



TO: Mayor Shaun Sipma
Members of the City Council

FROM: Lance Meyer, P.E., City Engineer

DATE: July 20, 2020

**SUBJECT: ARCGIS ENTERPRISE CONFIGURATION CONSULTING CONTRACT
APPROVAL (4549)**

I. RECOMMENDED ACTION

1. It is recommended that Council approve the contract with Timmons Group to provide GIS consulting services.
2. Authorize the Mayor to sign the contract.

II. DEPARTMENT CONTACT PERSONS

Lance Meyer, City Engineer	701-857-4100
Emily Huettl, Assistant City Engineer	701-857-4100

III. DESCRIPTION

A. Background

The engineering department is in the process of converting over our existing legacy GIS platform to the industry standard ESRI GIS platform. The conversion is needed in order to utilize Cityworks asset management software currently being implemented.

B. Proposed Project

The contract with Timmons Group, who is implementing Cityworks for the City, is primarily focused on installing and setting up the server infrastructure to support ArcGIS. The contract will also program all of the data connections we currently have such as the assessor data and the City's high resolution photography.

C. Consultant Selection

Timmons Group was selected to provide implementation services for Cityworks as part of a request for proposals earlier this year.

IV. IMPACT:

A. Strategic Impact:

The City's GIS hub provides data and graphical information to a variety of users. Setting up the Enterprise Server will enhance the functionality of the software.

B. Service/Delivery Impact:

The department is in the final phases of GIS cutover. The new GIS software will be significantly more powerful and user friendly.

C. Fiscal Impact:

Funds for this project were budgeted for in the 2020 engineering department budget.

Project Costs

\$19,580.00

Project Funding

\$20,000 is available in the engineering department's professional services account

V. ALTERNATIVES

N/A

VI. TIME CONSTRAINTS

Council must approve this contract to keep the Cityworks and GIS conversion projects on schedule.

VII. LIST OF ATTACHMENTS

A. Timmons Group Letter of Agreement