



MEMORANDUM

DATE: July 23, 2019

TO: Rob Schultz, Town Attorney

FROM: Chris Gjerde, IT Manager

SUBJECT: Sole Source for Approval by Town Attorney
Lynx Technologies GIS Professional Services

BACKGROUND:

This sole source memo is to request approval of an agreement with Lynx Technologies GIS for professional services. Starting a new GIS consulting contract with a new consultant would be very disruptive to the Town's progress with GIS. Lynx hosts all the online GIS websites (staff, public, PD). Lynx has taken point on our LUCA Census work as well. The owner of Lynx is very familiar with the relationships between, and maintenance of, our many departments and systems that interact with the GIS data including our official Address list, Accela, Police CAD, on-premises ArcGIS databases, and others. Since Lynx GIS provides professional services, comparing their hourly rate with other GIS consultants is not our primary concern, however their hourly rates are far below other GIS consultants we have contacted in the past.

Approved as to Form:



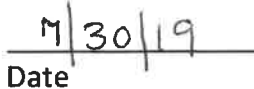
Rob Schultz, Town Attorney



Date



Shelley Neis, CMC, Town Clerk



Date