

To Consultants for Invitation for Bids for Geographic Information Systems Consulting Services:

The following questions were received from a vendor. In order to keep everyone informed, here are the questions and answers:

1. Attachment 1, Section A)14 permits the use of "ArcMap 3-D Analyst software or a comparable package." No equivalent allowance appears elsewhere in Attachment 1. Where Attachment 1 names a specific commercial product, will the County accept demonstrated equivalent experience with a comparable platform, or is experience with each named product a pass or fail requirement for responsiveness? **This would need to stay ESRI based.**
2. Attachment 1, Section A)3(i) requires three years of experience with ArcGIS 10.8.x and ArcGIS Pro 2.x. ArcGIS Pro 2.x is retired, with extended support for 2.9 having ended 31 May 2025, and ArcGIS Desktop 10.8.x is in mature support as the final ArcMap release series. Will current ArcGIS Pro 3.x, ArcGIS Enterprise 11.x and ArcGIS Online experience satisfy this requirement? **Yes, this will satisfy the requirement.**
3. Are all items listed in Attachment 1 Sections A) and B) mandatory minimum requirements for responsiveness, or will the County consider them as part of the responsibility determination described at Instruction N? **In Attachment 1 Sections A) and B), the County has provided the minimum requirements we have for the Primary GIS Consultant and the Consulting Firm for the Geographic Information Systems Consultant. Any deviations or exceptions from the specifications and requirements are to be provided on Attachment 4, the Bid Form. The County has the right to investigate or interview the bidder to determine if the bidder meets the qualifications specified in Attachment 1.**
4. Attachment 1, Section A)16 requires five years of experience with Virginia's Geographic Information Network and the Virginia Base Mapping Program from the primary consultant, while Section B)6 requires three years of VGIN experience from the consulting firm. Which period governs where the same individual is offered as the firm's evidence? **The minimum five years of experience is the minimum qualifications for the Primary GIS Consultant. The minimum three years of experience is the minimum qualifications for the GIS Consulting Firm.** Does experience supporting a Virginia locality's participation in VGIN and the Virginia Base Mapping Program satisfy these items, or does the County require direct engagement with VGIN itself? **Direct engagement isn't required.**
5. Attachment 1, Section A)6 requires five years of experience with wireless Phase II compliance in E911 mapping applications. Given the Commonwealth's transition to NG 9-1-1, will the County confirm whether current NG 9-1-1 and i3 data preparation and validation experience satisfies this item? **Yes.** Or whether legacy Phase II compliance work specifically is required? **The specifications require a minimum of 5 years experience with wireless Phase II compliance in E911 mapping applications.**
6. Attachment 1, Section A)17 lists Census and demographic data, direct experience with redistricting for election districts and voting precincts, and experience updating Voter Registrar MSAG data, with no minimum period stated. Are all three elements mandatory, and what period or depth of experience does the County consider sufficient? **Yes, this is required and experience with a least one redistricting cycle experience and with voter MSAG.**

7. Attachment 1, Section A)18 requires three years of experience pushing updates of new roads and addressing information to online mapping systems such as Google, Bing and HERE. Does the County expect this to be performed by direct submission to each provider, or through the Commonwealth's road centerline and address point programs? **Sometimes when the state submits data it isn't always applied and the County has to periodically check to make sure the data is updated and if it isn't we have to submit it ourselves.**
8. Attachment 1, Section A)10 requires flexibility to assist with GIS staffing as needed. Please describe what the County anticipates under this item, and confirm which of the four Bid Form rates applies to it. **Assistance from a GIS vendor could include delivering map data that can be used for any County programs such as Southern Software, RapidOS, InteractiveGIS, MERG Online, creating maps for special projects, assisting with in-the-field GIS coordinates for addressing issues. Also working with software vendors on our behalf that pertains to GIS data. The hourly rate for contracted hours would apply.**
9. The solicitation provides a Bid Form and a References Form and no qualifications form. In what format does the County wish the Attachment 1 qualifications to be evidenced? Will resumes and a Statement of Qualifications submitted as supporting documentation be reviewed, and is there a preferred format or page limit? **The bidder may submit a resume or a Statement of Qualifications as supporting documentation. When determining the lowest responsive and responsible bidder, the County will contact the lowest bidder to interview and request more information on qualifications to determine if the bid is responsible.**
10. Attachment 1, Section B)3 sets a minimum of one day, eight hours, of on-site service per month and a maximum monthly average of twelve hours per week. Does the twelve hour per week maximum apply only to on-site hours, or to all contracted hours? **All contracted hours.** May contracted hours beyond the eight-hour monthly on-site minimum be performed remotely by VPN or other remote access? **Yes.**
11. What level of on-site and total service does the County anticipate under this contract, and has an annual budget or not-to-exceed amount been established? **On-site is more of an as needed or as requested for special circumstances. In attachment 1, the section on Service Specifications identifies the minimum requirements for performance of services. Yes, an annual budget has been established based on the hours for services.**
12. Over the last twelve months, approximately how many hours were billed in each of the four Bid Form categories: contracted on-site hours, travel hours, hours outside contract hours, and telephone support outside contract hours? **Hours were billed for services needed on an as needed basis. The total hours for twelve month period was 166 hours based on the hourly rate per contracted hours.** What are the hourly rates under the current contract for those categories? **The current rate per contract is \$70 for hourly rate for contract hours, \$0 for hourly rate for travel, \$70 for hourly rate for hours outside contract, and \$70 for hourly rate for telephone support outside contract hours.**
13. How will the County compare bids across the four hourly rates on the Bid Form in determining the lowest responsive and responsible bidder? Will the rates be summed, weighted, or applied against estimated annual hours? **The bid amounts for each category will be evaluated. The bid amounts would not be summed or weighted.**
14. Attachment 1, Service Specifications A)6 states that the Consultant may not receive reimbursement for the use of personal motor vehicles, and the Bid Form excludes travel

hours from contract hours. Please confirm that travel time is billable at the bid travel rate and that no mileage, lodging, meals or per diem is separately reimbursable. **Yes, to travel time and no on mileage, lodging, meals and per diem.**

15. Service Specifications A)2 requires 24 hour a day, 7 day a week maintenance support including holidays, with response within four hours and on-site response where required. Is that availability compensated only through the outside-contract-hours and telephone support rates as actually used, or does the County expect standby availability to be priced into the contracted hourly rate? **This would be based on the contracted hourly rate stated on bid form.**
16. What platform hosts the County GIS (NetGIS) today, and what is the County's current ArcGIS environment and license level? Which software will the County make available to the Consultant under Service Specification A)5, and is a migration from ARCVIEW 10.4 and AUTODESK MAP to ArcGIS Pro or ArcGIS Enterprise planned during the contract term? **We are currently using ArcPro Basic, Arc Online latest versions, and contract out for our online web mapping.**
17. Is there a bid or solicitation number that should be referenced on the sealed package, the Bid Form and correspondence? Separately, the cover letter asks that question emails use the subject line "Questions Regarding GIS Consulting Services" while Instruction III.E specifies "Question Regarding GIS Consulting Services." Please confirm which is correct. **There is not a bid or a solicitation number that needs to be referenced. On the cover letter, we request two copies of the completed bid form and references must be submitted in a sealed envelope or packaged marked on the outside with the Contractor's name and address, and clearly marked: "Bid for GIS Consulting Services".**
18. Instruction III.G states that by submitting a bid the Bidder certifies it has inspected the job site. Is a site visit available, and if so on what dates? **We can schedule an on-site visit anytime.**
19. General Terms and Conditions items 8, 9 and 10, and Instruction G, refer to construction industry standards, the discovery of asbestos, repair of damage to existing utilities and finished surfaces, and inspection of the job site. Please confirm whether these provisions apply to a GIS consulting services contract. **This may be applicable for on-site work.** Separately, General Terms item 14 does not list professional liability or errors and omissions coverage, or cyber liability coverage. Please confirm whether either will be required at contract execution. **The requirements for insurance are listed in Attachment 3, item 14.**
20. Instruction I reserves the right to require an interview with a County review committee. Does the County anticipate holding interviews, and if so approximately when? **The County will interview the lowest bidder to determine that they are a responsible bidder. The interview will occur after bid due date and after the County determines responsiveness of the bid.** Separately, is registration in eVA required in order to receive an award where the bid is submitted on paper? **A registration with eVA is not required.**
21. The Bid Form asks for four hourly rates (contracted hours, travel, hours outside contract, and telephone support outside contract hours). Please explain how these four rates will be combined or weighted to find the lowest bid. For example, will the County apply estimated annual hours to each rate? **The bid amounts for each category will be evaluated. The bid amounts would not be combined or weighted.**