



Trisha Tillotson
Community Development Agency Director

David Garcia
Director of Public Works

NEVADA COUNTY SANITATION DISTRICT NO. 1
BOARD OF DIRECTORS
Board Agenda Memo

MEETING DATE: May 12, 2026

TO: Board of Directors

FROM: David Garcia, Director of Public Works

SUBJECT: Resolution Retroactively Approving a Software Support Agreement Contract with InSource Software Solutions, Inc. for the SCADA System Operating Software, Intouch Supervisory Control, for the Lake Wildwood and Lake of the Pines Wastewater Facilities for a Three-Year Period of December 31, 2025, to December 30, 2028, and Amending the Nevada County Sanitation District No.1 Budget for Fiscal Year 2025/26 and Release Fund Balance (4/5 Affirmative Vote Required) (Districts II & IV)

RECOMMENDATION: Approve the attached Resolution.

FUNDING: A budget amendment is necessary for Fiscal Year 2025/26 in the amount of \$38,030. There is sufficient fund balance in the Sanitation District's Lake Wildwood and Lake of the Pines wastewater zones.

BACKGROUND: In December 2022, with Resolution SD-007, the District contracted with AVEVA Select California to convert and upgrade their SCADA system operating software at the Lake Wildwood and Lake of the Pines Wastewater Facilities.

The District is requesting a three-year contract renewal for the period of December 31, 2025, through December 30, 2028, to include software upgrades and technical support with InSource Software Solutions, Inc. for the SCADA software. Due to internal processing and coordination oversight, this renewal was delayed; however, staff worked with the vendor to ensure there was no service interruption. The contract amount is \$111,070.00.

This software is unique and proprietary and requires a sole source acquisition.

Attachments:

1. Resolution retroactively approving a Software Support Agreement Contract with InSource Software Solutions, Inc.
2. Exhibit A: Software Support Agreement- InSource Software Solutions, Inc.
3. InSource Software Solutions, Inc Group Proposal

Item Initiated by: Stacy Manning, Senior Community Development Technician

Approved by: David Garcia, Director of Public Works