



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

DATE: July 22, 2025

SUBJECT: RESOLUTION AUTHORIZING A TASK ORDER WITH
COMPASS ROSE GIS TO PROVIDE AS-NEEDED MAPPING
AND GEOGRAPHICAL INFORMATION SYSTEM SERVICES
FOR THE PUBLIC WORKS DEPARTMENT FOR FISCAL
YEAR 2026

ISSUING DEPARTMENT: Public Works

SUMMARY:

Issues:

Should the City Council approve a resolution authorizing a task order with Compass Rose GIS to provide as-needed mapping and geographic information system services for Fiscal Year 2026 for the Public Works Department, in the amount of \$150,000?

Recommendation:

That the City Council approve a resolution authorizing a task order with Compass Rose GIS to provide as-needed mapping and geographic information system services for Fiscal Year 2026 for the Public Works Department, in the amount of \$150,000.

Fiscal Impact:

Funds for the task order are available in the following FY26 Operating Budget accounts for professional services.

TASK ORDER TO COMPASS ROSE GIS FOR FY26 GIS SERVICES			
Fund Source	Account	Amount Requested	Amount Available
PW Administration	3101-6430	\$ 10,000	\$ 10,000
PW Engineering	3201-6430	\$ 20,000	\$ 150,000
Wastewater Engineering	4141-6430	\$ 110,000	\$ 349,300
Wastewater Operations	4142-6430	\$ 10,000	\$ 120,000
TOTAL:		\$150,000	\$ 629,300

City's Strategic Goals:

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

BACKGROUND:

The City has transitioned from paper maps to electronic Geographic Information System (GIS) mapping to enhance record-keeping and access. The GIS system combines graphical and database information, delivering fast and efficient service to both external and internal customers.

The City does not have in-house resources or staff with adequate expertise to perform this work efficiently, 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 maintaining fiscal responsibility.

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

In August 2024, a Master Agreement was executed 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 requires the City Council to approve contracts exceeding \$50,000.

DISCUSSION:

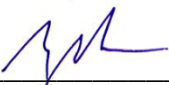
With advancing technology and the dynamic nature of the City's infrastructure, there is a need to constantly update and upgrade the City's infrastructure maps. In the coming fiscal year, the City, using Compass Rose GIS services, will be performing the following:

- As-needed infrastructure map updates
- Continuing digitization of parks and buildings
- Digitization of traffic signal inventories and implementation of maintenance tracking on Cartegraph
- Assistance with the implementation of See-Click-Fix 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

CONCLUSION:

Staff recommends that the City Council approve a resolution authorizing a task order with Compass Rose GIS to provide as-needed mapping and geographic information system services for Fiscal Year 2026 for the Public Works Department, 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. FY26 Proposal