



CITY COUNCIL AGENDA REPORT

MEETING DATE: September 16, 2014

ITEM NUMBER:

SUBJECT: EXTENSION OF EXISTING PROFESSIONAL SERVICES AGREEMENT WITH RANDSTAD TECHNOLOGIES FOR GIS CONSULTANT

DATE: September 5, 2014

FROM: INFORMATION TECHNOLOGY DEPARTMENT

PRESENTATION BY: STEVEN ELY, I.T. DIRECTOR

FOR FURTHER INFORMATION CONTACT: STEVEN ELY, 714-754-4891

RECOMMENDATION:

Staff recommends that the City Council –

1. Approve Amendment One to the existing Professional Services Agreement (PSA) with Randstad Technologies, LP (Consultant), increasing the compensation limit of \$49,995 by \$98,800.
2. Authorize the City CEO to sign the amended PSA with Randstad in the contract amount of \$148,795 .
3. Authorize the City CEO to sign the Purchase Requisition for the amended PSA.

BACKGROUND:

The City entered into a PSA with the Consultant on March 10, 2014 for a one-year term for I.T. support staff to perform project management services for SunGard CAD/RMS implementation. The Consultant's proposal, incorporated into the Agreement as Exhibit A, allows for other I.T. support services, including Geographic Information System (GIS) technical assistance. The term of this agreement included a not-to-exceed amount of \$49,995.

The City purchased a GIS program in 1999 for use by various City departments, including the Police, Fire, City Council, Development Services, and Public Services, among others. These departments rely on the GIS system to provide multiple layers of map data supporting their daily duties. The map layers and associated attribute data, streets, addresses, parcels and parcel ownership data need to be constantly updated to insure accurate data is available within the GIS system and for the planning counter staff using the online application on a continuous basis. Numerous additional map layers are updated or created from scratch, as needed. Specific map projects need to be completed on an as-needed basis for many departments.

For several years, the City's GIS system was maintained by a consultant who provided the expertise to resolve technical issues that were not within the skill set of staff. However, time came when the City realized that the old system needed to be upgraded to a newer version, and the consultant did not have the knowledge and expertise in the newer version. We had to look for another agency to

provide a consultant with the needed skills. The temporary I.T. support staff provided by Randstad meets these qualifications.

ANALYSIS:

We did not anticipate the project management services for SunGard CAD/RMS to require many hours of the Consultant; thus, we determined that \$49,995 would be sufficient for the term of the contract. However, we also did not anticipate that the old GIS system would need to be upgraded in the current fiscal year to keep up with the increasing demands of the City's various departments to better serve the citizens of Costa Mesa. So, in addition to the project management services the Consultant was asked to perform, the City had also asked the Consultant to provide GIS services as well, thus increasing the number of hours the GIS Analyst has to work for the City, which resulted in the insufficiency of the compensation limit in the PSA.

Examples of the ongoing projects being performed by the GIS Analyst include the following:

1. GIS Maps for Police Department SunGard CAD/RMS system. This is a mission-critical application for our 911 dispatches. The GIS consultant cleaned up addresses points, street information in the application, and has been working on issues and requests for changes for the mapping portion of this application. This is an ongoing project, very time-consuming, and requires fast turnaround since it is public safety information.
2. Create maps for council meetings or study sessions.
3. Fire Department mapping requests. We have a backlog of GIS requests. When the GIS Analyst came on board five months ago, the consultant was able to reduce the number of work in our backlog.

The Consultant is able to expertly perform future work within our GIS area to meet the growing demands such as:

1. Parcel Viewer Replacement. We have a new replacement application, "GeoCortex" suite solution, to replace our current out-of-date/unsupported Parcel Viewer. The Consultant has the expertise needed to install and configure the application to our environment.
2. New public-facing GIS applications on our City Internet website. GeoCortex gives us the capability to create public-facing GIS applications and citizens can use them to search mapping related information they never had before.
3. Fire Department Fire View project. We are in the implementing phase now and without the continued GIS Consultant support, we will not be able to deliver the project on time.

ALTERNATIVES CONSIDERED:

Staff has considered discontinuing the contract with Consultant once the funds have been exhausted and the existing agreement has expired. However, this alternative is not desirable because of the demands by several departments requesting additional assistance to accomplish day-to-day operations, completing high priority projects, and future work. Since we lack sufficient GIS expertise in the department, we have turned to a consulting solution to provide qualified staff.

FISCAL REVIEW:

Funding for this agreement is included in the fiscal year 2014-15 adopted budget.

LEGAL REVIEW:

The City Attorney's office prepared the amendment to the PSA and has approved it as to form and content.

CONCLUSION:

Over the past 15 years, the City has built a significant GIS infrastructure that many departments have come to rely on. Staff recommends that the Council approve the expenditure with Randstad and to authorize the City CEO to sign Amendment One to the PSA and the Purchase Requisition.

STEVEN ELY
I.T. Director

THOMAS DUARTE
City Attorney

STEPHEN DUNIVENT
Interim Finance Director

Attachments:

1. [Copy of Original Professional Services Agreement with Randstad Technologies](#)
2. [Amendment One to the Professional Services Agreement](#)
3. [Purchase Requisition](#)