



## **CITY OF MENIFEE**

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SUBJECT: Agreement with Environmental Systems Research Institute, Inc. for Geographic Information System Technology Software Subscription Services

MEETING DATE: July 17, 2024

TO: Mayor and City Council

PREPARED BY: Michelle Sarkissian, Information Technology Manager

REVIEWED BY: Ron Puccinelli, Chief Information Officer

APPROVED BY: Armando G. Villa, City Manager

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### **RECOMMENDED ACTION**

1. Approve and authorize the City Manager to execute an Enterprise Agreement with Environmental Systems Research Institute, Inc., for Geographic Information System technology licenses and subscriptions for a three-year term in an amount not-to-exceed \$278,310 through June 30, 2027; and
2. Approve and authorize this agreement under Menifee Municipal Code Section 3.12.070(A)(7), waiving the competitive bidding process as the product is a unique commodity; and
3. Authorize the City Manager or his designee to execute all necessary documents related to this agreement.

### **DISCUSSION**

The City of Menifee leverages Geographic Information System (“GIS”) technology to support various functions throughout the City, including urban planning, infrastructure management, emergency response, and community engagement. A GIS is a framework for gathering, managing, and analyzing spatial and geographic data, enabling users to visualize, interpret, and understand patterns and relationships in the context of location. The ArcGIS platform provided by Enterprise Agreement with Environmental Systems Research Institute, Inc. (“ESRI”) has been instrumental in providing these capabilities. To continue benefiting from advanced GIS tools, the City proposes entering into a new three-year agreement with ESRI.

The City’s current agreement with ESRI is approaching its end. To maintain and enhance our GIS capabilities, it is essential to renew our partnership with ESRI. This renewal would include the

ArcGIS Business Analyst Web App Standard Online License and the Site Scan for ArcGIS USA Hosted Custom Annual Subscription.

Continued partnership with ESRI would provide significant benefits for the City. The new licenses would enhance the City's capabilities for data collection, analysis, and visualization, supporting a wide range of City functions. These advanced tools would enable improved decision-making through access to detailed geographic and market data, benefiting urban planning, economic development, and public safety. Furthermore, the ability to plan and manage drone missions would streamline data collection processes, increasing operational efficiency and reducing time and costs associated with traditional survey methods. Additionally, the enhanced data visualization tools would support better communication with residents, offering clear and detailed visual representations of City projects and initiatives, thus fostering greater community engagement.

Staff recommends approving a three-year agreement with ESRI, which would include the following components outlined below:

**Enterprise Products (Enterprise Agreement)**

The Enterprise Products form the foundation of the City's GIS system providing functionality like internal and public web access, underlying parcel database including owner of record, tax, and street address information. The agreement includes uncapped quantities of desktop software such as ArcGIS Desktop Advanced, ArcGIS Desktop Standard, ArcGIS Desktop Basic, and various ArcGIS Desktop Extensions. It also encompasses enterprise software and extensions, including ArcGIS Enterprise (Advanced and Standard), ArcGIS Monitor, and a range of ArcGIS Enterprise Extensions. Additional capabilities provided are ArcGIS Image Server, developer tools like ArcGIS Runtime Standard and ArcGIS Runtime Analysis Extension, as well as various limited quantities of ArcGIS Online and Enterprise user types and service credits. Other benefits include conference registrations, Tier 1 Help Desk access, backup media, and discounts on training classes.

**ArcGIS Business Analyst Web App Standard (Additional Software)**

This software provides robust tools for market analysis, site selection, and community profiling, offering data-driven insights that aid in planning and decision-making. These insights help the City better understand community needs and economic opportunities. Additionally, it facilitates the creation of detailed reports and visualizations, enhancing communication with stakeholders and the public.

**Site Scan for ArcGIS USA Hosted Custom (Additional Software)**

This software enables the creation and execution of drone missions using the Site Scan Flight Planning iOS app and allows for the upload and processing of drone flight data into Site Scan Manager, producing 2D and 3D outputs. It provides tools for downloading, editing, analyzing, and sharing project data using the Site Scan Manager web interface. Additionally, it supports large-scale drone operations with a capacity of up to 25,000 images uploaded per year, enhancing the

City’s ability to conduct detailed surveys, inspections, and mapping projects with high precision and efficiency.

Approving the three-year agreement with ESRI for the products outlined above would significantly enhance the City’s GIS capabilities. This investment would support efficient data collection, improved decision-making, and better community engagement.

It should be noted that the purchase and price of GIS software and technology must comply with specific procurement procedures, which would ordinarily require a competitive bid process. However, ArcGIS is unique and the sole proprietary software of ESRI. Therefore, staff is recommending exemption of this purchase from the competitive bidding process as the purchase would be made under Menifee Municipal Code section 3.12.070(A)(7) as “the commodity is unique, including, but not limited to, acquisition of data processing, telecommunications, and word processing equipment, goods, and services.

**STRATEGIC PLAN OBJECTIVE**

Regular City Business

**FISCAL IMPACT**

The proposed agreement with ESRI for ArcGIS is currently budgeted within the Fiscal Year 2024/2025 Budget under software licensing for GIS within the IT Fund (1110-ITD-GISS-651350) in the amount of \$83,070.

Funding for the upcoming fiscal years (FY 2025/2026 and FY 2026/27) would be budgeted as part of the respective year’s budget. No additional budget appropriation(s) are required. A breakdown of the cost by fiscal year is shown below in Table 1 below.

**TABLE 1 – ALLOCATIONS BY FISCAL YEAR**

<b>Fiscal Year (FY):</b>	<b>Software Cost:</b>	<b>Enterprise Agreement:</b>	<b>Total Amount:</b>
FY 2024/25	\$14,870	\$68,200	\$83,070
FY 2025/26	\$14,870	\$77,900	\$92,770
FY 2026/27	\$14,870	\$87,600	\$102,470
<b>Total:</b>	<b>\$44,610</b>	<b>\$233,700</b>	<b>\$278,310</b>

**ATTACHMENTS**

1. Agreement