



City of Ketchum

September 30, 2019

Mayor Bradshaw and City Councilors
City of Ketchum
Ketchum, Idaho

Mayor Bradshaw and City Councilors:

Recommendation to Approve the Interlocal Agreement #20401 (Ketchum/Blaine County) Contract for Geographical Information System (GIS) Services Totaling \$23,084.11

Recommendation and Summary

Staff is recommending the council adopt the following motion:

Move to Approve the Interlocal Agreement for GIS Services in an amount not too exceed \$23,084.11.

The reasons for the recommendation are as follows:

- The prior year interlocal agreement for GIS personnel services was for \$22,411.76
- Ketchum's approximately 10% portion of GIS personnel services in FY20 increased 3% over FY19

Analysis

Ketchum's Planning and Building Department has managed the GIS contract for a number of years. Services are provided by Sam Young who works one day a week (Tuesday) at City Hall. All departments of the City make use of the mapping services.

Financial Impact

Adoption of this contract will have a positive impact of \$336 for line item 01-4170-4500, as reflected in Tab 12 of the FY20 adopted budget (\$23,420 budget amount versus proposed \$23,084 contract proposal).

Attachments

FY20 Interlocal
Agreement #20401

INTERLOCAL AGREEMENT
(City of Ketchum/Blaine County)

RECITALS

WHEREAS, Ketchum has identified that Geographic Information Systems (GIS) and the hardware, software programs and data that accompany its functionality as important and necessary tools in public administration; and,

WHEREAS, Ketchum employees and members of the public desire to have access to an internet based GIS system to gain information about properties in Ketchum; and,

WHEREAS, Ketchum employees desire the demographic and spatial analysis functionality and ability to map service allocation, city infrastructure, community services, environmental impacts and other factors to aid in strategic planning and operation assessments; and,

WHEREAS, Ketchum can benefit from a more efficient and accurate on-going data collection process measuring progress and tracking issues related to (not exhaustive) utility records, building permits, vacancy rates, employment trends and redevelopment potential; and,

WHEREAS, Ketchum employees can share public agency data to reduce costs and guide in the provision of services to those most in need, including community safety, public health and development services; and,

WHEREAS, Ketchum employees seek to enhance their analytical, problem-solving and decision-making capabilities through the utilization of GIS and work with professionals in the field to incorporate new tools and technologies for personal skill development and community benefit at large; and,

WHEREAS, Ketchum employees can ultimately make more informed decisions using scenario models and performing needs assessments that are constructed in-house opposed to requesting external proposals and absorbing consulting fees; and,

WHEREAS, the interlocal agreement was in place during FY2019 and budgeted in the adopted Community Planning and Development FY2020 budget.

TERMS

NOW, THEREFORE, subject to the limitations of this agreement and in order to provide assistance between the parties in providing GIS service, it is hereby agreed as follows:

1. DURATION OF AGREEMENT. This Agreement shall not be effective until it is approved by the Board of Commissioners of Blaine County, and the Mayor and City Council of Ketchum. It shall continue in full force and effect without termination from October 1, 2019

until September 30, 2020. The parties may extend the agreement with the written consent of both parties.

2. PURPOSE. The purpose of this Agreement is to allow the City of Ketchum to contract with Blaine County for access to a City web based application on the County's web server and to obtain the services of a GIS Analyst for approximately twenty percent of the Analyst's yearly work load.
3. MANNER OF FINANCING AND BUDGET. The City of Ketchum shall reimburse Blaine County for approximately ten percent (10%) of the GIS Department's salary and benefits for the FY2020 budget. Such payment shall be \$23,084.11 to be paid in quarterly installments of \$5,711.03.
4. MUTUAL HOLD HARMLESS: Each party to this Agreement agrees to indemnify and hold harmless the other from any and all liability for any injury, damage or claim suffered by any person or property caused by the party or its employee while performing under this Agreement.
5. DUTIES. The provision of these services shall be governed as set out below:

The County agrees to supply at GIS Analyst for 1/5th of that person's effort per year. This person will work at either the City, the County or another mutually agreed upon location to accomplish the tasks assigned them. The City will assign one person to determine tasks and set priorities for this individual. Tasks assigned to the GIS Analyst will be limited only by their experience.

The County agrees to host a web based application on its Web Server machine for the City. Content of the application will be determined by the City and implemented by the GIS Analyst as part of their duties.

The County agrees to provide limited hard copy map production for the City intended primarily to accomplish review of data layers and map design/layout functions. Larger volume map production will need to be accomplished with City equipment or contracted with a third party.

6. AMENDMENT. This Agreement may be amended at any time, and from time to time, by the mutual written consent of the City and the County for any of the following purposes:
 1. To add provisions to the Agreement to benefit either or both the City and the County.
 2. To extend the term of the agreement.
 3. To cure any ambiguity, to correct or supplement any provision herein which may be inconsistent with any other provisions with respect to matters or questions arising under this Agreement which are not inconsistent with the provisions of the Agreement.

7. SEVERABILITY. In the event any provision of this Agreement shall be declared by a court of competent jurisdiction to be invalid, illegal, or unenforceable, the validity, legality, and enforceability of the remaining provisions shall not, in any way, be affected or impaired thereby.

IN WITNESS WHEREOF, each of the parties has executed this Agreement by its duly authorized officials.

DATED this _____ day of _____, 2019

CITY OF KETCHUM, an Idaho
municipal corporation

Neil Bradshaw, Mayor

ATTEST:

Robin Crotty
City Clerk

BLAINE COUNTY, an Idaho political subdivision

Jacob Greenberg, Chairman, Board of Blaine
County Commissioners

ATTEST:

JoLynn Drage, Recorder