

RESOLUTION NO. 2026-46

A Resolution authorizing the City Manager to execute a professional services agreement with Control System NW for On-Call Integrator of Record Services Supporting SCADA and OT System Maintenance and Upgrades, Project 2026-07.

RECITALS:

WHEREAS, the City of McMinnville owns and operates wastewater conveyance and treatment facilities that rely on Supervisory Control and Data Acquisition (SCADA) and Operational Technology (OT) systems for monitoring, control, communications, and reliable operation; and

WHEREAS, the City completed a SCADA Master Plan in April 2026 that identified immediate and short-term SCADA and OT improvements, including programmable logic controller upgrades, communications improvements, cybersecurity improvements, programming standardization, and system documentation; and

WHEREAS, the City desires to establish a long-term Integrator of Record relationship to provide routine maintenance and emergency response services and to support implementation of SCADA and OT capital improvements through written task orders; and

WHEREAS, the City advertised a Request for Proposals for Integrator of Record On-Call SCADA and OT System Maintenance and Upgrades, Project 2026-07, on May 29, 2026, and received six proposals on June 25, 2026; and

WHEREAS, the proposals were evaluated by City staff based on qualifications, and following evaluation of written proposals and interviews with the highest-ranked proposers, Control Systems NW was determined to be the most qualified consultant to serve as the City's Integrator of Record; and

WHEREAS, the proposed Professional Services Agreement provides for an initial term of three years, with two optional one-year extensions upon mutual agreement of the City and Consultant; and

WHEREAS, consistent with the Request for Proposals and proposed Professional Services Agreement, the maximum compensation for the initial three-year term is \$2,250,000, with individual services and projects to be authorized through written task orders and expenditures subject to available funding through the City's annual budget process; and

WHEREAS, if both optional one-year extensions are authorized at an anticipated contract capacity of \$750,000, the maximum total contract amount over the full five-year term is \$3,750,000, with expenditures in each fiscal year subject to available budget and authorization of work in accordance with the Agreement.

NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF McMinnville, OREGON, as follows:

1. The City Manager is authorized to execute a Professional Services Agreement with Control Systems NW for On-Call Integrator of Record services supporting SCADA and OT system maintenance and upgrades, Project 2026-07, in a maximum amount not to exceed \$2,250,000 for the initial three-year term.
2. The agreement may be extended for up to two additional one-year periods upon mutual agreement of the City and Consultant, with an anticipated maximum compensation of \$750,000 for each additional year and a maximum total contract amount not to exceed \$3,750,000 over the full five-year term, subject to available budget.
2. This resolution shall take effect immediately upon passage and shall continue in full force and effect until modified, revoked, or replaced.

Adopted by the Council of the City of McMinnville at a regular meeting held the 25th day of August, 2026 by the following votes:

Ayes: Geary, Cunningham, Tucholsky, Chenoweth, Benner, Peralta

Nays: _____

Approved this 25th day of August 2026.



MAYOR

Approved as to form:

David Lichtenberg
City Attorney

Attest:

Claudia Cisneros
City Recorder