

**Lowell City Council**  
**Special Meeting and Work Session**  
**Thursday, February 29, 2024 at 5:45 pm**  
**Work Session to begin at 6:00 pm**

**Lowell Rural Fire Protection District Fire Station 1**  
**389 N. Pioneer Street, Lowell, OR 97452**

**Members of the public may provide comment or testimony through the following:**

- Joining in person or by phone, tablet, or personal computer. For details, click on the event at <[www.ci.lowell.or.us](http://www.ci.lowell.or.us)>.
  - Mailing written comments to PO Box 490, Lowell, OR 97452 or delivering in person at Lowell City Hall located at 70 N. Pioneer St.
  - By email to [admin@ci.lowell.or.us](mailto:admin@ci.lowell.or.us).
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**Special Meeting Agenda – 5:45 pm**

Call to Order/Roll Call

Councilors: Mayor Bennett \_\_\_ Harris \_\_\_ Stratis \_\_\_ Weathers \_\_\_ Murray \_\_\_

Approval of Agenda

New Business

1. Motion to approve work order 2024-01 with The Automation Group in the amount not to exceed \$302,040.20 for the “Lowell Water Treatment Plant (WTP) – Water System Improvements” project and to authorize the City Administrator to sign. – Discussion/ Possible action

Adjourn the Special Meeting.

The meeting location is accessible to persons with disabilities. A request for an interpreter for the hearing impaired or other accommodations for persons with disabilities must be made at least 48 hours before the meeting to City Clerk Sam Dragt at 541-937-2157.

# City Council Meeting Agenda

## Work Session Agenda - 6:00 pm

### Call to Order/Roll Call

Councilors: Mayor Bennett \_\_\_ Harris \_\_\_ Stratis \_\_\_ Weathers \_\_\_ Murray \_\_\_

### Approval of Agenda

### Lookout Point Dam Drawdown Public Information Session

The purpose of this session is to share information with the public on the Lookout Point dam drawdown operation. Topics of discussion include why the dam drawdown is occurring, the long-term plan and impact of drawdown operations, and the safety and quality of the city's drinking water during drawdown operations. Following presentations by the US Army Corps of Engineers and Lowell Public Works Department, members of the public will have an opportunity to ask questions.

### Presentations

1. US Army Corps of Engineers. (20 minutes)  
Presenters: Kelly Wingard, Deputy Willamette Operating Manager (Detail) and Greg Taylor, Fish Biologist.
2. Lowell Public Works. (20 Minutes)  
Presenters: Max Baker, Public Works Director; Matt Wadlington, Civil West Engineering; Jeremy Caudle, City Administrator.

### Question and answer period with members of the public.

### Adjourn the Work Session.

# Agenda Item Sheet

## City of Lowell City Council

Type of item:	Procurement
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### Item title/recommended action:

Motion to approve work order 2024-01 with The Automation Group in the amount not to exceed \$302,040.20 for the "Lowell Water Treatment Plant (WTP) – Water System Improvements" project and to authorize the City Administrator to sign. – Discussion/ Possible action

### Justification or background:

The City's "Master Integrator Agreement" with TAG requires an approved work order before TAG can perform work under that agreement. The work order here is to authorize TAG to start working on the SCADA and PLC system upgrade. Due to the amounts involved, staff request City Council approval of the work order.

### Budget impact:

Payment not to exceed \$302,040.02 for the project. A direct legislative grant will pay of the project.

### Department or Council sponsor:

Water Department

### Attachments:

Work order 2024-01; Quote #100123G r1 dated 2/19/2024

### Meeting date:

02/29/2024

**Work Order – The Automation Group (TAG) and the City of Lowell, Oregon  
Lowell Water Treatment Plant (WTP) – Water System Improvements**

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Work Order No.: 2024-01 Date: February 29, 2024

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***I. SCOPE OF SERVICES***

In accordance with the MASTER INTEGRATOR OF RECORD SERVICES AGREEMENT dated June 22, 2023, the Owner hereby authorizes the Integrator of Record (IOR) to perform the following services:

**Supply and install an upgraded SCADA System, PLC System and Wireless Telemetry System including new hardware for the existing Reservoirs and future Reservoir in accordance with TAG Quote #100123G r1 dated February 19, 2024. Upon execution of this work order by both the IOR and Owner, IOR is authorized to proceed with the work listed in Quote #100123G r1, which is attached to this work order for reference.**

***II. SPECIAL CONDITIONS***

SPECIAL CONDITIONS related to this WORK ORDER are as follows:

**Labor pricing is calculated at prevailing wages for Oregon area electrical work. See Quote #100123G r1 for more detail. Integrator of record must comply with applicable BOLI regulations for prevailing wages.**

***III. BASIS OF PAYMENT***

- Time and Materials Basis
- Lump Sum Basis = (Lump Sum Amount: \$302,040.20 )
- Other as described hereafter:

***IV. AUTHORIZATION OF WORK ORDER***

Integrator of Record: The Automation Group (TAG)

By: \_\_\_\_\_

Type Name: \_\_\_\_\_

Title: \_\_\_\_\_

Acceptance by Owner: City of Lowell, Oregon

By: \_\_\_\_\_

Type Name: \_\_\_\_\_

Title: \_\_\_\_\_



## Quote

The Automation Group, Inc.

[www.tag-inc.us](http://www.tag-inc.us)

CCB #172838

Phone: 541-359-3755

Quote #100123Gr1

Feb. 19, 2024

City of Lowell  
Water Department

RE: Lowell WTP - Water System Improvements r1

### Project Scope:

TAG is providing a Quote to supply and install an upgraded SCADA System, PLC System and Wireless Telemetry System including new hardware for the existing Reservoirs and future Reservoir. This system upgrade will be designed to allow for use in the new future water treatment plant with its modular design. Below is a list of materials and task that are included.

### Materials:

- **Water Plant**
  - SCADA/HMI
    - Computer Dell Precision Tower
      - RAID 5 SSHD 1TB System
      - Windows Server OS
      - Dual 32" Monitors
      - Smart UPS
    - Software
      - SCADA Server Software 100 Display
      - SCADA Clients (2)
      - SCADA Studio Development
      - PLC Logix Studio lite for Compact
      - Dream Reports
    - Alarming
      - 96 Channel Ethernet/IP Alarm Dialer
      - 12 Channel Cellular Backup Dialer
    - Remote Monitoring
      - TosiBox Lock 150
      - 2 USB Keys w/2 Mobile Licenses (TAG to Retain on Hard Key for Remote assistance)
    - Radio Propagation FCC License
      - (3) Radio System



## Quote

- PLC System
    - PLC Rack
      - (2) 24vdc 10amp PS
      - (1) Main CPU PLC
      - (1) Remote Adapter
      - (4) AC Input Modules
      - (4) Relay Output Modules
      - (4) Analog Input Modules
      - (1) Analog Output Module
      - (2) Rack Power Modules FPDs
    - Radio System
      - Lightly Managed Ethernet Switch
      - Viper 450Mhz
      - Mast
      - Antenna
      - Polyphaser
      - Feedline
  - **Reservoir 1&2**
    - Control Panel
      - PLC System
      - Panelview (OIT)
      - (3) VFDs for Booster Pumps
      - (3) Line Reactors
      - UPS System
    - Radio System
      - Lightly Managed Ethernet Switch
      - Viper 450Mhz
      - Mast
      - Antenna
      - Polyphaser
      - Feedline
    - Transducer
      - E&H Submersible
  - **Reservoir 3 (Future)**
    - Control Panel
      - PLC System
      - Panelview (OIT)
    - Radio System
      - Lightly Managed Ethernet Switch
      - Viper 450Mhz
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## Quote

- Transducer
  - E&H Submersible

### Tasks:

- Design
    - SCADA System
    - PLC System
    - Radio Telemetry System
    - Alarming and Notification
    - Remote Monitoring
    - Reservoir Panels
  - Radio Telemetry Propagation Study
    - Test UHF Signals from Existing Reservoir and Future Reservoir to Plant
    - Install Radio System
  - Programming
    - SCADA PC Setup & Install
    - SCADA HMI Screens
    - Water Quality Reports
    - PLC Code – Plant Operations
    - Radio System – including FCC Coordination
    - Alarm Dialer Systems
    - TosiBox Remote Monitoring System
    - Reservoir 1&2 PLC
    - Reservoir 1&2 OIT
    - Reservoir 3 PLC
    - Reservoir 3 OIT
  - Electrical install
    - WTP
      - PLC System
      - Dialers
    - Reservoir 1&2
      - PLC/VFD Panel
      - Level Transducer for old Reservoir
      - Radio System
    - Reservoir 3
      - No install for this site but Panel will be tested as a complete system and be ready for install.
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# Quote

- Services
  - Plant Startup
  - System Backups
  - O&Ms
  - Training

### Clarification/Exclusions:

- Labor pricing is calculated at Prevailing Wages for Oregon Area Electrical Work
- No labor is included for the future reservoir, only hardware as listed above.
- TAG’s Labor Pricing is not affected by the National Supply Chain Shortages, but due to Vendors rapidly increasing material prices, we may need to reprice some materials at time of order.
- Lead Times for specific materials are very unpredictable at this time and cannot be verified until orders are placed. We are also seeing some items slipping from the predicted delivery dates after order by a few weeks and also seeing some items showing up early. TAG will track progress on orders and provide updates.
- Payments with Credit Cards will have additional charges added to the price below based on the current % rate of the processor.

Design.....	\$23,702.00
Water Plant.....	\$195631.80
Existing Reservoir.....	\$60,957.60
<b><u>New Reservoir.....</u></b>	<b><u>\$21,748.80</u></b>
 Total.....	 \$302,040.20

Thank you,  
*Gary Jenks*  
 Gary Jenks  
 (541) 912-3766  
 gjenks@tag-inc.us

TAG standard terms apply