



# Regional Board Report

## Request for Decision

**To:** Regional Board

**From:** Director of Communication and Information Services

**Date:** January 12, 2023

**Subject:** Esri Canada Sole-Source Agreement Renewal for GIS Program

***Voting Entitlement:*** All Directors – Unweighted Corporate Vote – Simple Majority (LGA s.208)

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**Purpose:** To consider approval for a renewal of a sole-source agreement with Environmental Systems Research Institute (Esri) Canada for a three-year term starting in February 2023.

### Executive Summary:

The RDCO's Geographic Information System (GIS) program provides accurate and up-to-date core geographical information for the purpose of managing the business of government. The GIS system is built on Esri Canada software and requires a renewal of the agreement for the software and licensing.

The total cost of the three-year agreement is \$151,180 plus taxes and therefore requires the Board to provide prior approval for staff to execute a sole source purchase over \$75,000 as outlined in the RDCO's Administrative Purchasing Policy (#35/14).

### Recommendation(s):

**THAT** the Regional Board approves staff to execute a renewal of a three-year sole-source agreement with Esri Canada for a total of \$151,180 plus taxes as outlined in the report from the Director of Communication and Information Services dated January 12, 2023.

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Jodie Foster, Director of Communication and Information Services

A handwritten signature in cursive script, appearing to read "Jodie Foster", in dark ink.

Attachment(s): None

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**Strategic Plan Alignment:**

Priorities: Sustainable Communities

Values: Good Governance

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**Background:**

The purpose of the RDCO's Geographic Information System (GIS) program is to provide accurate and up-to-date core geographical information for the purpose of managing the business of government.

The RDCO's GIS program is built on Esri software, which is the industry standard. Esri Canada is a private Canadian-owned company founded in 1984 that provides enterprise GIS software solutions and has been used by the RDCO for more than 20 years.

The RDCO's GIS team provides services based on the Esri software that include:

- Administration and management of GIS infrastructure to support the Regional District and partnered organizations (District of Peachland, District of Lake Country, Okanagan Basin Water Board and Sterile Insect Release program).
- Implementation and development of GIS web mapping applications (such as RDCO Public Web Map [https://www.rdcogis.com/GIS\\_App\\_public/index.html](https://www.rdcogis.com/GIS_App_public/index.html)), dashboards, open data sites, and mobile data collection applications.
- Management, maintenance and quality control of authoritative spatial data for RDCO parks, infrastructure, policies, planning and aerial photography.
- Spatial analysis and cartography including maintaining standard area, street, zoning and other standard mapping products accessible to staff, partners and residents.

The proposed Esri Canada small government enterprise agreement is a three-year agreement that grants the RDCO access to the Esri software and licensing, maintenance, training and technical support.

The total cost of the agreement is \$151,180 plus taxes over three years and is payable in annual installments as follows:

- Year 1 2023 \$48,910
- Year 2 2024 \$50,380
- Year 3 2025 \$51,890

Under the RDCO's Administrative Purchasing Policy (#35/14, clause 3.5), staff is required to seek prior approval from the Board to a sole source purchase exceeding \$75,000. 'Sole source' means that the service is purchased from one contractor, without any public competitive process being held. Sole source of this agreement would be compliant with the exemptions allowed under both RDCO's Administrative Purchasing Policy and applicable Trade Agreements (NWPTA, CFTA) because Esri Canada is the only party that can reasonably provide this service given the level of integration of RDCO's GIS program with Esri.

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## Considerations:

### Organizational/External:

If the agreement with Esri Canada is not renewed all RDCO mapping services, EOC support, partners, internal applications and information sources that rely on the GIS would stop functioning.

### Financial:

The total cost of the agreement with Esri Canada is \$151,180 plus taxes over three years and is payable in annual installments as follows:

- Year 1 2023 \$48,910
- Year 2 2024 \$50,380
- Year 3 2025 \$51,890

### Considerations not applicable:

- Legal/Statutory Authority
- Alternate Recommendation

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**Approved for Agenda**



**Brian Reardon, CAO**