

TOWN OF WINDSOR AGENDA REPORT

Joint Windsor Town Council, Windsor Redevelopment Successor Agency and Windsor Water District Meeting Date: March 19, 2025

To: Mayor and Town Council
From: Julé Taylor, Senior Management Analyst
Subject: Esri Small Government Enterprise Agreement

Recommendation to Council:

Approve an agreement with Esri Technologies, Inc., in an amount of \$81,540 for a three-year term, and authorize the Town Manager to execute the agreement on behalf of the Town and approve contingency amendments of 10% per year up to \$8,154 for a total not-to-exceed amount of \$89,694.

Strategic Plan Element:

The recommended action supports the goal of Organizational Effectiveness. Goal Statement: Achieve a high performing organization by nurturing an engaged workforce committed to a shared vision of public service.

Background:

Town staff currently utilize two different Geographic Information Systems (GIS). Per Initiative 23 of the Towns Technology Master Plan, efforts to consolidate into one Town of Windsor GIS platform are in progress. ESRI licensing for 53 users is in place for the Town's platform and expires March 2025.

Discussion:

Geographic Information System (GIS) is used for mapping and data analysis providing field and office staff with visuals, patterns, trends and relationships to assist with business decisions and operations.

As legacy applications are being replaced, the Town's GIS will be used to integrate with 3rd party solutions which will provide analysis tools, streamline activities and allow for collaboration in real time between field and office staff. GIS use cases include:

- **Public Convenience:** Provides a convenient way for the public to view General Plan, Zoning, Parks and other related information for any parcel in Town; allows staff to quickly obtain information when assisting the public; and can be integrated with Citizen Response Applications.
- **Staff use:** Allows staff to quickly review and pull applicable data and standards on a property; provide visuals when preparing Council and Commission reports; allows data visualization when working with developers and handling resident inquiries and complaints; and allows staff to provide utility maps and data to consultants for upcoming projects
- **Public Noticing:** Allows staff to quickly pull address information and create labels when sending out public notices and other outreach needs such as utility rate increases.
- **Field Work:** Allows town work crews to easily identify utilities in the field and enter information from mobile applications.

The Environmental Systems Research Institute, Inc. (ESRI) Small Government Term Enterprise License Agreement (SGEA) is a three-year agreement that grants Town staff access to ESRI term

license ArcGIS software products with online viewer and includes software support on those products. Training and expert help are provided in the form of numerous online resources, registration for two to attend the Esri User Conference and a 5% discount on instructor-led classes.

Fiscal Impact:

Allocation for this licensing is available in the Fiscal Year 2024/2025 (FY 24/25) budget and will need to be retained in FY 25/26 and FY 26/27 for the term of this agreement as outlined below:

- Year 1: \$26,576
- Year 2: \$29,898
- Year 3: \$33,220

Environmental Review:

The recommended action does not constitute a “project” within the meaning of California Environmental Quality Act (CEQA) Guidelines Section 15378 and requires no environmental review.

Attachment(s):

1. [Esri Small Government Enterprise Agreement Quotation and Contract](#)
2. [Technology Master Plan Initiative 23 - GIS Master Plan](#)

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Reviewed by:

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Recommended by:

Jon Davis
Town Manager