

RESOLUTION NO. 35-2026

Introduced by Joel Hagy

A RESOLUTION AUTHORIZING THE CITY MANAGER TO EXECUTE AN AGREEMENT WITH SEL ENGINEERING SERVICES, INC. FOR THE PURCHASE OF AN AUTOMATION CONTROLLER, SOFTWARE AND RELATED EQUIPMENT, AND PROVISION OF ENGINEERING DESIGN, PROGRAMMING AND ON-SITE SUPPORT TO MODIFY AN EXISTING AUTOMATION SCHEME RELATING TO THE HURON PUBLIC POWER EXPANSION PROJECT IN AN AMOUNT NOT TO EXCEED ONE HUNDRED TWENTY-NINE THOUSAND SIX HUNDRED EIGHTEEN AND 35/100 DOLLARS (\$129,618.35).

BE IT RESOLVED BY THE COUNCIL OF THE CITY OF HURON AS FOLLOWS:

SECTION 1. That the Council of the City of Huron authorizes and directs the City Manager to execute an agreement with SEL Engineering Services, Inc. for the purchase of an automation controller, software and related equipment, and provision of engineering design, programming and on-site support to modify an existing automation scheme relating to the Huron Public Power Expansion Project in an amount not to exceed One Hundred Twenty-Nine Thousand Six Hundred Eighteen and 35/100 Dollars (\$129,618.35).

SECTION 2. That this Council hereby finds and determines that all formal actions relative to the adoption of this Resolution were taken in an open meeting of the Council and that all deliberations of this Council and of its committees, if any, which resulted in formal action, were taken in meetings open to the public in full compliance with applicable legal requirements, including O.R.C. §121.22 of the Revised Code

SECTION 3. That this Resolution shall go into effect and be in full force and effect immediately upon its passage.



Monty Tapp, Mayor

ATTEST: 

Clerk of Council

ADOPTED: 28 APR 2026



Huron Public Power

Rye Beach Road - Automation Update

SEL ES Project #: 019257.007.00 (Rev. 0)

Submitted: 20 March 2026

Customer: Huron Public Power

Stuart Hamilton

Huron Public Power

Email: stuart.hamilton@huronohio.us

Vendor: SEL Engineering Services, Inc.

Chris Perry

Senior Engineering Manager

Cell: +1.614.357.7288

Email: Chris_Perry@selinc.com

Christopher Reeg

Senior Engineer

Cell: +1.614.357.4667

Email: Christopher_Reeg@selinc.com

Additional Sales Contacts

Marcel Kruning

Sales Engineer

Schweitzer Engineering Laboratories

Cell: +1.412.565.9807

Email: marcel_kruning@selinc.com

This proposal is valid for 60 days. SEL Engineering Services, Inc. (SEL ES) reserves the right to withdraw this offer if mutually accepted credit terms cannot be agreed upon.

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SEL products referred to in the proposal are manufactured by Schweitzer Engineering Laboratories, Inc. (SEL)

1 Purchase Order Instructions

SEL Engineering Services, Inc. (SEL ES) looks forward to partnering with you on this project. In order to accept and fully execute a purchase order (PO) for the scope of services and/or equipment included in this proposal, the following is provided to support the order process.

Please address purchase order to:

SEL Engineering Services, Inc.

2350 NE Hopkins Court

Pullman, WA 99163 USA

SEL ES Project/Quote Number: 019257.007.00

Terms and Conditions: By signing below, the Parties agree that this proposal is governed by SEL's standard terms and conditions located at: www.selinc.com/company/termsandconditions.

Payment Terms: Net 30 days after date of invoice

If your company does not have established credit terms sufficient to cover this purchase, SEL ES reserves the right to require any of the following: credit information, prepayment, letter of credit, or progress payments prior to acceptance.

Work cannot be initiated until adequate credit terms have been established.

PO Amount: _____

To accept this proposal and referenced terms, please return this sheet, signed and dated.

Customer: Huron Public Power

Vendor: SEL Engineering Services, Inc.

Signature: _____

Signature: _____

Print Name: _____

Stuart Hamilton

Print Name: _____

Title: _____

City Manager

Title: _____

Date: _____

04/29/2026

Date: _____

2 Scope & Pricing

2.1 Scope

SEL Engineering Services, Inc. (SEL ES) is providing this document in response to an RFP from Stuart Hamilton of Huron Public Power on 3/4/26. The proposal includes loose material, engineering design, programming and on-site support to modify an existing automation scheme for the substation expansion at Rye Beach Road.

Service Description	Price (USD)
<p>Item-1: SEL Loose Material</p> <ul style="list-style-type: none"> • Qty-1, SEL-3350 Automation Controller • Qty-1, SEL-3355 Automation Controller - Blueframe • Qty-1, SEL-5708 Metering Software Bundle w/ five devices • Qty-1, RTAC Trend Recorder + File I/O License • Qty-1, SEL Keyboard Drawer <ul style="list-style-type: none"> - Includes USB Keyboard and Mouse • Qty-1, SEL 19" Touchscreen Monitor • Qty-1, SEL-2411 Automation Controller • Qty-1, SEL-2731 Ethernet Switch • Qty-2, SFP Transceivers • Miscellaneous terminal blocks, communication cables, etc. within the new and existing communication cabinets 	<p>\$33,758.35</p>
<p>Item-2: Engineering</p> <ul style="list-style-type: none"> • SEL ES will provide a functional design specification for the solution including: <ul style="list-style-type: none"> - Updated Communication Diagram - Documentation specifying how the system will operate • SEL ES will provide programming for the following devices: <ul style="list-style-type: none"> - Existing SEL-2411 Programmable Automation Controller - New SEL-2411 Controller - Existing SEL-3555 RTAC and HMI - New SEL-3350 Automation Controller and HMI • SEL ES will provide the following functions as part of the scope: <ul style="list-style-type: none"> - Alarms & Status <ul style="list-style-type: none"> ○ Delete alarms for 69kV circuit breakers ○ Add alarms for TR3 ○ Revise HMI to add TR3 and 15kV circuit breakers ○ Coordinate communication link with FirstEnergy relays for breaker status - Transfer Scheme <ul style="list-style-type: none"> ○ Revise transfer scheme logic to accommodate TR3, main and tie breakers 	<p>\$60,885.00</p>

<ul style="list-style-type: none"> ○ Add HMI screen to initiate monitor operation sequence to remove all load from any of the three transformers for maintenance - Metering <ul style="list-style-type: none"> ○ Pull metering data from the SEL-3555 into the SEL-3350 ○ Integrate new metering points from TR3, 15kV circuit breakers and FirstEnergy metering (existing and new) ○ Provide web interface for remote access ○ Provide programming of HMI ○ Provide metering reports to HPP - Coordination with the following parties: <ul style="list-style-type: none"> ○ Huron Public Power ○ AMP Transmission ○ FirstEnergy ○ Dinovo Associates 	
<p>Item-3: On-Site Testing & Commissioning</p> <ul style="list-style-type: none"> ● Provide one engineer and one technician on-site for five 10-hour days to perform the following: <ul style="list-style-type: none"> - Install the new SEL-2411 and associated terminal blocks - Install the new SEL-3350, keyboard tray, and 19" monitor - Point-to-Point checkout of all new wiring - Programming of all new devices - Test all new alarms - Test all points on HMI screen - Test all metering points - Provide up to four hours of training with Customer ● Provide necessary documentation including: <ul style="list-style-type: none"> - Red-lined copy of all construction prints at the station as well as a scanned copy to the design engineer - Provide a commissioning report including commissioning checklist and all test reports ● Includes a detailed Isolation, Commissioning, Test and Restoration (ICTR) plan. Includes travel and related expenses. 	\$34,975.00
TOTAL	\$129,618.35

All quoted prices are exclusive of any sales, value-added, or similar taxes, which will be added, if applicable, at the statutory rate(s) at the time of invoicing.

2.2 Milestone Payment Schedule

No.	Description	Payment Milestone
Material Payment Schedule		
1	Upon Delivery of Loose Material	\$33,758.35
Services Payment Schedule		
2	Upon Submission of FDS	\$20,295.00
3	Upon Approval of Points List	\$20,295.00
4	Upon Completion Programming	\$20,295.00
5	Upon Start of On-Site Testing	\$17,487.50
6	Upon Completion of On-Site Testing	\$17,487.50
Total Project Price (USD)		\$129,618.35

All quoted prices are exclusive of any sales, value-added, or similar taxes, which will be added, if applicable, at the statutory rate(s) at the time of invoicing.

Unless indicated otherwise in this proposal, the price does not include the cost of any payment, performance, and/or warranty security instrument.

3 Deliverables to SEL ES

3.1 Deliverables to SEL ES

The Customer will provide the following items to SEL ES:

- An approved IFC Drawing Package for the upgrade
- Approved SCADA/RTU Point Lists for updated devices.
- Customer Outage/Cutover plan
- Primary equipment switching steps and lockout/tagout procedure with dates
- Site-specific/Customer safety training requirements
- Site point of contact information and site address
- Review and approval of Functional Design Specification

4 SEL ES Project Execution

4.1 Schedule

SEL ES will provide a schedule after the kickoff meeting with the Customer. For more information, please visit [Schedule](#).

Milestone	After Receipt of Order (in weeks)
Receipt of PO	0
Kickoff Meeting	1
Settings IFC	12
Commissioning	TBD
Project Complete	TBD

In the event a delay involves a demobilization and remobilization, whether the same is due to a Customer request, SEL ES will implement its Suspension, Work During Disputes, and Termination policy. To learn more, please visit the [terms of this policy](#).

SEL ES is committed to the safety of its employees and Customers, and our employees practice work rules to ensure compliance with industry standard safety methods and federally mandated requirements. To learn more, please visit [SEL ES Safety Program](#).

4.2 Quality

SEL ES strives to design, develop, and deliver dependable, quality solutions that exceed Customer expectations. To learn more, please visit [Project Quality Plan](#).

4.3 Cybersecurity – Project Passwords

To maintain security during the processes of engineering, fabrication, factory tests, shipment, delivery, onsite testing, and commissioning, the electronic devices in this system are assigned project passwords. They are specific to this project and are controlled at SEL ES on a strict need-to-know basis.

As part of the final deliverables from SEL ES, the Customer will receive documentation identifying the project passwords in each of the delivered products. SEL ES recommends that the Customer change the project passwords to Customer-defined passwords upon receipt of their products.

SEL ES policy is to change passwords; however, SEL ES will follow the Customer policy regarding passwords as advised.

5 Clarifications and Exceptions

SEL ES developed the scope of work, schedule, and price based on the information provided to us as listed in this proposal. Should additional or changed work be required, including such work resulting from unusual conditions or for any other reasons that are not evident from the information provided, changes to the price or schedule may result.

SEL ES will assign a project manager to the project. The project manager will oversee and maintain the schedule within SEL ES. The project manager will also be the point of contact with the Customer in order to maintain a smooth flow of information.

For safety reasons, SEL ES service personnel will not plan to work more than 10 hours per day. Should job requirements dictate work hours in excess of 10 hours per day, SEL ES and the Customer must review the requirements and agree on an appropriate plan that addresses safety concerns and the reasonableness of the hardship that the excessive hours place on SEL ES personnel.

5.1 Clarifications

1. Due to increased lead times, SEL ES will not provide a cabinet. SEL ES will provide loose material and assist with wiring in the field.
2. SEL ES will not provide a complete design package. This is to be provided by others. SEL ES design scope is limited to Communication Architecture drawing.
3. The scope of work assumes that outages will not be scheduled during non-regular hours, weekends, and holidays. Price does not consider weekend or holiday labor.
4. The Customer will perform all lock-out tag-out (LOTO) switching, grounding operations, and create all required switching orders and LOTO work permits. EKPC to be responsible for all primary isolation required for SEL ES to begin work.
5. Communication cables in SEL ES's scope are limited to cables in and between the existing and new metering cabinets and do not included runs longer than 10 feet.

5.2 Exceptions

None.