# Sole Source Acquisition Request

1. Fully describe the product(s) and/or service(s) being requested.

   Environmental Systems Research Institute, Inc. (ESRI) has been the County's vendor of Geographic Information Systems (GIS) software since 1992. The County uses ESRI GIS for geographic relational data and mapping services. The County would like to execute a new Agreement to keep the County current in it's licensing needs for GIS. The Agreement would also provide software upgrades, and maintenance and suport services. The Agreement includes a three-year base contract and one optional one-year extension.

2. Identify the selected vendor and contact person; include the address, phone number and e-mail address for each.

   Lennard Gorter, Contracts Coordinator
   Contracts and Legal Services Department
   380 New York Street Redlands, CA 92373
   Phone: 909-793-2853 ext. 1088
   Fax: 909-307-3020
   Email: LGorter@esri.com

3. What is the total cost of the acquisition?  If an agreement, state the total cost of the initial term and the amounts for potential renewal terms.

   Maximum compensation is $1,010,000.00 for four years.

4. Identify the unique qualities and/or capabilities of the service(s) and/or product(s) that qualify this as a sole source acquisition.

   ESRI GIS software is proprietary and can only be obtained from ESRI. ESRI GIS software has been the established choice of Geospatial Engineering technology for the County since 1992. It is used not only by various County departments but also by the majority of the surrounding municipalities, including State and Local governments. This has allowed for the creation of the Regional Layers Database. The Regional Layers Database is an interfacing medium that allows these municipalities, in conjunction with the County, to share information obtained by using ESRI GIS software. Thus, the County's interest in establishing a new Agreement with ESRI is beneficial as ceasing to use ESRI GIS services would interrupt the operations of various County departments, it would halt the information-sharing process the County currently enjoys through the Regional Layers Database, and it would also be a very costly endeavor in time and money to all user departments as they would have to convert to another software product.

5. Explain why the unique qualities and/or capabilities described above are essential to your department.

   Various County departments use ESRI GIS software in very critical ways. For example, the Sherriff, Fire, and Police Departments use it to dispatch ambulances. Public Health uses it to map out outbreaks of medical conditions. The Assessor uses it to locate property, while Elections uses it to determine precincts and polling places. Since ESRI GIS software has been the established choice of Geospatial Engineering technology for the County since 1992, it is fully ingrained in various County departments' current business processes. Additionally, the benefits of the information-sharing process of the Regional Layers Database are also beneficial to the County.

6. Provide a comprehensive explanation of the research done to verify that there is only a sole vendor that is capable of providing the required service(s) and/or product(s). Include a list of all other vendors contacted with regard to providing the requested product(s) and/or service(s) and indicate their response.

The County has been using ESRI GIS software technology since 1992. As previously mentioned, it is used by various County departments and by the majority of surrounding municipalities, which includes State and Local governments. This has enabled the creation of the Regional Layers Database, an interfacing medium that allows entities to share information obtained by using ESRI GIS software.  Ceasing to use ESRI GIS software would interrupt the operations of various County departments, it would halt the information-sharing process the County currently enjoys through the Regional layers Database, and it would also be a very costly endeavor in time and money to all user departments as they would have to convert to another software product.

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_____     _____
Requested By:                                      Title

**I approve this request to sole source for the service(s) and/or product(s) identified herein.**

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Department Head Signature

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Purchasing Manager Signature