

MEMORANDUM

TO: President and Members of the Town Council

FROM: Clay Johnson, Assistant Town Manager *g*

MEETING

DATE: July 14, 2014

RE: **Additional Authorization Requested – Geographic Information Systems Data Collection and Entry**

Over the course of 2013, Robinson Engineering has worked closely with our Data Processing Specialist inputting data from blueprints, as-built, and field verification on stormwater, sewer, and water infrastructure. This includes the size and directional flow of mains, manholes, valves, etc. There is still more data to input into the system to have a comprehensive data set. Robinson has requested an addition to their current authorized amount of \$57,200 to continue the work. They request an amount not to exceed \$50,000 to finish the work. The costs of this work would be split 50/50 between the Sewer and Water funds.

The ultimate purpose of this data collection is to create town-wide maps that include current data on utility assets. We can then take this data and input it into software that will allow it to be viewed by the Town Engineer or crew workers in the field via the Internet. We are slightly over 50% completed with the work.

Recommendation: Authorize the additional authorized expenditure of \$50,000 with Robinson Engineering to complete data collection and input for Geographical Information Systems (GIS) to be shared 50/50 between the Sewer and Water funds this evening.



Municipal Expertise. Community Commitment.

Joseph M Nordman
Direct Line: 210-5670
Email: jnordman@reltd.com

June 26, 2014

Project 11-213

Town of Munster
1005 Ridge Road
Munster, IN 46321

Attn: Tom DeGiulio

RE: Request for Purchase Order
GIS Data Collection

Dear Mr. DeGiulio:

Following is the estimated engineering fee for the above mentioned project in the Town of Munster along with the Scope of Services.

This work shall consist of the following:

- The continuing investigation and placement of the Town's underground sanitary, storm, and water mains within the GIS system
- The following dollar amount for the above mentioned work shall not be exceeded unless approved by the Town of Munster.

| | |
|---------------------------|--------------|
| GIS Data Collection | \$57,200.00 |
| Additional work | \$50,000.00 |
| Total Amount | \$107,200.00 |
| Additional Purchase Order | \$50,000.00 |
| Approved Purchase Order # | <hr/> |

If this proposal is acceptable to you, please include the PO number and return. Do not hesitate to contact me if you have any questions or require any further information.

Very truly yours,

ROBINSON ENGINEERING, LTD.

A handwritten signature in black ink, appearing to read "J. Nordman", written over a horizontal line.

Joseph M Nordman
Sr. Project Manager
JMN

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