

# FIN - SOLE SOURCE

Status  
MANAGER

**Requesting Department: \***  
ITS

**Submitted By:**  
Tana Werner

**Date Created**  
01/22/2026

**Vendor Name:**  
ENVIRONMENTAL SYSTEMS RESEARCH INSTITUE

**Address:**

**E-mail:**

**Phone:**

**Price**  
\$8,075.00

**Account String \***  
17003.534120

**Description**  
REMOTE CONSULTING FOR ARCGIS CONFIGURATION ENGINEER SERVICE RETAINER PACKAGE

**1.) Uniqueness of vendor's item/service. How is this vendor the only vendor uniquely qualified to provide the product or service:**

ESRI IS THE ONLY PROVIDER OF SOFTWARE THAT INTEGRATES THE CITY'S ENTERPRISE GIS FOR THESE PRODUCTS

**2.) Market Research. Describe other, similar sources or products available in the market, if any, and why they are not acceptable:**

IT HAS NOT BEEN ABLE TO FIND SOFTWARE AND/OR SERVICES SIMILAR THAT PROVIDE THESE TYPES OF SERVICES

**3.) Proposed Actions. Describe the actions the department will take to overcome the present barriers to competition for any future acquisition of this product or service:**

IT WILL CONTINUE TO REVIEW SOFTWARE/SERVICES THAT WOULD PROVIDE BETTER SERVICES AND/OR SUPPORT

## Attachments (1)

FIN - ATTACHMENTS - SOLE SOURCE  
-

**Approval: Budget**  
Christine Vilivong

**Date**  
1/22/2026  
8:26:36  
AM

**Approval: Procurement Buyer**  
Andrew Byrnes

**Date**  
1/22/2026  
11:41:35  
AM

**Approval: Director**  
Matthew Vilord

**Date:**  
01/26/202  
6

**Approval: Procurement Manager**  
Wanda Roop

(not to exceed  
\$50,000.00)

**Date**  
01/26/202  
6

<b>Approval: City Manager</b>	(not to exceed \$100,000.00) without Council Approval	<b>Date</b>
-------------------------------	---	-------------

### Procurement Staff

<b>Procurement Staff Assigned</b>	<b>Council Agenda Date</b>	<b>Council Action</b>	<b>Resolution # Purchase Order #</b>
ABYRNES			
<b>Procurement Comments:</b>			
PO# 26500038 was opened for \$7,700 and funds have been used.			
Dept needs an additional \$8,075			
Section 2-144 (c)(2)(b) "Best Value"			

Council authorization required if exceeding \$100,000.00