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SINGLE SOURCE AWARD **BID # SS-13385-23**

Subject: Annual Maintenance Renewal for ArcGIS Software

Department: Information Technologies Division

Description of Purchase:
Recommend approval of Single Source Award with Environmental Systems Research Institute, Inc. (Esri) to purchase renewal of annual maintenance, technical support, and software licenses for ArcGIS software. Esri provides Geographic Information Systems (GIS) software used by the City of Jacksonville to maintain mapping data, perform analysis, and publish GIS-based web applications. Period of service will be from November 1, 2022 through October 31, 2023. Total requested expenditure not to exceed $109,939.18.

Funding Source: 53101.113001.546620.000000.00000000.00000.0000000, to be executed by purchase order(s).

Single Source Award To: Environmental Systems Research Institute, Inc. (Esri)

Price Justification: See Attached

Total Award: $109,939.18 **Requisition #** FAIT-500079-23

Attachments: Agency Memo, Single Source Form, Vendor Quote, Vendor Sole Source Letter

Certification as to Single Source: Kenneth Lathrop, Chief of Information Technologies Division/CIO

THE ABOVE PURCHASE IS RECOMMENDED FOR AWARD IN ACCORDANCE WITH CHAPTER 126.206.

ANALYST: Ruben Ola

Dustin Freeman, Chief
Procurement Division

APPROVAL OF GENERAL GOVERNMENT AWARDS COMMITTEE

"ALL AWARD ACTIONS SUBJECT TO LAWFULLY APPROPRIATED FUNDS"

CHAIRMAN ***DATE***

ACTION OF AWARDING AUTHORITY

DATE: _____

APPROVED _____ **DISAPPROVED** _____

OTHER _____

SIGNATURE OF AUTHENTICATION _____

FORM GB-114, Revised 12/2007

City of Jacksonville, Florida

Lenny Curry, Mayor

Information Technologies Division
Ed Ball Building
214 N. Hogan Street, Suite 900
Jacksonville, Florida 32202

ONE CITY. ONE JACKSONVILLE.

October 17, 2022

TO: Dustin L. Freeman, Chief of Procurement - Acting

VIA: Patrick "Joey" Greive, Director of Finance and Administration / CFO

THRU: Kenneth E. Lathrop, Chief of Information Technology/CIO

FROM: Paul Freeman, Enterprise Applications Manager

Patrick Greive — Digitally signed by Patrick Greive Date: 2022.10.20 10:25:46 -04'00'

Kenneth E. Lathrop — Digitally signed by Kenneth E. Lathrop Date: 2022.10.20 07:32:11 -04'00'

Paul Freeman — Digitally signed by Paul Freeman Date: 2022.10.18 15:48:58 -04'00'

SUBJECT: Environmental Systems Research Institute (Esri) - ArcGIS Renewal – Single Source Request

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The Information Technologies Division (ITD) requests approval for a single source renewal purchase of annual maintenance, technical support, and software licenses for ArcGIS software from Environmental Systems Research Institute, Inc. (Esri). Esri provides Geographic Information Systems (GIS) software used by the City of Jacksonville to maintain mapping data, perform analysis, and publish GIS-based web applications. The period of service for this request is from November 1, 2022, through October 31, 2023.

Esri is the sole-source provider of software maintenance, technical support, and software licenses for all ArcGIS software, products, and services. The vendor submitted a sole source letter confirming their status as the sole-source provider for Esri products and related maintenance services. Internet research indicates that there are no other sources available to purchase ArcGIS software, products, and services.

The total not-to-exceed amount for this request is $ 109,939.18. **All services will be transacted via Purchase Order.**

Funding Source: 53101.113001.546620.000000.00000000.00000

Tracy Geake — Digitally signed by Tracy Geake Date: 2022.10.18 16:10:54 -04'00'

Your favorable consideration of ITD's request is appreciated.

Attachments: Single Source Request Form
Supplier Quote #26094540
Supplier Sole Source Letter

CC: Steve Herczeg, GIS Manager
Elizabeth Brown, IT Operations Manager
Thomas Ossi, Technology Contract and Records Manager
Andre Conyers, IT Contract Administrator

JUSTIFICATION FOR SINGLE SOURCE (JSS)

Pursuant to the City of Jacksonville Procurement Code§ 126.206 & § 126.312, when requesting a purchase from a vendor subject to the referenced sections, please complete this form to justify your request and submit to Procurement with applicable attachments.

1. Requesting Agency:	Information Technologies
2. Nature and/or description of the requirement being requested. ***Identify each item, component or service being procured. (Attach quote/proposal):*** ***Why does the City need these particular goods or services?***	The Information Technologies Division (ITD) requests approval for a single source renewal purchase of annual maintenance, technical support, and software licenses for ArcGIS software from Environmental Systems Research Institute, Inc. (Esri). Esri provides GIS software used by the City of Jacksonville to maintain GIS data, perform analysis, and publish GIS-based web applications. The period of services for this request is from November 1, 2022, through October 31, 2023.
3. Provide a detailed justification as to why the requested goods/services can only be efficiently and effectively procured through the recommended Single Source vendor:	Esri is the sole-source provider of software maintenance, technical support, and software licenses for all ArcGIS software, products, and services. The vendor submitted a sole source letter confirming their status as the sole-source provider for Esri products and related maintenance services.
4. Date of Request	10/14/2022

5. Summary of Market Research

[Provide a description of the market research performed, how it was performed, by whom, and market research results. Please spell out acronyms.]

[Internet research conducted has found that there are no other sources available to purchase ArcGIS software, products, and services.]

6. Other Documentation (Check and attach all that apply)

√ Supplier Quote

√ Single Source Memo signed by Director

☐ Other [Click here to list other documentation.]

Esri Inc
380 New York St
Redlands CA 92373

Subject: Renewal Quotation

Date: 09/16/2022
To: Stephen Herczeg
Organization: City of Jacksonville
ITD Dept
Fax #: 904-630-2463 **Phone #:** 904-255-8125

From: Trina Isaacs
Fax #: 909-307-3083 **Phone #:** + 19097932853 Ext. 2258
Email: TISAACS@ESRI.COM

Number of pages transmitted (including this cover sheet): 11

Quotation #26094540
Document Date: 08/02/2022

Please find the attached quotation for your forthcoming term. Keeping your term current may entitle you to exclusive benefits, and if you choose to discontinue your coverage, you will become ineligible for these valuable benefits and services.

If your quote is regarding software maintenance renewal, visit the following website for details regarding the maintenance program benefits at your licensing level
http://www. esri.com/apps/products/maintenance/qualifying.cfm

All maintenance fees from the date of discontinuation will be due and payable if you decide to reactivate your coverage at a later date.

Please note: Certain programs and license types may have varying benefits. Complimentary User Conference registrations, software support, and software and data updates are not included in all programs.

Customers who have multiple copies of certain Esri licenses may have the option of supporting some of their licenses with secondary maintenance.

For information about the terms of use for Esri products as well as purchase order terms and conditions, please visit
http://www. esri.com/legal/licensing/software-license.html

If you have any questions or need additional information, please contact Customer Service at 888-377-4575 option 5.

380 New York St
Redlands, CA 92373
Phone: + 190979328532258
Fax #: 909-307-3083

Quotation

Date: 08/02/2022 **Quotation Number:** 26094540

Send Purchase Orders To:
Environmental Systems Research Institute, Inc.
380 New York Street
Redlands, CA 92373-8100
Attn: Trina Isaacs

Please include the following remittance address on your Purchase Order:
Environmental Systems Research Institute, Inc.
P.O. Box 741076
Los Angeles, CA 90074-1076

City of Jacksonville
ITD Dept
214 N Hogan St Rm 900
Jacksonville FL 32202-4240
Attn: Stephen Herczeg

Customer Number: 6830
For questions regarding this document, please contact Customer Service at 888-377-4575.

Item	Qty	Material#	Unit Price	Extended Price
10	2	52384 ArcGIS Desktop Advanced Concurrent Use Primary Maintenance Start Date: 11/01/2022 End Date: 10/31/2023 Subscription ID: 2451710212	3,000.00	6,000.00
1010	10	52385 ArcGIS Desktop Advanced Concurrent Use Secondary Maintenance Start Date: 11/01/2022 End Date: 10/31/2023 Subscription ID: 2451710212	1,200.00	12,000.00
2010	1	87232 ArcGIS Spatial Analyst for Desktop Concurrent Use Primary Maintenance Start Date: 11/01/2022 End Date: 10/31/2023	500.00	500.00
3010	1	100571 ArcGIS Network Analyst for Desktop Concurrent Use Primary Maintenance Start Date: 11/01/2022	500.00	500.00

Quotation is valid for 90 days from document date.

Any estimated sales and/or use tax has been calculated as of the date of this quotation and is merely provided as a convenience for your organization's budgetary purposes. Esri reserves the right to adjust and collect sales and/or use tax at the actual date of invoicing. If your organization is tax exempt or pays state taxes directly, then prior to invoicing, your organization must provide Esri with a copy of a current tax exemption certificate issued by your state's taxing authority for the given jurisdiction.

Esri may charge a fee to cover expenses related to any customer requirement to use a proprietary vendor management, procurement, or invoice program.

Issued By: Trina Isaacs **Ext:** 2258

To expedite your order, please reference your customer number and this quotation number on your purchase order.

380 New York St
Redlands, CA 92373
Phone: + 190979328532258
Fax #: 909-307-3083

Quotation

Date: 08/02/2022 **Quotation Number:** 26094540

Item	Qty	Material#	Unit Price	Extended Price
		End Date: 10/31/2023		
4010	1	100572 ArcGIS Network Analyst for Desktop Concurrent Use Secondary Maintenance Start Date: 11/01/2022 End Date: 10/31/2023	200.00	200.00
5010	1	127626 ArcGIS CityEngine Concurrent Use Primary Maintenance Start Date: 11/01/2022 End Date: 10/31/2023	800.00	800.00
6010	10	153148 ArcGIS Online Creator Annual Subscription Start Date: 11/01/2022 End Date: 10/31/2023 Subscription ID: 2451710212	500.00	5,000.00
7010	4	157023 ArcGIS Developer Professional Annual Subscription Start Date: 11/01/2022 End Date: 10/31/2023	1,800.00	7,200.00
8010	1	161326 ArcGIS Enterprise Advanced Up to Four Cores Maintenance Start Date: 11/01/2022 End Date: 10/31/2023	10,000.00	10,000.00
9010	3	161328 ArcGIS Enterprise Standard Up to Four Cores Maintenance Start Date: 11/01/2022 End Date: 10/31/2023	5,000.00	15,000.00
10010	1	161339 ArcGIS Image Server Up to Four Cores Maintenance Start Date: 11/01/2022 End Date: 10/31/2023	5,000.00	5,000.00

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Quotation

Date: 08/02/2022 **Quotation Number:** 26094540

Item	Qty	Material#	Unit Price	Extended Price
11010	1	161366 ArcGIS Network Analyst for ArcGIS GIS Server Standard Up to Four Cores Maintenance Start Date: 11/01/2022 End Date: 10/31/2023	2,500.00	2,500.00
12010	1	109839 ArcGIS for Server Enterprise Standard Up to Four Cores Migrated Maintenance Start Date: 11/01/2022 End Date: 10/31/2023	2,000.00	2,000.00
13010	1	109841 ArcGIS for Server Enterprise Advanced Up to Four Cores Migrated Maintenance Start Date: 11/01/2022 End Date: 10/31/2023	7,500.00	7,500.00
13020	5	178627 ArcGIS Business Analyst Web App Advanced Online Annual Subscription (Promotional Period) Start Date: 11/01/2022 End Date: 10/31/2023 Subscription ID: 2451710212	100.00	500.00
13030	1	87194 ArcGIS Desktop Basic Concurrent Use Primary Maintenance Customer #19612 Start Date: 11/01/2022 End Date: 10/31/2023 Subscription ID: 2612825322	700.00	700.00
13040	4	87195 ArcGIS Desktop Basic Concurrent Use Secondary Maintenance Customer #19612 Start Date: 11/01/2022 End Date: 10/31/2023 Subscription ID: 2612825322	500.00	2,000.00
13050	1	122187 ArcGIS Spatial Analyst for Desktop Single Use Primary Maintenance Customer #19612 Start Date: 11/01/2022 End Date: 10/31/2023	500.00	500.00

380 New York St
Redlands, CA 92373
Phone: + 190979328532258
Fax #: 909-307-3083

Quotation

Date: 08/02/2022 **Quotation Number:** 26094540

Item	Qty	Material#	Unit Price	Extended Price
13060	4	122188 ArcGIS Spatial Analyst for Desktop Single Use Secondary Maintenance Customer #19612 Start Date: 11/01/2022 End Date: 10/31/2023	200.00	800.00
13070	1	122184 ArcGIS 3D Analyst for Desktop Single Use Primary Maintenance Customer #19612 Start Date: 11/01/2022 End Date: 10/31/2023	500.00	500.00
13080	1	122185 ArcGIS 3D Analyst for Desktop Single Use Secondary Maintenance Customer #19612 Start Date: 11/01/2022 End Date: 10/31/2023	200.00	200.00
13090	1	122189 ArcGIS Geostatistical Analyst for Desktop Single Use Primary Maintenance Customer #19612 Start Date: 11/01/2022 End Date: 10/31/2023	500.00	500.00
13100	1	122190 ArcGIS Geostatistical Analyst for Desktop Single Use Secondary Maintenance Customer #19612 Start Date: 11/01/2022 End Date: 10/31/2023	200.00	200.00
13110	2	87192 ArcGIS Desktop Basic Single Use Primary Maintenance Customer #19612 Start Date: 11/01/2022 End Date: 10/31/2023 Subscription ID: 2612825322	400.00	800.00
13120	16	87193 ArcGIS Desktop Basic Single Use Secondary Maintenance	300.00	4,800.00

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Fax #: 909-307-3083

Quotation

Date: 08/02/2022 **Quotation Number:** 26094540

Item	Qty	Material#	Unit Price	Extended Price
		Customer #19612 Start Date: 11/01/2022 End Date: 10/31/2023 Subscription ID: 2612825322		
13130	1	122277 ArcGIS Network Analyst for Desktop Single Use Primary Maintenance Customer #19612 Start Date: 11/01/2022 End Date: 10/31/2023	500.00	500.00
13140	1	122278 ArcGIS Network Analyst for Desktop Single Use Secondary Maintenance Customer #19612 Start Date: 11/01/2022 End Date: 10/31/2023	200.00	200.00
13150	1	122181 ArcGIS Desktop Advanced Single Use Primary Maintenance Customer #19612 Start Date: 11/01/2022 End Date: 10/31/2023 Subscription ID: 2612825322	3,000.00	3,000.00
13160	4	122183 ArcGIS Desktop Advanced Single Use Secondary Maintenance Customer #19612 Start Date: 11/01/2022 End Date: 10/31/2023 Subscription ID: 2612825322	1,200.00	4,800.00
13170	1	87192 ArcGIS Desktop Basic Single Use Primary Maintenance Customer #4375 Start Date: 11/01/2022 End Date: 10/31/2023 Subscription ID: 8991242507	400.00	400.00
13180	3	87193 ArcGIS Desktop Basic Single Use Secondary Maintenance Customer #4375 Start Date: 11/01/2022 End Date: 10/31/2023	300.00	900.00

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Redlands, CA 92373
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Fax #: 909-307-3083

Quotation

Date: 08/02/2022 **Quotation Number:** 26094540

Item	Qty	Material#	Unit Price	Extended Price
		Subscription ID: 8991242507		
13190	1	87193 ArcGIS Desktop Basic Single Use Secondary Maintenance Customer #4375 Start Date: 01/14/2023 End Date: 10/31/2023 Subscription ID: 8991242507	239.18	239.18
13200	1	87192 ArcGIS Desktop Basic Single Use Primary Maintenance Customer #257847 Start Date: 11/01/2022 End Date: 10/31/2023 Subscription ID: 8915680849	400.00	400.00
13210	7	87193 ArcGIS Desktop Basic Single Use Secondary Maintenance Customer #257847 Start Date: 11/01/2022 End Date: 10/31/2023 Subscription ID: 8915680849	300.00	2,100.00
13220	1	52384 ArcGIS Desktop Advanced Concurrent Use Primary Maintenance Customer #162514 Start Date: 11/01/2022 End Date: 10/31/2023 Subscription ID: 6304552495	3,000.00	3,000.00
13230	1	87192 ArcGIS Desktop Basic Single Use Primary Maintenance Customer #162514 Start Date: 11/01/2022 End Date: 10/31/2023 Subscription ID: 6304552495	400.00	400.00
13240	1	52384 ArcGIS Desktop Advanced Concurrent Use Primary Maintenance Customer #11315 Start Date: 11/01/2022 End Date: 10/31/2023 Subscription ID: 4577538453	3,000.00	3,000.00
13250	1	87194	700.00	700.00

380 New York St
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Fax #: 909-307-3083

Quotation

Date: 08/02/2022 **Quotation Number:** 26094540

Item	Qty	Material#	Unit Price	Extended Price
		ArcGIS Desktop Basic Concurrent Use Primary Maintenance Customer #11315 Start Date: 11/01/2022 End Date: 10/31/2023 Subscription ID: 4577538453		
13260	1	87232 ArcGIS Spatial Analyst for Desktop Concurrent Use Primary Maintenance Customer #11315 Start Date: 11/01/2022 End Date: 10/31/2023	500.00	500.00
13270	1	87198 ArcGIS 3D Analyst for Desktop Concurrent Use Primary Maintenance Customer #11315 Start Date: 11/01/2022 End Date: 10/31/2023	500.00	500.00
13280	1	87192 ArcGIS Desktop Basic Single Use Primary Maintenance Customer #11315 Start Date: 11/01/2022 End Date: 10/31/2023 Subscription ID: 4577538453	400.00	400.00
13290	3	87193 ArcGIS Desktop Basic Single Use Secondary Maintenance Customer #11315 Start Date: 11/01/2022 End Date: 10/31/2023 Subscription ID: 4577538453	300.00	900.00
13300	3	97444 ArcGIS Engine Single Use without Extension Maintenance Customer #11315 Start Date: 11/01/2022 End Date: 10/31/2023	100.00	300.00
13310	1	87192 ArcGIS Desktop Basic Single Use Primary Maintenance Customer #493797 Start Date: 11/01/2022	400.00	400.00

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Fax #: 909-307-3083

Quotation

Date: 08/02/2022 **Quotation Number:** 26094540

Item	Qty	Material#	Unit Price	Extended Price
		End Date: 10/31/2023 Subscription ID: 1628887223		
13320	1	122187 ArcGIS Spatial Analyst for Desktop Single Use Primary Maintenance Customer #545491 Start Date: 11/01/2022 End Date: 10/31/2023	500.00	500.00
13330	1	87192 ArcGIS Desktop Basic Single Use Primary Maintenance Customer #545491 Start Date: 11/01/2022 End Date: 10/31/2023 Subscription ID: 4355695556	400.00	400.00
13340	1	87192 ArcGIS Desktop Basic Single Use Primary Maintenance Customer #579969 Start Date: 11/01/2022 End Date: 10/31/2023 Subscription ID: 8313734796	400.00	400.00
13350	1	87193 ArcGIS Desktop Basic Single Use Secondary Maintenance Customer #579969 Start Date: 11/01/2022 End Date: 10/31/2023 Subscription ID: 8313734796	300.00	300.00

Item Subtotal		109,939.18
Estimated Tax		0.00
Total	**USD**	**109,939.18**

DUNS/CEC: 06-313-4175 CAGE: 0AMS3

380 New York St
Redlands, CA 92373
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Fax #: 909-307-3083

Quotation

Date: 08/02/2022 **Quotation Number:** 26094540

Item	Qty	Material#	Unit Price	Extended Price

Renewal Options:

- Online: Renew through My Esri site at https://my.esri.com
  - Credit Card
  - Purchase Order
  - Email Authorization
- Email or Fax: Email Authorization, Purchase Order or signed quote to:
  - Fax: 909-307-3083
  - Email: service@esri.com

Requests via email or signed quote indicate that you are authorized to obligate funds for your organization and your organization does not require a purchase order.

If there are any changes required to your quotation please respond to this email and indicate any changes in your invoice authorization.

If you choose to discontinue your support, you will become ineligible for support benefits and services. All maintenance fees from the date of discontinuation will be due and payable if you decide to reactivate your support coverage at a later date.

The items on this quotation are subject to and governed by the terms of this quotation, the most current product specific scope of use document found at http://assets.esri.com/content/dam/esrisites/media/legal/product-specific-terms-of-use/e300.pdf, and your applicable signed agreement with Esri. If no such agreement covers any item quoted, then Esri's standard terms and conditions found at http://assets.esri.com/content/dam/esrisites/media/legal/ma-full/ma-full .pdf apply to your purchase of that item. Federal government entities and government prime contractors authorized under FAR 51.1 may purchase under the terms of Esri's GSA Federal Supply Schedule. Supplemental terms and conditions found at http://www.esri.com/en-us/legal/terms/state-supplemental apply to some state and local government purchases. All terms of this quotation will be incorporated into and become part of any additional agreement regarding Esri's offerings. Acceptance of this quotation is limited to the terms of this quotation. Esri objects to and expressly rejects any different or additional terms contained in any purchase order, offer, or confirmation sent to or to be sent by buyer. Unless prohibited by law, the quotation information is confidential and may not be copied or released other than for the express purpose of system selection and purchase/license. The information may not be given to outside parties or used for any other purpose without consent from Esri. Delivery is FOB Origin.

In order to expedite processing, please reference the quotation number and any/all applicable Esri contract number(s) (e.g. MPA, ELA, SmartBuy GSA, BPA) on your ordering document.

380 New York St
Redlands, CA 92373
Phone: + 190979328532258
Fax #: 909-307-3083

Quotation

Date: 08/02/2022 **Quotation No:** 26094540 **Customer No:** 6830

Item	Qty	Material#		Unit Price	Extended Price

US FEDERAL CUSTOMERS: If you are a federal customer or a contractor purchasing on behalf of a federal customer a purchase order is required to receive an invoice. Please email the purchase order to service@esri.com

By signing below, you are authorizing Esri to issue a software support invoice in the amount of USD_____ plus sales tax, if applicable.

Please check one of the following:

_____ I agree to pay any applicable sales tax.

_____ I am tax exempt. Please contact me if Esri does not have my current exempt information on file.

_____ _____
Signature of Authorized Representative Date

_____ _____
Name (Please Print) Title

SOLE SOURCE LETTER - NONFEDERAL

Environmental Systems Research Institute, Inc. (Esri)
380 New York Street
Redlands, CA 92373

DATE: September 7, 2022

TO: Whom It May Concern

FROM: Jackie Ricks, Esri Contracts Specialist I/Contracts & Legal Department

RE: Esri Sole Source Justification for Geographic Information System Software

This letter confirms that Esri is the sole-source provider of Esri products and related maintenance services in the U.S. commercial, state, and local government marketplace, subject to the disclosures set forth below.

Esri has authorized certain resellers to resell sole source products, including Esri enterprise agreements, to state agencies of the State of California only under the California Software License Program (SLP). Esri distributes Esri software licenses and maintenance in combination with non-Esri hardware, software or services through open-market value-added resellers, system integrators and OEMs. Esri also distributes Esri software licenses, subscriptions, and subscription renewals separately or in combination with non-Esri software or services through resellers to customers that provide architectural, engineering, and construction services. On request, Esri will provide open-market quotes for Esri products and maintenance to pass-through customer-designated resellers.

If you have further questions, please contact me at jricks@esri.com.

J. Ricks

Jackie Ricks

Type:	**Purchase Order/Blanket Order Request**
Description:	**ESRI Software 2022 / 2023**
Date: 07/29/2020	
Business Case Owner:	Steve Herczeg
Executive Sponsor:	Paul Freeman
Financial Impact:	**$109,939.18**

Business Request and Requirements
ITD is managing the maintenance renewals of ESRI software for its own use as well as the use of the agencies listed below (see Justification). This ESRI software is foundational to many applications used by internal City Agencies as well as outside civilian and business interests. Just a few of these applications are: the CARE Dashboards, Land Development Review, Duval Civil Planning, Infrastructure, Duval Maps, Hurricane Debris Systems and Dashboards, and My Neighborhoods web site.

Justification
ESRI Software/Licenses are used by PARKS RECREATION, ITD (JAXGIS), ENVIRONMENTAL QUALITY, PUBLIC WORKS ENGINEERING DEPARTMENT, PLANNING & DEVELOPMENT, JACKSONVILLE ECONOMIC DEVELOPMENT, MUNICIPAL CODE COMPLIANCE, and MOSQUITO CONTROL. Each year these Software/Licenses are renewed to receive new Software Releases and technical customer support. Without these release updates and support there would be a risk that the systems that utilize this software would cease functioning correctly.

Scope of Project
Software/Licenses are renewed to receive new Software Releases and technical customer support

Delivery Location
Various contacts within each agency.

Success Criteria
The ability to receive upgrades as they are made available to reduce the risk of systems issues and incompatibility as other system elements are upgraded (operating system versions, database releases, middleware, etc.).

Value Statement
ESRI software is used in various ways by ITD and the other agencies listed above as the platform for development and maintenance of many City of Jacksonville systems. These systems are depended upon by City agencies and the public at large. The renewal of this maintenance will allow us to continue the delivery of the systems now in place and the development of new systems as needed.

Risk to the Organization If Not Approved
Unable to get new Software Releases and technical customer support that will impact application development and maintenance

Select one of the following:

- Annual Maintenance Renewal
  - **If yes, annual maintenance renewal, provide how many times the vendor was contacted in the previous fiscal year. Over 20 contacts by ITD alone as well as software updates and support for software upgrades and data analysis.**
- One Time Request
- Blanket Order Request
- Other: please explain

Select one of the following:
Is your purchase request one of the following?
- Sole Source - **Yes**

- If yes, please submit a sole source memo from the vendor and signed by the vendor. Electronic signatures will be rejected
    - Note: Sole Source requests must be advertised for seven (7) days in accordance with Chapter 126 of the Administrative Code

- Proprietary Purchase Request
    - If yes, please include the justification as to why the purchase request is proprietary:
        - Note: Proprietary requests must be advertised for seven (7) days in accordance with Chapter 126 of the Administrative Code

- Note: If this request is not Sole Source or Proprietary and is over $2,500 the request will be competitively solicited for quotes – competitive solicitation is a 5 – 7 day process

Timeline

Date Submitted: 9/20/22
Date required: 11/01/22
Estimated Implementation Date: 11/01/22
Estimated Completion Date: n/a

Next Steps:

Upon Manager Approval, please submit the following items to ITDPurch for processing:

- **Note: All of the below items are not required for each purchase request, please submit only those items related to your specific request**
    - Completed Business Case
    - Budgetary Quote
    - Sole Source Memo (must be from the vendor and signed by the vendor, electronic signatures will be rejected)
    - Proprietary Justification