

# Agenda Report

**DATE:** JUNE 16, 2003  
**TO:** CITY COUNCIL  
**FROM:** CITY MANAGER  
**SUBJECT:** AWARD CONTRACT TO AMERICEC, INC FOR PROJECT MANAGEMENT SERVICES FOR PHASE TWO OF THE GEOGRAPHIC INFORMATION SYSTEM PROJECT.

## **RECOMMENDATION:**

It is recommended that the City Council:

1. Authorize the City Manager to enter into a contract with Americec, Incorporated for an amount not to exceed \$90,000; for project management services for Phase II of the Citywide Geographic Information Systems project. Competitive bidding was not required pursuant to Section 1002(F) of the Pasadena Municipal Code, professional or unique services.
2. It is further recommend that the City council grant the proposed contract an exemption from the competitive selection process of the competitive bidding and purchasing ordinance pursuant to P.M.C. section 4.08.049 (B) contract for which the City's best interests are served.
3. Authorize the City Manager to renew the contract without further Council consideration for up to two additional one year periods if the prices, terms and conditions are acceptable to both parties.

## **BACKGROUND:**

In 1999, the City completed a study that outlined three phases of a Geographic Information System (GIS) implementation.

- Phase I: Development of the core GIS layers needed for a functional GIS. These layers include digital orthophotography, assessor parcels, building footprints, street centerlines, easements and right-of-ways derived from

the Los Angeles County Assessor paper maps; and the integration of these data layers with the City's Land Management System (Tidemark).

- Phase II: Conversion and application development of the City's utility data (Water & Power only).
- Phase III: Development of additional customized and commercial software to be integrated with the GIS, for use by additional City departments and the public, such as web-based building permit applications or neighborhood crime statistics.

Phase I was completed in May 2002. Phase II began with an initial contract with Montgomery Watson Hardza for application analysis and prioritization and data conversion specifications. The project is currently underway. All city departments, except Water & Power participated in the Phase III project which identified and prioritized new GIS applications as well as data to be converted in support of those applications. This phase will continue when department funds become available to pay for both the application development and the data conversion.

Due to the complexity of the Phase II project, staff has identified the need for additional resources to assist with the Phase II project. The City's GIS Coordinator left the City in December 2002 leaving a technical gap. Existing staff, although well versed in their areas of responsibilities, do not have the technical knowledge required. A seasoned project manager with GIS utility experience is needed to fill this resource gap.

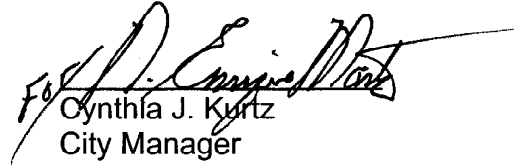
Americec Inc. provides professional GIS project management and technical solutions to utility organizations as a core service. They are currently under contract with W&P to provide limited support services for the W&P GIS project. They are familiar with the existing contract for services, the project team, as well as have a complete understanding of the goals and objectives of the W&P GIS project. Due to the complexity of the project and Americec's past experience with the technology and familiarity with the project staff reached the conclusion that Americec is well positioned to provide on-going project management for the Phase II project and therefore recommended for the award of the subject contract.

**FISCAL IMPACT:**

Sufficient funds are available in the Water Fund 8115-402-881000-02-0679-02051 and Power Fund 8115-401-843000-02-0396-20808.

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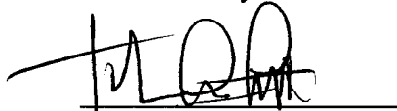
Respectfully Submitted,

  
Cynthia J. Kurtz  
City Manager

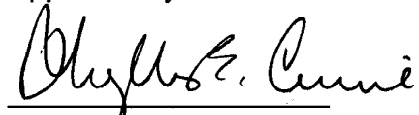
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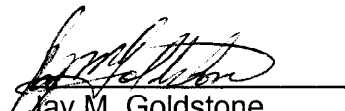
Reviewed by:

  
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Phyllis Currie  
General Manager  
Pasadena Water and Power

Concurred by:

  
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Director of Finance