



**CITY of CALABASAS**  
**CITY COUNCIL AGENDA REPORT**

---

**DATE:** AUGUST 2, 2021

**TO:** HONORABLE MAYOR AND COUNCILMEMBERS

**FROM:** MAUREEN TAMURI AIA, AICP  
COMMUNITY DEVELOPMENT DIRECTOR  
MICHAEL KLEIN, AICP, SENIOR PLANNER

**SUBJECT:** APPROVAL OF AN AMENDMENT TO A SERVICE SUBSCRIPTION AND  
SUBLICENCE AGREEMENT WITH DIGITAL MAP PRODUCTS TO  
EXTEND THE CONTRACT FOR ONE ADDITIONAL YEAR IN THE  
TOTAL AMOUNT OF \$30,000 TO PERFORM PROFESSIONAL  
GEOGRAPHIC INFORMATION SYSTEMS (GIS) MANAGEMENT  
SERVICES

**MEETING**  
**DATE:** AUGUST 11, 2021

---

**SUMMARY RECOMMENDATION:**

That the City Council approve an amendment to the service subscription and sublicense agreement with Digital Maps Products to extend the contract for one additional year in the total amount of \$30,000 to perform professional geographic information systems (GIS) management services.

**BACKGROUND:**

On April 27, 2016, the City Council approved a 5 year agreement with Digital Map Products in the amount of \$148,430 for GIS services. On a daily basis, there are approximately 25 City employees who access property information (ownership, improvements, lot size, site features, etc.) using this program. Under an agreement with the Los Angeles County Tax Assessor Office, tax assessor records are also

made available for use through this program. The program also has a separate online portal for use by the public, which is called "Community View" and provides the public with access to parcel details such as lot size, building square footage, zoning and hoa information.

Staff was recently informed that the company may discontinue its "Community View" module within the next year. As such, a full five year renewal of this contract is not recommended until a commitment to the public access component is determined. Therefore, staff is recommending to amend the existing agreement to extend the contract for one year, which will also permit staff to research other purveyors for similar GIS services.

**FISCAL IMPACT/SOURCE OF FUNDING:**

The City's current FY21/22 budget for the Community Development Department contains funding for this service; no additional authorization is required at this time.

**REQUESTED ACTION:**

That the City Council approve an amendment to the service subscription and sublicense agreement with Digital Maps Products to extend the contract for one additional year in the total amount of \$30,000 to perform professional geographic information systems (GIS) management services.

**ATTACHMENT:**

- Attachment A – Current Service Subscription and Sublicense Agreement with Digital Map Products
- Attachment B - Proposed One Year Extension