

July 27, 2023

Mr. Rick Gierok, PE
Public Works Director
City of Eustis, FL
10 North Grove Street
Eustis, Florida 32726

**SUBJECT: Amendment #2 to GIS On-Call Services
City of Eustis, FL**

Dear Mr. Gierok,

Wright-Pierce would like to thank the City of Eustis for the opportunity to submit this proposal to provide additional, as-needed GIS On-Call Services to the City's Public Works Department, the Engineering, Water and Wastewater Departments, and the Greenwood Cemetery. This Amendment #2 is based on our July 25, 2023 discussion that will add an additional \$35,000 in fee to the existing Wright-Pierce Project No. 20919 GIS On-Call Services (Purchase Order No. 22-01070).

PROJECT BACKGROUND/UNDERSTANDING

The City has invested in developing a GIS program for all City Departments that fall under the Public Works Department, and currently has ArcGIS Pro 3.1, ArcGIS Online, ArcGIS 10.8.1 and Civil 3D 2021 software. While data from individual projects and data collection efforts reside on the City's network, there has not been a cohesive, City-wide system of developing and incorporating data into the City's overall GIS system.

In April 2022, the City hired a new GIS Manager. Wright-Pierce has been collaborating with the new GIS Manager to develop GIS standards and databases, incorporate data collected from past projects, and develop GIS data for use in asset management.

PROPOSED SCOPE OF SERVICES

The services under this Amendment will be a continuation of the GIS On-Call Services project under PO No. 22-01070 and will include:

Activities in Progress:

- Harmonize the water hydrant inspection layer with the layer created by Wright-Pierce from the City's DWG files.
 - Wright-Pierce currently has data derived from the DWG files provided by the City that has been converted into a comprehensive GIS. One future goal is to harmonize the layer of inspected fire hydrants with locations and IDs but provide connectivity of the DWG derived GIS layer.
- Complete the conversion of Wastewater layers from DWG file to GIS layers and files.

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- Re-create the map of road ownership and location that currently does not reside in GIS. The goal is to create a layer that is reproducible and editable.

Activities on the Horizon:

- Commence processing Reclaimed and Stormwater layers from DWG to GIS files.
 - Currently, the rough shapes have been translated into GIS. However, Wright-Pierce proposes to extract as much information from the DWG annotations as possible. This is pending the finalization of the initial Water and Sewer layers.
- Write a script to illustrate when each City sign was last visited.
 - A key functionality that would help the sign inspection crews is to relate the inspection and repair log to the inventory in such a way that 'overwrites' a column corresponding to the last visit. This will assist in future sign maintenance planning.

Areas of Opportunity:

- Create a tool to track water/sewer record requests at a property ID level.
 - Once the layers are finalized, the team can start using the drawn in sewer services to identify connected parcels.
- Cartegraph/CUES Interaction with GIS layers and data.
 - Once a GIS is established, the team would import that GIS into Cartegraph and use that software for asset management purposes. The CUES CCTV data would also be incorporated.
 - Explore opportunities to incorporate the SeeClickFix platform for reporting issues employed by the City.
 - Assist the City with House Bill 53 Needs Analyses.

FEE ESTIMATE

For the scope items outlined above, billings will be on a time and materials, not to exceed basis, based on our Standard Billing Rates, plus reimbursable expenses times a factor of 1.1. The budget for this Amendment #2 has been established at **\$35,000.00**. The maximum total compensation for the project shall not exceed the total compensation for the scope items above without written authorization from the City.

CONDITIONS AND EXCLUSIONS

The following are conditions and exclusions to this Scope of Services:

- The City will continue to pay for software licensing fees to maintain its existing ArcGIS Pro software and ArcGIS Online Portal.

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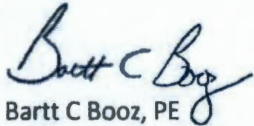
PROPOSED SCHEDULE

We will commence our services within 10 days after City's acceptance of this proposal and issuance of a Purchase Order and when the original fee and Amendment #1 fee under PO 22-01070 has been expended.

We appreciate the opportunity to provide these services to the City of Eustis. If you have any questions or need any additional information, please contact us.

Sincerely,

WRIGHT-PIERCE



Bartt C Booz, PE

Senior Project Manager

bartt.booz@wright-pierce.com

Cc: Michelle Saxman, City of Eustis
Greg Dobbins, City of Eustis
Steve Hallowell, Wright-Pierce
Dennis Davis, Wright-Pierce
Jeff Normandin, Wright-Pierce
Kean McDermott, Wright-Pierce

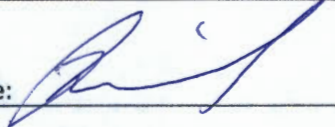
CITY OF EUSTIS, FLORIDA

Signature: _____

Printed Name: Tom Carrino

Title: City Manager

Date: _____

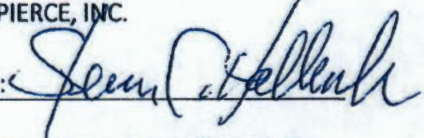
Signature: 

Printed Name: Rick Gierok, PE

Title: Director, Public Works

Date: 8/31/23

WRIGHT-PIERCE, INC.

Signature: 

Printed Name: Steven C. Hallowell, PE

Title: Vice President

Date: 7-27-2023