



**TO:** Mayor Chuck Barney  
Members of the City Council

**FROM:** Information Technology

**DATE:** 6/29/17

**SUBJECT: INCREASE INFORMATION TECHNOLOGY CAPITAL WITH POLICE  
DEPARTMENT SOFTWARE AGREEMENT FUNDS (IT0011)**

**I. RECOMMENDED ACTION**

1. Recommend acceptance of 2017 annual budget increase request and

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2. Authorize the Mayor to sign the ordinance

**II. DEPARTMENT CONTACT PERSONS**

Jason McKibben, IT Manager 857-4722

**III. DESCRIPTION**

A. Background

The City of Minot budgeted \$30,000 in the 2016 budget for the purchase of software from New World System called TraCS Accident Interface. The project was not completed in 2016, but was encumbered to 2017. The agreement totaled \$36,600, however the City of Minot has a \$6,000 credit with New World Systems that puts the total due at \$30,600. Chief Jason Olson has agreed to pay for the cost overrun of \$600 from the Police Departments Administrative Software agreement budget.

B. Proposed Project

IT0011 - New World TraCS Interface - This allows officers on scene accident reports to transfer to the Records Department in a more efficient manner.

C. Consultant Selection

N/A

**IV. IMPACT:**

A. Strategic Impact:

Use PD software agreement funds towards the purchase of the New World System TraCS Accident Interface Software.

B. Service/Delivery Impact:

The TraCS Accident Interface will allow officers on scene accident reports to transfer to the Records Department in a more efficient manner. This process is currently manual.

C. Fiscal Impact:

The City of Minot budgeted \$30,000 in the 2016 budget for the purchase of software from New World System called TraCS Accident Interface. The project was not completed in 2016, but was encumbered to 2017. The agreement totaled \$36,600; however the City of Minot has a \$6,000 credit with New World Systems that puts the total due at \$30,600. Chief

Jason Olson has agreed to pay for the cost overrun of \$600 from the Police Departments Administrative Software agreement budget.

|   |                |
|---|----------------|
| Encumbered funds from 2016 Budget:              | \$36,000       |
| Police Administration Software Agreement funds: | 600            |
| Credit from New World System:                   | <u>(6,000)</u> |
| Expense to the City of Minot:                   | \$30,600       |

**V. ALTERNATIVES**

Alt 1. Utilize other funding for \$600 discrepancy of cost.

**VI. TIME CONSTRAINTS**

N/A

**VII. LIST OF ATTACHMENTS**

A. Ordinance