, and the other two cities will budget for 2022 and 2023.
- Administrative – Elections (10-43-316). Elections are held every two years. This is a non-election year, but this account will be a budget item again in 2022.
- Administrative - Transfer to Recreation Fund (10-43-841). The Recreation fund sponsors many activities that are free to the public. A transfer is made year to cover the non-self-supported programs as needed. The transfer is in this department.
- Administrative - Transfer to Cap. Proj. Fund (10-43-910). This expenditure was replaced by the 80/20 split of Sales Tax revenue.
- Fire – Equipment Supplies and Maintenance (10-57-250). Last year's budget included a significant increase for the purchase of 20 airpack bottles. None are budget in this year. The new fire truck has reduced maintenance costs.
- Planning and Zoning – Salaries (10-58-110 and 10-58-120). This account reflects the largest change due to the reallocation of salaries for the Public Works Director, the Building Inspector, and the Development Coordinator.
- Planning and Zoning – GIS/Mapping (10-58-325). This account is new to this department, as well as several other departments. The expense was previously included in the Engineering account (10-58-312).
- Streets – Equip. Supplies & Maint. (10-60-250). Maintenance costs have decreased as older equipment and vehicles have been replaced in the last couple of years.
- Streets – Mailboxes and Street Signs (10-60-415). New account has been created as city policy has changed. Mailboxes and street signs are no longer installed by the developers but are purchased and installed by the city. Developers pay the city to do this and the revenue is recorded in account 10-34-270.

- Streets – Streetlights (10-60-426). The new streetlight policy was adopted to reduce costs and provide uniformity to the city lights. Like the previous new account, developers pay for this expense.
- Parks – Salaries (10-70-110). The Park’s department budget shows the addition of one full-time employee. This is the only addition to the workforce in the 2021 budget. As the city has added new parks, and/or new retentions basins that are maintained as parks, the need for additional personnel has become necessary to keep the same level of service to the citizens. The requested increased increase in park maintenance is also reflected in the other expense accounts.
- Capital Projects (Fund 45).
  - Fire - Power Lift Gurney \$ 35,000
  - Streets - Tractor and Attachments \$ 75,000
  - Streets – Public Works Building Design \$ 50,000
  - Parks - Cherry Farms Ballfield \$190,000
  - Parks - Canyon Meadows Gravel Parking Lot \$ 50,000
  - Parks - Canyon Meadows Pickleball Court \$150,000
- TUF – Street Projects (56-76-730).
  - City Projects \$550,000
  - New Subdivision chip seal (paid by developers) \$118,000

City Project list:

- Cottonwood Drive (Adams Avenue to River Bridge)
- 8150 S (2570 E to 2700 E)
- Sunrise Ridge
- Bowman Old Farm Estates
- Crack Fill approximately 1/5 of City



# Budget Highlights

## Business Type Funds

### Revenues

- Water - Developer Payments for Improvements (51-34-270). Water projects totaling \$2,500,000 are planned for in this budget. These are joint projects with other agencies such as Job Corp and Weber Basin contributing over 65% of the funding.
- Sewer Sales (52-37-300). Beginning on January 1, 2020, the Sewer department received a 3.42% increase in charges from the Central Weber Sewer Improvement District for treatment of sewage. This increase has been around 2% the last couple of years and is expected to be about the same in 2021. This increase hits the city midyear. Although the fund cannot continue to yearly absorb these increases, a pass-thru increase of 2.5 percent is NOT proposed. ~~in the sewer rate effective July 1, 2020.~~
- Sewer Impact Fees and Sewer fund Balance (52-38-910 and 58-39-500). The upsizing of the trunk line in Cottonwood Cove is budget at \$950,00. Impact Fees and fund balance will be used to fund the project. Impact Fees collected in future years will reimburse the fund balance portion of the expenditure.
- Sanitation Fees (53-37-700). Robinson Waste is the service provider who picks up the garbage containers from our citizens each week. After almost 10 years, they increased the per can charge by \$0.25 on January 1, 2020. Because of savings in other areas, a pass thru increase of \$0.25 per can is NOT proposed for this fiscal year.
- Storm Sewer Revenue (54-37-450). The CFP, IFFP, and IFA studies are currently underway. A rate study for storm drain charges will follow. A significant increase in these charges is anticipated to be proposed to the council as soon as the study is completed.

### Expenditures

- Salaries (xx-40-110). Salaries in the Enterprise funds also reflect the allocation changes from the employee hour time analysis.
- Water Purchases (51-40-491). The charges from Weber Basin increase each year as new homes are built and added to the system resulting in more water being used.
- Water Meter Replacement (51-40-495). Each year the Water department normally replaces 200 meters on a ten year rotation. This year the department will replace 400.
- Water Improvements other than Buildings (51-40-730).
  - East Bench Transmission Line \$1,800,000
  - Cottonwood Drive upgrade \$ 700,000

- Water – Equipment (51-40-740). New metering and SCADA system is re-budgeted from 2020 fiscal year - \$200,000.
- Water – Vehicles (51-40-750).
  - Replace 2013 Pickup and utility bed \$ 45,000
- Sewer – Engineering (52-40-312). Following the completion of the City’s General Plan, a new CFP, IFFP, IFA, and possible rate study will be needed.
- Sewer Treatment Fees 52-40-491). Central Weber Sewer Improvement District raised their yearly charges 3.42% effective January 1, 2020.
- Sewer – Projects (52-40-390).
  - Upsize trunk line in Cottonwood Cove \$ 950,000
- Sanitation – Equipment Supplies and Maint. (53-40-250). Increased yearly purchased of new garbage cans from 200 to 300.
- Sanitation Fee Charges (53-40-492). Reflects Robinson Waste collection charge increase of \$0.25 per can which was effective January 1, 2020.
- Storm Drain – GIS/Mapping (54-40-325). Most of the GIS work done next year will be on the Storm Drain infrastructure.

## Department Comparison

<u>Department</u>	2020	2021	
	<u>Budget</u>	<u>Budget</u>	
(Operating Expense)			
Legislative	60,000	60,000	0.00%
Judicial	100,000	102,000	2.00%
Administrative	925,000	889,000	-3.89%
Public Safety	258,000	260,000	0.78%
Fire	643,000	602,000	-6.38%
Zoning	328,000	380,000	15.85%
Streets	264,000	296,000	12.12%
Parks	240,000	299,000	24.58%
Recreation	313,000	308,000	-1.60%
Water	1,339,000	1,280,000	-4.41%
Sewer	1,003,000	850,000	-15.25%
Sanitation	453,000	456,000	0.66%
Storm Drain	269,000	277,000	2.97%
Transportation Utility	<u>778,000</u>	<u>736,000</u>	<u>-5.40%</u>
	6,973,000	6,795,000	-2.55%
(Capital Expense)			
Capital Projects	2,996,000	962,000	-67.89%
Water	1,425,000	2,745,000	92.63%
Sewer	958,000	950,000	-0.84%
Storm Drain	<u>296,000</u>	<u>70,000</u>	<u>-76.35%</u>
	5,675,000	4,727,000	-16.70%

FUND BALANCES

Fund	Fund Title	Actual 6/30/2019	Estimated 6/30/2020	Estimated 6/30/2021
<b>Unrestricted</b>				
10	General	568,950	585,818	585,818
20	Recreation	335,382	475,102	475,102
45	Capital Projects	1,125,602	661,295	861,295
51	Water	2,283,313	2,022,976	1,184,976
52	Sewer	2,341,747	2,685,299	2,122,799
53	Sanitation	383,128	448,816	448,816
54	Storm Drain	269,466	28,921	154,921
56	Transportation Utility	111,603	52,974	2,974
21	Sewer Impact	373,168	615,458	857,748
22	Storm Drain Impact	35,796	964	964
23	Park Impact	396,904	473,983	309,983
24	Road Impact	318,103	77,201	201
26	Water Impact	106,631	99,686	145,686
27	Recreation Impact	0	0	0
29	Public Safety Impact	812	0	0
<b>Restricted</b>				
	General Fund Class "C"	532,060	0	120,000

GENERAL FUND SUMMARY

Dept.	Department Title	2016-17 Actual	2017-18 Actual	2018 - 19 Actual	2019 - 20 Estimate	2019 - 20 Budget	2020 - 21 Budget
10-41	Legislative	57,233	53,812	52,408	53,991	60,000	60,000
10-42	Judicial	85,611	113,943	85,681	87,882	100,000	102,000
10-43	Administrative	874,588	642,575	1,005,133	827,586	925,000	889,000
10-54	Public Safety	170,318	158,289	165,820	253,867	258,000	260,000
10-57	Fire	194,630	415,576	564,994	631,235	643,000	602,000
10-58	Zoning	80,068	305,459	321,941	376,500	328,000	380,000
10-60	Streets	164,431	239,006	235,396	233,580	264,000	296,000
10-61	Class "C" Roads	227,024	0	0	0	0	0
10-70	Parks	130,426	170,162	219,230	257,446	240,000	299,000
		1,984,328	2,098,822	2,650,603	2,722,087	2,818,000	2,888,000

Account No.	Account Title	2016-17 Actual	2017-18 Actual	2018-19 Actual	2019 - 20 Estimate	2019 - 20 Budget	2020 - 21 Budget
<b>GENERAL FUND REVENUES</b>							
<b>TAXES</b>							
10-31-100	Current Year Property Taxes	291,931	295,754	321,861	651,240	701,000	720,000
10-31-120	Prior Year Property Taxes	56,287	26,052	20,866	11,661	20,000	10,000
10-31-200	Fee In Lieu - Vehicle Reg	28,033	30,089	32,779	30,384	25,000	30,000
10-31-300	Sales and Use Taxes	564,082	328,549	641,287	752,736	701,000	685,000
10-31-305	Transportation - Local Option	75,543	13,612	0	0	0	0
10-31-310	Franchise/Other	401,384	410,902	386,795	396,059	400,000	400,000
	Total Taxes:	1,417,259	1,104,959	1,403,587	1,842,080	1,847,000	1,845,000
<b>LICENSES AND PERMITS</b>							
10-32-100	Business Licenses and Permits	13,537	8,783	8,949	8,649	8,000	8,000
10-32-210	Building Permits	194,985	358,031	353,882	350,082	310,000	330,000
10-32-310	Excavation Permits	6,024	915	2,219	94	0	0
	Total Licenses and Permits:	214,545	367,729	0	358,825	318,000	338,000
<b>INTERGOVERNMENTAL REVENUE</b>							
10-33-400	State Grants	0	0	0	1,500	0	0
10-33-550	Wildland Firefighting	0	39,353	0	0	0	0
10-33-560	Class "C" Road Fund Allotment	258,944	262,218	283,851	301,303	94,000	150,000
10-33-580	State Liquor Fund Allotment	4,551	4,804	5,579	5,500	5,000	6,000
	Total Intergovernmental Revenue:	263,495	306,374	289,430	308,303	99,000	156,000
<b>CHARGES FOR SERVICES</b>							
10-34-100	Zoning & Subdivision Fees	24,870	16,310	17,679	7,759	15,000	5,000
10-34-105	Subdivision Review Fee	59,777	88,328	66,443	54,762	80,000	80,000
10-34-250	Bldg. Rental/Park Use (Bowery)	1,750	2,666	1,640	1,607	0	0
45-34-270	Developer Pmts for Improvements	0	0	0	27,000	0	30,000
10-32-290	Plan Check and Other Fees	0	0	26,218	80,727	0	55,000
10-34-760	Youth City Council	152	0	0	0	0	0
10-34-560	Ambulance Service	0	0	0	57,202	100,000	70,000
	Total Charges for Services:	86,549	107,304	111,979	224,173	195,000	240,000
<b>FINES AND FORFEITURES</b>							
10-35-100	Fines	85,303	90,577	90,779	86,058	85,000	85,000
	Total Fines and Forfeitures:	85,303	90,577	90,779	86,058	85,000	85,000
<b>MISCELLANEOUS REVENUE</b>							
10-36-100	Interest Earnings	9,239	18,842	50,497	38,004	57,000	35,000
10-36-300	Newsletter Sponsors	150	0	0	0	0	0
10-36-400	Sale of Assets	0	0	2,457	0	0	0
10-36-900	Sundry Revenues	11,267	8,547	21,913	6,011	5,500	5,500
	Total Miscellaneous Revenue:	20,656	27,389	74,867	44,015	62,500	40,500
<b>CONTRIBUTIONS AND TRANSFERS</b>							
10-39-100	Fire Agreement/Job Corps	3,580	0	0	17,000	3,500	3,500
10-39-110	Fire Agreement/County	1,522	927	1,481	1,400	1,000	1,000
10-39-300	Transfer for Administrative Services	0	136,900	162,000	167,100	167,000	167,000
10-39-800	Transfer from Impact Fees	63,676	104,711	12,636	40,000	40,000	12,000
10-39-900	Fund Balance to be Appropriated	0	0	0	0	0	0
	Total Contributions and Transfers:	68,779	242,537	176,117	225,500	211,500	183,500
		2,156,585	2,246,868	2,146,760	3,088,955	2,818,000	2,888,000

**LEGISLATIVE**

10-41-005	Salaries - Council & Commissions <i>Mayor &amp; City Council</i> <i>(Planning Commission moved to Planning &amp; Zoning.</i>		28,000
10-41-131	Employee Benefit-Employer FICA		2,200
10-41-133	Employee Benefit - Work. Comp.		700
10-41-140	Uniforms Councilmember shirts		300
10-41-210	Books, Subscriptions, Memberships ULCT Annual Membership Davis County Chamber of Commerce Membership		4,000 3,500 500
10-41-230	Travel and Training <i>Charges for conferences, educational materials, &amp; employee travel</i> ULCT Fall Conference ( 6 councilmembers) ULCT St. George Conference (6 Council Members) Spring Retreat Misc.		12,600 2,400 6,000 2,000 2,000
10-41-240	Office Supplies and Expenses		200
10-41-370	Professional/Technical Service		0
10-41-494	Youth Council <i>16 members with Council Advisor</i> ULCT Legislative Day Youth Council Annual Conference Community Events		3,000
10-41-620	Miscellaneous Donation to Sunset Jr. High Donation to Northridge South Weber Elementary Highmark City Holiday Season Event Other unclassified		4,000 200 200 200 200 3,000 200
10-41-740	Equipment		0
10-41-925	Transfer to Country Fair Days		5,000

Account No.	Account Title	2016-17 Actual	2017-18 Actual	2018-19 Actual	2019 - 20 Estimate	2019 - 20 Budget	2020 - 21 Budget
<b>LEGISLATIVE</b>							
10-41-005	Salaries - Council & Commissions	30,324	27,600	26,400	25,378	28,000	28,000
10-41-131	Employee Benefit-Employer FICA	2,378	2,328	2,020	1,794	2,200	2,200
10-41-133	Employee Benefit - Work. Comp.	662	694	657	673	700	700
10-41-140	Uniforms	0	0	43	0	300	300
10-41-210	Books, Subscriptions, Memberships	0	3,946	4,157	3,848	4,000	4,000
10-41-230	Travel & Training	3,116	6,712	7,206	10,900	12,600	12,600
10-41-240	Office Supplies and Expenses	1,304	103	178	149	200	200
10-41-494	Youth City Council	2,879	1,111	2,788	2,855	3,000	3,000
10-41-620	Miscellaneous	5,571	3,978	8,961	3,394	4,000	4,000
10-41-740	Equipment	0	4,247	0	0	0	0
10-41-925	Transfer to Country Fair Days	11,000	3,093	0	5,000	5,000	5,000
		57,233	53,812	52,408	53,991	60,000	60,000



**JUDICIAL**

10-42-004	Judge Salary <i>.1 FTE</i>	15,000
10-42-120	Full-time Employee Salaries <i>.5 FTE</i>	36,000
10-42-130	Employee Benefit - Retirement	11,000
10-42-131	Employee Benefit-Employer FICA	4,000
10-42-133	Employee Benefit - Work. Comp.	500
10-42-134	Employee Benefit - UI	300
10-42-135	Employee Benefit - Health Ins.	13,000
10-42-210	Books/Subscriptions/Membership Utah State Code books	600
10-42-230	Travel and Training <i>Charges for conferences, educational materials, &amp; employee travel</i>	3,100
	Admin. Office of Courts - Fall	1,400
	Admin. Office of Courts - Spring	400
	BCI Conference	700
	Judge	400
	Local training	200
10-42-240	Office Supplies & Expense <i>Normal office supplies, postage and copying</i>	600
10-42-243	Court Refunds	0
10-42-280	Telephone <i>Judge's cell phone allowance</i>	600
10-42-313	Professional/Tech. - Attorney <i>Contracted Service for City Prosecutor &amp; Public Defenders</i>	10,000
10-42-317	Professional/Technical-Bailiff <i>Contracted Service with County Sheriff's Office</i>	4,700
10-42-350	Software Maintenance <i>Software maintenance contracts</i>	800
10-42-550	Banking Charges <i>Bank charges and fees and credit card transaction fees</i>	600
10-42-610	Miscellaneous	1,200

*Interpreter and other miscellaneous*

Account NO.	Account Title	2016-17 Actual	2017-18 Actual	2018 - 19 Actual	2019 - 20 Estimate	2019 - 20 Budget	2020 - 21 Budget
<b>JUDICIAL</b>							
10-42-004	Judge Salary	14,068	14,736	13,735	10,680	16,000	15,000
10-42-110	Employee Salaries	37,640	51,252	30,216	33,659	34,000	36,000
10-42-130	Employee Benefit - Retirement	10,648	11,526	8,446	7,713	11,000	11,000
10-42-131	Employee Benefit-Employer FICA	3,956	4,923	3,327	2,950	4,000	4,000
10-42-133	Employee Benefit - Work. Comp.	78	107	82	160	500	500
10-42-134	Employee Benefit - UI	0	700	0	500	500	300
10-42-135	Employee Benefit - Health Ins.	0	15,306	11,067	11,693	14,000	13,000
10-42-210	Books/Subscriptions/Membership	551	514	493	644	600	600
10-42-230	Travel & Training	1,191	990	142	1,982	1,500	3,100
10-42-240	Office Supplies & Expense	726	676	560	578	400	600
10-42-243	Court Refunds	75	0	0	0	0	0
10-42-280	Telephone	0	0	898	540	0	600
10-42-313	Professional/Tech. - Attorney	7,230	7,200	8,319	9,694	10,000	10,000
10-42-317	Professional/Technical-Bailiff	3,650	3,325	3,482	4,586	4,000	4,700
10-42-350	Software Maintenance	498	523	641	764	800	800
10-42-550	Banking charges	1,108	1,975	1,677	506	1,200	600
10-42-610	Miscellaneous	132	191	77	1,233	1,500	1,200
10-42-980	State Treasurer Surcharge	4,059	0	2,519	0	0	0
		85,611	113,943	85,681	87,882	100,000	102,000

ADMINISTRATIVE

10-43-110	Full Time Employee Salaries <i>City Mgr., Finance Dir., Treasurer and Recorder -3.5 FTE</i>	313,000
10-43-120	Part-time Employee Wages <i>Front Office, Code Enforcement, Recording Sec. - 2.5 FTE</i>	87,000
10-43-130	Employee Benefit - Retirement	81,000
10-43-131	Employee Benefit-Employer FICA	31,000
10-43-133	Employee Benefit - Work. Comp.	4,000
10-43-134	Employee Benefit - UI	2,900
10-43-135	Employee Benefit- Health Ins	64,800
10-43-136	HRA Reimbursement - Health Ins	6,000
10-43-137	Employee Testing	0
10-43-140	Uniforms <i>Once a year all employees receive an article of clothing with city logo</i>	1,000
10-43-210	Books/Subscriptions/Membership <i>Memberships in Professional Organizations and Subscriptions UCMA, ICMA, AICPA, ULCT, UGFOA, Standard Examiner, etc.</i>	3,500
10-43-220	Public Notices <i>Notices published in the Standard Examiner</i>	5,000
10-43-230	Travel & Training <i>Charges for conferences, educational materials, &amp; employee travel</i>	20,000
	ULCT Spring and Fall Conferences	2,000
	UCMA Conference	1,000
	UGFOA Conference (local & national)	2,400
	GFOA Conference	1,500
	UMCA	1,000
	UAPT	700
	ICMA Conference	3,000
	Caselle Conference	1,700
	City Manager Vehicle Allowance	5,000
	Other trainings - 1-2 day local	1,700
10-43-240	Office Supplies & Expense <i>Copier Supplies, Postage, and general office supplies</i>	8,000
10-43-250	Equipment - Operating Supplies and Maintenance <i>Upkeep or repair of equipment and operating supplies</i>	5,500

10-43-256	Fuel Expense		300
10-43-262	General Government Buildings		7,500
	<i>Maintenance of City Hall</i>		
	Janitorial Services	3,000	
	Fire Ext., flags, misc.	2,000	
	Other	2,500	
10-43-270	Utilities		6,000
	<i>Electricity, Natural Gas and Recycling expenses for City Hall</i>		
10-43-280	Telephone		18,000
	<i>Comcast services and Cellphone Allowances</i>		
10-43-308	Professional & Tech. - I.T.		14,000
	Executech	9,000	
	Infobytes	4,000	
	Other	1,000	
10-43-309	Professional & Tech. - Auditor		10,000
10-43-310	Professional & Tech. - Planner		0
	(Moved to Planning & Zoning Dept.)		
10-43-311	Professional & Tech. - Eco Dev/ Comm Fundraising		0
	(Moved to Planning & Zoning Dept.)		
10-43-312	Professional & Tech. - Engineer		0
	(Moved to Planning & Zoning Dept.)		
10-43-313	Professional & Tech. - Attorney		25,000
10-43-314	Ordinance Codification		3,000
10-43-316	Elections		0
	<i>Municipal Election run by County</i>		
10-43-319	Professional & Tech. - Subd. Reviews		0
	(Moved to Planning & Zoning Dept.)		
10-43-329	City Manager Fund		3,000
	<i>Special activities at City Manager's discretion</i>		
10-43-350	Software Maintenance		24,000
	<i>Software maintenance contracts</i>		
	Caselle Software	3,000	
	Laserfische	2,000	
	Focus & Execute	3,000	
	ArchiveSocial	2,000	
	Office 365/email/backup	13,000	
	Domain Name/ Misc.	1,000	
10-43-510	Insurance & Surety Bonds		45,000
	<i>General Liability and Property Insurance</i>		

10-43-550	Banking Charges <i>Bank charges and fees and credit card transaction fees</i>		1,500
10-43-610	Miscellaneous <i>Unclassified unanticipated expenses</i>		2,000
10-43-625	Cash over and short		0
10-43-740	Equipment Purchases <i>Computer upgrades and software</i> Website Development & Software	2,000 25,000	27,000
10-43-841	Transfer to Recreation Fund		70,000
10-43-910	Transfer to Cap. Proj. Fund		0

Account No.	Account Title	2016-17 Actual	2017-18 Actual	2018 - 19 Actual	2019 - 20 Estimate	2019 - 20 Budget	2020 - 21 Budget
<b>ADMINISTRATIVE</b>							
10-43-110	Full Time Employee Salaries	198,221	265,759	276,652	288,030	331,000	313,000
10-43-120	Part-time Employee Wages	10,831	34,765	36,551	47,384	33,000	87,000
10-43-130	Employee Benefit - Retirement	40,314	42,652	49,506	55,374	78,000	81,000
10-43-131	Employee Benefit-Employer FICA	16,159	19,337	23,374	23,552	28,000	31,000
10-43-133	Employee Benefit - Work. Comp.	632	1,623	2,535	2,842	3,200	4,000
10-43-134	Employee Benefit - UI		4,550	0	4,600	4,800	2,900
10-43-135	Employee Benefit - Health Ins.	42,407	45,795	67,864	76,956	97,000	64,800
10-43-136	HRA Reimbursement - Health Ins	3,300	3,300	3,300	4,150	6,000	6,000
10-43-137	Employee Testing	670	238	94	197	0	0
10-43-140	Uniforms	593	685	591	460	1,000	1,000
10-43-210	Books/Subscriptions/Membership	2,374	2,005	5,550	3,332	3,500	3,500
10-43-220	Public Notices	8,440	4,023	3,658	4,672	5,000	5,000
10-43-230	Travel and Training	8,775	14,407	9,637	19,496	20,000	20,000
10-43-240	Office Supplies & Expense	3,142	9,297	6,707	7,447	8,000	8,000
10-43-250	Equipment - Oper. Supplies and Maint.	2,699	3,773	2,876	5,334	4,000	5,500
10-43-256	Fuel Expense	347	149	87	189	0	300
10-43-262	General Government Buildings	5,266	9,241	9,012	6,472	7,500	7,500
10-43-270	Utilities	4,479	7,651	4,252	5,582	4,500	6,000
10-43-280	Telephone	12,862	13,850	10,055	17,195	18,000	18,000
10-43-308	Professional & Tech. - I.T.	11,947	15,209	11,299	13,214	14,000	14,000
10-43-309	Professional & Tech. - Auditor	10,000	10,000	10,000	10,000	10,000	10,000
10-43-310	Professional & Tech. - Planner	8,077	0	0	0	0	0
10-43-311	Professional & Tech. - Eco Develop.	2,190	0	0	0	0	0
10-43-312	Professional & Tech. - Engineer	38,598	0	149	0	0	0
10-43-313	Professional & Tech. - Attorney	18,638	10,425	16,238	22,688	25,000	25,000
10-43-314	Ordinance Codification	1,580	1,200	4,940	3,978	3,000	3,000
10-43-316	Elections	0	14,311	0	7,155	16,000	0
10-43-319	Prof./Tech. - Subd. Reviews	68,183	0	0	0	0	0
10-43-329	City Manager Fund	1,987	575	1,985	2,709	3,000	3,000
10-43-350	Software Maintenance	10,256	11,360	16,702	23,222	24,000	24,000
10-43-510	Insurance & Surety Bonds	44,782	42,063	41,331	44,993	45,000	45,000
10-43-550	Banking Charges	1,890	2,812	920	1,129	3,000	1,500
10-43-610	Miscellaneous	1,186	672	842	1,086	5,000	2,000
10-43-625	Cash over and short	229	69	3,661	(0)	0	0
10-43-740	Equipment	17,533	4,779	7,433	26,646	27,000	27,000
10-43-841	Transfer to Recreation Fund	87,400	37,500	0	97,500	97,500	70,000
10-43-910	Transfer to Cap. Proj. Fund	188,600	8,500	377,334	0	0	0
		874,588	642,575	1,005,133	827,586	925,000	889,000

**PUBLIC SAFETY**

10-54-310	Sheriff's Department <i>Sheriff's office &amp; Narcotics Strike Team</i> Sheriff Contract Davis Metro Narcotics Strike Force	230,000
10-54-311	Animal Control <i>Contracted Services with Davis Animal Control</i>	22,000
10-54-320	Emergency Preparedness	2,000
10-54-321	Liquor Law (Narcotics) <i>Liquor Funds Transferred to County for Enforcement</i>	6,000



Account No.	Account Title	2016-17 Actual	2017-18 Actual	2018 - 19 Actual	2019 - 20 Estimate	2019 - 20 Budget	2020 - 21 Budget
<b>PUBLIC SAFETY</b>							
10-54-310	Sheriff's Department	149,962	140,114	140,714	228,192	230,000	230,000
10-54-311	Animal Control	15,364	18,175	19,289	20,075	21,000	22,000
10-54-320	Emergency Preparedness	441	0	238	0	2,000	2,000
10-54-321	Liquor Law (Narcotics)	4,551	0	5,579	5,600	5,000	6,000
		170,318	158,289	165,820	253,867	258,000	260,000

Account No.	Account Title	2016-17 Actual	2017-18 Actual	2018 - 19 Actual	2019 - 20 Estimate	2019 - 20 Budget	2020 - 21 Budget
<b>PUBLIC SAFETY IMPACT FEE FUND</b>							
<b>Revenue</b>							
29-37-200	Public Safety Impact Fees	17,920	11,088	12,636	14,198	10,000	12,000
	Total Source: 34:	17,920	11,088	12,636	14,198	10,000	12,000
<b>Revenue</b>							
29-39-500	Contribution From Fund Balance	16,722	19,276	0	0	0	0
29-37-100	Interest Earnings	356	328	811	144	0	0
	Total Revenue	34,998	30,692	13,448	14,342	10,000	12,000
<b>Contributions and Transfers</b>							
29-80-800	Transfer to General Fund	34,999	30,692	12,636	14,000	10,000 *	12,000
	Total Contributions and Transfers	34,999	30,692	12,636	14,000	10,000	12,000
	Revenue Total	34,998	30,692	13,448	28,342	10,000	12,000
	Expenditure Total	34,999	30,692	12,636	14,000	10,000	12,000
	Net Total	(0)	(0)	812	14,342	0	0

\* Fire Station Bond Payment \$12,000

**FIRE**

10-57-120	Part-time Employee Wages Chief, 3 Captains, Emts & Firefighters - 11 FTE	395,000
10-57-131	Employee Benefit-Employer FICA	31,000
10-57-133	Employee Benefit - Work. Comp.	16,000
10-57-134	Employee Benefit - UI	3,000
10-57-137	Employee Testing	1,000
10-57-140	Uniforms	8,500
10-57-210	Books, Subscriptions, and Memberships <i>Memberships in Professional Organizations and Subscriptions</i>	1,000
10-57-230	Travel and Training	8,500
	Emt School	0
	Fire Certifications & Recertifications	1,500
	Fire Prevention	1,000
	Outside Fire Training	5,000
	Miscellaneous	1,000
10-57-240	Office Supplies & Expense <i>Copier Supplies, Postage, and general office supplies</i>	2,000
10-57-250	Equipment Supplies & Maint. <i>Upkeep or repair of equip. and oper. supplies, including fuel and oil</i>	12,000
10-57-256	Fuel Expense	4,000
10-57-260	Building Supplies and Maint. <i>Upkeep of Fire Station</i>	12,000
10-57-270	Utilities <i>Electricity and Natural Gas expenses</i>	5,000
10-57-280	Telecom <i>Cable, air cards and cellphone expenses</i>	5,000
10-57-350	Software Maintenance <i>Software maintenance contracts</i>	8,000
	Caselle Software	800
	Image Trend (New NFIRS software & setup)	4,900
	ISPYFire	500
	Crewsense	1,800

10-57-370	Professional & Tech. Services Medical Director	8,000 0	18,000
	Dispatch Fees	10,000	
10-57-450	Special Public Safety Supplies <i>Supplies purchased which are peculiar to the Fire department. Includes turnouts, hoses, EMT supplies, etc.</i>		25,000
10-57-530	Interest Expense - Bond 28% Fire, 72% Recreation - (Impact Fees when available)		7,000
10-57-550	Banking Charges		500
10-57-622	Health & Wellness Expenses Peer Support		1,500
10-57-745	Equipment Costing Over \$500		10,000
10-57-811	Sales Tax Rev Bond - Principal 28% Fire, 72% Recreation		28,000

Account No.	Account Title	2016-17 Actual	2017-18 Actual	2018 - 19 Actual	2019 - 20 Estimate	2019 - 20 Budget	2020 - 21 Budget
<b>FIRE</b>							
10-57-120	Part-time Employee Salaries	83,846	174,139	356,881	401,319	410,000	395,000
10-57-131	Employee Benefit-Employer FICA	6,414	13,322	26,702	31,347	29,000	31,000
10-57-133	Employee Benefit - Work. Comp.	2,488	5,860	12,437	13,225	14,000	16,000
10-57-134	Employee Benefit - UI	0	1,000	0	5,000	5,000	3,000
10-57-137	Employee Testing	650	862	336	474	500	1,000
10-57-140	Uniforms	1,580	7,798	3,493	11,792	12,000	8,500
10-57-210	Books/Subscriptions/Membership	700	822	572	950	2,500	1,000
10-57-230	Travel and Training	1,912	12,704	10,217	8,244	12,000	8,500
10-57-240	Office Supplies & Expense	2,669	1,415	523	1,811	1,000	2,000
10-57-250	Equipment Supplies & Maint.	11,601	41,559	18,673	29,683	40,000	12,000
10-57-256	Fuel Expense	2,092	4,534	4,733	3,591	4,000	4,000
10-57-260	Building Supplies and Maint.	5,853	20,573	8,997	11,441	12,000	12,000
10-57-270	Utilities	8,440	10,911	8,066	5,611	5,000	5,000
10-57-280	Telephone	4,770	5,691	7,018	6,051	5,000	5,000
10-57-350	Software Maintenance	1,044	1,008	641	5,449	6,000	8,000
10-57-370	Professional & Tech. Services	16,752	13,078	19,141	17,122	13,000	18,000
10-57-450	Special Public Safety Supplies	12,383	56,454	53,608	23,224	25,000	25,000
10-57-530	Interest Expense - Bond	9,191	8,542	7,870	6,670	7,000	7,000
10-57-550	Banking Charges	316	267	317	229	500	500
10-57-622	Health & Wellness Expenses	90	555	131	0	1,500	1,500
10-57-745	Equipment Costing over \$500	0	11,243	0	20,000	10,000	10,000
10-57-811	Sales Tax Rev Bond - Principal	21,840	23,240	24,640	28,000	28,000	28,000
		194,630	415,576	564,994	631,235	643,000	602,000

### Planning and Zoning

10-58-110	Full-time Employee Salaries - 2.15 FTE Public Works Director, Building Inspector and Devel. Coordinator	122,000
10-58-120	Part-time Employee Salaries 5 Planning Commission Members	4,000
10-58-130	Employee Benefit - Retirement	30,000
10-58-131	Employee Benefit-Employer FICA	10,000
10-58-133	Employee Benefit - Work. Comp.	3,000
10-58-134	Employee Benefit - UI	1,100
10-58-135	Employee Benefit - Health Ins.	23,000
10-58-137	Employee Testing	0
10-58-140	Uniforms <i>1.15 FTE Public Works Uniform and Cleaning costs</i>	1,200
10-58-210	Books/Subscriptions/Membership <i>Memberships in Professional Organizations and Subscriptions</i> Building Code books (updated every three years) ICC memberships - National, State & local	500
10-58-230	Travel and Training <i>Charges for conferences, educational materials, &amp; employee travel</i> ULCT fall conf - Planning commission Land Use Academy of Utah( LUAU) Utah Land Use Institute UCICC (2) Iworx	6,000  1,000 800 2,000 2,000 200
10-58-250	Equipment Supplies & Maint. <i>Upkeep or repair of equip. and oper. Supplies</i>	4,000
10-58-255	Vehicle Lease <i>Department share based on FTE</i>	0
10-58-256	Fuel Expense	1,000
10-58-280	Telephone	1,700
10-58-310	Professional & Tech. - Planner (Moved from Administrative Dept.)	12,500

10-58-311	Professional & Tech. - Eco Dev/ Comm Fundraising (Moved from Administrative Dept.)		0
10-58-312	Professional & Tech. - Engineer (Moved from Administrative Dept.)		60,000
10-58-319	Professional & Tech. - Subd. Revi (Moved from Administrative Dept.)		80,000
10-58-325	GIS/ Mapping		15,000
10-58-350	Software Maintenance		3,000
10-58-370	Professional & Tech.		0
10-58-620	Miscellaneous General Plan Update	2,000	2,000
			0

Account No.	Account Title	2016-17 Actual	2017-18 Actual	2018 - 19 Actual	2019 - 20 Estimate	2019 - 20 Budget	2020 - 21 Budget
<b>Planning and Zoning</b>							
10-58-110	Full-time Employee Salaries	46,513	81,077	98,465	98,534	82,000	122,000
10-58-120	Part-time Employee Salaries	0	3,591	14,567	47,874	33,000	4,000
10-58-130	Employee Benefit - Retirement	8,987	15,406	19,608	24,832	20,000	30,000
10-58-131	Employee Benefit-Employer FICA	3,454	6,063	8,308	11,502	9,000	10,000
10-58-133	Employee Benefit - Work. Comp.	851	1,624	2,031	13,127	3,000	3,000
10-58-134	Employee Benefit - U.I.	0	1,000	0	1,800	1,600	1,100
10-58-135	Employee Benefit - Health Ins.	6,831	12,394	15,147	9,641	10,000	23,000
10-58-137	Employee Testing	0	65	228	180	0	0
10-58-140	Uniforms	0	502	1,522	1,151	900	1,200
10-58-210	Books/Subscriptions/Membership	687	600	40	475	1,500	500
10-58-230	Travel & Training	9,048	1,213	1,325	4,294	5,000	6,000
10-58-250	Equipment Supplies & Maint.	168	5,691	6,730	4,145	4,000	4,000
10-58-255	Vehicle Lease	0	8,799	0	0	0	0
10-58-256	Fuel Expense	933	724	1,173	900	1,000	1,000
10-58-280	Telephone	0	0	1,085	1,530	0	1,700
10-58-310	Professional & Tech. - Planner	0	13,954	11,560	13,700	12,000	12,500
10-58-312	Professional & Tech. - Engineer	0	59,285	66,589	82,648	60,000	60,000
10-58-319	Professional & Tech. - Subd. Reviews	0	89,584	69,359	55,309	80,000	80,000
10-58-325	GIS/ Mapping	0	0	0	0	0	15,000
10-58-350	Software Maintenance	1,200	2,459	3,259	2,880	3,000	3,000
10-58-370	Professional & Tech. Services	150	1,228	946	0	0	0
10-58-620	Miscellaneous	1,246	202	0	1,977	2,000	2,000
		80,068	305,459	321,941	376,500	328,000	380,000



**STREETS**

10-60-110	Full-Time Employee Salaries - .75 FTE		48,000
10-60-120	Part-Time Employee Salaries - .77 FTE		20,000
10-60-130	Employee Benefit - Retirement		12,000
10-60-131	Employee Benefit-Employer FICA		5,200
10-60-133	Employee Benefit - Work. Comp.		2,000
10-60-134	Employee Benefit - UI		600
10-60-135	Employee Benefit - Health Ins.		8,000
10-60-137	Employee Testing		500
10-60-140	Uniforms <i>.75 FTE Public Works Uniform and Cleaning costs</i>		800
10-60-230	Travel and Training <i>Charges for conferences, educational materials, &amp; employee travel</i>		2,000
	Road School	1,500	
	Misc.	500	
10-60-250	Equipment Supplies & Maint. <i>Upkeep or repair of equip. and oper. Supplies</i>		6,000
10-60-255	Vehicle Lease <i>Department share based on FTE</i>		0
10-60-256	Fuel Expense		5,000
10-60-260	Buildings & Grounds - Shop <i>33% of Shop building and grounds maintenance</i>		5,000
10-60-271	Utilities - Street Lights <i>Power &amp; Repair</i>		60,000
10-60-312	Professional & Tech. - Engineer New Development	20,000	20,000
10-60-325	GIS/ Mapping		10,000
10-60-350	Software Maintenance <i>Software maintenance contracts</i>		3,000
10-60-370	Professional & Tech. Services Other	900	900

10-60-410	Special Highway Supplies Sweeping (3 times a year) Barricades Repairs	15,000
10-60-411	Snow Removal	35,000
10-60-415	Mailboxes and Street Signs <i>Developer paid mailboxes and signs</i>	10,000
10-60-416	Street Lights <i>New street lights - both city and developer paid</i>	20,000
10-60-420	Weed Control	1,500
10-60-422	Crosswalk/Street Painting	5,000
10-60-424	Curb, Gutter and Sidewalk Restoration	0
10-60-550	Banking Charges <i>Bank charges and fees and credit card transaction fees</i>	500
10-60-745	Equipment	0

Account No.	Account Title	2016-17 Actual	2017-18 Actual	2018 - 19 Actual	2019 - 20 Estimate	2019 - 20 Budget	2020 - 21 Budget
<b>STREETS</b>							
10-60-110	Full-Time Employee Salaries	16,637	43,228	41,640	44,957	39,000	48,000
10-60-120	Part-Time Employee Salaries	10,458	11,356	16,082	13,164	21,000	20,000
10-60-130	Employee Benefit - Retirement	3,246	8,624	7,854	8,645	10,000	12,000
10-60-131	Employee Benefit-Employer FICA	2,050	4,076	4,255	4,340	4,500	5,200
10-60-133	Employee Benefit - Work. Comp.	726	1,351	1,426	1,335	1,700	2,000
10-60-134	Employee Benefit - UI	0	900	0	800	800	600
10-60-135	Employee Benefit - Health Ins.	284	6,834	7,805	7,937	10,000	8,000
10-60-137	Employee Testing	399	385	225	233	0	500
10-60-140	Uniforms	772	1,159	928	1,102	1,000	800
10-60-230	Travel & Training	1,049	881	598	1,900	2,000	2,000
10-60-250	Equipment Supplies & Maint.	17,689	18,535	12,270	5,131	17,000	6,000
10-60-255	Vehicle Lease	1,057	8,799	0	0	0	0
10-60-256	Fuel Expense	973	2,728	2,346	4,568	5,000	5,000
10-60-260	Buildings & Grounds - Shop	5,633	7,416	3,376	1,975	10,000	5,000
10-60-271	Utilities - Street Lights	46,598	51,430	36,066	48,594	50,000	60,000
10-60-312	Professional & Tech. - Engineer	20,499	32,235	35,405	27,510	30,000	20,000
10-60-325	GIS/ Mapping	0	0	0	9,000	0	10,000
10-60-350	Software Maintenance	451	891	641	2,364	3,000	3,000
10-60-370	Professional & Tech. Services	2,262	531	150	800	1,000	900
10-60-410	Special Highway Supplies	16,620	9,893	27,113	13,295	15,000	15,000
10-60-411	Snow Removal Supplies	0	23,012	36,677	29,564	35,000	35,000
10-60-415	Mailboxes and Street Signs	0	0	0	0	0	10,000
10-60-416	Street Lights	0	0	0	0	0	20,000
10-60-420	Weed Control	1,712	11	341	1,338	2,500	1,500
10-60-422	Crosswalk/Street Painting	0	4,645	0	4,700	5,000	5,000
10-60-424	Curb & Gutter Restoration	15,000	0	0	0	0	0
10-60-550	Banking Charges	316	86	198	329	500	500
		164,431	239,006	235,396	233,580	264,000	296,000

Account No.	Account Title	2016-17 Actual	2017-18 Actual	2018 - 19 Actual	2019 - 20 Estimate	2019 - 20 Budget	2020 - 21 Budget
<b>ROAD IMPACT FEE FUND</b>							
<b>Revenue</b>							
24-37-100	Interest Earnings	2,322	4,036	7,066	8,851	0	0
24-37-200	Road Impact Fees	28,321	60,632	69,865	250,247	40,000	250,000
	Total Revenue	30,643	64,668	76,931	259,098	40,000	250,000
<b>Contributions and Transfers</b>							
24-39-500	Contribution From Fund Balance	0	0	0	250,000	210,000	77,000
	Total Contributions and Transfers	0	0	0	250,000	210,000	77,000
<b>Expenditures</b>							
24-40-760	Transfers	42,298	24,011	0	500,000	250,000	327,000
	Total Expenditures	42,298	24,011	0	500,000	250,000	327,000
	Road Impact Fee Fund Revenue Total	30,643	64,668	76,931	509,098	250,000	327,000
	Road Impact Fee Fund Expenditure Total	42,298	24,011	0	500,000	250,000	327,000
	Net Road Impact Fee Fund	(11,655)	40,657	76,931	9,098	0	0
	Transfer to Reimburse Old Fort Road project Class 'C'						

**PARKS**

10-70-110	Full-Time Employee Salaries - 2.65 FTE		100,000
10-70-120	Part-time Employee Salaries - .3 FTE		14,000
10-70-130	Employee Benefit - Retirement		21,000
10-70-131	Employee Benefit-Employer FICA		9,000
10-70-133	Employee Benefit - Work. Comp.		4,000
10-70-134	Employee Benefit - UI		1,000
10-70-135	Employee Benefit - Health Ins.		31,000
10-70-137	Employee Testing		400
10-70-140	Uniforms <i>Uniform and Cleaning costs</i>		2,700
10-70-230	Travel & Training <i>Charges for conferences, educational materials, &amp; employee travel</i>		4,000
	Playground Equipment Certification (URPA)	500	
	Utah Recreation & Parks Assoc. Conference (2)	3,000	
	Sod Classes	500	
10-70-250	Equipment Supplies & Maint. <i>Upkeep or repair of equipment and operating supplies</i>		15,000
10-70-255	Vehicle Lease <i>Department share based on FTE</i>		0
10-70-256	Fuel Expense		5,000
10-70-260	Buildings & Grounds - Shop <i>33% of Shop building and grounds improvements</i>		5,000
10-70-261	Grounds Supplies & Maintenance <i>Upkeep and repair of park grounds and structures</i>		40,000
10-70-270	Utilities <i>Electricity and Secondary Water expenses</i>		8,000
	Electricity	5,500	
	Water	2,500	
10-70-280	Telephone		600

10-70-312	Professional & Tech. - Engineer		20,000
10-70-350	Software Maintenance <i>Software maintenance contracts</i>		1,000
10-70-430	Beautification and Trails		0
10-70-435	Safety Incentive Program		0
10-70-550	Banking Charges <i>Bank charges and fees and credit card transaction fees</i>		300
10-70-626	UTA Park and Ride <i>Dumpsters and trash removal, lights, snow removal and repairs</i>		15,000
10-70-740	Equipment Purchases Trailer	2,000	2,000
	<b>IMPACT FEE FUND</b>		
23-40-760	Projects		390,000
	Cherry Farms Ballfield	190,000	
	Canyon Meadows Gravel Parking Lot	50,000	
	Canyon Meadows Pickleball Court	150,000	

Account No.	Account Title	2016-17 Actual	2017-18 Actual	2018 - 19 Actual	2019 - 20 Estimate	2019 - 20 Budget	2020 - 21 Budget
<b>PARKS</b>							
10-70-110	Full-Time Employee Salaries	38,859	54,270	53,177	83,172	55,000	100,000
10-70-120	Part-time Employee Salaries	7,967	6,684	3,040	16,000	16,000	14,000
10-70-130	Employee Benefit - Retirement	9,025	10,367	9,521	14,918	14,000	21,000
10-70-131	Employee Benefit-Employer FICA	3,518	4,568	4,089	6,196	6,000	9,000
10-70-133	Employee Benefit - Work. Comp.	1,178	1,683	1,380	1,886	3,000	4,000
10-70-134	Employee Benefit - UI	0	800	0	2,000	2,000	1,000
10-70-135	Employee Benefit - Health Ins.	6,633	10,786	17,201	17,559	33,000	31,000
10-70-137	Employee Testing	389	146	501	200	0	400
10-70-140	Uniforms	0	1,232	2,240	2,713	1,600	2,700
10-70-230	Travel & Training	0	560	52	1,728	2,500	4,000
10-70-250	Equipment Supplies & Maint.	7,388	10,324	11,978	14,663	9,000	15,000
10-70-255	Vehicle Lease	1,057	0	0	0	0	0
10-70-256	Fuel Expense	3,713	6,445	3,991	3,831	5,000	5,000
10-70-260	Buildings & Grounds - Shop	5,747	217	194	0	10,000	5,000
10-70-261	Grounds Supplies & Maintenance	14,073	16,978	34,148	39,240	35,000	40,000
10-70-270	Utilities	4,128	12,821	5,534	9,170	8,000	8,000
10-70-280	Telephone	0	0	308	534	0	600
10-70-312	Professional & Tech. - Engineer	0	13,085	19,835	24,891	20,000	20,000
10-70-350	Software Maintenance	451	523	641	734	600	1,000
10-70-430	Beautification and Trails	47	7,516	0	3,500	2,000	0
10-70-550	Banking Charges	316	267	198	259	300	300
10-70-626	UTA Park and Ride	25,938	10,891	17,639	14,251	15,700	15,000
10-70-740	Equipment	0	0	33,564	0	1,300	2,000
		130,426	170,162	219,230	257,446	240,000	299,000

Account No.	Account Title	2016-17 Actual	2017 - 18 Actual	2018 - 19 Actual	2019 - 20 Estimate	2019 - 20 Budget	2020 - 21 Budget
<b>PARK IMPACT FEE FUND</b>							
<b>Revenue</b>							
23-37-100	Interest Earnings	601	1,744	7,561	12,071	1,000	1,000
23-37-200	Park Impact Fees	20,117	130,707	210,368	225,008	80,000	225,000
	<b>Total Revenue</b>	<b>20,718</b>	<b>132,450</b>	<b>217,930</b>	<b>237,079</b>	<b>81,000</b>	<b>226,000</b>
<b>Contributions and Transfers</b>							
23-39-500	Contribution From Fund Balance		0	0	79,000	79,000	164,000
	<b>Total Contributions and Transfers</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>79,000</b>	<b>79,000</b>	<b>164,000</b>
<b>Expenditures</b>							
23-40-760	Transfers	25,989	2,996	0	160,000	160,000	390,000
	<b>Total Expenditures</b>	<b>25,989</b>	<b>2,996</b>	<b>0</b>	<b>160,000</b>	<b>160,000</b>	<b>390,000</b>
	<b>Park Impact Fee Fund Revenue Total</b>	<b>20,718</b>	<b>132,450</b>	<b>217,930</b>	<b>316,079</b>	<b>160,000</b>	<b>390,000</b>
	<b>Park Impact Fee Fund Expenditure Total</b>	<b>25,989</b>	<b>2,996</b>	<b>0</b>	<b>160,000</b>	<b>160,000</b>	<b>390,000</b>
	<b>Net Total Park Impact Fee Fund</b>	<b>(5,271)</b>	<b>129,455</b>	<b>217,930</b>	<b>156,079</b>	<b>0</b>	<b>0</b>
	Cherry Farms Ballfield	190,000					
	Canyon Meadows Parking Lot	50,000					
	Canyon Meadows Pickleball Court	150,000					





**CAPITAL PROJECTS**

45-43-740	Fire - Purchase of Equipment		120,000
	Power Lift Gurney	35,000	
	Restrict additional for vehicle replacement	85,000	
45-60-740	Streets - Purchase of Equipment		125,000
	Tractor and Attachments - Replacement	75,000	
	Survey & Master site layout - Public Works Shop	50,000	
45-70-730	Parks - Improvements Other than Buildings		390,000
	Cherry Farms Ballfield	190,000	
	Canyon Meadows Gravel Parking Lot	50,000	
	Canyon Meadows Pickleball Court	150,000	

Account No.	Account Title	2016-17 Actual	2017-18 Actual	2018 - 19 Actual	2019 - 20 Estimate	2019 - 20 Budget	2020 - 21 Budget
<b>CAPITAL PROJECTS</b>							
45-43-740	Admin. - Purchase of Equipment	0	0	10,950	0	0	0
45-57-720	Fire - Buildings	0	0	0	22,825	30,000	0
45-57-740	Fire - Purchase of Equipment	0	274,094	270,009	85,000	85,000	120,000
45-60-720	Streets - Buildings	1,902	5,050	5,150	800,000	800,000	0
45-60-730	Streets - Improv. Other than Bldgs.	43,245	571,469	501,868	1,677,758	1,702,000	0
45-60-740	Streets - Purchase of Equipment	13,547	0	261,372	0	34,000	125,000
45-70-730	Parks - Improv. Other than Bldgs.	81,730	36,215	11,772	223,887	220,000	390,000
45-70-740	Parks - Purchase of Equipment	34,000	0	95,245	123,231	125,000	0
	Contribution to Fund Balance				0	0	327,000
		174,424	886,827	1,156,365	2,932,701	2,996,000	962,000

Account No.	Account Title	2016-17 Actual	2017-18 Actual	2018-19 Actual	2019 - 20 Estimate	2019 - 20 Budget	10 Budget
<b>RECREATION</b>							
<b>RECREATION REVENUE</b>							
20-34-720	Rental - Activity Center	5,650	9,322	9,905	9,362	10,000	9,000
20-34-750	Recreation Fees	41,639	0	0	0	0	0
20-34-751	Membership Fees	18,963	20,873	21,249	17,271	20,000	19,000
20-34-752	Competition Basketball	18,760	17,244	16,685	17,715	17,000	17,000
20-34-753	Misc. Revenue	835	2,179	4,026	2,060	1,000	1,000
20-34-754	Competition Baseball	0	580	300	505	0	500
20-34-755	Basketball	0	13,381	14,250	13,471	14,000	13,000
20-34-756	Baseball & Softball	0	10,363	8,024	7,500	7,500	7,500
20-34-757	Soccer	0	10,891	11,990	8,490	8,000	8,000
20-34-758	Flag Football	0	3,940	5,001	3,450	4,500	3,500
20-34-759	Volleyball	0	1,660	1,065	1,330	2,000	1,500
20-34-760	Wrestling	0	0	0	2,010	2,000	2,000
20-34-841	Gravel Pit Fees	32,887	23,417	66,246	61,000	55,000	60,000
20-36-895	Rental of Uniforms and Equip	1,500	0	0	0	1,500	0
	Total Recreation Fee Revenue:	120,234	113,850	158,741	144,164	142,500	142,000
20-37-100	Interest Earnings	3,411	6,185	8,330	8,002	3,000	6,000
<b>Contributions &amp; Transfers</b>							
20-39-470	Transfer from General Fund	87,400	37,500	0	97,500	97,500	70,000
20-39-800	Transfer from Recreation Impact Fees	141,143	677	94,465	94,000	66,000	90,000
	Contribution from Fund Balance				0	4,000	0
	Total Contributions & Transfers:	228,543	38,177	94,465	191,500	167,500	160,000
	Total Fund Revenues	352,188	158,211	261,535	343,666	313,000	308,000

## RECREATION FUND

### RECREATION EXPENDITURES

20-71-110	Full-time Salaries <i>Recreation Director</i>	56,000
20-71-120	Part-time Salaries - 1.6 FTE <i>5 Employees</i>	43,000
20-71-130	Employee Benefit - Retirement	12,000
20-71-131	Employee Benefit-Employer FICA	7,500
20-71-133	Employee Benefit - Work. Comp.	2,000
20-71-134	Employee Benefit - UI	1,000
20-71-135	Employee Benefit - Health Ins.	11,000
20-71-137	Employee Testing	200
20-71-230	Travel and Training <i>Charges for conferences, educational materials, &amp; employee travel</i>	1,500
	Utah Rec & Parks Association Conference	1,000
	ULCT Conferences	300
	Other	200
20-71-240	Office Supplies and Expense <i>Copier Supplies, Postage, and general office supplies</i>	1,000
20-71-241	Materials & Supplies <i>Towel Service</i>	2,000
20-71-250	Equipment Supplies & Maint. <i>Upkeep or repair of equipment and operating supplies</i>	1,000
	Weight Equipment	
20-71-256	Fuel Expense	200
20-71-262	General Government Buildings <i>Upkeep of building and floor resurfacing</i>	2,000
20-71-270	Utilities <i>Electricity and Natural Gas expenses</i>	6,000
20-71-280	Telephone	4,000
20-71-331	Community Events <i>Daddy/Daughter</i>	3,500

Halloween

20-71-350	Software Maintenance <i>Software maintenance contracts</i>	800
20-71-480	Basketball <i>Jr. Jazz program - 300 participants</i>	11,000
20-71-481	Baseball & Softball <i>T-ball, Coach Pitch, Machine Pitch, baseball &amp; softball - 250 participants</i>	7,000
20-71-482	Soccer <i>Pre-kindergarten to 4th grade; 300 participants</i>	4,000
20-71-483	Flag Football <i>1st to 9th grade, co-educational - 110 participants</i>	2,500
20-71-484	Volleyball <i>Girls 3rd to 9th grade - 70 participants</i>	1,500
20-71-485	Summer Fun <i>Citizen participation at Roy City Aquatics Center - 1200 participants</i>	2,000
20-71-486	Sr Luncheon <i>Held 6 times a year - 21 Participant per luncheon</i>	1,500
20-71-488	Competition Basketball	9,000
20-71-489	Competition Baseball	300
20-71-491	Fly Fishing	1,000
20-71-492	Wrestling	2,000
20-71-530	Interest Expense - Bond <i>28% Fire, 72% Recreation</i>	17,000
20-71-550	Banking Charges <i>Bank charges and fees and credit card transaction fees</i>	800
20-71-610	Miscellaneous	700
20-71-625	Cash Over and Short	0
20-71-740	Equipment Rental of Exercise Equipment	5,000
20-71-811	Sales Tax Rev Bond - Principal <i>28% Fire, 72% Recreation</i>	72,000
20-71-900	Increase in Fund Balance	0
20-71-915	Transfer to Admin Svcs	16,000

Account No.	Account Title	2016-17 Actual	2017-18 Actual	2018 - 19 Actual	2019 - 20 Estimate	2019 - 20 Budget	2020 - 21 Budget
<b>RECREATION</b>							
20-71-110	Full-Time Employee Salaries	47,265	47,974	50,837	54,109	54,000	56,000
20-71-120	Part-time Employees Salaries	36,270	37,695	33,601	41,175	51,000	43,000
20-71-130	Employee Benefit - Retirement	8,968	9,098	9,273	9,924	11,000	12,000
20-71-131	Employee Benefit-Employer FICA	6,277	6,461	6,497	7,487	8,000	7,500
20-71-133	Employee Benefit - Work. Comp.	1,714	1,696	2,232	1,762	2,000	2,000
20-71-134	Employee Benefit - Unemployment Ins.	0	1,300	0	2,000	2,000	1,000
20-71-135	Employee Benefit - Health Ins.	8,127	8,399	8,594	9,156	11,000	11,000
20-71-137	Employee Testing	266	356	410	324	200	200
20-71-230	Travel & training	1,060	720	1,183	1,450	1,500	1,500
20-71-240	Office Supplies and Expense	490	623	751	877	1,000	1,000
20-71-241	Materials & Supplies	1,156	1,128	1,583	1,547	2,000	2,000
20-71-250	Equipment Supplies & Maint.	163	472	1,459	820	1,000	1,000
20-71-256	Fuel Expense	146	308	295	116	200	200
20-71-262	General Government Buildings	1,499	1,907	330	731	4,000	2,000
20-71-270	Utilities	4,337	8,416	4,002	6,794	7,000	6,000
20-71-280	Telephone	2,899	3,316	3,571	2,797	4,000	4,000
20-71-331	Community Events	1,351	1,442	1,106	938	1,500	3,500
20-71-340	Program Officials	14,294	0	0	0	0	0
20-71-350	Software Maintenance	451	1,008	641	764	700	800
20-71-480	Basketball	7,686	10,686	10,804	11,180	11,000	11,000
20-71-481	Baseball & Softball	5,210	6,225	6,781	6,269	7,000	7,000
20-71-482	Soccer	4,176	3,419	5,035	1,723	4,500	4,000
20-71-483	Flag Football	2,349	2,221	2,817	1,402	3,000	2,500
20-71-484	Volleyball	1,388	1,185	935	949	2,000	1,500
20-71-485	Summer Fun	339	700	1,792	1,988	2,000	2,000
20-71-486	Sr Luncheon	1,445	1,434	1,280	1,484	1,500	1,500
20-71-487	Knight's Football	3,432	0	0	0	0	0
20-71-488	Competition Basketball	0	8,192	7,883	8,559	9,000	9,000
20-71-489	Competition Baseball	0	197	167	0	300	300
20-71-491	Fly Fishing	0	0	0	0	1,000	1,000
20-71-492	Wrestling	0	0	0	2,000	2,000	2,000
20-71-530	Interest Expense	23,634	21,966	20,236	16,304	17,000	17,000
20-71-550	Banking Charges	316	898	1,236	733	800	800
20-71-610	Miscellaneous	944	1,106	503	586	800	700
20-71-625	Cash Over and Short	8	(15)	0	0	0	0
20-71-740	Equipment	6,186	962	501	0	1,000	5,000
20-71-811	Bond Principal	56,160	59,760	63,360	0	72,000	72,000
20-71-915	Transfer to Admin Svs	0	19,500	15,500	8,000	16,000	16,000
		250,007	270,757	265,194	203,946	313,000	308,000

Account No.	Account Title	2016-17 Actual	2017-18 Actual	2018 - 19 Actual	2019 - 20 Estimate	2019 - 20 Budget	2020 - 21 Budget
<b>RECREATION IMPACT FEE FUND</b>							
<b>Revenue</b>							
27-34-200	Recreation Impact Fees	19,730	73,392	76,442	90,882	65,000	70,000
	Total Source: 34:	19,730	73,392	76,442	90,882	65,000	70,000
27-37-100	Interest Earnings	1,347	1,581	850	810	1,000	1,000
	Total Revenue	21,077	74,973	77,292	91,692	66,000	71,000
<b>Contributions and Transfers</b>							
27-39-500	Contribution From Fund Balance	0	0	0	0	0	0
	Total Contributions and Transfers	0	0	0	0	0	0
<b>Expenditures</b>							
27-80-800	Transfers	149,543	69,800	94,465	92,000	66,000	71,000
	Total Expenditures	149,543	69,800	94,465	92,000	66,000	71,000
	Recreation Impact Fee Fun Revenue Total	21,077	74,973	77,292	91,692	66,000	71,000
	Recreation Impact Fee Fund Expenditure Tot	149,543	69,800	94,465	92,000	66,000	71,000
	Net Total Park Impact Fee Fund	(128,467)	5,173	-17,173	(308)	0	0



Account No.	Account Title	2016 - 17 Actual	2017-18 Actual	2018-19 Actual	2019 - 20 Estimate	2019 - 20 Budget	2020 - 21 Budget
<b>TRANSPORTATION UTILITY</b>							
<b>MISCELLANEOUS REVENUE</b>							
56-36-100	Interest Earnings	0	8,770	3,289	4,686	1,000	3,000
Total Miscellaneous Revenue:		0	8,770	3,289	4,686	1,000	3,000
<b>TRANSPORTATION UTILITY REVENUE</b>							
56-31-305	Transportation - Local Option	0	57,797	75,784	94,071	62,000	85,000
56-33-560	Class "C" Road Fund Allotment	0	0	0	(0)	211,500	80,000
56-34-270	Developer Pmts for Improv	0	0	0	13,500	13,500	118,000
56-37-800	Transportation Utility Fee	0	125,524	258,091	400,919	380,000	400,000
Total Transportation Utility Revenue:		0	183,321	333,875	508,490	667,000	683,000
<b>CONTRIBUTIONS AND TRANSFERS</b>							
Contribution From Fund Balance		0	0	0	0	110,000	50,000
56-39-500	Contribution From Fund Bal - Class C	0	0	0	0	0	0
Total Contributions and Transfers		0	0	0	0	110,000	50,000
		0	192,091	337,164	513,176	778,000	736,000

**Transportation Utility Fund**

56-76-312	Professional & Tech. - Engineer		18,000
56-76-424	Curb & Gutter Restoration		50,000
56-76-425	Street Maintenance		0
56-76-730	Street Projects		668,000
	City Projects	550,000	
	New Subdivision chip seal (paid by developers)	118,000	

City Project list:  
Cottonwood Drive (Adams Avenue to River Bridge)  
8150 S (2570 E to 2700 E)  
Sunrise Ridge  
Bowman Old Farm Estates  
Crack Fill approximately 1/5 of City

Account No.	Account Title	2016 - 17 Actual	2017-18 Actual	2018 - 19 Actual	2019 - 20 Estimate	2019 - 20 Budget	2020 - 21 Budget
<b>TRANSPORTATION UTILITY</b>							
56-76-312	Professional & Tech. - Enginr	0	28,948	35,348	12,545	18,000	18,000
56-76-410	Special Highway Supplies	0	3,488				
56-76-424	Curb & Gutter Restoration	0	140	4,073	0	50,000	50,000
56-76-425	Street Sealing	0	0	106,949	255,000	400,000	0
56-76-730	Street Projects	0	32,418	206,290	304,260	310,000	668,000
56-76-990	Contribution to Fund Balance	0	0	0		0	0
		0	64,993	352,659	571,805	778,000	736,000

Account No.	Account Title	2016-17 Actual	2017-18 Actual	2018-19 Actual	2019 - 20 Estimate	2019 - 20 Budget	2020 - 21 Budget
<b>WATER UTILITY FUND</b>							
<b>WATER UTILITIES REVENUE</b>							
51-37-100	Water Sales	1,050,259	1,068,384	1,434,772	1,415,450	1,500,000	1,400,000
51-37-105	Water Connection Fee	12,807	23,296	24,910	38,345	16,000	20,000
51-37-130	Penalties	48,036	44,505	40,940	41,085	39,000	40,000
Total Water Utilities Revenue:		1,111,102	1,136,184	1,500,622	1,494,880	1,555,000	1,460,000
<b>MISCELLANEOUS</b>							
51-34-270	Developer Payments for Improvements	0	0	0	310,000	0	1,635,000
51-36-100	Interest Earnings	11,896	24,148	50,055	55,591	15,000	17,000
51-36-300	Sundry Revenues	2,088	3,475	3,050	2,550	0	0
51-38-920	Gain Loss Sale of Assets	0	0	24,000	0	0	0
Total Miscellaneous		13,984	27,623	77,105	368,141	15,000	1,652,000
<b>CONTRIBUTIONS AND TRANSFERS</b>							
51-38-820	Transfer from Water Impact Fd	302,904	107,365	71,579	110,000	110,000	75,000
51-38-910	Capital Contributions	0	165,523	44,119	20,000	20,000	0
51-39-500	Contribution from Fund Balance	0	0	0	0	1,064,000	838,000
Total Contributions and Transfers:		302,904	272,888	115,698	130,000	1,194,000	913,000
		1,427,991	1,436,695	1,693,424	1,993,021	2,764,000	4,025,000

**WATER UTILITY**

51-40-110	Full-Time Employee Salaries - 2.0 FTE	107,000
51-40-120	Part-time Employee Salaries	0
51-40-130	Employee Benefit - Retirement	25,000
51-40-131	Employee Benefit-Employer FICA	9,000
51-40-133	Employee Benefit - Work. Comp.	4,000
51-40-134	Employee Benefit - UI	900
51-40-135	Employee Benefit - Health Ins.	31,000
51-40-140	Uniforms <i>2.0FTE Public Works Uniform and Cleaning costs</i>	2,000
51-40-210	Books/Subscriptions/Membership <i>Memberships in Professional Organizations and Subscriptions</i>	3,000
	Rural Water Users of Utah	2200
	APWA	50
	AWWA	350
	Cross-Control Certification	400
51-40-230	Travel <i>Charges for conferences, educational materials, &amp; employee travel</i>	1,500
	Rural Water Conference	
	Backflow Technician Certification	
	Other local classes	
51-40-240	Office Supplies & Expense <i>Copier Supplies, Postage, and general office supplies</i>	1,600
51-40-250	Equipment Supplies & Maint. <i>Upkeep or repair of equip. and oper. Supplies</i>	10,000
51-40-255	Vehicle Lease	0
51-40-256	Fuel Expense	5,000
51-40-260	Buildings & Grounds <i>33% of Shop building and grounds maintenance</i>	5,000
51-40-270	Water - Power & Pumping	14,000
51-40-280	Telephone and wireless	2,000
51-40-311	Professional/Technical <i>Bond disclosure preparation and submission</i>	2,000

51-40-312	Professional/Technical-Engineering <i>Engineering Services including GIS</i>		10,000
51-40-315	Professional/Technical - Auditor		0
51-40-325	GIS/ Mapping		5,000
51-40-350	Software Maintenance <i>Software maintenance contracts</i> Master Meter IWorq Caselle Win-911 LogMeIn		8,000
51-40-370	Utility Billing Services <i>% of services associated with the billing and collection of utility accounts</i>		14,000
51-40-480	Special Water Supplies <i>Testing supplies and costs to insure water quality</i> Chemtech-Ford Davis County Health		3,000
51-40-481	Water Purchases <i>Culinary water purchased from Weber Basin</i>		350,000
51-40-485	Fire Hydrant Update <i>Replace 6 per year for the next 3 years.</i>		50,000
51-40-490	Water O & M Charge <i>Water system supplies and maintenance.</i>		1,000
51-40-530	Interest Expense <i>Interest payment on Bond</i>		121,000
51-40-550	Banking Charges <i>Bank charges and fees and credit card transaction fees</i>		4,000
51-40-650	Depreciation		235,000
51-40-720	Meter Replacements <i>Replace 400 meters</i>		100,000
51-40-811	Bond - Principal <i>Principal payment on bond</i>		95,000
51-80-512	Contributions		0
51-40-730	Improvements other than Buildings East Bench Transmission Line Cottonwood Drive upgrade	1,800,000 700,000	2,500,000
51-40-740	Equipment Metering and SCADA	200000	200,000
51-40-750	Vehicles		45,000

51-40-900	Contribution to Fund Balance	0
51-40-915	Transfer to Admin Svs	61,000

**WATER IMPACT FEE FUND**

Bond Payment

75,000

4,025,000

Account +N27+A:	Account Title	2016-17 Actual	2017-18 Actual	2018 - 19 Actual	2019 - 20 Estimate	2019 - 20 Budget	2020 - 21 Budget
<b>WATER</b>							
51-40-110	Full-Time Employee Salaries	125,619	88,699	85,241	101,739	96,000	107,000
51-40-120	Part-time Employee Salaries	2,627	0	0	0	0	0
51-40-130	Employee Benefit - Retirement	31,180	18,804	17,859	19,478	23,000	25,000
51-40-131	Employee Benefit-Employer FICA	9,574	8,201	6,686	7,784	8,000	9,000
51-40-133	Employee Benefit - Work. Comp.	2,428	2,298	2,527	2,768	3,000	4,000
51-40-134	Employee Benefit - UI	0	1,000	0	1,400	1,400	900
51-40-135	Employee Benefit - Health Ins.	14,842	20,867	23,915	23,704 *	36,000	31,000
51-40-137	Employee Testing	36	0	291	0	0	0
51-40-140	Uniforms	512	674	1,084	1,394	900	2,000
51-40-210	Books/Subscriptions/Membership	0	2,360	1,760	1,600	1,600	3,000
51-40-230	Travel & Training	1,682	2,077	3,146	1,400	1,500	1,500
51-40-240	Office Supplies & Expense	1,219	1,789	958	1,493	1,800	1,600
51-40-250	Equipment Supplies & Maint.	10,002	8,725	11,501	7,550	25,000	10,000
51-40-256	Fuel Expense	1,987	2,050	2,892	4,703	2,000	5,000
51-40-260	Buildings & Grounds	25	0	0	1,130	10,000	5,000
51-40-270	Utilities	19,875	17,289	11,404	14,082	24,000	14,000
51-40-280	Telephone	2,169	2,352	2,060	2,132	2,000	2,000
51-40-312	Professional/Technical-Engineering	60,436	25,015	19,069	6,904	70,000	10,000
51-40-318	Professional/Technical	1,500	86,298	576	2,200	2,200	2,000
51-40-325	GIS/ Mapping	0	0	0	3,000	0	5,000
51-40-350	Software Maintenance	5,193	4,924	16,593	7,561	7,000	8,000
51-40-370	Utility Billing Services	10,004	10,766	11,490	13,364	11,000	14,000
51-40-480	Special Water Supplies	2,541	10,449	4,520	2,409	7,000	3,000
51-40-481	Water Purchases	252,619	262,416	277,632	315,682	313,000	350,000
51-40-485	Fire Hydrant Update	34,140	51,539	0	50,000	50,000	50,000
51-40-490	O & M Charge	72,225	91,741	51,963	95,544	74,000	1,000
51-40-495	Meter Replacements	44,275	40,736	39,848	39,886	50,000	100,000
51-40-530	Interest Expense	139,323	110,875	105,222	119,239	120,600	121,000
51-40-550	Banking Charges	4,574	4,868	5,075	2,381	7,000	4,000
51-40-650	Depreciation	207,439	203,522	217,883	235,000	235,000	235,000
51-40-811	Bond - Principal	75,000	85,000	95,000	95,000	95,000	95,000
51-40-730	Improv. Other than Buildings	56,817	39,910	246,420	937,276	1,130,000	2,500,000
51-40-740	Equipment	0	90,623	94,750	74,558	250,000	200,000
51-40-750	Capital Outlay - Vehicles	22,250	0	0	0	45,000	45,000
51-40-915	Transfer to Admin Svs	0	68,900	59,000	61,000	61,000	61,000
	Transfer to Reserve for Replacement						
		1,212,114	1,364,769	1,416,364	2,253,358	2,764,000	4,025,000



Account No.	Account Title	2016-17 Actual	2017 - 18 Actual	2018 - 19 Actual	2019 - 20 Estimate	2019 - 20 Budget	2020 - 21 Budget
<b>WATER IMPACT FEE FUND</b>							
<b>Revenue</b>							
26-37-100	Interest Earnings	3,170	2,816	1,934	2,960	1,000	1,000
26-37-200	Water Impact Fees	54,640	104,126	126,604	140,095	100,000	120,000
	Total Revenue	57,810	106,942	128,538	143,055	101,000	121,000
<b>Contributions and Transfers</b>							
26-39-500	Contribution From Fund Balance	0	0	0	69,000	69,000	69,000
<b>Expenditures</b>							
26-40-760	Projects	4,565	0	0	0	0	0
26-80-800	Transfers	302,904	107,338	71,579	150,000	170,000	75,000
	Contribution to Fund Balance	0	0	0	0	0	115,000
	Water Impact Fee Fund Revenue Total	57,810	106,942	128,538	212,055	170,000	190,000
	Water Impact Fee Fund Expenditure Total	307,469	107,338	71,579	150,000	170,000	190,000
	Net Total Water Impact Fee Fund	-249,658	-396	56,959	62,055	0	0
	Bond Payment			75,000			

Account No.	Account Title	2016-17 Actual	2017-18 Actual	2018-19 Actual	2019 - 20 Estimate	2019 - 20 Budget	2020 - 21 Budget
<b>SEWER UTILITY FUND</b>							
<b>MISCELLANEOUS REVENUE</b>							
52-36-100	Interest Earnings	19,686	32,051	57,231	64,100	25,000	50,000
Total Miscellaneous Revenue:		19,686	32,051	57,231	64,100	25,000	50,000
<b>SEWER UTILITIES REVENUE</b>							
52-37-300	Sewer Sales	862,467	885,324	909,221	941,051	900,000	940,000
52-37-360	CWDIS 5% Retainage	4,316	10,265	11,782	16,736	10,000	10,000
Total Sewer Utilities Revenue:		866,783	895,589	921,002	957,786	910,000	950,000
<b>CONTRIBUTIONS &amp; TRANSFERS</b>							
52-38-820	Transfer from Sewer Impact	77,291	124,967	55,410	180,000	150,000	237,500 *
52-38-910	Capital Contributions	30,000	193,960	25,880	18,000	18,000	0
52-39-500	Contribution from Fund Balance	0	0	0	0	858,000	562,500
Total Contributions:		107,291	318,927	81,290	198,000	1,026,000	800,000
		993,759	1,246,566	1,059,523	1,219,886	1,961,000	1,800,000

**SEWER UTILITY**

**EXPENDITURES**

52-40-110	Full-Time Employee Salaries - .85 FTE		56,000
52-40-120	Part-time Employee Salaries		0
52-40-130	Employee Benefit - Retirement		14,000
52-40-131	Employee Benefit-Employer FICA		5,000
52-40-133	Employee Benefit - Work. Comp.		2,000
52-40-134	Employee Benefit - UI		1,000
52-40-135	Employee Benefit - Health Ins.		15,000
52-40-140	Uniforms <i>.85 FTE Public Works Uniform and Cleaning costs</i>		900
52-40-230	Travel and Training <i>Charges for conferences, educational materials, &amp; employee travel</i>		4,000
52-40-240	Office Supplies & Expense <i>Copier Supplies, Postage, and general office supplies</i>		1,000
52-40-250	Equipment Supplies & Maint. <i>Upkeep or repair of equip. and oper. supplies, including pump repair</i>		5,000
52-40-255	Vehicle Lease		0
52-40-270	Sewer - Power & Pumping		600
52-40-312	Professional/Technical-Engineering		41,000
	Engineering	6,000.0	
	DWQ Exception	10,000.0	
	CFP/IFFP/ISP	20,000.0	
	SSMP Update	5,000.0	
52-40-325	GIS/ Mapping		1,000
52-40-350	Software Maintenance <i>Software maintenance contracts</i> <i>Caselle</i>	4,000	4,000
52-40-370	Utility Billing Services <i>% of services associated with the billing and collection of utility accounts</i>		9,000
52-40-490	Sewer O & M Charge <i>Sewer system supplies and maintenance.</i>		35,000
52-40-491	Sewer Treatment Fee		480,000

*Central Weber Sewer Improvement District charges - 4% increase*

52-40-550	Banking Charges <i>Bank charges and fees and credit card transaction fees</i>		3,500
52-40-650	Depreciation		130,000
52-40-690	Projects Upsize trunk line in Cottonwood Cove	950,000	950,000
52-40-915	Transfer to Admin Svcs		42,000

Account No.	Account Title	2016-17 Actual	2017-18 Actual	2018 - 19 Actual	2019 - 20 Estimate	2019 - 20 Budget	2020 - 21 Budget
<b>SEWER UTILITY</b>							
52-40-110	Full-Time Employee Salaries	71,889	46,272	41,205	47,491	44,000	56,000
52-40-120	Part-time Employee Salaries	2,233	0	0	0	0	0
52-40-130	Employee Benefit - Retirement	18,258	11,302	8,857	8,183	11,000	14,000
52-40-131	Employee Benefit-Employer FICA	5,518	5,069	3,224	4,910	4,000	5,000
52-40-133	Employee Benefit - Work. Comp.	1,282	1,266	1,018	1,016	2,000	2,000
52-40-134	Employee Benefit - UI	0	500	0	1,000	1,000	1,000
52-40-135	Employee Benefit - Health Ins.	10,774	9,903	6,508	5,194	14,000	15,000
52-40-140	Uniforms	407	233	357	776	900	900
52-40-230	Travel & Training	230	260	2,488	2,275	3,000	4,000
52-40-240	Office Supplies & Expense	1,027	1,112	819	993	1,000	1,000
52-40-250	Equipment Supplies & Maint.	37	4,401	2,790	4,266	5,000	5,000
52-40-270	Sewer - Power & Pumping	492	476	317	502	500	600
52-40-312	Professional/Technical-Engin	4,337	9,630	6,987	2,985	6,000	41,000
52-40-325	GIS/ Mapping	0	0	0	1,000	0	1,000
52-40-350	Software Maintenance	1,353	1,569	1,924	3,561	2,000	4,000
52-40-370	Utility Billing Services	7,114	7,524	8,023	8,945	7,000	9,000
52-40-490	O & M Charge	20,740	21,962	16,620	14,366	60,000	35,000
52-40-491	Sewer Treatment Fees	425,387	443,321	453,185	469,184	460,000	480,000
52-40-550	Banking Charges	3,166	4,041	3,035	2,088	4,000	3,500
52-40-650	Depreciation	95,465	121,029	129,395	130,000	130,000	130,000
52-40-690	Projects	622,100	20,752	133,358	126,000	958,000	950,000
52-40-915	Transfer to Admin Svs	0	32,500	40,500	41,600	41,600	42,000
52-40-990	Transfer to Fund Balance	0	0	0	0	0	0
	Transfer to Reserve for Replacement					206,000	
		1,291,809	743,122	860,612	876,335	1,961,000	1,800,000

Account No.	Account Title	2016-17 Actual	2017-18 Actual	2018 - 19 Actual	2019 - 20 Estimate	2019 - 20 Budget	2020 - 21 Budget
<b>SEWER IMPACT FEE FUND</b>							
<b>Revenue</b>							
21-37-100	Interest Earnings	912	2,317	7,125	7,181	0	0
21-37-200	Sewer Impact Fees	53,074	280,981	301,512	394,109	150,000	400,000
	Total Revenue	53,985.63	283,298.40	308,637.15	401,290.06	150,000	400,000
<b>Contributions and Transfers</b>							
21-39-500	Contribution From Fund Balance	0	0	0	0	100,000	560,000
	Total Contributions and Transfers	0	0	0	0	100,000	560,000
<b>Expenditures</b>							
21-40-490	Sewer Impact Fee Projects	15,999	0	0	1,000	0	0
21-40-760	Transfer to Sewer Fund	77,291	0	55,410	158,000	250,000 *	960,000
	Total Expenditures	93,289	0	55,410	159,000	250,000	960,000
	Sewer Impact Fee Fund Revenue Total	53,986	283,298	308,637	401,290	250,000	960,000
	Sewer Impact Fee Fund Expenditure Total	93,289	0	55,410	159,000	250,000	960,000
	Net Total Sewer Impact Fee Fund	(39,303)	283,298	253,227	242,290	0	0

\* Transfer to Sewer Department for prior year expenditures  
Upgrade Cottonwood Cove

Account No.	Account Title	2016-17 Actual	2017-18 Actual	2018-19 Actual	2019 - 20 Estimate	2019 - 20 Budget	2020 - 21 Budget
<b>SANITATION UTILITY FUND</b>							
<b>MISCELLANEOUS REVENUE</b>							
53-36-100	Interest Earnings	3,903	6,513	9,079	10,400	3,000	6,000
Total Miscellaneous Revenue:		3,903	6,513	9,079	10,400	3,000	6,000
<b>SANITATION UTILITIES REVENUE</b>							
53-37-700	Sanitation Fees	343,086	351,509	359,362	461,505	450,000	450,000
Total Sanitation Utilities Revenue:		343,086	351,509	359,362	461,505	450,000	450,000
<b>MISCELLANEOUS</b>							
53-38-920	Gain Loss Sale of Assets	0	0	0	0	0	0
Total Miscellaneous:		0	0	0	0	0	0
		346,989	358,022	368,441	471,904	453,000	456,000

### SANITATION UTILITY

53-40-110	Full-Time Employee Salaries - .10 FTE	4,000
53-40-120	Part-time Employee Salaries	0
53-40-130	Employee Benefit - Retirement	1,000
53-40-131	Employee Benefit-Employer FICA	300
53-40-133	Employee Benefit - Work. Comp.	100
53-40-134	Employee Benefit - UI	100
53-40-135	Employee Benefit - Health Ins.	3,000
53-40-140	Uniforms	100
53-40-240	Office Supplies & Expense	0
53-40-250	Equipment Supplies & Maint. <i>Purchase of 300 garbage cans</i>	16,000
53-40-255	Vehicle Lease	0
53-40-350	Software Maintenance <i>Software maintenance contracts</i>	2,400
53-40-370	Utility Billing Services <i>% of services associated with the billing and collection of utility accounts</i>	4,500
53-40-492	Sanitation Fee Charges <i>Collection and disposal fees</i>	396,000
53-40-550	Banking Charges Bank charges and fees and credit card transaction fees	1,000
53-40-650	Depreciation	0
53-40-915	Transfer to Admin Svs	27,500



Account No.	Account Title	2016-17 Actual	2017-18 Actual	2018 - 19 Actual	2019 - 20 Estimate	2019 - 20 Budget	2020 - 21 Budget
<b>SANITATION UTILITY</b>							
53-40-110	Full-Time Employee Salaries	20,195	13,136	9,373	11,632	10,000	4,000
53-40-120	Part-time Employee Salaries	657	0	0	0	0	0
53-40-130	Employee Benefit - Retirement	5,262	2,971	2,040	2,291	3,000	1,000
53-40-131	Employee Benefit-Employer FICA	1,551	1,321	751	885	800	300
53-40-133	Employee Benefit - Work. Comp.	430	390	290	292	300	100
53-40-134	Employee Benefit - UI	0	200	0	200	200	100
53-40-135	Employee Benefit - Health Ins.	2,823	2,621	2,247	2,390	4,000	3,000
53-40-140	Uniforms	196	(7)	0	800	900	100
53-40-250	Equipment Supplies & Maint.	5,819	10,659	12,247	11,929	12,000	16,000
53-40-350	Software Maintenance	1,353	1,569	1,924	2,091	2,500	2,400
53-40-370	Utility Billing Services	3,331	3,277	3,544	3,958	5,000	4,500
53-40-492	Sanitation Fee Charges	293,839	297,173	299,500	341,400	385,000	396,000
53-40-550	Banking Charges	1,566	1,723	1,318	849	1,800	1,000
53-40-915	Transfer to Admin Services	0	9,800	26,500	27,500	27,500	27,500
53-40-900	Contribution to Fund Balance	0	0	0	0	0	0
		337,021	344,831	359,734	406,216	453,000	456,000

Account No.	Account Title	2016-17 Actual	2017-18 Actual	2018-19 Actual	2019 - 20 Estimate	2019 - 20 Budget	2020 - 21 Budget
<b>STORM DRAIN</b>							
<b>MISCELLANEOUS REVENUE</b>							
54-33-400	State Grants	0	0	0	0	0	0
54-36-100	Interest Earnings	7,438	8,330	11,010	10,198	10,000	10,000
Total Miscellaneous Revenue:		7,438	8,330	11,010	10,198	10,000	10,000
<b>STORM Drain UTILITIES REVENUE</b>							
54-37-450	Storm Sewer Revenue	171,369	173,955	178,843	186,431	177,000	273,000
Total Storm Drain Utilities Revenue:		171,369	173,955	178,843	186,431	177,000	273,000
54-34-270	Developer Pmts for Improvements	0		0	246,000	140,000	0
54-38-910	Capital Contributions	28,000	335,141	0	0	0	0
Total Contributions:		28,000	335,141	0	246,000	140,000	0
<b>CONTRIBUTIONS AND TRANSFERS</b>							
54-38-600	Transfer from Impact Fees	0	0	0	76,000	152,000	40,000
54-39-500	Contribution From Fund Bal	0	0	0	270,000	86,000	24,000
Total Contributions and Transfers		0	0	0	346,000	238,000	64,000
		206,806	517,426	189,852	788,629	565,000	347,000

**STORM Drain**

**EXPENDITURES**

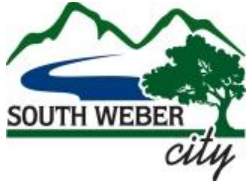
54-40-110	Full-time Employee Salaries - .5 FTE		21,000
54-40-120	Part-time Employee Salaries		0
54-40-130	Employee Benefit - Retirement		5,000
54-40-131	Employee Benefit-Employer FICA		2,000
54-40-133	Employee Benefit - Work. Comp.		1,000
54-40-134	Employee Benefit - UI		200
54-40-135	Employee Benefit - Health Ins.		13,000
54-40-140	Uniforms <i>.5 FTE Public Works Uniform and Cleaning costs</i>		500
54-40-230	Travel and Training <i>Charges for conferences, educational materials, &amp; employee travel</i>		2,000
	State Certifications	500	
	Training on new regulations	1,500	
54-40-250	Equipment Supplies & Maint. <i>Upkeep or repair of equip. and oper. Supplies</i>		1,200
54-40-255	Vehicle Lease		0
54-40-256	Fuel Expense		400
54-40-270	Storm Drain - Power & Pumping		200
54-40-312	Professional/Technical-Engineering <i>Engineering Services</i>		8,000
54-40-315	Professional/Technical - Auditor		0
54-40-325	GIS/ Mapping		15,000
54-40-331	Promotion - Storm Drain <i>Payment to Davis County Storm Drain for education of communication</i>		1,200
54-40-350	Software Maintenance <i>Software maintenance contracts</i>		2,300
54-40-370	Utility Billing Services		2,000

*% of services associated with the billing and collection of utility accounts*

54-40-493	Storm Sewer O & M <i>Cleaning of drains, ponds, and boxes</i>		30,000
54-40-550	Banking Charges <i>Bank charges and fees and credit card transaction fees</i>		1,000
54-40-650	Depreciation		150,000
54-40-690	Projects		70,000
	CFP/IFFP/IFA	50,000	
	Rate Study	20,000	
54-40-915	Transfer to Admin Svs		21,000

Account No.	Account Title	2016-17 Actual	2017-18 Actual	2018 - 19 Actual	2019 - 20 Estimate	2019 - 20 Budget	2020 - 21 Budget
<b>STORM DRAIN</b>							
54-40-110	Full-Time Employee Salaries	18,033	22,864	25,567	30,078	36,000	21,000
54-40-120	Part-time Employee Salaries	657	0	0	0	0	0
54-40-130	Employee Benefit - Retirement	4,832	4,857	5,068	5,859	9,000	5,000
54-40-131	Employee Benefit-Employer FICA	1,387	2,019	1,881	2,614	3,000	2,000
54-40-133	Employee Benefit - Work. Comp.	385	638	669	738	2,000	1,000
54-40-134	Employee Benefit - UI	0	300	0	500	500	200
54-40-135	Employee Benefit - Health Ins.	2,544	7,029	7,790	8,138	17,000	13,000
54-40-140	Uniforms	219	247	357	556	400	500
54-40-230	Travel and Training	300	1,430	42	450	500	2,000
54-40-250	Equipment Supplies & Maintenance	190	135	100	1,000	1,500	1,200
54-40-256	Fuel Expense	366	310	613	400	400	400
54-40-270	Utilities	0	0	0	150	0	200
54-40-312	Professional/Technical-Enginr	20,425	13,953	8,296	5,943	11,000	8,000
54-40-325	GIS/ Mapping	0	0	0	15,000	0	15,000
54-40-331	Promotions	1,155	1,155	1,155	1,155	1,500	1,200
54-40-350	Software Maintenance	1,582	1,569	1,924	2,191	2,100	2,300
54-40-370	Utility Billing Services	2,137	1,667	1,755	1,972	2,100	2,000
54-40-493	Storm Drain O & M	1,070	4,932	15,214	27,462	30,000	30,000
54-40-550	Banking Charges	965	862	665	504	1,000	1,000
54-40-650	Depreciation	108,000	121,724	142,728	145,000	130,000	150,000
54-40-690	Projects	327,601	379,973	221,902	369,000	296,000	70,000
54-40-915	Transfer to Admin Services	0	6,200	20,500	21,000	21,000	21,000
		491,845	571,863	456,226	639,708	565,000	347,000

Account No.	Account Title	2016-17 Actual	2017 - 18 Actual	2018 - 19 Actual	2019 - 20 Estimate	2019 - 20 Budget	2019 - 20 Budget
<b>STORM DRAIN IMPACT FEE</b>							
<b>Revenue</b>							
22-37-100	Interest Earnings	1,155	2,311	378	1,218	0	0
22-37-200	Storm Drain Impact Fees	51,607	47,215	31,063	39,950	40,000	40,000
	Total Revenue	52,763	49,526	31,441	41,168	40,000	40,000
<b>Contributions and Transfers</b>							
22-39-500	Contribution From Fund Balance	0	0	0	35,000	112,000	0
	Total Contributions and Transfers	0	0	0	35,000	112,000	0
<b>Expenditures</b>							
22-40-690	Projects	3,912	0	0	0	7,000	0
22-80-800	Transfers	0	189,265	0	76,000	145,000	40,000
	Total Expenditures	3,912	189,265	0	76,000	152,000	40,000
	Storm Drain Impact Fee Fund Revenue Total	52,763	49,526	31,441	76,168	152,000	40,000
	Storm Drain Impact Fee Fund Expenditure Total	3,912	189,265	0	76,000	152,000	40,000
	Net Total Storm Drain Impact Fee Fund	48,851	(139,739)	31,441	168	0	0
	Transfer						
	Existing Capacity Repay	40000					



**Council Meeting Date:** April 14, 2020

**Name:** David Larson

**Agenda Item:** 12

**Objective:** Discuss the Transportation Utility Fee

**Background:** This is a follow up discussion to a previous City Council discussion item during the February 25, 2020 City Council meeting regarding the City's Transportation Utility Fee.

At the time, there was concern that the State Legislature would bring forward legislation to address transportation utility fees around the state. Now that the Legislative session is complete and nothing substantial was passed, the Council would like to revisit the question of how we proceed with our transportation utility fee.

**Summary:** Discuss the Transportation Utility Fee

**Committee Recommendation:** n/a

**Planning Commission Recommendation:** n/a

**Staff Recommendation:** n/a

**Attachments:** n/a

**Budget Amendment:** n/a