ADMINISTRATION COMMITTEE

Agenda Report

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File #: 2023-3026   **Agenda Date:** 6/14/2023   **Agenda Item No:** 6.

FROM: Robert Thompson, General Manager
              Originator: Wally Ritchie, Director of Finance

SUBJECT:

ESRI ENTERPRISE ADVANTAGE PROGRAM SUBSCRIPTION RENEWAL

GENERAL MANAGER'S RECOMMENDATION

RECOMMENDATION: Recommend to the Board of Directors to:

A.   Approve a Purchase Order Contract for a three-year contract with Environmental Systems Research Institute, Inc. to renew Orange County Sanitations District's subscription for the Enterprise Advantage Program, payable annually, commencing July 1, 2023, through June 30, 2026, for a total amount not to exceed $310,500 plus applicable tax; and

B.   Approve a not to exceed contingency of $31,050 (10%).

BACKGROUND

Geographic Information System (GIS) solutions for desktop, web, database, and mobile GIS currently being used at Orange County Sanitation District (OC San) are provided by Environmental Systems Research Institute, Inc. (ESRI). The GIS provides a framework for gathering, managing, and analyzing data through a map interface. The IT Division maintains the various GIS applications to support the business needs of OC San.

To properly maintain and develop OC San's enterprise GIS program, the IT Division utilizes assistance through ESRI's Enterprise Advantage Program (EAP) which comes with technical advisor time and 100 activity credits that are applied to various development and support cases across multiple divisions, including IT, Ocean Monitoring, and Resource Protection. Current activities include migration to the Utility Network, ArcGIS Enterprise Infrastructure upgrades, Water Quality Analysis/Visualization, and training. The EAP also assists in maintaining OC San's existing programs including hydraulic modeling, pipeline condition assessment, underground service alerts, and integration with OC San's asset management software IBM Maximo.

RELEVANT STANDARDS

*   Protect OC San assets
*   Maintain a proactive asset management program
*   Maintain a culture of improving efficiency to reduce the cost to provide the current service level or standard

PROBLEM

The annual ESRI EAP subscription expires on June 30, 2023.

PROPOSED SOLUTION

Commit to a three-year term to maintain an annual rate lock at $103,500, equivalent to a three-year total of $310,500, and renew the annual ESRI EAP subscription before June 30, 2023 to maintain continued support, project activities, and assistance from ESRI. Committing to a three-year team will lock in a 0% increase for each year of the subscription until 2026, compared to increases each year if OC San commits to one year at a time.

TIMING CONCERNS

The current Purchase Order term will expire June 30, 2023. To prevent a lapse in coverage, renewal must be completed prior to that date.

RAMIFICATIONS OF NOT TAKING ACTION

Not renewing the annual ESRI EAP subscription will cause OC San to lose support and assistance from ESRI as well as freeze any current and future project activity which will consequently negatively impact the stated relevant standards.

PRIOR COMMITTEE/BOARD ACTIONS

December 2016 - ESRI added to the OEM (Original Equipment Manufacturer) Board sole source list.

ADDITIONAL INFORMATION

ESRI is the Board of Directors approved OEM for GIS software.

CEQA

N/A

FINANCIAL CONSIDERATIONS

This request complies with authority levels of OC San's Purchasing Ordinance. This item is budgeted in the FY 2023-24 Budget Update.

ATTACHMENT
The following attachment(s) may be viewed on-line at the OC San website (www.ocsan.gov) with the complete agenda package:

N/A