



# CITY OF SANTA BARBARA

## COUNCIL AGENDA REPORT

**AGENDA DATE:** March 25, 2008  
**TO:** Mayor and Councilmembers  
**FROM:** Information Systems Division, Administrative Services Department  
**SUBJECT:** Professional Services Agreement To Implement A Centralized Geographic Information System (GIS)

**RECOMMENDATION:** That Council:

- A. Find it in the City's best interest to waive the formal bid process, as authorized by Municipal Code 4.52.080 (k), and authorize the City's Administrative Services Director to execute a professional services agreement and issue a purchase order with RBF Consulting in an amount not to exceed \$197,662, to develop a Centralized GIS; and
- B. Authorize the City's Administrative Services Director to issue required change orders to RBF Consulting, in a total amount not to exceed \$10,000, to cover contingencies associated with changes to services.

**DISCUSSION:**

As part of the Fiscal Year 2008 budget, City Council approved \$300,000 for implementation of the first phase of a citywide centralized GIS. The centralized GIS will enhance the City's ability to manage infrastructure, provide efficiencies in maintenance and use, create standards, enhance collaboration between City department staff, plan for growth, and deliver better information and services to City staff and the public. Earlier this year Council approved a citywide GIS software upgrade as one of the preliminary tasks in preparation for this implementation.

In November 2007, a Request for Proposal (RFP) for professional consulting services to implement the Centralized GIS system was sent to seven GIS consulting firms. Six firms responded and their proposals were reviewed, taking into consideration their project understanding and technical approach, qualifications of staff assigned, references, similar work experience, cost, and their ability to meet the requested project timeframe. City GIS staff interviewed the top 2 candidates and selected RBF Consulting because they best met these criteria and they committed to loading 75 GIS datasets whereas the other firm only committed to 8 datasets. Further strengthening this selection, RBF Consulting is already familiar with the City's GIS due to working on other GIS projects for the City, including the Citywide GIS Needs Analysis and Implementation Plan.

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REVIEWED BY: \_\_\_\_\_ Finance \_\_\_\_\_ Attorney \_\_\_\_\_ Name of Additional Department(s) That Need to Review  
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Agenda Item No. \_\_\_\_\_

This project's deliverables are:

- Installation and setup of the GIS servers
- Creation of a detailed geodatabase design
- Conversion and loading of 75 GIS datasets
- Development of geodatabase standards, administrative and data maintenance policies
- Training on geodatabase administration and maintenance
- Development of a pilot interactive mapping application

**BUDGET/FINANCIAL INFORMATION:**

The Centralized GIS Project was approved for funding in the City's Capital Improvement Program for Fiscal Year 2008 and is currently part of the Information Systems budget.

**PREPARED BY:** Rob Badger, Information Systems Supervisor

**SUBMITTED BY:** Marcelo Lopez, Administrative Services Director

**APPROVED BY:** City Administrator's Office