



Renewal

RightSpot GIS Services Effingham County, Georgia PID No. 22012

May 24, 2022



Spatial Engineering, Inc.

Attn: Richard L Truluck
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Rincon, Georgia 31326
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www.spatialengineering.com

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1 Background

Effingham County (COUNTY), a Tier 2 coastal Georgia county, uses Spatial Engineering, Inc.’s (SPATIAL) RightSpot GIS Services to maintain utility infrastructure data and provide other GIS related support services as needed. This document renews these services for 12 months effective July 1, 2022 and ending June 30, 2023.

2 Points of Contact:

Spatial Engineering, Inc.

Project Manager:

Ricky Truluck, PE
613 Towne Park West Dr., Ste. 202
Rincon, GA 31326
rtruluck@spateng.com
O: 912-826-6688

Effingham County, Georgia

GIS Coordinator/Project Manager:

Pamela Melser, GISP
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Springfield, GA 31329
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O: 912-754-8050

3 Definitions

ESD	Effective Start Date is the proposal execution date at initial setup; or the continuation date for renewals.
GIS	Geographic Information System
HTML5	Revision 5 of the “Hypertext Markup Language,” the standard programming language for describing the contents and appearance of Web pages.
HTTPS	"HyperText Transport Protocol Secure." Website using the HTTPS protocol to encrypt data sent back and forth with SSL encryption.
NA	Not Applicable
NIC	Not in Contract
PID	Project Identification

4 Task 1 – RightSpot™

Approach: SPATIAL will maintain a RightSpot web portal based on COUNTY GIS data. SPATIAL will coordinate with the COUNTY to determine what data to load into RightSpot. SPATIAL will not edit or change COUNTY data as part of this task. The GIS data will be available to authorized users ONLY. The data will be READ ONLY. The intent is for RightSpot to be an internal tool to view COUNTY GIS data.

4.1 Cost:

1. RightSpot set-up fee: \$0 (waived for renewals)
2. 12-months data access: \$4,800

4.2 Scope:

1. Host and provide access to COUNTY’s GIS data via RightSpot.

2. Provide RSA 4096-bit secure HTTPS encryption.
3. Provide user management and password control.
4. Provide 10 unique RightSpot users.
5. Provide access for tablet and smartphone (requires internet access).
6. Provide RightSpot tools and workflows including:
 - Simple and advance query
 - Global Search
 - Mailing Labels (dependent on County Parcel and Address Point data)
 - Field Notes (with Attachments)
 - Markups (with Attachments)
 - Project As-built data(if data is available)
 - Water Break Isolation (dependent on quality of water data)
 - Sewer Trace (dependent on quality of sewer data)
 - Stormwater Trace (dependent on quality of stormwater data)
 - Flood Zone Report (dependent on flood zoning data)
 - Property Zoning Report (dependent on County Zoning data)

4.3 Deliverables:

1. RightSpot access
2. Monthly updates (based on data changes)
3. CDROM of all GIS data and linked documents, upon request

4.4 Travel:

1. None.

4.5 Schedule:

1. July 1, 2021 – June 30, 2022

4.6 Assumptions:

1. Standard RightSpot set-up procedures apply.
2. All data maintenance will be performed under On-Call Services.
3. SPATIAL does not guarantee access against natural disaster, national disaster, and forces outside our control.
4. SPATIAL does not guarantee internet connectivity between SPATIAL's network demarcation point (DP) and the COUNTY's network DP. To ensure system health and a rapid recovery in the event of hardware failure, Spatial Engineering maintains a backup and disaster recovery plan that includes redundant network providers, emergency backup servers, and remote data backup outside the southeastern US using SPATIAL owned and managed devices.

5 Task 2 – On Call Support (OCS)

Approach: On Call Support (OCS) provides the COUNTY the ability to request data updates, analysis, maps, field collection, application development, etc. on an as needed basis. The County Manager, or their designee, must approve the OCS prior to beginning work.

5.1 Cost:

1. Cost will be estimated and approved per task.
2. SPATIAL will use the current commercial rate schedule. See Attachment A.
3. SPATIAL will estimate and execute with the appropriate skill level.
4. Work requests are billed monthly.

5.2 Scope:

1. SPATIAL will provide services as requested.
2. The COUNTY may request services using email or telephone.
3. OCS may include, but are not limited to:
 - a. Data Maintenance – Provide data updates, analysis, maps, field collection, application development, etc. Services may include, but are not limited to:
 - i. Data update based on input from COUNTY.
 - ii. Scan paper projects map data to PDF format, update GIS Project data layer, and link PDF images to GIS project record.
 - iii. Extract/digitize scanned data.
 - iv. Field data collection and update.
 - v. Collect drone aerial site imagery.
 - vi. GPS survey (sub-foot or greater accuracy) of visible features. The intent is to increase confidences in location data.
 - vii. Verify physical attributes like size, material, and type. Attributes will be collected on visible features only. This task does not include locating, excavating, or uncovering buried features.
 - viii. Photograph surveyed features. Link photo to feature in GIS.
 - ix. Custom workflows and configurations.
 - x. GIS analysis and products.
 - xi. Map production.
 - xii. GIS “help desk” support.
 - xiii. Data exports.
 - b. Data Analysis –
 - i. Build topology and identify connectivity gaps.
 - ii. Identify discrepancies and anomalies in the data.
 - iii. Identify missing attribute data like size, material, etc.
 - c. Monthly Updates – Changes to the data made during a given month are available via RightSpot the first business day after the last Thursday of each month.

5.3 Deliverables:

1. Incorporate resulting GIS products into the COUNTY's RightSpot database, where appropriate.
2. Provide OCS products in an Esri geodatabase format per specified requirement.

5.4 Travel:

1. Local travel based on specific request/task.

5.5 Schedule:

1. The schedule of each request is specific to the requirements.

5.6 Assumptions:

1. The County Manager or their designee assigns/approves request.
2. SPATIAL will not bill unless tasked.
3. On-Call Support will be estimated, when requested.
4. SPATIAL will request authorization to proceed for individual tasks is estimated to be over \$2,000.

6 Cost Summary

The total estimate for this renewal is \$4,800.00. The table below summarizes all costs. Cost assumptions are presented under each Task above.

Cost Summary	
Description	Item Cost
Item 1 – RightSpot™ Web Portal (1)	\$4800.00
Item 2 – On-Call Services (2)	\$0.00
Total Cost	\$4,800.00
Notes:	
<ol style="list-style-type: none"> 1. The cost for Task 1 is fixed for the contract period. The payment for Task 1 is due at the beginning of the contract period. SPATIAL has the right to adjust the RightSpot™ web portal fee at the anniversary of the contract. SPATIAL will provide 90-day notice to the COUNTY of any change to the fee. 2. On-Call Support is estimated when requested. 	

7 Schedule

The contract period of performance will begin July 1, 2022 and end June 30, 2023.

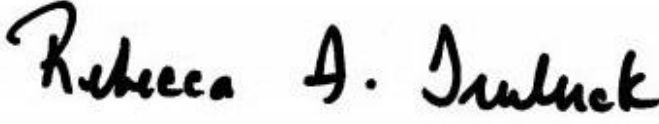
8 Renewal and Cancellation Policy

The contract will automatically renew on the anniversary date for an additional one-year term. The COUNTY and SPATIAL may terminate services provided the receiving party is given, in writing, a 30-day notice. Upon termination, SPATIAL will return all COUNTY data in Esri ArcGIS format within 15 calendar days.



9 Proposal Acceptance

If the tasks, schedule, and cost presented in this proposal are acceptable, please sign, date, and return a copy to Spatial Engineering, Inc.

For: Spatial Engineering, Inc.	For: Effingham County, GA
 <hr/> Date: <u>05/25/2022</u>	<hr/> Date: _____
Rebecca F Truluck, P.E. President O: 912-826-6688 btruluck@spateng.com	Name: _____ Title: _____



Attachment A – Spatial Engineering Rate Schedule (Effective 1/1/2022)

ITEM#	SIN#	Labor Category	Fully Burden Rate⁽¹⁾
001	132-51	Project Manager	\$150.20
002	132-51	Geospatial Analyst III	\$131.12
003	132-51	Geospatial Analyst II ⁽²⁾	\$88.34
004	132-51	Geospatial Analyst I	\$75.46
005	132-51	Database Manager	\$112.04
006	132-51	System Administrator	\$89.12
007	132-51	Software Developer III	\$139.06
008	132-51	Software Developer II	\$86.80
009	132-51	Software Developer I	\$74.36
010	132-51	Technician III	\$88.00
011	132-51	Technician II	\$80.01
012	132-51	Technician I	\$67.29
013	132-51	System Architect	\$138.90
014	132-51	Business Analyst III	\$133.55
015	132-51	Business Analyst II	\$105.60
016	132-51	Business Analyst I	\$85.70
017	132-51	Data Analyst III	\$99.75
018	132-51	Data Analyst II	\$86.80
019	132-51	Data Analyst I	\$71.00
020	132-51	Documentation Specialist	\$55.00
021	132-51	Data Specialist II	\$75.00
022	132-51	Data Specialist I	\$58.00
100	000-00	Mileage Rate ⁽³⁾	\$0.585/mi
400	000-00	Drone ⁽⁴⁾	\$75.00

Notes:

1. Fully burden rates include fee.
2. Labor category includes FAA certified Remote Pilot for Small UAF (drones).
3. Mileage rate taken from IRS published rates effective 1/1/2022.
4. Rate shown is per hour flying time.