

# Minutes

Enterprise GIS Steering Committee	
5.7.2015	1:30pm – 2:15pm
	Clerk's 4 <sup>th</sup> Floor Conference Room
Chair	Pam Dubov, Property Appraiser's Office
Note taker	Toni Smith, BTS
Attendees	<p><u>Voting Committee Members</u>            Pam Dubov, Property Appraiser's Office (PAO)            Bruce Moeller, Interim Chief of Staff, Safety and Emergency Services (SES)            David Scott, Department of Environment and Infrastructure (DEI) ABSENT            Marc Gillette, Supervisor of Elections (SOE)            Jason Malpass, Pinellas County Sheriff's Office (PCSO) ABSENT            Jake Stowers, Planning/DRS ABSENT</p> <p>Jill DeGood, Sheriff (for Jason Malpass)</p> <p><u>Guests</u>            Ryan Auclair, BTS            Deborah Berry, Justice &amp; Consumer Services            Joe Borries, Emergency Management            Jason Ester, County Attorney            Dawn Estes, BTS            Ginny Holscher, Risk Management            Curt Nielsen, PAO            Marty Rose, BTS            Alan Shellhorn, Planning            Penny Simone, DEI/ETS            Toni Smith, BTS            Bryan Zumwalt, BTS</p>
	<ol style="list-style-type: none"> <li>1. Call to Order</li> <li>2. Approval of Minutes from the March 5<sup>th</sup>, 2015</li> <li>3. ESRI Enterprise License Agreement Status</li> <li>4. eGIS Staffing</li> <li>5. St Pete Beach Interlocal Agreement</li> <li>6. Damage Assessment</li> <li>7. Project Updates</li> <li>8. Open Discussion</li> </ol>

## Agenda Items

Call to Order	
<b>Presenter</b>	Pam Dubov
	The meeting was called to order at 1:30pm.

Approval of minutes from the February 12 <sup>th</sup> , 2015 meeting	
<b>Presenter</b>	Pam Dubov
<b>Discussion</b>	No changes.
<b>Conclusions</b>	It was asked by Pam if there were any changes to the March 5th, 2015 meeting minutes. One comment was made by Bruce Moeller about the meeting being short and concise while making a motion to approve the minutes. Marc Gillette seconded. All in favor. Minutes approved.

# Minutes

ESRI Enterprise License Agreement Status	
<b>Presenter</b>	Bryan Zumwalt
<b>Discussion</b>	<p>Bryan began by showing the slide representing the new ESRI Enterprise License Agreement Fee Schedule that will go in front of the BTS Board by Marty Rose on May 21<sup>st</sup>. The adjusted agreement includes a fourth year without inflation costs, therefore extends through FY19. The total contract value for the 4 years is \$2,420,000. The question was asked of how the fourth year was obtained and it was answered that Don Crowell from the County Attorney requested and ESRI honored it. Marty Rose asked for a procedural vote on the amended agreement (from the previous March 5<sup>th</sup> meeting). Bruce Moeller recommended approval, Marc Gillette seconded.</p> <p>Curt Nielsen, from the Property Appraiser's Office, asked if there was a "cheat sheet" of the parameters of the new agreement. The list of specifics will be included at the end of these minutes.</p>

eGIS Staffing	
<b>Presenter</b>	Bryan Zumwalt
<b>Discussion</b>	<p>Bryan brought to the attention of the committee of the staffing changes within the eGIS team. With the retirement of Janet Deane and the transfer of Nancy Halvorsen to another BTS department, it leaves the team short two members. Janet Deane's position was double encumbered by Kristin Preston's, so will not be replacing her open position. There have been talks about the potential consolidation of the BTS/eGIS team and the DEI GIS Unit. BTS is currently working with Public Works, Utilities and Office of Engineering Support on this merge. This would create a centralized enterprise GIS service under BTS Leadership and prepare and expose the DEI GIS Unit the functionality and practices ahead of the Enterprise Asset Management project. With their expertise in the Public Works, Utilities and Environmental Management, it would help streamline the retirement of the legacy systems and applications and remove "single points of success" concerning data management. Pam asked if there was a timeline for this to happen and if it depended on the fiscal year. It was stated that it would be the same as when the Property Appraiser employees were transferred to BTS at the beginning of this initiative.</p>

St Pete Beach Interlocal Agreement	
<b>Presenter</b>	Bryan Zumwalt
<b>Discussion</b>	<p>There was a request from the City of St Pete Beach seeking an interlocal agreement with BTS for GIS Services. They were requesting help in developing a new application (Viewer) of their data. They had a private company create a viewer for them which is not usable. It would include application development and GIS integration services with a permitting system, with the possibility of hosting the application on our servers. It was estimated about 390 hours of work. It was asked of the committee if eGIS is available to the cities for this kind of work. Although there were thoughts of opportunity to help out the cities, there were also concerns about starting to do work for cities when we are still trying to complete work and have an existing pipeline of work from county agencies. Bruce Moeller mentioned that Mark Woodard meets monthly with the city managers and could bring this topic up to see if there were other cities that would be interested in GIS services from the county. If so there would have to be discussions on what services would be available and setting forth service level agreements, as well as expanding the eGIS team in order to cover the city support. The benefits and risks would have to be determined. It was added that this "work" is not just development but would also include maintenance and troubleshooting which could never have an end. Marc Gillette mentioned that if we did do this that St Pete Beach would be a good city to start with. Bruce Moeller will follow up with Mark Woodard on this topic. Pam said if he needed to meet with her she was willing. Marty wanted to remind all that the services would be for development and support and that the county would not provide the software and/or hardware. Deborah Berry mentioned that some of these smaller communities do not have the IT support available, so to keep that in mind.</p>

# Minutes

Damage Assessment	
<b>Presenter</b>	Bryan Zumwalt
<b>Discussion</b>	<p>Bryan mentioned that the damage assessment training with Emergency Management and other agencies begins on June 9th. Pam asked the question about the procurement of devices. She mentioned that she has 30 teams that can go out for damage assessment but at this time she does not have devices and will not until October. But those devices will be Windows based because that is what their systems need for their work. David Howdeshell has purchased 30 tablets for Development Review Services daily use in the field which can also be used for damage assessment. He has offered 10 of those devices for training purposes. Sally Bishop and Joe Borries had met with Pam about the option of eGIS purchasing these devices. Pam felt as though eGIS is there to manage a GIS System and development and is not in the business of hardware procurement or acquiring any devices and felt that somewhere in the damage assessment community would need to provide these devices since in sits in Emergency Management. Pam asked the question to the committee and they all agreed it shouldn't be an eGIS responsibility. Bruce Moeller said that he would talk more about this with Sally and Joe. He also mentioned that if a CAT 3-5 Hurricane was coming our way, his department would be going to Best Buy and buying devices, meaning that would be the least of our problems.</p>

Project Updates	
<b>Presenter</b>	Bryan Zumwalt
<b>Discussion</b>	<p>Bryan briefly went over the project update slide showing which projects were completed, in development or in testing. Some of the completed projects were Sign Inventory Mobile Data Collector, Crossing Guard Locator, Trespass Inventory GIS, Crimeviewer/CrimeFighter, WebEnforcer, Open Data Public Website, Pictometry Explored Cloud Services, AIRS Application updates, and Historical Sites Viewer. Current work priority is the PCUGIS MapGuide Replacement application, Development Review Services Viewer, WebGI MapGuide Replacment viewer, Countywide Address Geocoders and Road/Addresses Dispatch Integration. Bryan reiterated that September 1<sup>st</sup> is still the target date to retire all MagGuide applications. The eGIS team is hoping to have some replacement prototypes ready by June.</p> <p>Questions on Projects:</p> <ul style="list-style-type: none"> <li>*WebEnforcer – Jill DeGood asked the status of migration of the live crime data. They are ready to use the new WebEnforcer application once the live data is migrated.</li> <li>*PCUGIS – prototype is in testing with the Utilities department. A splash screen, which was shown to the committee, shows on the application that it will soon be replaced.</li> <li>*Address Geocoders – 911 is working on the last piece in their system. Once this is completed, MapGuide (MUNSYS) will no longer be updated with new addresses and/or road centerlines. The County Utility SAP reports will also be redirected to the new ESRI data. Joe Borries and Jill DeGood mentioned that the Special Needs Application and Sheriff's ACIIS system will need to switch to the new geocoders also.</li> <li>*Supervisor of Elections – data has been shared between SOE and eGIS and will be getting together within the next month to discuss.</li> <li>*Parcel Replication – there was some hiccups with the replication of the parcel data from the PAO since they had moved to parcel fabric. With working on issues with ESRI concerning this it has been worked out and Curt from the PAO and the eGIS team will be working within the next two weeks to correct the replication of the parcel data. Pam mentioned that when she went to parcel fabric she did not realize that she was a "beta" for parcel fabric using Oracle, but those kinks have now been worked out and her office is doing their best to get caught up.</li> <li>*Move to the PSC – this will affect staff time as the eGIS servers will be moved from the basement out to the PSC and will go from physical to virtual servers.</li> </ul>

Open Discussion/Adjournment	
<b>Item #1</b>	Pam admired the fact that Bryan and other attendees were communicating in a fashion that questions being asked were being answered in a positive way. Alan Shellhorn also mentioned the great work that Bryan and the eGIS team has been doing the past year.
<b>Adjournment</b>	The meeting adjourned at 2:15pm.

# Minutes

## Slide Presentation



### Enterprise GIS Steering Committee Update

May 7th, 2015

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#### ESRI – Enterprise License Agreement

BTS Negotiated Fee Schedule for ESRI ELA – FY16 through FY19  
\$2,420,000 total contract value

ELA Fee Schedule

	2016	2017	2018	2019
Enterprise Licensing	\$580,000	\$600,000	\$620,000	\$620,000
Enterprise Advantage Plan (Services)	Included	Included	Included	Included
Training	Included	Included	Included	Included
ArcGIS Online	Included	Included	Included	Included



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#### Potential GIS Consolidation

- Currently working with **Public Works, Utilities** and **Office of Engineering Support** on plan for GIS staff consolidation.
- Plan would involve merging technical staff from **DEI GIS Unit** with **BTS/eGIS**
  - Create a centralized Enterprise GIS service under BTS leadership
  - Prepare and expose GIS Unit to Enterprise GIS functionality and practices ahead of Enterprise Asset Management project kickoff
  - Streamline retirement of legacy systems and applications
  - Provides training, career opportunities, and mobility for GIS Unit staff within BTS organization
  - Removes "single points of success" from Public Works/Utilities operation – provides reliance on an enterprise service rather than an individual



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#### Damage Assessment/Devices

- Friendly Reminder that Damage Assessment training starts June 9th**
  - Each group performing damage assessment must bring their own devices in the event of an activation
  - Specifications provided by **BTS/eGIS**
    - IOS/Android Compatible Device**
    - At least 32GB native memory**
  - Logins for Damage Assessment application being distributed by **eGIS** in coordination with Emergency Management





### Approval of Minutes

▶ March 5<sup>th</sup>, 2015 Meeting

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### eGIS Staffing Changes

- Janet Deane retirement
- Nancy Halvorsen transfer within BTS



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    Brian[Brian Burnell - GIS Manager]
    Tom[Tom Smith - GIS Coordinator]
    Michael[Michael Dawson - Sr. GIS Developer]
    Greg[Gregg Olsanki - GIS Developer]
    Kristin[Kristin Preston - GIS Developer]
    Steve[Steve Clark - GIS Developer]
    Cindy[Cindy Knechtman - GIS Analyst]
    Kelly[Kelly Doolie - GIS Analyst]
    Brian --- Tom
    Brian --- Michael
    Brian --- Greg
    Brian --- Kristin
    Brian --- Steve
    Brian --- Cindy
    Brian --- Kelly
        
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### St. Petersburg Beach Interlocal Agreement?

- St. Pete Beach seeking interlocal agreement with BTS for GIS Services
  - Application Development (290 hours\*)
  - GIS Integration Services with Permitting System (100 hours\*)

\* Estimated FY16 eGIS staff hours needed



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### 2015 Release 1 Project Status

<ul style="list-style-type: none"> <li><b>Public Works/Utilities</b> <ul style="list-style-type: none"> <li>PCUGIS Mapguide Replacement ***</li> <li>Spartan 2010 Transportation Data Migration</li> <li>Sign Inventory Mobile Data Collector</li> <li>Survey File Number (SFN) Viewer ***</li> </ul> </li> <li><b>Sheriff</b> <ul style="list-style-type: none"> <li>PCADS Vehicle Locator Application</li> <li>Crossing Guard Locator</li> <li>Trapsas Inventory GIS</li> <li>WebEnforces ***</li> <li>CrimeViewer/CrimeFighter</li> <li>Outstanding Warrants GIS Viewer</li> </ul> </li> <li><b>Countywide Efforts</b> <ul style="list-style-type: none"> <li>WebGIS Mapguide Replacement Viewer ***</li> <li>OpenStreetMap Public Website</li> <li>PostgreSQL/Explorer Cloud Services</li> <li>Address Notification/Mailer Application ***</li> <li>AIRS (Aerial Imagery) Application Updates</li> <li>Countywide Address Geocoders ***</li> <li>eGIS Server Move/Upgrade to Public Safety Complex</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li><b>Planning</b> <ul style="list-style-type: none"> <li>Historical Sites GIS Viewer</li> <li>Land Use/Zoning Half Section Maps</li> </ul> </li> <li><b>MBO/PPS</b> <ul style="list-style-type: none"> <li>GIS Data Migration and Map Product Updates</li> </ul> </li> <li><b>Real Estate Management</b> <ul style="list-style-type: none"> <li>County Owned Lands GIS (Phase II)</li> </ul> </li> <li><b>Emergency Services/911</b> <ul style="list-style-type: none"> <li>Roads/Addresses Dispatch Integration ***</li> <li>Damage Assessment Training/Exercises</li> </ul> </li> <li><b>Development Review Services</b> <ul style="list-style-type: none"> <li>Front Counter Permitting GIS Viewer ***</li> </ul> </li> <li><b>Supervisor of Elections</b> <ul style="list-style-type: none"> <li>MapInfo to Enterprise GIS Migration</li> </ul> </li> </ul>
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In Development  
In Testing  
Completed

# Minutes

## ESRI Agreement Specifications



April 13, 2015

Ms. Mary Buccigrossi  
Pinellas County  
Business Technology Services  
400 S. Fort Harrison Ave.  
Clearwater, FL 33756

Dear Mary:

Eri, Inc. is pleased to present this proposal for renewal of the current enterprise license agreement (2011 ELA757) for Pinellas County. Please find below proposed pricing and key business terms.

The Eri Enterprise License Agreement (ELA) will be for four years and will grant Pinellas County GIS unlimited access to the Eri products listed below, including maintenance on all software for the term of the agreement. The agreement will be effective on April 24, 2016 to correspond with the expiration of the current ELA term and requires a firm four-year commitment.

The proposal is based on the understanding that all departments in Pinellas County will participate in the enterprise license agreement. Pinellas County employees and in-house contractors are eligible to utilize the software included in the ELA.

An ELA will provide numerous benefits including:

- a lower cost-per-unit for licensed software
- substantially reduced administrative and procurement expenses
- maintenance on all Eri software identified in this proposal and deployed within the organization
- complete flexibility to deploy software products when and where needed.

The ELA pricing is based upon the current level of software deployed by the County and allows for potential expansion of licenses to support future initiatives. Proposed payment terms for the ELA developed to reflect your anticipated deployment schedule, are as follows:

	Year 1	Year 2	Year 3	Year 4	Total
Enterprise License Agreement Fee	\$580,000	\$600,000	\$620,000	\$620,000	\$2,420,000
including EEAP					

**Software and Maintenance included in Enterprise License**

The Enterprise License Agreement provides unlimited access to the following non-royalty bearing software:

- ArcGIS for Desktop Products – Advanced, Standard, and Basic editions (Single and Concurrent Use)
- ArcGIS for Desktop Extensions – Spatial Analyst, Network Analyst, 3D Analyst, Geostatistical Analyst, Publisher, and Schematics (Single and Concurrent Use)
- ArcGIS Engine Runtime Deployment
- ArcGIS Engine Runtime Extensions – Spatial Analyst, 3D Analyst, Network Analyst, Geodatabase Update

- ArcGIS for Server Products – Advanced, Standard, and Basic editions, in both Workgroup and Enterprise capacities
- ArcGIS for Server Extensions – 3D Analyst, Network Analyst, Schematics, Geostatistical Analyst, Spatial Analyst, Image and Workflow Manager
- Mapping and Charting Solutions – Eri Production Mapping

Also included in the ELA are:

- ArcGIS Online – one (1) Level 5 annual subscription with 500 users and 61,500 credits
- ArcGIS GeoEvent Extensions for Server – two (2) up to four core Enterprise production licenses and annual maintenance and two (2) up to four core Enterprise staging licenses and annual maintenance
- Eri Development Network (EDN) – five (5) annual subscriptions
- Eri Community Analyst – Level 2 plan (for use with ArcGIS Online); includes up to fifty (50) named users term license
- Eri CityEngine – one (1) Advanced and four (4) Basic licenses and annual maintenance
- ArcPad – annual maintenance for eight (8) previously deployed licenses
- Eri International User Conference - twenty (20) annual complimentary registrations
- Back-up Media - two (2) sets (optional)
- Authorized Tier Two Support Callers - twelve (12) callers

• **Eri Enterprise Advantage Program (EEAP)**

- One annual subscription to the EEAP program including the following components per year for four years:
  - Up to one hundred (100) hours of Technical Advisory time
  - Annual one (1) day Planning Session
  - Quarterly Enterprise Webcasts
  - Two hundred (200) Learning and Services credits that you can apply towards:
    - Consulting Support: Access to a range of industry and technical domain consulting capabilities.
    - Training: An important component of a successful GIS implementation is continued training and staff development. Learning and services credits provide access to Instructor-Led Training at an Eri facility or Instructor-Led Online Training. An Eri Training Consultant will work with Pinellas County to develop an organization-wide training plan. The training plan will allow you to educate your employees on the latest Eri GIS technology. This will promote the most efficient use of the technology and the highest return on investment. Eri offers an extensive curriculum of instructor-led training courses. A complete list of Eri training facilities and course catalog are available at [www.esri.com/training](http://www.esri.com/training)
    - Premium Support Services: Access to prioritized incident management and all-hours technical support.

As noted, this proposal includes an annual subscription to the Eri Enterprise Advantage Program. This program will provide Pinellas County GIS with an assigned technical advisor, annual GIS strategy and account reviews, and Learning and Services Credits for general consulting services support, training and/or Premium Support. Unused Learning and Services Credits expire 24 months from their purchase date, or if the annual subscription is not renewed, One month after the termination of the EEAP subscription.

whichever is first. The purpose of the Learning and Services Credits is to provide review of technology strategy, systems design review, non-production prototyping and other general technical consulting services support activities. These credits are not intended for use on project specific Professional Services (i.e. custom application services or database development). Any project-related activities require Eri's Professional Services will be scoped, budgeted and scheduled outside of the EEAP. Details regarding EEAP are provided at <http://www.esri.com/services/eeap/index.html>.

- Any activities proposed to be completed under the EEAP would be subject to review and approval by Eri to ensure alignment with the intent of the EEAP.

The following key business terms and conditions will apply:

- All Pinellas County GIS employees and in-house contractors will be eligible to use the products and services listed above.
- Software may only be deployed and used at Pinellas County GIS locations in the United States.
- Eri technology embedded in third-party products is not included under this agreement.
- Pinellas County GIS will establish a single point of contact for orders and deliveries, and will be responsible for redistribution to eligible users.
- Any software products identified in this proposal that have been previously deployed will be regarded as current on maintenance throughout the term of the agreement.
- Eri products not included in this agreement may be purchased at Eri Commercial List Pricing for software and maintenance.
- The first year payment will be due within 30 days of contract signature. The second and third year payments will be due within 30 days of the anniversary date of the contract.
- Pinellas County will establish a Tier 1 support center to field calls from internal users of Eri products. Designated authorized callers may directly contact Eri for Tier 2 technical support.
- Pinellas County GIS will provide an annual report of installed Eri products to Eri.
- Pinellas County GIS agrees that they shall abide by all United States export restrictions.
- Eri products that Pinellas County GIS is eligible to use will be automatically available for downloading. If requested, backup media will be provided under the agreement.
- Pinellas County GIS will name Eri their company-wide GIS standard, will act as an Eri reference site, and will permit Eri to publicize Pinellas County GIS's use of Eri products.
- The fee and benefits offered in this ELA proposal are contingent upon Pinellas County GIS's acceptance of Eri's standard licensing terms and conditions and the terms of the ELA.
- The details of this agreement will be confidential and may not be disclosed by the contracting parties.

This proposal is valid for 30 days. In order to complete the agreement within this timeframe, I ask that you contact me within the next seven days to work through any questions or concerns you may have.

The ELA pricing is based on the recommended implementation of the ArcGIS platform using best practices for local government. This will support Pinellas County GIS needs for data management, planning and analysis, field mobility, operational awareness, citizen engagement, and enterprise system integration, and allows for a phased implementation and continued growth and scalability to support business needs across Pinellas County.

The Enterprise License Agreement is the most cost effective way for Pinellas County GIS to implement a consolidated, simplified, unified, enterprise GIS and to enable widespread use of GIS and collaboration throughout the County. Eri looks forward to continuing its partnership with Pinellas County GIS and working together to use GIS to increase efficiencies, support better decision making, improve customer service, provide accountability/transparency, and engage citizens.

I appreciate the opportunity to present you with this proposal, one that I believe will bring great benefits to your organization. If you have any questions, please contact me by phone at 704-541-9810 ext. 8679 or by email at [acarnow@esri.com](mailto:acarnow@esri.com). Thank you very much for your consideration.

Sincerely,



Adam Carnow  
Account Executive  
Eri

