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GIS Estimate for Consulting Services

Prepared for:

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Town of Juno Beach

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1.0 Executive Summary

MAPDEVs is pleased to provide an estimate to (the client) for MAPDEVs Professional Services. We will assist the Town of Juno Beach with its goal of creating 3D GIS renderings of target sites as part of the permit application requirements for residential/commercial building construction activities.

We are providing the following complementary sample 3D application.

Please search using a desired address, i.e

Use the controls on the left to zoom in/out, pan, and rotate the view of the desired area.

[sample 3D web scene](#)

2.0 Solution Overview

2.1 Introduction

MAPDEVs' solution approach leverages our experience with many data analysis projects and the tools that we have created to bring the power of spatial analytics to data processing environments. MAPDEVs Professional Services can provide you with the capability to make use of spatial analytics with your data cluster to read, process, and store results efficiently. MAPDEVs consultants will work with the client to address the client's needs and provide knowledge transfer to your resources during the process. The goal is not only to provide the needed capabilities, but to create sufficient knowledge of the workflows, so that the client will gain insight on how to utilize the tools for future workflow needs. During the project, MAPDEVs will work closely with the client to validate business workflows and identify priority needs. These activities will support the configuration of a set of data streams (feature layers, map layers, etc.) that will be leveraged by the client's team to provide visualization and advanced analysis. Once the initial work is completed, MAPDEVs will provide reach back support for the client to answer questions and provide guidance with future workflow requirements.

3.0 Scope of Work

3.1 Work Plan

Please refer to Appendix A of this proposal for general assumptions, the client responsibilities, and the Deliverable review and acceptance process that apply to this Scope of Work.

Task 1

Currently, there is no defined scope of work. As such, the task will be set with a status of 'To Be Determined' (TBD).

Our general consulting fees may include providing remote consulting support in 100 hour increments to the client, charged in a prorated manner, based on hours used.

Separate project-based charging will be given once requirements and deliverables are defined with the client.

Note for software licenses, as per Appendix A:

- Client will procure and/or license all necessary hardware, data, COTS Software, and third-party software prior to commencement of the project. A license to any needed software is required and not included in the proposed fees.
- Minimum two ArcGIS Pro Professional plus licenses are typically required, connected to the client's ArcGIS Online subscription and ArcGIS Enterprise deployment (if applicable).
- MAPDEVS staff can assist the client in managing the Esri license customer account, work with Esri representatives to ensure the correct license is obtained, and assist in license configuration and setup as part of the consulting support.

4.0 Schedule

The project schedule will be mutually agreed upon between the client and MAPDEVS following contract execution.

5.0 Pricing

The price for this proposed work has been estimated based upon an anticipated award of a task order, subject to the terms and conditions of the MAPDEVs Master Agreement for Services (hereinafter referred to as “Master Agreement”), which is attached and incorporated in Appendix C. The required staff and computer expenses for this statement of work have been estimated based on prior experience with work of a similar nature.

The price breakdown by major tasks is presented in the table below.

Description	Price (USD)
Task 1 - 100 hour increments of consulting/ billed at a proration	\$190 hourly
Total Price	\$190 hourly

The proposed price is exclusive of applicable state and local taxes for which the client shall remain responsible. The client will be invoiced for the total price upon MAPDEVs receipt of the fully executed contract Task Order and the client purchase order. Remote consulting support will be invoiced based on a percent complete basis. This proposal is valid for 30 days from the proposal date above.

Payment schedule

50% Deposit: Due prior to the project’s start.

25% Milestone Payment: Due upon achieving the first 25% project completion milestone, as defined in the project scope or contract.

15% Milestone Payment: Due upon achieving the 75% project completion milestone.

10% Final Payment: Due Net 30 days following project closeout.

Late payment policy

Timely payment is essential for the smooth progression of a project. The following policies apply to late payments:

Grace Period: A grace period of 7 calendar days will be extended beyond the invoice due date.

Late Fee: Payments received after the grace period will be subject to a late fee of 5% per month on the outstanding balance. This fee will be calculated from the original due date.

Legal Compliance: The late fee charged complies with all applicable state and federal regulations concerning late payments.

Suspension of Services: Services may be suspended for payments overdue by 30 days or more.

Collections: Payments remaining overdue for 60 days or more may be referred to a collection agency, incurring additional fees.

Communication: It is understood that unexpected circumstances can occur. If there is difficulty meeting a payment deadline, contact should be made immediately to discuss potential alternative arrangements.

Invoicing: Late payment fees will be included in the subsequent invoice or issued as a separate late payment invoice.

Purchasing:

Please return the Master Agreement (in Appendix C), executed by an authorized member of the client. Upon receipt, a MAPDEVS Contracts Administrator will then be engaged to work with the client purchasing group to obtain the necessary signatures, and then draft a new Task Order under the fully executed Master Agreement.

When MAPDEVS receives the applicable Task Order executed by an authorized representative of the client, MAPDEVS will contact you to discuss work schedules. We look forward to supporting you.

Contact:

Andres Castillo

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<https://mapdevs.com/>

Appendix A Responsibilities, Assumptions, and Deliverable Review and Acceptance

A.2. General Client Responsibilities

- Designate a project team with defined team leads, including a project manager, and key project stakeholders and share that project organization with MAPDEVs. The team leads will possess the appropriate knowledge of the client operations and technical requirements. The client project manager will be the main technical point of contact for MAPDEVs' project manager.
- Coordinate and ensure the participation of the client staff in all project-related activities. Activities include, but are not limited to:
 - Meetings.
 - Webcasts.
 - Installation.
 - Training.
 - Testing.
- Provide MAPDEVs with access to the following items during the project, as needed:
 - Background materials.
 - Workflow documents.
 - Data.
 - Meeting facilities.
 - Hardware and software environments (directly, or via VPN).
- Review and provide MAPDEVs with written acceptance to all project Deliverables according to the review and acceptance process outlined in Section A.3 of this Appendix.
- Procure and/or license all necessary hardware, data, COTS Software, and third-party software prior to commencement of the project. A license to any needed software is required and not included in the proposed fees.
- Install and configure the client-provided hardware and software environments according to specifications provided by MAPDEVs.

- Provide access to and facilitate interactions between MAPDEVs and any of the client customers and/or stakeholders.

A.3. General Assumptions

General

- Unless otherwise stated in the Scope of Work, work will be performed remotely from an MAPDEVs office.
- Unless otherwise stated in the Scope of Work, remote work will be provided via telephone, email, and/or webcast and only during normal MAPDEVs business hours, Monday–Friday, 8:00 a.m. to 5:00 p.m. Eastern time, excluding business holidays.
- References to days in the Scope of Work refer to consecutive business days.
- MAPDEVs will be provided with system administration rights and/or access to the client resources with system administrative rights for the client environments, as required.
- The client end users are already knowledgeable in the use of the software, or will complete the training classes recommended by MAPDEVs, if included in this proposal.
- The project schedule will identify task dependencies. The commencement of work on subsequent tasks with dependencies on preceding Deliverables will be contingent upon MAPDEVs receiving written acceptance for those preceding Deliverables.
- the client is required to separately license COTS Software, at a minimum.
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Hardware / Software

- All work will be performed on the latest version of software products, unless otherwise specified in the Scope of Work.
- Bugs found in COTS Software will be handled by the client under the terms of its software licenses.
- Documentation for COTS is available online, and is not included in any project-specific documentation; nor is documentation for third-party software or Hardware.

Data

- Unless otherwise specified in this proposal, MAPDEVs will not be responsible for cleaning data.
- Existing errors in the source data will not be corrected by MAPDEVs as part of any data upload.

Testing

- Bugs found in COTS software will be handled by the client under the terms of its software licenses.
- Unless otherwise specified, the client is responsible for acquiring and setting up all hardware and third-party software related to setting up the client test, staging and production environments prior to the commencement of deployment activities.

A.4. Deliverable Review and Acceptance

Timely review and acceptance of Deliverables will be critical to maintaining the project schedule.

The Scope of Work assumes the acceptance process and review cycles for each Deliverable type and the client is responsible for providing MAPDEVs with written acceptance for each Deliverable specified in the Scope of Work in accordance with this matrix.

MAPDEVS can provide a sample acceptance letter for review at the beginning of the project.