




## MEMORANDUM

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Date: July 13, 2023

To: Honorable Mayor and Commissioners

Via: Albert P. Childress  
City Manager 

From: Kelly Crowe, P.E.  
Utilities Director

Subject: **Authorizing the City Manager to enter into a 3 Year Enterprise License Agreement with Environmental Systems Research Institute (ESRI) for ArcGIS Mapping and Analytical Software**

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### **Introduction**

Pursuant to City of Key West Code 2-797 (1), Sole Source Procurements, authorize the City Manager to execute an Enterprise License Agreement with Environmental Systems Research Institute (ESRI) for ArcGIS Mapping Software licenses and annual software maintenance, upon the review and approval of the agreement by the City Attorney. The cost of the license agreement is \$30,047 per year for a three-year term.

### **Background**

The City of Key West has been operating a GIS function for ten years. The software is essential for the mapping and digital identification of different projects, infrastructure, 911 addresses, assets, and various resources within the city. The online application has proved to be an integral part of the City's damage assessment program, getting timely data to local & state decision makers for disaster declarations and funding reimbursements.

### **Procurement**

Although this request is to authorize the City Manager to enter into a 3-year term of the agreement, it will be funded annually as follows below.

This \$30,047 annual license charge is expected to be approved in the Fiscal Year 2024 Utility budget, split between funds as follows:

Account 401: \$12,018.80

Account 402: \$6,009.40

Account 403: \$12,018.80

**Recommendation**

The City Manager's Office recommends the Mayor and Commission approve the resolution authorizing the City Manager to enter into the agreement, execute documents and approval of ESRI ArcGIS 2023 Small Government Enterprise License Agreement for a term of three (3) years in the amount of \$30,047 per year.