ST. CHARLES
SINCE 1834

AGENDA ITEM EXECUTIVE SUMMARY

Title:	Recommendation to Waive the Bid Process and Accept the Quote from OSI for SCADA Software Upgrade
Presenter:	Glynn Amburgey

Please check appropriate box:

	Government Operations	X	Government Services 06.27.11
	Planning & Development		City Council
	Public Hearing		

Estimated Cost:	$30,000	Budgeted:	YES	X	NO	

If NO, please explain how item will be funded:

Executive Summary:

Our OSI SCADA software system is being upgraded. It is a two phase process. The first phase was successfully completed in October 2010. The upgrade is necessary because the existing software platform will not be supported after 2012. Also, the .NET upgrade offers a number of operational enhancements and benefits, such as having more access to SCADA data for operations personnel from home. In addition to the firm $28,060 for the upgrade, the City is responsible for the travel expenses for the OSI technician to perform the upgrade on site. Such was approximately $2,000 for the first phase, but varies based on airline ticket costs.

Attachments: *(please list)*

OSI Quote

Recommendation / Suggested Action *(briefly explain)*:

Waive bids and issue Purchase Order for $30,000 to OSI.

For office use only:	*Agenda Item Number: 3.e*

Quotation

Quote Number:
QT00002621

Date:
May 24, 2011

Bill To:
City of St. Charles
2 East Main Street
St. Charles, IL 60174
USA

Ship To:
City of St. Charles
2 East Main Street
St. Charles, IL, 60174
USA

Attn: Accounts Payable

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Reference: SCMEU2011-Q03

Contact: Nick Masters

Terms: Net 30 Days

Description	Qty	Unit Cost	Unit	Extended Cost
Software				
monarch™ Annual Software Upgrade Free-of-Charge with Gold Support	1	0.00	EA	Free of Charge
Migration to monarch.NET Replacement-in-Kind License Free-of-Charge with Gold Support	1	0.00	EA	Free of Charge
Software Subtotal:				
Project Implementation				
Project Implementation Includes: - Project Management, Planning, and Preparation (at OSI) - Onsite Integration of System (at SCMEU) - Cutover, Testing, and Replacement-in-Kind Informal Training (at SCMEU) - Post-Implementation Support, Q/A, and Documentation (at OSI) Includes 15% Customer Appreciation Discount	1	33,000.00	EA	33,000.00
Discount:		-4,950.00		-4,950.00
Project Implementation Subtotal:				**28,050.00**
Total:				**28,050.00**

Open Systems International, Inc.
3600 Holly Lane North, Suite 40, Minneapolis, MN 55447-1286
Phone: (763) 551-0559 Fax: (763) 551-0750
Email: info@osii.com http: www.osii.com

Proprietary and Confidential

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Option #1				
Project Implementation				
monarch™ Training Credit Number of credits sufficient for two attendees of the following OSI-U Courses: - Implementation Planning for .NET Migration (web-based course) - .NET GUI Operational Differences Includes 15% Customer Appreciation Discount	12	495.00	EA	5,940.00
Discount:		-74.25		-891.00
Project Implementation Subtotal:				**5,049.00**
Option #1 Total:				**5,049.00**
Other				
Special Terms and Conditions 1) Quote assumes SCMEU will have dedicated personnel assigned to assist in the installation and implementation effort. 2) SCMEU shall provide all relevant system information required for the work, as needed (i.e. databases, displays, networking information, etc.). 3) If required, quote assumes SCMEU will handle any custom display and database work, and will test and verify all external links and interfaces. 4) Quote assumes SCMEU will provide high-speed remote access to server and console hardware, if needed (VPN, Remote Desktop Connection, etc.). Dial-up modem connections are insufficient. 5) Quote assumes that all hardware is compliant with monarch.NET minimum requirements, as follows: Server: CPU: Two Dual-Core 2.5GHz Intel Xeon Processors (or equivalent) RAM: 4GB OS: Windows Server 2003, Windows Server 2008, or RedHat Linux ES 5 Workstation: CPU: 2.0GHz Dual-Core Intel Processor (or equivalent) RAM: 2GB OS: XP Pro, Vista Business, or Windows 7 Professional (32-bit only) PC Video Card: 256MB with OpenGL 2.0 Support 6) Quote assumes all workstations for upgrade (including any OpenJAVA clients) also meet the minimum requirements above. 7) For training credits in Option 1: One credit per student may be used for each day of instruction for OSI University courses in Minneapolis (including web-based courses). Credits may be used for up to 18 months from the date of purchase, and any remaining unused credits will expire thereafter. 8) In order to receive the 15% Customer Appreciation Discount, OSI must receive a purchase order by June 30, 2011.				

Comments:

Payment Milestones: 50% upon receipt of purchase order
50% upon project completion

See Totals Above

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Terms and Conditions

1. This quotation is valid for 30 days, unless otherwise agreed.
2. Travel costs are not included in this quote. All travel and associated administrative costs will be billed as incurred.
3. All quoted prices are in US Dollars ($), unless otherwise noted.
4. OSI will schedule all work upon receipt of the purchase order subject to OSI's resource availability.
5. Unless otherwise stated, Customer shall pay all applicable shipping.
6. Training, if applicable, will be provided at OSI's facility, unless otherwise agreed.
7. Quoted price does not include applicable taxes.
8. Customer shall provide all relevant system information required for the work as needed (i.e. databases, displays, reports, IP addresses, networking information, RTU channel information, etc.) and shall be responsible for all delays caused by Customer's failure to do so in a timely manner.
9. Unless otherwise stated, Customer will have dedicated personnel available to assist OSI in the work.
10. OSI does not guarantee that third-party goods will be available at time of quote acceptance. If third party goods are not available, upon Customer's authorization, OSI will provide suitable replacements and bill any resulting cost differences to the Customer. Failure to timely authorize replacements may result in delays and/or need to re-quote.
11. When applicable, Customers subscribing to Gold or above Support Plans may be entitled to new software version updates without charge. With the exception of Diamond Plan subscribers, the Customer will be responsible to pay for any engineering services required to implement the software upgrades.
12. Unless otherwise agreed and quoted, Customer is responsible for all preparations for OSI's installation of software, hardware or services and any post-installation compatibility testing and compliance issues.
13. Customer will provide adequate environmental and power conditions onsite, unless otherwise stated.
14. Cutover is defined as the quoted functionality being operational with no outstanding critical incidents.
15. Any Quote(s) for system upgrade services require(s) that at the time of actual implementation Customer has a valid premium monarch™ Support plan which includes software upgrade privileges and that the system size or scope does not change dramatically between the issuance of the quote and implementation of the service.

Notice: OSI's quote is based upon Customer's acceptance of all applicable Terms and Conditions. Requests for additions to, deletions of, or different Terms and Conditions, may require a revised quote and/or additional costs or schedule delays.

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