



**MEETING TYPE
STAFF REPORT**

Agenda Date: March 25, 2024

**Eric Buckman, City
Manager:**

Department: ALL

Department Head Name:

Presenter: Eric Buckman

Kim Berry, City Clerk:

This form and any background material must be approved by the City Manager, then delivered to the City Clerk by 4:00 PM the Tuesday prior to the Commission Meeting.

AGENDA ITEM TITLE:

GIS-Contract with Colligo

BACKGROUND:

The City is in need of administrative oversight of our GIS system. The GIS system we have was created in-house with staff who have an interest in this type of thing. With the GIS/IT position vacant for nearly a year we had to reach out for assistance to complete mapping requirements for our Master Plan update and help us update our parcel layer and troubleshoot cemetery issues. Coleman Engineering was contacted and they have provided that assistance.

In working with Coleman we learned that Gladstone is not unique with its issues in managing GIS systems. Coleman has encountered this issue so many times that they have created their own GIS platform called Colligo GIS. The City worked with their staff to create new zoning maps for the Master Plan Amendment under our existing ArcGIS platform. Coleman was able to take a good hard look at our GIS system when they did this work for us. Because we liked how they worked with us we asked Coleman to give us a proposal to get our GIS system where we need it. They met with us to determine what our needs are and laid out the attached proposal as a baseline of what we will need. Once these items are addressed, they would be willing to train staff in-house to use the system more effectively and work with us on additional layers should we need more.

The maintenance/administration portion of this contract is for up to \$32,000 and will take approximately 4 months to complete. Once this is completed, we can then determine how many hours per month we will need for everyday operations. Projects or new layers that we may want will be quoted out per project. This contract can be terminated at any time, and we do not have to switch to their platform. We will be able to use their platform for a trial period to determine if we want to switch. Costs for their Colligo platform do not exceed what we are currently paying for our ArcGIS platform.

FISCAL EFFECT:

\$32,000 to be spread out across all departments as GIS has been funded in the past

SUPPORTING DOCUMENTATION:

Colligo GIS Proposal

RECOMMENDATION:

Allow City Manager to sign proposal and begin work with Colligo GIS/Coleman Engineering for the outlined updates/upgrades to our GIS system.