



Renewal

RightSpot GIS Services Effingham County, Georgia PID No. 24011

March 8, 2024



Spatial Engineering, Inc.

Attn: Richard L Truluck
613 Towne Park West Drive, Suite 202
Rincon, Georgia 31326
Office. 912.826.6688
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 beginning July 1, 2024 and ending June 30, 2025.

2 Points of Contact:

Spatial Engineering, Inc.

Project Manager:

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

Effingham County, Georgia

GIS Manager:

Pamela Melser
804 S Laurel St.
Springfield, GA 31329
pmelser@effinghamcounty.org
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™

4.1 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. The GIS data will be available to authorized users ONLY. The data will be READ ONLY.

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 20+ unique RightSpot users. The current user list is provided in Attachment A.
4. Provide access for tablet and smartphone (requires internet access).
5. 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 Assumptions:

1. Standard RightSpot set-up procedures apply.
2. All data maintenance will be performed under Task 2 – 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)

5.1 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.

5.2 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:

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- 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 of the following 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 Assumptions:

1. The COUNTY Point of Contact or their designee assigns/approves request.
2. SPATIAL will request authorization to proceed for individual tasks estimated to be greater than \$2,000.
3. SPATIAL will use the current commercial rate schedule. See Attachment B.
4. SPATIAL will estimate and execute with the appropriate skill level.
5. Work requests are billed monthly.
6. The schedule of each request is specific to the requirements.
7. SPATIAL will not bill unless tasked.



6 Cost Summary

Cost Summary	
Description	Item Cost
Item 1 – RightSpot™ Web Portal (1)	\$6,000.00
Item 2 – On-Call Services (2)	\$0.00
Total Cost	\$6,000.00
Notes:	
<ol style="list-style-type: none"> 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. On-Call Support will be estimated when requested. 	

7 Schedule

The contract period of performance is July 1, 2024 to June 30, 2025.

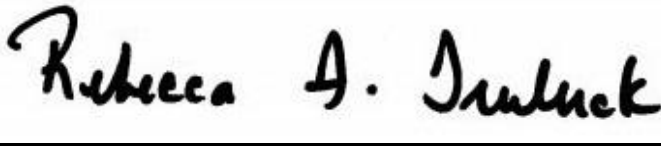
8 Renewal and Cancellation Policy

The contract will automatically renew on the anniversary date for an additional one-year term unless SPATIAL is notified, in writing, of the COUNTY's desire to terminate service. The intent of the auto-renewal is to avoid a gap in service.

The COUNTY and SPATIAL may terminate services provided the receiving party is given a 30-day notice. Upon termination, SPATIAL will return all COUNTY data within 15 working days. Data will be provided in Esri® format.

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
	_____
Date: <u>March 8, 2024</u>	Date: _____
Rebecca F Truluck, P.E. President O: 912-826-6688 btruluck@spateng.com	Name: _____
	Title: _____

Attachment A – RightSpot User List (Effective 3/8/2024)

Last Name	First Name	Email	Organization
Hogan	Adam	ahogan@allianceCE.com	AllianceCE
McClelland	Curtis	cmcclelland@alliancece.com	AllianceCE
Palamara	Emily	epalamara@alliancece.com	AllianceCE
herndon	brandt	bherndon@effinghamindustry.com	ECIDA
Barlett	Kimberly	kbarlett@effinghamcounty.org	Effingham County
Bruton	Alison	abruton@effinghamcounty.org	Effingham County
Burdette	Roger	burdettedistrict2@gmail.com	Effingham County
Callanan	Tim	tcallanan@effinghamcounty.org	Effingham County
Candler	Steve	scandler@effinghamcounty.org	Effingham County
Concannon	Teresa	tconcannon@effinghamcounty.org	Effingham County
Corbitt	Wesley	wcorbittconsulting@gmail.com	Effingham County
DeLoach	Jamie	jamiedeloachdistrict3@gmail.com	Effingham County
Easton	Samantha	SEaston@effinghamcounty.org	Effingham County
Fernald	Chelsie	cfernald@effinghamcounty.org	Effingham County
Frazier	Danny	dfrazier@effinghamcounty.org	Effingham County
Freyermuth	Lindsay	lfreyermuth@effinghamcounty.org	Effingham County
Gladin	Kirk	kgladin@effinghamcounty.org	Effingham County
Hodges	Clint	chodges@effinghamcounty.org	Effingham County
Hulme	Jonathan	jhulme@effinghamcounty.org	Effingham County
HUtto	Dustin	dhutto@effinghamcounty.org	Effingham County
Johnson	Stephanie	sjohnson@effinghamcounty.org	Effingham County
Keyes	Jennifer	jkeyes@effinghamcounty.org	Effingham County
Kieffer	Phil	philkiefferdistrict5@gmail.com	Effingham County
Melser	Pamela	PMelser@EffinghamCounty.org	Effingham County
Phillips	Kayla	kphillips@effinghamcounty.org	Effingham County
Reed	Chris	creed@effinghamcounty.org	Effingham County
Rose	Jennifer	Jrose@effinghamcounty.org	Effingham County
Ryan	Fred	Fryan@effinghamcounty.org	Effingham County
Spinks	Jay	jspinks@effinghamcounty.org	Effingham County
Stanley	Angela	astanley@effinghamcounty.org	Effingham County
Todd	Marie	mtodd@effinghamcounty.org	Effingham County
Warner	Chearae	cwarner@effinghamcounty.org	Effingham County
Achtziger	Kristen	kachtziger@eommgmt.com	EOM
Chacon	Liberto	lchacon@eomworx.com	EOM
Cook	David	Dcook@eomworx.com	EOM
Floyd	Alex	afloyd@eomworx.com	EOM



Last Name	First Name	Email	Organization
Fulton	Brandon	Bfulton@eomworx.com	EOM
Heino	Charles	cheino@eomworx.com	EOM
Miller	Tim	tmiller@eomworx.com	EOM
Morgans	Craig	cmorgans@eomworx.com	EOM
Operations	EOM	info@eommgmt.com	EOM
Parker	Robert	aparker@eomworx.com	EOM
Phillips	Cynthia	cphillips@eomworx.com	EOM
Shoemaker	Trevor	tshoemaker@eomworx.com	EOM
Margelofsky	Abigail	abbie@pittmanengineeringco.com	Pittman Engineering
Pittman	Raymond	ray@pittmanengineeringco.com	Pittman Engineering
Davenport	Lauren	davenport.l@tandh.com	Thomas and Hutton
Ley	Robert	ley.r@tandh.com	Thomas and Hutton



Attachment B – Spatial Engineering Rate Schedule (Effective 1/1/2023)

ITEM#	SIN#'s	Labor Category	Rate ⁽¹⁾
001	54151S, 541330ENG	Project Manager	\$150.20
002	541330ENG	Senior Engineer	\$131.12
003	541330ENG	Staff Engineer	\$116.35
004	541330ENG	Junior Engineer	\$78.21
005	54151S, 541330ENG	Geospatial Analyst III	\$131.12
006	54151S, 541330ENG	Geospatial Analyst II	\$95.41
007	54151S, 541330ENG	Geospatial Analyst I	\$75.46
008	54151S	Database Manager	\$112.04
009	54151S	System Administrator	\$90.70
010	54151S, 541330ENG	Software Developer III	\$139.06
011	54151S, 541330ENG	Software Developer II	\$95.48
012	54151S	Software Developer I	\$74.36
013	541330ENG	Engineering Technical IV	\$91.11
014	541330ENG	Engineering Technical III	\$80.01
015	541330ENG	Engineering Technical II	\$67.31
016	541330ENG	Engineering Technical I	\$56.94
017	54151S	Technician III	\$88.00
018	54151S	Technician II	\$80.01
019	54151S	Technician I	\$67.29
020	54151S	System Architect	\$138.90
021	54151S	Business Analyst III	\$133.55
022	54151S	Business Analyst II	\$105.60
023	54151S	Business Analyst I	\$85.70
024	54151S	Data Analyst III	\$99.75
025	54151S	Data Analyst II	\$86.80
026	54151S	Data Analyst I	\$71.00
027	54151S	Documentation Specialist	\$55.00
028	54151S	Data Specialist II	\$75.00
029	54151S	Data Specialist I	\$58.00
030	54151S	UAV Pilot ⁽²⁾	\$88.34
031	54151S	Intern II	\$41.25
032	54151S	Intern I	\$27.50
033	54151S	Field Technician	\$58.00
100	000-00	Mileage Rate ⁽³⁾	\$0.670
400	000-00	Drone ⁽⁴⁾	\$75.00

Notes:

1. Fully burdened rate includes fee.
2. Labor category includes FAA certified Remote Pilot for Small UAF (drones).
3. Mileage rate taken from IRS published rates effective 1/1/2024.
4. Drone rate is per hour flying time.