



Agenda Date: 6/27/2006
Agenda Placement: 6Y

NAPA COUNTY BOARD OF SUPERVISORS Board Agenda Letter

TO: Board of Supervisors
FROM: Ben Wilson - Chief Information Officer
Information Technology Services
REPORT BY: Gail Vandeburgt, Staff Services Analyst I, 707-259-8666
SUBJECT: Approval of Agreement with City of Napa for GIS services

RECOMMENDATION

Chief Information Officer requests approval of and authorization for the Chair to sign an agreement with the City of Napa for a maximum of \$100,000 per fiscal year for the term July 1, 2005 through June 30, 2008 to provide for an equitable means of sharing in the ongoing personnel costs to maintain the GIS system component of the CAD/RMS system.

EXECUTIVE SUMMARY

In May 2005, the Board approved a Cooperative Agreement with the City of Napa for the Computer Aided Dispatch/Records Management System, commonly referred to as CAD/RMS. This agreement identified the County's Geographic Information System (GIS) as an integral component of CAD/RMS, and it states "the agencies agree to discuss an equitable means of sharing in the on going cost of maintaining the GIS system through the development of a *separate* Agreement." The parties have agreed to cooperate towards supplying the CAD/RMS project with the GIS support it needs to succeed.

Subsequently, they approved a request to amend the Departmental Allocation List for Information Technology Services (ITS) to add one GIS Technician, limited term (LT), through June 30, 2006 to provide the GIS support needed for the project. During the FY06-07 budgetary process, the Chief Information Officer requested the term of the GIS Technician be extended through June 30, 2008. The recommended action today seeks approval of an agreement between the City of Napa and the County whereby the City agrees to fund 60% of the cost of the GIS Technician during this term.

The recommended City - County agreement is back-dated to July 1, 2005, because there is no existing formal agreement between the City and County detailing the scope of work and funding for the full term of the GIS Technician. The City has made a payment of \$60,000 to the County for FY 2005/2006.

FISCAL IMPACT

Is there a Fiscal Impact?	Yes
Is it currently budgeted?	Yes
Where is it budgeted?	The City of Napa agrees to fund 60% of the cost of the GIS Technician included in the Information Technology Services budget. They have reimbursed the County \$60,000 for FY 05-06 and will reimburse \$65,000 per fiscal year thereafter for the cost of the technician. The Information Technology Services budget will absorb the remaining 40%, or approximately \$40,000 per year.
Is it Mandatory or Discretionary?	Discretionary
Discretionary Justification:	Approving this agreement would satisfy the County's obligations under the Cooperative Agreement for City/County CAD/RMS. This agreement identified the County's GIS as an integral component of CAD/RMS, and the parties have agreed to cooperate towards supplying the CAD/RMS project with the GIS support it needs to succeed.
Is the general fund affected?	No
Future fiscal impact:	The agreement extends through FY 07-08. Information Technology Services budget will absorb 40% or \$40,000 per year.
Consequences if not approved:	There would be no agreement between the City of Napa and the County detailing the scope of work and funding for the GIS Technician.
Additional Information:	None

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

On May 24, 2005, the Board of Supervisors approved a Cooperative Agreement for City/County Computer Aided Dispatch/Records Management System, commonly referred to as CAD/RMS. This agreement identified the County's Geographic Information System (GIS) as an integral component of CAD/RMS, and it states (second paragraph of Section 12) that "the agencies agree to discuss an equitable means of sharing in the on going cost of maintaining the GIS system through the development of a *separate* (italics added) Agreement." The parties have agreed to cooperate towards supplying the CAD/RMS project with the GIS support it needs to succeed.

On June 28, 2005, the Board of Supervisors approved a request to amend the Departmental Allocation List for Information Technology Services (ITS) to add one GIS Technician, limited term (LT), through June 30, 2006 to provide GIS support to the CAD/RMS project. During the FY06-07 budgetary process, the Chief Information Officer requested the term of the GIS Technician be extended through June 30, 2008. This recommended action seeks approval of an agreement between the City of Napa and the County whereby the City agrees to fund 60% of the cost of the GIS Technician during this term. The agreement also allows the City to procure additional GIS services outside the scope of the CAD/RMS project up to a maximum of \$40,000 per year.

The recommended City - County agreement is back-dated to July 1, 2005, because there is no existing formal agreement between the City and County detailing the scope of work and funding for the full term of the GIS Technician. The City has made a payment of \$60,000 to the County for FY 2005/2006. The agreement provides for an automatic renewal for an additional year at the end of each fiscal year unless either party gives written notice.

SUPPORTING DOCUMENTS

None

CEO Recommendation: Approve

Reviewed By: Karen Gratton