

Questions Submitted/Answers - Town of Weston, CT Request for Proposals for Parcel Mapping & Web-Based GIS Application – 11/7/14

Questions:

- What is the budget? Do they have the funds appropriated and if so who did the leg work to secure those funds? Basically, who is the champion for this project? I know you said Ken and I have not met Ken but it looks like someone with a GIS background has added a few things in here.
- What is the main driver for this project (other than they don't have GIS)? (reassessment, E911, Planning,??)
- Who is on the selection committee?
- Who helped them with the RFP?
- What companies have they been talking too?
- Can we get a sample (scan) of one of the maps? We don't need the full map if they don't have a large scanner. Just the center that would show parcel lines and details.
- About how many parcel splits do they have a year

The capital funds were secured in the last Town budget. The budget is about \$50,000. Ken Whitman and Tracy Kulikowski did the legwork to secure the funds with the First Selectman's office. Our Fire, EMS, Dispatch and Police Department are also very interested in the data and maps. Ken and Tracy drafted the RFP with some help from the Town of Somers, CT 2012 RFP and the GIS Coordinator from the Western CT COG. The selection committee has not been finalized yet. The main driver of the project is the data that we will be receiving shortly from the Regional GIS project (funded by a State grant). Tracy Kulikowski spoke with the GIS Coordinators at WCCOG (formerly SWRPA) and not with any specific companies. We will send a digital sample of a tax map along with this document.

Several companies from India have contacted Ken or Tracy and asked if they can participate in the RFP. They can participate. We have recommended that they work with a local partner.

1. Can the Town provide a digital sample of a tax map? Yes
2. What is the condition of the tax maps? The 31 current tax maps are on mylar and in good condition.
 - a. Are they available as scanned or will they be provided in paper format? They are being scanned and will be provided to the selected consultant.

If in paper format;

- b. Are they frayed, ripped, faded or otherwise hard to read? No
- c. What type of paper are they printed on? Linen, vellum, etc..? Mylar
- d. Are they in color or are there colors that are meaningful that would require color scanning or printing? No, they are black and white.
- e. What size (dimensions in inches) are the tax maps? 24"x36"

It is noted in the RFP that the assessor tax maps are dated and that much of the information needs to be verified from town clerk surveyor maps but the RFP states that the parcel automation should be produced from these 31 assessors tax maps.

3. Will the town clerk surveyor maps be needed to complete this project? Yes
 - a. If so, please describe as noted above. See above.

4. Are the parcel boundaries and text shown on the 31 tax maps accurate or up-to-date? No
 - a. If not, is there an estimate on the number of maps or parcels that need updating?
The maps have not been updated since 2006. Since 2006 there have been approximately 75 parcels affected by subdivisions, lot line adjustments or lot splits.

If the Town Clerk maps are not already scanned and will be given to us in paper format, approximately how many are there?

All Town Clerk maps have been scanned to date.

1. The RFP does not mention any completion date required, does the Town have a date in mind where it would be advantageous for the vendor to have the project completed by? The Town does not have a specific date in mind. The town would expect that it would take about 6 months to complete the parcel base map.

2. How will the Town Clerk survey maps be made available to the vendor? Have they been scanned and will be provided digitally or will the vendor be given paper copies of the Town Clerk surveys? Most of the survey maps recorded in the Town Clerk's office have been scanned. Paper copies of the most recent recorded maps will be provided to the consultant.

3. When asking for the comparison of lot areas you mention CAMA acreage and GIS derived acreage. Are you considering the GIS derived acreage to be that shown on the Town Clerk Survey maps or the actual acreage of the parcel polygon as drawn in the GIS? Assuming you meant the parcel polygon area, what about comparing the acreage value shown on the Town Clerk survey maps and which of these value is to be represented on the new Tax Maps? The acreage shown on the survey maps recorded in the Town Clerk's Office is to be represented on the new tax maps.

4. With regards to annual maintenance, approximately how many deeds/plans requiring mapping changes would you estimate need to be processed by the vendor each year? 10 to 15.

5. Please clarify what is meant under Task 1 when it says 'Prepare one draft set of tax maps in PDF and / or by print using the new GIS data layers as part of the 50% and 100% deliverables'. It is not clear to us what is meant by the 50 and 100% deliverables. Ignore.

6. Task 1 deliverables; please clarify what is to be shown on the account and acreage reconciliation maps. We understand providing the list of acreage differences, just not clear about what is to be shown on the maps and is this one map or multiple maps? We want the acreage differences shown on each of the 31 tax maps.

7. Is there a scanned copy of the current Zone Map that can be provided to us for review?

Yes, a scanned copy of the zoning map will be provided along with this document. Though you should know that the entire Town is zoned Two-Acre Farming and Residential District with the exception of the Neighborhood Shopping Center District, which is only 6 acres in size.

8. Please describe what the Town has for oblique imagery and how the Town currently accesses it. For example is this 2013 Pictometry data that the Town access through a web based application hosted by Pictometry or is it only available through using a local install of Pictometry software?

The Town's oblique imagery was prepared by GEOSPAN in 2013. The Town can access the data through a web based application hosted by GEOSPAN and there will also be a local installation of GEOVISTA GVM app, version 3.

7. What level of the CT Parcel Standard is the Town wanting compliance with, level 1, 2, or 3? Three (3).

- Does the Town require that the vendor create web services of the ancillary datasets (planimetrics, contours, etc.) or are they already available as services from an existing agency's server (i.e. from SWRPA)?

No, these services will become available within the next year through the SWRPA/WCCOG web mapping service.

- Will the Town consider non-ESRI options (i.e. open-source solutions)?

The Town will consider non-ESRI options, however, the vendor must have a proven track record supporting open source software and the vendor must provide an explicit description of how maintenance and support of the open source stack will be conducted.

- 1) Could you send a few pics of what the present tax maps look like? Yes, they will be included with this document.
- 2) Have you have been keeping track of survey numbers? Are they in cama or written on the maps? Yes. They are in CAMA and many are also stamped on the recorded survey maps.
- 3) How far back have you recorded the survey numbers? Map 1 is dated 1910.
- 4) Are all the lot numbers written on the present tax maps as well? Yes.