



Request for City Council Committee Action from the Department of Information Technology

Date: May 19, 2014

To: The Honorable John Quincy, Chair, Ways and Means Committee

Referral to: Committee of the Whole

Subject: Extend and increase contract with KorTerra Inc. for software support and maintenance

Recommendation: Authorize proper City officials to:

- a) Amend contract C-34023 with KorTerra Inc. for three additional years, through March 31, 2017, using KorTerra's contract agreement form instead of the City's Contract for Professional Services
- b) Increase the contract by \$30,000 for a new not-to-exceed total of \$107,000, for software support services related to managing the Gopher State One Call utility location system
- c) Update Terms and Conditions to reflect current standards

Previous Directives: April 26, 2013 – Council authorized to extend contract C-34023 with KorTerra, Inc. for one year and increased the contract amount by \$24,000.

Department Information:

Prepared by: Barb Malinski, Contract Administrator, IT
Submitted by: Otto Doll, CIO
Approved by: Jay Stroebel, Interim City Coordinator
Presenter(s) in Committee: Otto Doll, CIO

Reviews	Approval	Date	Not Applicable
Permanent Review Committee (PRC):	<input checked="" type="checkbox"/>	April 26, 2013	<input type="checkbox"/>
Civil Rights Approval:	<input type="checkbox"/>		<input checked="" type="checkbox"/>
Policy Review Group (PRG):	<input type="checkbox"/>		<input checked="" type="checkbox"/>

Financial Impact

None

Supporting Information

The City has a contract (C-34023) with KorTerra, Inc. with a contract value of \$77,000 to provide training and technical support services for KorTerra Enterprise software, which is an automated dispatch system for locating underground utilities that expires May 31, 2014. The Minneapolis Public Works department has three divisions – Sewer, Traffic, and Water, that perform underground utility locates when a request to do so is received from Gopher State One Call (GSOC). GSOC is a state agency that takes locate requests coming from contractors, private homeowners, etc. and dispatches a locate ticket to all utilities that may have underground assets such as pipes or wires in the area. For locate requests in Minneapolis, GSOC sends a ticket to the City of Minneapolis Automated Dispatching Locate System hosted by KorTerra, Inc.

The City will migrate to the KorWeb application which will result in a significant cost reduction from the prior KorTerra Enterprise application. Any costs to the City come from migration to the new application, KorTerra charging the utility for splitting tickets between our three Public Works Divisions, and such features as attaching photos to tickets. The main difference between the KorTerra Enterprise version and KorWeb is that the current Enterprise version is a separate database dedicated to the City of Minneapolis, whereas KorWeb is an application shared by multiple utilities. Both applications are hosted by KorTerra. KorWeb will no longer have functionality to view online history or the ability to create bills but these features are not currently used today and there are no future plans to use them.

Public Works is providing the funding for the increased contract expenses.