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From: Rice, Danille
Sent: Friday, May 14, 2021 1:41 PM
To: Council, City; Council Agenda Email
Cc: Executive Leadership Team; ORG - Clerk's Office
Subject: Council Agenda Consent Questions for May 17, Items 5 and 6



Council Question Response

Dear Mayor and Council Members:

On behalf of City Manager Ed Shikada, please find below the staff responses to inquiries made by Council Member Tanaka and Council Member Cormack in regard to the May 17, 2021 Council Meeting agenda.

- **Item 5: Five-Year Support and Maintenance Contract for Utilities Design and Asset Management System**
- **Item 6: Resolution in Support of Grant Application for State TDA 3 Funds**

Item 5: Five-Year Support and Maintenance Contract for Utilities Design and Asset Management System *(requested by Council Member Tanaka)*

1. **Is this contract renewing the license to the software itself or only providing additional support and maintenance for the software? If it is only additional support and maintenance of the software, is it necessary? If so, why?**
 This renewal contract is to provide additional professional services to support on-going maintenance, development, and enhancement to CPAU GIS database, not for renewing the software license. Over the past 12 years, significant development that has occurred to produce a robust and high functioning system that the Utilities Department uses on a daily basis. See the Executive Summary for more details.
2. **Is the renewal of the CAD Masters Inc. crucial to the day to day operations of the utilities department for the City of Palo Alto?**
 As described in the Discussion section of the report, yes, it is critical to maintain the continuity to avoid down time or disruption to the database or applications related to mapping, updating, and marking and locating activities.
3. **What are the effects of not approving this 5 year renewal contract for the Utilities design and asset management system?**
 Without this system, Utilities Engineering staff will not be able to prepare design drawings needed for capital improvement projects to maintain the safety and reliability of the distribution and collection systems. Operations staff also use the information for their daily construction and mark & locate activities to avoid utility dig-ins that

may result in service disruption or potential public endangerment related to electric, water, and gas infrastructure damage. This software was also customized to incorporate many functions the Utilities Department performs that require the merging of utility infrastructure data in the Utility GIS database.

4. **Are there any other Utilities Design and Asset Management Systems out there that are cheaper, but can accomplish the same tasks as CMI?**

As described in the Discussion section of the report, there are professional services providers that can assist in support of GIS systems, however it is staff's evaluation that bringing in a new service provider to support the current GIS system will require significant resources both time and financially. As outlined in question six, prices are within expected levels for this service therefore onboarding a new provider would increase cost estimates due to start-up costs.

5. **Does granting the exemption from competitive solicitation come at the cost of potentially using a more effective software program for Palo Alto Utilities?**

As described in the Discussion section of the report, no, staff evaluated functionality as part of the new City-wide Esri ArcGIS platform and determined the current platform, AutoCAD Map3D Enterprise (AME), is necessary to meet the specific functional needs. As noted in the staff report, prior to the sunset of this amended contract period, staff will complete an evaluation of the system and professional services provider prior to any additional extension of services.

6. **Is this price standard for a Utilities Design and Asset Management System?**

As described in the Discussion section of the report, CMI's hourly rates are in line with industry average rates in addition to over a decade of institutional knowledge of the software and the Utilities Department's business to perform work efficiently.

Item 6: Resolution in Support of Grant Application for State TDA 3 Funds *(requested by Council Member Cormack)*

1. **How are the members of the PABAC chosen? Is it normal to have so few women on the committee (appears to be 4 out of 18)??**

The PABAC is currently an informal group advisory to the Chief Transportation Official, and PABAC members are self-selected. To be added to the roster and become a voting member, candidates need only attend three consecutive meetings (or must attend 3 of 4 consecutive meetings).

While noting that at this time PABAC has more women members than it has had anytime in the past 10 years, staff is examining opportunities to add other perspectives to this group.

Thank you.



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ALTO**

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