



COUNTY OF SONOMA

575 ADMINISTRATION
DRIVE, ROOM 102A
SANTA ROSA, CA 95403

SUMMARY REPORT

Agenda Date: 11/12/2024

To: Board of Directors, Sonoma County Water Agency
Department or Agency Name(s): Sonoma County Water Agency
Staff Name and Phone Number: Heather Kelley 707-547-1963
Vote Requirement: Majority
Supervisorial District(s): Countywide

Title:

Small Utility Enterprise Agreement for Software License and Tier 1 Support

Recommended Action:

Authorize Sonoma County Water Agency's General Manager to execute an agreement with Environmental Systems Research Institute, Inc., in substantially the form as the draft presented to this Board, for term license software and Tier 1 support through approximately December 2027, in the not-to-exceed amount of \$175,500 and consistent with other agreements, authorize Sonoma County Water Agency's General Manager to amend or terminate this agreement with approval of County Counsel.

Executive Summary:

Environmental Systems Research Institute's (ESRI) Small Utility Enterprise Agreement (SUEA) is a three-year enterprise license agreement (ELA) that provides Sonoma County Water Agency (Sonoma Water) with access to ESRI's term license software. This agreement enables Sonoma Water to continue utilizing Geographic Information System (GIS) technology across various operational and technical areas and includes Tier 1 support.

Discussion:

HISTORY OF ITEM/BACKGROUND

Sonoma Water has used a Geographic Information System (GIS) for decades. Initially, the GIS provided basic spatial data and depicted locations and simple information on paper maps. Over the years, the use of GIS has evolved into a more complex system providing spatial data analysis, web mapping applications, field data applications, and enterprise databases supporting a multi-editor and web application interface.

The County of Sonoma (County) selected ESRI through a competitive selection process for GIS software, services, and support and is recognized as the industry standard for GIS. Sonoma Water was provided a limited number of licenses through County's ELA. The software provided technical support from ESRI and required little configuration by Sonoma Water staff whereas other GIS software packages required more configuration by staff and ESRI GIS came ready to use.

Sonoma Water initially used the ELA that was established by the County for many years. However, in 2021 it was necessary for Sonoma Water to purchase a separate SUEA due to increased GIS software use by Sonoma Water staff. The number of GIS software licenses used amongst Sonoma Water staff has increased over the past several years to a point where Sonoma Water requires more licensing and support than our participation

in the County's ELA provided. In 2021, Sonoma Water executed a three-year SUEA with ESRI. This agreement was \$50,000 per year and was executed by Sonoma Water's General Manager under the authority delegated under Resolution 16-0102. The agreement expires in December 2024. Sonoma Water's GIS Staff have extensive experience using ESRI GIS Software. The workflows and spatial data types and components are unique to ESRI.

SELECTION PROCESS

A competitive selection process was not completed, and a Single/Sole Source Waiver (see Attachment 2) was obtained from Sonoma Public Infrastructure Department, Purchasing Division. The need for obtaining a Single/Source Waiver was attributed to the County and Sonoma Water already using ESRI GIS software. Choosing another Enterprise GIS at this time would require a costly and inefficient re-creation of Sonoma Water's GIS. In addition, Sonoma Water shares critical GIS data with the County. The County has ESRI GIS, and the integration between Sonoma Water and the County benefits from both parties having the same GIS software.

SERVICES TO BE PERFORMED

Under the agreement, ESRI will provide access to their term license software and Tier 1 support as described in the SUEA (see Attachment 1) and includes the following: help desk technical support, training in ESRI products, handling of installation issues, and troubleshooting operational problems.

Consistent with other agreements, staff recommend that the Board authorize Sonoma Water's General Manager to amend or terminate the agreement with approval of County Counsel.

County Strategic Plan:

N/A

Sonoma Water Strategic Plan Alignment:

Strategic Plan Goal: 1 - Organizational Excellence

Strategy: 1.2 - Implement organizational development practices to enhance internal communications, decision-making, resource alignment, and project management processes.

Action Item: 1.2.2 - Improve communication and internal business processes to enhance transparency and internal coordination.

Alignment: The ESRI GIS platform will provide a centralized and accurate view of Sonoma Water's key infrastructure, improving internal communications. By mapping and sharing data on assets, facilities, and service areas, the GIS system allows different departments to coordinate more effectively. This enhances transparency and internal collaboration as information is more accessible and up-to-date.

Action Item: 1.2.3 - Improve internal records management to maximize utility, accessibility, and security.

Alignment: ESRI's GIS software will enhance records management by digitizing and consolidating asset information. This includes locational data, age, structural composition, and ownership of assets. The integration of GIS with records management maximizes accessibility, security, and utility of infrastructure data, allowing for more informed decision-making.

Strategic Plan Goal: 2 - Planning and Infrastructure

Strategy: 2.1 - Conduct planning that integrates and balances operational, maintenance, and infrastructure priorities.

Action Item: 2.1.1 - Conduct and update natural hazard vulnerability assessments to reliably meet

performance requirements and service goals.

Alignment: The GIS software provides critical locational data necessary for conducting natural hazard vulnerability assessments. By integrating GIS data with hazard information, Sonoma Water staff can analyze risks to infrastructure, aiding in operational planning. This data can also be shared with county agencies for collaborative planning efforts to protect water resources.

Strategy: 2.2 - Implement the Computerized Maintenance Management System and Asset Management Program.

Action Item: 2.2.1 - Implement and sustain the new Computerized Maintenance Management System (CMMS).

Alignment: The ESRI GIS system feeds spatial and attribute data into the CMMS, providing real-time information on assets. This integration enables maintenance technicians to access up-to-date asset information, facilitating efficient maintenance and asset management.

Strategic Plan Goal: 4 - Emergency Preparedness

Strategy: 4.1 - Strengthen and ensure a comprehensive emergency response capability through coordinated response programs, resource management, and emergency planning.

Action Item: 4.1.2 - Establish operational emergency response functions, procedures, and systems.

Action Item: 4.1.3 - Develop robust, redundant, voice, and data communications capabilities to sustain interagency, multi-jurisdictional communication.

Action Item: 4.1.4 - Improve coordination with water contractors, regulatory agencies, and government partners.

Alignment: The GIS system provides real-time spatial data to assess potential threats before, during, and after emergencies. This real-time data allows Sonoma Water staff to make informed decisions about infrastructure safety and emergency response actions. Additionally, having a common GIS platform enhances communication and data sharing with other jurisdictions and government partners, facilitating a coordinated emergency response.

By entering into the agreement with ESRI, Sonoma Water will continue to enhance its operational efficiency, infrastructure management, and emergency preparedness, in alignment with the Sonoma Water Strategic Plan's goals and strategies.

Racial Equity:

Was this item identified as an opportunity to apply the Racial Equity Toolkit?

No

Prior Board Actions:

None

FISCAL SUMMARY

Expenditures	FY24-25 Adopted	FY25-26 Projected	FY26-27 Projected
Budgeted Expenses	\$58,500	\$58,500	\$58,500
Additional Appropriation Requested			
Total Expenditures	\$58,500	\$58,500	\$58,500
Funding Sources			

Agenda Date: 11/12/2024

General Fund/WA GF	\$58,500	\$58,500	\$58,500
State/Federal			
Fees/Other			
Use of Fund Balance			
General Fund Contingencies			
Total Sources	\$58,500	\$58,500	\$58,500

Narrative Explanation of Fiscal Impacts:

Budgeted amount of \$58,500 is available from FY 2024/2025 appropriations for the Sonoma Water General fund. FY2025/2026 and 2026/2027 appropriations will be budgeted in those fiscal years.

Staffing Impacts:			
Position Title (Payroll Classification)	Monthly Salary Range (A-I Step)	Additions (Number)	Deletions (Number)

Narrative Explanation of Staffing Impacts (If Required):

N/A

Attachments:

Attachment 1: Agreement with Environmental Systems Research Institute, Inc.

Attachment 2: Single/Sole Source Waiver

Related Items "On File" with the Clerk of the Board:

None