



City Council Staff Report

From: City Manager

Report Type: CONSENT CALENDAR

Lead Department: Utilities

Meeting Date: April 7, 2025

Report #:2411-3827

TITLE

Approval of Contract Amendment Number 1 to Contract No. S23184191 with 3-GIS, LLC in the Amount of \$132,000 for a Total Contract Not-to-Exceed Amount of \$375,748, and Approving the Optional Two Year Extension of the Term Through August 14, 2027 to Provide Software Licensing and Technical Support of Services Related to Fiber-to-the-Premises (FTTP); and Authorize a Contingency Amount of \$50,000 for Additional Integration Support Services if Needed. CEQA Status: Not a Project.

RECOMMENDATION

Staff recommends that City Council:

1. Approve and authorize the City Manager or their designee to execute amendment number 1 to Contract No. S23184191 with 3-GIS, LLC (3-GIS) to add new service Orders for technical support services and new 3-GIS software modeling for the fiber-to-the-premises (FTTP) network in the amount of \$132,000, and approving the two-year additional extension term through August 14, 2027 for a new total not-to-exceed amount of \$375,748 over a total term of five years; and
2. Authorize the City Manager or their designee to approve and execute any change orders to the agreement for additional services that may develop during the contract period through August 14, 2027, not to exceed a total of \$50,000.

BACKGROUND

The City issued an informal solicitation on January 12, 2021 for a fiber management system (FMS). The FMS provides fiber asset management using Geographic Information System (GIS) mapping software to document and manage existing and planned fiber infrastructure, allowing the City to accurately document the location and status of fiber assets within the City. Prior to the solicitation, the City used older systems and physical maps to manage dark fiber records. These legacy tools led to data silos, limited system-wide visibility, and relied on manual

processes which were insufficient for addressing discrepancies between records and field conditions, resulting in labor-intensive workarounds.

While the City was developing its fiber expansion plan to build a new fiber backbone and roll out a phased fiber-to-the-premises (FTTP) network, staff recognized the existing systems and manual processes for managing dark fiber were not manageable or scalable for such a large-scale deployment. A critical need for a modern FMS was identified, which is essential not only to address current system limitations, but also to enable efficient growth and sustainable management of the new expanding fiber infrastructure.

Staff issued an informal solicitation in 2022 and began evaluating FMS options that could provide asset management, licensing, integration capability, maintenance, and support. The ideal FMS would support the planning, engineering design, analysis, and maintenance of the facility network. It would provide modeling capabilities for all relevant equipment components. Additionally, it would need to accommodate network connectivity from devices in the outside plant to any termination point within the inside plant, ensuring end-to-end visibility and management. In addition, staff required the FMS to integrate with the City's ESRI ArcGIS Enterprise Geodatabase to enable a citywide base map view. Over the past several years, the City has been modernizing all maps into GIS to provide integrations, mobile and web capabilities, and analytical tools.

3-GIS provided the only FMS proposal which met the City's requirements above, including integration with ESRI ArcGIS. 3-GIS also had experience supporting utilities and municipalities achieve widescale fiber buildouts.

ANALYSIS

The City awarded licensing, maintenance and support to 3-GIS in August 2022, with a three-year term through August 2025, and an option to extend an additional two years with Council approval through August 14, 2027. The City used a pre-qualified GIS integration vendors to perform the data migration and integration with the City's ESRI geodatabase. This migration and integration faced significant challenges leading to delays due to extensive physical audits of the City's legacy dark fiber system due to gaps in existing data. These integration challenges lead to recommendation for the optional extension term, additional funding to complete the planned work, and additional contingency funding for any new unforeseen issues that may arise.

To continue progress on work performed, the implementation project was split into two phases, with a first phase in the amount of \$49,500 to continue the work with the integration vendor on the legacy data (which is scheduled to be completed by Q1 2025), and a second phase in the amount of \$32,500 to migrate the new FTTP pilot data.

Staff recommends amending the 3-GIS contract to add funding for the two phases described above as well as contingency fund for additional services if needed, to provide integration

support for the FTTP data. As part of the integration support service, 3-GIS will provide a template to import the FTTP data, assist with mapping the City's data to the template, provide an exception summary report describing the import results in detail, including any records that could not be included and the reasons for their exclusion. The template could be used for future data set migrations as the City builds out FTTP and fiber backbone in phases.

3-GIS will also migrate the FTTP source data from the City into the 3-GIS data model and system.

FISCAL/RESOURCE IMPACT

Funding for contract amendment number 1 and the requested contingency amount is available in the FY 2025 Fiber-to-the-Premises CIP (FO-24000). Subsequent years are subject to City Council's approval of the annual budget process and appropriation of funds.

STAKEHOLDER ENGAGEMENT

This has been coordinated with internal stakeholders including Information Technology and Utilities, and in consultation with Magellan/Entrust, the City's contract consultant in the development of the FTTP project. Through the Utilities Advisory Commission (UAC) and Council, the community has had the opportunity to hear updates on the status of FTTP and provide feedback on the project. The next update on the FTTP project is scheduled with the UAC in May 2025.

ENVIRONMENTAL REVIEW

Approval of this agreement does not meet the definition of a project under the California Environmental Quality Act (CEQA) regulations section 15378 because it is not an activity that will cause a direct physical change in the environment and is a continuing administrative maintenance activity for data management for the FTTP and dark fiber projects.

ATTACHMENTS

Attachment A: Contract with 3-GIS; Contract Number S23184191

APPROVED BY:

Kiely Nose, Interim Utilities Director

Staff: Dave Yuan, Utilities Strategic Business Manager