

**City of Culver City, California
Agenda Item Report**

Meeting Date: 11/14/2011		Item Number: <u>C-4</u>	
CITY COUNCIL AGENDA ITEM: Approval of a Professional Services Agreement with ESRI (Redlands, CA) to Support the City's Enterprise Geographical Information Systems (GIS) Program.			
Contact Person/Dept.: Michele Williams		Phone Number: 310.253.5959	
Fiscal Impact: Yes ☒ No ☐		General Fund: Yes ☒ No ☐	
Public Hearing: ☐		Action Item: ☐	Attachments: ☒
Public Notification: Meetings and Agendas – City Council (11/11/11)			
Department Approval: John Richo (11/03/11)		City Attorney Approval: Carol Schwab (by H. Baker) (11/09/11)	
Chief Financial Officer Approval: Jeff Muir (11/09/11)		City Manager Approval: John M. Nachbar (11/10/11)	
<u>RECOMMENDATION:</u> Staff recommends that the City Council approve a Professional Services Agreement with ESRI (Redlands, CA) to support the City's Enterprise Geographical Information Systems (GIS) Program. <u>BACKGROUND:</u> In 1998, the Information Technology Department initiated efforts to implement an enterprise GIS that would support the needs of all City departments. To date, this effort has resulted in the acquisition of over 100 digital data layers such as aerial photography, land parcels, zoning, general plan, bus routes, and natural hazard information. The primary objective of the Culver City GIS program is to create a stable and accurate GIS database and provide customized GIS applications, maps and spatial analysis services to City departments and the public. The program has matured to become an integral piece of the City's framework. City staff and the public have become progressively more aware of its availability and benefits. <u>DISCUSSION:</u> Since the inception of the GIS program, the City has utilized software tools from Environmental Systems Research Institute (ESRI). This vendor is widely recognized as the leading provider of GIS software products. ESRI was founded in 1969 as a privately held consulting firm specializing in land-use analysis. The early mission of			

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the company focused on organizing and analyzing geographic information. During the 1980's ESRI developed a core set of software application tools for use in creating a geographic information system (GIS). Today ESRI offers over 80 software products to assist agencies with developing and maintaining GIS applications. The company continues to provide excellent support for the GIS products that the City utilizes.

The current annual maintenance was due in July 2011 and payment was made in the amount of \$21,568.12. In October, the City Council approved a project to upgrade the City's permitting software. One of the enhancements that will be implemented is GIS integration. However, this effort will require additional GIS software licenses.

While working with ESRI representatives to obtain quotes for the additional software, staff was made aware of the "Small Government Enterprise License Agreement". This program provides local governments with populations between 25,000-50,000 with unlimited use and access to all the ESRI software products. Entering into this program would generate a savings of approximately \$10,000 annually. Additionally, the City would no longer be restricted to only using specific software but would be able to expand the GIS Program with additional editing tools and mapping/routing software which is currently not available for use.

Staff recommends renewing the software maintenance contract with ESRI and invoking the enterprise license agreement for small governments.

Pursuant to Culver City Municipal Code § 3.07.085, professional services do not require a competitive bid process; provided, the contract is based upon competitive quotations, whenever practical, as determined by the City Manager. In this case, the City Manager has determined that it is not practical to receive competitive quotations.

FISCAL ANALYSIS:

Renewal of the annual maintenance contract with ESRI and activation of the enterprise license agreement would result in an ongoing annual expenditure of \$35,000. Sufficient funds have been allocated in the Information Technology Department's Operating Budget – 10124100.600220 (Repairs and Maintenance) for this expenditure.

A payment of \$21,568 has already been issued to ESRI for this fiscal year and will be applied to this contract for the enterprise license agreement.

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ATTACHMENTS:

1. ESRI Small Government Enterprise Level Agreement

MOTION:

That the City Council:

1. Approve a Professional Services Agreement with ESRI in an amount not to exceed \$38,500 for one year of ESRI's software maintenance; and,
2. Authorize the Chief Information Officer to issue the annual maintenance payment each year to ESRI (Redlands, CA) for an additional three years unless the respective software support is deemed unnecessary; and,
3. Authorize the City Attorney to review/prepare the necessary documents; and
4. Authorize the City Manager to execute such documents on behalf of the City.