



**AGENDA ITEM SUMMARY FORM**

**PROPOSED MEETING DATE:** December 4, 2024  
**PREPARED BY:** Frank T. Phelan, P.E.  
**DEPARTMENT:** City Engineer

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**AGENDA ITEM DESCRIPTION:**

Consideration, discussion, and possible action on a Statement of Work No. 41 to the Master Services Agreement with George Butler Associates, Inc. for the upgrading and expansion of the current Geographic Information System (GIS) infrastructure.

**BACKGROUND AND SUMMARY:**

This proposal is for professional engineering services for upgrade and expansion of the existing GIS infrastructure. The City currently maintains one (1) license of ESRI ArcMap used by the Development Services Department. The Public Works and Development Services Departments have identified the need to upgrade the current ESRI software and provide more City staff with the ability to leverage the power of GIS. The proposed project would create three new user accounts allowing Public Works Department staff to actively access data currently only available in paper format. Data used by the Public Works and Development Services Departments will be incorporated into web maps and web mapping applications that allow staff to interact with data from the office or while in the field. Training will be provided to ensure staff understand how to utilize the software and developed applications.

**LEGAL REVIEW:** Yes, Veronica Rivera, Assistant City Attorney  
**FISCAL IMPACT:** Yes  
**PRESENTATION:** Yes  
**ATTACHMENTS:** Yes

- SOW No. 41

**STAFF RECOMMENDATION:**

The city staff recommends that the City Council approve the proposed Statement of Work No. 41 to the Master Services Agreement with George Butler Associates, Inc. for the upgrade and expansion of the GIS infrastructure in the amount of \$20,000.

**PLANNING & ZONING COMMISSION:**                      **Recommend Approval**                      **Disapproval**                      **None**

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