

To: Finance, Resources and Customer Services Policy Board

On: 28th March 2018

Report by: Report by the Chief Executive

Heading: Geographic Information System (GIS)

1. **Summary**

- 1.1 The purpose of this report is to request authority from the Finance, Resources and Customer Services Policy Board to award a contract to the sole UK distributor ESRI (UK) Ltd for the support and delivery of the Geographic Information System (GIS).
 - 1.2 This negotiated procurement exercise has been undertaken in accordance with Regulation 33(1)(b)(iii) of the Public Contracts (Scotland) Regulations 2015 and the Council's Standing Orders Relating to Contracts.
 - 1.3 A Request to Negotiate was signed by the Procurement Manager on 7th February 2018.
 - 1.4 Due to the timing of the board an interim arrangement will be put in place to cover the period until this award can be made.
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2. **Recommendations**

- 2.1 It is recommended that the Finance, Resources and Customer Services Policy Board:
 - 2.1.1 Approve the award of the contract for provision of software licences and permission to use Environmental Services Research Institute Inc (ESRI Inc) licensed copyrighted Geographic Information System (GIS) to ESRI (UK) Ltd who are the sole UK licensed distributor on behalf Environmental Services Research Institute Inc (ESRI Inc);

2.1.2 Approve the duration of this contract for three years; and

2.1.3 Note the total Contract value will be no more than £255,000 excluding VAT.

3. **Background**

- 3.1. The Council currently utilise a suite of GIS software products which are produced by Environmental Services Research Institute Inc (ESRI Inc) and supplied under licence by their sole UK distributor ESRI (UK) Ltd. As the products are bespoke to ESRI Inc, authority was requested and granted by the Procurement Manager to proceed with a negotiated procedure to purchase the Enterprise Licence Agreement from their national UK distributor ESRI (UK) Ltd due to the protection of the exclusive rights held by ESRI Inc and their subsidiary.
- 3.2. By utilising this Enterprise Licence Agreement the Council will avoid disruption to the business services such as Environment & Communities which is supported by GIS software.
- 3.3. In addition to the ability to deploy unlimited familiar desktop GIS products to staff at no extra cost, the ELA also offers the following benefits:
 - Desktop – ArcGIS for Desktop (ArcMap, ArcCatalog) are used by skilled GIS staff to create, manage and publish data.
 - Server – ArcGIS for Server is used to deliver GIS and mapping content and services to web based clients.
 - Portal – Portal for ArcGIS provides a means for the organisation to share and collaborate on the Council's GIS and mapping. RenfoMap is the Council's internal branding for its Portal for ArcGIS site.
 - Embedded – ArcEngine embedded applications are used with the Symology Insight roads management system and the Acolaid Development Management system.
 - Online – The Council has moved its entire internet facing public and private mapping services to ArcGIS Online. Geographic content is shared with partners and citizens.
 - Survey 123 – The Council has used Survey 123 to collect location enhanced data about Soft FM assets, collect external condition data on Housing stock and assess capability for additional bin storage in common areas of flatted properties
 - Story Maps – Esri Story Maps let you combine authoritative maps with narrative text, images, and multimedia content.
 - LocatorHub – The Council published a range of locators via LocatorHub. These allow different clients to conduct searches and obtain location information.

- 3.4 Financial costs in respect of this contract will be met from the Chief Executive's revenue budget.
 - 3.5 There are no Community Benefits attached to this contract.
 - 3.6 Due to the timing of the Finance, Resources and Customer Services Policy Board, a short term interim contract will require to be put in place from the end of the current contract 31 March 2018 until this Contract can be formally awarded.
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Implications of the Report

1. **Financial** - The financial stability of Environmental Services Research Institute Inc (ESRI Inc) and their sole UK distributor ESRI (UK) Ltd has been assessed and meets the requirement set out by the Council
2. **HR & Organisational Development** - No TUPE implications are expected to arise via this contract
3. **Community/Council Planning** – None
4. **Legal** - The negotiated contract was agreed in accordance with The Public Contracts (Scotland) Regulations 2015, Regulation 33 (1) (b) (iii) and the Councils Standing Orders Relating to Contracts.
5. **Property/Assets** - None
6. **Information Technology** - This procedure undertaken will ensure continuous supply and ongoing support for the Councils requirements in relation to GIS.
7. **Equality & Human Rights** -
 - (a) The Recommendations contained within this report have been assessed in relation to their impact on equalities and human rights. No negative impacts on equality groups or potential for infringement of individuals' human rights have been identified arising from the recommendations contained in the report. If required following implementation, the actual impact of the recommendations and the mitigating actions will be reviewed and monitored, and the results of the assessment will be published on the Council's website.

8. **Health & Safety** - There are no health and safety implications associated with the award of the contract
9. **Procurement** – The negotiated contract was agreed in accordance with The Public Contracts (Scotland) Regulations 2015, Regulation 33 (1) (b) (iii) and the Councils Standing Orders Relating to Contracts.
10. **Risk** - Environmental Services Research Institute Inc (ESRI Inc) and their sole UK distributor ESRI (UK) Ltd insurances were evaluated and were deemed to meet the minimum requirements
11. **Privacy Impact** - It is not anticipated that a Privacy Impact Assessment will be required.
12. **Cosla Policy Position** – No Cosla Policy Position implications have arisen or are anticipated.

List of Background Papers

None

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