



# KENAI PENINSULA BOROUGH

Maintenance Department

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MIKE NAVARRE  
BOROUGH MAYOR

## MEMORANDUM

**TO:** Mike Navarre, Borough Mayor

**THRU:** Mark Fowler, Purchasing & Contracting Director *[Signature]*

**FROM:** Scott M. Griebel, Maintenance Director *[Signature]*

**DATE:** August 12, 2015

**SUBJECT:** Approval for sole source for service and maintenance of Borough owned S.C.A.D.A water treatment control system.

Under Section 5.28.280a of the Borough code, we request that the contract for system services for the Borough's water treatment supervisory control and data acquisition system (S.C.A.D.A.), be awarded to TecPro, of Anchorage, Alaska.

The Borough recently completed a solicitation process relating to software and system upgrades to S.C.A.D.A. system which monitors and controls various critical water treatment systems throughout the Borough. TecPro was awarded the upgrade project.

TecPro is the only firm in our geographical region that can provide services on the system hardware. This detail, coupled with the fact that they are the very firm that we are currently working with to upgrade the system, provides them with a familiarity that cannot be mirrored by another service agency. We request that TecPro is selected as the firm contracted to provide service, technical support and system software/firmware upgrade maintenance.

Your approval of this request will allow the award of this contract to TecPro for the period of three (3) years in the total amount of \$37,488.00 and provide the Borough a seamless transition from system development to maintenance.

- Please see attached quote and scope of work letter and schedule urgency associated with this request. This office is available for any questions regarding this request.

Approved: *Mike Navarre* Date: 8/19/15  
Mike Navarre, Mayor

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AUG 18 2015

KPB  
FINANCE DEPT ACCOUNTING

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|---|----------------------|
| FINANCE DEPARTMENT<br>FUNDS VERIFIED    |                      |
| Acct. No. 241.41010.43780 - \$12,496.00 |                      |
| By: <u><i>[Signature]</i></u>           | Date: <u>8/18/15</u> |