



Town of Miami Lakes Memorandum

To: Honorable Mayor and Town Council

From: Alex Rey, Town Manager

Subject: ESRI Software Maintenance Agreement

Date: October 6, 2015

Recommendation:

It is recommended that the Town Council authorize the Town Manager to renew the software maintenance agreement with Environmental Systems Research Institute, Inc. ("ESRI"), for GIS Mapping Services, in an amount not to exceed \$20,000. Funding for this will be coming from the General Fund.

Background:

In November 2011 the Town purchased GIS mapping software from ESRI. The software is used for GIS mapping and has become the standard in the industry and is used by most other public entities. This compatibility of software ensures interoperability of data and files from other public and private entities, including federal, state, county and other local entities. ESRI allows the Town to utilize Miami-Dade County's GIS data.

In addition, ESRI is currently the only GIS mapping software that works with the Town's Trakit Land Management/Permitting Software. This allows the use of GIS dynamic maps that anyone can use while viewing zoning, permitting, code enforcement, or similar information.

When the software was initially purchased it included one year of maintenance service, with a provision for renewal on an annual basis. The subsequent renewals of the software maintenance agreement, we purchased under the Town Manager's authority on the Town's Procurement Ordinance, 12-142. The renewal of the maintenance services agreement for 2016 will result in the combined total value exceeding the Town Manager's award threshold.

While the software can still be utilized without the services provided under the software maintenance agreement, the services provide significant benefits, which include:

- Software updates-without the updates the Town would lose the compatibility with other public and private entities, resulting in the loss of a key feature of the software.

- Unlimited technical support – including assistance with geographical analysis problems.
- Free online courses in the use of the software

The approval of the Town Council will authorize the Town Manager to renew the maintenance for the next three years, at which time a review will be conducted to determine if we should continue with the software or if there are better alternative options available to the Town. The projected value is based on an annual increase in cost of 10%-15% per year. In the event the Town Manager determines that there are no better alternative software options at the end of the third year, the proposed Resolution would authorize the Manager to continue purchasing software maintenance from ESRI up to \$8,000 per year.

Attachments:

Resolution

RESOLUTION NO. 15- 1332

A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF MIAMI LAKES, FLORIDA, AUTHORIZING THE TOWN MANAGER, UNDER CONTRACT 2016-03, TO EXECUTE A CONTRACT TO CONTINUE THE SOFTWARE MAINTENANCE AGREEMENT WITH ENVIRONMENTAL SYSTEMS RESEARCH INSTITUTE, INC. IN AN AMOUNT NOT TO EXCEED \$20,000; AUTHORIZING THE TOWN MANAGER TO IMPLEMENT THE TERMS AND CONDITIONS OF THE AGREEMENT; AUTHORIZING THE TOWN MANAGER TO EXPEND BUDGETED FUNDS; AUTHORIZING THE TOWN MANAGER TO EXECUTE THE AGREEMENT; PROVIDING FOR INCORPORATION OF RECITALS; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, in October, 2011, the Town of Miami Lakes (“Town”) purchased Environmental Systems Research Institute, Inc. (“ESRI”) mapping software; and

WHEREAS, the Town requires the continued purchase of software maintenance services from ESRI; and

WHEREAS, Town Council authorization is required to continue the purchase of the software maintenance services; and

WHEREAS, the Town Council approves of the Town Manager’s recommendations and authorizes the Town Manager to execute the software maintenance services agreement for up to three (3) years, in an amount not to exceed \$20,000 over a three year period; and

WHEREAS, if the Town Manager determines at that end of the third year that there are no better alternative software options, the Town Council authorizes the Manager to extend the software maintenance services agreement with ESRI beyond three (3) years in an amount not to exceed \$8,000 per year after the third year.

NOW, THEREFORE, BE IT RESOLVED BY THE TOWN COUNCIL FOR THE TOWN OF MIAMI LAKES, FLORIDA, AS FOLLOWS:

Section 1. Recitals. The foregoing recitals are true and correct and are incorporated herein by reference.

Section 2. Approval of the Contract. The Council approves the Town Manager executing an Agreement to continue the software maintenance agreement, under Contract 2016-03, with ESRI in an amount not to exceed \$20,000 over a three year period for the GIS mapping

software. If the Town Manager determines at that end of the third year that there are no better alternative software options, the Town Council authorizes the Town Manager to extend the software maintenance services agreement with ESRI beyond three (3) years in an amount not to exceed \$8,000 per year after the third year.

Section 3. Authorization of Town Officials. The Town Manager and/or his designee and the Town Attorney are authorized to take all steps necessary to implement the terms and conditions of Contract 2016-03 with ESRI for the GIS mapping software maintenance services.

Section 4. Authorization of Fund Expenditure. The Town Manager is authorized to expend budgeted funds in an amount not to exceed \$20,000 over a three year period to implement the terms and conditions of Contract 2016-03. If the Town Manager determines at that end of the third year that there are no better alternative software options, the Town Council authorizes the Manager to extend the software maintenance services agreement with ESRI beyond three (3) years and expend budgeted funds in an amount not to exceed \$8,000 per year after the third year.

Section 5. Execution of the Contract. The Town Manager is authorized to execute an agreement with ESRI for the GIS software maintenance and associated software fees on behalf of the Town, and to execute any required agreements and/or documents to implement the terms and conditions of the Agreement, subject to approval as to form and legality by the Town Attorney.

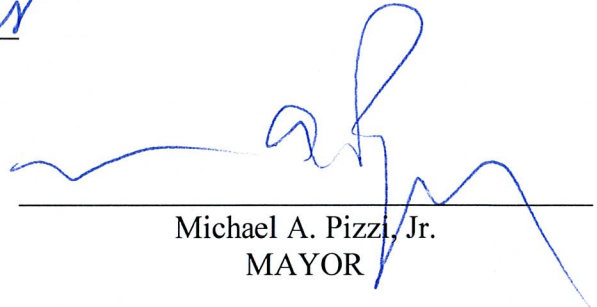
Section 6. Effective Date. This Resolution shall be effective immediately upon adoption.

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Passed and adopted this 6th day of October, 2015.

The foregoing resolution was offered by Michael Pizzi who moved its adoption. The motion was seconded by Tony Lama and upon being put to a vote, the vote was as follows:

Mayor Michael A. Pizzi, Jr.	<u>yes</u>
Vice Mayor Manny Cid	<u>yes</u>
Councilmember Tim Daubert	<u>yes</u>
Councilmember Tony Lama	<u>yes</u>
Councilmember Ceasar Mestre	<u>yes</u>
Councilmember Frank Mingo	<u>yes</u>
Councilmember Nelson Rodriguez	<u>yes</u>



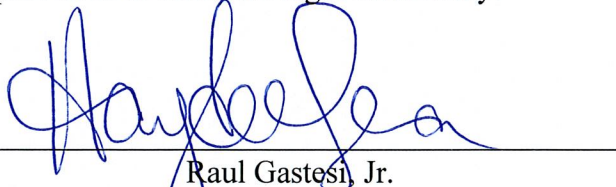
Michael A. Pizzi, Jr.
MAYOR

Attest:



Gina Inguazo
TOWN CLERK

Approved as to form and legal sufficiency:



Raul Gastesi, Jr.
Gastesi & Associates, P.A.
TOWN ATTORNEY