

DATE: SEPTEMBER 25, 2025

FROM: INFORMATION TECHNOLOGY

SUBJECT: RESOLUTION NO. _____ - APPROVE TRANSFER OF FUNDS FOR PAYMENT TO PUBLIC WORKS, BUREAU OF ENGINEERING FOR CITY OF LOS ANGELES ENTERPRISE LICENSE AGREEMENT WITH ENVIRONMENTAL SYSTEMS RESEARCH INSTITUTE, INC.

SUMMARY:

Staff requests approval of a Resolution to transfer funds to the City of Los Angeles (City), Department of Public Works, Bureau of Engineering (BOE) for payment of the City of Los Angeles Harbor Department's (Harbor Department) share of the City's Enterprise License Agreement (ELA) with Environmental Systems Research Institute, Inc. (ESRI) for software to support the Harbor Department's Geographic Information Systems (GIS) application. If approved, annual payment to the BOE will be \$69,513 for the next three years of the ELA for a total not-to-exceed amount of \$208,539. The Harbor Department is financially responsible for its cost share of the ELA.

RECOMMENDATION:

It is recommended that the Board of Harbor Commissioners (Board):

1. Find that the Director of Environmental Management has determined that the proposed action is administratively exempt from the requirements of the California Environmental Quality Act (CEQA) under Article II Section 2(f) of the Los Angeles City CEQA Guidelines;
2. Approve the Harbor Department's participation in the three-year ELA and proposed payments to the BOE for the Harbor Department's annual share of \$69,513 for the next three years, for a total not-to-exceed amount of \$208,539;
3. Authorize and direct the Director of Accounting of the Harbor Department to draw demands on the Harbor Revenue Fund in payment of the Harbor Department's obligations arising under the ELA;
4. Authorize and direct the Executive Director or designee and the Secretary of the Board to execute and attest any documentation necessary to process the payments approved by this Resolution for and on behalf of the Harbor Department; and

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5. Adopt Resolution No. _____.

DISCUSSION:

Background/Context – The GIS is used by multiple divisions in the Harbor Department for location and geographic data on a real-time basis to perform geographic analysis, location intelligence, domain awareness of land boundaries, space assignments, leases, ship locations, environmental hazmat data, engineering data, Fleet Week event management and over a hundred additional GIS data layers.

The BOE has been designated by the City as the Contract Administrator for the ELA with ESRI and negotiated the recent ELA for the period of three years beginning July 1, 2025 through September 30, 2028. The Harbor Department is one of 22 departments participating in the ELA. The software subscription is used for the Harbor Department's GIS. The BOE will move City Council to adopt a Motion authorizing the BOE to act on behalf of the City for approval of the ELA.

The BOE has coordinated annual payments to ESRI for the last ten fiscal years and requires the transfer of funds by various City departments and bureaus to the BOE in order to participate in the ELA. The BOE will then remit payment to ESRI to ensure there is no lapse in service.

The Harbor Department is a participating department under the ELA and requested by BOE to make annual payments of \$69,513 for the next three years of the ELA for a total not-to-exceed amount of \$208,539, with the payments to be paid based upon Board approval of the proposed Resolution (Transmittal 1).

ENVIRONMENTAL ASSESSMENT:

The proposed action is an approval of the resolution to authorize payment to BOE enabling the Harbor Department to participate in the ESRI Enterprise License Agreement for software subscription services, which is an administrative activity. Therefore, the Director of Environmental Management has determined that the proposed action is administratively exempt from the requirements of CEQA in accordance with Article II Section 2(f) of the Los Angeles City CEQA Guidelines.

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FINANCIAL IMPACT:


Approval of the proposed action will enable the Harbor Department to transfer funds to the BOE in the amount of \$69,513 annually for payment of software that supports the Harbor Department's GIS application. Fiscal Year 2025/2026 funding in the amount of \$69,513 is available within Account 571007 (City Services - City Public Works), Division 50010 (Information Technology). Upon approval, the first payment of \$69,513 will be transferred to the BOE by October 24, 2025. Future fiscal year funding will be requested as part of the annual budgeting process, subject to Board approval.


CITY ATTORNEY:

The Office of the City Attorney has prepared and approved the Resolution as to form and legality.

TRANSMITTALS:

1. Resolution

FIS Approval: 
CA Approval: 


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SHEEBA VARUGHESE
Chief Information Officer


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THOMAS E. GAZSI
Chief of Public Safety and
Emergency Management

APPROVED:

 for

EUGENE D. SEROKA
Executive Director

SV:im