

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

DATE: June 2, 2021
TO: Board of Directors
FROM: Jackie Nelson, Environmental Education Supervisor
REVIEWED BY: Rafael Payan, General Manager
SUBJECT: Approval of Contract Amendment with Turf Image Geospatial

SUMMARY:

Staff respectfully recommends the Board approve the contract extension with Turf Image Geospatial in substantially the form submitted and authorize staff to execute (Attachment 1).

FISCAL IMPACT:

Up to a maximum of \$12,000.

FUNDING SOURCE:

6549 Professional Services

FUNDING BALANCE:

\$51,000 has been identified for the proposed FY 2021-2022 budget.

DISCUSSION:

The Board of Directors approved MPRPD staff to release a Request for Proposals (RFP) for Geographic Information Services (GIS) consulting services during the May 2021 meeting. The newly adopted ProcureNow online software application was utilized to reach a broader pool of qualified candidates to meet the GIS needs of the District. The procurement app provides easy access to templated RFP documents, track submissions, monitor timelines, respond to "Q&A's" in a timely manner and generate contracts. Of the ten companies that downloaded the application, six proposals were received and four deemed responsive. A complete list of the vendors and copies of the proposals are available for review upon request.

As GIS technology is ever advancing so are the needs of the District. In place of contracting with a single vendor staff is contracting with multiple qualified vendors to create a pool of experts to meet specific project needs. The pool of consultant(s) will transfer, restructure, provide regular and long-term maintenance, collect and analyze data, and create applications such as maps, reports, educational materials. Each contract is expected to be under the purchasing policy needed for Board approval.

The exception is the contract with Turf Image Geospatial Consulting (Turf Image). Turf Image was awarded the GIS contract services following an RFP process in July 2014 for a term of up to five years. In June 2019, this contract was amended to continue through June 2021. Turf Image has been successfully collecting data, creating maps, hosting data

and assisting MPRPD since 2007. As a small, local business they are extremely knowledgeable of the area and have a rich connection with community. Continuing to contract with Turf Image will effectively and efficiently the transfer of MPRPD documents and data on a third-party server to a “cloud” account managed by staff. In addition to providing web application support through viewing applications, map development and other publicly consumed products.

RECOMMENDED ACTION:

Staff respectfully recommends the Board approve a second contract extension with Turf Image Geospatial for Geographic Information Services (GIS) consulting services in substantially the form submitted and authorize staff to execute.

ATTACHMENTS:

1. [Contract Amendment](#)