TO: HONORABLE CITY COUNCIL

ATTENTION: CITY MANAGER DEPARTMENT: ADMINISTRATIVE SERVICES

DATE: JUNE 23, 2008 CMR: 282:08

SUBJECT: APPROVAL OF A PROFESSIONAL SERVICES AGREEMENT WITH GEODESY IN THE AMOUNT OF $149,930 PER YEAR UP TO A THREE YEAR TERM FOR DEVELOPMENT SUPPORT OF NEW COMPUTER APPLICATIONS LINKED TO THE GEOGRAPHIC INFORMATION SYSTEM (GIS)

RECOMMENDATION

Staff recommends that Council approve and authorize the City Manager or his designee to execute the attached agreement in the amount of $149,930 for a professional services agreement with Geodesy and authorize the City Manager or his designee to extend this agreement for up to two additional years. Cost for additional years will be predicated on actual scope of services required and will not exceed cost for this year $149,930 plus an annual increase not to exceed CPI.

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 program for infrastructure management. The GIS is a central element of the City’s information infrastructure that has been 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.

Previously, Geodesy implemented DOX, a Document Management System that replaced the Building Optical Disc Storage System (BODS) as the City’s document repository. The Building, Planning, Real Estate, Public Works Engineering Divisions and City Clerk’s office, Fire Department, and Police Department have all adopted DOX as their document management system. Hundreds of thousands of documents that were locked in
the BODS proprietary database have been extracted, indexed, and stored in the open standards database used by DOX, allowing any authorized user to access them from any City computer. Further enhancements to this tool, which will enable automated archiving based on mandated retention schedules and support for ongoing input of new documents, are included in this contract.

Also, in the public safety area, tools that have been developed to support the Computer Aided Dispatch function will be extended to make real-time incident information available in the City’s Emergency Operations Center, allowing EOC staff to monitor events as they are reported. At a glance, dispatchers can now view all dispatched incidents, and the location of their mobile assets using Automated Vehicle Location (AVL) technology. This includes Police, Fire, Utilities and Animal Control units. These mobile units can view the same information in their vehicles providing them with a comprehensive view of incidents.

As use of the SAP system for asset management increases, the ability of SAP to link to the vast database of these assets in the GIS becomes increasingly important. As part of the conversion of the Utilities Customer Information System from its current software platform to a new SAP software platform, Geodesy will be supporting the development of an updated master address database. The high accuracy and rigorous maintenance of the GIS’ address database make it an appropriate resource to be used by this new system as well as all other enterprise systems using address-based data. This common address platform will expand the ability of all these systems to better share information.

Geodesy will provide other services under this contract to further enable City staff to take advantage of the GIS including:

- Additional training programs in the use of data editing tools.
- Analysis and updating of the address database to allow it to be certified by the United States Postal Service. Such certification will qualify the City for lower postal rates leading to significant cost savings on targeted bulk mailings.
- Last year, Geodesy modified Palo Alto’s Pavement Management System (PMMS) so that it now conforms to all requirements of the Metropolitan Transportation Commission (MTC) for such systems. Palo Alto’s street condition information can now be compared to other agencies in the Bay Area because of these modifications. Geodesy will make further enhancements to the PMMS under this contract to include analysis capabilities such as budget forecasting.
- The City has recently been awarded an Urban Forestry Management Plan grant from CalFire to inventory and improve management of the City’s urban forest. Using funds provided by this grant, Geodesy will extend the City’s existing GIS tree management application (GeoTree) to include service request and work order interfaces. These activities will be coordinated with SAP and exchange of data between these systems will be facilitated by Geodesy’s work under this grant.
• The City’s Utilities Water Gas Wastewater department has made many updates to their infrastructure information that they would now like to merge with existing asset attribute information in the GIS. To this end, Geodesy will work with the Utilities department and their consultants to update existing automation software for this purpose and develop new tools to expedite the data aggregation.

• Training in the use of applications affected by these changes. As part of this training, improved documentation and help screens will also be developed.

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 CONTRACT

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, their experience in developing GIS applications for the City, and their 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 $149,930.00. Funds for this project are budgeted in CIP 02015 Citywide GIS Data, Infrastructure & Applications. Based on the method of allocation of costs for GIS the Enterprise Fund will pay 60 percent of the expenses and the General Fund will pay 40 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.

ATTACHMENTS

Attachment A: Agreement

PREPARED BY: 

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