



CITY COUNCIL
AGENDA ITEM STAFF REPORT

MEETING DATE:	January 28, 2028
TITLE:	Ordinance Waiving Sealed Bids and Authorizing the Mayor to Execute an Agreement with Environmental Systems Research Institute, Inc (ESRI) for GIS Licensing, Services, and Support
DEPARTMENT:	IT
PROJECT MANAGER:	Sean Seckler – Director of IT
REQUESTED ACTION:	Approval
STRATEGIC PLAN GOAL(s):	#3: Encourage Tourism/Economic Development #7: Support Excellent Municipal Services
ATTACHMENTS:	Agreement, Ordinance

Overview

The attached proposal from ESRI would renew the City’s licensing for GIS software and related services for another three years. GIS software provides city staff, prospective developers, and citizens with the tools they need to understand the complexities of City infrastructure, zoning, and services and make more effective use of available data. ESRI is the sole source provider for its software and licensing. The renewal will total \$100,200 over three years.

Executive Summary

The City’s ESRI Enterprise Agreement will expire in March of 2025. The current agreement started with a yearly cost of \$27,500. We added and removed some components of our software package over the last three years, which resulted in a slight cost increase, and ESRI has also increased the base cost for software licensing, which brings the new yearly cost to \$33,400. The Enterprise Agreement is still the lowest cost option for us, as we get pricing breaks vs the other a la carte licensing option available. With the latest census numbers, ESRI is continuing to provide us with pricing for municipalities under 25,000 residents.

The Enterprise Agreement is required for us to maintain our GIS Portal, which provides some of the very popular and useful maps and applications that our GIS team has developed, such as the Public Transit App, the Capital Improvement Plan Map, and the Snowplow Tracking App. The agreement includes a Geo-Event Server subscription which allows us to integrate with other platforms, take advantage of advanced features, and present visual data in real time for things like snowplow tracking or Christmas Light-up Parade float voting.

Normally for a non-capital item over \$50,000, the purchasing policy’s competitive bidding procedures would require sealed bids. However, ESRI is the sole source provider of the relevant software licensing and services. Therefore, staff is requesting Council waive the competitive bidding requirements.

Implementation

Once the agreement has been approved and fully executed, licensing status can be maintained, and GIS services can be continued.

Recommendation

Staff recommends approval of the ordinance waiving the competitive bidding requirements and authorizing the mayor to execute the Enterprise Agreement with ESRI.

Department Review

Information Technology, Administration