



CITY OF WASHINGTON, ILLINOIS

City Council Agenda Communication

Meeting Date: May 2, 2022

Prepared By: Jon R. Oliphant, AICP, Planning & Development Director

Agenda Item: Consent Agenda – ESRI ArcGIS Urban Purchase Authorization

Explanation: The FY 22-23 budget includes funding towards the purchase of software from the City's GIS provider, ESRI, called ArcGIS Urban. This software can be used across multiple departments for a variety of functions. These include:

- Assisting with the review of potential zoning changes;
- Assessing 3D development build-out scenarios;
- Incorporating Public Works assets into suitability analyses for use in identifying appropriate development locations; and
- Spatially tracking ongoing Public Works projects throughout their lifecycle.

Fiscal Impact: The purchase of ArcGIS Urban is for a not-to-exceed amount of \$22,707. ESRI services provided as part of that include preparing the necessary data sets for use with the software, scenario configurations, and up to 20 hours of training. Two Urban Suite Online Term Licenses would also be purchased for \$8,000, which would be budgeted for annual renewal. The total purchase cost is \$30,707. The FY 22-23 budget includes \$31,000 for this purchase.

Recommendation/

Committee Discussion Summary: Staff recommends approval of the payment authorization. This purchase is included in the FY 22-23 budget.

Action Requested: Authorization to make a not-to-exceed payment of \$30,707 to ESRI for this purchase as a consent agenda item.



Environmental Systems Research Institute, Inc.
380 New York St
Redlands, CA 92373-8100
Phone: (909) 793-2853 Fax: (909) 307-3049
DUNS Number: 06-313-4175 CAGE Code: 0AMS3

*To expedite your order, please attach a copy of
this quotation to your purchase order.
Quote is valid from: 1/13/2022 To: 7/12/2022*

Quotation # Q-458778

Date: March 29, 2022

Customer # 150837 Contract # CMT1018633

City of Washington
Planning & Development Dept
301 Walnut St
Washington, IL 61571

ATTENTION: Aaron Paque
PHONE: 8156505035
EMAIL: apaque@ci.washington.il.us

Material	Qty	Unit Price	Total
169044	2	\$4,000.00	\$8,000.00
ArcGIS Urban Suite Online Term License			

Subtotal: \$8,000.00

Sales Tax: \$0.00

Estimated Shipping and Handling (2 Day Delivery): \$0.00

Contract Price Adjust: \$0.00

Total: \$8,000.00

Subject to the terms, conditions and pricing set forth in the Illinois Central Management Services State Term Schedule CMT1018633, ESRI Contract No. 00235721.0

When you are ready to place an order, you can choose one of the following options:

- 1.) Fax a Purchase Order to Customer Service at 909-793-4801 or email it to service@esri.com
- 2.) Call the Telebusiness Department to pay via credit card at 800-447-9778.
- 3.) Fill out and sign the quote authorization page and fax it to Customer Service at 909-793-4801 or email it to service@esri.com

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

For questions contact:

George Sanchez

Email:

gsanchez@esri.com

Phone:

(909) 793-2853 x6328

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 <https://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 <https://go.esri.com/MAPS> apply to your purchase of that item. If any item is quoted with a multi-year payment schedule, then unless otherwise stated in this quotation, Customer is required to make all payments without right of cancellation. Third-party data sets included in a quotation as separately licensed items will only be provided and invoiced if Esri is able to provide such data and will be subject to the applicable third-party's terms and conditions. If Esri is unable to provide any such data set, Customer will not be responsible for any further payments for the data set. 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 <https://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.

SANCHEZG

This offer is limited to the terms and conditions incorporated and attached herein.



AN ESRI
PROPOSAL

January 6, 2022

ArcGIS Urban Initial Operating Capability

Prepared for:

Aaron Paque
City of Washington
4397 N 3200 East Rd
Washington, IL 61571

Esri Quote Number: P21-32939

380 New York Street
Redlands, California 92373-8100 USA
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Introduction:

The City of Washington (Washington) has requested Environmental Systems Research Institute, Inc. (Esri) Professional Services to provide consulting services for preparing data and deploying ArcGIS Urban to support an initial operating capability (IOC) for a planning solution.

Many cities today are experiencing massive challenges managing and responding to growing populations and the demands related to public and private capital expenditure on new development and infrastructure. ArcGIS Urban provides a set of tools to orchestrate the urban development lifecycle. ArcGIS Urban is a system of web-based and desktop tools to create and manage plans and projects, engage with community stakeholders, and assist with decision making.

Esri will support Washington with implementing the IOC for a planning solution using ArcGIS Urban by assisting Washington to:

- Prepare the necessary data sets for a focused area, publishing these datasets to Washington's ArcGIS Online Organization and configuring a Washington-specific ArcGIS Urban instance.
- Build in-house capabilities for getting started with ArcGIS Urban including how to navigate and configure ArcGIS Urban, add new Plans, Projects, custom Indicators and Ideas, how to make ArcGIS Urban accessible to the public and utilize Overview vs. Designer mode capabilities.
- Build in-house capabilities for deploying, extending, and maintaining ArcGIS Urban datasets.

This IOC foundation will allow Washington to start conducting meaningful planning tasks while also positioning Washington to expand their data and enable more advanced business workflows in the future.

The quote below describes the scope of services, schedule, pricing, terms and conditions, and purchasing instructions.

Scope of Services:

Activity 1 ArcGIS Urban Application Deployment

Esri will provide up to 67 hours of remote consulting services to assist Washington with preparing the necessary data sets for a focused pilot area, publishing these datasets to Washington's existing ArcGIS Online Organization and configuring a Washington specific ArcGIS Urban instance. It is anticipated that consulting services will include the following topics:

- Remote kickoff meeting to review and discuss goals and source data
- Data preparation
- ArcGIS Urban application deployment
- Scenario configuration

Activity 1.1 IOC Kickoff

Esri will lead a kickoff meeting with Washington staff to introduce the team and to review and discuss IOC goals, schedule, the Area of Interest (AOI) and source data (a summary of required source data is available in Appendix A). The kickoff meeting will be hosted remotely by our Redlands, CA staff. Esri will provide a Microsoft PowerPoint presentation of the goals and associated activities to guide the kickoff meeting discussion.

Activity 1.2 Data Preparation

Esri will support Washington with specific ArcGIS Urban workflows and preparation of the source data provided by Washington and requested during the IOC kickoff. The prepared data will then be published as feature services to Washington's ArcGIS Online Organization enabling these services to be consumed and edited by ArcGIS Urban once it has been deployed. It is anticipated the following data preparation steps will be performed by Esri:

- Download latest ArcGIS Urban data model
- Re-project data to appropriate coordinate system
- Parcel geometries cleanup using geoprocessing tools (repair geometry, generalize, multipart to single part, etc.)
- Assign standard road classification to centerlines
- Assign parcel edge information
- Support interpretation of zoning code parameters (e.g. FAR, setbacks, heights, coverage)
- Support interpretation of land use parameters (e.g. FAR, heights, coverage, net area factor)
- Load parcel, zoning, project, plan and indicator geometries and attributes into the ArcGIS Urban data model
- Publish loaded layers as feature services to Washington's ArcGIS Online Organization

Activity 1.3 ArcGIS Urban Application Deployment

Once all necessary feature services are published, Esri will support the following ArcGIS Urban deployment tasks:

- Populate ArcGIS Urban configuration tables to read to the previously published services, including previously created services for existing 3D buildings if available.

- Configure ArcGIS Online permissions enabling specified groups and accounts to access the ArcGIS Urban web application.
- Configure the plan area, focused project and custom indicator identified during the kickoff meeting and deployed to ArcGIS Urban. Esri anticipates configuration may include tasks such as adding descriptions, URL links, charts, etc. to the deployed features using the web-based interface.

Activity 1.4 Scenario Configuration

Upon completion of ArcGIS Urban deployment, Esri will assist Washington to create 1 Zoning plan and 1 Land Use plan with up to 2 scenarios for each plan based on input gathered during the kickoff meeting and within a mutually agreed pilot area. These scenarios should represent planning alternatives such as a business-as-usual scenario or a proposed development scenario that can be used for visualizing and comparing existing and proposed zoning intensities (FAR, maximum height, lot coverage), setbacks and allowed uses in parcels. In the case of the Land Use plan these scenarios could represent existing Land Use and proposed future Land Use.

This activity will be supported remotely from Esri's offices. The Esri consultant(s) will work with direction from Washington's technical staff and management.

Activity 2 ArcGIS Urban Workshop

Esri will provide up to 20 hours of consulting services including preparation to organize a virtual training for Washington's staff on the use of ArcGIS Urban application. This knowledge transfer workshop includes:

1. An introduction to ArcGIS Urban
2. Deployment of ArcGIS Urban

During this remote workshop, Esri will conduct follow-along demos and exercises of the application to familiarize Washington's staff with ArcGIS Urban features and functionality. The workshop will cover topics on how to add 3D models of development projects and evaluate zoning-based development potential for any parcel within a study area. It will also cover how ArcGIS Urban helps quickly reveal capacity for additional growth, locations likely to support this growth, and potential impacts of policy changes. The workshop will also cover ArcGIS Urban Deployment via Urban Manager and the Deployment Validation Process as well as some ArcGIS Urban advanced topics.

Esri anticipates that 1 consultant will support this activity. The Esri consultant will work with direction from Washington's technical staff and management. Following the training, remaining hours if any, can be used for remote, ad-hoc services via telephone, e-mail, and/or webcast.

Esri Responsibilities

- Provide up to 87 hours of consulting services as described above.

Washington Responsibilities

- Communicate consulting needs and priorities to the Esri consultant(s).
- Provide the Esri consultant(s) with access to Washington's data and system environment, as necessary.
- Acquire necessary Esri software licenses prior to Activity 1 commencing. (Software licenses are not included in this proposal). Acquire at a minimum ArcGIS Online Creator-level named user account and ArcGIS Urban licenses for all workshop attendees.
- ArcGIS Urban application will be deployed to Washington's ArcGIS Online organization account.
- Provide remote workshop participants with workstations that meet or exceed the recommended system requirements outlined at: <https://doc.arcgis.com/en/urban/get-started/get-started-system-requirement.htm>.
- Coordinate and ensure the participation of appropriate Washington staff members.
- Each participant's workstation must be configured with a headset and web camera for the remote workshops.
- Prepare and publish data sets in the formats list in Appendix A – "ArcGIS Urban IOC Required Datasets" prior to the start of Activity 1.

Assumptions

- Esri will provide guidance and support (e.g., templates, examples, and review meetings) as the customer completes the interpretation of their zoning code into ArcGIS Urban's data model. The interpreted zoning is not intended for legal purposes.
- Activity 1 will cover 1 community within the City.
- There is a limit of no more than 12 workshop participants for Activity 2.
- Topics outside the Scope of Services above include but are not limited to ArcGIS Online setup and configuration, and publishing and sharing using Portal for ArcGIS.
- All work will be performed on the latest version of Esri products, unless otherwise specified in the scope of work.
- Existing errors in data will not be corrected by Esri as part of any data upload.
- Pricing assumes all consulting services will be provided remotely from Esri's offices during Esri's normal business hours (5:00 a.m. and 5:00 p.m. Pacific time, Monday through Friday, excluding Esri holidays) and no travel will be required of the Esri consultant(s).

Schedule:

The schedule will be mutually agreed upon between Washington and Esri within 10 days after contract award with anticipated end date of 12/31/2022.

Pricing:

The pricing provided below has been estimated based upon an anticipated award of a Time-and-Materials (T&M) contract. The required labor hours, including preparation time, have been estimated based upon prior experience with work of a similar nature. The total not-to-exceed (NTE) price for the quoted Scope of Services is **\$22,707**.

This price is exclusive of any applicable federal, state and/or local taxes for which Esri may collect and Washington shall remain responsible.

Esri anticipates using staff from the Technology Consultant/Engineer (S1) labor category; however, depending on the level of expertise required to perform certain activities during this engagement, Esri may be required to utilize other Esri staff members with a different skill-set and labor category.

T&M consulting services will be conducted under the following conditions:

- In the event Esri completes the Scope of Services for less than the NTE budget, Washington will only be invoiced for the actual hours expended plus ODCs.
- In the event Esri reaches the NTE budget limit before the Scope of Services is completed, Washington will have the option to either (a) increase the contract funding in order to allow the work to continue; or (b) instruct Esri to stop work. If Washington chooses to stop work, Esri will do so without liability.
- Esri reserves the right to reallocate the project funding between Scope of Services activities and/or ODCs, as necessary to facilitate the work effort, provided the overall contract price is not exceeded.

All work will be accomplished in accordance with the Scope of Services with the deliverable being consulting time. If additional work is requested by Washington in writing beyond the scope of this quote, Esri will provide an updated quote. Esri will perform and invoice Services on a time and materials basis using the labor categories and rates specified for the performance period. Labor, including travel time, will be invoiced on a monthly basis for actual hours expended during the previous month. Meals will be invoiced on a “per diem” basis in accordance with the full daily limits stated in the most current Federal Travel Regulations. Other direct costs