

**MONTEREY PENINSULA REGIONAL PARK DISTRICT  
BOARD OF DIRECTORS MEETING**

**DATE:** May 3, 2023  
**TO:** Board of Directors  
**FROM:** Kelly McCullough, Finance Manager  
**REVIEWED BY:** Rafael Payan, General Manager  
**SUBJECT:** Approval of Contract Amendment with Geomorph Information Services, Inc., for GIS Management and Consulting Services

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**SUMMARY:**

Staff respectfully requests the Board approve an Amendment (**ATTACHMENT 1**) with Geomorph Information Services, Inc. for continued GIS Management and Consulting Services in FY 23-24.

**FISCAL IMPACT:**

The Agreement has \$41,100 previously approved funds available as of April 1.

**FUNDING SOURCE:**

6549 – Professional Services

**FUNDING BALANCE:**

Not applicable as the budget is still being developed but previously approved Agreement funds will be included as approved by the Board.

**DISCUSSION:**

On May 5, 2021 the Board approved an Request for Proposal process for GIS consulting services.

August 11, 2021, EECO staff entered into an Agreement with Geomorph Information Services, Inc., for \$11,000, to complete a GIS needs assessment, provide expertise and input on restructuring GIS workflow, create consumables such as map templates, maps, and other projects, develop communication strategies and flow for staff, partners, and consultants, host and maintenance of cloud account- long term administration, maintenance, updating, and new data integration of all ArcGIS Online hubs/portals and offer training sessions to staff for data access.

Staff was pleased with the results and on June 1, 2022, EECO staff requested the Boards consideration of additional services. The Board approved an Amendment with Geomorph Information Services, Inc. for continued GIS Management and Consulting Services not to exceed \$50,000, budgeted in FY22-23. As of the writing of this report, expenses incurred under this Agreement amount to \$8,900.

Planning and Conservation staff have assumed project management of this contract and desire to continue working with this consultant.

Staff are requesting an amendment to the term of the contract to continue through June 30, 2024.

**RECOMMENDED ACTION:**

It is recommended that the Board approve Amendment 1 (**ATTACHMENT 1**) substantially as written with Geomorph Information Systems for continued GIS Management and Consulting Services and authorize the General Manager to execute the Amendment.

**ATTACHMENTS:**

1. [Amendment 1](#)