

Mayor and Council Communication

DATE: 03/08/22

M&C FILE NUMBER: M&C 22-0157

LOG NAME: 20STORM WATER GIS DATA DEVELOPMENT

SUBJECT

(ALL) Authorize Execution of Amendment 1 in the Amount of \$240,000.00 to a Professional Services Agreement with Halff Associates, Inc., for Geographic Information Systems Services for the Transportation and Public Works Department, Stormwater Management Division, for a Revised Contract Amount of \$289,000.00 and Provide for Two Renewal Options

RECOMMENDATION:

It is recommended that the City Council authorize execution of Amendment 1 to City Secretary Contract Number 55956, in the amount of \$240,000.00, with Halff Associates, Inc., for a revised contract amount of \$289,000.00 for Geographic Information Services.

DISCUSSION:

Approval of this Mayor & Council Communication (M&C) will authorize execution of Amendment 1 in the amount of \$240,000.00, to a professional services agreement with Halff Associates, Inc., to provide Geographic Information Services (GIS) data support and authorize up to two renewals. Staff considers this cost to be fair and reasonable for the desired scope of services.

On July 6, 2021 the Transportation and Public Works Department, Stormwater Management Division (SWMD) administratively executed an agreement with Halff Associates, Inc., in the amount of \$49,000 to begin to provide (GIS) data support in the following areas:

1. Data Entry – This involved entry of attribute data from plan sets and related digitization of plan set information in GIS format as required;
2. Quality Control – This involved quality control of existing GIS datasets and database utilizing the City's current review procedures and workflows
3. Training – This involved training of City staff on current database workflows and procedures

SWMD currently has approximately 200,000 assets in its inventory including inlets, manholes, pipes, channels, culverts, infalls, and outfalls. Updating the location and specific information of these assets will help the City track maintenance needs and make informed decisions regarding existing infrastructure improvement needs. In order to help City staff keep up with the growth in Fort Worth, Halff Associates, Inc. will provide plan set review entry. This will involve geo-referencing plan sets, additional related digitization and entry of attribute data from plan sets in GIS format.

Additionally, Halff Associates, Inc. will assist SWMD identify easement information for assets and provide data entry in the (GIS). Easements are needed to help define who is responsible for an asset and ensure accuracy in project planning. This information is crucial in the maintenance of storm water infrastructure. Easement Review Entry will digitize easement information and related attribute data in GIS. Halff will also continue to oversee quality control of existing GIS datasets and databases utilizing the City's current review procedures and workflows.

Halff Associates, Inc., was selected from the consultant pool established based on the 2018 RFQ for various professional services. Should the contract be renewed both times, the overall cost is expected not to exceed \$769,000.00.

Funding is budgeted in the Consultant & Other Professional Service account of the TPW IT Services and TPW Dept Highway & Streets Department's Stormwater Utilities and Stormwater Capital Projects Fund.

RENEWAL OPTIONS - This contract may be renewed for two additional terms at the City's option. This action does not require specific City Council approval, provided that the City Council has appropriated sufficient funds to satisfy the City's obligations during the renewal term.

M/WBE Office - Halff Associates, Inc. received a waiver for SBE participation.

FISCAL INFORMATION / CERTIFICATION:

The Director of Finance certifies that funds are available in the current capital/operating budget, as previously appropriated, in the Stormwater Utility Fund and Stormwater Capital Projects Fund for the Data Collection & Asset Mgm C project to support the approval of the above recommendation and award of the contract. Prior to any expenditure being incurred, the Transportation and Public Works Department has the responsibility to validate the availability of funds.

Submitted for City Manager's Office by: Dana Burghdoff 8018

Originating Business Unit Head:

William Johnson 7801

Additional Information Contact:

Elizabeth Young 6785