



Office of
Valley County Assessor
125 S 15th, Suite 203
Ord, NE 68862
Phone 308-728-5081 – Fax 308-728-7725
E-mail – assessor@valley.nacone.org

June 30, 2009

Cathy Danahy
Nebraska State Records Board
440 S 8th St., Suite 210
Lincoln, NE 68508

Dear Cathy,

Enclosed please find our application for the State Records Board Grant to Improve Access to Public Information. We feel that our office would benefit greatly with funds from this grant. Thank you for giving us consideration in the project.

Sincerely,

A handwritten signature in blue ink that reads "Pamella K. Arnold". The signature is written in a cursive style.

Pamella K. Arnold
Valley County Assessor

Nebraska State
Records Board
440 S 8th St Ste 210
Lincoln, NE 68508
(402) 471-2745

John A. Gale
Chairman



APPLICATION FOR STATE RECORDS BOARD GRANT TO IMPROVE ACCESS TO PUBLIC INFORMATION (Local Government Agency)

The Nebraska State Records Board is sponsoring a grant program for county and municipal governments for the development of programs and technology to improve electronic access to public records by citizens and businesses. The grants may be used for the creation or enhancement of electronic access and delivery of government services and information, but not to fund ongoing operations. One of our highest priorities is to encourage collaboration and projects which can ultimately be used in multiple jurisdictions with minimal modification. Collaborative projects may be awarded grants in the amounts not to exceed \$25,000.00; single jurisdiction projects have a \$10,000.00 limit.

A collaborative grant must have more than one jurisdiction involved or be a project or application that can readily be shared and utilized by more than one jurisdiction. A single jurisdiction, in order to qualify as a collaborative grant, must provide a plan of how the application will be made available and shared with other jurisdictions at no charge.

Grant Criteria

Projects requesting funding must meet criteria #1-3. In addition, criteria #4-6 will be considered when reviewing funding requests:

1. Enhance the delivery of local government agency services and improve access to those services.
2. Meet the state's technology access clause for providing equal access to services for persons with disabilities. A copy of the technology access clause is available at: <http://www.nitc.state.ne.us/standards/index.html> under 2. Accessibility Architecture.
3. If the project or service created or improved pursuant to the grant application involves the licensing, permitting or regulation of businesses, then the project or service must allow integration with the State of Nebraska's Business Portal at: <http://www.nebraska.gov/index.phtml?section=business> and the One-Stop Online Business Registration System at: <https://www.nebraska.gov/osbr/cgi/domestic.cgi?OSBRApplication/init/init/None>

4. Improve the efficiency of agency operations.
5. Facilitate collaboration between local, state and federal agencies and other public institutions (if applicable).
6. Support public/private partnerships in the delivery of public services through the Official State portal, Nebraska.gov.

Grant applications will be considered by the Board at their quarterly meetings. For application due dates, Board meeting dates and any other questions about the process, please contact Cathy Danahy, Executive Director, at cathy.danahy@sos.ne.gov or (402) 471-2745.

Local Agencies desiring grants from the Nebraska State Records Board for projects to create or improve electronic access to government information must complete the following application and follow any procedures outlined.

NOTE: All successful candidates will be required to submit a written project report to the State Records Board at the conclusion of their project.

If you need additional space for your answers please attach any documentation necessary. *Applications not completed in full will be returned to the requesting agency for completion and resubmission.*

I. GRANT SUMMARY

1. **Name of agency applying for grant** **Valley County Assessor**
2. **Title of project** **Geographic Information Implementation & Web Access.**
3. **Brief description of project:**

Implement GIS for Valley County, to modernize current record keeping of land records(cadastral maps, soils, planning/zoning, et.) and start the integration of assessment digital land record information and other departments (planning/zoning) to make it accessible to the public & various entities who utilize the information for their business. The goal is to have digitized maps and property information available to anyone with Internet access.

4. Grant request amount \$ 25,000
5. Will there be a fee for accessing records associated with this project? If yes, provide any statutory reference or authorization for fee. No

II. GRANT DETAIL

1. Please describe the project in detail (you may attach this description).

Valley County has elected to construct a Geographic Information System (GIS) that will be accessible on the Internet through a Website designed for Valley County.

The GIS project has been initiated by the Valley County Assessor's and Planning and Zoning Departments. It will assist in and simplify providing more current and precise parcel information for assessment and land valuation and planning/zoning. It will allow and expedite the process for property splits and measurements through this program. It will assist the Assessor in calculating soil and land class acreages and values for each agricultural parcel in the county. It will assist in calculating valuations based on the GIS data according to the deeded acreage for each parcel, which will more efficiently maintain this information to provide current and correct data.

Valley County routinely receives inquiries for property information (valuations, assessment data, current zoning designation, etc) from multiple entities, locally as well as from outlying counties and states. Requests come from Banks, Insurance Companies, Appraisers, Realtors, and also the public in general. Many requests are local, although requests come from throughout the State and numerous are out of State requests. Many times the above entities travel miles to visit our office to obtain this information, or they choose to call us requesting the information. The current system requires that records be located and copied manually before being transferred to the interested party, either in person or by fax. Many have questioned if Valley County has a website for them to access the information they need, as numerous counties do. Upon completion GIS will save the Assessor's Office & Planning/Zoning Office time and the taxpayers money to be able to provide them with the internet address where they could search for the information needed. It will be easily accessible to them through the internet without the time and cost of travel. Requests include property owners, location, legal description, assessment data, and soil data. GIS will not only assist with the above, but also with providing layers for parcel identification and land use in a digital format, and current up-to-date information readily available on the internet.

The implementation of a GIS system would be very beneficial for not only the Valley County Assessor's & Planning/Zoning offices but for inquiring parties as well. Information pertaining to a property's owner, location, legal description, assessment data, and soil data & Planning/Zoning information could all be easily accessed. The maintenance of such information would be simplified as well. This simplification

would allow for more prompt and accurate maintenance, modification, and requests for information could be granted in a nearly instantaneous fashion. The GIS system will aid the Valley County Assessor's & Planning/Zoning Offices tremendously in keeping the records current and correct.

2. Please describe who the beneficiary or recipient of this service will be and projected activity for access or use of the proposed service.

Beneficiaries include:

1. Valley County tax paying public. The general public will be able to access land record and associated information 24/7.
2. Other county and village/town agencies and offices will be able to access and share information without the need to provide paper copies or visit each others' offices.
3. Real estate professionals (realtors, appraisers, banks and insurance companies) will be able to access information vital to their day to day operations at any time.

Currently, we have frequent calls asking for valuations and assessment information along with the question of whether or not our information is available on the internet.

3. Timeline for implementation (*a specific completion date (MM/YYYY) must be provided*). *Grant funds lapse if not expended prior to completion date.*

We are just starting to implement the GIS by entering parcel numbers, which is just the beginning phase. I doubt we will have it completed before December, 2010.

4. Subdivision contribution to project (labor, equipment etc.).

Valley County Assessor and staff will be assisting with compiling information, data entry, and maintaining current data to assure all information is correct and up-to-date. GIS Workshop will be compiling data, scanning cadastral maps, designing & building our website, and will provide certified training to office employees, and one-on-one training as needed. The initial fee includes one year of unlimited online & telephone support service. Once we are on line with this project there will be a yearly cost for software maintenance and support which will be determined at that time.

5. Is other funding available for this project (explain)? No. The Valley County Commissioners voted to purchase this program over a two year period due to the fact that the Cadastral maps for Valley County are in very poor condition and the expense of new Cadastral maps would be unaffordable.

6. Does the project require additional statutory authority (explain)? No

7. Specify (in detail) what the grant money will be used for. Include a complete cost breakdown of the project. Please attach bids from vendors (if applicable).

Grant money will be used to pay for purchase of GIS database construction, training, support and for the design and construction of the web portal.

Phase 1: Valley County GIS system : \$27,000

Phase 2: Valley County GIS Web portal: \$15,000

Annual fee for maintenance & support to be determined after full implementation.

8. Why is the grant money needed for the project, and, if applicable, how will the service be sustained once the grant money is expended?

Grant money would be utilized to offset the initial cost of the GIS program and setting up a web site to help Valley County budget. The County Board is having to cut budgets in the coming year. The service will be sustained with taxpayers' monies once the grant money is expended.

8. Please describe how this project will enhance the delivery of agency services or access to those services.

This project will enable the general public to quickly and easily access land record information without the need to visit the courthouse. Other county and town/village departments will be able to share and retrieve information without having to visit other offices and make copies. Finally, real estate professionals will be able to access information important for their day-to-day operations without having to call county staff or visit the courthouse.

9. Please describe how this project will improve the efficiency of agency operations.

The project will allow County personnel to maintain updated information with less time involved once all the maps and layers are brought up to date. It will also save County personnel time to perform other duties instead of spending time researching valuations for the general public and especially real estate professionals.

10. Please describe how this project will facilitate collaboration among other local, State and federal agencies and other public institutions.

Other offices within Valley County will benefit from this project. The County Clerk, County Treasurer, Weed Department, Road Department, Sheriff's Department and others will be able to utilize this program for land records information. Other local entities outside of the Courthouse such as the villages of Arcadia, North Loup, Arcadia, Elyria, the school district, the Fire Districts, And many others will also be able to utilize this program.

11. Please describe how this project will support public/private partnerships in the Delivery of public services through the Official State portal, Nebraska.gov?

The project will support public/private partnerships through the delivery of public information services via the official state portal via the Property Assessment Division (PAD). PAD lists and makes available links to all county information sites on its page at <http://pat.nol.org/counties/index.html>.

13. Does the project involve the licensing, permitting or regulation of business? If yes, explain how the project or service will allow integration with the State of Nebraska's Business Portal and the One-Stop Online Business registration system.

No.

III. TECHNICAL INFORMATION

1. Describe the hardware, software, and communications needed for this project and explain why these choices were made.

ESRI software was selected for the GIS as it seems most counties and agencies in Nebraska use ESRI. All other specialized hardware/software will be supplied by GIS Workshop, Inc.

2. Address any technical issues with the proposed technology including:

- **Conformity with general accepted industry standards. Projects which interface with other state systems (such as distance learning systems) must meet NITC technical standards and guidelines**

(NITC standards and guidelines are located at:
<http://www.nitc.state.ne.us/standards/>).

- Compatibility with existing institutional and/or statewide infrastructure.
- Reliability, security and scalability (future needs for growth or adaptation).

The GIS and web site will be constructed to meet the Nebraska GIS guidelines for Land Record Modernization as per the GIS Council.

3. Describe how the project will comply with the State's Technology Access Clause: <http://www.nitc.state.ne.us/standards/index.html> under 2. Accessibility Architecture.

This project meets the applicable standards for GIS technology (metadata and mapping standards) as described in the Clause.

4. Describe how technical support will be provided.

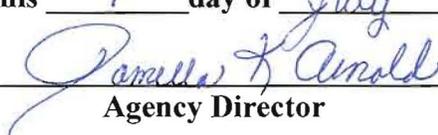
GIS Workshop, Inc. will provide our technical support for the program and website. GIS utilizes certified instructors for training the county staff, and for follow-up telephone support. The county will supply monthly data base changes to GIS for GIS to maintain the application.

IV. CONTACT INFORMATION & SIGNATURE

Contact person for any questions regarding this application:

Pamella K Arnold

Phone #308-728-5081 E-mail Assessor@valley.nacone.org

Signed this 7 day of July, 2009


Agency Director

Please return to:

Cathy Danahy
Nebraska State Records Board
440 S 8th St. Suite 210
Lincoln, NE 68508
(402) 471-2745

AGREEMENT FOR THE PROVISION OF LIMITED PROFESSIONAL SERVICES

This Agreement is for limited professional consulting services (hereinafter referred to as "Agreement") to be provided by GIS WORKSHOP, INC. for Valley County, NE (hereinafter referred to as "Client") as indicated below on the date set forth below.

Article 1 – Scope of Services

- 1.1 Personnel: GIS WORKSHOP, INC. will rely upon various employees and consultants to work on Client's Project. Hourly rates are set forth in the attached Scope of Work, Exhibit A.
- 1.2 General Services Provided: GIS WORKSHOP, INC. will compile the necessary documentation and coordinate with appropriate parties to provide the products/services as specifically described in the attached Scope of Work, Exhibit A.
- 1.3 Relationship of Parties: GIS WORKSHOP, INC. provides client services as an "independent contractor" and nothing in the Agreement shall be construed to create a relationship of employer/employee or a partnership.

Article 2 – Fee Arrangement

- 2.1 Professional Fees and Costs: Professional fees will be charged as set forth in the Scope of Work. Only the CLIENT may authorize additional work items and charges in writing. Additional work items will be conducted on a time and materials basis.
- 2.2 Terms of Payment: GIS WORKSHOP, INC. will charge for the services performed pursuant to the payment schedule listed in the Scope of Work, Exhibit A. All invoices are payable immediately upon receipt. An interest charge of 2% per month shall be added to all invoice amounts not paid within 30 days of the date of such invoice.

In the event an invoice is not paid within 30 days of receipt, GIS WORKSHOP, INC. reserves the right to require a deposit. This deposit shall be paid immediately upon request by GIS WORKSHOP, INC. in addition to any outstanding fees due and shall be retained by GIS WORKSHOP, INC. through completion of its services on the Project.

In its sole discretion, GIS WORKSHOP, INC. shall suspend all work on the Project until payment of fees and the deposit described above is made to GIS WORKSHOP, INC. Client hereby agrees to hold GIS WORKSHOP, INC. harmless from all liability, including, but not limited to, all expenses, lost profits, etc., which may arise as a result of suspension of work due to your non-payment of fees.

Article 3 – Special Terms and Conditions

- 3.1 Project Coordination: GIS WORKSHOP, INC. will rely upon Client to perform and satisfy certain conditions, including such following special conditions as may be necessary:
 - (a) Clients designated project officer and/or representative shall closely coordinate with GIS WORKSHOP, INC. regarding changes in Client's Project, scheduling, or unanticipated problems. Changes to the proposed work effort of GIS WORKSHOP, INC. will be authorized timely in writing.
 - (b) Client will promptly notify GIS WORKSHOP, INC. in writing should any changes in conceptual designs, engineering specifications, or legal or physical control of the Project change at any time.
 - (c) Client will provide GIS WORKSHOP, INC. with all materials in your possession relevant to the services to be performed by GIS WORKSHOP, INC.

- (d) Client will allow GIS WORKSHOP, INC. to review and approve any document or work product, which uses or incorporates any portion of any work product produced by GIS WORKSHOP, INC. before its release to any person(s) or entity. Client further allows GIS WORKSHOP, INC. to correct any Client interpretation or representation of the technical content of the work produced by GIS WORKSHOP, INC.
- 3.2 Conditions as Necessary: In order for GIS WORKSHOP, INC. to complete the Scope of Work, Client agrees to provide GIS WORKSHOP, INC. with the following items, as initialed:
- (a) _____ *Cadastral Books*
 County will provide all County Cadastral Books to GIS Workshop for scanning.
- (b) _____ *CS/MIPS/TerraScan CAMA Database*
 County will provide a copy of the CS/MIPS/TerraScan CAMA database to GIS Workshop.
- (c) _____ *Available GPS Section Control*
 County will provide any available Section Control data the County Surveyor has for the county.
- 3.3 Insurance: GIS WORKSHOP, INC. maintains workers' compensation, employer's liability, and auto insurance in the amounts statutorily required by the State of Nebraska.
- 3.4 Dispute Resolution: To resolve any conflicts that arise during the provision of services on the Project or following the completion of services, the Client and GIS WORKSHOP, INC. agree that all disputes between them arising out of or relating to this Agreement shall be submitted to mediation unless the parties mutually agree otherwise. The Client and GIS WORKSHOP, INC. further agree to include a similar mediation provision in all Agreements with independent contractors and consultants retained for the project and to require all independent contractors and consultants also to include a similar mediation provision in all Agreements with subcontractors, sub-consultants, or material-men so retained, thereby providing for mediation as the only method for dispute resolution between the parties to those Agreements. In the event that the conflict cannot be resolved using mediation, the Client and GIS WORKSHOP, INC. agree to settle the conflict by arbitration in accordance with the rules of the American Arbitration Association under its Construction Industry Arbitration Rules in effect on the effective date of this Agreement, and judgment on the award rendered by the arbitrators(s) may be entered in any court having jurisdiction thereof.

Strike
RKa

Article 4 – General Terms and Conditions

- 4.1 Disclaimer of Warranties: Limitation of Liability. GIS WORKSHOP, INC. MAKES NO WARRANTIES, EXPRESS OR IMPLIED, INCLUDING, BUT NOT LIMITED TO, MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE WITH RESPECT TO ANY INFORMATION, DATA, OR OTHER INFORMATION THAT IS PROVIDED TO GIS WORKSHOP, INC. FROM CLIENT THAT IS INCLUDED, UTILIZED, INCORPORATED, OR USED IN WHOLE OR IN PART IN GIS WORKSHOP, INC.'S SCOPE OF WORK. ANY OTHER WARRANTIES SHALL BE EXPRESSLY AGREED UPON BY THE PARTIES IN WRITING. GIS WORKSHOP, INC. SHALL NOT BE LIABLE TO CLIENT FOR DAMAGES OF ANY KIND OR NATURE ALLEGEDLY SUFFERED BY CLIENT, INCLUDING BUT NOT LIMITED TO, INDIRECT, SPECIAL, EXEMPLARY, INCIDENTAL, OR CONSEQUENTIAL DAMAGES, WHETHER BASED ON WARRANTY, CONTRACT, OR TORT (INCLUDING, WITHOUT LIMITATION, STRICT LIABILITY).

Article 5 – Miscellaneous

- 5.1 Governing Law: Although certain of the obligations set forth in this Agreement may, by necessity, be performed in states or countries beyond the State of Nebraska, this Agreement shall be in all respects interpreted, governed by, and construed in accordance with the laws of the State of Nebraska.

- 5.2 Assignment: Neither party to this Agreement shall transfer, sublet, or assign any rights under or interest in this Agreement (including but not limited to monies that are due or monies that may be due) without the prior written consent of the other party.
- 5.3 Severability and Survival: If any provision in this Agreement is held by a court of competent jurisdiction to be invalid, void, or unenforceable, the remaining provisions shall nevertheless continue in full force without being impaired or invalidated in any way.
- 5.4 Amendment: This Agreement shall not be amended except by written instrument signed by the parties hereto. This Agreement constitutes the entire and integrated Agreement by and between the parties and supersedes any and all prior negotiations, whether written or oral.
- 5.5 Indemnification: Client agrees to hold GIS WORKSHOP, INC. free and harmless from any and all claims, and shall indemnify GIS WORKSHOP, INC. for any claim arising from any negligent act of omission on the part of the Client or any other person or entity acting on its behalf.
- 5.6 Entire Agreement: This Agreement contains the entire agreement between GIS WORKSHOP, INC. and Client, superseding all prior and contemporaneous written or oral understandings between the parties. No change or modification to this Agreement shall be valid or binding unless the same is in writing and signed by the parties hereto.
- 5.7 Authorization: The individual signing this Agreement for and on behalf of both parties represents that he or she is a duly authorized agent of his or her respective principal. We agree to the terms and conditions set forth in this Agreement.

Client Contact Information:

Pamella Arnold – County Assessor
Valley County, NE
 125 S 15th St
 Ord, NE 68862-1444
 TEL:
 FAX:
 EMAIL:

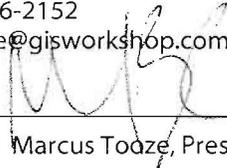
By: 
 Authorized Signature

Printed Name: Pamella K Arnold

Date: 10-1-08

GIS Workshop Contact Information:

Mr. Marcus E. Tooze – President
GIS Workshop, Inc.
 415 N 66th St, Suite 7
 Lincoln, NE 68505
 TEL: 402-436-2150
 FAX: 402-436-2152
 EMAIL: mtooze@gisworkshop.com

By: 
 Marcus Tooze, President

Date: 9/9/08

Federal Tax ID No.: 47-0820253

EXHIBIT A: Scope of Work



Valley County, NE

**Exhibit A: Scope of Work
Assessor/Enterprise GIS**

09.09.2008

GISW

415 N 66th St, Suite 7
Lincoln, NE 68505
TEL: 402-436-2150
FAX: 402-436-2152

www.gisworkshop.com



Table of Contents

Transmittal Letter	2
Table of Contents	3
Company Information	4
Project Overview	4
<i>GIS Construction for Cadastral Mapping and Soil Calculations</i>	<i>4</i>
<i>Hardware</i>	<i>5</i>
<i>Proposed Technology - Software</i>	<i>5</i>
<i>GISW Specialized Software Tools</i>	<i>5</i>
<i>Training</i>	<i>6</i>
<i>Support</i>	<i>6</i>
<i>Project Responsibilities</i>	<i>6</i>
<i>Project Schedule</i>	<i>7</i>
Pricing Information	8
<i>GISW Financing Option</i>	<i>9</i>
References	10

Company Information

GISW (GISW) has been providing quality Assessment GIS data and analysis solutions to a large number of assessment offices in Nebraska for more than 10 years. GISW staff has over 40 years combined experience in GIS implementation and are extremely experienced in Nebraska assessment systems. GISW is the only GIS company in Nebraska that can provide the automatic soils calculation and database linking necessary to build a complete assessment GIS for Valley County, NE.

We are headquartered in Lincoln, NE, and employ University of Nebraska system graduates that are experienced in GIS and computer science technology.

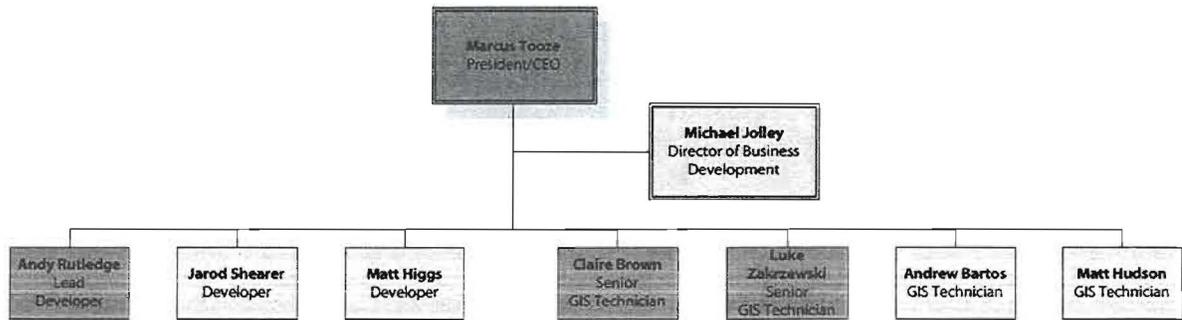


Figure 1: GISW employs UNL, UNK and UNO graduates from around the state.

GISW carries full professional errors and omissions liability, general liability, software development liability and workers comprehensive Insurance. Insurance certificates are available upon request.

Project Overview

GIS Construction for Cadastral Mapping and Soil Calculations

GISW will collect and scan approximately 150 pages of assessment cadastral maps from Valley County. GISW will rectify these maps into the Nebraska Stateplane, NAD83 coordinate system in preparation for incorporation into the GIS.

GISW will extract (digitize) the property boundaries from the scanned cadastral maps to create the digital parcel layer. GISW will enlist the assistance of the Valley Assessor’s staff in populating the Parcel Identification Number for each parcel. This process is typically done on a township-by-township basis allowing the Valley Assessor staff to become familiar with the editing capabilities of the software in addition to accepting a sense of ownership over these data.

Upon completion of the parcel layer, GISW will direct the Valley Assessor staff in the creation of the Land Use layer. The Valley Assessor staff will create this layer, which identifies the various Land Use codes for

particular areas of a parcel, with the supervision of GISW. County staff will identify the various areas of a particular land use, digitize the boundaries of that land use, and incorporate those data into the GIS for analysis and reporting.

GISW will supply Valley County with both the old and new NRCS soils layers and assist Valley County in identifying where soils have changed and assist in using the GIS and GISW software tools to calculate the new acreage counts per the States requirements for 2009.

Hardware

Based on our cursory review of Valley County computers, the existing computer hardware is sufficient for implementing GIS technology.

Proposed Technology - Software

The State of Nebraska Property Assessment Division and all county assessors in Nebraska use ESRI GIS software. We recommend that Valley County follow suit for full compatibility. We recommend one single license of ESRI ArcView Desktop Software (currently version 9.2).

GISW Specialized Software Tools

GISW has developed several very specialised GIS tools for digital cadastral map maintenance, soil calculations and database connectivity. We are the only GIS company in Nebraska that offers a complete suite of tools that the assessor needs to maintain and use the assessment GIS.

GISWorks Assessor Extension

The **GISWorks Assessor Extension** incorporates those tools required for simplifying cadastral/parcel land management.

GISWorks Advanced Editor Extension

The **GISWorks Advanced Editor Extension** enhances the editing capabilities of ArcView by allowing users to features based on survey data or using the advanced curve and deflection methods of editing.

GISWorks Land Use Calculator Extension

The **GISWorks Land Use Calculator Extension** provides assessment professionals with an advanced valuation tool allowing the calculation of acreages based on parcel ID, land use and soil type. This allows assessment professionals to recalculate valuations based on the GIS data, or calculates valuations based on the deeded acreage for the parcel. Along with the automatic generation of a Property Assessment Department (PAD) code, the tool calculates the number of acres for each land use/soil type combination. It also includes a built in acreage tolerance permitting the user to exclude any acreages calculated below the tolerance level.

GISWorks CAMALink Extension

The ***GISWorks CAMALink Extension*** integrates a variety of appraisal tools ensuring accurate, simple tax assessment. Designed for integration with the TerraScan CAMA/appraisal software package, the toolbox provides assessors and appraisers with the ability to incorporate CAMA/appraisal data into their GIS automatically, thereby enhancing analysis and reporting capabilities

Training

As an ESRI Business Partner, GISW has certified ESRI ArcGIS trainers on staff. We will actively engage the county staff during the data development project. This hands-on approach provides county staff with the best kind of training available and prepares staff for final system implementation training. Our philosophy is "*client self-sufficiency*". As a result of our continual training and classroom style sessions, Valley County staff will be fully equipped to maintain and utilize the GIS without additional help from GISW

1. A comprehensive two-day training session (at GISW's ESRI GIS Learning Center training facility in Lincoln, NE) focusing on data entry and editing. This session focuses on the County Assessor and her staff – those who would be maintaining the parcel map information. This proposal includes this two-day training session for one (1) person.
2. One-on-one training. GISW will provide one-on-one training to the assessor and her staff throughout the life of the project

Support

GISW always includes unlimited telephone and on-line support program for all assessor projects. This allows us to provide our expertise without the delay right across the Internet. This support feature allows GISW to watch county staff perform edits, check for data integrity, and diagnose other problems. This feature reduces GIS downtime while waiting for a technician to arrive on-site.

GISW will provide free telephone & online support for 6 months after final product delivery. Annual support options are available after this initial support term.

Project Responsibilities

Valley County Assessor Department Responsibilities

- (1) All hardware and software purchases (under the direction of GISW staff)
- (2) Providing full access to Terrascan CAMA database for purposes of installing and customizing the GISWorks CAMALink Extension
- (3) Provide other pertinent documents as deemed necessary
- (4) Providing all available existing GPS section control in Stateplane, NAD83 coordinates and interfacing with the county surveyor to collect these data

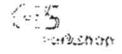
-
- (5) Entering all PID's under GISW guidance
 - (6) Correcting property boundaries, where cadastral maps were incorrectly drafted
 - (7) Entering new parcels after delivery of the township (under direction of GISW staff)
 - (8) Creation of the land use layer (under direction of GISW staff)
 - (9) Assist in the clarification of any questions that may occur

Project Schedule

The GISW team is ready to start the Valley County, NE Assessor GIS project after acceptance and receipt of a signed contract according to the tasks described in this proposal. We anticipate project completion 4-18 months after notice to proceed based on the above outlined steps.

Pricing Information

<u>Deliverables by Task</u>	<u>Cost (\$)</u>
COSTS FOR PROPOSED SERVICES:	
Step 1 – GIS Services	\$27,000
A) Parcel map development and soils integration	Included
Deliverable: Complete Sections Layer	
Deliverable: Complete Parcel Layer	
Deliverable: Complete Digital Ortho-Photography Layer	
Deliverable: Complete Soils Layer	
Step 2 – Proposed Hardware, Software, & Tools	\$1,500
A) Hardware Recommendations	Included
B) ESRI ArcView Desktop Software – Single-use license	Available direct from ESRI
C) GISWorks Extensions & Tools for ESRI ArcGIS Software	Included
1) GISWorks Assessor Extension	Included
2) GISWorks Advanced Editing Extension	Included
3) GISWorks Land Use Extension	Included
4) GISWorks CAMALink Extension (for MIPS)	Included
<i>***Annual licensing of \$800/year applies on July 1st, 2009 and each subsequent year for all GISWorks Extensions***</i>	
Deliverable: Hardware Recommendations	
Deliverable: ESRI ArcView Software	
Deliverable: GISWorks Tools & Extensions	
Step 3 – Training Sessions	Included
A) Intro to ArcGIS I – 2-Day Training Class	Included
B) Special Applications: One-on-One Training	Included
Deliverable: 2-Day Training Session: Intro to ArcGIS I ESRI Certified Training Class for 2 people	
Deliverable: Specialized Application Training – As needed during contract term	
Step 4 – Support	Included
A) Annual GIS Telephone Support (1 st 12 months after delivery of final township)	Included
B) Annual GIS Online Support (1 st 12 months after delivery of final township)	Included
Deliverable: 12 Months Telephone Support	
Deliverable: 12 Months Online Support	
Total Costs for above listed Services	\$27,000
COSTS FOR ANNUAL SOFTWARE MAINTENANCE & SUPPORT (After 1st year):	
ESRI Software Maintenance	
1) Annual Maintenance for ESRI ArcView 9.2 Desktop Software – Single Use license	\$400/year
<i>***Payable directly to ESRI***</i>	
GIS Workshop Software Maintenance	
1) GISWorks Assessor Extension	\$800/year
2) GISWorks Advanced Editing Extension	\$800/year
3) GISWorks Land Use Extension	\$800/year
4) GISWorks CAMALink Extension	\$800/year
GIS Workshop Maintenance & Support	
1) Annual GIS Telephone Support	\$2,000/year
2) Annual GIS Online Support	\$1,000/year
3) Annual QA/QC Support	\$1,000/year



Use of this interest free funding does not delay product delivery in any way. GISW will deliver and install all systems upon completion. Delivery is unrelated to the payment schedule.

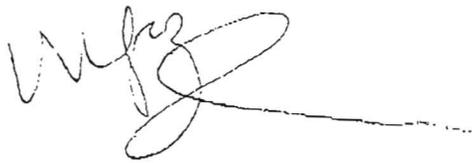
Example:

Valley Assessor GIS (\$27,000 over two funding years, first payment delayed until July 1, 2009)

Due July 1, 2009 \$10,000

Due July 1, 2010 \$17,000

Corrected by Marcus 
6/23/09



References

Please feel free to contact any of our NE assessor clients and ask them about our performance. You may also contact Larry Dix at NACO to ask about our standing in the assessment community.

Hamilton County, Patricia Sandberg (402) 694-2757
Butler County, Vickie Donoghue (402) 367-7420
Saline County, Georgene Eggebraaten (402) 821-2588
Seward County, Marilyn Hladky, (402) 643-3311
Kearney County, Linda Larsen (308) 832-2625
Cass County, Bob Van Dyne, (402) 296-9310
Dawes County, Connie Sandoz, (308) 432-0103
Franklin County, Ruth Jackson, (308) 425-6229
Gage County, Patty Mulligan, (402) 223-1308
Jefferson County, Arliss Brown, (402) 729-3103
Kimball County, Alice Ryschon, (308) 235-2362
Knox County, Monica McManigal, (402) 288-4255
Merrick County, Jan Placke, (308) 262-1534
Phelps County, Melodie Marvin, (308) 995-4061
Thayer County, Karla Joe, (402) 768-6417
Antelope County, Julie Harrison, (402) 887 4515
Chase County, Dotty Bartels, (308) 882 7506
Clay County, Linda Whiting, (402) 762 3792
Cuming County, Cherry Kreikemeier (402) 372 6000
Dixon County, Amy Watchhorn, (402) 755 5601
Fillmore County, Joan Ackland (402) 759 3613
Frontier County, Regina Andrijeski (308) 367 8637
Madison County, Jeff Hackerott, (402) 454 3311
Otoe County, Andrea Walters, (402) 873 9520
Perkins County, Bonnie Appel, (308) 352 4938
Platte County, Vanora Mulligan, (402) 563 4902
Polk County, Linda Anderson, (402) 747 4491
Red Willow County, Sandra Kotschwar, (308) 345 4388
Sioux County, Wendi McCormick, (308) 668 2401
Thomas County, Wendy Rinestine (308) 645 2264

September 30, 2008

Assessor
Pamella K. Arnold
125 S 15th St.
Ord, NE 68862

Re: Addendum - Adding planning/zoning layer to the scope/contract

Dear Ms. Arnold:

As per our conversation today, GISW agrees to add the planning/zoning layer to your GIS as part of the existing scope/contract. Valley County will need to supply GISW with an appropriate planning/zoning map that we may digitize at your convenience.

Should you have any further questions or concerns, please contact me at your convenience.

Best regards,



Marcus Tooze
President

GISW
415 N 66th Street, Suite 7
Lincoln, NE 68505
TEL: 402-436-2150
FAX: 402-436-2152
EMAIL: mtooze@gisworkshop.com
WEB: www.gisworkshop.com



Valley County, NE

Phase 2 Assessor Enterprise GIS

05.30.2009

GIS Workshop, Inc.

415 N 66th St, Suite 7
Lincoln, NE 68505
TEL: 402-436-2150
FAX: 402-436-2152

www.gisworkshop.com



Table of Contents

Table of Contents	2
Company Information	3
<i>Company Description</i>	<i>3</i>
<i>Company Headquarters.....</i>	<i>3</i>
<i>Company Information.....</i>	<i>3</i>
<i>Organizational Structure.....</i>	<i>4</i>
Project Overview.....	6
<i>Introduction.....</i>	<i>6</i>
<i>Project Deliverables.....</i>	<i>6</i>
Step 1: GIS Services.....	6
<i>Interview Process</i>	<i>6</i>
<i>Application Design & Build.....</i>	<i>7</i>
<i>CAMA/Admin Data Integration.....</i>	<i>10</i>
<i>Implementation & Site Linking.....</i>	<i>10</i>
Step 2: Hosting, Maintenance, & Support.....	10
<i>Hosting</i>	<i>10</i>
<i>Maintenance</i>	<i>10</i>
<i>Support.....</i>	<i>10</i>
Project Responsibilities & Schedule.....	11
<i>Valley County Project Responsibilities</i>	<i>11</i>
<i>Project Schedule.....</i>	<i>11</i>
Pricing Information.....	12
<i>Pricing by Task/Deliverable</i>	<i>12</i>
Appendix.....	13
<i>Appendix A: Included Web Site Information - Preliminary List</i>	<i>13</i>

Company Information

Company Description

GIS Workshop has been providing quality GIS data and analysis solutions to a wide array of corporate and government agencies (Butler County, NE; Hamilton County, NE; Clay County, NE; Saline County, NE; Seward County, NE; Platte County, NE; etc.).

GIS Workshop works extensively with county level agencies to provide customized spatial information management and analysis solutions. GIS Workshop staff has over 50 years combined experience in GIS analysis in a wide variety of vertical markets (municipal government, environmental engineering, civil engineering, satellite imagery analysis, agriculture, defense, and telecommunications).

We are committed to total client satisfaction through delivery of complete GIS solution packages. GIS Workshop pledges to work closely with the Valley County staff to create and deliver the Web Mapping Website, training, and post-delivery support. Our locale enables us to provide timely, on-site support and training to ensure that Valley County will achieve maximum benefit from this new technology.

GIS Workshop develops best-in-class GIS technology and employs a professional staff that will exceed the goals for this project.

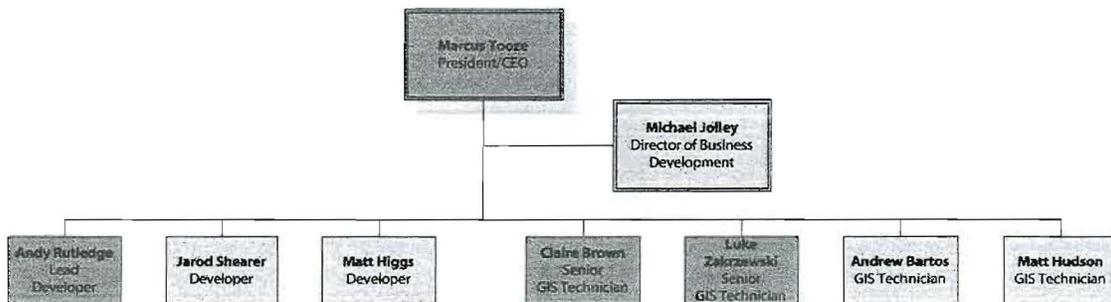


Figure 1: GIS Workshop employs a flat management structure encouraging involvement from all personnel

Company Headquarters

GIS Workshop, Inc.
 415 N. 66th Street, Suite 7
 Lincoln, NE 68505
 TEL: 402-436-2150
 FAX: 402-436-2152
 EMAIL: mtooze@gisworkshop.com

Contact: Marcus Tooze

Company Information

Change of Ownership

At no time in the last twelve (12) months has ownership or control of GIS Workshop, Inc. changed.

Contract Performance

At NO time in the last five (5) years has GIS Workshop had a contract terminated for default. Termination for default is defined as a notice to stop performance delivery due to the vendor's non-performance or poor performance, and the issue was either not litigated due to inaction on the part of the vendor or litigated and such litigation determined the vendor to be in default.

At NO time in the last five (5) years has GIS Workshop had a contract terminated for convenience, non-performance, non-allocation of funds, or any other reason which termination occurred before completion of all obligations under the initial contract provisions.

Affirmative Action Statement

GIS Workshop, Inc. is an Affirmative Action/Equal Opportunity Institution. No person will be denied opportunity for employment or education or be subject to discrimination in any project, program or activity because of race, color, religion, sex, sexual orientation, national origin, age, handicap or disability, disabled veteran or Vietnam era veteran status.

Insurance

GIS Workshop carries full professional errors and omissions liability, general liability, software development liability and workers comprehensive Insurance at the levels (or higher) stated in the RFP. Insurance certificates are available upon request.

Organizational Structure

Project Manager: Michael Jolley

Mr. Jolley is Director of Business Development at GIS Workshop, Inc. possessing over 15 years experience in program and project management. As Director of Business Development, Mr. Jolley is responsible for all marketing and sales functions of GIS Workshop. In addition, Mr. Jolley provides program and project management expertise for all Economic Development, Public Works/Utilities, and Law Enforcement systems. Mr. Jolley is a member of the Nebraska Economic Development Association, the Mid-America Economic Development Council, and the Nebraska GIS/LIS Association. Prior to joining GIS Workshop, Mr. Jolley was instrumental in the establishment of Vision Manufacturing, a Contract Electronics Manufacturing company in San Diego, CA. As Materials Manager, he designed and developed multiple company divisions, providing project management expertise. Mr. Jolley earned his B.B.A. from the University of San Diego in Business Administration specializing in Strategic Management. He will act as project manager for the Web GIS project, providing the interface between GIS Workshop, Inc. technicians and the Valley County staff. Mr. Jolley is available for the duration of the project, providing support and organizational expertise.

Senior GIS Developer: Jarod Shearer

Mr. Shearer is our most senior developer with GIS Workshop. His experience lies primarily in GPS and external sensor integration, chiefly with Trimble GPS and ESRI software. He has extensive experience in both Microsoft and UNIX environments. He is an accomplished programmer in C, C++ (MFC), embedded C++, Visual Basic, Map Objects, ArcObjects, and Java. Mr. Shearer received his B.S. in Computer Science from the University of Nebraska-Lincoln. His skills are most useful in mobile application customization and application development. Mr. Shearer will be available for the duration of the project, specifically for software installation and system configuration tasks.

GIS/Web Developer: Matt Higgs

Mr. Higgs is the newest member of the GIS Workshop team. His experience lies primarily in web development and integration. He has extensive experience in both Microsoft and UNIX environments. He is an accomplished programmer in C, C++ (MFC), embedded C++, Visual Basic, Map Objects, ArcObjects, and Java. Mr. Higgs received his B.S. in Computer Science from the University of Nebraska-Lincoln. His skills are most useful in website design and development and application development. Mr. Higgs will be available 100% for the duration of the project.

Project Overview

GIS Workshop has developed a set of procedures for county GIS/Website development that sets us apart from other companies and consultants. We apply heavy emphasis to quality, training and most important, direct client contact, and immediate on-site support.

Introduction

GIS Workshop, Inc. proposes to design and build a GIS Mapping Website for Valley County. The website will allow subscribers with Internet access to search for real estate information on Terrascan without having to call or visit the Valley County offices. This may significantly reduce the call and desk traffic for ordinary information requests normally made at the Courthouse. GIS Workshop, Inc. will host the Internet mapping system on our servers for 24/7 availability. Sampled sites are available at <http://butler.gisworkshop.com>

Project Deliverables

After careful evaluation of the desired mapping website functionality, GIS Workshop recognizes the following deliverables represent the complete project:

Step:	Deliverable:
1. GIS Services	Assessor/Equalization Mapping Website Design & Development including: <ul style="list-style-type: none"> • Interview Process • Application Design & Build • CAMA/Admin Data Integration • Secure Login development • Implementation & Site Linking
2. Hosting, Maintenance, & Support	Services including: <ul style="list-style-type: none"> • Annual mapping website hosting • Monthly CAMA updates • Annual Telephone/Online Support

Step 1: GIS Services

Interview Process

This operation can best succeed with the full cooperation of all County parties. This initial interview process will (1) provide County officials with the opportunity to meet the GIS Workshop team, (2) provide GIS Workshop with more detailed information on the Valley County appraisal system currently in place, and (3) allow County staff to design the mapping website based on their needs using GIS Workshop’s expertise to suggest various solutions. We will be working closely with County officials and staff, and it is important that a solid professional relationship be ensured from the outset.

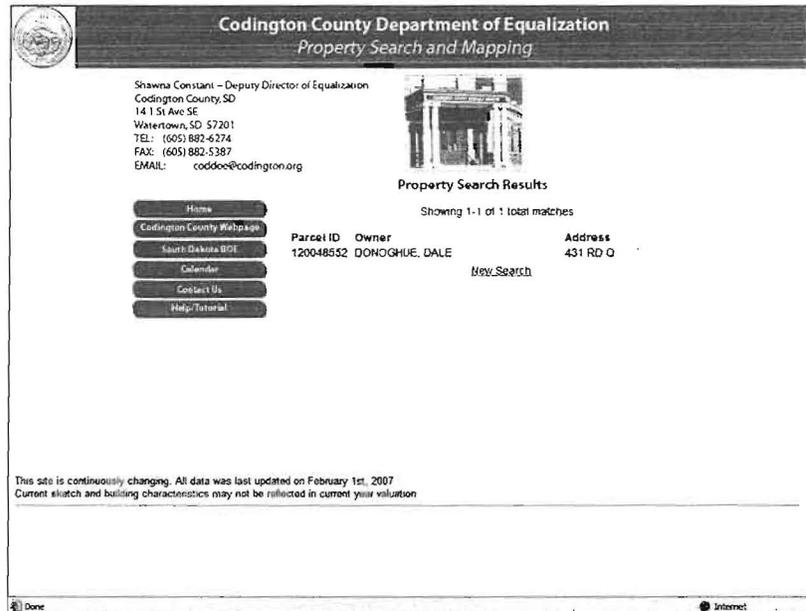


Figure 3: Example of the Search Results page

Once the user has found the parcel they are interested in, they may view the data. The layout, type, and amount of data available to the user are up to the Valley County staff. The system can display any piece of information from Terrascan. The Property Records Sheet displays the data selected by Valley County (as noted in Appendix A). In addition, it is impossible for anyone but the assessor to change any of the data.



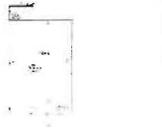
Figure 4: Example Property Results Listing - Initial Page

Parcel Information				
Parcel ID:	120048552			
Links:	Map			
Map Number:	16-9E-S1-A-15			
Current Owner:	DONOGHUE, DALE			
Site Address:	431 Q RD DAVID CITY NE 68632-			
Tax District:	926			
School District:	DAVID CITY 56			
Neighborhood:	900			
Lot Width x Depth:	0 x 0			
Legal Description:	OCTAVA 22 16 3 PT E1/2NE1/4 1.25 AC			
Assessed Values				
Year	Total	Land	Improvements	Outbuildings
2006	41,970	1,445	40,525	0
2006 Tax Information				
Taxes:	\$764.10			
Tax Levy:	1.620608			
Residential Datasheet				
Type:	Single-Family	Heat Type:	50% RADIATOR HOT WATER	
Quality:	30 Average	Foundation:		
Arch. Type:		Slab Area:		
Year Built:	1920	Crawl Area:		
Actual Age:	87	Basement Area:	952	
Ext. Wall 1:	100% SIDING	Main Finish:		
Ext. Wall 2:		Rec Finish:		
Base Area:	1,176	Part Finish:		
Total Area:	2,352	Bedrooms:	4	
Style 1:	100% Two-Story	Bathrooms:	1	
Style 2:		Garage Type:		
Roof Type:	WOOD SHAKES	Garage Area:		

Figure 5: Continuation of Property Results Page

The property photographs and sketches provided by Valley County in Terrascan are available for viewing by the user by clicking on the links.

Adjusted Structure Cost		
Improvement	Year	Units
KNEE-WALL PORCH		60
DET GAR FAIR COND		576
DET GAR FAIR COND		1120
CONCRETE FLOOR		1120
DET GAR FAIR COND		576
CONCRETE FLOOR		576
UTILITY BLDG		60

Photos and Sketches	
Photo	Sketch
	

Click to enlarge pictures
Please note that these photographs and sketches may be larger than the current resolution of your screen. You may want to either download them to your computer (right-click, "Save Target As" in Internet Explorer), or configure your web browser to scale large images to fit.

This site is continuously changing. All data was last updated on February 1st, 2007.
 Current sketch and building characteristics may not be reflected in current year valuation.

Disclaimer: The public information contained herein is furnished as a public service by the Butler County Assessor's Office. All information was collected for the purpose of developing the annual Property Tax Roll as provided for the Chapter 77 of the Nebraska Revised Statutes. The Butler County Assessor's Office makes no warranties, either expressed or implied, concerning the accuracy, completeness, reliability, or suitability of the information for any other particular use. Furthermore, the Butler County Assessor's Office and _____ assume no liability associated with the use or misuse of said information.

Figure 6: Property Pictures and Sketches from Terrascan

CAMA/Admin Data Integration

The assessor can select any of the Terrascan data recorded by parcel for display in the web system. The Mapping Website will simply extract the data from the Terrascan software suite. GIS Workshop will include the Terrascan data identified by the Valley County as noted in Appendix A.

Implementation & Site Linking

Once the Assessor and GIS Workshop staff determine a final web design and select the Terrascan data for display, GIS Workshop staff will begin developing the application code. GIS Workshop staff will work with county IT staff to identify likely locations for placing hyperlinks to the new web page. GIS Workshop will make the site available to county staff via a password-protected page to beta test the system.

Proposed Technology - Software

ESRI based technology is the sensible software choice for today and the future of GIS in Valley County. GIS Workshop will utilize ESRI ArcGIS Server software to create a fully customized, yet statewide compliant web-based mapping system.

Proposal Technology - Hardware

GIS Workshop maintains state-of-the-art servers specifically built to serve ArcGIS Server based applications across the web. In addition, GIS Workshop leases a T-3 fiber connection to the Internet, the fastest possible commercial connection available today to ensure the fastest possible delivery of your application.

Step 2: Hosting, Maintenance, & Support

Hosting

GIS Workshop will host the website on our redundant servers for Valley County. We will include the first 12 months of hosting fees at no cost.

Maintenance

We recommend a monthly shipment of updated parcel/CAMA data, but it is up to Valley County to select an update period based on sales activity within the county. GIS Workshop will include the first year of maintenance at no cost.

Support

Our extensive GIS experience provides us with the ability to tailor support packages specific to your needs, thereby utilizing your resources as efficiently and as cost-effectively as possible. GIS Workshop firmly believes in field support of all products delivered. Support options are available via telephone,

online, and email. GIS Workshop operates telephone and on-line support teams. Our on-line support system is a web-based application (www.gotomeeting.com) that allows us to quickly view the User's desktop, take control of the desktop, and allow the user to view our desktop during a support call. This quick, simple system allows us to diagnose problems quickly in real time. It also allows us to perform group and 1-on-1 training sessions via the web. GIS Workshop supports a 1-800 customer support line from 8 am – 6 pm CST for fast response to customer problems.

GIS Workshop will include support for the first year at no additional cost.

After the initial year of hosting, maintenance, and support, an annual hosting, maintenance, and support fee is due.

Project Responsibilities & Schedule

Valley County Project Responsibilities

- (1) Providing full access to GIS and Terrascan databases for purposes of installing and customizing the assessor web system
- (2) Providing updated GIS, and Terrascan data for incorporation into the system on a monthly basis
- (3) Assist in the clarification of any questions that may occur

Project Schedule

The GIS Workshop team is ready to start the Valley County, NE Mapping Website project after acceptance and receipt of a signed contract according to the tasks described in this proposal. We anticipate project completion 16 weeks after notice to proceed based on the above outlined steps. GIS Workshop prides itself on providing a superior level of service encompassing accuracy and timeliness in product delivery. GIS Workshop provides a simple guarantee to all clients...GIS Workshop will deliver products on time as per the agreed contract. GIS Workshop, Inc cannot be held responsible for delays due to third parties.

Pricing Information

Pricing by Task/Deliverable

The Mapping Website includes one year of hosting, maintenance, and support fees, following which, the maintenance fee will be due on the 1st day of the month 12 months from signing of the agreement. The system will be hosted on GIS Workshops specialized ArcGIS Servers, connected to the Internet through a T-3 dedicated fiber line. The following are the costs for these services:

Deliverables by Task	Cost (\$)
COSTS FOR PROPOSED SERVICES:	
Step 1: GIS Services	\$15,000
A) Interview Process	Included
B) Application Design & Build	\$15,000
C) CAMA/Admin Data Incorporation	Included
D) Implementation & Site Linking	Included
Deliverable: Secure Assessor/Equalization Mapping Website	
Step 2: Hosting, Maintenance, & Support – 1 st year	Included
A) Hosting	Included
B) Maintenance – Monthly CAMA updates	Included
C) Support	Included
Deliverable: 12 Months Hosting	
Deliverable: 12 Months Maintenance	
Deliverable: 12 Months Telephone Support	
Deliverable: 12 Months Online Support	
Total Costs for above listed Services	\$15,000
ANNUAL COSTS FOR ANNUAL HOSTING, MAINTENANCE, & SUPPORT (After 1st year):	
Hosting, Maintenance, & Support	\$4,000/year
A) Annual Mapping Website Hosting	Included
B) Maintenance – Monthly CAMA updates	Included
C) Telephone/Online Support	Included

Appendix

Appendix A. Included Web Site Information – Preliminary List

- 1) Parcel ID
- 2) Current Owner with mailing address
- 3) Situs
- 4) Legal Description
- 5) Property Class
- 6) Neighborhood
- 7) Tax District
- 8) Assessed Value
- 9) Taxes
- 10) Levy
- 11) Sales Information
 - a) Book & Page
 - b) Grantor
 - c) Sale Date
 - d) Sale Price
- 12) Property Data (residential or commercial)
- 13) Building Data
- 14) Miscellaneous Improvements
- 15) Photo
- 16) Sketch
- 17) Disclaimer