

**DATE:** August 29, 2022

**MEMO TO:** Jessica Vealitzek, Chair  
Operations Committee

**FROM:** Mary E. Kann  
Director of Administration

**RECOMMENDATION:** Recommend approval of a Resolution approving an Annual Maintenance and Licensing Agreement for Geographical Information System (GIS) Enterprise software to Environmental Systems Research Institute, Inc., in the Contract Price of \$49,501.00.

**STRATEGIC DIRECTIONS SUPPORTED:** Organizational Sustainability; Conservation

**FINANCIAL DATA:** This item was approved as part of the adopted FY2022 Budget, in the amount of \$57,400.00. The amount of \$49,501.00 will be charged to account 91124000-709000.

**BACKGROUND:** The Annual Maintenance Agreement that would be approved by the attached resolution (Agreement) is required to utilize the Geographical Information System (GIS) enterprise-wide software that was installed at the end of FY18/19, as part of the District's Strategic Plan for Data-driven Conservation. GIS software is used to streamline data sharing, increase cross-departmental communication, and better inform decision-making for land conservation, maintenance, and development. The Agreement would provide the District with daily customer support services for the GIS software, annual licensing, and all software updates for a period of one year. This annual licensing covers ArcGIS Server, ArcGIS Desktop, ArcGIS Online and Field App software.

The GIS software interconnects office and field work to a centralized District-wide Enterprise GIS system that is utilized for a variety of purposes, including creating maps for Committee and Board meetings. It supports the development of web applications utilized by over 100 staff members. These applications support workflows, including wildlife and rare-plant monitoring, controlled burn and hazard reporting, maintenance inspections, plus asset and invasive species inventories. The software is also used in public-facing web applications, such as the Interactive Trail Map, closures and underpass status maps, activity status maps, and a map of the commemorative gifts to the Preservation Foundation.

The annual license agreement is quoted annually as a renewal and the price has historically been within the annual budget and appropriations ordinance. The attached resolution would authorize the Executive Director to exercise these renewals if they determine it is in the best interest of the District to do so.

**REVIEW BY OTHERS:** Chief Operations Officer, Information Technology Officer, Director of Finance, Purchasing Manager, Corporate Counsel.



**LAKE COUNTY FOREST PRESERVE DISTRICT  
LAKE COUNTY, ILLINOIS**

**A RESOLUTION APPROVING AN ANNUAL MAINTENANCE AND LICENSING  
AGREEMENT FOR GEOGRAPHICAL INFORMATION SYSTEM ENTERPRISE  
SOFTWARE TO ENVIRONMENTAL SYSTEMS RESEARCH INSTITUTE, INC.**

**WHEREAS**, the Lake County Forest Preserve District (the “District”) desires to purchase annual maintenance support and license services (the “Services”) for its Geographical information (GIS) software (the “Software”); and

**WHEREAS**, the Director of Administration and the Purchasing Manager have determined that the Services require personal confidence; and

**WHEREAS**, the Purchasing Manager has solicited a proposal for the Services from Environmental Systems Research Institute, Inc. (“ESRI”), the licensor for the Software (the “Licensor”); and

**WHEREAS**, the District’s staff, the Purchasing Manager, the Director of Administration, and the Operations Committee have reviewed the proposal submitted by the Licensor and recommend that the Board of Commissioners (i) find that the proposal submitted by the Licensor is the proposal that is most advantageous to the District and (ii) approve a contract for the Services to the Licensor in the amount of \$49,501.00 (the “Contract Price”) in substantially the form attached hereto (the “Contract”); and

**WHEREAS**, the District currently purchases or renews the Services on an annual basis (collectively, “Renewals”) and the Renewals are necessary for the District to utilize the Software for its data-driven conservation efforts, including streamlining data sharing, increasing cross-departmental communications, and better informing decision-making for land conservation, maintenance, and development matters; and

**WHEREAS**, the Board of Commissioners hereby finds the proposal for the Services submitted by the Licensor is the proposal that is most advantageous to the District;

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Commissioners of the Lake County Forest Preserve District, Lake County, Illinois, **THAT**:

**Section 1: Recitals.** The recitals set forth above are incorporated as a part of this Resolution by this reference.

**Section 2: Award of Contract.** The Contract for the Services, in the Contract Price, in substantially the form attached hereto, is hereby awarded to the Licensor.

**Section 3: Execution of Contract; Renewals.** The Executive Director of the District is hereby authorized and directed to execute the Contract for the Services in the amount of the Contract Price. The Executive Director is further authorized to approve each Renewal for the Services if (i) the

contract price of the Renewal falls within the then-applicable annual budget and appropriations ordinance and (ii) the Executive Director determines that the Renewal is in the best interests of the District.

**Section 4: Payments.** The Treasurer shall make payments under the Contract only pursuant to and in accordance with the Contract terms.

**Section 5: Effective Date.** This Resolution shall be in full force and effect from and after its passage and approval in the manner provided by law.

PASSED this \_\_\_\_ day of \_\_\_\_\_, 2022

AYES:

NAYS:

APPROVED this \_\_\_\_ day of \_\_\_\_\_, 2022

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Angelo D. Kyle, President  
Lake County Forest Preserve District

ATTEST:

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Julie Gragnani, Board Secretary  
Lake County Forest Preserve District

Exhibit No. \_\_\_\_



Esri Inc  
380 New York St  
Redlands CA 92373

## **Subject: Renewal Quotation**

**Date:** 08/03/2022  
**To:** Nick Spittlemeister  
**Organization:** Lake County Forest Preserves  
**Fax #:** 847-367-6649 **Phone #:** 847-968-3287

**From:** Shannon Robertson  
**Fax #:** 909-307-3083 **Phone #:** + 19097932853 Ext. 1533  
**Email:** SROBERTSON@ESRI.COM

Number of pages transmitted  
(including this cover sheet): 5

Quotation #26093568  
Document Date: 07/28/2022

\*\*\* REVISED\*\*\*

Please find the attached quotation for your forthcoming term. Keeping your term current may entitle you to exclusive benefits, and if you choose to discontinue your coverage, you will become ineligible for these valuable benefits and services.

If your quote is regarding software maintenance renewal, visit the following website for details regarding the maintenance program benefits at your licensing level  
<http://www.esri.com/apps/products/maintenance/qualifying.cfm>

All maintenance fees from the date of discontinuation will be due and payable if you decide to reactivate your coverage at a later date.

Please note: Certain programs and license types may have varying benefits. Complimentary User Conference registrations, software support, and software and data updates are not included in all programs.

Customers who have multiple copies of certain Esri licenses may have the option of supporting some of their licenses with secondary maintenance.

For information about the terms of use for Esri products as well as purchase order terms and conditions, please visit  
<http://www.esri.com/legal/licensing/software-license.html>

If you have any questions or need additional information, please contact Customer Service at 888-377-4575 option 5.



**esri**<sup>®</sup> 380 New York St  
 Redlands, CA 92373  
 Phone: + 190979328531533  
 Fax #: 909-307-3083

# Quotation

**Date:** 07/28/2022

**Quotation Number:** 26093568

**Contract Number:** 00235721.10

**Send Purchase Orders To:**

Environmental Systems Research Institute, Inc.  
 380 New York Street  
 Redlands, CA 92373-8100  
 Attn: Shannon Robertson

**Please include the following remittance address on your Purchase Order:**

Environmental Systems Research Institute, Inc.  
 P.O. Box 741076  
 Los Angeles, CA 90074-1076

Lake County Forest Preserves  
 1899 W Winchester Rd  
 Libertyville IL 60048-5367  
**Attn:** Nick Spittlemeister

**Phone:** 847-367-6640

**Customer Number:** 18410

For questions regarding this document, please contact Customer Service at 888-377-4575.

Item	Qty	Material#	Unit Price	Extended Price
10	1	86497 ArcGIS Desktop Standard Concurrent Use Primary Maintenance Start Date: 10/27/2022 End Date: 10/26/2023	1,500.00	1,500.00
1010	5	86500 ArcGIS Desktop Standard Concurrent Use Secondary Maintenance Start Date: 10/27/2022 End Date: 10/26/2023	1,200.00	6,000.00
2010	2	87192 ArcGIS Desktop Basic Single Use Primary Maintenance Start Date: 10/27/2022 End Date: 10/26/2023	400.00	800.00
3010	1	93094 ArcGIS Desktop Basic with Extensions Single Use Primary Maintenance Start Date: 10/27/2022 End Date: 10/26/2023	1,000.00	1,000.00
4010	14	87193	300.00	4,200.00

**Quotation is valid for 90 days from document date.**

Any estimated sales and/or use tax has been calculated as of the date of this quotation and is merely provided as a convenience for your organization's budgetary purposes. Esri reserves the right to adjust and collect sales and/or use tax at the actual date of invoicing. If your organization is tax exempt or pays state taxes directly, then prior to invoicing, your organization must provide Esri with a copy of a current tax exemption certificate issued by your state's taxing authority for the given jurisdiction.

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

**Issued By:** Shannon Robertson **Ext:** 1533

[CSBATCHDOM]

To expedite your order, please reference your customer number and this quotation number on your purchase order.



**esri**<sup>®</sup>

380 New York St  
Redlands, CA 92373  
Phone: + 190979328531533  
Fax #: 909-307-3083

# Quotation

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**Date:** 07/28/2022

**Quotation Number:** 26093568

**Contract Number:** 00235721.10

Item	Qty	Material#	Unit Price	Extended Price
		ArcGIS Desktop Basic Single Use Secondary Maintenance Start Date: 10/27/2022 End Date: 10/26/2023		
5010	1	93303 ArcGIS Desktop Standard Single Use Primary Maintenance Start Date: 10/27/2022 End Date: 10/26/2023	1,500.00	1,500.00
6010	1	122181 ArcGIS Desktop Advanced Single Use Primary Maintenance Start Date: 10/27/2022 End Date: 10/26/2023	3,000.00	3,000.00
7010	82	154321 ArcGIS Online Creator Annual Subscription (Pre 4.4 Pricing) Start Date: 10/27/2022 End Date: 10/26/2023	200.00	16,400.00
8010	1	157024 ArcGIS Developer Enterprise Annual Subscription Start Date: 10/27/2022 End Date: 10/26/2023	4,201.00	4,201.00
9010	1	161326 ArcGIS Enterprise Advanced Up to Four Cores Maintenance Start Date: 10/27/2022 End Date: 10/26/2023	10,000.00	10,000.00
9020	15	182294 ArcGIS Location Sharing User Type Extension for ArcGIS Online Annual Subscription Start Date: 10/27/2022 End Date: 10/26/2023	60.00	900.00
			<b>Item Subtotal</b>	49,501.00
			<b>Estimated Tax</b>	0.00
			<b>Total</b>	<b>USD 49,501.00</b>

**DUNS/CEC: 06-313-4175 CAGE: 0AMS3**



**esri**<sup>®</sup>

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# Quotation

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**Date:** 07/28/2022

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**Contract Number:** 00235721.10

Item	Qty	Material#	Unit Price	Extended Price
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### Renewal Options:

- Online: Renew through My Esri site at <https://my.esri.com>
  - Credit Card
  - Purchase Order
  - Email Authorization
- Email or Fax: Email Authorization, Purchase Order or signed quote to:
  - Fax: 909-307-3083
  - Email: [service@esri.com](mailto:service@esri.com)

Requests via email or signed quote indicate that you are authorized to obligate funds for your organization and your organization does not require a purchase order.

If there are any changes required to your quotation please respond to this email and indicate any changes in your invoice authorization.

If you choose to discontinue your support, you will become ineligible for support benefits and services. All maintenance fees from the date of discontinuation will be due and payable if you decide to reactivate your support coverage at a later date.

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 <http://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 [http://assets.esri.com/content/dam/esrisites/media/legal/ma-full/ma-full .pdf](http://assets.esri.com/content/dam/esrisites/media/legal/ma-full/ma-full.pdf) apply to your purchase of that item. 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 <http://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.

In order to expedite processing, please reference the quotation number and any/all applicable Esri contract number(s) (e.g. MPA, ELA, SmartBuy GSA, BPA) on your ordering document.



**esri**<sup>®</sup>

380 New York St  
Redlands, CA 92373  
Phone: + 190979328531533  
Fax #: 909-307-3083

# Quotation

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**Date:** 07/28/2022

**Quotation No:** 26093568

**Customer No:** 18410

**Contract No:** 00235721.10

Item Qty Material#

Unit Price

Extended Price

US FEDERAL CUSTOMERS: If you are a federal customer or a contractor purchasing on behalf of a federal customer a purchase order is required to receive an invoice. Please email the purchase order to [service@esri.com](mailto:service@esri.com)

By signing below, you are authorizing Esri to issue a software support invoice in the amount of USD \_\_\_\_\_ plus sales tax, if applicable.

Please check one of the following:

I agree to pay any applicable sales tax.

I am tax exempt. Please contact me if Esri does not have my current exempt information on file.

\_\_\_\_\_  
Signature of Authorized Representative

\_\_\_\_\_  
Date

\_\_\_\_\_  
Name (Please Print)

\_\_\_\_\_  
Title



## Consultant Disclosure Statement

Each **Consultant** (bold/italicized words are defined in Section II below) proposing to perform **Covered Services** for the Lake County Forest Preserve District (the “District”) is required, by the District’s Purchasing Policy, to complete this form and make disclosures (i) on its behalf, unless it is a **Publicly Traded Consultant**, (ii) on behalf of its **Disclosure-Covered Owners**, unless it is a **Publicly Traded Consultant**, and (iii) on behalf of its **Disclosure-Covered Employees**, even if it is a **Publicly Traded Consultant**. If **Consultant** is a **Publicly Traded Consultant**, please complete Sections I, III, and V. If **Consultant** is not a **Publicly Traded Consultant**, please complete Sections I, IV, and V.

### I. Identification of Consultant and Related Parties:

<b>Consultant</b> Name:	Environmental Systems Research Institute, Inc. (Esri)
<b>Consultant</b> Address:	380 New York Street, Redlands, California 92373-8100
Person Certifying Statement for <b>Consultant</b> , including Phone # and Email Address:	Timothy Brazeal, Manager Commercial & Government Contracts Ph: 909.793.2853 Email: TBrazeal@esri.com
<b>Covered Services:</b>	GIS Software
Names of <b>Disclosure-Covered Owners</b> (if none, please insert “N/A”):	Jack and Laura Dangermond
Names of <b>Disclosure-Covered Employees</b> (if none, please insert “N/A”):	N/A

### II. Defined Terms:

- a) “**Campaign Contribution**” is defined in Section 9-1.4 of the Illinois Election Code, 10 ILCS 5/9-1.4.
- b) “**Candidate Political Committee**” is defined in Section 9-1.8(b) of the Illinois Election Code, 10 ILCS 5/9-1.8(b).
- c) “**Consultant**” is a person or entity that submits a proposal to enter into a contract with the District, or a proposal for a change order to such a contract, that calls for the person or entity to perform **Covered Services** for the District.
- d) “**Covered Services**” are the “Covered Services” identified above by District staff, which have an expected price greater than \$25,000.00, taking into account the original contract price for the **Covered Services** plus the prices of all change orders to such original contract.

- e) **“Disclosure-Covered Owner”** is (i) a natural person who is a **Consultant** or (ii) a person or entity that, directly or indirectly (including without limitation ownership through a corporation, limited liability company, joint venture, or partnership) owns at least 7.5% of a **Consultant** that is not a **Publicly Traded Consultant**.
- f) **“Disclosure-Covered Employee”** is (i) a natural person who is a **Consultant** or (ii) a Consultant employee or independent contractor who will receive a direct financial benefit (including without limitation a commission, bonus, or salary increase) if the District awards the proposed contract or change order to the **Consultant**.
- g) **“Family Member”** is a person related as a parent; child; sibling; uncle or aunt; great aunt or great uncle; first cousin; nephew or niece; spouse or civil union partner; grandparent; grandchild; parent-in-law, child-in-law, sibling-in-law, or grandparent-in-law, whether that in-law relationship is created by marriage or civil union; stepparent; stepchild; stepsibling; half sibling; and fiancé or fiancée.
- h) **“Publicly Traded Consultant”** is a **Consultant** whose common stock is traded on a nationally recognized securities market.

**III. Required Disclosures for Publicly Traded Consultant:**

- a) **Securities Market:** Please identify the nationally recognized securities market on which **Consultant’s** common stock is traded and identify the stock “ticker” symbol under which the **Consultant** is traded:  
Exchange: \_\_\_\_\_; Symbol: \_\_\_\_\_.
- b) **Campaign Contribution Disclosure:** Please disclose each **Campaign Contribution** made by your **Disclosure-Covered Employees** to the following persons/entities within the two (2) years preceding the date on which the **Consultant’s** proposal for **Covered Services** was submitted to the District:
  - i. a Lake County Board member in his or her capacity as either a County Board member, a District Commissioner, or both; or
  - ii. a **Candidate Political Committee** of a Lake County Board member.

Donor/ Disclosure-Covered Employee	Recipient of Donation	Donation Type (e.g., cash, in-kind service,)	Amount of Donation	Date of Donation

- c) **Familial Relationship Disclosure:** Please disclose each **Family Member** of your **Disclosure-Covered Employees** who is either a District Commissioner or employed by the District as an Executive Director, Chief Operations Officer, Department Director, or Manager.

Name of Family Member	Family Member’s Position with District	Name of Disclosure-Covered Employee Related to Family Member	Relationship of Disclosure-Covered Covered Employee to Family Member

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**IV. Required Disclosures for Consultants that are Not Publicly Traded Consultants:**

- a) **Campaign Contribution Disclosure:** Please disclose each ***Campaign Contribution*** made by your ***Disclosure-Covered Owners*** or ***Disclosure-Covered Employees*** to the following persons/entities within the two (2) years preceding the date on which the ***Consultant's*** proposal for ***Covered Services*** was submitted:
- i. a Lake County Board member in his or her capacity as either a County Board member, a District Commissioner, or both; or
  - ii. a ***Candidate Political Committee*** of a Lake County Board member.

Donor/ Disclosure-Covered Owner or Disclosure-Covered Employee	Recipient	Description (cash, item, in-kind service, etc.)	Amount/ Value	Date Made

- b) **Familial Relationship Disclosure:** Please disclose each ***Family Member*** of a ***Disclosure-Covered Owner*** or ***Disclosure-Covered Employee*** who is either a District Commissioner or employed by the District as an Executive Director, Chief Operations Officer, Department Director, or Manager.

Name of Family Member	Family Member's Position with District	Name of Disclosure-Covered Owner or Disclosure-Covered Employee Related to Family Member	Relationship of Disclosure-Covered Owner or Disclosure Covered Employee to Family Member

**V. Consultant Certification and Signature:**

By signing below, I certify that (i) I am authorized to make the disclosures above on behalf of ***Consultant, Consultant's Disclosure-Covered Owners, and Consultant's Disclosure-Covered Employees,*** (ii) I have read and understand this Consultant Disclosure Statement, (iii) the above disclosures are accurate and complete, to the best of my knowledge after making reasonable inquiry, and (iv) my signature below, if electronic, is intended to authenticate this writing and to have the same force and effect as a manual signature.

7-D-  
 Timothy Brazeal (Aug 8, 2022 15:55 PDT)

Name Timothy Brazeal

Aug 8, 2022

Date