



# STAFF REPORT

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<b>MEETING DATE:</b>	December 4, 2023
<b>MEETING TYPE:</b>	City Council Regular Session
<b>SUBMITTED BY:</b>	Katherine Lindsey
<b>AGENDA CAPTION:</b>	Discuss and consider Resolution R2023-1159 OF THE CITY COUNCIL OF THE CITY OF HUTCHINS, TEXAS, APPROVING AND AUTHORIZING THE CITY ADMINISTRATOR TO NEGOTIATE AND EXECUTE THE TERMS AND CONDITIONS OF THE AGREEMENT FOR PROFESSIONAL ENGINEERING SERVICES ON A DEFINED SCOPE OF SERVICES BASIS BETWEEN THE CITY OF HUTCHINS AND HALFF ASSOCIATES, INC. TO PROVIDE AND MAINTAIN ENTERPRISE GIS HOSTING SERVICES; AND PROVIDING FOR AN EFFECTIVE DATE.

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## **Background Information**

The maintenance agreement pertains to the GIS portal provided by Halff Associates through Esri. This agreement was expected from the beginning of the initial GIS development process, and is a budgeted expense. The hosting agreement allows Halff Associates to provide routine maintenance, troubleshooting, and supports to ensure the GIS portal operates smoothly. It also provides licenses through Esri so that staff members can access the secured portal.

## **Budget Implications**

The annual contract amount is \$7,000, with the option to add additional licenses if needed.

## **Operational Impact**

The hosting agreement will allow staff to have continued use of the GIS system.

## **Legal Review**

The resolution and contract were approved by the City Attorney.

## **Staff Recommendation**

Staff recommends that the City Council approve the contract.

## **Supporting Documentation and Attachments**

1. Resolution
2. Contract