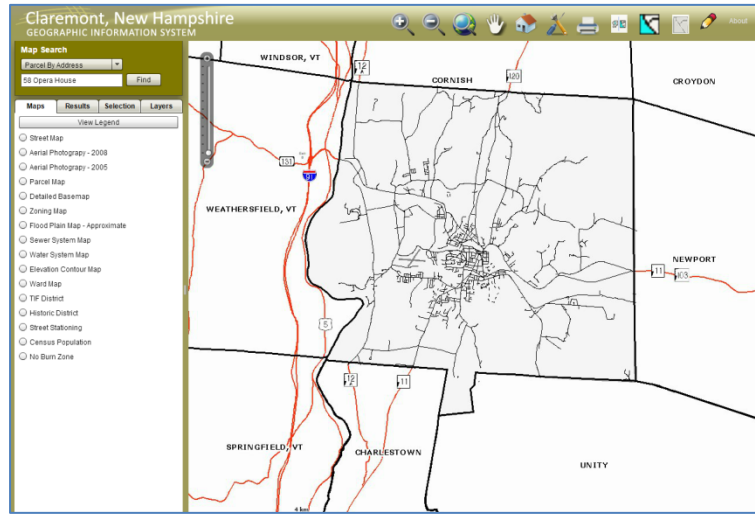


**Request for Qualifications (RFQ) for Online GIS Mapping Services**

**Introduction**

Claremont, located in western New Hampshire and a growing city of approximately 13,000 people, is seeking quotes from qualified consultants to transition and/or develop an public internet-based map service for publishing the City’s GIS database. The database must integrate with Vision 7 CAMA appraisal software, utilized by the City’s Assessing Office (<http://gis.vgsi.com/claremonthn/>). The City currently utilizes a platform that is outdated and is searching for a new host vendor who could supply similar.



**Scope of Services**

- System Design - Set-up/transition to new web platform (old platform built on FLEX)
- Webhost - Host WebGIS Mapping application
- Updates - Update tax map parcel data and assessing data up to four times per year
- Maintenance - Maintain GIS servers, software licenses, and internet connections necessary for website
- Database Solution - Design/develop a data processing utility for the City to utilize for periodic upload
- Tech Support - Train the primary user/s on the application/s and provide general tech support

**Web-based GIS application functionality**

Automated printing utility	Location of parcel (by owner name, map & lot number, location, street, etc)	Abutters list query (output to printed labels)
Property assessment query (connected to Vision)	Area of interest function	Link related photos & other images (Google, Bing, etc)
Pop-up link About/Disclaimer		

**Application tools**

Pan tool	Parcel ID	Measure line/polygon	Map printing
Zoom in/ out/ previous/ full	Select by line/polygon	Clear selection	Select multiple parcels
Landscape/Portrait print option	Print to PDF/JPEG and other image format options	Advanced search tool with property search functions	Legend

**Application Quick Map Layers**

Variety of Basemap layers	Zoning Districts	No Burn Zones	Historic Districts	TIF Districts	City-Owned Lands
Control Points	Roads	Water Utilities	Sewer Utilities	Wards	Natural Resources

**Contract Terms**

Ideally, the City is interested in a two-year contract, but would consider other reasonable requests.

**RFQ Proposal Guidelines**

*Company Overview*

- 1) Firm name and business address including phone number, fax number and website.
- 2) The year the firm was established, include former names and year established if applicable.
- 3) Type of ownership and parent company if applicable.
- 5) The name of the proposed project manager for this project and specific experience and qualifications.

*Key Personnel and Job Planning*

- 6) If any part of the project cannot or is not planned to be performed in-house, describe the portion that would be subcontracted along with a profile of said subcontractor.
- 7) If you have multiple company offices, please identify the location where the majority of the work will be performed. Please also indicate if any part of the project is to be performed outside the U.S.
- 8) Total number of persons available to work on the Claremont project.
- 9) Time frame for project.

*Relevant Experience and Capabilities*

- 10) Please provide a list of relevant projects completed, including year completed, project duration, cost and client contact information.
- 12) Provide a quality control and assurance process and procedures.
- 13) Record of bringing in projects on time and within budget.

*Budget Framework*

The table below is provided for guidance reflecting the minimum breakdown for project costs.

<b>Task</b>	<b>Year 1</b>	<b>Year 2</b>
Data migration/Set-up	\$	\$
Host GIS website	\$	\$
Annual maintenance	\$	\$

**Evaluation Criteria**

Three people from the office of Development & Planning will independently review the Proposals and rate submissions based on a rubric developed from this RFQ. Additional considerations will be made based on cost, client references, vendor accessibility and commitment to the project.

The City of Claremont reserves the right to reject any and all RFQs received, to waive any technical requirement, and to select the firm, in the City’s judgment, that best meets the requirements of this project and the needs of the City. The RFQ is not an offer, obligation or agreement to award work to any respondent. No contractual relationship is created by responding to this RFQ. Please direct any technical questions regarding this RFQ to Amber Boland - [aboland.uvlsrpc@gmail.com](mailto:aboland.uvlsrpc@gmail.com) . Questions will be accepted through December 5, 2014.

**RFQ submission deadline: Monday, December 15, 2014 by 5:00 pm**

Fee Proposals should be submitted in a separate sealed envelope and mailed with qualifications statements to Claremont City Manager’s Office, 58 Opera House Square, Claremont, NH 03743.