MEMORANDUM

EXECUTIVE SUMMARY

To: Jim Scholl, City Manager

Cc: Sarah Hannah – Spurlock Assistant City Manager

Through: Donald Leland Craig, AICP Planning Director

From: Nicholas Osterhoudt , GIS Manager

Meeting Date: City Commission **-** November 18, 2014

Subject: Approving the Purchase of ESRI ArcGIS Mapping Small Government Term Enterprise License Agreement.

ACTION STATEMENT: The City Commission is requested to approve the purchase of ESRI (Environmental Systems Research Institute) ArcGIS Mapping Software licenses for the GIS function within the Planning Department. The cost of the software for FY 2014/15 is $29950. This cost recurs for two more years FY 15/16 and FY 16/17. At the end of the three year period the software is fully paid for and the City can use it as it then stands, and purchase any updates it wishes. During the three year initial period all software updates and training are included in the price quoted by ESRI. ESRI is the sole source for the software necessary for the City and is the software used by other agencies in Monroe County, i.e. Monroe County, KEYS Energy, FKAA and the Monroe County Property Appraiser. This ESRI software is the industry standard in the private sector as well.

Location: City wide

BACKGROUND: The City of Key West was been operating without a GIS function for many years. Early attempts in the 1990's and early 2000's proved inadequate and the recession saw the effort dropped all together. However, the need for a GIS system remained and has accelerated as the City takes on more complex projects and interacts with other local agencies more logically to accomplish the goals of the Strategic Plan and City Commission direction. The essential need for the mapping and digital identification of different projects, infrastructure, assets and resources within the City for multiple departments has created a need for data information on a local department level and in a centralized Data base repository, for ease of access and for emergency recovery. All departments in the City are beginning to request and use GIS

Key to the Caribbean – Average yearly temperature 77° F.

data and mapping to simplify data recovery and useful digital information creation. The GIS Software enabled by the licensing is platform support for all departments in the City and as well as a communication tool with the General Public that will allow them access to many kinds of data now not available or available only in paper form. Successfully providing these data provides a greater interaction with the General Public, and in return the General Public may feel more connected to its local government through greater transparent access. All necessary hardware (computers and GPS units) to use the software has already been purchased. The software to be purchased will also enable both City staff and the public, to a secure degree, to use their existing computers to address and use files of GIS data and create maps and other GIS data.

The attached study, "Geospatial and Disaster Systems That Support Emergency and Disaster Operations, A Case Study Guide for Local Government and Utility First Responders" provides a well written example of how GIS can provide essential services to more than just Planning and Engineering Departments. Properly oriented and supported GIS systems can save lives and enhance our City's ability to respond when called.

Also attached are two articles that discuss the basics of GIS and its value to municipalities from a broader perspective.

Finally, the GIS capability will fully integrate with the SunGard One Solution software the City is now using across the board to simplify processes and achieve full electronic processing of all applications and permitting procedures. GIS will provide needed data for the system.

The software to be purchased is the following:
Desktop Software Extensions, Server Software Extensions, Developer Tools and;
ESRI Developer Network (EDN) Standard
ESRI CityEngine Advanced Single user license
ESRI CityEngine Advanced Concurrent Use License
ArcGIS Online Subscription

Previous City Actions:

In mid-year 2013 the City and Monroe County entered into an Interlocal Agreement whereby the County provides to the City, computer server access, access to County GIS files covering its jurisdiction and the City, as well as off island cloud based storage of City GIS data. This Interlocal Agreement has allowed the City to gradually ramp up to the GIS function and saved the City money in its initial approach to acquiring the ability apply GIS data and mapping to all City operations. This Interlocal agreement will remain in force until such time as the City's GIS capability reaches a fully matured status. The relationships with other County jurisdictions to share data, established through the agreement, will continue.

Options/Advantages/Disadvantages:

Option 1: Approve the purchase of the ESRI GIS software:

1. Consistency with the City's Strategic Plan, Vision and Mission:
   The successful operation of the City's GIS system is supported by the Plan's Infrastructure Section, Goals 4 and 5 which stress the sustainability of the City hard assets and the accessibility of the City resources to citizens and visitors. The GIS system creates inventories and maps of the City's resources and all infrastructure improvements to allow their efficient maintenance and recovery after emergencies. In doing so it also provides public access to how the City functions.

2. Financial Impact :
   The City will be obligated to $29,550 for software purchase for each of the next three years. This money was budgeted in the 2014/2015 FY year budget.

Option 2: Disapprove the request to purchase the ESRI GIS software.

1. Consistency with the City's Strategic Plan, Vision and Mission:
   The lack of a working GIS System will impair the ability of the City to effectively manage it hard assets , recover quickly from an emergency and hamper cooperation with the County jurisdictions to the betterment of the Citizens.

2. Financial Impact:
   This option would effectively end the GIS function in the City and would render useless the City's investment in the GIS system and personnel.

RECOMMENDATION:
Staff recommends Option 1, the approval of ESRI ArcGIS Small Government Enterprise License Agreement.