



**Agenda Item B.5**  
**CONSENT CALENDAR**  
**Meeting Date: June 17, 2008**

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**TO:** Mayor and Councilmembers

**FROM:** Steve Chase, Planning and Environmental Services Director

**CONTACT:** Anne Wells, Advance Planning Manager  
Laura Vlk, Associate Planner

**SUBJECT:** Contract for Professional Services to Provide GIS Technical Support

**RECOMMENDATION:**

Authorize the City Manager to execute an amendment to the City's Contract with JDL Mapping to provide Geographic Information System (GIS) Technical Support and General Plan map updates in an amount not to exceed \$20,000.

**BACKGROUND:**

On June 19, 2006, the City Council authorized the execution of a professional services agreement with JDL Mapping for the provision of GIS mapping and database services. The previous contract included assistance in the preparation of maps for the General Plan, its Environmental Impact Report, and miscellaneous maps. JDL Mapping was also contracted to create, maintain, and update the City's GIS database and assist staff with GIS software use.

On July 16, 2007, the City Council authorized an amendment to the aforementioned professional services agreement to provide continued GIS mapping services. This scope of work will expire on June 30, 2008; however, there is still \$3,665.43 left on the contract for GP/CLUP map updates. Said monies will automatically roll over into the fiscal year 08/09 budget, and this contract amendment would govern the use of such monies.

**DISCUSSION:**

As part of proposed contract amendment, JDL Mapping will provide continued GIS mapping services to the City of Goleta to assist with GIS technical support and General Plan/Local Coastal Plan (GP/CLUP) map updates. A summary of the work tasks is provided below.

**GIS Technical Support (\$20,000)**

JDL Mapping will provide GIS Technical Support as follows:

(1) Dennis Loyst of JDL Mapping will provide continued maintenance and management of the City's GIS Database. Mr. Loyst will make monthly visits to City Hall to oversee that the database is up to date, with current data, and current metadata. All new mapping layers will be updated per City protocol. Approximately \$7,000 is estimated to complete this task.

(2) Mr. Loyst will assist with GIS trainings for City staff. The budget allows for approximately 8 group training sessions and 8 individual training sessions. The purpose for the individual training sessions is to support and enable staff to effectively and efficiently use GIS to perform job functions. The individual training sessions will be scheduled through the Advance Planning Manager, and on an as-needed basis. Approximately \$4,000 is estimated to complete this task.

(3) Mr. Loyst will prepare miscellaneous maps at the direction of the Advance Planning Manager. The maps will assist all City staff with day-to-day work efforts and data analysis. Communications for this task are through email and phone. Site visits are not budgeted as part of this request. Approximately \$5,000 is estimated to complete this task.

(4) Mr. Loyst will assist with the acquisition and implementation of an online GIS database that will be accessible to the public. The online GIS database will be created through a separate contract with an online GIS specialist/company. Mr. Loyst's assistance with file organization, online map creation, and maintenance of the online GIS database will be necessary to implement such a system. Approximately \$4,000 is estimated to complete this task.

The total not-to-exceed amount for the GIS Technical Support Services is \$20,000.

**General Plan Map Updates (\$3,665.43 Rollover)**

The GP/CLUP includes twenty-nine (29) maps previously prepared by JDL Mapping. It is anticipated that upcoming General Plan amendments will result in multiple map revisions and/or related mapping analysis. At the direction of the City of Goleta, JDL Mapping will update the maps for the publication of the GP/CLUP Amendment.

The proposed amendment to the present contract with JDL Mapping is detailed in Attachment 1, including a scope of services, schedule, and cost estimate totaling \$20,000. Staff training sessions, the production of maps as well as GIS database support services will continue to occur under that scope. JDL will also assist the City in the selection and implementation of an on-line GIS database as recommended in the Management Partners Improvement Report.

**GOLETA STRATEGIC PLAN:**

The recommended action conforms with the Strategic Plan objective: Complete Ordinances, General Plan and Implementation Measures.

**ALTERNATIVES:**

The City Council may determine not to authorize the contract amendment and to seek proposals from other qualified firms. Such action will result in delays to the General Plan amendments and other GIS improvements for the City until such time as a new contractor is selected.

**FISCAL IMPACTS:**

The approved FY 2008-09 Budget includes \$20,000 in the Advanced Planning Professional Services Fund (5-4300-500) for GIS support services.

Submitted By:

Reviewed By:

Approved By:

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Steve Chase  
Planning & Environmental  
Services Director

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Michelle Greene  
Administrative Services  
Director

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Daniel Singer  
City Manager

**ATTACHMENTS:**

1. Contract Amendment and Proposal for GIS Technical Support Services

# **ATTACHMENT 1**

Contract Amendment and  
Proposal for GIS Technical Support Services

**AMENDMENT 3  
AGREEMENT FOR CONSULTANT SERVICES  
BETWEEN  
THE CITY OF GOLETA  
AND  
JDL MAPPING**

**WHEREAS**, An Agreement for Consultant Services ("AGREEMENT"), was entered into the 6<sup>th</sup> day of July 2005, by and among the City of Goleta, a California municipal corporation ("CITY") and JDL Mapping, a California corporation, ("CONSULTANT"); and

**WHEREAS**, Section 1 of said AGREEMENT specified a term of twelve (12) months, ending June 30, 2006; and

**WHEREAS**, Section 3 "Additional Services" of said AGREEMENT provides for extension of the AGREEMENT upon written agreement of both parties.

**NOW, THEREFORE, In consideration of the mutual covenants and conditions set forth herein, the parties agree as follows:**

AMENDMENT 2 The term of the AGREEMENT between CITY and CONSULTANT shall end June 30, 2008 or upon completion of work, whichever is greater, in an amount not to exceed \$20,000.

All other provisions of the AGREEMENT shall remain in full force and affect.

IN WITNESS WHEREOF, the parties hereto have caused this amendment to be executed the day and year first above written.

CITY OF GOLETA

CONSULTANT:

By \_\_\_\_\_  
Daniel Singer, City Manager

By \_\_\_\_\_

APPROVED AS TO FORM:

By \_\_\_\_\_  
Brian Pierik, City Attorney

By \_\_\_\_\_

**SCOPE OF SERVICES  
GIS TECHNICAL SUPPORT SERVICES  
JUNE 17, 2008**

**CONTRACT AMENDMENT #3  
AGREEMENT FOR CONSULTANT SERVICES BETWEEN  
THE CITY OF GOLETA AND  
JDL MAPPING**

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revisions and or related mapping analysis. At the direction of the City of Goleta, JDL Mapping will update the maps for the publication of the GP/CLUP Amendment.

### **Final Work Products**

The maps for the GP/CLUP Amendment will be print-ready for reproduction in .pdf format. All final work products will be provided to the City of Goleta in both digital and hard copy format. Digital GIS layers, including metadata, and final mapping products in .pdf format, will be transferred to the City's GIS database (or other appropriate City server location) via a compact disc or similar file transfer system under the "maintenance and management" terms of this contract.

### **Schedule**

Staff trainings will be held at the discretion of Anne Wells of the City of Goleta. "On call" trainings will be ongoing via the approval of Ms. Wells. Dennis Loyst of JDL Mapping will maintenance and manage the City of Goleta's GIS database from the City of Goleta City Hall offices once per month for the duration of this contract.

Assistance with the acquisition and the implementation of an online GIS system will be at a schedule to be determined at the discretion of Ms. Wells and Mr. Loyst. Mr Loyst will assist with technical advice related to a Request for Proposals (RFP), interviewing potential candidates for appointment, and file organization and sharing, online map creation, and maintenance of the online GIS system once it is created.

In order to meet the GP/CLUP Amendment schedule, the map deliverable deadlines will be provided within 3 weeks of individual requests. The GIS mapping layers will be provided as a City database update at the next regularly scheduled maintenance appointment.

### **Compensation**

JDL Mapping will provide maintenance and management of the City's GIS database, provide staff trainings, provide miscellaneous mapping requests, assist in the acquisition and implementation of an online GIS system, and assist in the preparation of maps for the GP/CLUP Amendment. This as-need scope of services is for a total not-to-exceed amount of \$20,000. This scope of services starts on July 1, 2008 and expires June 30, 2009 or when the work is completed, whichever is later, and replaces the current scope of services set to expire on June 30, 2008.

Invoices will be addressed to Anne Wells at the City of Goleta and will reference the following project names: GIS Technical Support or General Plan Map Updates depending on the work assignment.