

## MEMORANDUM OF UNDERSTANDING

Contract #000000000000000000075919

This Memorandum of Understanding (“MOU”) is between the Indiana Utility Regulatory Commission (“IURC”) and the Indiana Management Performance Hub (“MPH”).

### I. RECITALS

**Whereas**, the IURC shall administer the Indiana Underground Plant Protection Account (“UPPA”) established by Ind. Code § 8-1-26-24;

**Whereas**, the UPPA provides funding for programs established and administered by the IURC for public awareness programs concerning underground plant protection; training and educational programs for contractors, excavators, locators, operators, and other persons involved in underground plant protection; and incentive programs for contractors, excavators, locators, operators, and other persons involved in underground plant protection to reduce the number of violations of the Indiana 811 Law, Ind. Code ch. 8-1-26;

**Whereas**, MPH partners with state agencies, leveraging data to make better-informed decisions and to facilitate improved outcomes for Hoosiers;

**Whereas**, the IURC would like to leverage Indiana 811 data to gain greater insight into the use of the Indiana 811 system and location of prospective work. MPH will use Indiana 811’s cloud-based data to create a heat map for the IURC. The heat map will show generalized ticket location and specific ticket volumes. This data and corresponding visualization through the proposed heat map will enable the UPPA fund to proactively target geographic areas/localities for safe digging marketing leading to fewer damages to underground facilities.

**Whereas**, the parties wish to memorialize the associated fiscal responsibilities and, through this MOU, document costs associated with the project.

### II. AGREEMENT

Accordingly, the parties agree as follows:

**DUTIES OF MPH.** The duties of MPH are set forth in **Exhibit 1**, *Project Charter – IURC Heat Map*, attached hereto and incorporated fully herein.

#### **DUTIES OF IURC.**

1. IURC shall provide executive leadership and necessary direction regarding the project.
2. IURC will compensate MPH in accordance with the fees set forth in **Exhibit 1**. Total remuneration under this MOU shall not exceed \$4,421.15.

### III. FUNDING

State Budget Agency Centralized Accounting will transfer by General Ledger Journal Entry (JE) from IURC to MPH the amount of \$ 4,421.15, which the parties agree to be an amount sufficient to fulfill the agreement made by this MOU. Details are outlined in **Exhibit 1**, Section 3, Project Cost. No additional funding mechanism or agreement is contemplated or reached by this MOU.

MPH Account Information:

|         |       |          |        |
|---------|-------|----------|--------|
| Agency: | 00060 | Program: | 10400  |
| Fund:   | 17055 | Dept.:   | 595000 |

IURC Account Information:

Agency: 00200  
Fund: 48691

Program: 10000  
Dept: 089001

**IV. TERM AND FUNDING CANCELLATION**

Upon approval of the parties and the State Budget Agency, this MOU shall be effective on July 11, 2023, and shall expire on December 31, 2023.

When the Director of the State Budget Agency makes a written determination that funds are not appropriated or otherwise available to support continuation of performance of this MOU, the MOU shall be cancelled. A determination by the Director of the State Budget Agency that funds are not appropriated or otherwise available to support continuation of performance shall be final and conclusive.

**V. RECORDS AND INSPECTIONS**

MPH shall maintain records related to this MOU. Either party shall, upon request of the other, provide all available records related to the administration of funds under this MOU.

**VI. CONTACT INFORMATION**

Notices to the parties shall be sent to the following individuals unless otherwise specifically advised.

**Indiana Utility Regulatory Commission**

*For legal notices:*

Beth E. Heline  
General Counsel  
Indiana Utility Regulatory Commission  
101 West Washington Street, Suite 1500E  
Indianapolis, Indiana 46204  
[beheline@urc.in.gov](mailto:beheline@urc.in.gov)

*For payment notices and invoices:*

Dana Kosco  
Secretary of the Commission  
Indiana Utility Regulatory Commission  
101 West Washington Street, Suite 1500E  
Indianapolis, Indiana 46204  
[dakosco@urc.in.gov](mailto:dakosco@urc.in.gov)

**Indiana Management Performance Hub**

Jessica Alanis  
Controller  
Indiana Management Performance Hub  
100 N. Senate Ave.  
Room N855  
Indianapolis, Indiana 46204

**VII. AMENDMENTS**

1. Upon agreement of the parties, the terms of this MOU may be extended and, if necessary, amended to align with a successor document to **Exhibit 1**.
2. No alteration or variation of the terms of this MOU shall be valid unless made in writing and signed by the parties hereto. No oral understanding or agreement not incorporated herein shall be binding on any of the parties.

**In Witness Whereof**, The Indiana Management Performance Hub and the Indiana Utility Regulatory Commission have, through their duly authorized representatives, entered into this Memorandum. The parties, having read and understood the foregoing terms of this Memorandum, do by their respective signatures dated below agree to the terms thereof.

The Indiana Management Performance Hub

Indiana Utility Regulatory Commission

By: *Jessica Alanis*  
A9EF213F4E7943A...

By: *James F. Huston*  
02320387E0D1414...

Title: Controller

Title: Chairman

Date: 9/6/2023 | 15:06 EDT

Date: 9/11/2023 | 15:54 EDT

|                                                                                                  |  |
|--------------------------------------------------------------------------------------------------|--|
|                                                                                                  |  |
| Electronically Approved by:<br>State Budget Agency<br><br>By: Zachary Q. Jackson, Director (for) |  |

## EXHIBIT 1

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**Project Charter**

**MANAGEMENT  
PERFORMANCEHUB**

# **IURC Heat Map**

*IURC, Indiana 811 & MPH*

Last Updated: Date:17 July 2023

Version: # 1.3

## Contents

|     |                                                |   |
|-----|------------------------------------------------|---|
| 1   | Project Overview                               | 3 |
| 1.1 | Description .....                              | 3 |
| 1.2 | Business Need and Objective .....              | 3 |
| 1.3 | Partnering Agencies and Key Stakeholders ..... | 3 |
| 2   | Project Assumptions, Risks, and Issues         | 4 |
| 2.1 | Assumptions .....                              | 4 |
| 3   | Project Cost                                   | 4 |
| 3.1 | Potential Risks and Issues .....               | 4 |
|     | Appendix A – Data Fields .....                 | 5 |
| 4   | Approvals                                      | 6 |

## 1 Project Overview

### 1.1 Description

The Indiana Utility Regulatory Commission is an administrative agency that hears evidence in cases filed before it and makes decisions based on the evidence presented in those cases. An advocate of neither the public nor the utilities, the Commission is required by state statute to make decisions in the public interest to ensure the utilities provide safe and reliable service at just and reasonable rates.

The Commission also serves as a resource to the legislature, executive branch, state agencies, and the public by providing information regarding Indiana's utilities and the regulatory process. In addition, Commission members and staff are actively involved with regional, national, and federal organizations regarding utility issues affecting Indiana.

The IURC is requesting cloud-based data from Indiana 811. The data from Indiana 811 will be used to see where excavation is planned in the State. The Management Performance Hub (MPH) will use this data to create a heat map for the IURC, with generalized proposed excavation location and specific ticket volumes. The proposed outcome will help them to be more targeted in their advertisements of "811 before you dig", to help avoid damages to underground facilities.

### 1.2 Business Need and Objective

The IURC reached out to MPH to create a heat map that will use cloud-based data from Indiana 811. This heat map will help the IURC show, proactively, where excavation work is going to happen, rather than just where excavation has already happened. This data/heat map will help the IURC be more targeted with their advertisements, to reduce the number of damaged underground facilities.

### 1.3 Partnering Agencies and Key Stakeholders

MPH, IURC, and the Indiana 811 Contact Center will work together to place the contact center data into a heat map, created by MPH for the IURC.

The partner agencies and key stakeholder(s) are listed in the table below:

| Agency Name                           | Key Stakeholder(s)                                                        |
|---------------------------------------|---------------------------------------------------------------------------|
| Indiana Utility Regulatory Commission | Darby Miller, Underground Plant Protection Account Program Manager (UPPA) |
| Indiana 811                           | Mary Patricia Kindt, Marketing Director                                   |
| Indiana 811                           | Justin Sell, Executive Director                                           |
| Indiana 811                           | Jill Gast, Business Analyst                                               |
| Management Performance Hub            | John Cayton, Tableau Developer                                            |
| Management Performance Hub            | Lora Walker, Project Manager                                              |

Last Saved by:  
MPH Primary Contact: Lora Walker  
lwalker1@mph.in.gov

Page 3 of 6

Last Updated on: 7/17/2023

## 2 Project Assumptions, Risks, and Issues

### 2.1 Assumptions

- Project coordination and management will be provided by MPH
- Project stakeholders identified as subject matter experts will be available to provide expertise regarding datasets
- The partnering agencies and key stakeholders are the stewards of their data and are responsible for its quality and appropriate usage.
- Data sets will be updated at least weekly and made available to MPH for map integration.

## 3 Project Cost

| Resource              | Rate    | Required Hours | Total Cost        |
|-----------------------|---------|----------------|-------------------|
| Asst. General Counsel | \$72.35 | 15             | \$1,085.25        |
| Data Science          | \$50.22 | 10             | \$502.20          |
| Tableau Developer     | \$54.63 | 30             | \$1,638.90        |
| Project Mngt.         | \$59.74 | 20             | \$1,194.80        |
| <b>Total</b>          |         | <b>75</b>      | <b>\$4,421.15</b> |

### 3.1 Potential Risks and Issues

| Risk Description                                                                                   | Mitigation Plan                                                                                                                |
|----------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------|
| Partnering agencies and key stakeholders may be unable to provide data or subject matter expertise | MPH will work with stakeholders and leadership teams to escalate issues and resolve roadblocks                                 |
| Decisions made may be based upon incomplete or inaccurate data                                     | MPH will advise stakeholders of known data issues and will make recommendations on opportunities for data quality improvements |
| General public and project stakeholders may have concerns around privacy and data sharing          | MPH will review privacy and data sharing requirements and ensure documented processes are in place to ensure compliance        |

### Appendix A – Data Fields

The following is a list of data fields requested for this project.

- County – what county in Indiana
- Place - Township
- Date/Number of locate requests, both online and via call center per month
- Total – total for county/township for the running year



Project Title MANAGEMENT  
PERFORMANCEHUB

#### 4 Approvals

| Agency | Signature                                                                          | Date    |
|--------|------------------------------------------------------------------------------------|---------|
| MPH    |  | 8-3-23  |
| IURC   |  | 7-17-23 |

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MPH Primary Contact: Lora Walker  
lwalker1@mph.in.gov

Page 6 of 6

Last Updated on: 7/17/2023

Employee Self Service

### State of Indiana Public Contract Search

## State of Indiana Public Contract Search

### Instructions

Please fill in one or more fields below before clicking the Search button. We limit to 1,000 the number of contracts returned from a search. You will have to select search values to narrow your results.

Contract ID

Business Name

Agency

Zip Code

Starts On or After

Amount From

Comment Text

### State of Indiana Electronic Approvals

|                    |                        |                 |                 |                  |               |          |
|--------------------|------------------------|-----------------|-----------------|------------------|---------------|----------|
| <b>Contract ID</b> | 0000000000000075919    | <b>Type</b>     | New             | <b>Amendment</b> | <b>Amount</b> | 4421.150 |
| <b>Start Date</b>  | 07/11/2023             | <b>End Date</b> | 12/31/2023      |                  |               |          |
| <b>Agency</b>      | Utility Reg Commission |                 |                 |                  |               |          |
| <b>Supplier</b>    | STATE OF INDIANA       |                 | <b>Zip Code</b> | 46202            |               |          |

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|   | Approver        | Agency                 | Date / Time Approved        |
|---|-----------------|------------------------|-----------------------------|
| 1 | Kosco,Dana Kay  | Agency Fiscal Approval | 09/13/2023 4:52:32.000000PM |
| 2 | Hughes,Katie    | SBA Approval           | 09/27/2023 3:51:32.000000PM |
| 3 | Eccles,Jonathan | SBA Approval           | 09/28/2023 8:20:40.000000AM |

Return

|   | Contract ID         |  | PDF | Approvals | New | 4421.150 | 07/11/2023 | 12/31/2023 | Utility Reg Commission | Vendo |
|---|---------------------|--|-----|-----------|-----|----------|------------|------------|------------------------|-------|
| 1 | 0000000000000075919 |  |     |           |     |          |            |            |                        | STATE |

Your query returns