CONTRACT
CITY OF BROKEN ARROW
GREEN CITY GIS
PROFESSIONAL SERVICES CONTRACT 176003

1. Architect/Engineer Firm:

a.   Name: Geographic Technologies Group

b.   Telephone No.:   888-757-4222

c.   Address: 1202 Parkway Drive
                                        Goldsboro, NC 27534

2. Project Title and Location: Green City GIS, Operations Office Building, 485 North Poplar Avenue, Broken Arrow, Oklahoma.

3. Contract for: The City of Broken Arrow (Owner) requires certain professional services to create a Geodatabase Design to inventory the Broken Arrow City Parks and their facilities. This will include the field data capture from 38 pre-determined sites, parks inventory, tree inventory, golf course inventory, software, dynamic database integration, training and education. It will include the following software:
GIS Map Viewer Deployment, Collector, Dashboard, Public Awareness – Park Finder, and Story Maps. The Owner requires that Geographic Technologies Group (Consultant) provide the specific professional services detailed below under Scope of Services.

4. Contract Data:

a. Contract Amount: Not to exceed $59,500.00

b. Liquidated Damages: N/A.

c. The total time allowed for contract completion is sixty (60) calendar days.

5. The City of Broken Arrow ("City"), represented by the City Manager, and the Consultant, identified in paragraph 1, agree to perform this contract in strict accordance with the clauses, provisions, and the documents identified as follows, all of which are made part of this contract. In the event of conflict, these documents shall be interpreted in the following order:

a. This Contract

b. Duly Authorized Change Orders arising out of this Contract

c. Special Provisions set out in this Contract

d. General Provisions set out in this Contract

e. Consultant's Proposal for this Contract

6. Contract approved by the City Manager on: _____

CONTRACT
CITY OF BROKEN ARROW
GREEN CITY GIS
PROFESSIONAL SERVICES CONTRACT 176003

The City of Broken Arrow, an Oklahoma Municipal Corporation (City) and Geographic Technologies Group® (GTG) (Consultant) with principal place of business located at 1202 Parkway Drive, Goldsboro, NC 27534, hereby enter into the following Contract:

The City Manager representing the City desires to employ the professional services of the Consultant to perform the professional services as outlined in the work plan.

The Consultant shall perform all duties, responsibilities and requirements set out in the Professional Services Contract Work Plan Attachment, attached hereto and made a part hereof.

These duties, responsibilities and requirements shall begin upon the execution of this Contract and shall be completed within thirty (60) calendar days.

It is agreed that the Consultant shall be compensated at a rate not to exceed <u>Fifty-nine thousand five hundred and 00/100</u> ($59,500.00) for the entire Scope of the Professional Services rendered. The Consultant shall submit invoices, requesting payment for services rendered, to the Project Manager in accordance with hours and expenses incurred. The invoices shall be in a format satisfactory to the Project Manager. Payment will be made following the first eligible City Council meeting occurring after the date on the invoice.

The Consultant agrees that this professional service shall be treated as an important service to the City and also agrees to commit the time necessary to perform the professional services in a professional manner.

The parties agree that the Consultant's position is not a traditional City employee position, therefore the foregoing constitutes all the benefits and other forms of compensation due the Consultant, acting in the role of an independent contractor, and therefore ineligible for all other benefits paid to regular full-time City employees. The Consultant agrees to abide by and comply with all of the City's Administrative Policies.

The Consultant shall acquire all insurance policies required for professional liability insurance, auto insurance, and/or health insurance. The Consultant shall be responsible for his own vehicle expenses and any other indirect costs incurred in fulfilling the stated contract requirements.

The foregoing Professional Services Contract supersedes all previous negotiations and may not be modified except by a written order executed by the parties hereto.

IN WITNESS WHEREOF, the parties hereto have caused this Contract to be executed by their duly authorized officers or representatives on the dates set forth below.

Approved as to form:

City of Broken Arrow, Oklahoma
A Municipal Corporation

_____
Assistant City Attorney

By: _____
Michael Spurgeon, City Manager

Attest:

Date _____

_____
City Clerk [Seal]

Geographic Technologies Group

By: _____
David A. Holdstock, CEO
1202 Parkway Drive
Goldsboro, NC 27534
919-759-9214, ext. 106

Attest:

_____
Corporate Secretary (Seal)/Witness

Date: __8/31/2016_____

VERIFICATIONS

State of <u>North Carolina</u>
)§.
County of <u>Wayne</u>   )

    Before me, a Notary Public, on this <u>31st</u> day of <u>August</u> <u>2016</u>, personally appeared <u>David A. Holdstock</u>, known to me to be the President, Corporate Officer, Member, Partner or Other: Member _____CEO_____(Please circle or specify) of Geographic Technologies Group and to be the identical person who executed the within and foregoing instrument, and acknowledged to me that he executed the same as his free and voluntary act and deed for the uses and purposes therein set forth.

My Commission Expires:

<u>March 15, 2019</u>

_____
Notary Public

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CITY OF BROKEN ARROW
PROFESSIONAL SERVICES CONTRACT
GREEN CITY GIS
PROFESSIONAL SERVICES CONTRACT 176003

1.0   PROJECT UNDERSTANDING:

1.1   The City of Broken Arrow (Owner) requires certain professional services in order to provide Geodatabase Design to implement the GreenCityGIS. As a result, the Owner requires that Geographic Technologies Group (Consultant) provide the specific professional services detailed below under Scope of Services below.

2.0   SERVICES OF THE OWNER:

2.1.   Furnish to Consultant all data, in its possession, necessary for the service provider to complete the contract requirements.

2.2.   Designate in writing a person to act as its representative in respect to the work to be performed under this agreement. Such person shall have complete authority to transmit instructions, receive information, interpret and define the Owner's policies and decisions with respect to materials, equipment, elements and systems pertinent to the services covered by this agreement.

3.0   SCOPE OF SERVICES:

3.1   The Consultant shall provide basic professional services as identified herein this section:
    A.   Attend a kickoff meeting to establish a mutual understanding of the geodatabase design.
    B.   Create the geodatabase design.
    C.   Inventory:
        1.   Park Inventory – Field Data Capture of 38 Parks and Facilities
        2.   QA/QC – GIS Digital Creation and Clean-up
        3.   Additional Data Layers – Other local, state and federal data sources
    D.   Software:
        1.   GIS Map Viewer Deployment
            1.1   Widgets – Custom Functionality
        2.   Mobile Field Data Collector Deployment
        3.   Operations Dashboard Deployment
            3.1   Performance Measures – Custom Statistics
        4.   Improved Citizen Awareness
            4.1   Story Map – The 5 Step Process
            4.2   Park Finder Deployment
        5.   Dynamic Database Integration
            5.1   Recreation User Information
            5.2   Work Order – Work Request
        6.   Training and Education

4.0   SPECIAL CONDITIONS:

4.1   Professional liability insurance is not required since services are not under the oversight of a state board.

5.0   SCHEDULE:

5.1.   The schedule is sixty (60) days from the day of the Notice to Proceed.

6.0   CORRESPONDENCE:

6.1   All correspondence associated with this project shall occur between the following parties unless specifically stated otherwise:

A.   Owner Contact

Mr. Scott Esmond
Director
Parks and Recreation Department
485 N. Poplar Street
Broken Arrow, OK 74012
(918)-259-7000 Ext. 7440

B.   Consultant

Mr. James Kelt, GISP
213 N Fredonia Street
Longview, TX 75601
919-759-9214, ext. 156

February 13, 2015

GreenCityGIS
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PROPOSAL QUOTE
CITY OF BROKEN ARROW, OK

INNOVATION · INSIGHT · IMPACT

Geographic Technologies Group®
1202 Parkway Drive Goldsboro, North Carolina 27534 | www.geotg.com | 888.757.4222
Understanding Local Government

Quote

City of Broken Arrow, OK
GreenCityGIS
Parks and Recreation

Proposed Scope of Services

The following is an outline of the scope of services for deploying the GreenCityGIS solution for the City of Broken Arrow Parks and Recreation Department.

PROPOSED SCOPE

A. DESIGN
   Task 1: GEODATABASE DESIGN
B. INVENTORY
   Task 2: PARK INVENTORY – Field Data Capture of 38 Parks and Facilities
   Task 3: QA/QC- GIS Digital Creation and Clean-up
   Task 4: ADDITIONAL DATA LAYERS – Other local, state and federal data sources
C. SOFTWARE
   Task 5: GIS MAP VIEWER DEPLOYMENT
          Task 5.1 WIDGETS – Custom Functionality
   Task 6: MOBILE FIELD DATA COLLECTOR DEPLOYMENT
   Task 7: OPERATIONS DASHBOARD DEPLOYMENT
          Task 7.1 PERFORMANCE MEASURES – Custom Statistics
   Task 8: IMPROVED CITIZEN AWARENESS
          Task 8.1 STORY MAP – THE 5 STEP PROCESS
          Task 8.2 PARK FINDER DEPLOYMENT
   Task 9: DYNAMIC DATABASE INTEGRATION
          Task 9.1 Recreation User Information
          Task 9.2 Work Order/Work Request

Task 10: TRAINING AND EDUCATION

Task 11: THREE ANNUAL TECHNICAL SUPPORT OPTIONS

BUDGET

The following is cost estimate for deploying the GreenCityGIS solution for the City of Broken Arrow Parks and Recreation Department with 38 standard parks.

A. DESIGN	$5,000
B. PARKS INVENTORY (See Appendix 1)	$20,000
C. TREE INVENTORY	$12,500
D. GOLF COURSE INVENTORY	$2,500
E. SOFTWARE	$8,000

- VIEWER
- COLLECTOR
- DASHBOARD
- PUBLIC AWARENESS – PARK FINDER
- STORY MAPS (1) $3,500

F. DYNAMIC DATABSE INTEGRATION - Option	TBD
G. TRAINING AND EDCUATION	$2,000

                                       Total Cost $53,500

Additional Options

- **Systems Integration** – Interfacing with existing systems (i.e. work order systems, park users). Cost depends on the level of integration desired.
- **Annual Support Options**
  - Parks and Recreation Standard Package – No Cost
    - No support, no fees.
    - After install – GTG will train staff to manage the applications with no support. This is included in the package.
  - Parks and Recreation Application Support Package – $3,000 annually
    - Phone support. This would give the Parks and Recreation Department phone support – 24 hours a day, through the GTG support line if any questions arise or if additional technical support is needed. GTG will provide support for the applications, answer questions, and fix any issues.
    - GTG will provide a free refresher course on each of the applications once a year.
  - Parks and Recreation Application and Content Support Package – $6,000 annually
    - Includes Option 2.
    - Additionally, GTG will spend two days a year updating content onsite. This includes: collecting new features, adding new photos, adding new queries, etc., as needed.

WHAT ARE PARKS & RECREATION PROFESSIONALS SAYING?

"An affordable, powerful set of easy to use geo-spatial tools that are designed specifically to meet the needs of Parks and Recreation departments."

"A revolutionary way of managing parks and recreation."

"Seamlessly turn Parks and Recreation data into meaningful decision support information."

"This is an absolute must before you develop a Parks and Recreation Master Plan."

"Finally we have available the most innovative cost-effective solution that is transforming the way Parks and Recreation Departments function. Green City GIS is meaningful technology that touches every aspect of planning, operations, and community."

"The City's Parks and Recreation Operations have been revolutionized. We are now sharing and maintaining our services in ways unimaginable six months ago."

A WORLD CLASS SOLUTION AND A FORERUNNER OF THINGS TO COME

GreenCityGIS
.com

Appendix #1
Green City GIS Data Layer Inventory

- Allotment (Community Garden)
- Art
- Benches
- Bicycle Racks
- Boat Ramps
- Bridges
- Buildings
- Courts
- Docks
- Dog Parks
- Fences
- Field Accessories
- Fields
- Flagpoles
- Golf Course
- Impervious Surfaces
- Lights
- Markers
- Mowing Areas
- Parking Lots
- Parks
- Playground Area
- Playground Equipment
- Shelters
- Signs
- Speakers
- Storage Containers
- Tables
- Trail