



Agenda Date: 12/18/2007

Agenda Placement: 6W

NAPA COUNTY BOARD OF SUPERVISORS Board Agenda Letter

TO: Board of Supervisors
FROM: Jon Gjestvang - Acting Chief Information Officer
Information Technology Services
REPORT BY: PATRICK KOWTA, GEOGRAPHIC INFORMATION OFFICER, 259-8141
SUBJECT: Approval of Agreement with City of St Helena for GIS Services

RECOMMENDATION

Acting Chief Information Officer requests approval of and authorization for the Chair to sign a revenue agreement with the City of St Helena for a maximum of \$3,393 per fiscal year for the term December 1, 2007 through June 30, 2009 to provide access to the County's Geographic Information System resources and services.

EXECUTIVE SUMMARY

This agreement would allow the City of St Helena to access Geographic Information Systems (GIS) resources and obtain GIS services from the County. The agreement consists of a flat fee for access to existing GIS resources. The flat fee, called a Service Availability Fee (SAF), is based on a rate of \$1.50 per parcel within the City's jurisdiction. This fee primarily covers access to the County's internal web mapping applications and data warehouse.

Information Technology Services maintains the GIS system on the County's behalf regardless of whether the City uses the system. The agreement provides revenue for usage of the system and reimbursement for expenditures made by the County at the City's request.

FISCAL IMPACT

Is there a Fiscal Impact?	Yes
Is it currently budgeted?	Yes
Where is it budgeted?	Information Technology Services
Is it Mandatory or Discretionary?	Discretionary
Discretionary Justification:	ITS would need to maintain the GIS system on its own behalf regardless of

whether the City used the system. The agreement provides revenue for usage of the system and reimbursement for expenditures made by the County at the City's request.

Is the general fund affected? No

Future fiscal impact: An automatic renewal clause is written into the proposed agreement.

Consequences if not approved: The City would not have access to the GIS system and ITS would not realize the additional revenue in exchange for that access.

Additional Information:

ENVIRONMENTAL IMPACT

ENVIRONMENTAL DETERMINATION: The proposed action is not a project as defined by 14 California Code of Regulations 15378 (State CEQA Guidelines) and therefore CEQA is not applicable.

BACKGROUND AND DISCUSSION

The County of Napa has been operating an enterprise Geographic Information System (GIS) for the past seven years. GIS is a computer system for capturing, integrating, storing, analyzing, sharing and displaying geographically referenced information. This complex data management system requires a significant investment in computer hardware, software, personnel and other resources.

In 2005, the City of Napa contracted with the County to provide GIS services in support of the Computer-Aided Dispatch and Records Management System (CAD/RMS). This agreement leveraged the County's GIS resources and eliminated the need for the City to develop duplicate GIS services. The City of St Helena would like a similar agreement so they can make use of the County's GIS resources as well.

In order to provide GIS services, Information Technology Services (ITS) has devised a two-part fee structure. The first part is a Service Availability Fee (SAF). This is a flat fee paid by the City that allows access to the County's GIS resources such as internal web mapping applications and the data warehouse. The SAF is based on a rate of one dollar and fifty cents (\$1.50) per parcel within the City's jurisdiction. For the 2007/2008 fiscal year, this equates to \$3,393. The second part of the fee structure is a set of optional GIS services. As reflected in the proposed agreement, the City of St Helena has not requested any optional services at this time.

SUPPORTING DOCUMENTS

None

CEO Recommendation: Approve

Reviewed By: Karen Collins