TO: HONORABLE CITY COUNCIL

ATTENTION: CITY MANAGER  DEPARTMENT: ADMINISTRATIVE SERVICES

DATE: JUNE 20, 2005  CMR:  279:05

SUBJECT: APPROVAL OF PROFESSIONAL SERVICES AGREEMENT WITH GEODESY IN THE AMOUNT OF $102,950 FOR DEVELOPMENT SUPPORT OF NEW COMPUTER APPLICATIONS LINKED TO THE GEOGRAPHIC INFORMATION SYSTEM (GIS)

RECOMMENDATION
Staff recommends that Council approves and authorizes the City Manager to execute the attached agreement in the amount of $102,950 for a professional services agreement with Geodesy.

DISCUSSION

Project Description
The Geographic Information System (GIS) provides accurate citywide property, utility and infrastructure information to all City staff and the public. It is a vital component of the CityWorks initiative for infrastructure management, which has been identified as a Top 5 priority by the City Council. The GIS is a central element of the City’s information infrastructure that is integrated with several other major information systems including the Police Computer Aided Dispatch System, Records Management System, and the Utilities Computer-Aided Design and Drafting (CADD) system. The services to be provided under this agreement will further improve the integration of the GIS with these and other systems. Last fiscal year, Geodesy created DOX, a Document Management System that replaces BODS as the City’s document repository. The Building, Planning, Real Estate, Public Works Engineering Divisions and City Clerk’s office have all adopted DOX as their document management system. A major task under this contract is to extract thousands of documents currently in BODS’ proprietary database and index them in the open standards database used by DOX, allowing any authorized user to access them. In the public safety area, use of the GIS in mobile units has increased significantly. Geodesy will implement software tools, which allow the data in these mobile units to remain current through remote data updates, provided through secure wireless access points at Fire Stations and other selected City facilities. To further enable City staff to take advantage of the GIS, additional training programs will be provided in using the GIS editing tools. As part of this training, improved documentation and help screens will also be developed.
Existing GIS application capabilities will be improved in the areas of document management, map publishing and Intranet access to the GIS. DOX will be tailored to support the needs of additional City departments, further improving the standardized access to City records. Printing and publishing maps from the GIS will become even easier through enhancements that allow all users to create .PDF format files without the need for expensive add-on software. Access to the GIS will be further improved as the Intranet-based GIS browser will be updated. Support of the over 300 GIS users will be enhanced through new GIS administration tools. These tasks, identified in the attached scope of work, are consistent with the objectives of the GIS Strategic Plan and will improve the system for all GIS users.

Sole Source Authorization
Geodesy has been instrumental in the development of Palo Alto's GIS and related applications, including many of the applications previously mentioned. Geodesy’s unique understanding of the City's specialized GIS system, its experience in developing GIS applications for the City, and its expertise in the City’s GIS software environment make it necessary to render the award as a sole source contract.

RESOURCE IMPACT
Tasks under this agreement total $102,950. Funds for this project are budgeted in CIP 10215. Based on the Technology Fund Strategic Plan, the Internal Services Fund will pay 100 percent of the expenses.

POLICY IMPLICATIONS
This agreement does not represent any change to existing City policies.

ENVIRONMENTAL ASSESSMENT
Approval of this agreement does not constitute a project under the California Environmental Quality Act (CEQA); therefore, no environmental assessment is required.

PREPARED BY: ________________________________

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DEPARTMENTAL HEAD APPROVAL: ________________________________

CARL YEATS
Director, Administrative Services

CITY MANAGER APPROVAL: ________________________________

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ATTACHMENTS
Attachment A: Agreement