

MEETING AGENDA

Technical Advisory Committee to the State Records Board

August 28, 2009
9:00 a.m. – 12:00 p.m.
Executive Building - Lower Level Conference Room
521 S 14th Street
Lincoln, Nebraska

AGENDA

Meeting Documents: Click the links in the agenda
or [click here](#) for all documents (148 pages - 42 MB .pdf file).

1. Roll Call, Meeting Notice & Open Meetings Act Information
2. Public Comment
3. Approval of Minutes* - [May 15, 2009](#)
4. Grant Reviews*
 - Local Government Agencies
 - Arthur County Assessor – [GIS System](#)
 - Blaine County Assessor – [GIS System](#)
 - Hamilton County – [Parcel/Property Data Update](#)
 - Hooker County – [GIS System](#)
 - Lincoln Co – [Enhanced Web Service](#)
 - Logan County Assessor – [GIS System](#)
 - McPherson County Assessor – [GIS System](#)
 - Richardson County – [Enhancement of Land Records – Web Access](#)
 - Valley County Assessor – [GIS – Web Access](#)
 - State Agencies
 - Board of Barbers Examiner – [Enhancement/Restructuring of Licensing System](#)
 - UNL – [Migrating from Tangible to Online](#)
5. Other Business
6. Adjourn

* Denotes action items

(The Committee will attempt to adhere to the sequence of the published agenda, but reserves the right to adjust the order of items if necessary and may elect to take action on any of the items listed.)

Meeting notice posted to the [Nebraska Public Meeting Calendar](#) on August 18, 2009.

Agenda posted to the NITC website on August 17, 2009.

**Technical Advisory Committee
to the
State Records Board**

May 15, 2009
9:00 a.m.
Executive Building – Lower Level Conference Room
521 S 14th Street
Lincoln, Nebraska

PROPOSED MINUTES

MEMBERS PRESENT:

Brenda Decker, CIO, State of Nebraska
Walter Weir, CIO, University of Nebraska

MEMBERS ABSENT

Richard Brown, Legislative Council

ROLL CALL, MEETING NOTICE & OPEN MEETINGS ACT INFORMATION

Ms. Decker called the meeting to order at 9:02 a.m. Roll call was taken. A quorum was present. The meeting notice was posted to the [Nebraska Public Meeting Calendar](#) on April 7, 2009. The meeting agenda posted to the NITC Website on April 10, 2009. A copy of the Nebraska Open Meetings Act was available in the meeting room.

PUBLIC COMMENT

There was no public comment.

APPROVAL OF MINUTES – [October 20, 2008](#)

Mr. Weir moved to approve the minutes as presented. Ms. Decker seconded the motion. Roll call vote: Decker-Yes and Weir-Yes. Results: Yes-2 and No-0. Motion carried.

GRANT REVIEWS

Douglas County Corrections - [Jail Management Web Access Program](#)

Bob Nord and Roland Hamann were present to take questions on the grant application. A handout was provided. Members discussed the grant application. Topics discussed included: NCJIS coordination; accessibility; estimates of traffic to the site; internally development using JAVA; and the relationship to the jail management system.

Ms. Decker moved the following resolution:

The committee, having reviewed the grant application entitled “Jail Management Web Access Program,” finds that:

- The project is technically feasible.
- The proposed technology is appropriate for the project.
- The technical elements can be accomplished within the proposed time frame and budget.

Mr. Weir seconded the motion. Roll call vote: Decker-Yes and Weir-Yes. Results: Yes-2 and No-0. Motion carried.

Gage County Board of Supervisors - [Online Citizen Resource Center](#)

Dave Battiato was present to take questions on the grant application. Members discussed the grant application. Topics discussed included: a comprehensive program; the money would be used for web developers with internal staff meeting to determine content; the existing site; hosting of the new site; redundancy; more discussion of content development and web development.

Mr. Weir moved the following resolution:

The committee, having reviewed the grant application entitled "Online Citizen Resource Center," finds that:

- The project is technically feasible.
- It is too early in the project to know if the technology is appropriate for the project.
- It is too early in the project to know if the technical elements can be accomplished within the proposed time frame and budget.

Ms. Decker seconded the motion. Roll call vote: Decker-Yes and Weir-Yes. Results: Yes-2 and No-0. Motion carried.

Hamilton Co Surveyor/GIS - [Hamilton County Mapping Update](#)

Duane Katt and Kelly Stevens were present to take questions on the grant application. Members discussed the grant application. Topics discussed included: the GIS system has been in place since 2002 and need to update information from villages, 911, etc; hardware and software with existing system; money is for more accurate mapping; County Assessor has mapping for rural areas and will interface; E911 process to be imported into the system; and GIS standards on the NITC website.

Ms. Decker moved the following resolution:

The committee, having reviewed the grant application entitled "Hamilton County Mapping Update," finds that:

- The project is technically feasible.
- The proposed technology is appropriate for the project.
- The technical elements can be accomplished within the proposed time frame and budget.

Mr. Weir seconded the motion. Roll call vote: Decker-Yes and Weir-Yes. Results: Yes-2 and No-0. Motion carried.

[Post meeting, additional comment from the members:

- Section III.3 asks the applicant to describe how the project will comply with the "State's Technology Access Clause." The response was "[w]e will have the project accessible via the internet." Having the project accessible via the Internet does not necessarily make it accessible.]

Accountability and Disclosure Commission - [Online Campaign Statement Filings](#)

Frank Daley and a staff member from Nebraska.gov were present to take questions on the grant application. Members discussed the grant application. Topics discussed included: hosting will be done by Nebraska.gov; the number of filings depends on the year, but in the hundreds; all of the information is public; and accessibility.

Mr. Weir moved the following resolution:

The committee, having reviewed the grant application entitled "Online Campaign Statement Filings," finds that:

- The project is technically feasible.
- The proposed technology is appropriate for the project.
- The technical elements can be accomplished within the proposed time frame and budget.

Ms. Decker seconded the motion. Roll call vote: Decker-Yes and Weir-Yes. Results: Yes-2 and No-0. Motion carried.

Supreme Court - [MCLE \(Mandatory Continuing Legal Education\)](#)

Suresh Namala and Bill Miller were present to take questions on the grant application. Members discussed the grant application. Topics discussed included: this is an application to track vendors and credits earned by attorneys; the Bar Association has been approached for funding; State of Iowa system can be modified for Nebraska; JAVA with Oracle backend; one new server needed regardless of which option chosen; server will be housed with OCIO; and accessibility.

Ms. Decker moved the following resolution:

The committee, having reviewed the grant application entitled "MCLE (Mandatory Continuing Legal Education)," finds that:

- The project is technically feasible.
- The proposed technology is appropriate for the project.
- The technical elements can be accomplished within the proposed time frame and budget.

Mr. Weir seconded the motion. Roll call vote: Decker-Yes and Weir-Yes. Results: Yes-2 and No-0. Motion carried.

Treasurer - [NebraskaSpending.com](#)

Trent Fellers was present to take questions on the grant application. Members discussed the grant application. Topics discussed included: this is a phase 3 update with the addition of 10 year historical data for agencies, adding the University, OPS, Douglas Co., and contract and expenditure search; hosted at First National Data Center in Omaha; browser compatibility; how data is received to populate the site; and the impact of LB 16.

Ms. Decker moved the following resolution:

The committee, having reviewed the grant application entitled "NebraskaSpending.com," finds that:

- The project is technically feasible.
- The proposed technology is appropriate for the project.
- The technical elements can be accomplished within the proposed time frame and budget.

Mr. Weir seconded the motion. Roll call vote: Decker-Yes and Weir-Yes. Results: Yes-2 and No-0. Motion carried.

Cass County Register of Deeds - [Scan Deeds & Surveyors Records](#)

Members discussed the grant application.

Mr. Weir moved the following resolution:

The committee, having reviewed the grant application entitled "Scan Deeds & Surveyors Records," finds that:

- The project is technically feasible with respect to scanning documents.
- The proposed technology is appropriate for scanning purposes only. If the intent is to place these on the Internet, the data would not be in a format suitable for use with GIS technologies or similar collaborative technologies and additional information would be required.
- The technical elements can be accomplished within the proposed time frame and budget with respect to scanning documents.

Ms. Decker seconded the motion. Roll call vote: Decker-Yes and Weir-Yes. Results: Yes-2 and No-0. Motion carried.

Hayes County Assessor - [Geographic Information Implementation](#)

Members discussed the grant application.

Ms. Decker moved the following resolution:

The committee, having reviewed the grant application entitled "Geographic Information Implementation," finds that:

- The project is technically feasible.
- There is insufficient information to determine if proposed technology is appropriate for the project.
- There is insufficient information to determine if the technical elements can be accomplished within the proposed time frame and budget.
- The grant application, in Section III.3, states "there are no NITC technical standards and guidelines for GIS." Actually there are two NITC standards that would apply to this type of work, if it involves the actual development of the GIS-formatted land record information. The first is the NITC "Land Record Information and Mapping Standard" (http://nitc.ne.gov/standards/data/LRMS_20060127.pdf), which is specifically focused on the development of GIS-formatted land record information. The second is the NITC "Geospatial Metadata Standard" (http://nitc.ne.gov/standards/data/metadata_standard_20050923.pdf), which outlines how the GIS data should be documented so that the value of the public investments in the data, by the developing agency, can be preserved over time and so that other potential users of the data can determine the most appropriate use of that data.

Mr. Weir seconded the motion. Roll call vote: Decker-Yes and Weir-Yes. Results: Yes-2 and No-0. Motion carried.

Saunders County Register of Deeds - [Numerical Index Book Scanning Project](#)

Members discussed the grant application.

Mr. Weir moved the following resolution:

The committee, having reviewed the grant application entitled "Numerical Index Book Scanning Project," finds that:

- The project is technically feasible with respect to scanning documents.
- The proposed technology is appropriate for scanning purposes only. If the intent is to place these on the Internet, the data would not be in a format suitable for use with GIS technologies or similar collaborative technologies and additional information would be required.
- The technical elements can be accomplished within the proposed time frame and budget with respect to scanning documents.

Ms. Decker seconded the motion. Roll call vote: Decker-Yes and Weir-Yes. Results: Yes-2 and No-0. Motion carried.

Thomas County Clerk - [Land Record Information System Enhancement and Web Access](#)

Members discussed the grant application.

Ms. Decker moved the following resolution:

The committee, having reviewed the grant application entitled "Land Record Information System Enhancement and Web Access," finds that:

- The project is technically feasible.
- The proposed technology is appropriate for the project.
- The technical elements can be accomplished within the proposed time frame and budget.

Mr. Weir seconded the motion. Roll call vote: Decker-Yes and Weir-Yes. Results: Yes-2 and No-0. Motion carried.

OTHER BUSINESS

There was no other business.

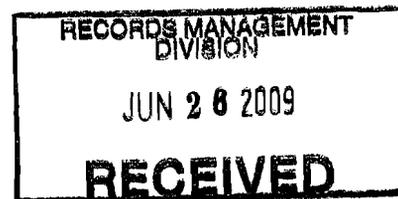
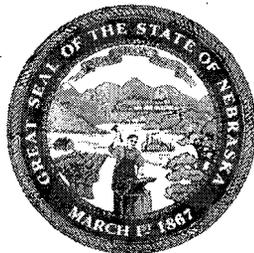
ADJOURNMENT

The meeting was adjourned at 10:41 a.m.

The meeting minutes were taken by Rick Becker of the Office of the CIO.

**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: <http://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: Arthur County Nebraska
2. Title of project: GIS System for Arthur County Assessor's Office
3. Brief description of project: **The Arthur County Assessor has need of a GIS system to become compliant with State of Nebraska Assessor regulations.**

The Assessor has obtained bids for a GIS system, which will fill the Counties needs and now is seeking assistance in funding the project.
4. Grant request amount \$20612.00
5. Will there be a fee for accessing records associated with this project? If yes, provide any statutory reference or authorization for fee.

No there will not be a fee for accessing these records.

II. GRANT DETAIL

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

This project is the implementation of a Geospatial Information System (GIS) to be used in updating property assessment values, which will bring Arthur County into compliance with State Statute Section 77-1363. The system will create classes and subclasses to reflect uses appropriate for the valuation of such land according to law and is based on soil classification standards developed by the Natural Resources Conservation Service of the United States Department of Agriculture as converted into land capability groups by the Property Tax Administrator. The Arthur County Assessor shall utilize this system to implement soil surveys in the assessment year after the soil survey maps become available to achieve more uniform and proportionate valuations.

This GIS offers tools that can aid in the quick, efficient, and accurate updating of parcel and agricultural land use boundaries, land capability groups and property value assessments. This system will also eliminate inaccuracies in current estimation of road acreage and conflicts between current land use classifications with NRCS Soil Survey Data. This system will also provide distinguishable section boundaries, accurate public land survey system section data and predefined home site and farm site acreages.

The total initial cost of the System is \$20,612.00 and the yearly upkeep cost is \$25.00 to \$55.00 per hour depending on the complexity of the needed programming. This upkeep cost will be provided for in the annual Arthur County Assessor's budget.

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

This System will benefit Arthur County by bringing the County into compliance with statute 77-1363 and by making the assessment of Arthur County property more efficient.

The Arthur County Assessor will use this GIS system to update property assessment values by using soil classification standards developed by the Natural Resources Conservation Service of the United States Department of Agriculture as converted into land capability groups by the Property Tax Administrator.

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

The scheduled completion date for this project is 12/31/2009.

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

The Arthur County Assessor will provide copies of all existing agricultural cadastral and survey maps. The assessor's office will also help with the reviewing of all the material.

5. **Is other funding available for this project (explain)?**

No, there was no funding for the GIS Project budgeted in the 2008/2009 fiscal year. However, I will budget for partial payment in the 2009/2010 budget.

6. **Does the project require additional statutory authority (explain)?**

Adequate statutory authority is already in place for this project.

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).**

This grant money will be used to help pay the projected \$20612.00 expense of installing a GIS system in the Arthur County Assessor's Office to use in assessing rural property in Arthur County. (See attached bids from two vendors)

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?**

Arthur County is a small county of 720 square miles, in west-central Nebraska with a population of 444 people including one village. Arthur County is really stressed to keep up the additional expenses of state mandated requirements . Once this GIS system is installed, minimal maintenance will be required and can easily be provided for in the existing assessor's budget.

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

This GIS system will increase the accuracy and efficiency of assessing Arthur County rural property. It will also increase the speed in retrieving information when requested by customers.

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

This GIS system will provide tools that can aid in the quick, efficient, and accurate updating of parcel and agricultural and land use boundaries, Land Capability Groups and property value assessment.

11. **Please describe how this project will facilitate collaboration among other local, state and federal agencies and other public institutions.**

Local, state and federal land use information will be combined to create the database in this system. Once compiled, the information in this GIS system will be compatible with the surrounding counties and can be adapted for their use with minimal modification. Because state and federal land use information is being used this system will facilitate the easy transfer of information among systems when needed.

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

Arthur County is considering developing a website, which will be linked to the official state portal(Nebraska.gov). This website will provide information and links for all Arthur County offices including the Arthur County Assessor's office.

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 this project will not involve the licensing, permitting or regulation of business.

III. TECHNICAL INFORMATION

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

Required hardware and software: Standard desktop CPU or laptop, with Microsoft WindowsXP and Microsoft Access 2003 or 2007. Internet connectivity will be required if Arthur County wishes to link their database to the databases of neighboring counties. Parcel soil summaries and maps will be created using a Soil Summary Report Generator built on the Microsoft Access platform (provided by the vendor). This hardware and software configuration was selected because the Arthur County assessor's office wanted a system that is not overly complex, that is easy to use, and that will allow the county to meet the requirement of Neb.Rev.Stat.Sec.77-1363. This system can also be expanded in the future to include more extensive and in depth property assessment tools.

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).**

All parcel boundaries created for the purpose of soil extraction will be created in compliance with NITC Land Record Information Standards, and Geospatial Metadata Standards. This is important because the NITC and the Nebraska GIS Steering Committee are committed to the standardization of geospatial datasets for Nebraska. This sets standards / guidelines for modernization of land records that are currently maintained on paper in the local courthouse. These guidelines also ensure that counties that are planning on modernizing their records conform with other land record datasets that currently exist or are being created across the state. (Sections 2.0-2.2 in the NITC Land Record Information Standards document).

Following the NITC guidelines will insure the compatibility of the Arthur County land records with statewide county, state and federal land records.

The proposed GIS system has been proven reliable, secure and is designed to adapt and grow to meet future needs.

- 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.**

Persons with disabilities can request the information this technology provides from the county assessor via telephone, email, or by visiting the county assessor's office. Land use summaries and parcel maps can then be delivered via email, printed hard copies, or can be mailed.

- 4. Describe how technical support will be provided.**

Minimal maintenance and technical support should be required once the project is completed. Any technical support that is needed will be provided by the vendor on a level of effort basis (hourly rate). The vendor will attempt to remotely solve any technical issues (via telephone,email,etc.), and then provide onsite assistance if the problem isn't resolved.

IV. CONTACT INFORMATION & SIGNATURE

**Contact person for any questions regarding this application:
Becky Swanson**

Phone # 308-764-2203 E-mail becky.swanson@nebraska.gov

Signed this 22nd day of June, 2009.

Becky Swanson
Agency Director

Please return to:

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

The following table outlines projected cost estimates based on the Task Level (TABLE 1), hourly rate (TABLE 1), and total number of hours required to accomplish each task.

TABLE 2: ESTIMATED PROJECT COST

TASK ID	TASK	DESCRIPTION	TASK LEVEL	TASK HOURS	COST
1	SOURCE DATA ACQUISITION ¹	CADASTRALS, SURVEYS, ASSESSMENT CARDS	1	0	\$0
2	PROJECT RESEARCH ²	TERRASCAN & MIPS DATABASE INTEGRATION	1	0	\$0
3	ONSITE DATABASE INSTALLATION/SETUP	UPDATE TERRASCAN/MIPS DATABASES	1	20	\$900
4	HARDWARE, SOFTWARE, & DATA REVIEW ²	ID ASSESSOR SOFTWARE & DATABASE	2	0	\$0
5	DATABASE CONSTRUCTION	FORMAT TO MIMIC ASSESSOR DATABASE	2	1	\$35
6	DATA EXTRACTION & ATTRIBUTION	SOIL EXTRACTION (20 MINUTES PER SECTION)	2	240	\$8,400
7	DATA QUALITY CONTROL	TOPOLOGY CHECKS (1/3 OF EXTRACTION HOURS)	2	80	\$2,800
8	DATA REVISIONS	DATA CORRECTIONS (15 MINUTES PER 1/4 OF TOTAL PARCELS)	2	58	\$2,015
9	DATA ACQUISITION	NRCS SOILS ACQUISITION & FORMATTING	3	1	\$25
10	SOIL MAP CREATION	CREATE SOIL MAPS (10 MINUTES PER PARCEL) FOR REVIEW	3	153	\$3,837
11	SOIL SUMMARY REPORT GENERATION	GENERATE SOIL SUMMARIES FOR REVIEW (2.5 MINUTES PER PARCEL)	3	38	\$950
12	PROJECT MANAGEMENT	SUPERVISION OF PROJECT ORGRANIZATION, PROGRESS, & COMPLETION (5% OF TOTAL HOURS)	PROJ MGT	30	\$1,650
TOTAL				591³	\$20,612

¹Provided by the county assessor

²Included in the initial consultation

³Total hours less Project Management hours

PAYMENT SCHEDULES

Prior to the start of the project, Arthur County would be required to provide \$5,000 project initiation fee. This fee will be deducted from the overall project cost. Following project completion, the remaining amount for 2009 would become due.

In order to accommodate budget restrictions that counties may face, payment schedules have been calculated that would satisfy county needs as well as those of the contracting agency. The following outlines proposed payment schedules.

TABLE 3: PROPOSED PAYMENT SCHEDULES

SCHEDULE	2009	2010	2011
PAID IN FULL	\$15,612 ¹	----	----
2 YEARS	\$5,306 ²	\$10,718 ²	----
3 YEARS	\$5,204 ³	\$5,828 ³	\$5,516 ³

¹Project cost based on \$5,000 project initiation fee, with remaining amount to be paid at project completion.

²Project cost based on \$5,000 project initiation fee, with remainder of 2009 amount to be paid at project completion. 2010 payment based on remainder of project cost plus a 4% financing fee.

³Project cost based on \$5,000 project initiation fee, with remainder of 2009 amount (1/3 of remaining project cost, less \$5,000 initiation fee) to be paid at project completion. 2010 payment based on project cost (less \$5,000 initiation fee) divided over three years, plus a 6% financing fee. 2011 payment based on remaining 1/3 of project cost (less \$5,000 initiation fee) plus a 6% financing fee.

PROJECT SCHEDULE

Based on the previously outlined assumptions and tasks, it is estimated that **12 weeks** would be required to complete the project. Any modifications to the previously outlined project assumptions or tasks could affect project length, as well as overall project cost.

Pricing and Financing Information

The following provides the total and detailed costs for the services and deliverables described in this proposal.

The following is a summary of costs for each county. This pricing is dependent on all six counties moving forward with the project. Detailed price sheets are listed separately for each county. The following pricing shows significant savings of between \$10,000 to \$20,000 per county if each county were to work independently.

The financing option is interest free, allowing each county to spread the cost of the project over 5 years. Using this financing program does NOT impact delivery date of the system, tools or training.

Arthur County, NE	\$18,820 (approx. 920 ag parcels)
1 st payment, 1 st January, 2010	\$3,964
2 nd payment, 1 st July, 2010	\$3,964
3 rd payment, 1 st July 2011	\$3,964
4 th payment, 1 st July 2012	\$3,964
5 th payment, 1 st July 2013	\$3,964
Blaine County, NE	\$23,900 (approx. 1400 ag parcels)
1 st payment, 1 st January, 2010	\$4,780
2 nd payment, 1 st July, 2010	\$4,780
3 rd payment, 1 st July 2011	\$4,780
4 th payment, 1 st July 2012	\$4,780
5 th payment, 1 st July 2013	\$4,780
Grant County, NE	\$24,750 (approx. 1500 ag parcels)
1 st payment, 1 st January, 2010	\$4,950
2 nd payment, 1 st July, 2010	\$4,950
3 rd payment, 1 st July 2011	\$4,950
4 th payment, 1 st July 2012	\$4,950
5 th payment, 1 st July 2013	\$4,950
Hooker County, NE	\$23,050 (approx. 1300 ag parcels)
1 st payment, 1 st January, 2010	\$4,610
2 nd payment, 1 st July, 2010	\$4,610
3 rd payment, 1 st July 2011	\$4,610
4 th payment, 1 st July 2012	\$4,610
5 th payment, 1 st July 2013	\$4,610
Logan County, NE	\$23,475 (approx. 1350 ag parcels)
1 st payment, 1 st January, 2010	\$4,695
2 nd payment, 1 st July, 2010	\$4,695
3 rd payment, 1 st July 2011	\$4,695
4 th payment, 1 st July 2012	\$4,695
5 th payment, 1 st July 2013	\$4,695
McPherson County, NE	\$24, 537 (approx. 1475 ag parcels)
1 st payment, 1 st January, 2010	\$4,907
2 nd payment, 1 st July, 2010	\$4,907
3 rd payment, 1 st July 2011	\$4,907
4 th payment, 1 st July 2012	\$4,907
5 th payment, 1 st July 2013	\$4,907

Ongoing Maintenance and Support Fees

After the 5th year payment, each county will be responsible for an annual support/hosting/maintenance fee of \$1,500 per county per year.

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: Blaine County Nebraska
2. Title of project: GIS System for Blaine County Assessors Office
3. Brief description of project: **The Blaine County Assessor has need of a GIS system to become compliant with State of Nebraska Assessor regulations.**
The Assessor has obtained bids for a GIS system, which will fill the Counties needs and now is seeking assistance in funding the project.
4. Grant request amount \$25,000.00
5. Will there be a fee for accessing records associated with this project? If yes, provide any statutory reference or authorization for fee.
No there will not be a fee for accessing these records.

II. GRANT DETAIL

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

This project is the implementation of a Geospatial Information System (GIS) to be used in updating property assessment values, which will bring Blaine County into compliance with State Statute Section 77-1363. The system will create classes and subclasses to reflect uses appropriate for the valuation of such land according to law and is based on soil classification standards developed by the Natural Resources Conservation Service of the United States Department of Agriculture as converted into land capability groups by the Property Tax Administrator. The Blaine County Assessor shall utilize this system to implement soil surveys in the assessment year after the soil survey maps become available to achieve more uniform and proportionate valuations.

This GIS offers tools that can aid in the quick, efficient, and accurate updating of Parcel and Agricultural Land use boundaries, Land Capability Groups and Property value assessments. This system will also eliminate inaccuracies in current estimation of road acreage and conflicts between current land use classifications with NRCS Soil Survey Data. This system will also provide distinguishable section boundaries, accurate Public Land Survey System section data and predefined home site and farm site acreages.

The total initial cost of the System is \$25,540.00 and the yearly upkeep cost is \$25.00 to \$55.00 per hour depending on the complexity of the needed programming. This upkeep cost will be provided for in the annual Blaine County Assessors budget.

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

This System will benefit Blaine County by bringing the County into compliance with statute 77-1363 and by making the assessment of Blaine County Property more efficient.

The Blaine County Assessor will use this GIS system to update property assessment values by using soil classification standards developed by the natural Resources Conservation Service of the United States Department of Agriculture as converted into land capability groups by the Property Tax Administrator.

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

The scheduled completion date for this project is 06/01/2010.

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

The Blaine County Assessor will provide copies of all existing agricultural cadastral and survey maps.

5. Is other funding available for this project (explain)?

Yes, Partial funding has been budgeted from Blaine County funds in the 2009 /2010 assessor's budget.

6. Does the project require additional statutory authority (explain)?

Adequate statutory authority is already in place for this project.

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).

This grant money will be used to help pay the projected \$25,540.00 expense of installing a GIS system in the Blaine County Assessors Office to use in assessing Rural Property in Blaine County. (See attached bids from two vendors)

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?

Blaine County is a small county of 780 Square miles, in central Nebraska with a population of 480 people including two villages and one unincorporated village. This County is sorely stressed to keep up the additional expenses of state mandated requirements created by a burgeoning electronic world. Once this GIS system is installed, minimal maintenance will be required and can easily be provided for in the existing assessors budget.

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

This GIS system will increase the accuracy and efficiency of assessing Blaine County property. It will also increase the speed in retrieving information when requested by customers.

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

This GIS system will provide tools that can aid in the quick, efficient, and accurate updating of Parcel and Agricultural and land use boundaries, Land Capability Groups and property value assessment.

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

Local, State and Federal land use information will be combined to create the database in this system. Once compiled, the information in this GIS system will be compatible with the surrounding counties and can be adapted for their use with minimal modification. Because State and Federal Land use information is being used this system will facilitate the easy transfer of information among systems when needed.

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

Blaine County is currently in the process of developing a web site, which will be linked to the Official State portal (Nebraska.gov). This web site will provide information and links for all Blaine County Offices including the Blaine County Assessors' office.

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 this project will not involve the licensing, permitting or regulation of business.

III. TECHNICAL INFORMATION

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

This project will use the existing county computers and Internet connection. The Vender will provide the GIS software necessary to meet the requirements of State Statute 77-1363 and also fulfill the needs of Blaine County.

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).**

All parcel boundaries created for the purpose of soil extraction will be created in compliance with NITC Land Record Information Standards, and Geospatial Metadata Standards. This is important because the NITC and

the Nebraska GIS Steering Committee are committed to the standardization of geospatial datasets for Nebraska. This sets standards / guidelines for modernization of land records that are currently maintained on paper in the local courthouse. These guidelines also ensure that counties that are planning on modernizing their records conform with other land record datasets that currently exist or are being created across the state. (Sections 2.0-2.2 in the NITC Land Record Information Standards document).

Following the NITC guidelines will insure the compatibility of the Blaine County land records with statewide County, State and Federal land records.

The proposed GIS system has been proven reliable, secure and is designed to adapt and grow to meet future needs.

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.

The information retrieved from this GIS system will be available to people with disabilities by telephoning, emailing, or visiting the Blaine County assessors' office.

4. Describe how technical support will be provided.

The Blaine County Assessor will be able to receive technical help from the vendor by calling the help desk at any time to receive assistance by telephone or request a service call.

IV. CONTACT INFORMATION & SIGNATURE

Contact person for any questions regarding this application:

April C Wescott

Phone # 308-547-2222 ext. 201 E-mail: clerk@blaine.nacone.org

Signed this 30th day of June, 2009

April C. Wescott

Agency Director

Please return to:

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

(Last updated 04/28/2008)

BLAINE COUNTY SOIL EXTRACTION COST ESTIMATE

06/16/09

April Westcott
145 Lincoln Ave.
Brewster, NE 68821

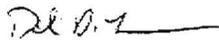
I appreciate having had the opportunity to discuss how I might be able to assist Blaine County with the calculation of updated soil acreages within the county. Based on our discussion, I have constructed the following cost estimate.

This projected estimate includes:

- Project description, including Blaine County's goals
- Projected cost estimate for project completion
- Proposed payment schedules, should the county agree to proceed with the project
- Projected time line for project completion

I look forward to the opportunity to provide the following services to Blaine County. Please feel free to contact me with any questions you may have.

Sincerely,



Dale Hanna
(308) 530-9967
P.O. Box 1166 North Platte, NE 69103
dale@gogiswest.com

Estimate

PROJECT DESCRIPTION

The Blaine County (Nebraska) Assessor's Office is seeking assistance with the incorporation of recently updated Natural Resources Conservation Service (NRCS) Soil Survey Data into the county's current property assessment software (TerraScan), thus allowing the county to achieve compliance with Neb. Rev. Stat. Sec. 77-1363, which states:

Agricultural land and horticultural land shall be divided into classes and subclasses of real property under section 77-103.01, including, but not limited to, irrigated cropland, dryland cropland, grassland, wasteland, nurseries, feedlots, and orchards, so that the categories reflect uses appropriate for the valuation of such land according to law. Classes shall be inventoried by subclasses of real property based on soil classification standards developed by the Natural Resources Conservation Service of the United States Department of Agriculture as converted into land capability groups by the Property Tax Administrator. County assessors shall utilize and implement soil surveys in the assessment year after the soil survey maps become available from the Natural Resources Conservation Service of the United States Department of Agriculture. Nothing in this section shall be construed to limit the classes and subclasses of real property that may be used by county assessors or the Tax Equalization and Review Commission to achieve more uniform and proportionate valuations.

Source: Laws 1985, LB 271, § 8; Laws 1988, LB 1207, § 5; Laws 1989, LB 361, § 17; Laws 1991, LB 320, § 9; Laws 1994, LB 902, § 19; Laws 1995, LB 490, § 139; Laws 1997, LB 270, § 81; Laws 1999, LB 403, § 7; Laws 2001, LB 170, §15; Laws 2004, LB 973, § 30; Laws 2006, LB 808, § 36.

To help Blaine County achieve their goal, Geospatial Information System (GIS) tools and geospatial models would be utilized to:

1. Define parcel and Land Capability Group (LCG) boundaries.
2. Extract recently defined NRCS Soil Survey Soils and calculate the total area of each soil type for each parcel LCG.
3. Incorporate updated soil database into existing property assessment software (TerraScan).

PROJECT ASSUMPTIONS

This project estimate is based on the following assumptions. Modifications to these assumptions may lead to potential increases or decreases in project costs and completion time.

1. All parcel boundary, LCG boundary, and soil extraction and acreage calculations would be performed by Mr. Hanna.
2. To assist with parcel and LCG boundary extraction and decrease the overall cost of the project, the Blaine County Assessor's office would provide Mr. Hanna with any sources pertaining to the delineation of current property boundaries, including but not limited to:
 - a. Recent property assessment reports
 - b. Cadastral maps
 - c. Surveys
 - d. Past county soil surveys

3. To assist with conversion from existing soil codes to current NRCS soil codes the Blaine County Assessor’s office would provide Mr. Hanna with a Microsoft Excel spreadsheet containing the most current soil conversion information.
4. Mr. Hanna would obtain the following geospatial data required for parcel boundary, LCG boundary, and soil extraction:
 - a. Natural Resources Conservation Service / United States Department of Agriculture, National Agriculture Imagery Program County Mosaics (2006 (1m) & 2007 (2m)).
 - b. Natural Resources Conservation Service, SSURGO Soil Survey Spatial and Tabular Data (2008).
 - c. Nebraska Department of Roads, General Highway Maps (1999).
5. Mr. Hanna would integrate the extracted soils database into the current property assessment software (TerraScan), with technical assistance from the software provider. Blaine County would be responsible for any charges the software provider might implement for integration of the updated soils database.
6. Mr. Hanna would provide the Blaine County Assessor’s Office with summaries (LCG maps, soils maps, and soil acreage summaries) for each parcel within the county as Adobe PDF files for review by county officials and landowners. Following review and verification of each parcel summary, all summaries would be provided to the Blaine County Assessor for attachment to assessment files and/or TerraScan parcel records, and for dispersal to landowners.

ESTIMATED COST SUMMARY

The following table outlines standard project Task Levels and associated hourly rates. Task Levels are determined by the complexity and/or skill level required to complete a task. Therefore, more complex tasks will have a higher hourly rate associated.

TABLE 1: TASK LEVEL HOURLY RATE BREAKDOWN

TASK LEVEL	HOURLY RATE
PROJECT MANAGEMENT	\$55.00
LEVEL 1 (ADVANCED TASK)	\$45.00
LEVEL 2 (INTERMEDIATE TASK)	\$35.00
LEVEL 3 (ENTRY LEVEL TASK)	\$25.00

The following table outlines projected cost estimates based on the Task Level (TABLE 1), hourly rate (TABLE 1), and total number of hours required to accomplish each task.

TABLE 2: ESTIMATED PROJECT COST

ITEM	TASK	DESCRIPTION	TASK LEVEL	TASK HOURS	COST
1	SOURCE DATA ACQUISITION*	CADASTRALS, SURVEYS, ASSESSMENT CARDS	1	0	\$0
2	PROJECT RESEARCH**	TERRASCAN & MIPS DATABASE INTEGRATION	1	0	\$0
3	ONSITE DATABASE INSTALLATION/SETUP	UPDATE TERRASCAN/MIPS DATABASES	1	20	\$900
4	HARDWARE, SOFTWARE, & DATA REVIEW**	REVIEW ASSESSOR SOFTWARE & DATABASE FOR INTEGRATION	2	0	\$0
5	DATABASE CONSTRUCTION	FORMAT SOIL DATABASE TO MIMIC CURRENT ASSESSOR DATABASE	2	1	\$35
6	DATA EXTRACTION & ATTRIBUTION	PARCEL & LCG EXTRACTION (20 MINUTES PER SECTION)	2	240	\$8,400
7	DATA QUALITY CONTROL	DATA ACCURACY CHECKS (1/3 OF TOTAL EXTRACTION HOURS)	2	80	\$2,800
8	DATA REVISIONS	DATA CORRECTIONS (15 MINUTES PER 1/4 OF TOTAL PARCELS)	2	95	\$3,336
9	DATA ACQUISITION	NRCS SOILS ACQUISITION & FORMATTING	3	1	\$25
10	SOIL MAP CREATION	CREATE SOIL MAPS (10 MINUTES PER PARCEL)	3	254	\$6,354
11	SOIL SUMMARY REPORT GENERATION	GENERATE SOIL SUMMARIES FOR REVIEW (2.5 MINUTES PER PARCEL)	3	64	\$1,600
12	PROJECT MANAGEMENT	SUPERVISION OF PROJECT ORGRANIZATION, PROGRESS, & COMPLETION	PROJ MGT	38	\$2,090
TOTAL				755	\$25,540

*PROVIDED BY COUNTY ASSESSOR

**INCLUDED IN CONSULTATION

PAYMENT SCHEDULES

Prior to the start of the project, Blaine County would be required to provide \$5,000 project initiation fee. This fee will be deducted from the overall project cost. Following project completion, the remaining amount for 2009 would become due.

In order to accommodate budget restrictions that counties may face, payment schedules have been calculated that would satisfy county needs as well as those of the contracting agency. The following outlines these proposed payment schedules.

TABLE 3: PROPOSED PAYMENT SCHEDULES

SCHEDULE	2009	2010	2011
PAID IN FULL	\$20,540 ¹	-----	-----
2 YEARS	\$7,770 ²	\$13,281 ²	-----
3 YEARS	\$6,847 ³	\$7,669 ³	\$7,258 ³

¹Project cost based on \$5,000 project initiation fee, with remaining amount to be paid at project completion.
²Project cost based on \$5,000 project initiation fee, with remainder of 2009 amount to be paid at project completion. 2010 payment based on remainder of project cost plus a 4% financing fee.
³Project cost based on \$5,000 project initiation fee, with remainder of 2009 amount (1/3 of remaining project cost) to be paid at project completion. 2010 payment based on project cost (less \$5,000 initiation fee) divided over three years, plus a 6% financing fee. 2011 payment based on remaining 1/3 of project cost (less \$5,000 initiation fee) plus a 6% financing fee.

PROJECT SCHEDULE

Based on the previously outlined assumptions and tasks, it is estimated that the project would take **15 weeks** to complete. Any modifications to the previously outlined project assumptions or tasks could affect project length, as well as overall project cost.

**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 (State Agency)

The Nebraska State Records Board is sponsoring a grant program for state agencies for the development of programs and technology to improve electronic access to state government information and services. Grants will be awarded for one time funding of small projects (not to exceed \$25,000). 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. State agencies wishing to apply for these grants may want to first contact Nebraska.gov to establish feasibility and scope of the project.

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 state 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 state 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.

State 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** Hamilton Co. Surveyor / Hamilton County GIS
- 2. Title of project** Hamilton County parcel and/or property data update
- 3. Brief description of project:** Updating city and village parcel and/or property data within Hamilton County as well as making the information available via the internet. The current Aurora map was last updated in 1976. The village maps have not been updated in 50-75 years.
- 4. Grant request amount** \$25,000.00
- 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).

The project will consist of:

- (a) Updating the city parcel and/or property data for Aurora, and the villages of Phillips, Marquette, Giltner, Hampton, Hordville, and Stockham.
- (b) Making the information available via the internet.
- (c) Weekly updating of data on website.

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

The benefits of this project would be vast. City and village governments along with individual property owners, handicapped, utility companies, law enforcement, fire and rescue, surveyors, abstractors, title insurance companies, and attorneys could all benefit from this project.

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

12/30/2010

4. State agency contribution to project (labor, equipment etc.).

Labor for this project will be contracted through Katt Surveying and all equipment used in the plotting of maps will be from the County Surveyor and County GIS offices.

5. Is other funding available for this project (explain)?

No. We have no available funds to proceed with this project

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).

The Grant money will be used to fund the research, data entry, and/or collection of the City of Aurora and the Villages of Phillips, Hampton, Giltner, Marquette, Hordville, and Stockham.

Aurora: Research \$3200.00 Data Entry and/or Collection \$3000.00
Phillips: Research \$1800.00 Data Entry and/or Collection \$1800.00
Marquette: Research \$1800.00 Data Entry and/or Collection \$1650.00
Giltner: Research \$2000.00 Data Entry and/or Collection \$1800.00
Hampton: Research \$2000.00 Data Entry and/or Collection \$1800.00
Hordville: Research \$1200.00 Data Entry and/or Collection \$1200.00
Stockham: Research \$1200.00 Data Entry and/or Collection \$550.00

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?

We do not have available funds to proceed with this project. Hamilton County and the City of Aurora have committed to the maintenance and updating of the project after the completion by hiring a County GIS administrator.

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

This project will make updated and accurate parcel and/or property data that is only available at the county offices available via the internet. Having internet accessibility would cut back on the amount of time spent by county officials researching information for individuals. This will also cut down on the number of miles driven to the courthouse to look up information.

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

By having updated parcel and/or property data and access to the data via the internet it would significantly speed up the operations of the county government.

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

This project would give the City and Villages access to readily available County information via the internet.

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

This project will support everyone in the delivery of the public information via the internet.

- 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.**

There is no additional hardware, software or communications needed.

- 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).**

This project will conform to all NITC standards and guidelines.

This project will be compatible with all ArcGIS applications as well as CAD software.

This project will be on our Hamilton County website. It will be set-up as a read only application and will be kept up to date with all future need and growth.

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.

We will have the project accessible via the internet.

4. Describe how technical support will be provided.

There will be a GIS Administrator on staff to answer any questions and/or resolve any issues that may occur.

IV. CONTACT INFORMATION & SIGNATURE

Contact person for any questions regarding this application:

Duane A. Katt – Hamilton County Surveyor
Adam Darbro – Hamilton County GIS Administrator

Phone # 402-886-2229 **E-mail** kattsurveying@aol.com
402-694-4366 hamcogis@hamilton.net

Signed this 22 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

(Last updated 04/29/2008)

Hamilton County updates (additional information):

- The revised application replaced the word “maps” or “mapping” with “parcel” and/or “property data”.
- The revised application also includes the hiring of a GIS Administrator.
- The grant money will be spent on research, data collection and data entry for each project (See answer to question 8, page 4) and will be payable to Hamilton County GIS.

**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: Hooker County Nebraska
2. Title of project: GIS System for Hooker County Assessor's Office
3. Brief description of project: **The Hooker County Assessor has need of a GIS system to become compliant with State of Nebraska Assessor regulations.**
The Assessor has obtained bids for a GIS system, which will fill the Counties needs and now is seeking assistance in funding the project.
4. Grant request amount \$25,000.00
5. Will there be a fee for accessing records associated with this project? If yes, provide any statutory reference or authorization for fee.
No there will not be a fee for accessing these records.

II. GRANT DETAIL

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

This project is the implementation of a Geospatial Information System (GIS) to be used in updating property assessment values, which will bring Hooker County into compliance with State Statute Section 77-1363. The system will create classes and subclasses to reflect uses appropriate for the valuation of such land according to law and is based on soil classification standards developed by the Natural Resources Conservation Service of the United States Department of Agriculture as converted into land capability groups by the Property Tax Administrator. The Hooker County Assessor shall utilize this system to implement soil surveys in the assessment year after the soil survey maps become available to achieve more uniform and proportionate valuations.

This GIS offers tools that can aid in the quick, efficient, and accurate updating of Parcel and Agricultural Land use boundaries, Land Capability Groups and Property value assessments. This system will also eliminate inaccuracies in current estimation of road acreage and conflicts between current land use classifications with NRCS Soil Survey Data. This system will also provide distinguishable section boundaries, accurate Public Land Survey System section data and predefined home site and farm site acreages.

The total initial cost of the System is \$24,063.00 and the yearly upkeep cost is \$25.00 to \$55.00 per hour depending on the complexity of the needed programming. This upkeep cost will be provided for in the annual Hooker County Assessor's budget.

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

This System will benefit Hooker County by bringing the County into compliance with statute 77-136 and by making the assessment of Hooker County Property more accessible and efficient.

The Hooker County Assessor will use this GIS system to update property assessment values by using soil classification standards developed by the natural Resources Conservation Service of the United States Department of Agriculture as converted into land capability groups by the Property Tax Administrator.

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

The scheduled completion date for this project is 06/01/2010.

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

The Hooker County Assessor will provide copies of all existing agricultural cadastral and survey maps.

5. **Is other funding available for this project (explain)?**

Yes, Partial funding has been budgeted from Hooker County funds in the 2009 /2010 assessor's budget.

6. **Does the project require additional statutory authority (explain)?**

Adequate statutory authority is already in place for this project.

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).**

This grant money will be used to help pay the projected \$24,063.00 expense of installing a GIS system in the Hooker County Assessor's Office to use in assessing Agricultural Property in Hooker County. (See attached bids from two vendors)

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?**

Hooker County is a small county of 720 Square miles, in central Nebraska with a population of 783 people including the village of Mullen. This County is sorely stressed to keep up the additional expenses of state mandated requirements created by a burgeoning electronic world. Once this GIS system is installed, minimal maintenance will be required and can easily be provided for in the existing assessor's budget.

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

This GIS system will increase the accuracy and efficiency of assessing Hooker County property. It will also increase the speed in retrieving information when requested by customers.

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

This GIS system will provide tools that can aid in the quick, efficient, and accurate updating of Parcel and Agricultural and land use boundaries, Land Capability Groups and property value assessment.

11. **Please describe how this project will facilitate collaboration among other local, state and federal agencies and other public institutions.**

Local, State and Federal land use information will be combined to create the database in this system. Once compiled, the information in this GIS system will be compatible with the surrounding counties and can be adapted for their use with minimal modification. Because State and Federal Land use information is being used this system will facilitate the easy transfer of information among systems when needed.

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

Hooker County currently has a website and we would like to include a link to Hooker County Online which would allow access to the GIS information, or how to access that information. This web site provides information and links for all Hooker County Offices including the Hooker County Assessors' office, and is linked to the Official State portal (Nebraska.gov).

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 this project will not involve the licensing, permitting or regulation of business.

III. TECHNICAL INFORMATION

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

This project will use the existing county computers and Internet connection. The Vender will provide the GIS software necessary to meet the requirements of State Statute 77-136 and also fulfill the needs of Logan County.

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).**

All parcel boundaries created for the purpose of soil extraction will be created in compliance with NITC Land Record Information Standards, and Geospatial Metadata Standards. This is important because the NITC and

the Nebraska GIS Steering Committee are committed to the standardization of geospatial datasets for Nebraska. This sets standards / guidelines for modernization of land records that are currently maintained on paper in the local courthouse. These guidelines also ensure that counties that are planning on modernizing their records conform with other land record datasets that currently exist or are being created across the state. (Sections 2.0-2.2 in the NITC Land Record Information Standards document).

Following the NITC guidelines will insure the compatibility of the Hooker County land records with statewide County, State and Federal land records.

The proposed GIS system has been proven reliable, secure and is designed to adapt and grow to meet future needs.

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.

The information retrieved from this GIS system will be available to people with disabilities by telephoning, emailing, or visiting the Hooker County assessors' office.

4. Describe how technical support will be provided.

The Hooker County Assessor will be able to receive technical help from the vendor by calling the help desk at any time to receive assistance by telephone or request a service call.

IV. CONTACT INFORMATION & SIGNATURE

Contact person for any questions regarding this application:

Dave Sullivan

Phone # 308-546-2244 E-mail soscou93@nebnet.net

Signed this 29th day of June, 2009



Agency Director

Please return to:

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

HOOKER COUNTY SOIL EXTRACTION COST ESTIMATE

06/10/09

Dave Sullivan
P.O. Box 184
Mullen, NE 69152

I appreciate having had the opportunity to discuss how I might be able to assist Hooker County with the calculation of updated soil acreages within the county. Based on our discussion, I have constructed the following cost estimate.

This projected estimate includes:

- Project description, including Hooker County's goals
- Projected cost estimate for project completion
- Proposed payment schedules, should the county agree to proceed with the project
- Projected time line for project completion

I look forward to the opportunity to provide the following services to Hooker County. Please feel free to contact me with any questions you may have.

Sincerely,



Dale Hanna
(308) 530-9967
P.O. Box 1166 North Platte, NE 69103
dale@gogiswest.com

PROJECT DESCRIPTION

The Hooker County (Nebraska) Assessor's Office is seeking assistance with the incorporation of recently updated Natural Resources Conservation Service (NRCS) Soil Survey Data into the county's current property assessment software (TerraScan), thus allowing the county to achieve compliance with Neb. Rev. Stat. Sec. 77-1363, which states:

Agricultural land and horticultural land shall be divided into classes and subclasses of real property under section 77-103.01, including, but not limited to, irrigated cropland, dryland cropland, grassland, wasteland, nurseries, feedlots, and orchards, so that the categories reflect uses appropriate for the valuation of such land according to law. Classes shall be inventoried by subclasses of real property based on soil classification standards developed by the Natural Resources Conservation Service of the United States Department of Agriculture as converted into land capability groups by the Property Tax Administrator. County assessors shall utilize and implement soil surveys in the assessment year after the soil survey maps become available from the Natural Resources Conservation Service of the United States Department of Agriculture. Nothing in this section shall be construed to limit the classes and subclasses of real property that may be used by county assessors or the Tax Equalization and Review Commission to achieve more uniform and proportionate valuations.

Source: Laws 1985, LB 271, § 8; Laws 1988, LB 1207, § 5; Laws 1989, LB 361, § 17; Laws 1991, LB 320, § 9; Laws 1994, LB 902, § 19; Laws 1995, LB 490, § 139; Laws 1997, LB 270, § 81; Laws 1999, LB 403, § 7; Laws 2001, LB 170, §15; Laws 2004, LB 973, § 30; Laws 2006, LB 808, § 36.

To help Hooker County achieve their goal, Geospatial Information System (GIS) tools and geospatial models would be utilized to:

1. Define parcel and Land Capability Group (LCG) boundaries.
2. Extract recently defined NRCS Soil Survey Soils and calculate the total area of each soil type for each parcel LCG.
3. Incorporate updated soil database into existing property assessment software (TerraScan).

PROJECT ASSUMPTIONS

This project estimate is based on the following assumptions. Modifications to these assumptions may lead to potential increases or decreases in project costs and completion time.

1. All parcel boundary, LCG boundary, and soil extraction and acreage calculations would be performed by Mr. Hanna.
2. To assist with parcel and LCG boundary extraction and decrease the overall cost of the project, the Hooker County Assessor's office would provide Mr. Hanna with any sources pertaining to the delineation of current property boundaries, including but not limited to:
 - a. Recent property assessment reports
 - b. Cadastral maps
 - c. Surveys
 - d. Past county soil surveys

3. To assist with conversion from existing soil codes to current NRCS soil codes the Hooker County Assessor's office would provide Mr. Hanna with a Microsoft Excel spreadsheet containing the most current soil conversion information.
4. Mr. Hanna would obtain the following geospatial data required for parcel boundary, LCG boundary, and soil extraction:
 - a. Natural Resources Conservation Service / United States Department of Agriculture, National Agriculture Imagery Program County Mosaics (2006 (1m) & 2007 (2m)).
 - b. Natural Resources Conservation Service, SSURGO Soil Survey Spatial and Tabular Data (2008).
 - c. Nebraska Department of Roads, General Highway Maps (1999).
5. Mr. Hanna would integrate the extracted soils database into the current property assessment software (TerraScan), with technical assistance from the software provider. Hooker County would be responsible for any charges the software provider might implement for integration of the updated soils database.
6. Mr. Hanna would provide the Hooker County Assessor's Office with summaries (LCG maps, soils maps, and soil acreage summaries) for each parcel within the county as Adobe PDF files for review by county officials and landowners. Following review and verification of each parcel summary, all summaries would be provided to the Hooker County Assessor for attachment to assessment files and/or TerraScan parcel records, and for dispersal to landowners.

ESTIMATED COST SUMMARY

The following table outlines standard project Task Levels and associated hourly rates. Task Levels are determined by the complexity and/or skill level required to complete a task. Therefore, more complex tasks will have a higher hourly rate associated.

TABLE 1: TASK LEVEL HOURLY RATE BREAKDOWN

TASK LEVEL	HOURLY RATE
PROJECT MANAGEMENT	\$55.00
LEVEL 1 (ADVANCED TASK)	\$45.00
LEVEL 2 (INTERMEDIATE TASK)	\$35.00
LEVEL 3 (ENTRY LEVEL TASK)	\$25.00

The following table outlines projected cost estimates based on the Task Level (TABLE 1), hourly rate (TABLE 1), and total number of hours required to accomplish each task.

TABLE 2: ESTIMATED PROJECT COST

ITEM	TASK	DESCRIPTION	TASK LEVEL	TASK HOURS	COST
1	SOURCE DATA ACQUISITION*	CADASTRALS, SURVEYS, ASSESSMENT CARDS	1	0	\$0
2	PROJECT RESEARCH**	TERRASCAN & MIPS DATABASE INTEGRATION	1	0	\$0
3	ONSITE DATABASE INSTALLATION/SETUP	UPDATE TERRASCAN/MIPS DATABASES	1	20	\$900
4	HARDWARE, SOFTWARE, & DATA REVIEW**	REVIEW ASSESSOR SOFTWARE & DATABASE FOR INTEGRATION	2	0	\$0
5	DATABASE CONSTRUCTION	FORMAT SOIL DATABASE TO MIMIC CURRENT ASSESSOR DATABASE	2	1	\$35
6	DATA EXTRACTION & ATTRIBUTION	PARCEL & LCG EXTRACTION (20 MINUTES PER SECTION)	2	240	\$8,400
7	DATA QUALITY CONTROL	DATA ACCURACY CHECKS (1/3 OF TOTAL EXTRACTION HOURS)	2	80	\$2,800
8	DATA REVISIONS	DATA CORRECTIONS (15 MINUTES PER 1/4 OF TOTAL PARCELS)	2	84	\$2,953
9	DATA ACQUISITION	NRCS SOILS ACQUISITION & FORMATTING	3	1	\$25
10	SOIL MAP CREATION	CREATE SOIL MAPS (10 MINUTES PER PARCEL)	3	225	\$5,625
11	SOIL SUMMARY REPORT GENERATION	GENERATE SOIL SUMMARIES FOR REVIEW (2.5 MINUTES PER PARCEL)	3	56	\$1,400
12	PROJECT MANAGEMENT	SUPERVISION OF PROJECT ORGRANIZATION, PROGRESS, & COMPLETION	PROJ MGT	35	\$1,925
TOTAL				707	\$24,063

*PROVIDED BY COUNTY ASSESSOR

**INCLUDED IN CONSULTATION

PAYMENT SCHEDULES

Prior to the start of the project, Hooker County would be required to provide \$5,000 project initiation fee. This fee will be deducted from the overall project cost. Following project completion, the remaining amount for 2009 would become due.

In order to accommodate budget restrictions that counties may face, payment schedules have been calculated that would satisfy county needs as well as those of the contracting agency. The following outlines these proposed payment schedules.

TABLE 3: PROPOSED PAYMENT SCHEDULES

SCHEDULE	2009	2010	2011
PAID IN FULL	\$19,063 ¹	-----	-----
2 YEARS	\$7,032 ²	\$12,513 ²	-----
3 YEARS	\$6,354 ³	\$7,117 ³	\$6,735 ³

¹Project cost based on \$5,000 project initiation fee, with remaining amount to be paid at project completion.

²Project cost based on \$5,000 project initiation fee, with remainder of 2009 amount to be paid at project completion. 2010 payment based on remainder of project cost plus a 4% financing fee.

³Project cost based on \$5,000 project initiation fee, with remainder of 2009 amount (1/3 of remaining project cost) to be paid at project completion. 2010 payment based on project cost (less \$5,000 initiation fee) divided over three years, plus a 6% financing fee. 2011 payment based on remaining 1/3 of project cost (less \$5,000 initiation fee) plus a 6% financing fee.

PROJECT SCHEDULE

Based on the previously outlined assumptions and tasks, it is estimated that the project would take **15 weeks** to complete. Any modifications to the previously outlined project assumptions or tasks could affect project length, as well as overall project cost.



*****DRAFT*****

**Arthur County, NE
Blaine County, NE
Grant County, NE
Hooker County, NE
Logan County, NE
McPherson County, NE**

**Proposal for Professional Services
Assessor GIS**

GIS Workshop, Inc.

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

www.gisworkshop.com



**ESRI
Technology**
AUTHORIZED
BUSINESS PARTNER

Transmittal Letter

May 19, 2009

Dear Becky (Arthur County), April (Blaine County), Toni (Grant County), Dave (Hooker County), Pat (Logan County) and Judy (McPherson County):

Following is GIS Workshop's proposal describing GIS Workshop's approach building an assessment GIS for all 6 of your counties. My goal has been to leverage the economies of scale associated with grouping all of you into one project and basing costs on your individual parcel counts. By working on six counties at once, we can realize **significant** savings for each county. Each county is saving between \$10,000 to \$20,000 because of the saving in development and training time by grouping together. The pricing in this proposal is only valid if all six counties move forward with implementing GIS.

Most importantly, this project will ensure that all the counties comply with the state legislation mandating that county assessors within Nebraska start using the new digital soils surveys for assessment purposes on January 1, 2010.

I offered 3 different scenarios in our meeting last year, each offering different levels of involvement by you and your staff. The approach I have settled on requires the least amount of assistance from you and your staff...most of you are ex-officio offices, so I understand the pressure you are under to manage multiple offices. GIS Workshop will perform **ALL of the GIS construction and ALL OF THE MAINTENANCE** going forward. This means you don't have to worry about remembering how to work on the GIS or worry about keeping it maintained. We will do it all for you. We have several smaller counties on this program today. Each of you would access the GIS through a secure, private website. The web site would have the your cadastral maps, soil maps and Terrascan/County Solutions/MIPS data all loaded and linked together. When a split occurs or a change occurs you simply notify us and we make the change to the GIS for you.

- *GIS Workshop, Inc. will perform all the GIS build and all of the ongoing maintenance for your group.*

Ordinarily, I split the costs over 2 – 3 years. For your group, I have split the costs out over 5 years to further minimize the impact to your county budgets. Splitting the costs out will NOT delay construction or delivery of your GIS project...we just are giving you more time to pay for it. You will get access to the system as soon as we finish it (approx. 6-9 months).

Lastly, please remember GIS Workshop, Inc. is dedicated to serving you and your neighbors. Please check our references provided for ALL of our counties near the end of the proposal...you will find our customer service second –to-none. We have built over 50 of these systems in Nebraska. It is important you hire a company with the proper training and resources to perform this work for you.

- *We are the only GIS company approved by the Nebraska Association of County Officials to perform Assessment GIS work in the State of Nebraska.*

We can arrange another face-to-face meeting or we can talk as a group via telephone. I can also show you what the web site would look like

Sincerely Yours,

GIS WORKSHOP



Marcus Tooze, President

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Company Information

Company Description

We are committed to total client satisfaction through delivery of complete assessor GIS solution packages. GIS Workshop pledges to work closely with each of the County Assessor's Department staff to create and deliver the Assessor GIS system, training and post-delivery support. Our locale enables us to provide timely, on-site support and training to ensure that each County Assessor's Department 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.

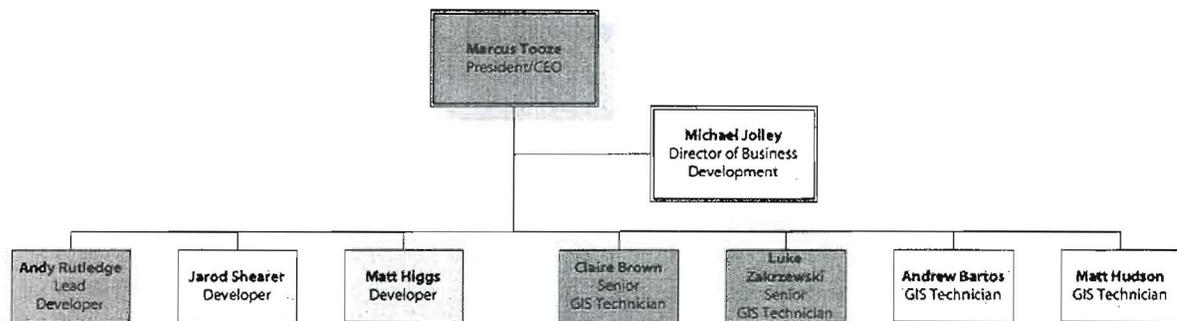


Figure 1: GIS Workshop employs a flat management structure encouraging involvement from all personnel

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

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

Organizational Structure

We have a large staff dedicated to assessment GIS. You can call our help line any time between 7am and 7pm for assistance with your GIS...there are no call or time limits for support!

Project Manager: Marcus Tooze

Mr. Tooze has over 18 years experience in GIS applications for all levels of government and corporate America. He moved to the United States to obtain his M.S. in Geography and was recruited by the US Army Corps of Engineers in Champaign, IL to implement GIS for US Department of Defense installations around the world. He is past-president of the Nebraska GIS/LIS Association. Mr. Tooze has extensive experience in GIS applications for county level government, and is sensitive to the needs of staff and public alike. Mr. Tooze will act as project manager for the joint County project and provide the interface between GIS Workshop, Inc. technicians and County staff. In addition, Mr. Tooze will provide QA/QC oversight. Mr. Tooze is available 100% for this project.

Senior GIS Technician & ESRI Certified Training Specialist: Claire Brown, GISP

Ms. Brown is a GIS Technician at GIS Workshop specializing in Assessor, E911, Agriculture, and Law Enforcement systems and data collection. Ms. Brown is an ESRI certified trainer in ArcView as well as an Authorized Trimble GPS trainer. Ms. Brown has over 8 years of GIS experience in government applications. Ms. Brown is a graduate of the University of Nebraska-Lincoln receiving a B.S. in Geography with a concentration in Geographic Information Systems. She has worked for several agencies helping them start their GIS departments. Ms. Brown manages the GIS development for a majority of our assessor clients. She will provide hands on leadership in the development of each County's Assessor GIS, will direct all data development, and will provide training to the County staff. She is available 100% for this project.

Senior GIS Developer: Jarod Shearer

Mr. Shearer is our second most senior developer with GIS Workshop. His experience lies primarily in agricultural assessment software development and database 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. 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.

Project Approach

Overview

GIS Workshop, Inc. will

1. Collect and scan your cadastral maps and collect a copy of your MIPS/County Solutions/Terrascan database in preparation for building your GIS.
2. Construct the parcel boundary layer, land use and soils layer for the ag parcels in each county.
3. Train you how to use the private/secure web site to perform the soil calculations (its easy to use and we can train you in a matter of minutes)
4. Perform all necessary ongoing splits and changes to the GIS. You won't have to perform any maintenance or use complicated GIS software.
5. Provide you with unlimited telephone support and help you use the GIS.

Cadastral and Survey Map Scanning

To ensure the most accurate data capture, GIS Workshop proposes to coordinate with each County Assessors office to collect copies of all agricultural cadastral and survey maps that exist within the county. GIS Workshop will scan these maps into a digital format and use them for preparation of your GIS.

Section Control Development

Each County may have some survey corner control available. GIS Workshop, Inc. will utilize these data where they are available. In those areas where no GPS control exists, GIS Workshop will utilize several sources of data in place of these data to estimate the corner location.

- (a) USGS DOQQs (Digital Ortho-Quarter Quads)
- (b) USDA FSA imagery
- (c) Existing PLSS digital data (from USGS 1:24,000 topographical maps)

In all cases where GIS Workshop, Inc. has estimated the corner control locations, these may be easily replaced in the future with survey grade corner control points.

Parcel and Land Use Digitizing

We propose a standard digitizing approach to data entry. GIS Workshop will begin by digitizing (digitally tracing) the property boundaries from the scanned cadastral maps. As each parcel is digitized, the correct PIN number will be attached to the parcel by GISW staff.

Upon completion of the parcel layer, GIS Workshop will build the land use layer using information from each counties Terrascan/County Solutions/MIPS database. We will not try and match the data, but use it as a guide to digitize the correct grass, ag and irrigated areas using the new 2007 imagery as the actual guide.

Proposed Technology - Hardware

You do not need to buy any new computers. GIS Workshop, Inc. will host the GIS on our servers. All you need is a simple computer with an Internet connection to access the GIS.

Proposed Technology - Software

You will not need to buy any GIS software. You will use the GIS Workshop, Inc. GIS software across the Internet.

The online GIS software enable you to look at the GIS, search by parcel number, address or name and perform soils calculations quickly and easily.

Saline County Assessor Property Search and Mapping - Microsoft Internet Explorer

File Edit View Favorites Tools Help

Back Forward Stop Home Search Favorites Media Print Mail

Address http://saline.gisworkshop.com/ Go Links

Google Search 244 blocked Check AutoLink AutoFill Options

Saline County Assessor

Property Search and Mapping

Georgene Eggebraaten

Saline County Assessor



Home

Saline County Home

Nebraska DPAT

Nebraska TERC

Protest Guidelines

Calendar

Contact Us

Help / Tutorial

Owner:

Last Name, FirstName

Parcel ID:

999999999

Address:	Number	Street	
	<input type="text"/>	<input type="text"/>	<input type="button" value="Submit"/>
	300	3rd	
	200	North School	
	400	B R	

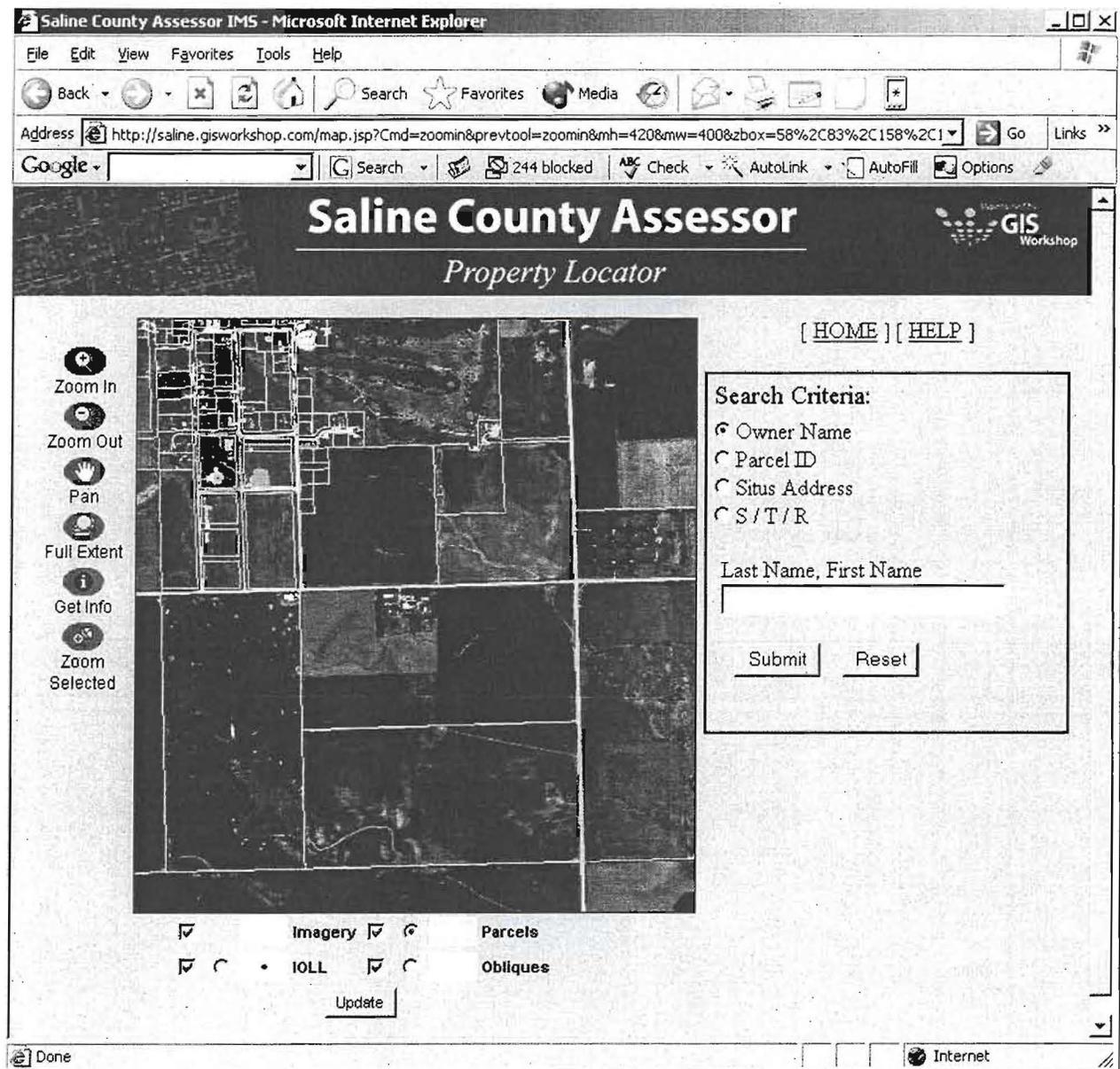
Map: NEW! Search by map for parcels and imagery

This site is continuously changing. All data was last updated on April 14th, 2006
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 Saline 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 Saline County Assessor's Office makes no warranties, either expressed or implied, concerning the accuracy, completeness, reliability or

Done Internet

The simple search interface lets you quickly get to the property record you are interested in.



The map view lets you look at the GIS without any complicated software or training.

Search by Address, Owner Name, Parcel ID, S/L/R
 Owner Name: Submit Reset

PARCEL: 31-49-191A

Landuse	Soil	PAT Code	Acres
Range	CaG	1G1	102.17125
Dry	AcD	2D	7.07966
Range	UsF	4G	19.28664
Range	KeD	2G	143.80258
Range	OhF	4G	182.23384
Range	RxD	4G1	10.60659
Range	AcD	2G	30.53385
Range	CcF	4G	9.77186

Legend Layer Control
 Soils Landuse
 Parcels Update

48 data was last updated on August 5th, 2004

Coords: 949, 302

You can perform an acreage count on any parcel at any time. The report on the right of the screen give you the acre counts for each land use and new soil type in the parcel, along with the correct LVG codes.

You can also look up the property card for the parcel you are looking at as well (this is from your Terrascan/County Solutions/MIPS database).

County Assessor Parcel Information - Microsoft Internet Explorer

File Edit View Favorites Tools Help

Back Forward Stop Home Search Favorites Media Mail

Address Google | Search 216 blocked Check Look for Map Autodownload Options

Some County Assessor

Parcel Details

[LOGIN](#)

Owner Information:

Current Owner:	SMITH, DELORES JEAN
Mailing Address:	ETAL RR 3 BOX 73 NE 69025-0000

Property Information:

Images:				
Parcel Number:	320024474			
Situs Address:				
Tax District:	100			
Property Class:	Agricultural			
Assessed Values	Total	Land	Improvements	Outbuildings
2005	87,085	87,085	0	0
2005 Tax Levy:	1.644663			
2005 Taxes Due:	\$1,432.26			

Parcel Characteristics:

Legal Description:	PT SE1/4; W1/2NE1/4; SW1/4 25-8-28 323A PRECINCT
Market Area:	1
Parcel Size (Acres):	323.0

Ag. Land Information:

Soil Symbol	Land Class	Acres	Value per Acre	Total Value
HA	DRY	70.0	420	29,400
HAC	DRY	9.0	420	3,780
CUF	DRY	3.0	225	675
HA	GRAS	6.0	250	1,500
HAC	GRAS	1.0	250	250
CUF	GRAS	234.0	220	51,480

Farm Residence Data:

Building Style:		Total Floor Area:	
Year Built:		Quality / Condition:	
Exterior Wall:		Roofing Type:	

Internet

An example of an agricultural property page.

Some of our counties choose to make this part of the web site available to the public so real estate professionals, bankers and insurers can look up information without having to call into your office.

Training

GIS Workshop, Inc., will be performing all the GIS construction and ongoing maintenance tasks. You will only need a few minutes training to use the web site to perform soil/LVG code calculations. Any changes you want made, you just forward the maps and/or changes to us and we take care of them.

Unlimited Support

GIS Workshop 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 telephone and Internet. If you are having a problem with the GIS, simply call us and one of techs will be able to help you immediately. There are no time or volume limits for our support.

Backups

GIS Workshop, Inc. provides this service to all our assessor clients. We back up your GIS data in three separate physical locations:

1. Our downtown Lincoln server farm
2. Our offices on the eastern side of the City of Lincoln
3. A weekly copy is stored in my basement vault at my own home!

Of course GIS Workshop, Inc. will never use, sell or profit from your GIS database in any way. We provide this service only to give you peace of mind that your data are secure.

Schedule

Project Responsibilities

GIS Workshop expects each County Assessor Department to provide and/or be responsible for the following items:

County Assessor Department Responsibilities

- (1) Have a computer with an Internet connection available (dial up will not be fast enough!).
- (2) Providing full access to the Terrascan/County Solutions/MIPS Appraisal/CAMA database for purposes of connecting the web site.
- (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

Project Schedule

The GIS Workshop team is ready to start this six county Assessor GIS project after acceptance and receipt of a signed contract according to the tasks described in this proposal. We anticipate project completion 6-18 months after notice to proceed based on the above outlined steps. GIS Workshop, Inc cannot be held responsible for delays due to third parties or county offices.

TASK	Month 1	Month 2	Month 3	Month 4	Month 5	Month 6	Month 7	Month 8	Month 9	Month 10	Month 11	Month 12
1 Notice to Proceed	X											
2 Assessor Staff Interviews		X										
3 Section/Quarter Section Control collection												
4 Data Compilation (plat, cadastral, deed research)				X	X							
5 Data Entry (parcel compilation and associated annotation)												
6 PID Document research and attribution												
7 QA/QC												
8 Terrascan CAMALink extension customization/development												
9 Implementation		X	X	X	X	X	X	X	X	X	X	X
10 Training		X	X	X	X	X	X	X	X	X	X	X
12 ***FINAL ACCEPTANCE***												X

Pricing and Financing Information

The following provides the total and detailed costs for the services and deliverables described in this proposal.

The following is a summary of costs for each county. This pricing is dependent on all six counties moving forward with the project. Detailed price sheets are listed separately for each county. The following pricing shows significant savings of between \$10,000 to \$20,000 per county if each county were to work independently.

The financing option is interest free, allowing each county to spread the cost of the project over 5 years. Using this financing program does NOT impact delivery date of the system, tools or training.

Arthur County, NE	\$18,820 (approx. 920 ag parcels)
1 st payment, 1 st January, 2010	\$3,964
2 nd payment, 1 st July, 2010	\$3,964
3 rd payment, 1 st July 2011	\$3,964
4 th payment, 1 st July 2012	\$3,964
5 th payment, 1 st July 2013	\$3,964

Blaine County, NE	\$23,900 (approx. 1400 ag parcels)
1 st payment, 1 st January, 2010	\$4,780
2 nd payment, 1 st July, 2010	\$4,780
3 rd payment, 1 st July 2011	\$4,780
4 th payment, 1 st July 2012	\$4,780
5 th payment, 1 st July 2013	\$4,780

Grant County, NE	\$24,750 (approx. 1500 ag parcels)
1 st payment, 1 st January, 2010	\$4,950
2 nd payment, 1 st July, 2010	\$4,950
3 rd payment, 1 st July 2011	\$4,950
4 th payment, 1 st July 2012	\$4,950
5 th payment, 1 st July 2013	\$4,950

Hooker County, NE	\$23,050 (approx. 1300 ag parcels)
1 st payment, 1 st January, 2010	\$4,610
2 nd payment, 1 st July, 2010	\$4,610
3 rd payment, 1 st July 2011	\$4,610
4 th payment, 1 st July 2012	\$4,610
5 th payment, 1 st July 2013	\$4,610

Logan County, NE	\$23,475 (approx. 1350 ag parcels)
1 st payment, 1 st January, 2010	\$4,695
2 nd payment, 1 st July, 2010	\$4,695
3 rd payment, 1 st July 2011	\$4,695
4 th payment, 1 st July 2012	\$4,695
5 th payment, 1 st July 2013	\$4,695

McPherson County, NE	\$24, 537 (approx. 1475 ag parcels)
1 st payment, 1 st January, 2010	\$4,907
2 nd payment, 1 st July, 2010	\$4,907
3 rd payment, 1 st July 2011	\$4,907
4 th payment, 1 st July 2012	\$4,907
5 th payment, 1 st July 2013	\$4,907

Ongoing Maintenance and Support Fees

After the 5th year payment, each county will be responsible for an annual support/hosting/maintenance fee of \$1,500 per county per year.

References

Hamilton County, NE: Assessment GIS and Assessor Property Web Page

Hamilton County engaged the services of GIS Workshop, Inc. to develop their cadastral GIS database. The system forms the first step in developing a countywide GIS to help Hamilton County administrators manage physical and economic resources efficiently. The Hamilton County Board has elected to involve their mapping technician in the GIS creation process. The mapping technician will work directly with GIS Workshop staff and learn the GIS from the ground up. GIS actively promotes this type of interaction and involvement by clients so they may learn as much as possible about the GIS.

Project Contact: Patricia Sandberg (402) 694-2757

Butler County, NE: Assessors GIS and E911 GIS

Butler County engaged the services of GIS Workshop, Inc. to develop their cadastral GIS database. The system forms the first step in developing a countywide GIS to help Butler County administrators manage physical and economic resources efficiently. We are currently 100% complete with parcel compilation, and recently demonstrated the ArcGIS GIS/Terrascan CAMA Live-Link. The Butler County Assessors staff members are an excellent example of the success that our approach to GIS data development and assessor staff training takes. In just a matter of a few months, the assessor staff members were completing land transfers, subs, and splits on the new digital GIS maps without assistance from GIS Workshop, Inc.

Project Contact: Vickie Donoghue (402) 367-7420

Saline County, NE: Assessors GIS

Saline County recently selected GIS Workshop to create the base platform for their countywide enterprise GIS. GIS Workshop, Inc. is creating both the parcel and land use layer during the first phase of the project. GIS Workshop will be delivering data in a staged system and providing training to all the assessors' staff over the 12-month project. In addition, GIS Workshop is aiding the surveyor's office in transitioning towards using GIS to record corner monumentation information. Both the internal GIS and web-based GIS will connect to the Terrascan CAMA via GIS Workshops patented CAMALink software.

Project Contact: Georgene Eggebraaten (402) 821-2588

Seward County, NE: Assessors GIS and E911 GIS

Seward County selected GIS Workshop, Inc. to create both the parcel and land use layers and create a street centerline database in addition to integrating imagery, soils and various other data layers. GIS Workshop, Inc. is working with Alltel and Plant Equipment to generate and install the Master Street Address Guide (MSAG) for Seward County. Seward County elected to have their GIS built with survey-quality parcel measurements in mind. We constructed the database in a manner allowing the GIS staff to fill in the database with survey data as filed with the Registrar of Deeds. This approach will allow Seward County to build a survey accurate GIS over time, while meeting the assessors needs for immediate digital mapping and rural property acreage measurements. Seward County is making use of our free web-based project tracking service so that County Officials can track development of the system on a daily basis.

Project Contact: Marilyn Hladky, (402) 643-3311

Kearney County, NE: County Enterprise and Assessors GIS

GIS Workshop recently finished the Kearney County Assessment GIS. Assessor staff is completing the land use layers and PID portion of the project. GIS Workshop linked ArcGIS to the AS400 based MIPS CAMA through Bosonova to provide CAMALink capabilities.

Project Contact: Linda Larsen (308) 832-2625

Additional Nebraska Assessor Client List and Contacts

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
Seward County, Marilyn Hladky, (402) 643-3311
Thayer County, Karla Joe, (402) 768-6417

Board of Commissioners



Lincoln County, Nebraska

JOSEPH R. HEWGLEY
DUANE K. DETERDING
WILLIS ROETHEMEYER

301 NORTH JEFFERS
NORTH PLATTE, NE 69101-3997
308-534-4350

June 22, 2009



Nebraska State Records Board

John A. Gale, Chairman
440 S 8th St Ste 210
Lincoln, NE 68508
(402) 471-2745

On behalf of the Lincoln County Board of Commissioners and the City of North Platte, Nebraska, please accept the enclosed grant application in consideration of State Records Board Grant to improve access to Public Information.

The application is a collaborative effort between Lincoln County and the City of North Platte, Nebraska.

The County has dedicated \$80,000 for the Geographic Information System technology and are continuing to support this project through the use of the GIS tech that is currently on staff, the Information Technology Director and the contract with GIS Workshop. The County chose to consult with GIS Workshop to ensure we have the necessary support, training, and quality control, that is necessary to make the transition to the new GIS system successful.

Thank you for your consideration, we look forward to speaking with you regarding our application.

Respectfully,

Willis Roethemeyer, Chairman
Lincoln County Board of Commissioners



Mayor's Office

June 23, 2009

211 West Third Street
North Platte, Nebraska 69101
(308) 535-6724
Fax: (308) 535-6720

Nebraska State Records Board
440 South 8th Street, Suite 210
Lincoln, NE 68508

RE: Lincoln County/City of North Platte GIS Grant Funds

Dear Sir/Madam:

On behalf of the City of North Platte, we are writing this letter in support of a project lead by Lincoln County in collaboration with the City of North Platte.

Over the past several years Lincoln County and the City of North Platte have partnered on a number of projects focusing on GIS system improvements. Through this current project, the system will make information available on the internet which will improve citizen access to public information without increasing the need for additional staff. This system will improve the efficiency of both County and City government in that information such as deeds, assessments, land use, zoning, etc. will be readily available and easy to access which will expand and enhance the services provided by both the County and the City to citizens, businesses and other agencies twenty four hours a day seven days a week.

The City of North Platte feels that this project is long overdue and look forward to having all public information within easy reach of all governmental employees and most citizens of the community. The GIS project will continue to grow and improve the overall efficiency of governmental operations for years to come. Thank you for your time, and we look forward to working with you and the Lincoln County Officials involved in this much anticipated and much needed technology upgrade.

Sincerely,

Marc Kaschke
Mayor

**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 Lincoln County.

2. Title of project Lincoln County/City of North Platte enhanced web service

3. Brief description of project:

The project will expand the current Lincoln County Web Page, to include real estate assessment and taxation information in a web-based format, making detailed maps and property information available to anyone with internet access. Additional layers will be included for various county and City of North Platte departments.

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).

Lincoln County, in cooperation with the City of North Platte, is in the process of updating its land record management system. Part of this upgrade includes converting an outdated paper based cadastral map system to a digital GIS based mapping system.

The new GIS based land record management system will allow us to integrate many of the county offices and city offices that deal with land records. For example, the Surveyors office will directly edit and manage GPS based section corner control as it upgrades the Public Land Survey System (PLSS) layer...these updated control points will be available to the Assessor and Register of Deeds offices immediately through the GIS. Other layers dependent upon the parcel database will reflect these changes automatically too (such as the planning/zoning layer). This approach removes the duplication of effort involved in maintaining numerous paper maps at the city and county offices.

The new system will be totally online upon completion, which will make it accessible not only to county offices (Register of Deeds, County Clerk, County Treasurer, County Surveyor, Planning and Zoning Commission), but City of North Platte Offices and of course, the general public. There has been great interest from the appraisal companies, real estate agents, and banks to be able to access this information online rather than coming into the courthouse. This makes information accessible and reduces the amount of time it takes for individuals to gather the information needed.

Lincoln County has currently invested \$80,000 for the Geographic Information System technology through GIS Workshop Inc, by using a three year financing option. The County of Lincoln has hired GIS Workshop as the consultant in this process to ensure we have the necessary support, training, quality control, etc. that is required to make the transition to the new GIS system successful.

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

While departments such as Register of Deeds, Assessors, Roads Department, Surveyor Department, County Clerk, County Treasurer, Noxious Weeds, Commissioners, Planning and Zoning, in Lincoln County and the City of North Platte will be the immediate beneficiaries of this GIS system, the availability of the public to access this information will be immeasurable. There has been lots of interest from the appraisers, real estate agents, Farm Service Agency, Natural Resource Districts, village clerks, and the general public to access this information online rather than taking the extra time to visit the courthouse for information. The general public and private businesses will be notified of the availability of this

information via newspaper articles and word of mouth. There will be a link on Lincoln County's and the City of North Platte's website to direct users to this site.

Land Use and ownership records will be made available for Farm Service Agency, agricultural land use information will be made available to the Natural Resources Districts, tax information will be available for the general public as well as appraisers, and banks for their immediate access. The City of North Platte will be able access the online photos to determine location of new construction or demolition of buildings to assist with the planning and zoning services.

Everything included on the web site is public information and employees of Lincoln County and the City of North Platte are very willing to assist the public with questions and information, however, having this data available on-line will be a more convenient and efficient way to disseminate the information.

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

The project will be completed by December 31, 2009

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

Lincoln County and the City of North Platte will supply labor with the information technology services. Lincoln County also employs a GIS Technician who is solely responsible for monitoring and inputting information into the program. Equipment such as computers, monitors, and software necessary to implement this project have already been purchased.

5. Is other funding available for this project (explain)?

Due to the ever increasing costs of insurance and equipment to Lincoln County and the City of North Platte and the reduced revenues, there will not be any monies available in the next budget year to further develop this system.

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).

Due January 1, 2009	\$28,000
Due July 1, 2009	\$28,000
Due July 1, 2010	\$28,000

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

The grant monies will be used efficiently and effectively to improve services to the tax payers of Lincoln County and the surrounding areas by allowing access online to

land record information. With the limited budget increases, the cost of projects mandated by the State, and reduced revenues, the project would not advance without grant monies. Once the grant monies are expended, Lincoln County will continue to employ a GIS technician and Information Technology technician who will be responsible for supervising the project and reporting back to the City of North Platte public officials and Lincoln County Board of Commissioners. Lincoln County has pledged to cover annual licensing fees, and contract fees.

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

Private citizens, businesses and other governmental agencies will have access to real estate ownership, assessment and taxation information 24/7, via the Internet. Currently, this information is only accessible during office hours. This will allow the anonymity that property owner's request when researching like properties for assessment and protest purposes.

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

The project will significantly reduce both counter and telephone traffic to the County and City offices. Staff members will be able to spend more time on other required duties and less on researching requested assessment data.

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

The project is using data compiled by the Lincoln County Assessors and Surveyors Departments. Other departments that have had input in this project are Register of Deeds, Treasurer, Clerk, Sheriff, Noxious weeds, Planning and Zoning and County Roads Department. All of these departments will benefit from being able to access information. Other entities such as the Natural Resource Districts, Farm Service Agencies, emergency management, villages, the Resource and Conservations Districts will all be able to utilize information supplied by Lincoln County and the City of North Platte for research required for projects.

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 list and makes available links to all county information sites on its page at <http://pat.nol.org/counties/index.html>.

12. 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.**

Lincoln County has chosen to have GIS Workshop host the primary web system. This choice means Lincoln County does not have to make a large capital investment in web hardware, software and personnel to maintain the system.

- 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. All hardware and software systems will be constructed using ESRI based technology, the common GIS technology in use by state and local agencies in NE today.

- 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.**

The project will be supported locally by the Information Systems Department of the City of North Platte and Lincoln County. The vendor GIS Workshop, will also support it.

IV. CONTACT INFORMATION & SIGNATURE

Contact persons for any questions regarding this application:

Tammy White, Board Assistant
Lincoln County Commissioners
(308)535-3585 whitetj@co.lincoln.ne.us

Brian Patterson, Information Technology services
(308)535-3500 ext. 119 pattersonbm@co.lincoln.ne.us

Signed this 22nd day of June, 2009


Agency Director

Please return to:

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

(Last updated 04/28/2008)

**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?/OSBRAapplication/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: Logan County Nebraska
2. Title of project: GIS System for Logan County Assessors Office
3. Brief description of project: **The Logan County Assessor has need of a GIS system to become compliant with State of Nebraska Assessor regulations.**
The Assessor has obtained bids for a GIS system, which will fill the Counties needs and now is seeking assistance in funding the project.
4. Grant request amount \$25,000.00
5. Will there be a fee for accessing records associated with this project? If yes, provide any statutory reference or authorization for fee.
No there will not be a fee for accessing these records.

II. GRANT DETAIL

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

This project is the implementation of a Geospatial Information System (GIS) to be used in updating property assessment values, which will bring Logan County into compliance with State Statute Section 77-136. The system will create classes and subclasses to reflect uses appropriate for the valuation of such land according to law and is based on soil classification standards developed by the Natural Resources Conservation Service of the United States Department of Agriculture as converted into land capability groups by the Property Tax Administrator. The Logan County Assessor shall utilize this system to implement soil surveys in the assessment year after the soil survey maps become available to achieve more uniform and proportionate valuations.

This GIS offers tools that can aid in the quick, efficient, and accurate updating of Parcel and Agricultural Land use boundaries, Land Capability Groups and Property value assessments. This system will also eliminate inaccuracies in current estimation of road acreage and conflicts between current land use classifications with NRCS Soil Survey Data. This system will also provide distinguishable section boundaries, accurate Public Land Survey System section data and predefined home site and farm site acreages.

The total initial cost of the System is \$22,896.00 and the yearly upkeep cost is \$25.00 to \$55.00 per hour depending on the complexity of the needed programming. This upkeep cost will be provided for in the annual Logan County Assessors budget.

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

This System will benefit Logan County by bringing the County into compliance with statute 77-1363 and by making the assessment of Logan County Property more efficient.

The Logan County Assessor will use this GIS system to update property assessment values by using soil classification standards developed by the natural Resources Conservation Service of the United States Department of Agriculture as converted into land capability groups by the Property Tax Administrator.

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

The scheduled completion date for this project is 06/01/2010.

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

The Logan County Assessor will provide copies of all existing agricultural cadastral and survey maps.

5. Is other funding available for this project (explain)?

Yes, Partial funding has been budgeted from Logan County funds in the 2009 /2010 assessor's budget.

6. Does the project require additional statutory authority (explain)?

Adequate statutory authority is already in place for this project.

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).

This grant money will be used to help pay the projected \$22,896.00 expense of installing a GIS system in the Logan County Assessors Office to use in assessing Rural Property in Logan County. (See attached bids from two vendors)

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?

Logan County is a small county of 576 Square miles, in central Nebraska with a population of 791 people including two villages. This County is sorely stressed to keep up the additional expenses of state mandated requirements created by a burgeoning electronic world. Once this GIS system is installed, minimal maintenance will be required and can easily be provided for in the existing assessors budget.

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

This GIS system will increase the accuracy and efficiency of assessing Logan County property. It will also increase the speed in retrieving information when requested by customers.

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

This GIS system will provide tools that can aid in the quick, efficient, and accurate updating of Parcel and Agricultural and land use boundaries, Land Capability Groups and property value assessment.

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

Local, State and Federal land use information will be combined to create the database in this system. Once compiled, the information in this GIS system will be compatible with the surrounding counties and can be adapted for their use with minimal modification. Because State and Federal Land use information is being used this system will facilitate the easy transfer of information among systems when needed.

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

Logan County is currently in the process of developing a web site, which will be linked to the Official State portal (Nebraska.gov). This web site will provide information and links for all Logan County Offices including the Logan County Assessors' office.

- 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 this project will not involve the licensing, permitting or regulation of business.

III. TECHNICAL INFORMATION

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

This project will use the existing county computers and Internet connection. The Vender will provide the GIS software necessary to meet the requirements of State Statute 77-136 and also fulfill the needs of Logan County.

- 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).**

All parcel boundaries created for the purpose of soil extraction will be created in compliance with NITC Land Record Information Standards, and Geospatial Metadata Standards. This is important because the NITC and the Nebraska GIS Steering Committee are committed to the standardization

of geospatial datasets for Nebraska. This sets standards / guidelines for modernization of land records that are currently maintained on paper in the local courthouse. These guidelines also ensure that counties that are planning on modernizing their records conform with other land record datasets that currently exist or are being created across the state. (Sections 2.0-2.2 in the NITC Land Record Information Standards document).

Following the NITC guidelines will insure the compatibility of the Logan County land records with statewide County, State and Federal land records.

The proposed GIS system has been proven reliable, secure and is designed to adapt and grow to meet future needs.

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.

The information retrieved from this GIS system will be available to people with disabilities by telephoning, emailing, or visiting the Logan County assessors' office.

4. Describe how technical support will be provided.

The Logan County Assessor will be able to receive technical help from the vendor by calling the help desk at any time to receive assistance by telephone or request a service call.

IV. CONTACT INFORMATION & SIGNATURE

Contact person for any questions regarding this application:

Richard C. Cook

Phone # 308-636-6157 E-mail richcook47@hotmail.com

Signed this 19 day of June, 2009

Pat Harvey, Logan Co. Clerk/Assessor
Agency Director



Please return to:

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

(Last updated 04/28/2008)

The following table outlines projected cost estimates based on the Task Level (TABLE 1), hourly rate (TABLE 1), and total number of hours required to accomplish each task.

TABLE 2: ESTIMATED PROJECT COST

TASK ID	TASK	DESCRIPTION	TASK LEVEL	TASK HOURS	COST
1	SOURCE DATA ACQUISITION ¹	CADASTRALS, SURVEYS, ASSESSMENT CARDS	1	0	\$0
2	PROJECT RESEARCH ²	TERRASCAN & MIPS DATABASE INTEGRATION	1	0	\$0
3	ONSITE DATABASE INSTALLATION/SETUP	UPDATE TERRASCAN/MIPS DATABASES	1	20	\$900
4	HARDWARE, SOFTWARE, & DATA REVIEW ²	ID ASSESSOR SOFTWARE & DATABASE	2	0	\$0
5	DATABASE CONSTRUCTION	FORMAT TO MIMIC ASSESSOR DATABASE	2	1	\$35
6	DATA EXTRACTION & ATTRIBUTION	SOIL EXTRACTION (20 MINUTES PER SECTION)	2	192	\$6,720
7	DATA QUALITY CONTROL	TOPOLOGY CHECKS (1/3 OF EXTRACTION HOURS)	2	64	\$2,240
8	DATA REVISIONS	DATA CORRECTIONS (15 MINUTES PER 1/4 OF TOTAL PARCELS)	2	94	\$3,281
9	DATA ACQUISITION	NRCS SOILS ACQUISITION & FORMATTING	3	1	\$25
10	SOIL MAP CREATION	CREATE SOIL MAPS (10 MINUTES PER PARCEL) FOR REVIEW	3	250	\$6,250
11	SOIL SUMMARY REPORT GENERATION	GENERATE SOIL SUMMARIES FOR REVIEW (2.5 MINUTES PER PARCEL)	3	63	\$1,575
12	PROJECT MANAGEMENT	SUPERVISION OF PROJECT ORGRANIZATION, PROGRESS, & COMPLETION (5% OF TOTAL HOURS)	PROJ MGT	34	\$1,870
TOTAL				685³	\$22,896

¹Provided by the county assessor

²Included in the initial consultation

³Total hours less Project Management hours

Pricing and Financing Information

The following provides the total and detailed costs for the services and deliverables described in this proposal.

The following is a summary of costs for each county. This pricing is dependent on all six counties moving forward with the project. Detailed price sheets are listed separately for each county. The following pricing shows significant savings of between \$10,000 to \$20,000 per county if each county were to work independently.

The financing option is interest free, allowing each county to spread the cost of the project over 5 years. Using this financing program does NOT impact delivery date of the system, tools or training.

Arthur County, NE	\$18,820 (approx. 920 ag parcels)
1 st payment, 1 st January, 2010	\$3,964
2 nd payment, 1 st July, 2010	\$3,964
3 rd payment, 1 st July 2011	\$3,964
4 th payment, 1 st July 2012	\$3,964
5 th payment, 1 st July 2013	\$3,964

Blaine County, NE	\$23,900 (approx. 1400 ag parcels)
1 st payment, 1 st January, 2010	\$4,780
2 nd payment, 1 st July, 2010	\$4,780
3 rd payment, 1 st July 2011	\$4,780
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Grant County, NE	\$24,750 (approx. 1500 ag parcels)
1 st payment, 1 st January, 2010	\$4,950
2 nd payment, 1 st July, 2010	\$4,950
3 rd payment, 1 st July 2011	\$4,950
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Hooker County, NE	\$23,050 (approx. 1300 ag parcels)
1 st payment, 1 st January, 2010	\$4,610
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3 rd payment, 1 st July 2011	\$4,610
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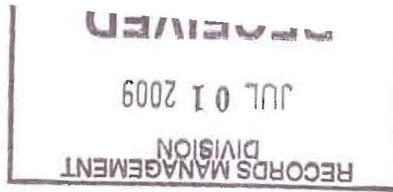
Logan County, NE	\$23,475 (approx. 1350 ag parcels)
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McPherson County, NE	\$24,537 (approx. 1475 ag parcels)
1 st payment, 1 st January, 2010	\$4,907
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3 rd payment, 1 st July 2011	\$4,907
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5 th payment, 1 st July 2013	\$4,907

Ongoing Maintenance and Support Fees

After the 5th year payment, each county will be responsible for an annual support/hosting/maintenance fee of \$1,500 per county per year.

County Clerk & Election Commissioner
County Clerk of District Court
County Assessor
County Register of Deeds



JUDY M. DAILEY
P.O. BOX 122
TRYON, NEBRASKA 69167
(308) 587-2363

MCPHERSON COUNTY CLERK

June 29, 2009

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

Dear Cathy;

Enclosed please find an Application for State Records Board Grant to Improve Access to Public Information from McPherson County.

Please feel free to contact my office at (308) 587-2363 if you have need for any further information on this matter.

Sincerely,

A handwritten signature in blue ink that reads "Judy M. Dailey".

Judy M. Dailey
McPherson County Clerk/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: McPherson County, Nebraska .
2. Title of project: GIS System for McPherson County Assessor's Office.
3. Brief description of project: **The McPherson County Assessor has need of a GIS system to become compliant with State of Nebraska Assessor regulations. The Assessor has obtained bids for a GIS system, which will fill the Counties needs and now is seeking assistance in funding the project.**
4. Grant request amount \$25,000.00
5. Will there be a fee for accessing records associated with this project? If yes, provide any statutory reference or authorization for fee.

No, there will not be a fee for accessing these records.

II. GRANT DETAIL

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

This project is the implementation of a Geospatial Information System (GIS) to be used in updating property assessment values, which will bring McPherson County into compliance with State Statute Section 77-1363. The system will create classes and subclasses to reflect uses appropriate for the valuation of such land according to law and is based on soil classification standards developed by the Natural Resources Conservation Service of the United States Department of Agriculture as converted into land capability groups by the Property Tax Administrator. The McPherson County Assessor shall utilize this system to implement soil surveys in the assessment year after the soil survey maps become available to achieve more uniform and proportionate valuations.

This GIS offers tools that can aid in the quick, efficient, and accurate updating of Parcel and Agricultural Land use boundaries, Land Capability Groups and Property value assessments. This system will also eliminate inaccuracies in current estimation of road acreage and conflicts between current land use classifications with NRCS Soil Survey Data. This system will also provide distinguishable section boundaries, accurate Public Land Survey System section data and predefined home site and farm site acreages.

The total initial cost of the System is \$25,808 and the yearly upkeep cost is \$25 to \$55 per hour, based on the complexity and or skill level required to complete a task. This upkeep cost will be provided for in the annual McPherson County Assessor's budget.

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

This System will benefit McPherson County by bringing the County into compliance with statute 77-136 and by making the assessment of McPherson County Property more efficient.

The McPherson County Assessor will use this GIS system to update property assessment values by using soil classification standards developed by the natural Resources Conservation Service of the United States Department of Agriculture as converted into land capability groups by the Property Tax Administrator.

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

The scheduled completion date for this project is 06/01/2010.

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

The McPherson County Assessor will provide copies of all existing agricultural cadastral and survey maps.

5. **Is other funding available for this project (explain)?**

Yes. Partial funding will be budgeted from McPherson County funds in the 2009 /2010 Assessor's budget.

6. **Does the project require additional statutory authority (explain)?**

Adequate statutory authority is already in place for this project.

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).**

This grant money will be used to help pay the projected \$25,808 expense of installing a GIS system in the McPherson County Assessor's Office to use in assessing Rural Property in McPherson County. (See attached bids from two vendors)

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?**

McPherson County is a small county of 864 Square miles, in central Nebraska with a population of 520 people including one unincorporated village. McPherson County has no other revenue source other than property taxes, and we are financially stressed to keep up the additional expenses of state mandated requirements created by a burgeoning electronic world. Once this GIS system is installed, minimal maintenance will be required and can easily be provided for in the existing Assessor's budget.

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

This GIS system will increase the accuracy and efficiency of assessing McPherson County property. It will also increase the speed in retrieving information when requested by customers.

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

This GIS system will provide tools that can aid in the quick, efficient, and accurate updating of Parcel and Agricultural and land use boundaries, Land Capability Groups and property value assessment.

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

Local, State and Federal land use information will be combined to create the database in this system. Once compiled, the information in this GIS system will be compatible with the surrounding counties and can be adapted for their use with minimal modification. Because State and Federal Land use information is being used this system will facilitate the easy transfer of information among systems when needed.

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

McPherson County would like to be able to develop a web site in the future, which will be linked to the Official State portal (Nebraska.gov). This web site would provide information and links for all McPherson County Offices including the McPherson County Assessor's office.

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 this project will not involve the licensing, permitting or regulation of business.

III. TECHNICAL INFORMATION

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

Required hardware and software: This project will use the existing county computers and Internet connection. The Vender will provide the GIS software necessary to meet the requirements of State Statute 77-136 and also fulfill the needs of McPherson County. Parcel soil summaries and maps will be created using a Soil Summary Report Generator built on the Microsoft Access Platform.

This hardware and software configuration was selected because the McPherson County Assessor's Office wanted a system that is not complex, that is easy to use and that will allow the county to meet the requirements of Neb. Rev. Stat. Sec. 77-1363. This system can also be expanded in the future to include more extensive and in depth property assessment tools.

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).**

All parcel boundaries created for the purpose of soil extraction will be created in compliance with NITC Land Record Information Standards, and Geospatial Metadata Standards. This is important because the NITC and the Nebraska GIS Steering Committee are committed to the standardization of geospatial datasets for Nebraska. This sets standards / guidelines for modernization of land records that are currently maintained on paper in the local courthouse. These guidelines also ensure that counties that are planning on modernizing their records conform with other land record datasets that currently exist or are being created across the state. (Sections 2.0-2.2 in the NITC Land Record Information Standards document).

Following the NITC guidelines will insure the compatibility of the McPherson County land records with statewide County, State and Federal land records. The proposed GIS system has been proven reliable, secure and is designed to adapt and grow to meet future needs.

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.

Persons with disabilities can request the information this technology provides from the County Assessor via telephone, e-mail, or by visiting the County Assessor's office, Land use summaries and parcel maps can then be delivered via e-mail, printed hard copy, or can be mailed.

4. Describe how technical support will be provided.

Minimal maintenance and technical support should be required once the project is completed. Any technical support that is needed will be provided by the vendor on a level of effort basis (hourly rate). The vendor will attempt to remotely solve any technical issues (via telephone, e-mail, etc) and then provide onsite assistance if the problem isn't resolved.

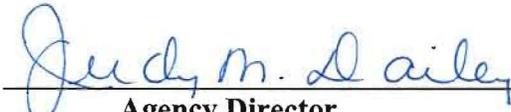
IV. CONTACT INFORMATION & SIGNATURE

Contact person for any questions regarding this application:

McPherson County Clerk, Judy M. Dailey

Phone # 308-587-2363 E-mail clerk@mcperson.nacone.org

Signed this 29th day of June, 2009.



Agency Director

Please return to:

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

(Last updated 04/28/2008)

MCPHERSON COUNTY SOIL EXTRACTION

06/29/09

The following table outlines projected cost estimates based on the Task Level (TABLE 1), hourly rate (TABLE 1), and total number of hours required to accomplish each task.

TABLE 2: ESTIMATED PROJECT COST

TASK ID	TASK	DESCRIPTION	TASK LEVEL	TASK HOURS	COST
1	SOURCE DATA ACQUISITION ¹	CADASTRALS, SURVEYS, ASSESSMENT CARDS	1	0	\$0
2	PROJECT RESEARCH ²	TERRASCAN & MIPS DATABASE INTEGRATION	1	0	\$0
3	ONSITE DATABASE INSTALLATION/SETUP	UPDATE TERRASCAN/MIPS DATABASES	1	20	\$900
4	HARDWARE, SOFTWARE, & DATA REVIEW ²	ID ASSESSOR SOFTWARE & DATABASE	2	0	\$0
5	DATABASE CONSTRUCTION	FORMAT TO MIMIC ASSESSOR DATABASE	2	1	\$35
6	DATA EXTRACTION & ATTRIBUTION	SOIL EXTRACTION (20 MINUTES PER SECTION)	2	288	\$10,080
7	DATA QUALITY CONTROL	TOPOLOGY CHECKS (1/3 OF EXTRACTION HOURS)	2	96	\$3,360
8	DATA REVISIONS	DATA CORRECTIONS (15 MINUTES PER 1/4 OF TOTAL PARCELS)	2	92	\$3,227
9	DATA ACQUISITION	NRCS SOILS ACQUISITION & FORMATTING	3	1	\$25
10	SOIL MAP CREATION	CREATE SOIL MAPS (10 MINUTES PER PARCEL) FOR REVIEW	3	246	\$6,146
11	PROJECT MANAGEMENT	SUPERVISION OF PROJECT ORGRANIZATION, PROGRESS, & COMPLETION (5% OF TOTAL HOURS)	PROJ MGT	37	\$2,035
TOTAL				744³	\$25,808

¹Provided by the county assessor

²Included in the initial consultation

³Total hours less Project Management hours

MCPHERSON COUNTY SOIL EXTRACTION

06/29/09

3. To assist with conversion from existing soil codes to current NRCS soil codes the McPherson County Assessor's Office would provide Mr. Hanna with a Microsoft Excel spreadsheet containing the most current soil conversion information.
4. Mr. Hanna would obtain the following geospatial data required for parcel boundary, LCG boundary, and soil extraction:
 - a. Natural Resources Conservation Service / United States Department of Agriculture, National Agriculture Imagery Program County Mosaics (2006 (1m) & 2007 (2m)).
 - b. Natural Resources Conservation Service, SSURGO Soil Survey Spatial and Tabular Data (2008).
 - c. Nebraska Department of Roads, General Highway Maps (1999).
5. Mr. Hanna would integrate the extracted soils database into the current property assessment software (MIPS), with technical assistance from the software provider. McPherson County would be responsible for any charges the software provider might implement for integration of the updated soils database.
6. Mr. Hanna would provide the McPherson County Assessor's Office with summaries (LCG maps, soils maps, and soil acreage summaries) for each parcel within the county as Adobe PDF files for review by county officials and landowners. Following review and verification of each parcel summary, all summaries would be provided to the McPherson County Assessor for attachment to assessment files and/or MIPS parcel records, and for dispersal to landowners.

ESTIMATED COST SUMMARY

The following table outlines standard project Task Levels and associated hourly rates. Task Levels are determined by the complexity and/or skill level required to complete a task. Therefore, more complex tasks will have a higher hourly rate associated.

TABLE 1: TASK LEVEL HOURLY RATE BREAKDOWN

TASK LEVEL	HOURLY RATE
PROJECT MANAGEMENT	\$55.00
LEVEL 1 (ADVANCED TASK)	\$45.00
LEVEL 2 (INTERMEDIATE TASK)	\$35.00
LEVEL 3 (ENTRY LEVEL TASK)	\$25.00

Pricing and Financing Information

The following provides the total and detailed costs for the services and deliverables described in this proposal.

The following is a summary of costs for each county. This pricing is dependent on all six counties moving forward with the project. Detailed price sheets are listed separately for each county. The following pricing shows significant savings of between \$10,000 to \$20,000 per county if each county were to work independently.

The financing option is interest free, allowing each county to spread the cost of the project over 5 years. Using this financing program does NOT impact delivery date of the system, tools or training.

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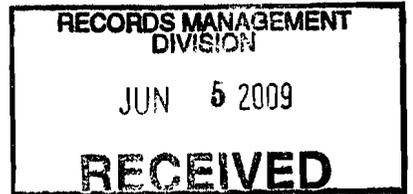
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Ongoing Maintenance and Support Fees

After the 5th year payment, each county will be responsible for an annual support/hosting/maintenance fee of \$1,500 per county per year.



April 30, 2009

Mr. John Gale, Chariman
Nebraska State Records Board
440 South 8th St, Ste 210
Lincoln, NE 68508

Re: Nebraska State Records Board
Electronic Technology Grant

Dear Mr. Gale:

Thank you for considering our grant application for the "Enhancement of Richardson County Land Record Information Management and Access" project.

Although Richardson County is applying for this grant, the new digital land records management system and web site will serve not only county offices, but local towns and villages and the public too. Access to the information will be available on the Internet with no cost to those accessing the information, be it other government agencies, businesses or the general public. By providing web-based access to Richardson County land records, we believe we are enhancing access to public information and government services without increasing direct and indirect staffing costs.

We request the committee's kindness in considering and approving the Richardson County grant application so that we may enhance public service in the 21st century. Thank you for your time and we appreciate your effort in helping the county. Should you have any questions or need more information, please free to contact me at the above address, phone number or e-mail at richcoassessor@sentco.net.

Sincerely,

A handwritten signature in cursive script that reads "Regina D Cummings".

Regina D Cummings
Richardson County Assessor

Nebraska State
Records Board



John A. Gale
Chairman



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

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.

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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 Richardson County, NE
2. Title of project "Enhancement of Richardson County Land Record Information Management and Web Access"
3. Brief description of project:
Richardson County is planning on modernizing its land record management

information system through the replacement of paper based cadastral mapping with GIS technology. In addition, intra county office, local government (towns villages, etc) and public access to these map data and associated land record information will be made available via Internet.

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).**

Richardson County has signed a contract with GIS Workshop, Inc., of Lincoln, NE in September of '08 for a Geographic Information System providing layers for parcel identification and land use in a digital format. This system will completely overhaul our current land record information management system. The new digital land record information will be interfaced with our existing CAMA database and access to other county departments, city agencies and the public will be granted via the Internet.

The cost for the project is \$76,000. For this project to be possible in the county's extremely tight budget it was necessary to negotiate a three-year financing option with the final payment being due on July 2010. The next logical step would be to make this data readily available to the public. With this project, anyone with Internet access will have the capability to search real estate information without having to contact the assessor's office.

The system will be hosted on GIS Workshop, Inc. servers, making the county information constantly available. The design will give users access to the assessment database by name, address or parcel ID numbers. If those elements are unknown, the user will be able to pan the site map and manually select a parcel. Once the user has found the parcel they are interested in, they may view the assessment data connected with it.

The Richardson County Web Site will contain a hyperlink to direct users to this web site. This funding request is being made by a single entity, however, many other jurisdictions will benefit. The city or village office for the communities in the county have been most anxious for this type of information. The county seat, Falls City, feel this mapping system would be helpful to the villages & other offices in our Courthouse will be able to benefit as well. The Noxious Weed Dept. will have access to property owners and address information when they

have to issue notices or spray for weeds. The County Sheriff will have access to ownership information as well as photos and aerial photos of the land to determine if they have the correct location. The clerk should be able to have voter precincts by maps. Tax information will be included on the site, which will reduce counter and telephone traffic to the County Treasurer's office.

Everything included on the web site will be public information. While we are very willing to comply with the request we receive, having this data available on-line will be a more convenient and efficient way to disseminate the information especially to the public.

Data regarding the assessment and taxation of real property in Richardson County is currently available to the public by calling and then, our office faxing the requested information, by written request or visiting our office in the county courthouse. The past several years we have seen an increased demand for this information from appraisers, realtors, banks, insurance companies and the public. Recently the Nemaha Natural Resource District and the Farm Service Agency have made requests for ownership, deed information and assessment data. Most out of state request cannot believe we don't have a Web Site with this information available. There is a Richardson County Web Site but only has general information on it through the Richardson County Clerk's site, not for particular parcels or legal information. We receive many requests as to when we will have this information available.

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

Richardson County property owners will have access to their valuation and assessment information at any time. Realtors, appraisers, banks and insurance companies will also have access to real estate information needed for their business-related activities. Assessment information is requested on a daily basis and we are asked if the information is available over the Internet, which it is not at this time. The public will be notified of the web site by mailings, newspaper articles and informing anyone who comes into the office.

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

The completion date will be no later than July 2010.

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

Richardson County will be making a considerable investment for the base technology and computer upgrades to implement the GIS system. The project will require approximately \$3,000 of needed hardware equipment, which is not purchased yet. The Richardson County Assessor's office staff will contribute labor

to compile information, with continuing updates to assure an accurate and up-to-date result. GIS will be scanning maps, setting up the web site, and training the assessor & staff.

5. Is other funding available for this project (explain)?

No. Budget cuts and limitations have not allowed for the funding of a project of this size. Thus, the reason for not having any money set aside to start such an endeavor.

6. Does the project require additional statutory authority (explain)?

With limited budget increases, projects that are not mandated by law are the last to be considered. If grant funds are not received, this project will be delayed for several years and other financing will have to be sought. After the project is completed the County Commissioners have pledged to cover an annual fee for hosting the project on GIS Workshop, Inc. servers. They will, also, cover the cost of programming updates for Arc View GIS software & licensing.

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).

Private citizens, businesses and other governmental agencies will have access to real estate ownership, assessment and taxation information, plus soil maps continually, via the internet. Citizens of Nebraska have a right to have their property valued uniformly and proportionately with similar property. When doing research, property owners sometimes wish to remain anonymous. This project will enable them to do their research without having to come to or call the assessor's office.

It is not economical for every user to have Arc View GIS software and licensing, especially in a smaller county. The server uses ERSI Arc IMS (Internet Mapping System) software, which enables the user to access the data with standard computer software.

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?

This project will reduce both telephone and counter traffic to the county Offices. Staff members researching assessment data due to the requests we receive will spend much less time on these requests. Plus, the public will appreciate the ease and capability of having the information readily available. It will open up the office time to keep review of properties and assessments up to date.

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

Other county offices benefiting from the project will be the county road department, county sheriff, county clerk, county treasurer, noxious weed department & others. Various other entities benefiting from the project would include but not limited to: The cities & villages in Richardson County, the fire districts, Farm Service Agency and the Nemaha Natural Resources District.

The information will be available to anyone with Internet access, at no charge to the user and with no need for special computer software. Those seeking service from our office will no longer need to telephone or come into our office only when the courthouse is open.

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

By switching to a digital cadastral mapping system, Richardson County will achieve greater efficiency both in the maintenance of land records (GIS will allow us to digitally manipulate and update the maps instead of drawing with pencils) and in our ability to service information requests (we will no longer have to reference a separate computer database or card file to find the right paper map). The web site further enhances our ability to provide access to these data.

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

Land records information (property ownership, property boundary location, etc) are in demand on a daily basis by most other city, county and state agencies. For example, the NDOR might wish to know who owns a property adjacent to a state highway because they will be limiting access because of road construction. Or, the weeds supervisor might need to know who owns a property so that they may send them a notice. By making these data available via the Internet, we are supporting collaboration by sharing our key land record information.

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

This project will directly service the delivery of public services via the Nebraska.gov site because the County web site will be linked directly off the PAD web site at <http://pat.ne.gov/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.**

We will leverage our existing investment in computer hardware and networking technology. Access to the public system will be through the Internet. For those who do not have Internet access in their home or business, our local library offers computer services and the Internet at no charge to the user, as well as most of our schools.

- 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 new mapping system will follow all applicable NITC GIS Council guidelines for parcel mapping and metadata. The primary technology will be ESRI based, thus ensuring compatibility with surrounding counties and most state agencies.

- 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.**

Because the technology is primarily map and requires interaction with such maps, our ability to comply with this clause is limited, but the system will comply where applicable.

This technology is currently being used by over 20 counties in the State of Nebraska, nine of which are counties where the Nebraska Department of Revenue. Property Assessment Division handles the county assessment function. The web site will be patterned after other sites developed for this same purpose, to assure compliance with the standards set by the Nebraska Information Technology Commission. This project will be designed to allow access to users with disabilities.

4. Describe how technical support will be provided.

GIS Workshop, Inc. employs ERSI certified instructors for training the county staff, and for follow-up telephone support. GIS Workshop, Inc. will host and maintain the web application.

IV. CONTACT INFORMATION & SIGNATURE

Contact person for any questions regarding this application:

REGINA D CUMMINGS
COUNTY ASSESSOR

Phone # (402) 245-4012

E-Mail: richcoassessor@sentco.net

Signed this 1 day of June, 2009

Richardson County Assessor's Office
Agency Director
Regina D Cummings
Assessor

Please return to:

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

(Last updated 04/28/2008)



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.

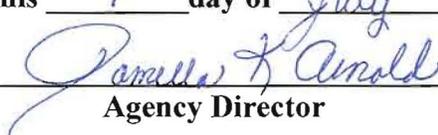
GIS Workshop, Inc. will provide our technical support for the program and website. GIS utilizes certified instructors for training the county staff, and for follow-up telephone support. The county will supply monthly data base changes to GIS for GIS to maintain the application.

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.

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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:

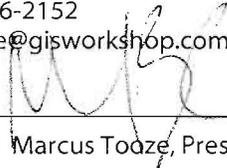
By: 
 Authorized Signature

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



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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.

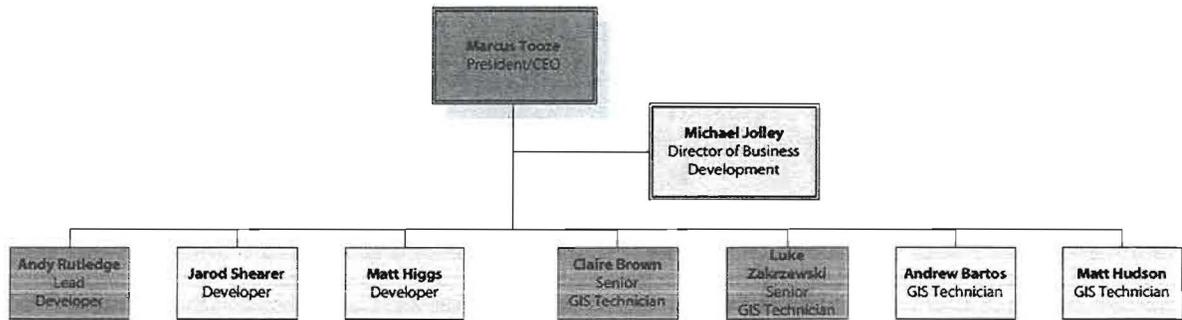


Figure 1: GISW employs UNL, UNK and UNO graduates from around the state.

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

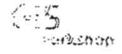
-
- (5) Entering all PID's under GISW guidance
 - (6) Correcting property boundaries, where cadastral maps were incorrectly drafted
 - (7) Entering new parcels after delivery of the township (under direction of GISW staff)
 - (8) Creation of the land use layer (under direction of GISW staff)
 - (9) Assist 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):	
<u>ESRI Software Maintenance</u>	
1) Annual Maintenance for ESRI ArcView 9.2 Desktop Software – Single Use license	\$400/year
<i>***Payable directly to ESRI***</i>	
<u>GIS Workshop Software Maintenance</u>	
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
<u>GIS Workshop Maintenance & Support</u>	
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.

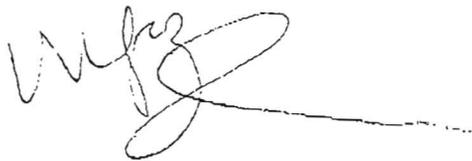
Example:

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



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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.

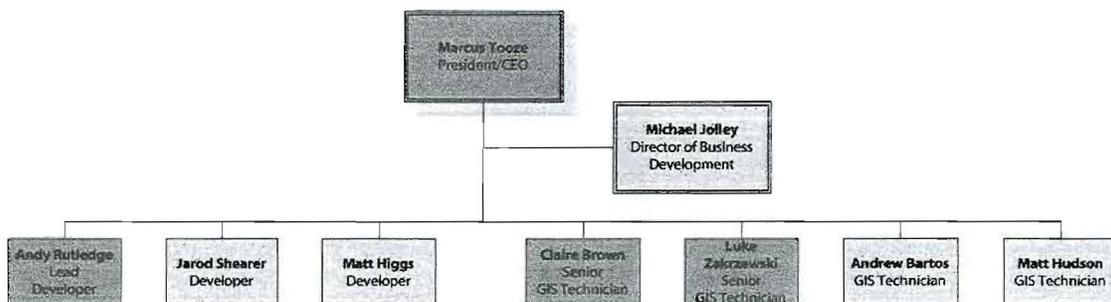


Figure 1: GIS Workshop employs a flat management structure encouraging involvement from all personnel

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.

Application Design & Build

To ensure the system functions as desired by assessor staff, GIS Workshop will design and build the web interfaces based on their direction.

The initial page introduces the user to the Valley County main web page. On this page, the user interacts with the basic search interface, allowing them to search via Owner Name, Parcel ID, or address (if available in Terrascan).

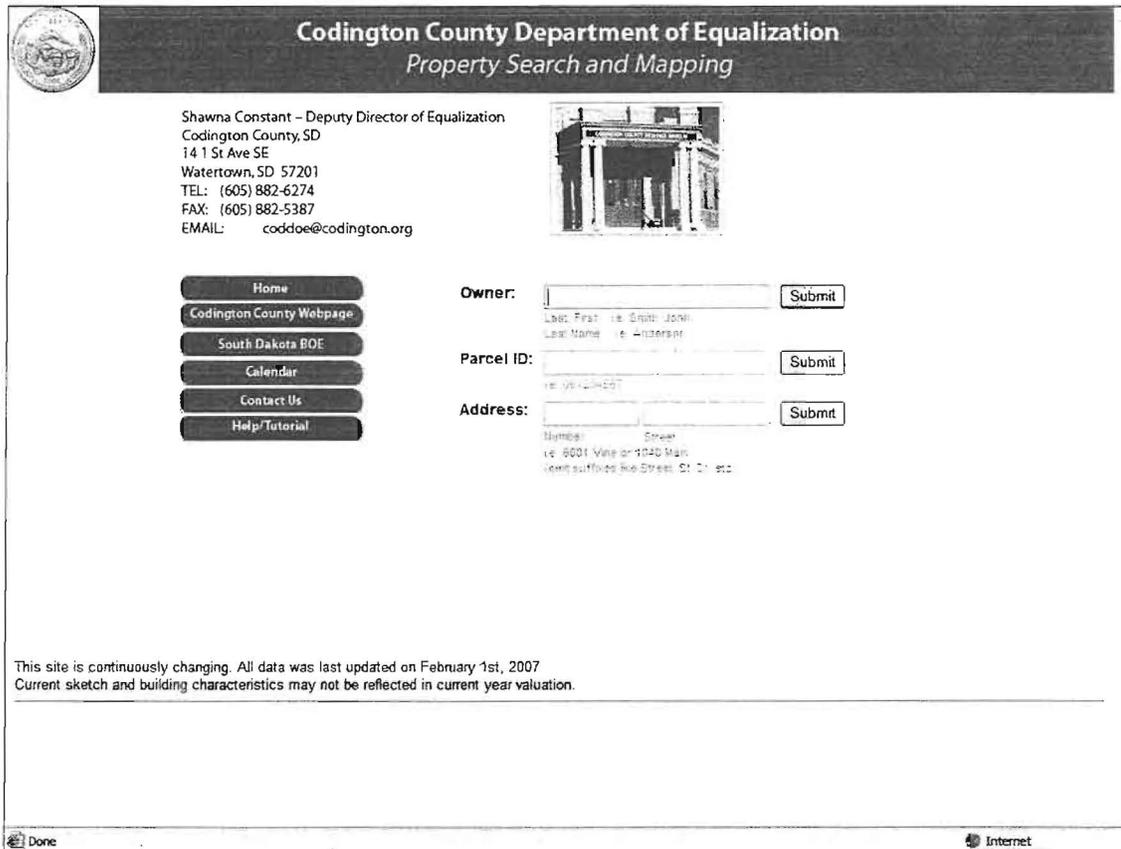


Figure 2: Example web page

The site presents the Search results in a simple layout, listing all matches to the search criteria. If the user creates a query resulting in multiple parcels (e.g., searches for all parcels owned by “Smith” in the county), the site will return a table of parcel records listing the name and address of all matches.

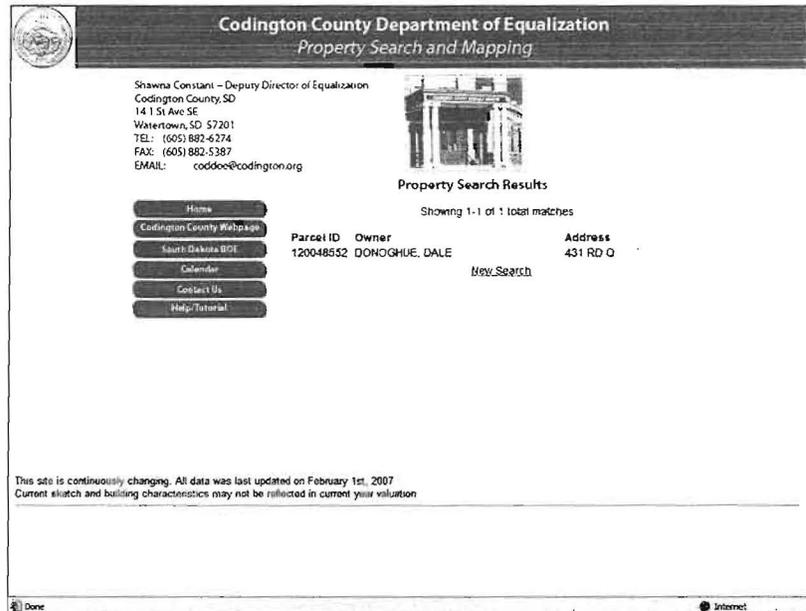


Figure 3: Example of the Search Results page

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.



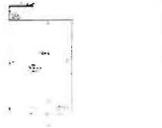
Figure 4: Example Property Results Listing - Initial Page

Parcel Information				
Parcel ID:	120048552			
Links:	Map			
Map Number:	16-9E-SI - 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

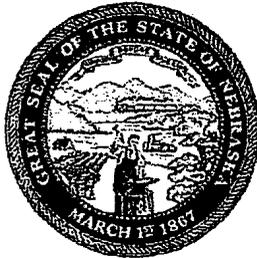
Appendix

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

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 (State Agency)

The Nebraska State Records Board is sponsoring a grant program for state agencies for the development of programs and technology to improve electronic access to state government information and services. Grants will be awarded for one time funding of small projects (not to exceed \$25,000). 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. State agencies wishing to apply for these grants may want to first contact Nebraska.gov to establish feasibility and scope of the project.

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 state 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 state 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.

State 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.

Applications not completed in full will be returned to the requesting agency for completion and resubmission.

THIS PDF DOCUMENT IS AN EMAIL ONLY SUBMISSION.

I. GRANT SUMMARY

1. **Name of agency applying for grant** Board of Barber Examiners

2. **Title of project** Enhancement/Restructuring of Barber Licensing System

3. **Brief description of project:**

Upgrade the current barber Licensing System to comply with recently passed legislation which provides for two year licensing renewals (currently they are renewed annually), and the initiation of a Booth Rental Permit. In addition to compliance, these features enhance delivery of agency services for our clients and the public while improving the efficiency of our agency operations.

4. **Grant request amount** \$ 4,391.00

5. **Will there be a fee for accessing records associated with this project? If yes, provide any statutory reference or authorization for fee.**

No.

Existing licensing fees remain unchanged, the only changes are the billing period will be extended for a two year period, currently they are renewed annually. The only addition will be Booth Rental Permit assessments are one hundred dollars for the two year licensing period.

II. GRANT DETAIL

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

Existing system will be modified to allow the licensee features of a two year licensing period and Booth Rental Permits which will identify a self employed person or an independent contractor type operation. Various reports and routine automated features for renewal and delinquencies will require modification accordingly.

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

Beneficiary of this service will be our licensee and those individuals who are conducting business as an independent contractor or a self employed person. These individuals will be afforded the convenience of renewing every other year. Access to forms and information will be available through the modified web site which provides broad access to agency information, procedures, and all applications.

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

Upon grant receipt, project could be completed within six months, July 1, 2010.

4. State agency contribution to project (labor, equipment etc.).

Agency will contribute time and talent necessary to design, install, test, and implement the systems modifications and enhancements.

5. Is other funding available for this project (explain)?

No other funding available.

6. Does the project require additional statutory authority (explain)?

Existing statutory authority is sufficient to support this project.

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 IT related services to make system and web site modifications to support the noted system enhancements. Some reports and forms will need to be redesigned and updated.

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?

As a cash funded agency no funds were appropriated for the legislative enhancement of the system. Therefore, no other funds are available. System support will be provided by this agencies existing budget.

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

Project will enhance agency services by complying with newly passed legislation, provide greater convenience to our licensees, improve enforcement control by automation of processes.

(inspections, violations, compliances issued, licensing functions, and the enforcement of standards to our profession.)

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

Project will improve agency efficiency by automation of otherwise manual processes, and by avoiding potential control deficiencies that accompany a manual process.

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

Not applicable.

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

Not applicable.

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.

Yes.

Project will provide compliance to existing laws and rules and regulations and does involve the licensing and regulations of the industry. Project will allow integration with the state system by offering the public and our licensee full access to our web site, for our statutes, rules and regulations, and applications for licensure, and school listings.

III. TECHNICAL INFORMATION

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

Software modification needed only. Changes need to comply with the new amendments to the Barber Act.

- 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 work will be performed by the Office of the CIO to ensure compliance with state standards.

- 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.**

The project will be completed by the Office of the CIO to ensure compliance with state access and technology requirements.

- 4. Describe how technical support will be provided.**

Internal IT services will be used and services from the Office of the CIO.

IV. CONTACT INFORMATION & SIGNATURE

Contact person for any questions regarding this application:

Ronald J. Pella

Phone # (402) 471-2051

E-mail barbers.board@nebraska.gov

Signed this 12th **day of** June, 2009



Agency Director

Please save to your desktop and send as an email attachment to:

Cathy Danahy
Cathy.Danahy@sos.ne.gov
(402) 471-2745

(Last updated 04/29/2008)

Barbers, Board

From: Schlitt, Laurie
Sent: Friday, June 05, 2009 2:34 PM
To: Barbers, Board
Cc: Schlitt, Laurie; Hattan, David; Delay, John
Subject: Estimate for Barbers Board

We had discussed adding in a new type of license for Booth Rentals. This would be modeled after the shops, and require a new data entry screen, new procedures for renewals, late licenses, and restoring licenses. It would also require new reports, all using Shops as the initial model.

We were also going to change the licensing from annually to every 2 years. This will require a change to renewals, the renewal forms, and receipts.

I estimate that this would take between 40 and 50 hours of programming and testing time. This would come to about \$3200 - \$4000.

With this change, I would also recommend that we look at upgrading the system to use Access 2007. I would recommend that you look into purchasing Office Suite 2007, which would include Word, Excel, Access, and other packages.

Office 2003 is still supported by Microsoft, but it will not be supported forever.

This would help to ensure that your software environment will be supported by Microsoft well into the future.

If you look at prices for Office Suite 2007, be sure that the version of the suite you are looking at includes Access.

You may want to contact the State Purchasing Bureau to see if the State can acquire this software at a special rate.

Thank you!

Laurie Schlitt
Work Phone: 402-471-0836
Fax: 471-4864
laurie.schlitt@nebraska.gov

6/5/2009

Cost Estimate for Barber Board Tech Support

Cost Estimate Summary (Average Rate \$42.00/Hr)		
Task	Hours	Dollars
General/Meetings		
Common Architecture		
Applications		
Testing/Debugging		
Contingency		
Management (7%)		
Grand Total		

Development Estimate Breakdown		
Task	Total Hours	Dollars
<i>General/Meetings</i>		
Status, Progress Mtgs		
Requirements Spec		
<i>Common Architecture</i>		
GUI Adaptation / Stylesheets		
Database Implementations		
Application Server Architecture		
<i>Application Areas</i>		
Public Interface		
Admin Interface		
System(s) Interface		
Application Security		
Technical Support and Training	4	\$42.00
(Projected Estimate)		
Accessibility Testing		
<i>System Testing/Debugging</i>		
	Total	4
		\$168.00
	Contingency (15%)	0.6
		\$51.00
	Grand Total	4.6
		\$391.00

July 15, 2009

VIA EMAIL

Cathy Danahy, Executive Director
Nebraska State Records Board
440 South 8th Street, Suite 210
Lincoln, Nebraska 68508
cathy.danahy@sos.ne.gov

Dear Ms. Danahy:

The Board of Regents of the University of Nebraska, for the University of Nebraska-Lincoln (UNL) is pleased to submit a proposal to your organization on behalf of Mr. Richard Graham entitled "Migrating from tangible to online: Digitizing microfiche and print Nebraska State Documents."

The total request is for \$24,998 for the proposed period November 1, 2009 through June 1, 2010. Our EIN # is 47-0049123 and our DUNS # is 55-545-6995. Our participation is administratively approved for submission on behalf of the Board of Regents by the appropriate University officials, as evidenced by my signature as an authorized official on this letter of transmittal.

Questions regarding the technical aspects of this project should be directed to Mr. Graham at (402) 472-5410. Administrative questions should be directed to Julie Poykko-Post, Grant Coordinator, at (402) 472-6174 or jpoykkopost2@unl.edu. We look forward to our involvement in this project.

Sincerely,



Jeanne Wicks
Director

JW/jpp

**APPLICATION FOR STATE RECORDS BOARD GRANT
TO IMPROVE ACCESS TO PUBLIC INFORMATION
University of Nebraska-Lincoln (State Agency)**

I. GRANT SUMMARY

1. Name of agency applying for grant:

Board of Regents, University of Nebraska, for the University of Nebraska-Lincoln on behalf of its Libraries

2. Title of project:

Migrating from tangible to online: Digitizing microfiche and print Nebraska State Documents.

3. Brief description of project:

The scope of the project is to digitize and make accessible on the Internet key Nebraska State Agency publications currently available only in microfiche or print format. State employees, citizens, and researchers will have access to traditionally “challenging” materials. Microfiche scanning equipment will be acquired by the University Libraries. Initially, approximately 200 reports of the Nebraska Game and Parks Commission and former Department of Public Institutions will be scanned from microfiche, converted to .pdf files, cataloged, and made available online via the Library Commission online catalog. To fill gaps in the microfiche collection, additional reports of these agencies will be scanned from print by the Library Commission, using existing equipment. Future microfiche and print materials will be migrated to online through the continued collaboration between the Nebraska Library Commission and the University Libraries.

4. Grant request amount:

\$24,998

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).

Public records laws require Nebraska state government agencies to make their records and documents accessible to the public. The Internet now makes it much easier for agencies to comply with information requests by posting reports to their web sites. Usually only recent reports are posted. Some early reports spanning 1980-1956 are being made available online via the *Nebraska Public Documents* database hosted by UNL Love Library. Since 2005 the Nebraska Library Commission has been downloading reports from agency web sites or scanning from print and making them available via NLC catalog and *State Publications Online* web site.

However the majority of Nebraska state documents are still only available as *microfiche*, a 4-by-5-inch piece of photographic film containing printed information in a size too small to be seen by the naked eye, or as printed volumes held primarily at the Library Commission and the State Archives. From 1972-2005 the Nebraska Library Commission produced microfiche and distributed it to a network of depositories, including the University of Nebraska-Libraries, as part of its Nebraska Publications Clearinghouse Service.

The initial advantage of compact storage has given way to the many challenges the medium now presents: deterioration/fragility and specialized equipment to view. Few options remain for providing access to the many resources available as microfiche, because equipment and materials are no longer being produced by suppliers.

Of the many reports and plans on microfiche, the Nebraska Library Commission and the University of Nebraska-Libraries have identified a priority list of items based on requests and research needs. These include nearly 200 items from the Nebraska Game and Parks Commission spanning 1970-2003 and documents from the former Department of Public Institutions that range from 1973-1986 and would provide the greatest and most immediate benefit from migration to a digital environment. In total, this project would convert close to 45,000 pages at nearly \$.50 per page. To accomplish this end, an initial investment of \$16,725 is required to purchase the needed digital equipment for the University Libraries. \$6,000 is requested to fund scanning/labor costs for the University Libraries to digitize the initial set of microfiche.

To fill gaps in the microfiche collection, additional reports of these agencies will be scanned from print by the Library Commission, using existing staff and equipment.

The Nebraska Library Commission will host the digitized content through its online catalog, as well as provide cataloging and data back up. Upon the completion of the Game and Parks and DPI documents, additional documents will continue to be digitized on demand, with any additional scanning costs to be funded by the University Libraries (microfiche) or the Library Commission (print).

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

Digitizing the microfiche reports and studies of the Game and Parks and former Department of Public Institutions will not only benefit the citizens of Nebraska and researchers worldwide, but by establishing digitization protocols and procedure, also will enable the future successful migration of additional Nebraska documents only available as microfiche.

In their current state, many Nebraska documents rest in obscurity, because few libraries have the means to allow patrons to view, let alone print or copy, the documents on microfiche. Once these items have migrated online, they become indexed and instantly available to those with Internet access (which many libraries can provide).

By bringing these reports and studies into the digital realm, libraries will add to the transparency of the state's governing agencies and departments, as more information is made easily available to citizens, researchers, and state employees.

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

We anticipate the acquisition of equipment and digitization of the 200 microfiche of reports and studies from the Game and Parks agency and former Department of Public Institutions to be completed by 06/2010.

Deadlines include:

Hardware and scanning equipment bids and selection by Richard Graham and UNL Purchasing Dept. November 2009.

Selection and training of scanning assistant, beginning digitization. December 2009.

Completion of digitization. May/June 2010.

Quality control checks and file uploading will continue throughout December 2009 and June 2010.

4. State agency contribution to project (labor, equipment, etc.).

The University of Nebraska-Lincoln will provide the location for housing and maintaining the equipment and oversee the labor and training in the production of digitized materials, totaling nearly 5 hours per week for 20 weeks.

Costs for permanently hosting and linking digitized documents will be funded by the Nebraska Library Commission. Existing staff time and scanning equipment will be used to identify materials, scan from print if necessary, catalog, provide quality-control to prepare files for posting, and link them from the NLC online catalog. Staff time is estimated at 2 hours per document.

5. Is other funding available for this project (explain)?

No.

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).

\$2,200	Computer and monitor (see attached bid)
\$660	software (contained in computer bid)
\$13, 865	digitization equipment (see attached bid)
\$6,000	labor/production costs (\$10.00 per hour X 600 hrs*)
\$2,273	indirect costs at reduced rate of 10% of total direct costs as agreed to by Nebraska State agencies
\$24,998	TOTAL Costs

* 3 hours per microfiche, 200 microfiche = 600 hrs.

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?

None of the partnering institutions has money in its budget to cover the initial equipment purchase for this digitizing project, nor would internal labor provide such a large amount of digitized titles. The Nebraska Library Commission is committed to host and maintain the original set of digitized fiche, including future documents and reports. Both partners will continue to produce and provide digitized microfiche and print reports beyond the initial project.

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

Because microfiche is rapidly becoming an extinct medium, it's become difficult for citizens, researchers, and even state employees to easily access the information found on it. Much of the content within the Game and Parks and Department of Public

Institutions materials contains data and evidence on issues pertinent to the State of Nebraska.

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

Access to a digital version of a state microfiche document will provide three distinct advantages: able to be more quickly located through keyword and subject searching by being part of a larger database, extensive viewing difficulties are diminished, and the stress of archiving or maintaining proper conditions for fiche storage lessened.

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

Both the Nebraska Library Commission and the University of Nebraska-Lincoln have identified the need to migrate in-demand and relevant microfiche documents, and other Nebraska state agencies may request or select additional future materials to be placed online. This project will not only strengthen the collaboration between the NLC and UNL, but provide opportunities to interact with various other state agencies and departments as we continue on with additional documents and materials.

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

Nebraska.gov links to all Nebraska state agency web sites. Nebraska.gov also partners with the Nebraska Library Commission to provide an "Ask a Librarian" email/chat service, and provide web pages to answer "How do I" questions.

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.

A computer and monitor are required that can provide the necessary memory and storage to hold large image files and accommodate storage transfer media. Digitization equipment (Scan Pro 2000) is able to provide quicker digital conversion of microfiche,

with appropriate lens to view other types of microfiche. Software (CS4) is required to repair damage, crop, enhance, and convert image files to downloadable/viewable .pdf files. Specs: (see also attached bids)

Computer Hardware: Dell Precision Workstation PWS T3400 with core 2 Quad Q6600 processor, 4 gigs of ram, 256 md pcie x16 nVidia Quadro FX570 dual dvi video card, 16X DVD+/-RW w/ Cyberlink PowerDVD and Roxio Creator Dell Ed, 19:1 media card reader. 80 gb and 320 gb hard drives, 5 year prosupport for IT extended warranty. Dell 24 inch ultrasharp 2408 WFP monitor.

Digitization Hardware: ScanPro 2000 Base Unit, with Universal Fiche Transport, opaque function and 7x to 105x lens.

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).**

This project will utilize the *Western States Digital Imaging Best Practices*

<http://www.bcr.org/cdp/best/digital-imaging-bp.pdf> , a nationally recognized standard for production of digital images from text, photographs, maps, and other formats. The standard specifies creation of high-resolution TIFF images as the first step. The standard for scanning from film is 400 dpi or higher. Formats such as JPEG images or PDF files are produced from the TIFFS for presentation on the web. Our project will create multi-page PDF files.

Note: The Nebraska Secretary of State Records Management Division is producing archival-quality microfilm from TIFF images. For example, TIFF images of Nebraska state agency publications are provided to RM by the Library Commission for microfilm production.

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.

While the content provided as a .PDF file requires software to view it, it is freely available for download and included in many browsers. .PDF files are searchable and able to be manipulated or read by programs that accommodate the visually impaired. These files also allow for future migration.

4. Describe how technical support will be provided.

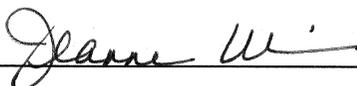
The Nebraska Library Commission will collaborate with the University Libraries' Computing Operations & Research Services (CORS) to provide technical support. CORS will be responsible for the installation and maintenance of the digital equipment and software. The Library Commission will provide the public interface and hosting for all digital content.

IV. CONTACT INFORMATION & SIGNATURE

Contact person for any questions regarding this application: Richard Graham, Media Services Librarian, University of Nebraska-Lincoln, N220 LL, UNL, Lincoln NE 68588-4100

Phone #: 402-472-5410 E-mail: rgraham7@unl.edu

Signed this 15th day of July, 2009.



Jeanne Wicks, Director, Office of Sponsored Programs
Authorizing Official, University of Nebraska-Lincoln

Computer/Software Bid

Request #HD000000027761 has been Resolved. If you have any problems, please FORWARD this notification to CORS2@unl.edu with a request to keep it open. Otherwise, this case will automatically close in 5 days.

Work Log :

6/5/2009 7:15:00 PM jcollins1

\$2200 Dell Precision Workstation PWS T3400 with core 2 Quad Q6600 processor, 4 gigs of ram, 256 md pcie x16 nVidia Quadro FX570 dual dvi video card, 16X DVD+/-RW w/ Cyberlink PowerDVD and Rozio Creator Dell Ed, 19:1 media card reader, Dell 24 inch ultrasharp 2408 WFP monitor, 80 gb and 320 gb hard drives, 5 year prosupport for IT extended warranty runs

\$130 UNL campus Microsoft fee.

\$530 for the Acrobat CS4 Master Collection (contains Photoshop and Acrobat Professional v9, etc.)

Description : Time of request: Tuesday June 2nd, 2009 9:42:16 AM

Your Name: Richard Graham

Phone: x5410

Email: rgraham7@unl.edu

Priority: Standard

Talked To CORS: No

Description: Applying for a grant for a Scan Pro 2000. I need a price quote for a computer (added RAM) and monitor (24" lcd/landscape/portrait) that can support it. Also, software to support digital image and pdf creation. Thanks!!

MIS

Microfilm Imaging Systems, Inc.

402-346-7211

2530 Harney Street

800-346-1365

Omaha NE 68131

402-346-6643 Fax

Curt@MicrofilmImaging.com

July 15, 2009

Rich Graham
University of Nebraska Lincoln
Love Library
15th and R
Lincoln, NE 68588-0410

Dear Rich:

I am pleased to submit our quotation for the ScanPro 2000 Microfilm Scanner.

ScanPro 2000 Base Unit, with	\$13,865.00
Universal FicheTransport, opaque function and 7x to 105x lens	

Optional AUTOMATIC SCANNING – scans a page from the microfilm and automatically advances to the next page and continues the process converting microfilm to computer images. Price = \$3500.00

A brochure with specifications is attached for your consideration.
If you have questions, please call me on my cell phone 402-690-7063.

Sincerely,

Curtis Reiter
President
Microfilm Imaging Systems, Inc.