

REPORT TO THE BOARD OF MAYOR & ALDERMEN

DATE: August 25, 2025

FROM: Brant Sollis, GIS Manager

SUBJECT: Year One of the Three-Year Contract with ESRI

INTRODUCTION:

The Board of Mayor and Aldermen (BMA) is being asked to renew the Enterprise Agreement (EA) with Environmental Systems Research Institute, Inc. (Esri) for the Town's Geographic Information System (GIS). This is the first year of a three-year term EA with Esri and will have a \$42,200.00 annual fee.

BACKGROUND:

The Town has used such agreements for over 25 years to develop its GIS program. From 1998 to 2013, the Town used a single seat (one license per computer) license strategy and paid an annual fee of \$15,100.

Ten years ago (FY14), the license strategy was upgraded to a three-year term EA with Esri, at an annual cost of \$35,000. The Town has maintained an EA with Esri for four additional three-year terms. In FY17, the annual cost increased to \$41,360 to include 12 days of Esri online instructor-led training for the GIS staff to keep up with changes and improvements to the platform.

The new three-year agreement includes an annual licensing cost of \$42,200 with a total cost of \$126,600 over the three-year term (see Exhibit 1). Additional funding has been allocated for FY26 for supplemental training and licensing. These funds will be used later in the fiscal year to support the Comprehensive Plan and ERP Software implementation as needed.

DISCUSSION:

1. The Town receives several benefits from the EA with Esri.

- The software benefits of the EA include:
 - Unlimited quantities of Esri Desktop and Server software products and upgrades;
 - Access to Esri's cloud service, ArcGIS Online, which reduces costs for in-house data servers and storage;
 - Unlimited viewer users for ArcGIS Online, and up to 330 users with additional permissions to edit data or create maps;
 - Unlimited access to Esri technical support;
 - Discounted prices on additional instructor-led Esri training; and,
 - Free online Esri training.
- Communication with citizens has improved through interactive maps in the Map Gallery. Popular examples include:
 - The newly relaunched Development Activity Map and associated Development Stories;
 - The Tree Canopy viewer application; and,
 - The Sanitation Collection Schedule web map.
- Inter-departmental support has also improved through the EA by:

- Integration of GIS data with other Town software systems including:
 - Central Square's CAD (Computer Aided Dispatch) software, InformCAD;
 - Inform Mobile, used by the Police Department and Fire Department for their mobile terminals;
 - Compliance tracking for ADA and Lead Service Line Inventory programs; and,
 - iWorQ permit management software.
- Providing solutions to assist departments with tracking spatial data and performing analysis;
- Providing accessibility to infrastructure data (i.e. sanitary sewer, water, drainage, etc.) for staff while working outside the office; and,
- Providing the ability to survey and fill reports on inspections and infrastructure in the field.

2. This is the first year of a new three-year contract with Esri. As expected, we are seeing a small price increase to our contract. However, this renewal also includes updated license quantities.

- As a result of updates to Esri's Enterprise Agreement program, we will have an increase in available named-users, going from 200 total in previous years to unlimited viewer users and 330 advanced users.
- Esri prices EA subscriptions based on the community's population.
- Our current tier covers small governments up to 50,000 population. We are currently being prorated based on our percentage over the cap.
- Within 10 years, we may be required to "step up" to the next tier for Governments serving between 50,000 and 100,000 population. This tier would provide more than double the amount of licensed users for ArcGIS and ArcGIS Online, with an estimated cost increase of around 50%.

3. Esri is considered a sole source vendor for the Town's GIS software (see Exhibit 2).

BUDGET IMPACT:

FY 2026

Fund	Dept.	Obj. Code	Description	Approved Line Item Budget	Previous Expenses	Proposed Expense ⁽¹⁾	Balance	Budget Impact
110	41700	255	ESRI Software License/Maint./Training	\$48,196.00	\$0.00	\$42,200.00	\$5,996.00	N/A

(1) The FYs 2027 and 2028 budgets will require appropriations of \$42,200.00 in each year.

ATTACHMENTS:

[Exhibit 1 - Esri Quote and License Agreement](#)

[Exhibit 2 - Sole Source Justification](#)

PROPOSED MOTION:

To approve the expenditure of \$42,200.00 for the first-year contract of the three-year term Enterprise Agreement (EA) from Environmental Systems Research Institute, Inc. (Esri).

Board Action: Motion By_____ Seconded By_____

Vote Total	Hall	Jordan	Robbins	Marshall	Stamps	Fraser
Yes						
No						
Abstain						