Legislation Text

File #: 17-190, **Version:** 1

TO:	**Mayor and Commissioners**
FROM:	**Gwen Spencer, Information Technology**
THROUGH:	**Chief Neal de Jesus, Interim City Manager**
DATE:	**February 21, 2017**

AWARD OF AN AGREEMENT TO GEOGRAPHIC TECHNOLOGIES GROUP, INC. FOR DATA CONVERSION SERVICES

Recommended Action:
Motion to Award a one-year Agreement to Geographic Technologies Group, Inc. for data conversion services in the not-to-exceed amount of $45,000.

Background:
On December 1, 2016, Purchasing issued ITB No. 2017-016 for data conversion services. Two bids were received from Digital GIS, LLC and Geographic Technologies Group, Inc. The lowest responsive and responsible bidder is Geographic Technologies Group, Inc. The bid from Geographic Technologies for Task Order No. 1 under the Data Conversion Services Agreement is for a flat fee of $45,000.

The data conversion services for Task Order No. 1 are to convert the City's current SunGard HTE and AutoCAD Stormwater data to Geographic Information System (GIS) data. Conversion of City data is required to complete the implementation of the City's new Enterprise Resource Planning (ERP) tool. The data is used in the day-to-day operations of divisions and departments such as Utility Billing, Planning & Zoning, and Code Enforcement.

This recommendation complies with the City Code of Ordinances, Chapter 36, Section 36.02(A)(1), "*Competitive Bids*".

City Attorney Review:
Approved as to form and legal sufficiency.

Finance Department Review:
Finance recommends approval.

Funding Source:
Funding is available from the following account numbers: $14,500 from 448-5411-538.31-90 (Stormwater Utility Fund: Other Professional Services); $22,875 from 334-6112-519.66-10 (General Construction Fund: Software); $3,812.50 from 442-5178-536.66-10 (Water/Sewer Renewal and Replacement Fund: Software); and $3,812.50 from 448-5461-538.66-10 (Stormwater Utility Fund: Software).

Timing of Request:

The implementation of certain ERP tools rely on current data to be converted to GIS data.