

REQUEST FOR PROPOSALS

Bayfield County, Wisconsin is soliciting proposals from qualified persons or companies for the development or enhancement of the existing interactive web mapping sites. The purpose of the project is to be able to publish Geographic Information System (GIS) layers via web application for use by anyone interested in Bayfield County's GIS data.

Request for Proposal packets may be obtained by contacting:

Bayfield County Land Records Department
Scott Galetka, Land Records Administrator
117 East Fifth Street
PO Box 878
Washburn, WI 54891

E-mail SGaletka@BayfieldCounty.org

Telephone: 715-373-6156 Fax: 715-373-6101

Web: <http://www.bayfieldcounty.org/landrecords/index.htm>

One (1) original proposal, signed in ink by an authorized representative must be received at the address shown above by 4:00 PM, March 20, 2008. All proposals must be submitted in a sealed envelope, clearly labeled "*Interactive Web Mapping*" and must bear the name of the firm and contact person. Late proposals will not be accepted, or considered and will be returned unopened. Proposals may not be submitted via fax machine.

Scott M. Galetka
Bayfield County Land Records Administrator



BAYFIELD COUNTY LAND RECORDS DEPARTMENT

**Bayfield County Courthouse
117 East Fifth Street
Post Office Box 878
Washburn, WI 54891**

Scott Galetka, Land Records Administrator
Holly Hemingway, GIS Technician
Lynn Divine, Real Property Lister
Perri Shuga, Tax Deed Clerk/Assistant Real
Property Lister

*Land Records (715) 373-6156
Real Property/Tax Deed (715) 373-6132*

REQUEST FOR PROPOSAL for Interactive Web Mapping

I. INTRODUCTION

Bayfield County, Wisconsin is soliciting proposals from qualified persons or companies for the development or enhancement of the existing interactive web mapping sites. The purpose of the project is to be able to publish Geographic Information System (GIS) layers via web application for use by stakeholders in Bayfield Counties GIS data. This development will be designed to meet the current and future needs of Bayfield County and give greater access to the surveying, zoning, tax listing, conservation, tourism, forestry, and highway related data.

II. BACKGROUND INFORMATION

Bayfield County is located in beautiful North West Wisconsin and covers approximately 1510 square miles. Two cities, Washburn and Bayfield, are located in Bayfield County with Washburn serving as the county seat. There are 25 towns and one village in Bayfield County. The Red Cliff Band of Lake Superior Chippewa also is located in Bayfield County WI.

Bayfield County currently uses an open source application called MapServer to deliver its GIS data via the web. We have four separate sites that provide GIS data that can be accessed from the Land Records main page. <http://www.bayfieldcounty.org/landrecords/index.htm> and http://www.bayfieldcounty.org/landrecords/lakesuperior_shore.htm The sites are called MapViewer, SurveyViewer, Shoreviewer, and MapViewer for Recession Analysis. The code for these sites is available on our FTP site; please contact the Land Records department for the username and password.

The public can also download static parcel maps from the web with a download they must install to view the documents. We are currently in the process of making these maps available in a format without a download until we have a fully functional interactive website. We would like to eliminate this option or to hyperlink it to the interactive maps.

The County uses ArcSDE to manage all of its data and all data has been converted from AutoCAD environment.

III. SCOPE OF WORK, STANDARDS AND SPECIFICATIONS

- A. **Project** We are soliciting proposals from qualified persons or companies to mend and enhance the current application **or** to migrate the current functions into a different application. The site must be quick, clean and made available in a user friendly format.

B. **Coordinate System/Vertical Datum.** All Bayfield County horizontal data is in the Wisconsin Coordinate Reference Systems (WISCRS)-Bayfield County NAD83 (91) feet, and the vertical data is in North American Vertical Datum of 1988 (NAVD 88) feet. Appendix 1

C. **Deliverables and Functionality**

- a. Platform neutral
- b. Zoom in, zoom out, zoom to full extent, pan, identify, measure length and area, go to previous extent, scale bar and set scale
- c. Select by location
- d. Buffer features
- e. Generate labels from a selection query
- f. View Metadata
- g. Must allow other programs to connect to the data ie. ArcGIS
- h. Allow users to purchase or request a print of a map to be printed in the Land Records Dept.
- i. Print to pdf, jpeg, eps, gif, bmp, and tiff. 8.5x11,8.5x14 and 11x17
- j. Auto label features
- k. Easily change fonts and symbology
- l. Hyperlink formats JPEG, PDF, BMP and TIFF
 - i. Tie sheets
 - ii. Survey control
 - iii. Unrecorded maps
 - iv. Photos
 - v. Parcel maps
- m. Ability to resize map frame
- n. Ability to connect to ArcSDE or ArcServer
- o. Ability to bring data to Google Earth and Virtual Earth and vice versa
- p. Allow user to accomplish simple edits point, line
- q. Auto zoom to parcel from CARMODY, Zoning application
- r. Ability to connect to NOVUS or vice versa, Land Records application
- s. Ability to connect to Fidler or vice versa, Register of Deeds application
- t. Auto zoom to a parcel from search
- u. Ability to upload data from other sources with standard, ie. Parcels (This would look like community or regional site)
- v. Ability to create a separate “simple” site quickly with little or no cost
- w. Add a point to map and convert points DMS, DD to County Coordinates
- x. Search by
 - i. WI Corner Point ID
 - ii. Site Address
 - iii. Section Town and Range
 - iv. Parcel number
 - v. Old parcel number
 - vi. Owner Last name
 - vii. Township
 - viii. Watershed
 - ix. Quad map
 - x. Place
 - xi. Oblique photo

D. Data Layers to be Published

- a. Building (point)
- b. Driveway (point)
- c. Road signs (point)
- d. Access (point)
- e. Roads (line)
- f. Cadastral
 - i. Control (point)
 - ii. Parcel (line, Polygon)
 - iii. Land Hooks (line)
 - iv. Government Lot (Line)
 - v. North and South Parcel Anno (Anno)
 - vi. PLSS (line)
 - vii. ROW (line)
- g. Contours (line)
- h. MCD (line, polygon)
- i. Recreation trails (line)
- j. FCL (polygon)
- k. County Forest (poly)
- l. Forty Acres (poly)
- m. Helispots (points)
- n. Hydro 12k and 24k (line)
- o. Lake (poly)
- p. Landcover (poly)
- q. Original Vegetation (polygon)
- r. USA Lands (polygon)
- s. Survey map locations (point)
- t. Tie sheet locations (point)
- u. Watersheds (polygon)
- v. Wisconsin Counties (polygon)
- w. Zoning Districts (polygon)
- x. Zoning Segment Setbacks (line)
- y. 2005 Color 1ft pixel
- z. 1992 B&W 1 meter
- aa. 1998 B&W 1 meter
- bb. 1938 B&W partial
- cc. 1960 B&W partial
- dd. 2004 FSA imagery
- ee. 2005 NAIP imagery
- ff. 2006 NAIP imagery
- gg. 2008 NAIP imagery
- hh. LIDAR data 200 square miles
- ii. Slope data
- jj. Oblique photos 1976, 2002 and 2007
- kk. 2009 spring Pictometry flight 1ft and 4inch

E. List Cost of each

- a. Update existing interactive mapping code for MapViewer, SurveyViewer, Shoreviewer, and MapViewer for Recession Analysis
- b. Add additional functionality to existing sites
- c. Redesign existing sites in a different platform
- d. 3 year maintenance
- e. List requirements for county to host

F. **Timeline** The following is an estimated schedule for the project. The schedule will also be established in the contract negotiated with the successful Respondent.

<i>Event Description</i>	<i>Schedule Date</i>
Release Request for Proposal	February 19, 2009
Questions or Clarifications Due to County	March 6, 2009
RFP Addenda To Proposal Questions (posted on web)	March 13, 2009
Proposals due to Bayfield County by 4:00 PM	March 20, 2009
Open Proposals	March 23 1, 2009
Proposal Evaluation and Recommendation Process	March 31, 2009
Approval	April 6, 2009
Contract Finalized	April 7, 2009
Final Acceptance of Deliverables	July 1, 2009

Any time during the course of this project should the Contractor encounter difficulty in meeting an incremental or final delivery date; they must notify the County immediately of such cause and the extent of delay. The timeline is specified based on a grant deadline that is funding a portion of this project. Failure to meet this timeline will result in loss of grant funds.

Training The selected contractor will provide on-site training of at least 15 hours to Bayfield County staff for maintenance of the site. This may be conducted through webinar.

Ownership of Deliverables All materials developed, prepared, completed, or acquired by the contractor during the performance of services specified in this request, including all finished or unfinished documents, digital data, drawings, maps, calculations, reports, etc., shall become the property of the County

III. INSTRUCTIONS TO RESPONDENTS

- A. **Proposal Submission Requirements** It is intended that each respondent furnish all information requested in this document. Unless specifically requested, promotional literature is not desired and will not be considered to meet any of the requirements. Exclusion of any of these items could be grounds for proposal rejection by Bayfield County.
- B. **Transmittal Letter** A letter of transmittal, not to exceed two pages in length, shall bear the signature of an authorized representative of the respondent and designate by name not more than two individuals authorized to negotiate and sign an agreement with the County on behalf of the respondent.
- C. **Organizational Description** Provide a description of your organization, including qualifications addressing why your organization is suited to provide the services requested. Describe the size of your facilities, technology that will be used for the conversion work in this project, staffing

commitments to assure your ability to meet the County's time frame, your understanding of the County's needs in the proposed project and describe past client projects you have completed that are similar in nature to that proposed in this RFP. This must also include a description of additional subcontractors and associations with other firms you wish to utilize in the performance of proposed work under this project, including the intended working relationships and responsibilities of each.

- D. **Project Approach** Describe how you will approach completion of the project and delivery of products requested in this RFP, from both a technical and project management perspective. Describe the proposed project team and the level of commitment for key individuals that can be provided to this project. Provide resumes for the project manager and other key staff. This component should also describe involvement by subcontractors or other firms that will work on the project and include a statement indicating the mechanisms intended to be used to coordinate the proposed work with the County.
- E. **Project Schedule** Include a schedule for completing the work and a reporting schedule.
- F. **County Obligations** Include a list of all items to be provided by the County to assist you in completing the requested work. This should include any manual records, digital data (i.e. corner control, planimetrics, etc.), proposed use of County staff, office space, and equipment, materials, supplies that will be expected from the County.
- G. **Conflict of Interest** The proposal must include a statement that you have no conflict of interest with past, present, or known future policies, plans, or programs of the County.
- H. **Product Example** Provide an example of government and nongovernmental interactive mapping websites.
- I. **References** Each proposal must give the names, addresses and phone numbers of three (3) individuals from organizations that have procured similar services to act as references for the respondent. The individuals identified must at least hold a position of project management or other contract authority. Please provide the size of each reference project in terms of total area of project, location, type of conversion methodology employed, period of contract, and the amount (\$) of the contract.
- J. **Pricing Information** The respondent is required to submit a cost for each project component as outlined in this RFP as well as a total project cost.
- K. **Requests for Clarification** Any requests for clarification or additional information deemed necessary by any respondent shall be submitted via e-mail to (Sgaletka@BayfieldCounty.org) of the Bayfield County Land Records Department by March 6, 2009. Bayfield County will respond by March 13, 2009 using e-mail in the form of an addendum and posted to the web for all prospective respondents.
- L. **Proposal Packaging** All proposals must be submitted in a sealed envelope, clearly labeled "*Interactive Web Mapping*".
- M. **Response Submission Deadline** One (1) original proposal, signed in ink by an authorized representative, and two copies must be received at the address shown below by 4:00 PM, March 20, 2009. All proposals must be submitted in a sealed envelope, clearly labeled "*Interactive Web Mapping*" and must bear the name of the firm and contact person. Late proposals will not be accepted, or considered and will be returned unopened. Proposals may not be submitted via fax machine.

**Send proposals to: Bayfield County Land Records Department
 Attn: Scott M. Galetka, Land Records Administrator
 117 East Fifth Street
 Post Office Box 878
 Washburn, WI 54891**

- N. **Duration of Proposals** All proposals submitted will be binding for a period of 365 calendar days following the proposal opening date unless respondents, upon request of the County, agree to an extension.
- O. **Cooperative Purchasing**
 The Vendor shall extend the pricing of the above products available a “municipality” as defined as any county, city, village, town, school district, board of school directors, sewer district, drainage district, vocational, technical and adult education district, or any other public body having the authority to award public contracts. Federally recognized Indian tribes and bands in Wisconsin may participate in cooperative purchasing with the state or any municipality.
- P. **Proposal Opening and Evaluation** All proposals submitted will be opened and evaluated by Bayfield County staff. Proposals will be evaluated based upon completeness of proposal, technical qualifications and proposed project costs. Technical qualification factors may include but are not limited to quality of professional people assigned to the project, past performance in providing similar services, project references, etc. The staff may request any or all firms to make oral presentations to the review panel. Such presentations will provide firms with an opportunity to answer any questions regarding their firm’s proposal.
- Q. **Final Selection** Bayfield County will select a contractor based upon the recommendation of the staff involved in the proposal reviews. The Land Information, Conservation and University Extension Committee will have the final review and approval of the contractor. The award resulting from this RFP will be made to the contractor that submits the response that, in the County’s opinion best serves the overall interests of the County. Bayfield County will negotiate a professional services agreement with the successful contractor.
- R. **Insurance and Bonding** The selected contractor shall have adequate insurance coverage that will protect operations conducted under contract, whether performed by the contractor, a subcontractor, or anyone employed by them. The contractor shall be required to furnish the County an insurance certificate five (5) days prior to contract award, certifying the contractor and any subcontractor is covered by the following types and amounts of coverage:

<i>Type</i>	<i>Limits</i>
<i>Worker’s compensation & Employer’s Liability</i>	<i>Coverage A: \$ Statutory; Coverage B: \$100,000 Employer’s Liability</i>
<i>General liability, Bodily injury/Personal injury, Property damage</i>	<i>\$1,000,000 each occurrence, Combined single limit</i>
<i>Automobile liability, Bodily injury, Property damage</i>	<i>\$1,000,000 each occurrence, Combined single limit</i>
<i>Umbrella excess liability insurance</i>	<i>\$1,000,000 each occurrence, Combined single limit</i>

The selected Contractor will be required to post a “Performance Bond” at least equal to the contract price or an Irrevocable Letter of Credit at least equal to 50% of the contract price and valid for at least 90 days beyond the contract closing as security for the faithful performance of the work to be contracted.

- S. **No Assignment** Assignment by the selected Contractor to a third party of any contract entered into for this project is prohibited and will not be recognized by the County unless approved by the County in writing. All work shall be completed within the United States.
- T. **Indemnification** To the fullest extent permitted by law, the Contractor shall indemnify and hold harmless the County and its agents and employees from and against all claims, damages, losses and expenses, including but not limited to attorney fees, arising out of or resulting from the services provided by the Contractor for the request services addressed in this document.
- U. **Rights Reserved**
Bayfield County reserves the right to accept or reject any or all proposals in part or in total, as deemed to be the best interest of Bayfield County. Bayfield County also reserves the right to waive any minor informality or irregularity in any proposal. The RFP does not commit the County to award a contract to any contractor or to pay any cost incurred in preparation of a proposal submitted in response to this request. The County reserves the right to negotiate with any qualified contractor or to cancel in part, or in its entirety, this RFP, if it is deemed to be in the best interest of the County.

APPENDIX

Bayfield County

WISCRS (Wisconsin Coordinate Reference Systems)



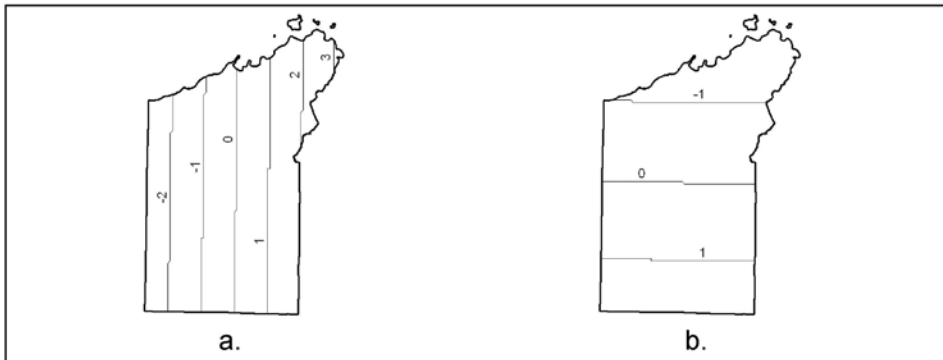
Projection: Lambert Conformal Conic

The parameters for this projection are

1. Origin Longitude (λ_0): 91°09'10.000000"
2. Latitude of the Central Parallel and Coordinate Origin (Φ_0):
46°40'10.734158"
3. False Easting (E_0): 228600.4575 meters (750000.001 U.S. survey feet)
4. False Northing and Northing of the Central Parallel at the Central Meridian (N_0):
148551.4837 meters (487372.659 U.S. survey feet)
5. Scale Factor on Central Parallel (k_0): 1.0000331195

NOTE: Distance units in meters; angular units in degrees, minutes, seconds; and the scale factor are exact.

Coordinate Shifts (WISCRS minus WCCS)



Isoline Maps of a) Easting (X) Shift and b) Northing (Y) Shift (in Millimeters) for Bayfield County

The maximum absolute value in any easting shift is less than 4 millimeters.

The maximum absolute value in any northing shift is less than 2 millimeters.

NOTES:

1. WISCRS parameters, above, are for use with the GRS 80 ellipsoid. WCCS parameters, published in 1995, were for use with enlarged or raised ellipsoids.
2. The *de facto* horizontal geodetic datum and adjustment for WISCRS is NAD 83 (1991). However, ground-to-grid ratios, for most applications, are also negligible for other adjustments of NAD 83 (e.g., NAD 83 (1986), NAD 83 (1997)).