

AGENDA
SHAKOPEE PUBLIC UTILITIES COMMISSION
REGULAR MEETING
MARCH 20, 2017

1. **Call to Order** at 5:00pm in the SPU Service Center, 255 Sarazin Street
2. **Approval of Minutes**
3. **Communications**
4. **Approve the Agenda**
5. **Approval of Consent Business**
6. **Bills: Approve Warrant List**
7. **Liaison Report**
8. **Reports: Water Items**
 - 8a) Water System Operations Report – Verbal
 - 8b) Resn. #1157 – Setting the Amount of the Trunk Water Charge, Approving of Its Collection and Authorizing Water Service to Certain Property Described As: Gateway South Second Addition
 - 8c) Resn. #1158 – Rescinding Resolution #1132 and Setting the Amount of the Trunk Water Charge, Approving of Its Collection and Authorizing Water Service to Certain Property Described As: Lots 1-3, Block 1 Southbridge Crossings Apartments
 - 8d) Resn. #1159 - Amending Resolution #697 and Setting the Amount of the Trunk Water Charge, Approving of Its Collection and Authorizing Water Service to Certain Property Described as: The Balance of Lot 1, Block 1 Superior Supply First Addition
 - C=> 8e) Monthly Water Production Dashboard
9. **Reports: Electric Items**
 - 9a) Electric System Operations Report – Verbal
 - 9b) SCADA Bid Results and Award
10. **Reports: Human Resources**
11. **Reports: General**
 - 11a) 2016 Audited Financial Results - KDV
 - 11b) 2017 Tom Bovitz Scholarship Awards
 - 11c) Resn. #1160 – In Recognition of Public Service and Appreciation to Commissioner Jordan Olson
12. **New Business**
13. **Tentative Dates for Upcoming Meetings**

- Regular Meeting	--	April 3
- Mid Month Meeting	--	April 17
- Regular Meeting	--	May 1
- Mid Month Meeting	--	May 15
14. **Adjourn to 4/3/17** at the SPU Service Center, 255 Sarazin Street



MINUTES
OF THE
SHAKOPEE PUBLIC UTILITIES COMMISSION
(Regular Meeting)

President Joos called the regular session of the Shakopee Public Utilities Commission to order at the Shakopee Public Utilities meeting room at 5:00 P.M., March 6, 2017.

MEMBERS PRESENT: Commissioners Joos, Olson and Weyer. Also present, Liaison Whiting, Utilities Manager Crooks, Finance Director Schmid, Planning & Engineering Director Adams, Line Superintendent Drent and Water Superintendent Schemel. Commissioners Amundson and Helkamp were absent as previously advised.

Motion by Olson, seconded by Weyer to approve the minutes of the February 21, 2017 Commission meeting. Motion carried.

There were no Communication items to report.

President Joos offered the agenda for approval.

Motion by Weyer, seconded by Olson to approve the agenda as presented. Motion carried.

Motion by Olson, seconded by Weyer to approve the Consent Business agenda as presented. Motion carried.

President Joos stated that the Consent Item was: Item 11a: January Financial Results.

The warrant listing for bills paid March 6, 2017 was presented.

Motion by Weyer, seconded by Olson to approve the warrant listing dated March 6, 2017 as presented. Motion carried.

Liaison Whiting presented his report. Several City Council agenda items were discussed. Items included were the CR 78/CR79 Trail Agreement, the Whispering Oaks Sewer project, the 2017 Street Reconstruction Project and utility relocations on CR 78 and CR 79.

Water Superintendent Schemel provided a report of current water operations. Upgrades with T Mobile and Verizon were discussed. The Department attended hazardous chemical training. Maintenance work continues with the Pumphouses.

Line Superintendent Drent provided a report of current electric operations. Three separate electric outages were reviewed. One outage affected 17 customers, one affected 2 customers and the third outage affected a single customer. Due diligence continues with the SCADA bid review process.



Mr. Drent updated the Commission on the Shakopee Energy Park (SEP) and Dean Lake Substation projects. SEP began commercial operation on February 15.

Planning and Engineering Director Adams reviewed the Shakopee Avenue overhead electric facilities. With the 2017 Street Reconstruction Project, there is an opportunity to relocate the existing power lines that are in residential backyards, with limited access.

Motion by Weyer, seconded by Olson to accept the preliminary engineering report and adopt a position to approve the recommendation to relocate the overhead electric facilities underground with the funding sources as outlined in the report. Motion carried.

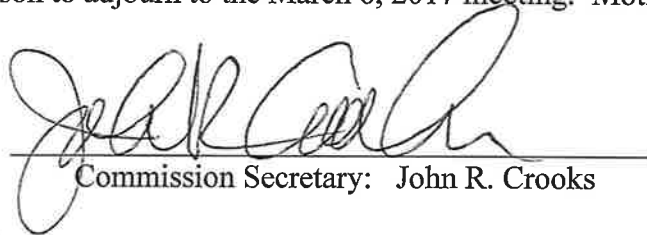
Motion by Olson, seconded by Weyer requesting Staff to create and circulate a petition to the affected property owners to initiate a public improvement project and submit said petition to the City for review and action. Motion carried.

Item 11a: January Financial Results were received under Consent Business.

Under New Business, Commissioner Olson presented Mr. Crooks with a Shakopee Valley News newspaper from 1967. In the paper there is an article about a City Council, Utilities accord that was tentatively reached regarding City Payments.

The tentative commission meeting dates of March 20 and April 3 were noted.

Motion by Weyer, seconded by Olson to adjourn to the March 6, 2017 meeting. Motion carried.



Commission Secretary: John R. Crooks



RESOLUTION #1157

A RESOLUTION SETTING THE AMOUNT OF THE TRUNK WATER CHARGE, APPROVING OF ITS COLLECTION AND AUTHORIZING WATER SERVICE TO CERTAIN PROPERTY DESCRIBED AS:

GATEWAY SOUTH SECOND ADDITION

WHEREAS, a request has been received for City water service to be made available to certain property, and

WHEREAS, the collection of the Trunk Water Charge is one of the standard requirements before City water service is newly made available to an area, and

WHEREAS, the standard rate to be applied for the Trunk Water Charge has been set by separate Resolution,

NOW THEREFORE, BE IT RESOLVED, that the amount of the Trunk Water Charge is determined to be \$89,519.65 based on 29.15 net acres, and that collection of the Trunk Water Charge is one of the requirements to be completed prior to City water service being made available to that certain property described as:

Lot 1 Block 1, GATEWAY SOUTH SECOND ADDITION

BE IT FURTHER RESOLVED, that all things necessary to carry out the terms and purpose of this Resolution are hereby authorized and performed.

Passed in regular session of the Shakopee Public Utilities Commission, this 20th day of March, 2017.

Commission President: Terrance Joos

ATTEST:

Commission Secretary: John R. Crooks



RESOLUTION #1158

A RESOLUTION RESCINDING RESOLUTION #1132 AND SETTING THE AMOUNT OF THE TRUNK WATER CHARGE, APPROVING OF ITS COLLECTION AND AUTHORIZING WATER SERVICE TO CERTAIN PROPERTY DESCRIBED AS:

LOTS 1-3, BLOCK 1 SOUTHBRIDGE CROSSINGS APARTMENTS

WHEREAS, a request has been received for City water service to be made available to certain property, and

WHEREAS, the collection of the Trunk Water Charge is one of the standard requirements before City water service is newly made available to an area, and

WHEREAS; the standard rate to be applied for the Trunk Water Charge has been set by separate Resolution,

NOW THEREFORE BE IT RESOLVED, Resolution #1132 is hereby resolved,

BE IT FURTHER RESOLVED, that the amount of the Trunk Water Charge is determined to be \$38,725.31 based on 12.61 net acres, and that collection of the Trunk Water Charge is one of the requirements to be completed prior to City water service being made available to that certain property described as:

Lots 1-3, Block 1, SOUTHBRIDGE CROSSINGS APARTMENTS

BE IT FURTHER RESOLVED, that all things necessary to carry out the terms and purpose of this Resolution are hereby authorized and performed.

Passed in regular session of the Shakopee Public Utilities Commission, this 20th day of March, 2017.

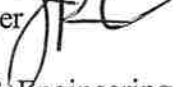
Commission President: Terrance Joos


ATTEST:

Commission Secretary: John R. Crooks



**SHAKOPEE PUBLIC UTILITIES
MEMORANDUM**

TO: John Crooks, Utilities Manager 

FROM: Joseph D. Adams, Planning & Engineering Director 

SUBJECT: Resolutions #697, #698 and #1159

DATE: March 17, 2017

ISSUE

On October 7, 2002 the Commission adopted the enclosed Resolution #697 A Resolution Designating the Terms Under Which Water is Made Available to a Portion of Lot 1, Block 1 Superior Supply First Addition and Resolution #698 A Resolution Setting the Amount of the Trunk Water Charge, Approving of Its Collection and Authorizing Water Service to Certain Property Described as: A Portion of Lot 1. Block 1 Superior Supply First Addition.

BACKGROUND

As an outcome of the city project to install a public water main across CR 21 and along Stagecoach Road to loop the Southbridge PUD residential area and supply a second source of water, in 2002 Cherne Company requested water service to their building from the new water main running alongside their property. Due to the uncertainty of what might if ever develop on the balance of their property, uncertainty due to the fact it was surrounded on all sides by public right of way including the Highway 169 Bypass and the CR 101 Ramps, Cherne asked the Commission to defer the potential requirement to install additional public water main until such time that the balance of their property was either subdivided or not when further development would occur. Thus, the terms of water service were included in the agreement attached to Resolution #697. Cherne also requested at that time to only pay for the Trunk Water Charge against a portion of the parcel, deferring the balance until such time further development occurred and the Commission agreed.

DISCUSSION

The new owners of the property, Stagecoach Real Estates Holding LLC and their principal Mr. Doug Schieffer, have recently submitted plans to construct a second building on the parcel under a CUP without subdividing, thus eliminating the need for additional public water main.



While researching the files to determine what additional requirements might apply, staff has determined that a Trunk Water Charge to be applied to the balance of the parcel is in order and a resolution for the same has been prepared for the Commission's consideration.

However, staff also discovered that in the official records of the Commission's resolutions that an intended and referenced attachment to Resolution #697 was apparently omitted at the time of its adoption. That attachment, labeled Exhibit A, is the legal description of only a portion of the parcel defining the area roughly occupied by the existing building on the site back in 2002 and encompasses the 4.60 acres that the Trunk Water Charge was collected against then. The actual attachment found was the Agreement to Complete Water System which agreement has its own unique Exhibit A which was the legal description of the area that the Trunk Water Charge was not being collected against at that time per Cherne's request. Hence, without some further action some confusion could result on which portion of the parcel the Commission intended to grant water service to in 2002 and which portion of the parcel the Commission intended to designate needing further requirements including additional Trunk Water Charges to be collected at a future date.

Staff is recommending the Commission amend Resolution #697 to include the correct Exhibit A as originally intended to clarify the record, while also adopting the Trunk Water Charge for the balance of the parcel under discussion.

REQUESTED ACTION

Staff requests the Commission adopt Resolution #1159 A Resolution Amending Resolution #697 and Setting the Amount of the Trunk Water Charge, Approving of Its Collection and Authorizing Water Service to Certain Property Described as: The Balance of Lot 1, Block 1 Superior Supply First Addition.



Exhibit A

That part of Lot 1, Block 1, SUPERIOR SUPPLY FIRST ADDITION, according to the recorded plat thereof, Scott County, Minnesota, which lies westerly of a line described as commencing at the northwest corner of said Lot 1; thence North 74 degrees 44 minutes 02 seconds East, assumed bearing, along the north line of said Lot 1 a distance of 280.23 feet, thence South 0 degrees 20 minutes 16 seconds West, a distance of 51.75 feet, thence North 74 degrees 44 minutes 02 seconds East, assumed bearing, along the north line of said Lot 1 a distance of 297.50 feet to the point of beginning of the said line to be described; thence deflecting 90 degrees 0 minutes 0 seconds to the right a distance of 576.66 feet to the south line of said Lot 1 and said line there terminating.



RESOLUTION #1159

A RESOLUTION AMENDING RESOLUTION #697 A RESOLUTION DESIGNATING THE TERMS UNDER WHICH WATER SERVICE IS MADE AVAILABLE TO A PORTION OF LOT 1, BLOCK 1 SUPERIOR FIRST ADDITION AND SETTING AMOUNT OF THE TRUNK WATER CHARGE, APPROVING OF ITS COLLECTION AND AUTHORIZING WATER SERVICE TO CERTAIN PROPERTY DESCRIBED AS:

THE BALANCE OF LOT 1, BLOCK 1
SUPERIOR SUPPLY FIRST ADDITION

WHEREAS, a request has been received for City water service to be made available to certain property, and

WHEREAS, the Commission has previously adopted Resolution #698 and desires to amend said Resolution to clarify the record and,

WHEREAS, the collection of the Trunk Water Charge is one of the standard requirements before City Water service is newly made available to an area, and

WHEREAS, the standard rate to be applied for the Trunk Water Charge has been set by separate Resolution,

NOW THEREFORE, BE IT RESOLVED, that the amount of the Trunk Water Charge is determined to be \$40,199.39 based on 13.09 net acres, and that collection of the Trunk Water Charge is one of the requirements to be completed prior to City water service being made available to that certain property described as:

(see attached for Legal Description)

BE IT FURTHER RESOLVED, that the attached legal description labeled Exhibit A be designated the correct area referred in Resolution #697 and,

BE IT FURTHER RESOLVED, that all things necessary to carry out the terms and purpose of this Resolution are hereby authorized and performed.

Passed in regular session of the Shakopee Public Utilities Commission, this 20th day of March, 2017.

Commission President: Terrance Joos

ATTEST:

Commission Secretary: John Crooks



Legal Description

attached to

Resolution #1159

That part of Lot 1, Block 1, Superior Supply first Addition, according to the recorded plat thereof, Scott County, Minnesota, which lies easterly of a line described as commencing at the northwest corner of said Lot 1; thence North 74 degrees 44 minutes 02 seconds East, assumed bearing, along the north line of said Lot 1 a distance of 280.23 feet, thence South 0 degrees 20 minutes 16 seconds West, a distance of 51.75 feet, thence North 74 degrees 44 minutes 02 seconds East, assumed bearing, along the north line of said Lot 1 a distance of 297.50 feet to the point of beginning of the said line to be described; thence deflecting 90 degrees 0 minutes 0 seconds to the right a distance of 576.66 feet to the south line of said Lot 1 and said line there terminating.



RESOLUTION #697

A RESOLUTION DESIGNATING THE TERMS
UNDER WHICH WATER IS MADE AVAILABLE
TO A PORTION OF LOT 1, BLOCK 1
SUPERIOR SUPPLY FIRST ADDITION

WHEREAS, the developer of Lot 1, Block 1 Superior Supply First Addition, City of Shakopee, Minnesota, has requested water service be made available to a portion of that plat,

AND WHEREAS, the availability of water service is contingent upon the approval by the Shakopee Public Utilities Commission of the water system constructed to serve that plat,

AND WHEREAS, the approval of the Shakopee Public Utilities Commission is contingent upon compliance with standard fees, specifications, and other requirements, and with specific requirements dependent upon the individual characteristics of each plat,

AND WHEREAS, the Shakopee Public Utilities Commission has determined that one of the specific requirements for water service to this plat is the payment of the Trunk Water Charge,

NOW THEREFORE, BE IT RESOLVED, by the Shakopee Public Utilities Commission, that water service will be deemed to be available now to the portion of the plat of Superior Supply First Addition as described on Exhibit "A", upon compliance with all standard requirements, including payment of the Trunk Water Charge for that area, of the Shakopee Public Utilities Commission for water service, and with the specific requirement of the future payment of the Trunk Water Charge for the balance of the plat at the rate in effect at the time water service is made available, and


BE IT FURTHER RESOLVED, that all things necessary to carry out the terms and purpose of the resolution are hereby authorized and performed.

Passed in regular session of the Shakopee Public Utilities Commission this 7th day of October, 2002.



Joan Lynch: Commission President

ATTEST:



Jerry Fox: Commission Secretary



AGREEMENT TO COMPLETE WATER SYSTEM

Agreement between Shakopee Public Utilities Commission (Commission), and Cherne Contracting, Inc. (Developer).

This agreement encumbers property as described in Exhibit "A" attached hereto.

Developer has requested city water be extended to serve property described as:

That part of Lot 1, Block 1, SUPERIOR SUPPLY FIRST ADDITION, according to the recorded plat thereof, Scott County, Minnesota, which lies westerly of a line described as commencing at the northwest corner of said Lot 1; thence North 74 degrees 44 minutes 02 seconds East, assumed bearing, along the north line of said Lot 1 a distance of 280.23 feet, thence South 0 degrees 20 minutes 16 seconds West, a distance of 51.75 feet, thence North 74 degrees 44 minutes 02 seconds East, assumed bearing, along the north line of said Lot 1 a distance of 297.50 feet to the point of beginning of the said line to be described; thence deflecting 90 degrees 0 minutes 0 seconds to the right a distance of 576.66 feet to the south line of said Lot 1 and said line there terminating.

Due to the undetermined future development of the property described in Exhibit "A" of this agreement, and due to the desire of Developer to secure city water service to the property described above, Developer requests approval of: an incomplete watermain distribution system to serve the property described above for which he has requested water service; and agrees to construct additional watermain and appurtenances and to make additional Trunk Water Charge payments in the future as such time that all or part of the property described in Exhibit "A" is developed or utilized in any way except farmland. The property described in Exhibit "A" does not now have, and will not have city water available until the construction of additional watermain and appurtenances and payment of additional Trunk Water Charges.

Developer agrees to construct said additional watermain and appurtenances in accordance with Commission standard policies and specific requirements at the sole cost and expense of the Developer. Developer further agrees the additional Trunk Water Charges shall be calculated in accordance with the rate in effect at the time water service is made available.

Standard policies shall be those which are in effect at the time of actual construction of the future watermain. Specific Commission requirements are as described on Exhibit "B" to this agreement.

This agreement shall be filed with Scott County Recorder, it shall be binding on heirs successors and assigns and shall continue in force until terminated by mutual agreement between Developer and Commission.

Developer covenants that it is in agreement with the above statements is the owner of the lands described in Exhibit "A" and further covenants that the said lands are free and clear of all encumbrances and liens except the following:

All of which have consented hereto in writing as hereinafter appears.



IN TESTIMONY WHEREOF, the parties have hereunto fixed their hands and seals as this 1st day of October, 2002.

DEVELOPER:

CHERNE CONTRACTING

A.W. Cherne, CEO

SHAKOPEE PUBLIC UTILITIES COMMISSION:

J. Van W.
Utilities Manager



STATE OF MINNESOTA

County of Hennepin

The foregoing instrument was acknowledged before me this 1st day of October, 2002, by A. William Cherne Owner/Developer.



Joyce H. Mithuen

Notary Public, Hennepin County, Minnesota
My Commission expires 1/31/05

STATE OF MINNESOTA

County of _____

The foregoing instrument was acknowledged before me this _____ day of _____, 2002, by Louis Van Hout, Utilities Manager, Shakopee Public Utilities Commission.

Terrill L. Roquette

Notary Public, Scott County, Minnesota
My Commission expires Jan 31, 2005



Approved as to form:
Krass and Monroe Chartered
Shakopee, MN 55379
Commission Attorneys
Drafted by:
Shakopee Public Utilities Commission
1030 East Fourth Avenue
Shakopee, MN 55379



ATTACHMENT TO AGREEMENT TO COMPLETE WATER SYSTEM

The undersigned, as the owner of encumbrance(s), or lien(s) on the property described in Exhibit "A" hereto attached, hereby consent and join in the Agreement to Complete Water System between Developer and Commission.

Holder of Encumbrance or Lien

Signature

STATE OF MINNESOTA

County of _____

The foregoing instrument was acknowledged before me this _____ day of _____, 2002, by _____

(Holder of Encumbrance or Lien)

NOT APPLICABLE



EXHIBIT "A"
TO THE AGREEMENT TO COMPLETE WATER SYSTEM

That part of Lot 1, Block 1, SUPERIOR SUPPLY FIRST ADDITION, according to the recorded plat thereof, Scott County, Minnesota, which lies easterly of a line described as commencing at the northwest corner of said Lot 1; thence North 74 degrees 44 minutes 02 seconds East, assumed bearing, along the north line of said Lot 1 a distance of 280.23 feet, thence South 0 degrees 20 minutes 16 seconds West, a distance of 51.75 feet, thence North 74 degrees 44 minutes 02 seconds East, assumed bearing, along the north line of said Lot 1 a distance of 297.50 feet to the point of beginning of the said line to be described; thence deflecting 90 degrees 0 minutes 0 seconds to the right a distance of 576.66 feet to the south line of said Lot 1 and said line there terminating.

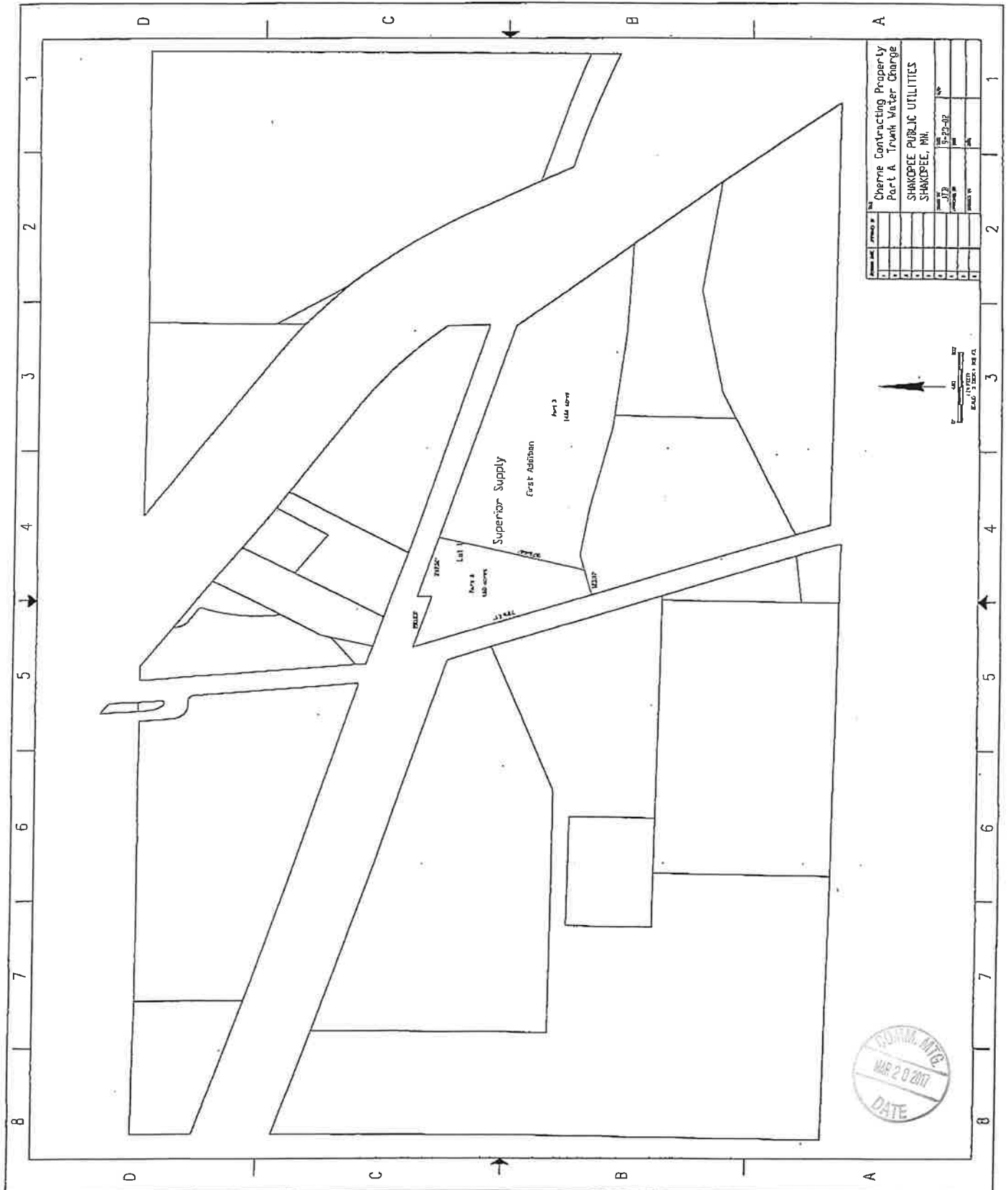


EXHIBIT "B"
TO THE AGREEMENT TO COMPLETE WATER SYSTEM

Developer shall:

1. Make additional Trunk Water Charge payments at the rate in effect at the time water service is made available to the property described in Exhibit "A", if the property is not subdivided; or
2. Make additional Trunk Water Charge payments at the rate in effect at the time water service is made available to the property described in Exhibit "A" and, if the property is subdivided, install additional watermain and appurtenances across the property described in Exhibit "A" in accordance with Commission standard policies including, but not limited to, looping the watermain.





Shakopee Contracting Property	
Part A. Trunk Water Charge	
SHAKOPEE PUBLIC UTILITIES	
SHAKOPEE, MN.	
DATE	12-22-02
BY	[Signature]
CHECKED BY	[Signature]
APPROVED BY	[Signature]

RESOLUTION #698

A RESOLUTION SETTING THE AMOUNT
OF THE TRUNK WATER CHARGE, APPROVING OF ITS COLLECTION
AND AUTHORIZING WATER SERVICE TO CERTAIN PROPERTY
DESCRIBED AS:

A PORTION OF LOT 1, BLOCK 1
SUPERIOR SUPPLY FIRST ADDITION

WHEREAS, a request has been received for City water service to be made available to certain property, and

WHEREAS, the collection of the Trunk Water Charge is one of the standard requirements before City Water service is newly made available to an area, and

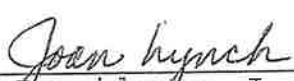
WHEREAS, the standard rate to be applied for the Trunk Water Charge has been set by separate Resolution,

NOW THEREFORE, BE IT RESOLVED, that the amount of the Trunk Water Charge is determined to be \$3,822.60 based on 4.60 net acres, and that collection of the Trunk Water Charge is one of the requirements to be completed prior to City water service being made available to that certain property described as:

That part of Lot 1, Block 1, SUPERIOR SUPPLY FIRST ADDITION, according to the recorded plat thereof, Scott County, Minnesota, which lies westerly of a line described as commencing at the northwest corner of said Lot 1; thence North 74 degrees 44 minutes 02 seconds East, assumed bearing, along the north line of said Lot 1 a distance of 280.23 feet, thence South 0 degrees 20 minutes 16 seconds West, a distance of 51.75 feet, thence North 74 degrees 44 minutes 02 seconds East, assumed bearing, along the north line of said Lot 1 a distance of 297.50 feet to the point of beginning of the said line to be described; thence deflecting 90 degrees 0 minutes 0 seconds to the right a distance of 576.66 feet to the south line of said Lot 1 and said line there terminating.


BE IT FURTHER RESOLVED, that all things necessary to carry out the terms and purpose of this Resolution are hereby authorized and performed.

Passed in regular session of the Shakopee Public Utilities Commission, this 7th day of October, 2002.



Commission President: Joan Lynch

ATTEST:



Commission Secretary: Jerry Fox



Monthly Water Dashboard

As of: February 2017

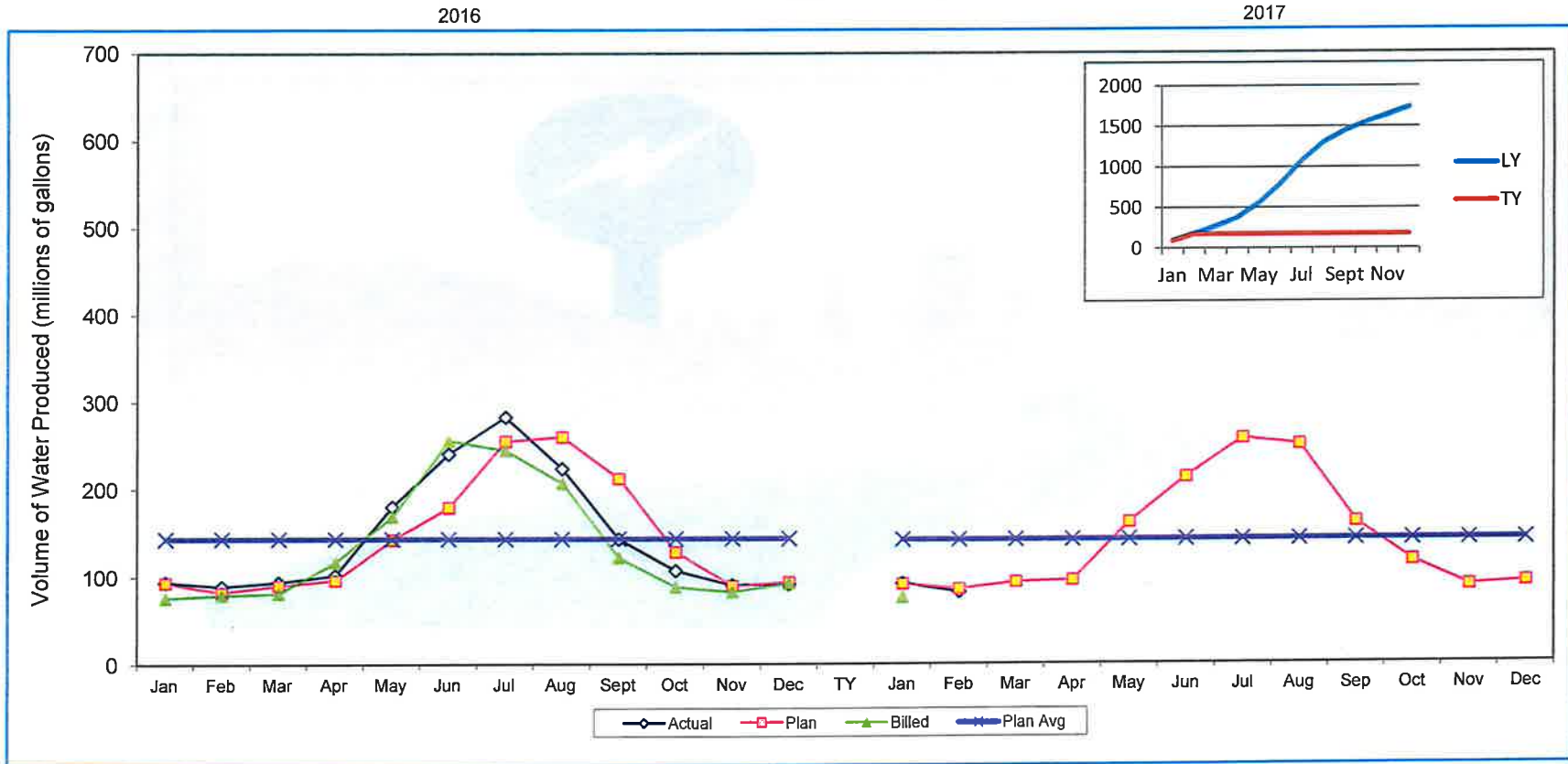
Shakopee Public Utilities Commission

ALL VALUES IN MILLIONS OF GALLONS

Element/Measure Water Pumped/Metered

Averages
 2014 140
 2015 138
 2016 145

Last 6 months actuals	143	107	90	91	92	82
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	LY	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sept	Oct	Nov	Dec	TY	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Actual		94	89	94	102	180	241	283	224	143	107	90	91		92	82										
Plan		93	82	90	96	142	179	255	260	212	128	89	93		91	85	93	95	161	213	257	250	161	117	88	92
YTD % *															101%	99%										
Billed		76	79	81	117	169	256	245	207	122	88	82	92		76											

* Actual gallons pumped vs. Plan







SHAKOPEE PUBLIC UTILITIES

“Lighting the Way – Yesterday, Today and Beyond”

March 16th, 2017

TO: John Crooks, Utilities Manager 

FROM: Greg Drent, Electric Superintendent 

Subject: SCADA Bid Award

Overview:

We opened bids on February 14th for a new SCADA system; the bids tabulation sheet and Engineer recommendation are attached.

Our current SCADA system is called C3ilex and it is old, outdated and an unsupported SCADA system. We have had many problems with the current system and we haven't been able to add our most recent projects on that SCADA system. We can't see some of our feeder amperages, load profile, breaker status unless we go to substations and view the data there. This is very inefficient and when the linemen are working on some lines they have to go to that substation and set some controls before working on the line.

Discussion:

In the 2017 CIP budget we allocated \$205,000.00 for a new SCADA system. The low bid was Survalent Technology, Inc. in the amount of \$175,128.63 for the project. There is also an alternate bid of \$48,620.47 for an additional five years of support. The alternate bid will be part of the 2018 budget. We are pleased with Survalent SCADA system and we viewed two different municipal utilities that have converted from C3ilex SCADA system to Survalent SCADA system in Marshall, MN and Waverly, IA. These utilities are very pleased with Survalent system and the implementation process went according to plans and specs.

With the new system we will be able to view loads at the control room, operate all substation breakers, switch loads to different feeders during outages, load control and get text messages /emails of breaker operation, hot line tag to name a few things. Some outages could be a little shorter as the system gives distances to the fault if a substation breaker has an operation. We are excited to get a new system that is supported and has up to date technology. Survalent is also capable of adding modules to their platform in the future if we want to add OMS (Outage Management System) or AMI (Advanced Metering Infrastructure).

Recommendation:

Staff recommends the commission award Survalent Technology, Inc. the bid for a new SCADA system for the amount of \$175,128.63.

Post Office Box 470 • 255 Sarazin Street • Shakopee, Minnesota 55379-0470
 (952) 445-1988 • Fax (952) 445-7767 • www.spucweb.com





March 14, 2017

Mr. Greg Drent
Electric Superintendent
Shakopee Public Utilities
255 Sarazin Street
Shakopee, MN 55379

**RE: Award Recommendation
Furnishing a SCADA System
DGR Project No. 426101**

Dear Mr. Drent:

We have completed our review and subsequent follow-up work regarding the bids that were received on February 14, 2017 for the furnishing of a SCADA system for Shakopee Public Utilities (SPU). A bid summary form is included which shows a tabulation of the bids. We will send a copy of the bid summary to the bidders.

The evaluated low bid meeting the specifications was submitted by Survalent Technology, Inc. in the amount of \$175,128.63, including sales tax. Their proposed schedule satisfies the SCADA cutover timeframe and they have successfully demonstrated their system capabilities. We have worked with Survalent on past projects and know of no reasons why they would not perform well on this project. We therefore recommend awarding the project to Survalent Technology, Inc. based on their bid of \$175,128.63 for this project.

Survalent included an alternate bid item A1, totaling \$48,620.47, to provide five additional years of software support and maintenance beyond the one-year requirement included in the specifications (total of six years). Whether by accepting alternate bid item #1 at this time or by contracting for these services at a later date, we recommend that SPU act upon extending the service plan before the base bid software support and maintenance plan expires.

Please feel free to contact us at 800-446-2531 with any questions you may have prior to the upcoming Utilities Commission meeting on March 20, which we plan to attend. We will plan to prepare contract documents for signature after contract award has been made.

Sincerely yours,

DGR Engineering

A handwritten signature in black ink that reads 'Chad Rasmussen'.

Chad A. Rasmussen, P.E.

CAR:swa



BID SUMMARY

**FURNISHING A SCADA SYSTEM
SHAKOPEE PUBLIC UTILITIES
SHAKOPEE, MINNESOTA**



1302 South Union Street
Rock Rapids, Iowa 51246
DGR Project No. 426101

Bid Letting: February 14, 2017 - 1:30 PM
Shakopee Public Utilities
255 Sarazin Street
Shakopee, MN 55379-0470

Bidder and Address	Bid Security	Total Base Bid	Alternate Bid Item #A1 5-Year Maintenance/ Support Contract	Comments
<p align="center">Survalent Technology, Inc. 1967 Wehrle Dr. Suite 1 PMB 122 Buffalo, New York 14221</p>	<p align="center">10% Bid Bond</p>	<p align="center">\$175,128.63 (1)(2)(3)</p>	<p align="center">\$48,620.47 (4)</p>	<p>(1) Includes sales tax (7.375%)</p> <p>(2) Price includes one (1) year of software support and maintenance.</p> <p>(3) In order to conform with specifications, base bid includes \$9,126.88 for Owner witnessed Factory Acceptance Testing (FAT).</p> <p>(4) Includes five (5) additional years of support for six (6) total years of support. Patch management services is included with the software support contract.</p>
<p align="center">Open Systems International, Inc. 4101 Arrowhead Dr. Medina, MN 55340</p>	<p align="center">10% Bid Bond</p>	<p align="center">\$218,394.31 (5)(6)(7)(8)</p>	<p align="center">\$28,387.80 (9)</p>	<p>(5) Includes sales tax (7.375%). Original bid amount excluded sales tax.</p> <p>(6) Price includes two (2) years of software support and maintenance.</p> <p>(7) In order to conform with specifications, base bid includes \$13,852.94 for Short Term Load Forecasting (STLF).</p> <p>(8) In order to conform with specifications, base bid includes \$15,300.94 for Load Estimating.</p> <p>(9) Includes three (3) additional years of support for five (5) total years of support. Patch management service is not included in the software support contract and requires a separate contract at an additional cost.</p>





SHAKOPEE PUBLIC UTILITIES

“Lighting the Way – Yesterday, Today and Beyond”

March 16, 2017

TO: John Crooks, Utilities Manager 

FROM: Sharon Walsh, Director of Marketing and Customer Relations 

SUBJECT: 2017 Tom Bovitz Scholarship Award

Overview

Each year, SPU partners with the MMUA to sponsor the Tom Bovitz Memorial Scholarship. The SPU scholarship is offered to high school seniors who have plans to attend a post-secondary educational institution and who are, or have legal guardians who are, customers of SPU. Students participate in an essay competition interpreting one or more aspects of the theme, “Municipal Utilities: Good For All of Us.”

SPU will award a first place scholarship in the amount of \$1000 and a second place scholarship in the amount of \$500. The first place winner will have their essay submitted to the MMUA to compete at the state level. This winner will have the opportunity to earn an additional scholarship of \$500, \$1000, \$1500 or \$2000, depending on their placement in the state competition.

This year, even with early promotion of the scholarship to three local high schools (SHS, PLHS and HFCHS), we only received one submission. Please see attached.

Action Requested

Commissioners: Please review the 2017 submission and provide any feedback. This submission will be submitted to the MMUA before the April 14, 2017 deadline.



What if the lights started to flicker and then went off completely, engulfing you into a pit of darkness? What if the the food you were cooking gave off toxic fumes that you could possible die from? What if that intense Vikings football game you were watching intently shut off in the middle of an epic play? What if that curling iron you were currently using stopped curling your hair and left you with a half straight head of hair? All of these things are small pleasures in our daily lives that we rarely even think about. Imagine what would our lives be like if all the things we enjoyed were not there. It is often difficult to ponder what life would be like if electricity was not integrated in our life as much as it is today. It is simple to forget that we are very fortunate to have municipal utilities and that there are still many people all over the world who live without electricity.

There are numerous unknown facts about electricity and energy in our world today. Roughly, over a billion people do not have opportunity to use electricity (Lavelle). What is even more shocking is that “the world needs to double or triple its current spending— estimated at about \$400 billion a year— to meet the united Nations’ goal of bringing clean and modern electricity to all people by 2030” (Lavelle). Another startling fact about energy poverty is that “about 3.5 million people, mainly women and children, die each year from respiratory illness due to indoor air pollutions from wood and biomass cookstoves” (Lavelle). With the lack of electricity in many developing countries, it is important to acknowledge the impact of the municipal utilities in our city and how our aid is needed in many other places across the globe. Without electricity in our lives, it would be difficult to function because electricity has become an integral part of our daily lives. From the light we use to do homework to the delicious food we



enjoy at dinner, these effortless commodities may seem insignificant to us but it is extraordinary to others.

My family has been a member of the Shakopee Public Utilities Commission for over ten years. Without a doubt, SPUC has continually provided my family and many other families with the care that cannot be found anywhere else. SPUC lets the Shakopee community know of its efforts to keep rates as low as possible and to keep the quality high. The SPUC website even provides frequent reports and also tips on how to conserve energy in our homes during the frigid winter months of Minnesota to the scorching hot days of summer that we experience. SPUC has devoted themselves wholly in managing the 18,000 plus customers to provide the best service possible. It is no secret that Shakopee values the guidance and leadership that SPUC offers and their unwavering support to the city of Shakopee has not gone unnoticed.

Thank you to the Shakopee Utilities Manager, the Planning and Engineering Director, Marketing/Customer Relations Director, Finance/Administrative Director, the Water and Electric Superintendents, and all those involved in SPUC. Without their direction and assistance, Shakopee would not be the thriving city it is today. Changing small things to conserve energy, such as turning off the light during the day, to larger involvement in the electricity battle are paramount in the fight against energy poverty. Advocating for those who do not have the chance to utilize the electricity that many do not think twice about is something that must be done in order for all to move forward. If all of us stand united against energy poverty, municipal utilities will be able to be a part of every single community, not just in our own town but all across the world. Municipal utilities will not only be good for those who live in Shakopee or a different city but it would be Good for all Us around the globe.



Works Cited

Lavelle, Marianne. "Five Surprising Facts About Energy Poverty." *National Geographic*. National Geographic, 30 May 2013. Web. 14 Mar. 2017.



RESOLUTION #1160**A RESOLUTION IN RECOGNITION OF PUBLIC SERVICE*****Jordan Olson***

WHEREAS, Jordan Olson, throughout his tenure as commissioner of the Shakopee Public Utilities always applied his best efforts toward the professional operation of the Shakopee Public Utilities Commission, and

WHEREAS, Mr. Olson consistently performed his duties in a diligent, conscientious, and civic minded manner,

THEREFORE BE IT RESOLVED, that the Commission expresses its appreciation and that of the people of Shakopee to Mr. Olson for his three years of dedicated service.

BE IT FURTHER RESOLVED, by the Shakopee Public Utilities Commission that this resolution be adopted as a tribute to those years of faithful service of Jordan Olson and that a copy of the resolution be retained as a permanent testimony to the action.

Adopted in regular session of the Shakopee Public Utilities Commission, this 20th day of March, 2017.

Commission President: Terrance Joos

ATTEST:

Commission Secretary: John R. Crooks

