

| Agenda Item | cover sheet

for consideration by the Apex Town Council

Item Type: CONSENT AGENDA

Meeting Date: September 13, 2026

Item Details

Presenter(s): Kathy Moyer, Director

Department(s): Electric Utilities

Requested Motion

Motion to approve an agreement between Norfield Development Partners, LLC and the Town of Apex for the renewal of Locator LOGiX software used for utility locating services, in the amount of \$8,502.73, through September 12, 2027, and authorize the Town Manager, or their designee, to execute the agreement on behalf of the Town.

Approval Recommended?

Yes

Item Details

The Town of Apex Electric Utilities Department utilizes Norfield Development Partners, LLC's Locator LOGiX software to support the locating of Town-owned electric and water utility infrastructure. North Carolina law requires underground utilities to be located prior to certain excavation and construction activities, and the software assists Town staff with receiving, managing, tracking, and documenting utility locate requests.

The current agreement is scheduled to expire September 30, 2026. Staff is requesting approval to renew the Locator LOGiX subscription for an additional one-year term to ensure uninterrupted access to the software and continued support of the Town's utility locating operations. The proposed renewal is in the amount of \$8,502.73. The agreement also provides for telephone support services and permits renewal for additional one-year periods upon written agreement of both parties.

The total cost of the proposed one-year renewal is \$8,502.73. Funding is available within the Electric Utilities Department's adopted FY 2026-27 budget. No additional appropriation is required.

Clerk Note: On March 10, 2026, the Town Council approved Agreement Ratification CONT-2026-033, authorizing the Town's agreement with Norfield Development Partners, LLC through September 30, 2026.

Due to an administrative error, September 13, 2026 term date was subsequently reflected in the vendor documentation. The official Council action and approved meeting minutes reflect an expiration date of September 30, 2026. This renewal is intended to continue services from the expiration of the previously authorized term.

Attachments

- CN2-A1: Agreement - Subscription Agreement - Norfield Development Partners, LLC - Continuation of Locator Logix Software for Electric and Water Lines - September 13, 2026 through September 12, 2027

