



CITY COUNCIL AGENDA REPORT

MEETING DATE: July 5, 2011

ITEM NUMBER: CC-8

SUBJECT: G.I.S. Application Support

DATE: MAY 9, 2011

FROM: Administrative Services Department/I.T.

PRESENTATION BY: Richard Kirkbride, I.T. Manager

FOR FURTHER INFORMATION CONTACT: Richard Kirkbride, 754-5154

RECOMMENDATION:

Staff recommends that the City Council approve the Professional Services Agreement and authorize the Mayor to sign the Agreement and Purchase Request for support services in the amount of \$110,475 for the City's G.I.S. system with A.C.T. GIS, Inc., 19000 Grovewood Dr., Corona, California 92881.

BACKGROUND:

The City purchased a Geographic Information System (G.I.S.) through A.C.T. GIS, Inc. in 1999 for use by various City Departments, including Police, Fire, Code Enforcement, City Council, Administrative Services, Development Services, Planning and HUD among others.

The programmer position responsible for supporting this system was eliminated from the 2010-2011 budget due to the budget reductions. This position was the only full time position supporting the G.I.S. system. Although one additional programmer had been cross-trained, that position was also eliminated from the 2010-2011 budget. Because of the staffing reductions A.C.T. has been providing the support.

Funding for this agreement was previously approved as part of the 2011-2012 budget process, and funding is available in the appropriate account. This Agreement will provide support for the period of July 1, 2011 through June 30, 2012.

ANALYSIS:

The various City departments have come to rely on the G.I.S. system to provide multiple layers of data to support their daily duties. The product requires a highly specialized set of skills. The vendor provides the significant expertise needed to resolve technical issues that are beyond the capabilities of our staff.

ALTERNATIVES CONSIDERED:

As the City chose to utilize A.C.T. GIS, Inc. as its implementation partner for this software there is no solution that would be more cost effective from alternative vendors. If the City chose to start over with a new vendor the cost in time and direct dollars would far exceed the cost of this agreement. Additionally we have built a significant infrastructure within the application with the aid of A.C.T. GIS, Inc. Continuity would become a significant issue, and would have a direct impact on the cost, as any new vendor would expend considerable resources and City employee time getting familiar with the structure and methodology currently in place.

The City Council can also choose not to approve the agreement. However this would reduce service levels to the citizens of Costa Mesa and hamper access to data needed for other City projects. This is not a recommended alternative.

FISCAL REVIEW:

Funding for this agreement is included in the 2011-2012 fiscal year adopted budget.

LEGAL REVIEW:

The City Attorney’s Office prepared the PSA and has approved it as to form and content.

CONCLUSION:

Approving the Purchase Requisition with A.C.T. GIS, Inc. will provide for the needed on-site support for the G.I.S. system.

TAMARA LEOURNEAU
Interim Administrative Services Director

RICHARD D. KIRKBRIDE
I.T. Manager

COLLEEN O’DONOGHUE
Assistant Finance Director

THOMAS P. DUARTE
City Attorney

DISTRIBUTION: Steve Mandoki

- ATTACHMENTS: 1 [Purchase Requisition Copy \(for reference\)](#)
- 2 [PSA](#)
- 3 [Service Quote Including Onsite Assistance](#)
- 4 [Hourly Rate Sheet](#)