



# MEMORANDUM

Council Agenda  
Item No. X. C  
11/19/2024

## The City of OKLAHOMA CITY

TO: Mayor and City Council

FROM: Craig Freeman, City Manager

Concurrence with the Oklahoma City Water Utilities Trust in ratifying and approving the price adjustment for the purchase of sole source services from KorTerra, Inc. (OCWUT00014), to provide enhanced excavation notification services, estimated annual cost \$75,000, retroactive to May 26, 2024 through May 25, 2027.

### **Background:**

The Line Maintenance Division of the Utilities Department uses a contract with Oklahoma One Call (OKIE) to receive notification when a contractor or homeowner is excavating near The City of Oklahoma City water mains. These notifications are received in the form of tickets for each location. KorTerra, Inc. (KorTerra) provides software and web-based services to OKIE customers which contain additional data on the location tickets.

The Oklahoma City Water Utilities Trust (OCWUT) and KorTerra entered into a sole source agreement for a three-year term on May 26, 2015. The sole source agreement automatically renewed on May 25, 2018, May 25, 2021, and May 25, 2024, and has been assigned to this agreement number (OCWUT00014). In May 2021, OCWUT subscribed to KorWeb Advanced services for \$0.22 per ticket. OCWUT received notification from KorTerra that services for KorWeb Advanced services would increase to \$0.24 per ticket upon the term renewal.

KorTerra offers several levels of service, and the KorWeb Advanced service eliminated the need to manually sort location tickets by electronically sorting and assigning the tickets to predefined zones using KorTerra-based maps. This enhanced level of service provides digital maps that layer the location map and maps of Utilities Department underground assets, reducing the need for map books and other mapping programs. The enhanced services also include enhanced reporting capabilities, the ability to attach photo documentation to tickets, and mobile and laptop functionality. Annual advanced billing will be based upon the volume of the previous year at a cost for KorWeb Advanced services. Billing is adjusted to actual ticket volume the following year.

Staff recommends maintaining the KorWeb Advanced service level to provide the mapping information to field employees, improving operational efficiency in utility location services. KorTerra is the only authorized distributor for these services. In order to maintain the efficiency of utility location services, staff recommends the Resolution be adopted.

**Estimated Annual Cost:**

\$75,000

**Source of Funds:**

OCWUT-Water Trust Operating Fund (Non-Capital)-OCWUT Water Trust Operations-Water Line Maintenance General Budget-Miscellaneous Service Contract (6010-3901100-W6102-52010028)

OCWUT-Sewer Trust Operating Fund (Non-Capital)-OCWUT Water Trust Operations-Wastewater Line Maintenance General Budget-Miscellaneous Service Contract (6510-3801100-W7102-52010028)

**Review:**

Utilities Department

**Recommendation:** Concur with the Oklahoma City Water Utilities Trust in ratifying and approving the price adjustment.