

RESOLUTION 24-254

A RESOLUTION TO AUTHORIZE THE MAYOR TO SIGN THE CONTRACT WITH KORTERRA FOR THE UTILITY DEPARTMENT

WHEREAS, the City of Spring Hill currently utilizes KorTerra SAAS for TN811 locate tickets; and

WHEREAS, the TN811 has implemented changes to their services that begins charging users for the software utilized for ticketing with alternate SAAS vendors; and

WHEREAS, the city historically has utilized KorTerra with great success; and

WHEREAS, staff researched alternatives with the KorTerra being the most user friendly and cost effective for the services provided; and

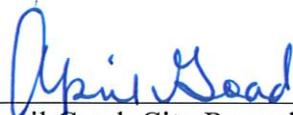
WHEREAS, the total estimated yearly cost for the service is \$3,250.00 which is based on \$0.27 per ticket and will be paid from the FY25 budget.

NOW, THEREFORE, BE IT RESOLVED, that the City of Spring Hill Board of Mayor and Aldermen authorizes the Mayor of Spring Hill, TN to sign the contract for KorTerra services.

Passed and adopted by the Board of Mayor and Aldermen of the City of Spring Hill, Tennessee, on the 21st day of October 2024.


Jim Hagaman, Mayor

ATTEST:


April Goad, City Recorder

LEGAL FORM APPROVED:


Patrick Carter, City Attorney



REQUEST: **Approval of Resolution 24-254**

SUBMITTED BY: **Jessica Weaver, Utility Director**

DATE: **October 21st , 2024**

RE: **To Authorize the mayor to sign the KorTerra contract for the Utility Department**

ATTACHMENTS:

PURPOSE:

To approve Resolution 24-254 to KorTerra SAAS contract

BACKGROUND:

The City of Spring Hill Utility department currently is a member of Tn 811 for utility locate requests. TN 811 has implemented changes to their services that begins charging users for the software utilized for ticketing with the City having alternative options for SAAS providers. The current SAAS provider is KorTerra. Staff has researched the alternative companies that TN811 has provided with the determination that KorTerra is ultimately the preferred product. The service agreement is for 36 months with an option to extend an additional 36 months.

FINANCIAL IMPACT:

This will be funded from FY25 budgeted funds at a total estimated cost of \$3,250.00 which is the total tickets submitted the last fiscal year (12,037) times \$0.27 per ticket charge.

STAFF RECOMMENDATION:

Staff recommends approval of Resolution 24-254 to authorize the mayor to sign the contract and approve the funding.



Order Form

City of Spring Hill, TN agrees to purchase the KorTerra Services listed below. Support and maintenance are included in the fees listed below. This Order Form is effective as of November 8, 2024 (the "Order Form Effective Date"). Subscribed Ticket Volume: 11,000

Services	Overage Rate	Service Fee
KorTerra Locate Management Standard Services	\$0.27 per Ticket	\$3,250 per year
		Total Recurring Fees: \$3,250

This Order Form incorporates by reference and is governed by the terms and conditions of the KorTerra Services Agreement which can be reviewed at <https://www.korterra.com/services-agreement> (the "Services Agreement"). By signing this Order Form, you are acknowledging review of the Services Agreement and indicating your acceptance of and agreement to the terms of this Order Form and the Services Agreement. Capitalized terms used but not defined herein have the meaning set forth in the Services Agreement.

The initial term of this Order Form begins on the Order Form Effective Date set forth above and, unless terminated earlier pursuant to the Services Agreement's express provisions, will continue in effect for a period of thirty-six (36) months from such date (the "Initial Order Form Term"). At the end of the Initial Order Form Term, this Order Form shall automatically renew for additional successive thirty-six (36) month periods (each an "Order Form Renewal Term" and together with the Initial Order Form Term, the "Order Form Term"), unless earlier terminated pursuant to the Service Agreement's express provisions or either you or we notify the other of its intent to terminate this Order Form with advance written notice at least sixty (60) days prior to the commencement of the immediately subsequent Order Form Renewal Term.

The Services will be invoiced in advance of each year of the Order Form Term and the Service Fee will remain fixed during the Initial Order Form Term unless you exceed your Subscribed Ticket Volume or other applicable limits. If in any given year of the Order Form Term ("Billing Period") the actual Ticket Volume is greater than the Subscribed Ticket Volume, an Overage Fee will be assessed equal to the excess Ticket Volume multiplied by the aggregate Overage Rate, and the actual Ticket Volume from the Billing Period will be used as the Subscribed Ticket Volume for subsequent Billing Periods. The Service Fee for subsequent Billing Periods will be increased by the amount of any Overage Fee(s).

Billing for the Services will begin on the Order Form Effective Date. All pricing is in US Dollars and is valid for 30 days. All invoices are due and payable net 30 days from the invoice date. If you fail to make any payment when due, without limiting our other rights and remedies, we may take the actions set forth in the Services Agreement, including charging late fees.

Please e-mail the signed Order Form to sales@korterra.com.

Billing Contact Information:

Contact Name: Accounts Payable Phone Number: _____
 Title: _____ Will payment be submitted via wire? * _____
 E-mail: payables@springhilltn.org Special Billing Instructions: _____
 Street: 199 Town Center Pkwy. _____
 City, State Zip: Spring Hill, TN 37174 Sales Tax Exempt (Y/N) _____ If Y, please include exemption certificate
 PO Required (Y/N) _____ PO Number: _____
 *Please note any payment received via wire will incur a \$40 service charge.

ACCEPTED AND AGREED:

Client:	KorTerra, Inc.:
Signed: <u>[Signature]</u>	Signed: _____
Print Name: <u>Jim Hayaman</u>	Print Name: _____
Title: <u>Mayor</u>	Title: _____
Date: <u>10-21-2024</u>	Date: _____

Internal Use Only: KW Partner State: New Customer (Y/N): Customer ID: SPRINGHILLTN Sales Exec: Keegan Macemon

