



## Request for City Council Committee Action from the Department of BIS

Date March 29, 2010

To: **The Honorable Betsy Hodges, Chair, Ways and Means Committee**

Subject: **Acceptance of Yotta MVS, Inc.'s Proposal for the Digital Imaging Services Street-Level-Photos RFP.**

**Recommendation:** Authorize proper City officials to execute a contract with Yotta MVS, Inc. to provide street-level-photo services to the Minneapolis Assessor's Office for a not-to-exceed amount of \$195,000.

Prepared by Robert Arko, Contract Administrator, 673-3984

Submitted by Lynn Willenbring \_\_\_\_\_, 673-2927  
Chief Information Officer

Approved by Steven Bosacker \_\_\_\_\_  
City Coordinator

Presenter in Committee Lynn Willenbring

Policy Review Group  Not Applicable

Permanent Review Committee (PRC)  Not Applicable

Prior Related Directives:

**Financial Impact:** No financial impact to BIS. The Assessor's Office will be funding this initiative out of its operating budget.

**Financial Impact** (Check those that apply)

- No financial impact (If checked, go directly to Background/Supporting Information  
 Action requires an appropriation increase to the \_\_\_ Capital Budget or \_\_\_ Operating Budget  
 Action provides increased revenue for appropriation increase  
 Action requires use of contingency or reserves  
 Business Plan: Action is within the plan  
 Other financial impact (Explain):  
 Request provided to department's finance contact prior to the Committee Coordinator

**Background/Supporting Information**

In 2008, the Capital Long-Term Improvement Committee (CLIC) approved \$250,000 in funding for the Assessor's Office to purchase and implement wireless hand-held data collection tablets for the appraisal staff. As part of this project, the Assessor's Office dedicated department resources to contract with a vendor to digitally photograph and inventory all improved property (i.e. buildings) in Minneapolis. The digital photos will supplement the property data already maintained by the Assessor's Office. Once the photo database is compiled, the appraisal staff will update building photos as physical changes occur with the wireless handheld tablets.

The photo project has been designed to collect, verify and deliver additional data that will be beneficial to Police, Fire, Public Works, Regulatory Services, CPED and Emergency Preparedness. Included as part of the photo project is a verification process of all building addresses to gauge the accuracy of the City's data and to supply the City with a list of those properties where:

- The physical address could not be seen from the street
- Building address on the structure does not match the address in the city's database
- Street name, type and direction do not match the city's database
- Abandoned/Vacant buildings
- Unrecorded structures
- No tax record – a parcel exists but not found in the city's database
- Waste – parcels that contain trash or refuse (street view only)
- Graffiti on buildings, fences, etc. (street view only)
- Parcel Boundary – the shape file parcel boundary appears to be incorrectly plotted

BIS and the Assessor's Office issued a Request for Proposal (RFP) for this project. Four proposals were received on March 15, 2010. The proposals were reviewed by an evaluation team according to the criteria contained in the RFP. Based upon the proposals, Yotta MVS, Inc. had the solution that best met the City's requirements. BIS and the Assessor's Office are seeking approval to execute a one-year contract with Yotta MVS, Inc. with a not-to-exceed amount of \$195,000.