



REPORT to the MAYOR and MEMBERS of the CITY COUNCIL
From the CITY MANAGER

DATE: September 10, 2024

SUBJECT: RESOLUTION APPROVING A TASK ORDER TO COMPASS ROSE GIS TO PROVIDE AS-NEEDED MAPPING AND GEOGRAPHICAL INFORMATION SYSTEM SERVICES FOR FISCAL YEAR 2025

ISSUING DEPARTMENT: Public Works

SUMMARY:

Issues:

Should the City Council authorize a resolution approving a task order to Compass Rose GIS to provide as-needed mapping and geographical information system services for Fiscal Year 2025 in the amount of \$150,000?

Recommendation:

The City Council should authorize a resolution approving a task order to Compass Rose GIS for as-needed mapping and geographical information system services for Fiscal Year 2025 in the amount of \$150,000.

Fiscal Impact:

Funds for the task order are available in the following accounts for specialized services.

TASK ORDER TO COMPASS ROSE GIS FOR FY25 GIS SERVICES			
Fund Source	Account	Amount Requested	Amount Available
Wastewater Engineering	207-64300-401	\$ 110,000	\$ 343,851
Engineering	101-64300-302	\$ 20,000	\$ 112,420
Public Works Administration	101-64300-311	\$ 10,000	\$ 18,000
Wastewater Operations	207-64300-402	\$ 10,000	\$ 132,500
TOTAL:		\$150,000	\$ 606,771

City's Strategic Goals:

- Invest in infrastructure to serve the needs of the community.

BACKGROUND:

The City has transitioned from paper maps to electronic Geographical Information System (GIS) mapping for improved record keeping and access. The GIS system combines graphical and database information, providing fast and efficient service to external and internal customers.

The City does not have in-house resources or staff with adequate expertise to efficiently perform this work so most of it is outsourced to specialized consultants. By outsourcing, the City has been able to retain expert support in a rapidly evolving industry on an as-needed basis, while being fiscally responsible.

The City has benefitted significantly from the use of this GIS data by providing infrastructure records for both capital and private development projects. Maintenance activities have been streamlined through integration with Cartegraph, which is an infrastructure asset maintenance and software tool. This data is also used for capital improvement and maintenance budgeting as well as performance measurements.

In August 2024, the City Manager executed a Master Agreement with Compass Rose GIS to provide GIS and Mapping Services. The terms of the Master Agreement allow for the issuance of task orders in accordance with the City's Purchasing Policy. The Purchasing Policy required the City Council approve contracts exceeding \$50,000.

DISCUSSION:

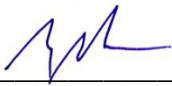
With advancing technology and the dynamic nature of the City's infrastructure, there is a need to constantly update and upgrade the City's infrastructure maps. In the coming fiscal year, the City, using Compass Rose GIS services, will be performing the following:

- As-needed infrastructure map updates
- Continuing digitization of parks and building into smart maps
- Digitization of traffic signal inventories and implementation of maintenance tracking on Cartegraph
- Assistance with the implementation of See-Click-Fox software
- Integration of GIS mapping with the Laserfiche system
- Preparation of special study and presentation maps
- Operation, maintenance, and asset management software (Cartegraph) updates
- Administration of on-line GIS maps and cloud server
- Maintenance and administration of GraniteNet Software (CCTV software for videoing the sewer infrastructure) with GIS maps on the cloud server

CONCLUSION:

Staff recommends that the City Council authorize the resolution approving a task order to Compass Rose GIS for as-needed mapping and geographical information services for Fiscal Year 2025 in the amount of \$150,000.

Reviewed by:



Greg Humora
City Manager

Respectfully submitted by:



Michael Throne, PE
Director of Public Works



Carly Cubberley, PE
Engineering Project Manager

Attachments: A. Resolution
 B. FY25 Proposal